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

**BOARD OF DIRECTORS**

**Wednesday, May 26, 2021**

**\*\*9:00 AM\*\***

**REMOTE CONFERENCING 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/446951513?pwd=QmNUODRtdXlCSEFxlZlXVmhoY21yUT09>

**OR**

**By teleconference at: +1 669 900 6833**

**Meeting ID: 446 951 513**

**Password: 194463**

*The agenda and all enclosures are available on the Transportation Agency website: [www.tamcmonterey.org](http://www.tamcmonterey.org), by clicking on Transportation Agency Board, meetings and agendas, click on agenda item and open it, click on report attachments listed at end of report.*

**1. QUORUM CHECK – CALL TO ORDER**

*Transportation Agency by-laws require a quorum of a minimum of 9 voting members, including a minimum of 7 city representatives and 1 county representative.*

***If you are unable to attend, please contact your alternate. Your courtesy to the other Transportation Agency Board members to assure a quorum is appreciated.***

**PLEDGE OF ALLEGIANCE**

## 2. PUBLIC COMMENTS

Any member of the public may address the Board on any item not on the agenda but within the jurisdiction of the Board. 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 Board 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 Board before the meeting.

## 3. CONSENT AGENDA

Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

4. **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 **APPROVE** the 2021 Integrated Funding Plan as recommended by the Executive Committee.

- 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.*

5. **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.*

6. **RECEIVE** reports from Transportation Providers:

- Caltrans Director's Report and Project Update - Eades
- Monterey Peninsula Airport - Sabo
- Monterey-Salinas Transit - Sedoryