



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

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, May 5, 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 by

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

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 April 7, 2021.

-Rodriguez

END OF CONSENT AGENDA

4. RECEIVE update on state and federal legislative activities and **RECOMMEND** the Board of Directors adopt positions on proposed legislation.

- Watson/Khoury

Staff will present state and federal legislative updates and present proposed legislation for the Committee to consider recommendations of positions of support or opposition.

5. RECOMMEND that the Board **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.

-Goel/Muck

This action results in adoption of the Agency's final budget, Overall Work Program, and Integrated Funding Plan for fiscal year 21/22, including federal, state and local grant authorizations and certifications, and out year budgets for fiscal years 22/23 and 23/24. In February, the Board adopted the draft budget. This budget version makes changes to reflect the latest information on revenues and expenditures.

6. RECEIVE update and **PROVIDE INPUT** on Post COVID-19 transition.

- Hale

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 set policies for social distancing to protect staff, Board and committee members from contracting the disease through Agency activities.

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

- Muck

8. **ANNOUNCEMENTS**

9. **ADJOURN**

Next Executive Committee meeting is:

Wednesday, June 2, 2021

There will be no Executive Committee meeting in July.

Please mark your calendars.

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 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

Office is closed an all employees are working remotely until further notice

TEL: 831-775-0903
EMAIL: 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: May 5, 2021
Subject: **Executive Committee Draft Minutes of April 7, 2021**

RECOMMENDED ACTION:

APPROVE Executive Committee draft Minutes of April 7, 2021.

ATTACHMENTS:

- ▣ Executive Committee draft minutes of 4-7-2021

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 (1st Vice Chair), Michael LeBarre (2nd Vice Chair),
 Luis Alejo (Past Chair),
 Chris Lopez (County representative), Kimbley Craig (City representative)*

Wednesday, April 7, 2021

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

ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY

EXECUTIVE COMMITTEE	MAY 20	JUN 20	AUG 20	SEP 20	OCT 20	NOV 20	JAN 21	FEB 21	MAR 21	APR 21
Ed Smith, Chair 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, 1st Vice Chair Supr. Dist. 5 (S. Hardgrave, C. Courtney)	P (VC)	P (A) (VC)	P (VC)	P (VC)	P(A) (VC)	P(A) (VC)	P (VC)	P (VC)	P (VC)	P (VC)
Michael LeBarre, 2nd Vice Chair 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, Past Chair Supr. Dist. 1 (L. Gonzales/ J. Gomez)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	A (VC)	P (VC)	P(A) (VC)	P (VC)
Chris Lopez, County Representative Supr. Dist. 2 (P. Barba)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	P (VC)	A (VC)	P (VC)	P (VC)	P (VC)
Kimbley Craig, City Representative (C. Cromeenes)	P (VC)	P (VC)	P(A) (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 8:38 a.m. Roll call was taken, and a quorum was confirmed. (as noted above). Committee member Adams arrived after the consent agenda.

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

Others present: Agency Counsel Katherine Hansen; Legislative Consultant Gus Khouri; Alternate District 5 Colleen Courtney and County staff Javier Gomez.

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 March 3, 2021.

4. STATE AND FEDERAL LEGISLATIVE UPDATE

The Committee received an update on legislative activities and took the following action:

On a motion by Committee Member Alejo, seconded by Committee Member LeBarre, 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 “oppose” to “watch” on SB 542, and new “support” positions on AB 14 and SB 4.

Gus Khouri, Agency Legislative Consultant, reported on Governor Newsom’s proposed climate action plan impacts on transportation funding. Mr. Khouri highlighted the state bill list and recommended positions on certain bills. He noted a change to a previous position of “oppose” on Senate Bill (SB) 542 that was amended to remove TAMC’s reason for opposition, and noted staff is now recommending a “watch” position.

The Committee expressed their support for adding Assembly Bill 14 and SB 4 that are both for broadband services, with a “support” position recommendation.

Christina Watson, Principal Transportation Planner, reviewed federal legislative activities. She reported that President Biden’s proposed American Rescue Plan is a \$2.3 trillion package that includes \$932 billion for infrastructure. She noted a full update would be included in the TAMC Board report.

Staff agreed to several follow up activities, including: evaluating the gaps in the Monterey County broadband network to better coordinate with our regional transportation projects, conducting a review of SB 556 (Dodd) to determine if TAMC should take a position on it, and working with Mr. Khouri to set up a meeting with Senator Padilla.

4. TAMC DRAFT AGENDA

Deputy Executive Director Muck reviewed the draft regular and consent agenda for the TAMC Board meeting of April 28, 2021. After Executive Committee discussion, direction to staff was provided to place the following items for consideration on the regular agenda:

- Proclamation for 2021 National Public Works Week
- Measure X Third Year Audit Results
- Draft Climate Action Plan for Transportation Infrastructure

5. ANNOUNCEMENTS

Committee member LeBarre reported that the Bicycle and Pedestrian Committee received a presentation on a bike repair program for youth. He asked if the Bicycles Secure program could be used to purchase bike tool kits for the children. Mr. Muck noted that staff could bring forward a proposal to expand the program eligibility for Board review and approval.

6. ADJOURNMENT

Chair Smith adjourned the meeting at 9:48 a.m.



Memorandum

To: Executive Committee
From: Christina Watson, Principal Transportation Planner
Meeting Date: May 5, 2021
Subject: Legislative Update

RECOMMENDED ACTION:

RECEIVE update on state and federal legislative activities and **RECOMMEND** the Board of Directors adopt positions on proposed legislation.

SUMMARY:

Staff will present state and federal legislative updates and present proposed legislation for the Committee to consider recommendations of positions of support or opposition.

FINANCIAL IMPACT:

Some of the proposed legislation may have a financial impact on TAMC.

DISCUSSION:

Agency legislative analyst Gus Khouri and staff will provide updates on state and federal legislation and seek Committee input on recommended positions on draft legislation.

The updated state bill list (**attachment 1**) includes several new bills that align with the Agency's adopted legislative program (**web attachment 1**). Changes to the list since the Board adoption on April 28 are indicated via strike-out and underline.

The following bills are now recommended for a changed position:

- Assembly Bill (AB) 41 (Wood): Broadband Infrastructure: this bill was amended and no longer provides the benefits to disadvantaged areas. Staff recommends changing the Agency position on the bill from "support" to "watch".
- Senate Bill (SB) 790 (Stern): Wildlife connectivity mitigation credits: this bill authorizes the Department of Fish and Wildlife to give Caltrans mitigation credit for wildlife crossing projects. The bill could be useful for addressing work on State Route 68, and staff recommends a "support" position.

On the federal front, Congressman Panetta has announced his nominations for the Transportation & Infrastructure authorization bill (**web attachment 2**), including the US 101 Safety Improvements - South of Salinas Project, \$2 million for environmental review.

Meanwhile, Senator Feinstein has also published the paperwork requirement for requesting federal funding through her office. Project nominations are due May 5.

Staff will provide a verbal update on all activities at the meeting.

ATTACHMENTS:

- State bill list

WEB ATTACHMENTS:

- [TAMC 2021 Legislative Program](#)
- [Congressmember Jimmy Panetta's Transportation and Infrastructure Project Funding Requests](#)

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
AB 11 (Ward) Climate Change: regional climate change authorities	1/25/21 Assembly Natural Resources	This bill would require the Strategic Growth Council to establish up to 12 regional climate change authorities to coordinate climate adaptation and mitigation activities in their regions, and coordinate with other regional climate adaptation authorities, state agencies, and other relevant stakeholders.	Watch Priority 2S
AB 14 (Aguiar-Curry) Communications: broadband services: California Advanced Services Fund	4/15/20 Assembly Local Government	This bill would authorize the board of supervisors of a county to acquire, construct, improve, maintain, or operate broadband internet access service, and any other communications service necessary to obtain federal or state support for the acquisition, construction, improvement, maintenance, or operation of broadband internet access service.	SUPPORT Priority 6S
AB 34 (Murasutchi) Communications: Broadband for All Act of 2022	4/22/20 Assembly Appropriations	This bill would enact the Broadband for All Act of 2022, which, if approved by the voters on November 8, 2022, would authorize the issuance of \$10 billion in general obligation bonds for purposes of providing financial assistance to deploy broadband infrastructure and broadband services.	SUPPORT Priority 6S
AB 41 (Wood) Broadband Infrastructure	4/22/20 Assembly Transportation	This bill would require Caltrans, the Public Utilities Commission and California Broadband Council to identify priority areas for broadband deployment within the state. As part of those projects that are located in priority areas or areas that connect existing broadband infrastructure to priority areas, to install broadband conduits capable of supporting fiber optic communication cables. Per the Public Utilities Commission’s Resolution T-17443, priority areas would include Castroville, Chualar, Gonzales, Greenfield, King City and Soledad. <u>This bill no longer provides an assurance regarding broadband investments into disadvantaged areas within the county.</u>	SUPPORT <u>Watch</u> Priority 6S

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
<p>AB 43 (Friedman)</p> <p>Traffic Safety</p>	<p>4/20/21</p> <p>Assembly Appropriations</p>	<p>This bill would require Caltrans to convene a committee of external design experts to advise on revisions to the Highway Design Manual to balance integrated mass transportation, highway, aviation, maritime, railroad, and other transportation facilities and services in support of statewide and regional goals. The bill would require the California Traffic Safety Program to include a traffic safety monitoring program that identifies and addresses locations with pedestrian- and bicyclist-related crashes. The bill would allow for the recalibration of speed limits of order to eliminate fatalities for motorists, bicyclists, and pedestrians. This bill has been amended to allow Caltrans and local jurisdictions to change speed limits on highways approaching schools or business districts.</p>	<p>SUPPORT</p> <p>Priority 9S</p>
<p>AB 51 (Quirk)</p> <p>Climate change: regional climate adaptation planning groups and plans</p>	<p>1/11/21</p> <p>Assembly Natural Resources</p>	<p>Existing law establishes the Integrated Climate Adaptation and Resiliency Program, administered by the Office of Planning and Research, to coordinate regional and local efforts with state climate adaptation strategies to adapt to the impacts of climate change. This bill would require the Strategic Growth Council to establish guidelines for the formation of regional climate adaptation planning groups. The bill would require the council to develop criteria for regional climate adaptation plans.</p>	<p>Watch</p> <p>Priority 2S</p>

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
<p>AB 67 (Petrie-Norris)</p> <p>Sea-level Rise: Working Group: economic analysis</p>	<p>4/14/2021</p> <p>Assembly Appropriations</p>	<p>This bill would require a state agency to take into account the current and future impacts of sea level rise when planning, designing, building, operating, maintaining, and investing in infrastructure located in the coastal zone or otherwise vulnerable to flooding from sea level rise or storm surges, or when otherwise approving the allocation of state funds for those purposes. The bill would require the Ocean Protection Council to establish a multiagency working group on sea level rise to provide recommended policies, resolutions, projects, and other actions to address sea level rise, the breadth of its impact, and the severity of its anticipated harm. The bill would require the council to develop a standardized methodology and template for conducting economic analyses of risks and adaptation strategies associated with sea level rise. The bill would require a state agency to conduct a sea level rise analysis for any state-funded infrastructure project located in the coastal zone or otherwise vulnerable to flooding from sea level rise or storm surges, and restrict funding as needed, pursuant to that methodology.</p>	<p>Watch</p> <p>Priority 2S</p>
<p>AB 72 (Petrie-Norris)</p> <p>Natural Resources Agency: coastal adaptation projects: sea level rise: regulatory review and permitting: report</p>	<p>4/14/2021</p> <p>Assembly Appropriations</p>	<p>This bill would enact the Coastal Adaptation Permitting Act of 2021. The bill would require the Natural Resources Agency to explore and authorize the implementation of options within the agency’s jurisdiction to establish a more coordinated and efficient regulatory review and permitting process for coastal adaptation projects. The bill would require the agency to submit a report to the Legislature with recommendations for improving and expediting the regulatory review and permitting process for coastal adaptation projects.</p>	<p>Watch</p> <p>Priority 2S</p>

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
<p>AB 111 (Boerner-Horvath)</p> <p><u>Transportation: zero-emission vehicles</u></p>	<p><u>3/23/21</u></p> <p><u>Assembly Transportation</u></p>	<p><u>This bill would require the CalSTA Secretary to implement a Safe and Clean Truck Infrastructure Program to support the construction and operation of zero-emission medium- and heavy-duty vehicle parking and electric vehicle charging and hydrogen refueling infrastructure on public and private properties, and to encourage the use of zero-emission vehicles. This bill would make the Trade Corridor Enhancement Program an eligible source of funding.</u></p>	<p><u>Watch</u></p> <p><u>Priority 2S</u></p>
<p>AB 117 (Beorner Horvath)</p> <p>Electric Bicycles</p>	<p>4/6/21</p> <p>Assembly Appropriations</p>	<p>The bill would require the State Air Resources Board to establish and implement and administer the Electric Bicycle Rebate <u>Incentive</u> Pilot Project to provide incentives rebates for purchases of electric bicycles. The bill would require the state board to submit to the Legislature a midcycle evaluation of the pilot project and an end-of-program evaluation of the pilot project. The bill would appropriate from the Greenhouse Gas Reduction Fund \$10,000,000 to the state board for purposes of the pilot project. <u>The bill has been amended to prioritize incentives for low-income households.</u></p>	<p>SUPPORT</p> <p>Priority 14S</p>

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
<p>AB 339 (Lee)</p> <p>State and local government: open meetings</p>	<p>4/28/21</p> <p>Assembly Local Government</p> <p>Set for 4/28</p>	<p>This bill would require all meetings, including gatherings using teleconference technology, to include an opportunity for all persons to attend via a call-in option or an internet-based service option. that provides closed captioning services and requires both a call in and an internet based service option. The bill would require translation services be provided for the 10 most spoken languages, other than English, in California, and would require those persons commenting in a language other than English to have double the amount of time as those giving a comment in English, if time restrictions on public comment are utilized. The bill would require the legislative bodies of the local agency to employ a sufficient amount of qualified bilingual persons to provide translation during the meeting in the language of a non-English speaking person, in jurisdictions which govern a substantial number of non-English speaking people. This bill would require legislative bodies of local agencies, and state bodies to translate agendas and instructions for accessing the meeting into all languages for which 5% of the population in the area governed by the local agency, or state body's jurisdiction, are speakers. In-person testimony would be required, except in the case of a declared emergency. The bill would require that Instructions for joining remotely for public comment shall be made available to all non-English-speaking persons upon request and should be published in the two most spoken languages other than English within the boundaries of the territory over which the local agency exercises jurisdiction. The bill also requires that the meeting agenda be made available upon request to all non-English-speaking persons regardless of national origin or language ability.</p>	<p>Watch</p> <p>Priority 15S</p>
<p>AB 361 (Rivas, Robert)</p> <p>Open meetings: local agencies: teleconferences</p>	<p>2/12/2021</p> <p>Assembly Local Government</p>	<p>This bill provides exemptions from the Ralph M. Brown Act's meeting requirements to allow local jurisdictions to meet virtually during emergencies, provided the legislative body makes certain determinations by majority vote, publishes proper notice, and provides opportunity for public comment.</p>	<p>SUPPORT</p> <p>Priority 15S</p>

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
AB 476 (Mullin) Department of Transportation: state highways: transit bus pilot program	3/17/2021 Assembly Transportation	This bill would authorize the Caltrans to establish a pilot program, of up to 8 projects statewide, to authorize a transit operator or operators to operate transit buses on the shoulders of state highways, under a project selected under the program. This bill is expected to be a two-year bill.	Watch Priority 14S
AB 703 (Rubio, Blanca) Open meetings: local agencies: teleconferences	2/25/2021 Assembly Local Government	This bill is similar to AB 361, except that it would allow local jurisdictions to continue using teleconference capabilities, provided that access is granted to the public, without an emergency being called.	SUPPORT Priority 15S
AB 713 (Garcia, Cristina) Health analysis: transportation policies State Air Resources Board: greenhouse gas emissions scoping plan: comprehensive health analysis	4/15/2021 Assembly Natural Resources	This bill would require the State Transportation Agency to develop an action plan to better integrate health analysis into the design and implementation of the state's transportation policies, programs, and funding allocations with the goal of maximizing health and health equity benefits. <u>This bill has been amended to require the California State Air Resources Board to include a comprehensive health analysis in its scoping plan.</u>	Watch Priority 1S
AB 745 (Gipson) Air pollution: Clean cars 4 all program	4/22/2021 Assembly Transportation	This bill would require the California State Air Resources Board, as a part of the Clean Cars 4 All Program, to provide vouchers for zero-emission vehicles to persons of low or moderate income living in disadvantaged communities to replace vehicles that have failed a smog check inspection.	SUPPORT Priority 4S

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
AB 786 (Cervantes) CTC: Executive Director	2/25/21 Assembly Transportation	This bill would require the Governor, rather than the California Transportation Commission (CTC), to appoint the CTC Executive Director. This bill is unnecessary. The Governor already appoints 9 out of the 11 Commissioners, who hire the Executive Director.	OPPOSE Priority 1S
AB 955 (Quirk) Highways: encroachment permits: broadband facilities	3/23/2021 Assembly Communications & Conveyance Set for 4/28	This bill would establish additional procedures for Caltrans' review of an application for an encroachment permit for a broadband facility. Caltrans would have 30-days to process a permit.	Watch Priority 6S
AB 1049 (Davies) Public Transportation Account: loan repayment	3/4/21 Assembly Transportation	The Budget Acts of 2013 and 2014 authorized the transfer of up to \$55,515,000 as loans from the Public Transportation Account to the High-Speed Passenger Train Bond Fund. This bill would require the \$54,000,000 in approved loans to be repaid to the Public Transportation Account and be available to help offset the loss of revenues incurred by transit operators during the COVID-19 pandemic.	Watch Priority 1S
AB 1069 (Lackey) Zero-emission passenger vehicles: underrepresented communities	3/4/21 Assembly Transportation	This bill would establish a goal of having 60% of all zero-emission vehicles be purchased by underrepresented communities, defined as individuals who self-identify as Black, African American, Hispanic, Latino, Asian, Pacific Islander, Native American, Native Hawaiian, or Alaska Native, and/or who self-identify as gay, lesbian, bisexual, or transgender.	Watch Priority 4S
AB 1147 (Friedman) Active Transportation Program	4/14/21 Assembly Appropriations	This bill requires each Metropolitan Planning Organization (MPO) to submit a 2035 target action plan by July 1, 2023 to identify barriers in meeting regional greenhouse gas (GHG) emissions reduction targets and establishes the Sustainable Communities Strategy (SCS) Block Grant Program. The Block Grant Program, upon appropriation by the Legislature, to each MPO with an approved 2035 target action plan to support efforts to meet each region's GHG emissions reduction targets.	Watch Priority 14S

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
AB 1260 (Chen) CEQA: exemptions: transportation-related projects	3/4/2021 Assembly Natural Resources Set for 4/28	This bill would provide a California Environmental Quality Act (CEQA) exemption for projects by a public transit agency to construct or maintain infrastructure to charge or refuel zero-emission trains.	SUPPORT Priority 4S
AB 1499 (Daly) Transportation: design-build: highways	4/23/21 Assembly Appropriations Set for 5/5	This bill would remove the sunset date of January 1, 2024, for the ability to utilize the design-build project delivery system for up to 10 projects on the state highway system. <u>This bill is likely to be amended to extend the cap on indirect cost recovery at 10% for highway projects.</u>	Watch SUPPORT Priority 11S
SB 4 (Gonzalez) Communications: California Advanced Services Fund	Amended 3/25/21 Senate Appropriations Set for 5/3	This bill would require the Governor’s Office of Business and Economic Development (“GO-Biz”) to coordinate with state and local agencies and national organizations to explore ways to facilitate streamlining of local land use approvals and construction permit processes for projects related to broadband infrastructure deployment and connectivity.	SUPPORT Priority 6S
SB 10 (Wiener) Planning and zoning: housing development: density	4/13/21 Senate Governance & Finance	This bill authorizes a local government to pass an ordinance to zone any parcel for up to 10 units of residential density per parcel, at a height specified in the ordinance, if the parcel is located in a transit-rich area, a jobs-rich area, or an urban infill site.	Watch Priority 3S
SB 28 (Caballero) Rural Broadband and Digital Infrastructure Video Competition Reform Act of 2021	4/21/21 Senate Appropriations	This bill, the Rural Broadband and Digital Infrastructure Video Competition Reform Act of 2021 (Reform Act), would require the Department of Technology to compile an inventory of state-owned resources available for use in the deployment of broadband networks in rural, unserved, and underserved communities.	SUPPORT Priority 6S

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
SB 261 (Allen) Regional transportation plans: sustainable communities strategies	4/19/21 Senate Transportation	This bill would require that the sustainable communities strategy be developed to achieve greenhouse gas emission reduction targets for the automobile and light truck sector for 2045 and 2050 and vehicle miles traveled reduction targets for 2035, 2045, and 2050 established by the Air Resources Board.	Watch Priority 1S
SB 339 (Wiener) Road Usage Charge Pilot Program	4/21/21 Senate Appropriations Set for 5/3	This bill extends by four years the Road Usage Charge (RUC) Technical Advisory Committee (TAC). The purpose of the TAC is to guide the development and evaluation of a pilot program to assess the potential for mileage-based revenue collection as an alternative to the gas tax system, gather public comment on issues and concerns related to the pilot program, and make recommendations to the Secretary of Transportation on the design of a pilot program.	Watch Priority 5S
SB 475 (Cortese) Transportation planning: sustainable communities strategies	3/18/2021 Senate Environmental Quality	This bill would require the California State Air Resources Board to issue new guidelines on sustainable communities strategies and require these guidelines to be updated thereafter at least every 4 years.	Watch Priority 1S
SB 542 (Limón) Vehicle license fees for zero-emission vehicles: sales and use taxes on medium- or heavy-duty zero-emission trucks.	Amended 3/25/21 Senate Transportation Set for 4/13	Amended 3/25 to pertain to heavy/light duty truck license fees. As amended, the bill no longer impacts transportation funding programs, removing TAMC's opposition.	Watch Priority 1S
SB 551 (Stern) California Electric Vehicle Authority	4/19/21 Senate Transportation Set for 4/27	This bill would establish the California Electric Vehicle Authority to coordinate and streamline activities among state agencies to advance electric vehicle and zero-emission charging infrastructure deployment and ensure related equity, workforce development, and economic development priorities are addressed.	SUPPORT Priority 4S

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
SB 643 (Archuleta) Fuel Cell Electric Fueling Infrastructure	4/16/21 Senate Transportation Set for 4/27	This bill would require the California Air Resources Board to prepare a statewide assessment of the fuel cell electric vehicle fueling infrastructure and fuel production needed to support the adoption of zero-emission trucks, buses, and off-road vehicles.	Watch Priority 4S
SB 671 (Gonzalez) Clean Freight Corridor Efficiency Program	4/15/21 Senate Transportation Set for 4/26	This bill would establish the Clean Freight Corridor Efficiency Program to establish criteria for identifying 5 of the state's most used freight corridors and define minimum requirements for clean truck corridors, surrounding local streets and roads, and associated facilities, and improving those corridors. <u>throughout the state that would be priority candidates for the deployment of zero-emission medium- and heavy-duty vehicles. The focus would be on the top five freight corridors, or segments of freight corridors, with the heaviest freight volume and near-source exposure to diesel exhaust and other contaminants.</u>	Watch Priority 2S
SB 674 (Durazo) Public Contracts: workforce development: transportation-related contracts	4/19/21 Senate Transportation Set for 4/27	This bill would require the Labor and Workforce Development Agency to develop the California Jobs Plan Program to meet specified objectives, including creation of a form that states the minimum numbers of proposed jobs that are projected to be retained and created if the applicant wins the public contract, and proposed wages, benefits, and investment in training. Other objectives of the program include the hiring of displaced workers and individuals facing barriers to employment; developing the state's long-term green transportation and related infrastructure and manufacturing sector; and supporting the adoption of protections for worker health and safety. TAMC is evaluating the if the additional requirements that would be placed on workforce participation would have an impact on a public agency's ability to procure state funding.	Watch Priority 1S

TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
SB 726 (Gonzalez) Alternative fuel and vehicle technologies: transportation sustainability strategy	4/21/2021 Senate Environmental Quality Set for 4/27	This bill would require the California State Resources Board and the State Energy Resources Conservation and Development Commission to develop a comprehensive transportation sustainability strategy. The bill would require the Board, as part of the 2022 <u>2027</u> update of the scoping plan, to set a greenhouse gas emissions reduction target for the transportation sector.	Watch Priority 1S
SB 735 (Rubio) Vehicles: speed safety cameras	4/13/2021 Senate Transportation	The bill would authorize a local authority to use a traffic speed safety camera system to enforce speed limits in a school zone.	SUPPORT Priority 9S
SB 771 (Becker) Sales and Use Tax Law: zero emissions vehicle exemption	3/3/21 Senate Governance & Finance	This bill would provide a sales tax exemption on the purchase of an electric or a hybrid electric vehicle valued at \$25,000 or less. The bill specifies that there would be no local reimbursement to cities and counties for the lost revenue attributable to the exemption. This bill would impact Measure X revenues if the state did not reimburse local entities for lost revenues. The requested amendment would be to restore the local reimbursement for lost revenues.	OPPOSE unless amended Priority 1S
<u>SB 790 (Stern)</u> <u>Wildlife connectivity mitigation credits</u>	<u>4/21/21</u> <u>Senate Natural Resources and Wildlife</u>	<u>This bill authorizes the Department of Fish and Wildlife to give Caltrans mitigation credit for wildlife crossing projects. The bill could be useful for addressing work on State Route 68.</u>	<u>SUPPORT</u> <u>Priority 11S</u>
SB 792 (Glazer) Sales and use tax: retailers: reporting	4/20/21 Senate Appropriations Suspense File	This bill would require a retailer whose annual sales of tangible personal property transacted online exceeded \$1,000,000 for the previous calendar year to track and report to the department the city or ZIP code where the purchaser resides for each sale within the state that is transacted online. Tracking the location of online purchases may help Measure X revenues.	SUPPORT Priority 1S



Memorandum

To: Executive Committee
From: Rita Goel, Director of Finance & Administration
Meeting Date: May 5, 2021
Subject: Overall Work Program, Integrated Funding Plan & 3-Year Budget FY 21/22

RECOMMENDED ACTION:

RECOMMEND that the Board 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.

SUMMARY:

This action results in adoption of the Agency’s final budget, Overall Work Program, and Integrated Funding Plan for fiscal year 21/22, including federal, state and local grant authorizations and certifications, and out year budgets for fiscal years 22/23 and 23/24. In February, the Board adopted the draft budget. This budget version makes changes to reflect the latest information on revenues and expenditures.

FINANCIAL IMPACT:

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

The Agency budget separates expenditures into two types: operating and direct. Operating expenditures include staff salaries and benefits, materials and supplies, and equipment purchases. The big change in the budgeting process this fiscal year is that under the Direct Programs, capital expenditures, e.g. Rail to Salinas, are incorporated into the Integrated Funding Plan. Ongoing programs, e.g. Freeway Service Patrol, Call Boxes, and Go 831 traveler information programs, will remain in the budget.

Operating: The proposed fiscal year 2021-2022 operating expenditure budget is \$3,810,434, a net increase over fiscal year 2020-2021 of \$211,138.

Direct Program: 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.

DISCUSSION:

Three Year Budget

Changes since the Board reviewed the draft budget on February 24, 2021 are:

Operating Budget	February Draft	May Final	Difference
Revenue & Expenditures	\$3,679,434	\$3,810,434	+\$131,000

Revenues changes:

1. Planning, Programming & Monitoring funds from federal COVID assistance legislation, increased by \$112,000.
2. Undesignated reserve usage to match expenses, increased by \$19,000.

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.

Direct Programs	February Draft	May Final	Difference
Revenue & Expenditures	\$1,910,739	\$2,030,739	+\$120,000

Revenues/Expenditures changes due to:

1. Rail to Salinas HDR amendment 1 to fund increased design services, funded by Regional Surface Transportation Program, added \$45,000.
2. Federal legislative advocate expenditures, funded by Undesignated Reserves, added \$75,000.

Benefit and salary changes are set forth in the resolution, as well as authority for out of state travel trips.

Details of the operating and direct budgets are attached.

Annual Work Program:

The final overall work program contains only minor changes made in response to comments by Caltrans and to reflect the budget modifications noted above. These changes have very little effect on the 2021/22 work program that the Executive Committee and Board reviewed in February.

2021/22 Overall Work Program Highlights, by Agency Goal:

Deliver Projects (and Programs)

Measure X administration and implementation including:

- Work with Caltrans on state highway projects:
 - Monterey to Salinas Highway 68 Corridor: environmental review and preliminary engineering;
 - Highway 156/Castroville Boulevard Interchange: final engineering design and acquisition of right-of-way; and,
 - US 101 Safety Improvements – South of Salinas: update Project Study Report in coordination with the public and key stakeholders and prepare for the environmental phase of the project.
- Imjin Road improvements: work with City of Marina to initiate construction and support public information and outreach activities.
- Highway 1 SURF! busway on the Monterey Branch Rail Line: work with MST on final design and funding.
- SR 156-Blackie Road Extension: coordinate with County of Monterey to initiate environmental review and

preliminary engineering.

- Fort Ord Regional Trail and Greenway: complete the Right-of-Way and final engineering phase for the Del Rey Oaks/SR 218 segment and pursue grant funding for other Fort Ord Regional Trail and Greenway segments.
- Habitat Preservation/Advance Mitigation: pursue advance mitigation opportunities based on the on the Resource Conservation Investment Strategy.
- Safe Routes to School: continue implementing the Every Child education and Salinas Safe Routes to Schools grants as part of a coordinated effort to advance the education, enforcement and engineering improvements to reduce collisions and encourage active transportation to improve the health of school children.
- Senior and Disabled Mobility program: oversee programs funded in the second grant cycle.

Non-Measure X Projects:

- Salinas Rail Extension Project:

- Transfer ownership of the Salinas train station improvements to the City of Salinas.
- Continue the right-of-way acquisition and final design for the layover facility and Gilroy station modifications portions of the project.

- Wayfinding Signs: begin installation of wayfinding signs for routes identified in the Regional Bicycle Wayfinding Plan.

Administration of Ongoing Programs:

- Go831 traveler information program: renew outreach to major employers to encourage carpooling, vanpooling, telecommuting, using the bus, biking and walking to work.
- Bicycle Secure Program: fund racks, lockers and related secure storage for bicycles, skateboards and scooters.

Maximize Funding

- Matching grants: work to secure SB 1, potential new federal funding, and other matching grants for priority projects
- Planning grants: evaluate the need for future corridor studies and safe routes to school grants. Begin implementation of any planning grants received in the prior cycle.
- Other agencies: assist Caltrans, Monterey-Salinas Transit and member agencies in securing funding and delivering transportation improvements. Emphasis will be on supporting member agencies' Active Transportation Program applications and grant programs for the SURF! busway along Highway 1.

Communicate Early and Often

- Continue high level of public interactions during project development and construction.
- Projects that will be a focus of agency outreach are:
 - Imjin Parkway improvements
 - Segment 1 of the Fort Ord Regional Trail and Greenway project, and
 - US 101 South of Salinas.
- Prepare Agency and Measure X annual report.
- Assist member agencies with public outreach.
- Continue ongoing agency media outreach, staff and Board member education.

Prepare for the Future

- Continue developing the 2022 Regional Transportation Plan update.
- Participate in state and federal policy discussions advocating for the policies adopted in the Agency's legislative platform.
- Participate in Central Coast Counties efforts to coordinate electric vehicle charging infrastructure for freight and interregional passenger vehicle travel.
- Monitor emerging transportation technologies including autonomous cars and trucks and Urban Air Mobility.
- Complete streets: support local use of bicycle and pedestrian safety improvements as part of a “complete streets” policy.
- Intersection safety and roundabouts: continue to evaluate and support the installation of new engineering designs for intersections to improve safety.
- SAFE Callbox Program: coordinate with CHP to complete the removal of underutilized call boxes.
- Blue Zones: coordinate with the Blue Zone health and longevity program to promote active transportation and related safety improvements as the program expands countywide.

Integrated Funding Plan:

The proposed 2021 Integrated Funding Plan updates the 2019 version of the plan with the latest funding and timing information for the projects and programs. The 2021 version of the plan includes a few additional projects to be consistent with staff work identified in the budget and work program.

Project development phases doesn't don't naturally follow the Agency's July 1 to June 30 fiscal year calendar. Past Agency budgets included direct project costs such as property acquisitions for the Salinas Rail Extension project. These costs would often carry over from year-to-year, artificially inflating the Agency's direct budget. The Integrated Funding Plan covers all expenses associated with a given project. More closely aligning the Integrated Funding Plan with the Budget and Overall Work Program provides a summary of project's and program's timing and funding while allowing the Budget and Overall Work Program to focus on the Agency's planning activities and ongoing programs e.g. Freeway Service Patrol, Call Boxes, and Go 831 traveler information program.

The resolution recommended for TAMC Board adoption of the FY 2021/22 budget and overall work program is attached.

ATTACHMENTS:

- ▢ Budget - Three-Year - FY21/22 - 23/24
- ▢ Budget & OWP Resolution FY 21/22
- ▢ Overall Work Program Summary
- ▢ 2021 Integrated Funding Plan

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

3 YEAR BUDGET

FISCAL YEARS

2021 - 2022

to

2023 - 2024

TAMC-3 YEAR BUDGET JULY 1, 2021 - JUNE 30, 2024

TOTAL REVENUE & EXPENDITURES - SUMMARY

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE FY 21/22 BUDGET vs FY 20-21 APPROVED
	FY 20/21 Approved	FY 21/22 Estimated	FY 22/23 Estimated	FY 23/24 Estimated	
Operating Revenue	\$3,599,296	\$3,810,434	\$3,589,999	\$3,611,820	5.9%
Direct Program Revenue	\$13,722,919	\$2,030,739	\$1,567,645	\$1,805,276	-85.2%
TOTAL REVENUE	\$17,322,215	\$5,841,173	\$5,157,644	\$5,417,096	-66.3%
Operating Expenditures	\$3,599,296	\$3,810,434	\$3,589,999	\$3,611,820	5.9%
Direct Program Expenditures	\$13,722,919	\$2,030,739	\$1,567,645	\$1,805,276	-85.2%
TOTAL EXPENDITURES	\$17,322,215	\$5,841,173	\$5,157,644	\$5,417,096	-66.3%
REVENUE MINUS EXPENDITURES	\$0	\$0	\$0	\$0	

TAMC-3 YEAR BUDGET JULY 1, 2021 - JUNE 30, 2024

TOTAL REVENUE BY SOURCE

SOURCE OF REVENUE	FY PLAN	FUTURE 3 YR BUDGET			4 Years Cumulative Impact	% CHANGE FY 21/22 BUDGET vs FY 20-21 APPROVED
	FY 20/21 Approved	FY 21/22 Estimated	FY 22/23 Estimated	FY 23/24 Estimated		
Federal Grants-Operating	\$0	\$0	\$0	\$0		#DIV/0!
Federal Grants-Direct	\$0	\$0	\$0	\$0		
State Grants-Operating	\$1,732,396	\$2,096,567	\$1,962,961	\$1,932,685		21.0%
State Grants-Direct	\$13,463,390	\$1,084,169	\$800,998	\$797,341		-91.9%
RSTP-Direct	\$66,500	\$176,500	\$66,500	\$66,500		165.4%
Local Funds-Operating	\$1,012,226	\$1,154,409	\$1,184,584	\$1,168,076		14.0%
Local Funds-Direct	\$400,510	\$460,744	\$362,754	\$282,500		15.0%
Sub Total Revenue	\$16,675,022	\$4,972,389	\$4,377,797	\$4,247,102		-70.2%
SAFE Reserve Surplus/(Usage)	(\$215,333)	(\$276,140)	(\$295,207)	(\$244,292)	(\$1,030,972)	28.2%
Rail-Leases ROW-Reserve Surplus/(Usage)	(\$58,000)	(\$75,000)	(\$75,000)	(\$75,000)	(\$283,000)	29.3%
Undesig. Contingency Surplus/(Usage)-Oper.	(\$106,674)	(\$64,458)	\$22,546	(\$96,059)	(\$244,645)	-39.6%
Undesig. Contingency Surplus/(Usage)-Direct	(\$267,186)	(\$453,186)	(\$432,186)	(\$754,643)	(\$1,907,201)	69.6%
Total Contingency Fund Surplus/ (Usage)	(\$647,193)	(\$868,784)	(\$779,847)	(\$1,169,994)	(\$3,465,818)	34.2%
TOTAL REVENUE	\$17,322,215	\$5,841,173	\$5,157,644	\$5,417,096		-66.3%

TAMC-3 YEAR BUDGET JULY 1, 2021 - JUNE 30, 2024

OPERATING REVENUE

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE	\$ CHANGE
	FY 20/21 Approved	FY 21/22 Estimated	FY 22/23 Estimated	FY 23/24 Estimated	FY 21/22 BUDGET vs FY 20-21 APPROVED	FY 21/22 BUDGET vs FY 20-21 APPROVED
OPERATING REVENUE						
FEDERAL PLANNING GRANTS						
Federal Planning (AMIBAG-FHWA PL)	\$0	\$0	\$0	\$0		\$0
SR156 West Proj. Mgmt. -EARMARK	\$0	\$0	\$0	\$0		\$0
SUB TOTAL FEDERAL GRANTS	\$0	\$0	\$0	\$0		\$0
STATE PLANNING GRANTS						
Local Transportation Fund (Current)- LTF	\$908,485	\$908,485	\$908,485	\$908,485	0.0%	\$0
Planning & Programming -PPM	\$201,000	\$313,000	\$201,000	\$201,000	55.7%	\$112,000
Rural Planning Assistance-RPA	\$392,000	\$392,000	\$422,000	\$422,000	0.0%	\$0
Complete Streets Project Implementation-RSTP	\$92,200	\$92,200	\$92,200	\$92,200	0.0%	\$0
SRTS-ATP Cycle 4 Every Child	\$52,658	\$52,320	\$30,276	\$0	-0.6%	-\$338
Salinas Safe Routes to School SB1	\$35,731	\$20,562	\$0	\$0		-\$15,169
Rail Network Integration Study	\$40,852	\$0	\$0	\$0	-100.0%	-\$40,852
Rail Extension to Salinas-Operating	\$0	\$300,000	\$300,000	\$300,000		\$300,000
Regional Conservation Investment Strategy	\$9,470	\$0	\$0	\$0	-100.0%	-\$9,470
ADA access program (UBER/LYFT)	\$0	\$18,000	\$9,000	\$9,000		\$18,000
SUB TOTAL STATE GRANTS	\$1,732,396	\$2,096,567	\$1,962,961	\$1,932,685	21.0%	\$364,171
LOCAL PLANNING CONTRIBUTIONS						
Regional Transportation Planning Assessment	\$243,076	\$243,076	\$243,076	\$243,076	0.0%	\$0
Impact Fee - Program Administration	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
RDIF- Go831 Operating	\$0	\$0	\$20,000	\$20,000		\$0
Sales Tax Authority Administration Fees	\$200,000	\$200,000	\$200,000	\$200,000	0.0%	\$0
Measure X Projects/Programs	\$550,000	\$695,000	\$695,000	\$695,000	26.4%	\$145,000
SRTS-ATP Cycle 4 Every Child-Measure X match	\$1,597	\$2,005	\$1,160	\$0	25.5%	\$408
Salinas Safe Routes to School -Measure X match	\$6,326	\$4,328	\$15,348	\$0		-\$1,998
Regional Cons. Investment Strategy- Measure X match	\$1,227	\$0	\$0	\$0	-100.0%	-\$1,227
SUB TOTAL LOCAL FUNDS	\$1,012,226	\$1,154,409	\$1,184,584	\$1,168,076	14.0%	\$142,183
OTHER CONTRIBUTIONS						
FSP- Staff Support	\$50,000	\$30,000	\$30,000	\$30,000	-40.0%	-\$20,000
SAFE- Staff Support	\$40,000	\$40,000	\$30,000	\$30,000	0.0%	\$0
SAFE- Go831 Staff Support	\$200,000	\$250,000	\$230,000	\$230,000	25.0%	\$50,000
Rail-Rail Extension to Salinas-Staff Support	\$350,000	\$0	\$0	\$0	-100.0%	-\$350,000
Rail-Rail Extension -UP/Caltrain Negotiations-Staff Support	\$0	\$50,000	\$50,000	\$0		\$50,000
Rail-Monterey Branch Line /Leases Staff Support	\$108,000	\$125,000	\$125,000	\$125,000	15.7%	\$17,000
SUB TOTAL STAFF SUPPORT	\$748,000	\$495,000	\$465,000	\$415,000	-33.8%	-\$253,000
Sub Total Operating Revenue	\$3,492,622	\$3,745,976	\$3,612,545	\$3,515,761	7.3%	\$253,354
Undesig. Contingency Res. Surplus/ (Usage)-Oper.	(\$106,674)	(\$64,458)	\$22,546	(\$96,059)	-39.6%	\$42,216
TOTAL OPERATING REVENUE	\$3,599,296	\$3,810,434	\$3,589,999	\$3,611,820	5.9%	\$211,138

**TAMC- OPERATING REVENUE CHANGES FY 2021-2022
FROM FY 2020-2021 APPROVED BUDGET**

<u>Operating Revenue</u>	FY 20-21 APPROVED BUDGET	FY 21-22 PROPOSED BUDGET	FY 21/22 BUDGET vs FY 20-21	
			\$ CHANGE	% CHNG
1 <u>FEDERAL PLANNING GRANTS</u>	\$0	\$0	\$0	
2 <u>STATE PLANNING GRANTS</u>	\$1,732,396	\$2,096,567	\$364,171	21.0%
Local Transportation Fund (Current)- LTF	\$908,485	\$908,485	\$0	0.0%
Planning & Programming -PPM	\$201,000	\$313,000	\$112,000	55.7%
Rural Planning Assistance-RPA	\$392,000	\$392,000	\$0	0.0%
Complete Streets Project Implementation-RSTP	\$92,200	\$92,200	\$0	0.0%
SRTS-ATP Cycle 4 Every Child	\$52,658	\$52,320	-\$338	-0.6%
Salinas Safe Routes to School SB1	\$35,731	\$20,562	-\$15,169	-42.5%
Rail Network integration Study	\$40,852	\$0	-\$40,852	-100.0%
Rail Extension to Salinas-Operating	\$0	\$300,000	\$300,000	
Regional Conservation Investment Strategy	\$9,470	\$0	-\$9,470	-100.0%
ADA access program (UBER/LYFT)	\$0	\$18,000	\$18,000	
3 <u>LOCAL PLANNING FUNDS</u>	\$1,012,226	\$1,154,409	\$142,183	14.0%
Regional Transportation Planning Assessment	\$243,076	\$243,076	\$0	0.0%
Impact Fee - Program Administration	\$10,000	\$10,000	\$0	0.0%
RDIF- Go831 Operating	\$0	\$0	\$0	
Sales Tax Authority Administration Fees	\$200,000	\$200,000	\$0	0.0%
Measure X Projects/Programs	\$550,000	\$695,000	\$145,000	26.4%
SRTS-ATP Cycle 4 Every Child-Measure X match	\$1,597	\$2,005	\$408	25.5%
Salinas Safe Routes to School -Measure X match	\$6,326	\$4,328	-\$1,998	-31.6%
Regional Cons. Investment Strategy- Measure X match	\$1,227	\$0	-\$1,227	-100.0%
4 <u>OTHER CONTRIBUTIONS</u>	\$748,000	\$495,000	-\$253,000	-33.8%
FSP- Staff Support	\$50,000	\$30,000	-\$20,000	-40.0%
SAFE- Staff Support	\$40,000	\$40,000	\$0	0.0%
SAFE- Go831 Staff Support	\$200,000	\$250,000	\$50,000	25.0%
Rail-Rail Extension to Salinas-Staff Support	\$350,000	\$0	-\$350,000	-100.0%
Rail-Rail Extension -UP/Caltrain Negotiations-Staff Support	\$0	\$50,000	\$50,000	
Rail-Monterey Branch Line /Leases Staff Support	\$108,000	\$125,000	\$17,000	15.7%
5 <u>UNDESIGNATED CONTINGENCY SURPLUS/ (USAGE)</u>	(\$106,674)	(\$64,458)	\$42,216	-39.6%
OPERATING REVENUE TOTAL	\$3,599,296	\$3,810,434	\$211,138	5.9%

TAMC-3 YEAR BUDGET JULY 1, 2021 - JUNE 30, 2024

OPERATING EXPENSES

SOURCE OF REVENUE/EXPENDITURE	FY PLAN	FUTURE 3 YR BUDGET			% CHANGE	\$ CHANGE
	FY 20/21 Approved	FY 21/22 Estimated	FY 22/23 Estimated	FY 23/24 Estimated	FY 21/22 BUDGET vs FY 20-21 APPROVED	FY 21/22 BUDGET vs FY 20-21 APPROVED
<u>OPERATING EXPENSES</u>						
Salaries	\$2,083,608	\$2,201,774	\$2,145,024	\$2,155,261	5.7%	\$118,166
Fringe Benefits	\$955,025	\$923,605	\$893,427	\$897,413	-3.3%	-\$31,420
Material and Services	\$550,663	\$675,055	\$541,549	\$549,147	22.6%	\$124,392
Depreciation/ Amortization	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	\$0
TOTAL OPERATING EXPENSES	\$3,599,296	\$3,810,434	\$3,589,999	\$3,611,820	5.9%	\$211,138

**TAMC- OPERATING EXPENSE CHANGES
FY 21-22 BUDGET vs FY 20-21 APPROVED**

<u>Operating Expenses</u>	FY 20-21 APPROVED BUDGET	FY 21-22 PROPOSED BUDGET	FY 21/22 BUDGET vs FY 20-21	
			\$ CHANGE	% CHNG
1 Salaries Changes	\$2,083,608	\$2,201,774	\$118,166	5.7%
Cost of Living Adjustments			\$40,645	
Step increases/Promotions			\$32,961	
Temp. Finance dept. hire			\$82,000	
Intern reductions			-\$37,440	
2 Fringe Benefit Changes	\$955,025	\$923,605	-\$31,420	-3.3%
Fringe benefits increases			\$21,394	
PERS retirement			\$5,483	
PERS unfunded liability			\$17,565	
PERS unfunded liability -prepaid			-\$110,168	
Temp. Finance dept. hire benefits			\$37,739	
Intern reductions-benefits			-\$3,433	
3 Materials and Services Changes	\$550,663	\$675,055	\$124,392	22.6%
Accounting Services- OPEB/GASB 75			\$4,000	
Board Meeting Conference Room			\$10,000	
Telecommunications & Video Conference			-\$15,000	
Computer Support Services			\$1,000	
Printing/Postage			-\$10,000	
Rent (Utilities & Janitorial Incl.)			\$3,392	
4 Depreciation/Amortization Changes	\$ 10,000	\$10,000	\$0	0.0%
OPERATING EXPENSE TOTAL	\$ 3,599,296	\$ 3,810,434	\$ 211,138	5.9%

TAMC-3 YEAR BUDGET JULY 1, 2021 - JUNE 30, 2024									
Direct Program Revenue- Summary									
WE	Direct Program Description	Revenue Source	FY PLAN	FUTURE 3 YR BUDGET				FY 21/22 BUDGET vs FY 20-21	
			FY 20/21 Approved	FY 21/22 Estimated	FY 22/23 Estimated	FY 23/24 Estimated	\$ CHANGE	% CHNG	
0000	Caltrans audit repayment (fy 15-16 thru fy 24-25)	Oper Resv	\$82,186	\$82,186	\$82,186	\$82,186	\$0	0%	
1000	Leadership Training	RPA	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0%	
1020	Triennial Audit	Oper Resv	\$0	\$0	\$45,000	\$0	\$0		
1122	Legislative Advocates	Oper Resv	\$115,000	\$135,000	\$135,000	\$135,000	\$20,000	17%	
1130	Public Outreach Program	Oper Resv	\$70,000	\$70,000	\$70,000	\$70,000	\$0	0%	
1770	Freeway Service Patrol	FSP	\$188,329	\$242,127	\$242,248	\$242,369	\$53,798	29%	
1770	FSP-SAFE Match (25% FSP Grant)	FSP	\$47,082	\$60,532	\$60,562	\$60,592	\$13,450	29%	
1770	FSP- Staff Support	FSP	(\$50,000)	(\$30,000)	(\$30,000)	(\$30,000)	\$20,000	-40%	
1770	Freeway Service Patrol-SB1	FSP	\$208,175	\$197,603	\$193,750	\$189,972	-\$10,572	-5%	
1770	FSP-SAFE Match (25% FSP Grant)-SB1	FSP	\$52,044	\$49,401	\$48,438	\$47,493	-\$2,643	-5%	
1780	SAFE - FSP Match	SAFE	(\$47,082)	(\$60,532)	(\$60,562)	(\$60,592)	-\$13,450	29%	
1780	SAFE - FSP Match-SB1	SAFE	(\$52,044)	(\$49,401)	(\$48,438)	(\$47,493)	\$2,643	-5%	
1780	SAFE	SAFE	\$340,000	\$340,000	\$340,000	\$340,000	\$0	0%	
1780	SAFE- Staff Support	SAFE	(\$40,000)	(\$40,000)	(\$30,000)	(\$30,000)	\$0	0%	
1790	SAFE- Go831 Staff Support	SAFE	(\$200,000)	(\$250,000)	(\$230,000)	(\$230,000)	-\$50,000	25%	
4150	EV Fast Chargers	SAFE	\$0	\$6,000	\$0	\$0	\$6,000		
1780	SAFE- Reserve Surplus/(Usage)	SAFE	(\$215,333)	(\$276,140)	(\$295,207)	(\$244,292)	-\$60,807	28%	
2310	Traffic Counts/Bike & Ped	RSTP	\$36,500	\$36,500	\$36,500	\$36,500	\$0	0%	
6145	Bike Map update	Oper Resv	\$0	\$16,000	\$0	\$0	\$16,000		
6148	Bike Week /Bike and Ped Events	TDA	\$27,500	\$27,500	\$27,500	\$27,500	\$0	0%	
6220	RTP/EIR update shared	RPA	\$30,000	\$30,000	\$0	\$0	\$0		
6262	RDIF Validation & Nexus Study	RDIF	\$0	\$110,000	\$0	\$0	\$110,000		
6550	Complete Streets Project Implementation-Bike Secure	RSTP	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%	
6729	Salinas Safe Routes to School SB1	SB1-Adapt.	\$441,520	\$243,439	\$0	\$0	-\$198,081		
6729	Salinas Safe Routes to School -Measure X match	Measure X	\$78,163	\$51,244	\$80,254	\$0	-\$26,919		
6740	Regional Conservation Investment Strategy	SB1-Adapt.	\$27,179	\$0	\$0	\$0	-\$27,179		
6740	Regional Cons. Investment Strategy- Measure X match	Measure X	\$3,521	\$0	\$0	\$0	-\$3,521		
6803	Rail-Rail Extension to Salinas- (STIP/PTA)	State	\$6,057,645	\$0	\$0	\$0	-\$6,057,645	-100%	
6803	Rail-Rail Extension to Salinas- (TCRP 14)	State	\$144,980	\$0	\$0	\$0	-\$144,980	-100%	
6803	Rail-Rail Ext. to Salinas- (Prop. 116 Rail Bonds)	State	\$2,050,000	\$0	\$0	\$0	-\$2,050,000	-100%	
6803	Rail-Rail Extension to Salinas-TCRP 7.3+GILROY	State	\$3,100,000	\$0	\$0	\$0	-\$3,100,000	-100%	
6803	Rail-Rail Extension to Salinas-Staff Support	State	(\$350,000)	\$0	\$0	\$0	\$350,000	-100%	
6803	Rail-Rail Extension -UPRR Reimbursement Agreement	RSTP	\$0	\$65,000	\$0	\$0	\$65,000		
6803	Rail-Rail Extension -UPRR Capacity Model Agreement	RSTP	\$0	\$45,000	\$0	\$0	\$45,000		
6803	Rail-Rail Extension -HDR Amendment # 1	Oper Resv	\$0	\$0	\$0	\$467,457	\$0		
6803	Rail-Rail Extension -UP/Caltrain Negotiations	Oper Resv	\$0	\$150,000	\$100,000	\$0	\$150,000		
6803	Rail-Rail Extension -UP/Caltrain Negotiations-Staff Support	Oper Resv	\$0	-\$50,000	-\$50,000	\$0	-\$50,000		
6804	Rail-Leases ROW	Leases	\$210,000	\$210,000	\$210,000	\$210,000	\$0	0%	
6804	Rail-Leases ROW-Staff Support	Leases	(\$108,000)	(\$125,000)	(\$125,000)	(\$125,000)	-\$17,000	16%	
6804	Rail-Leases ROW-Reserve Surplus/(Usage)	Leases	(\$58,000)	(\$75,000)	(\$75,000)	(\$75,000)	-\$17,000	29%	
6807	Rail Leases-Salinas	Leases	\$15,000	\$17,000	\$0	\$0	\$2,000		
6809	Rail Network Integration Study	TIRCP	\$147,463	\$0	\$0	\$0	-\$147,463		
7101	SRTS-ATP Cycle 4 Every Child	State	\$703,099	\$0	\$0	\$0	-\$703,099		
7101	SRTS-ATP Cycle 4 Every Child-Measure X match	Measure X	\$21,326	\$0	\$0	\$0	-\$21,326		
8010	Public Outreach Program -Measure X	Measure X	\$40,000	\$40,000	\$40,000	\$40,000	\$0		
8010	Measure X - Materials & Services-Audits etc.	Local	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0%	
Total Direct Program Revenue			\$13,722,919	\$2,030,739	\$1,567,645	\$1,805,276	-\$11,892,180	-85.2%	

TAMC-3 YEAR BUDGET JULY 1, 2021 - JUNE 30, 2024							
Direct Program Expenses-Summary							
WE	Direct Program Description	FY PLAN	FUTURE 3 YR BUDGET			FY 21/22 BUDGET	
		FY 20/21	FY 21/22	FY 22/23	FY 23/24	vs FY 20-21	
		Approved	Estimated	Estimated	Estimated	\$ CHANGE	% CHNG
0000	Caltrans audit repayment (fy 15-16 thru fy 24-25)	\$82,186	\$82,186	\$82,186	\$82,186	\$0	0%
1000	Leadership Training	\$25,000	\$25,000	\$25,000	\$25,000	\$0	0%
1020	Triennial Audit	\$0	\$0	\$45,000	\$0	\$0	
1122	Legislative Advocates	\$115,000	\$135,000	\$135,000	\$135,000	\$20,000	17%
1130	Public Outreach Program	\$70,000	\$70,000	\$70,000	\$70,000	\$0	0%
1770	Freeway Service Patrol- Towing Contracts	\$207,800	\$266,239	\$265,600	\$265,751	\$58,439	28%
1770	Freeway Service Patrol- Towing Contracts -SB1	\$228,000	\$247,004	\$242,188	\$237,465	\$19,004	8%
1770	Freeway Service Patrol- Other Expenses	\$9,830	\$6,420	\$7,210	\$7,210	-\$3,410	
1780	SAFE - Call Box contract costs	\$125,000	\$125,000	\$125,000	\$125,000	\$0	0%
1780	SAFE - ADA Compliance	\$42,207	\$42,207	\$42,207	\$42,207	\$0	0%
1790	SAFE - Go831 TIPS Marketing & Branding	\$0	\$0	\$0	\$0	\$0	
1790	SAFE- Go831-Mrktg & Printing Material	\$12,000	\$12,000	\$12,000	\$12,000	\$0	0%
1790	SAFE- Go831-Emergency Ride Home	\$2,000	\$2,000	\$2,000	\$2,000	\$0	0%
1790	SAFE- Go831-Monterey Bay Economic Partnership Dues	\$5,000	\$5,000	\$5,000	\$5,000	\$0	
1790	SAFE- Software/App. (TDM Platform)	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%
4150	EV Fast Chargers	\$0	\$6,000	\$0	\$0	\$6,000	
2310	Traffic Counts/Bike & Ped	\$36,500	\$36,500	\$36,500	\$36,500	\$0	0%
6145	Bike Map update	\$0	\$16,000	\$0	\$0	\$16,000	
6148	Bike Week /Bike and Ped Events	\$27,500	\$27,500	\$27,500	\$27,500	\$0	0%
6220	RTP/EIR update shared	\$30,000	\$30,000	\$0	\$0	\$0	
6262	RDIF Validation & Nexus Study	\$0	\$110,000	\$0	\$0	\$110,000	
6550	Complete Streets Project Implementation-Bike Secure	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0%
6729	Salinas Safe Routes to School	\$519,683	\$294,683	\$80,254	\$0	-\$225,000	-43%
6740	Regional Conservation Investment Strategy	\$30,700	\$0	\$0	\$0	-\$30,700	-100%
6803	Rail-Rail Extension to Salinas	\$11,002,625	\$0	\$0	\$0	-\$11,002,625	-100%
6803	Rail-Rail Extension -UPRR Reimbursement Agreement	\$0	\$65,000	\$0	\$0	\$65,000	
6803	Rail-Rail Extension -UP/Caltrain Negotiations	\$0	\$100,000	\$100,000	\$0	\$100,000	
6803	Rail-Rail Extension -UPRR Capacity Model Agreement	\$0	\$45,000	\$0	\$0	\$45,000	
6803	Rail-Rail Extension -HDR Amendment # 1	\$0	\$0	\$0	\$467,457	\$0	
6804	Rail-Leases ROW-MBL Property Maint.	\$150,000	\$150,000	\$150,000	\$150,000	\$0	0%
6805	Rail-Leases ROW- FORA Property Maint.	\$10,000	\$10,000	\$10,000	\$10,000	\$0	0%
6807	Rail Leases-Salinas	\$15,000	\$17,000	\$0	\$0	\$2,000	13%
6809	Rail Network Integration Study	\$147,463	\$0	\$0	\$0	-\$147,463	-100%
7101	SRTS-ATP Cycle 4 Every Child	\$724,425	\$0	\$0	\$0	-\$724,425	-100%
8010	Public Outreach Program -Measure X	\$40,000	\$40,000	\$40,000	\$40,000	\$0	0%
8010	Measure X - Material & Services-Audits etc.	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0%
	TOTAL Direct Program Expenses	\$13,722,919	\$2,030,739	\$1,567,645	\$1,805,276	-\$11,692,180	-85.2%

**TAMC- DIRECT PROGRAM EXPENSE CHANGES
FY 21-22 BUDGET vs FY 20-21 APPROVED**

<u>Direct Program Expense Changes</u>				FY 21/22 BUDGET vs FY 20-21	
WE		Project	Reason for Change	\$ CHANGE	% CHNG
1122	Other	Legislative Advocates	Federal Advocate added	\$20,000	17%
1770	FSP	Freeway Service Patrol	Updated contract costs	\$74,033	18%
4150	SAFE	EV Fast Chargers	Replace current chargers	\$6,000	
6145	Other	Bike Map update	New activity	\$16,000	
6262	Other	RDIF Validation & Nexus Study	Study done periodically	\$110,000	
6729	Other	Salinas Safe Routes to School	Less activity than previous year	(\$225,000)	-43%
6740	Other	Regional Conservation Investment Strategy	Study completed	-\$30,700	-100%
6803	Rail	Rail-Rail Extension to Salinas	Activity moved to Integrated Funding Plan	(\$11,002,625)	-100%
6803	Rail	Rail-Rail Extension -UPRR Reimbursement Agreement	New agreement-Not funded by state grants	\$65,000	
6803	Rail	Rail-Rail Extension -UP/Caltrain Negotiations	New agreement-Not funded by state grants	\$100,000	
6803	Rail	Rail-Rail Extension -UPRR Capacity Model Agreement	New agreement-Not funded by state grants	\$45,000	
6807	Rail	Rail Leases-Salinas	Miscellaneous cost increase	\$2,000	13%
6809	Rail	Rail Network Integration Study	Activity completed	(\$147,463)	-100%
7101	Other	SRTS-ATP Cycle 4 Every Child	Activity moved to Integrated Funding Plan	(\$724,425)	-100%
TOTAL DIRECT PROGRAM EXPENSE CHANGES				-\$11,692,180	-85.2%

**TAMC- STAFF POSITION LIST
FISCAL YEAR 2021-2024**

	FY 2020-2021 AUTHORIZED	FY 2021-2022 PROPOSED	CHANGE
<u>Management</u>			
Executive Director	1	1	0.0
Deputy Executive Director	1	1	0.0
Director of Finance & Administration	1	1	0.0
<u>Planning</u>			
Transportation Planners	7	7	0.0
Retired Annuitant	0.25	0.25	0.00
<u>Engineering</u>			
Transportation Engineers	2	2	0.0
Retired Annuitant	0.5	0.5	0.0
<u>Support</u>			
Finance Officer/Analyst	1	1	0.0
Sr. Administrative Assistant	1	1	0.0
Administrative Assistant	1.5	1.5	0.0
Temp. Finance Officer	0	0.5	0.5
Sub-total Regular Full-Time	16.25	16.75	0.50
<u>Support</u>			
Student Intern (Full Time Equivalent)	1	0	-1.0
Sub-total Part-Time	1	0	-1.0
TAMC TOTAL	17.25	16.75	-0.5

Agenda Item: Attachment 2

**RESOLUTION NO. 2021-05 OF THE
TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM**

TO APPROVE THE 2021-2022 FISCAL YEAR BUDGET AND OVERALL WORK PROGRAM; TO APPROVE THE ESTIMATED 2022-2023 AND 2023-2024 FISCAL YEAR FUTURE BUDGETS SUBJECT TO FINAL APPROVAL IN SUBSEQUENT YEARS; TO APPROVE ADJUSTMENTS TO JOB CLASSIFICATIONS, SALARIES AND BENEFITS; TO APPROVE OUT-OF-STATE TRAVEL; AND TO DIRECT AND AUTHORIZE THE EXECUTIVE DIRECTOR OR HIS/HER DESIGNEE TO TAKE ACTION WITH RESPECT TO FEDERAL, STATE AND LOCAL FUNDING, GRANTS AND CERTIFICATIONS

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

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

WHEREAS, the annual California State Budget Act, which appropriates State Highway funds under local assistance for the State Transportation Improvement Program Planning, Programming and Monitoring Program, estimates \$313,000 available for the Transportation Agency for Monterey County in fiscal year 2021-2022; and

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

WHEREAS, the Agency's 2021-2022 fiscal year work program and budget describes the work tasks to be completed; and

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

WHEREAS, the Agency Bylaws require the adoption of an annual budget by May and the Board

of Directors reviewed and commented on fiscal year 2021-22 budget on February 24, 2021;
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 21st Century regarding the involvement of disadvantaged business enterprises for federally funded projects; and
- The Americans with Disabilities Act of 1990;

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

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

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

- (a) Approves the overall work program and budget for fiscal year 2021-22 of **\$3,810,434** for operating and **\$2,030,739** for direct program costs; and,
- (b) Approves the estimated budget for fiscal year 2022-23 of **\$3,589,999** for operating and **\$1,567,645** for direct program costs, pending final approval no later than May 2022; and,
- (c) Approves the estimated budget for fiscal year 2023-24 of **\$3,611,820** for operating and **\$1,805,276** for direct program costs, pending final approval no later than May 2023; and,
- (d) Authorizes the Agency's Regional Transportation Planning Agency Fund 683 to contain undesignated funds to provide cash flow of six months of operating expenditures while awaiting the receipt of late arriving federal, state, and local revenue grants; and,
- (e) Adjusts the Agency's job classification system to authorize staffing level of 16.75 full time equivalent staff positions; and,

- (f) Approves the following salary and benefit adjustments:
1. A cost of living adjustment of 2.0 % for all regular employees effective July 1, 2021; and,
 2. An increase in the monthly mandatory CalPERS employer health contribution per employee and retiree/annuitant from \$143.00 to the amount set annually by the PERS board to reflect any change to the medical care component of the Consumer Price Index, in compliance with Section 22892 of the Public Employees' Medical and Hospital Care Act) effective January 1, 2022;
 3. Agency's cafeteria plan health insurance contribution for active employees is changed to \$1092.21 for general employees and \$2184.42 for management employees effective July 1, 2021. Maximum cash-out will be \$375.00. 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.
- (g) Approves the following out-of-state trips in fiscal year 2021-22:
1. Up to three separate trips to Washington, D.C., by selected Board members and staff to increase legislator awareness of Agency priority rail and highway projects, programs and funding needs and to attend the Annual Transportation Research Board conference;
 2. Up to five out-of-state trips associated with staff's participation in American Public Works Association, American Planning Association, American Public Transit Association Rail committees and conferences; and,
- (h) Instructs the Executive Director or his/her designee to claim:
1. Local Transportation Funds, for transportation planning agency purposes according to state law, Public Utilities Code § 99233.1, as needed, not to exceed \$908,485 to support the Local Transportation Fund Administration and Regional Transportation Planning Process, and to provide funds to cash flow agency expenditures until approved federal, state, and local grant funds are received; and,
 2. Congestion Management Agency funds/ Regional Transportation Planning Assessment as needed, not to exceed \$243,076 to support the Congestion Management Program and related activities, including data collection and level of service monitoring, regional transportation modeling, review of environmental documents, and regional impact fees development; and,
 3. Regional Surface Transportation Program/ State Highway Account exchange project funds and interest to fund projects approved by the Board of Directors and as

- needed to maintain a fund balance equal to three-months of expenditures; and,
- 4. Regional Development Impact Fee Agency funds, not to exceed \$10,000, to support the administration of the Regional Development Impact Fee Agency; and,
- 5. An amount not to exceed 1% of annual of Measure X revenues for Salaries and Benefits related to the administration of Measure X from the Transportation Safety and Investment account; and,
- 6. Other Measure X costs as identified in the budget; and,
- 7. Funds from the Agency's Undesignated Reserve for expenditures in excess of the 1% administrative costs permitted under Measure X.

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

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

PASSED AND ADOPTED by the Transportation Agency for Monterey County, State of California this 26th day of May 2021, by the following vote:

AYES:

NOES:

ABSENT:

EDWIN D. SMITH, CHAIR
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

ATTEST:

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

**Transportation Agency for Monterey County
FY 2021-2022 Overall Work Program Summary - Funding & Activities**

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
1000	Statewide Leadership Training	\$ -	\$ 25,000	\$ 25,000	Provide administrative support for Rural Planning Assistance funded grant for staff from various rural Regional Transportation Planning Agencies to attend leadership training opportunities.
1010	Overall Work Program, Budget and Administration	\$ 73,748	\$ -	\$ 73,748	Prepare billing and quarterly reports, develop and monitor Work Program and budget, oversee agency funding and activities
1020	Transportation Development Act Administration	\$ 63,399	\$ -	\$ 63,399	Conduct unmet needs process, allocate and manage Local Transportation Funds.
1120	Plans Coordination & Interagency Liaison	\$ 280,075	\$ -	\$ 280,075	Coordinate with partner and member agencies on short- and long-range transportation plans; conduct legislative monitoring
1122	Legislative Advocacy	\$ 52,199	\$ 135,000	\$ 187,199	Prepare legislative program; propose law changes as appropriate; support or oppose legislation or policies
1130	Public Involvement/ Education	\$ 240,808	\$ 70,000	\$ 310,808	Issue news releases, conduct public meetings, update website, annual report and awards program.
1770	Freeway Service Patrol (FSP)	\$ 63,278	\$ 519,663	\$ 582,941	Emergency tow truck services
1780	Service Authority for Freeway Emergencies (SAFE) Monterey County	\$ 61,458	\$ 167,207	\$ 228,665	Call-box and motorist aid program
1790	Go831 Traveler Information Program	\$ 381,517	\$ 49,000	\$ 430,517	Traveler information programs such as ridesharing services, notices for construction related closures, and other activities that educate and improve mobility for Monterey County travelers
1795	Access Fund Administration	\$ 19,300	\$ -	\$ 19,300	Administer California Public Utilities Commission mandated program to increase accessibility for persons with disabilities as part of its regulation of Transportation Network Companies.
2310	Data Collect, Uniformity, and Access	\$ 24,333	\$ 36,500	\$ 60,833	Collect traffic data for regional model and planning uses
4110	Environmental Document Review	\$ 34,526	\$ -	\$ 34,526	Review development proposals for transportation impacts, Insure consistence with regional transportation system, propose mitigation measures such as Complete Street features

**Transportation Agency for Monterey County
FY 2021-2022 Overall Work Program Summary - Funding & Activities**

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
6140	Bicycle/Pedestrian Planning	\$ 47,924	\$ -	\$ 47,924	Hold bike committee meetings, review projects for consistency with the Regional Transportation Plan
6145	Bicycle Map Update	\$ 9,037	\$ 16,000	\$ 25,037	Publish new version of the Monterey County bike map, last updated in 2016.
6148	Active Transportation Education Campaign	\$ 3,173	\$ 27,500	\$ 30,673	Conduct public outreach and education for active transportation during Bike Week and throughout the year
6220	Regional Transportation Plan	\$ 79,148	\$ 30,000	\$ 109,148	Develop content for the 2022 Monterey County Regional Transportation Plan including estimates of reasonable available funding and constrained project lists. Coordinate with other regional agencies on development of their respective 2022 Regional Transportation Plans.
6262	Regional Development Impact Fee	\$ 57,305	\$ 110,000	\$ 167,305	Collect fees and allocate funds to fee program projects. develop transition plan for converting the fee program to vehicle miles travelled as per SB 743.
6410	Transportation Improvement Programs	\$ 80,962	\$ -	\$ 80,962	Coordinate with Caltrans and other regional agencies on project programming.
6500	Project Development and Grant Implementation	\$ 105,024	\$ -	\$ 105,024	Participate in environmental review, right-of-way acquisition, engineering; apply for fund allocations, amendments or extensions, apply for grant funds, monitor fund sources and assist implementing agencies in utilizing funds
6550	Complete Streets Implementation	\$ 139,686	\$ 30,000	\$ 169,686	Conduct activities related to implementing "Complete Streets" projects. Activities include: purchasing bicycle racks and other security devices as part of the Bicycle Secure Program; coordinate installation of regional bicycling wayfinding signs, and assist agencies in incorporating Complete Street features in local and state road projects.
6710	Corridor Studies & Regional Multi-Modal Planning	\$ 14,739	\$ 6,000	\$ 20,739	Participate in pre-environmental review corridor planning.

**Transportation Agency for Monterey County
FY 2021-2022 Overall Work Program Summary - Funding & Activities**

CODE	Work Element	Operating Expenditures	Direct Expenditures	Total Expenditures	Activities
6729	Salinas Safe Route to School Plan	\$ 111,624	\$ 294,683	\$ 406,307	This Plan will examine conditions at 44 schools in four districts. It will provide a comprehensive approach and tools to improve unsafe conditions around schools and reduce barriers to walking, biking, taking the bus and carpooling to school.
6800	Rail Planning	\$ 65,565	\$ -	\$ 65,565	Staff TAMC Rail Policy Committee, Participate in Coast Rail Coordinating Council meetings, and freight facility planning
6803	Passenger Rail Extension to Monterey County	\$ 363,624	\$ 210,000	\$ 573,624	Prepare engineering for stations, layover facility, track improve.; acquire rights-of-way for stations, platforms and layover facility
6804	Monterey Branch Line Railroad Leases	\$ 51,970	\$ 150,000	\$ 201,970	Conduct maintenance and operational activities related to real property owned by TAMC; including negotiating new leases or easements for compatible uses
6805	Railroad Fort Ord property planning	\$ 144,328	\$ 10,000	\$ 154,328	Plan for mixed use facility on TAMC land on former Fort Ord base
6807	Salinas Rail Leases	\$ 2,910	\$ 17,000	\$ 19,910	Conduct activities related to real property owned by TAMC at the Salinas station and future train layover facility.
7000	Measure X Projects and Programs	\$ 1,031,087	\$ -	\$ 1,031,087	Implementation of projects and programs in Measure X
8000	Measure X Administration	\$ 207,688	\$ 45,000	\$ 252,688	Administer Measure X implementation and operation
0000	Caltrans Repayment		\$ 82,187	\$ 82,187	Caltrans audit repayment (fy 15-16 thru fy 24-25)
Totals:		\$ 3,810,434	\$ 2,030,739	\$ 5,841,174	

**Transportation Agency for Monterey County
2021 Integrated Funding Plan (all dollars in \$1,000s)**



Summary of Funding Sources	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Funding
Measure X	\$ 2,117	\$ 4,635	\$ 21,352	\$ 7,476	\$ 15,250	\$ 2,000	\$ 24,050	\$ 76,880
Regional Surface Transportation Program	\$ -	\$ -	\$ 1,044	\$ -	\$ -	\$ -	\$ -	\$ 1,044
Developer Fees	\$ 1,000	\$ -	\$ 2,250	\$ 5,000	\$ -	\$ -	\$ -	\$ 8,250
TAMC Reserve	\$ -	\$ -	\$ 437	\$ -	\$ -	\$ -	\$ -	\$ 437
State Transportation Improvement Program	\$ 5,050	\$ 25,700	\$ -	\$ 12,722	\$ 31,176	\$ -	\$ -	\$ 74,648
SB 1 Local Partnership Formula	\$ -	\$ 700	\$ 1,137	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 3,837
Active Transportation Program	\$ -	\$ 3,341	\$ -	\$ 9,181	\$ -	\$ -	\$ -	\$ 12,522
SB 1 Adaptation Planning Grant	\$ 376	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 376
Caltrans Sustainable Transportation Planning Grant	\$ -	\$ 995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 995
SB 1 Statewide Habitat Grant	\$ -	\$ -	\$ -	\$ 4,904	\$ -	\$ -	\$ -	\$ 4,904
SB 1 Local Partnership Competitive	\$ -	\$ -	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 19,000
SB 1 Trade Corridors	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000
SB 1 TIRCP	\$ -	\$ -	\$ 500	\$ -	\$ 9,648	\$ -	\$ 25,000	\$ 35,148
Traffic Congestion Relief Program	\$ 9,882	\$ -	\$ -	\$ -	\$ 15,742	\$ -	\$ -	\$ 25,624
Highway Infrastructure Program	\$ -	\$ -	\$ 2,594	\$ -	\$ -	\$ -	\$ -	\$ 2,594
Federal DEMO	\$ -	\$ 312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 312
Other Matching Funds	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 7,000	\$ 8,000
	\$ 18,425	\$ 35,682	\$ 48,314	\$ 59,282	\$ 73,816	\$ 2,000	\$ 57,050	\$ 294,570

	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Funding
State Route 68 Safety & Traffic Flow	Env't		Env't		Design & ROW			
State Transportation Improvement Program	\$ 3,400				\$ 18,603			\$ 22,003
Highway Infrastructure Program			\$ 2,594					\$ 2,594
Measure X	\$ 640							\$ 640
	\$ 3,400	\$ -	\$ 2,594	\$ -	\$ 18,603	\$ -	\$ -	\$ 24,597

		Design & ROW	Con					
State Route 156 - A: Castroville Boulevard Interchange								
State Transportation Improvement Program	\$ 25,700		\$ 4,111					\$ 29,811
Federal DEMO	\$ 312							\$ 312
Measure X			\$ 389					\$ 389
Developer Fees			\$ 5,000					\$ 5,000
SB 1 Trade Corridors			\$ 20,000					\$ 20,000
	\$ 26,012	\$ -	\$ 29,500	\$ -	\$ -	\$ -	\$ -	\$ 55,512

		Env't	Design & ROW	Con				
State Route 156 - B: Blackie Road Extension								
Measure X			\$ 1,000		\$ 3,000			\$ 4,000
Developer Fees		\$ 250						\$ 250
SB 1 Local Partnership Formula	Time Ext -->	\$ 250	\$ 1,000		\$ 1,000			\$ 2,250
	\$ -	\$ 500	\$ 2,000	\$ -	\$ 4,000			\$ 6,500

Funds showing "---->" indicate a time extension on the use of the funds to shift into the next fiscal year from when the funds were originally programmed.

	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Funding
US 101 Safety Improvements - South County		Study		Env't				
<i>Measure X</i>		\$ 440						\$ 440
<i>State Transportation Improvement Program</i>				\$ 8,611				\$ 8,611
		\$ 440	\$ -	\$ 8,611	\$ -	\$ -	\$ -	\$ 9,051
Highway 1 Rapid Bus Corridor		Env't			Design		Con	
<i>Measure X</i>		\$ 1,450			\$ 1,500		\$ 12,050	\$ 15,000
<i>SB 1 Local Partnership Formula</i>		\$ 100						\$ 100
<i>SB 1 TIRCP</i>							\$ 25,000	\$ 25,000
		\$ 1,550	\$ -	\$ -	\$ 1,500	\$ -	\$ 37,050	\$ 40,100
Multimodal Corridor: Imjin Parkway		Env't & Design		Con				
<i>State Transportation Improvement Program</i>	\$ 1,650							\$ 1,650
<i>Measure X</i>				\$ 18,100				\$ 18,100
<i>SB 1 Local Partnership Competitive</i>			Time Ext -->	\$ 19,000				\$ 19,000
<i>Developer Fees</i>	\$ 1,000			\$ 2,000				\$ 3,000
	\$ 2,650	\$ -	\$ 39,100	\$ -	\$ -	\$ -	\$ -	\$ 41,750
Fort Ord Trails and Greenway - Segment 1 (Highway 218)		Design & ROW		Con				
<i>Measure X</i>		\$ 1,367		\$ 1,016				\$ 2,383
<i>SB 1 Local Partnership Formula</i>		\$ 600						\$ 600
<i>Active Transportation Program</i>		\$ 1,198		\$ 9,181				\$ 10,379
		\$ 3,165	\$ -	\$ 10,197	\$ -	\$ -	\$ -	\$ 13,362
Fort Ord Trails and Greenway - Segment 2					Design & ROW		Con	
<i>Measure X</i>					\$ 1,000		\$ 7,000	\$ 8,000
<i>Other Matching Funds</i>					\$ 1,000		\$ 7,000	\$ 8,000
		\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 14,000	\$ 16,000
Salinas Rail Extension - Kick Start Construction Management		Con Mgt						
<i>Traffic Congestion Relief Program</i>	\$ 4,382							\$ 4,382
	\$ 4,382	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,382

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	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Funding
Salinas Rail Extension - Packages 2 (Layover) & 3 (Gilroy)	Design		Design		Con			
State Transportation Improvement Program					\$ 12,573			\$ 12,573
Traffic Congestion Relief Program	\$ 5,500				\$ 15,742			\$ 21,242
SB 1 TIRCP					\$ 8,033			\$ 8,033
TAMC Reserve			\$ 437					\$ 437
	\$ 5,500	\$ -	\$ 437	\$ -	\$ 36,348	\$ -	\$ -	\$ 42,285
Salinas Rail Extension - Positive Train Control					Con			
SB 1 TIRCP					\$ 1,615			\$ 1,615
	\$ -	\$ -	\$ -	\$ -	\$ 1,615	\$ -	\$ -	\$ 1,615
Salinas Rail Extension - Network Integration			Study					
SB 1 TIRCP			\$ 500					\$ 500
	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
Habitat Preservation / Advance Mitigation	Study			ROW				
Measure X	\$ 96			\$ 4,904				\$ 5,000
SB 1 Adaptation Planning Grant	\$ 376							\$ 376
SB 1 Statewide Habitat Grant				\$ 4,904				\$ 4,904
	\$ 472	\$ -	\$ -	\$ 9,807	\$ -	\$ -	\$ -	\$ 9,807
Regional Wayfinding (Bikeway Signs)			Con					
SB 1 Local Partnership Formula		Time Ext -->	\$ 887					\$ 887
Regional Surface Transportation Program			\$ 1,044					\$ 1,044
	\$ -	\$ -	\$ 1,931	\$ -	\$ -	\$ -	\$ -	\$ 1,931
Safe Routes to Schools: Every Child		Plan						
Measure X	\$ 82							\$ 82
Active Transportation Program	\$ 2,143							\$ 2,143
	\$ 2,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,225
Safe Routes to Schools: Salinas SRTS Plan		Plan						
Measure X	\$ 129							\$ 129
Caltrans Sustainable Transportation Planning Grant	\$ 995							\$ 995
	\$ 1,123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,123
Safe Routes to Schools: Measure X Regional Program								
Measure X	\$ 466	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 4,468
	\$ 466	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 4,002
Senior and Disabled Transportation: Measure X Regional Program								
Measure X	\$ 915	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 3,915
	\$ 915	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 3,000
Commuter Bus, Salinas Valley Transit Centers - A: King City Maintenance Facility			Con		Loan Repay	Loan Repay	Loan Repay	
Measure X			\$ 1,835		\$ 833	\$ 833	\$ 833	\$ 4,334
	\$ -	\$ -	\$ 1,835	\$ -	\$ 833	\$ 833	\$ 833	\$ 4,334
Commuter Bus, Salinas Valley Transit Centers - B: Salinas Bus O&M Facility			Env't		Con			
Measure X			\$ 250		\$ 9,750			\$ 10,000
	\$ -	\$ -	\$ 250	\$ -	\$ 9,750	\$ -	\$ -	\$ 10,000

Funds showing "---->" indicate a time extension on the use of the funds to shift into the next fiscal year from when the funds were originally programmed.



Memorandum

To: Executive Committee
From: Debra L. Hale, Executive Director
Meeting Date: May 5, 2021
Subject: **Post COVID-19 Transition**

RECOMMENDED ACTION:

RECEIVE update and **PROVIDE INPUT** on Post COVID-19 transition.

SUMMARY:

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 set policies for social distancing to protect staff, Board and committee members from contracting the disease through Agency activities.

FINANCIAL IMPACT:

The cost of these measures has totaled approximately \$13,000. Sixteen staff members were each provided a \$500 equipment allowance for telework equipment, and protective equipment (plexiglas shields, restroom lights, thermometer, distance stickers) around the office totaled approximately \$5,000.

DISCUSSION:

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. The Governor has stated that in person meetings may resume after June 15, 2021 and yet given the large size of the TAMC Board, it will be difficult to find a meeting venue that will allow for proper distancing of attendees.

ATTACHMENTS:

- TAMC COVID-19 Prevention Protocol



COVID-19 Protection Protocol

Effective: June 2, 2020

Coronavirus (COVID-19) is an easily spread illness that infects individuals with flu-like and other symptoms. COVID-19 is spread from person to person when an infected person sneezes or coughs, sending tiny droplets into the air. These can land in the nose, mouth, or eyes of someone nearby, or they can be inhaled. People also get infected if they transfer an infected droplet from a surface to their own nose, mouth, or eyes. Some signs of coronavirus are cough, fever and shortness of breath. Washing hands often with soap and water, and for a minimum of twenty seconds, can help stop respiratory viruses like COVID-19 from spreading.

Transportation Agency for Monterey County (TAMC) employees may have on-the-job exposure to COVID-19, whether at the workplace or in the field (off-site location). TAMC has implemented this written protocol to reduce employees' risk of catching and spreading respiratory infections and to respond in a timely manner when exposure incidents occur.

To safely operate during COVID-19 conditions, the following policies will be implemented. As conditions warrant, additional measures may be imposed at any time by the Executive Director. These measures are being taken for the protection of staff, families of staff, and the general public, some of whom may be persons in high-risk categories. This protocol will be reevaluated and updated as needed by the Executive Director on the 1st of each month based on operational needs and/or safety and health agency updates.

Employees' Responsibilities

To minimize the spread of the virus, we are asking employees to help with our prevention efforts while at work. Employees will review and understand the protocol before returning to work in the office. The protocol and signage at the office covers what to do if an employee becomes sick and work practices to prevent the spread of infection, including review and use of coronavirus personal protective equipment, and instructions on cleaning and disinfecting the workplace.

Office Use

Until further notice, employees are encouraged to telework full-time. If employees require equipment to work at home, they will coordinate with their supervisor. Employees may make short visits to the office to pick up supplies and utilize equipment; however, the number of employees in the office is limited to four (4) at any given time, which includes the full-time in-office Finance Officer. Employees planning to work or visit the office must record their planned visit on the group Office Hours calendar.



No Agency meetings (including committee and Board meetings) will be scheduled at the office; all meetings will be scheduled via video- or teleconference.

Travel

No travel to meetings or conferences will be authorized, unless specifically approved by the Executive Director.

Employee Health

- Prior to coming to work, employees shall conduct self-screening at home, including temperature and/or symptom checks. No employee will come to work if they exhibit any symptoms that are new developments and not attributable to a pre-existing condition:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
- Employees will be sent home if they exhibit symptoms of COVID-19 or have been exposed to someone with COVID-19 for a 14-day quarantine as a precaution.

Signage

A sign will be placed at each of the two entrances of the TAMC office, in the kitchen, in the conference room, and in the copy room to inform all employees and visitors that they should:

- Avoid entering the office if they have a cough or fever;
- Maintain a minimum six-foot physical distance from one another as much as possible;
- Sneeze or cough into a cloth or tissue or, if not available, into one's elbow;
- Utilize the hand sanitizers provided throughout the office;
- Wipe down any common surfaces such as doorknobs, faucets, or coffee machines with sanitizing products that will be made available for that purpose;
- Not shake hands, hug or engage in any unnecessary physical contact; and
- Wear a face covering in any area where it may not be possible to maintain the six-foot distance, particularly hallways and common areas.



Office Access for Non-Staff

- TAMC offices will remain closed to the public, consultants, partner agency staff, and all other visitors.
- Access to the building will be for employees, mail or package delivery, building maintenance or repair personnel only.
- All meetings will be held via video- or teleconference.

Sanitization

- TAMC will provide no-touch hand sanitizer at entryways and in common areas and hand soap in restrooms and the kitchen.
- Employees are responsible for washing their hands with soap or hand sanitizer often.
- TAMC will provide disinfectant wipes for staff to sanitize all high-contact surfaces frequently. Employees are responsible for disinfecting surfaces they touch in the kitchen, conference room, copy room, bathroom, or other common area when leaving said room or space.
- Disposable gloves will be made available in case they are needed by staff.
- Employees will notify the Executive Assistant if they notice cleaning supplies are running low.
- TAMC has directed the regular cleaning service to sanitize high-contact areas.
- If necessary, a contract will be established with an outside firm to conduct COVID-19 cleaning in case contamination is discovered. In the event of a full-office COVID-19 cleaning, the office will be closed, and employees will work from home.

Minimizing Touch and Contact

- Staff will encourage electronic delivery of documents, including invoices.
- Employees shall separate themselves by at least six feet in all areas, including at the front reception area, conference room, and kitchen areas. All desks, chairs, seating at tables or individual workstations shall be separated by at least six feet.
- Employees shall take extra care when entering the break room/kitchen/copy room in an effort to limit the number in the room at one time.
- No food sharing shall take place in office. Each person shall use disposable utensils, plates and cups, or their own silverware, coffee cups, glasses and plates. They may wash these in the common area, but each person should remove their own items from the drainer and clean the sink and counter area immediately after use. Personal dishes, drinking glasses, flasks, thermoses, and coffee mugs should be cleaned and kept in your office, unless being used to store food in the refrigerator.
- Employees shall not share personal items with co-workers (dishes, towels, pens, tools, etc.).
- Entry and exit doors will be propped open during business hours, to minimize touching of door handles.



Office Modifications In Progress:

- TAMC will provide a no-contact thermometer for everyone to use prior to entering the office.
- To minimize physical contact, the office will be signed for entry and exit at two different locations, and traffic flow within the hallways will be signed for a single direction as much as possible.
- Plexiglass partitions will be installed at the front counter, on the outside edges of desks near walkways, and between workstations that are closer than six feet apart.
- A box will be placed just inside the office for all mail and other business deliveries. A mailbox will be installed outside of each staff member's office for individual mail to be delivered.
- TAMC will purchase additional printers to be distributed throughout the office, to avoid crowding around the printer areas.
- The Agency will coordinate with the landlord to install high-efficiency filters in the HVAC system.
- The Agency will install illuminated occupancy signs for the bathrooms.
- The Agency will ask the landlord to install no-touch faucets in both bathrooms and the kitchen.

These policies are critically important for the health of staff and families. Employees will be respectful of fellow employees and be cognizant of the fact that employees have different opinions of the imposition of these precautionary measures. However, repeated failure to adhere to these policies will not be tolerated and may result in disciplinary action per the adopted Human Resources Rules and Regulations or closure of the office by the Executive Director.

I hereby approve this Protocol; you may contact me with any questions or comments:

A handwritten signature in blue ink, appearing to read "Debra L. Hale", with the date "6/2/20" written below it.

Debra L. Hale
Executive Director
Transportation Agency for Monterey County
debbie@tamcmonterey.org
w 831-775-4410
c 831-596-4542

In the case of an outbreak, notify the Monterey County Health Department:

(831) 755- 4521

www.mtyhd.org/covid19



Be **INFORMED**
Be **PREPARED**
Be **SMART**
Be **SAFE**

Be **READY** to fight
#COVID19

For the latest health advice, go to:
www.who.int/COVID-19



UNITED NATIONS



World Health Organization

The graphic is a blue square with a stylized virus illustration in the top right corner. The text is in white and yellow. At the bottom, there are logos for the United Nations and the World Health Organization.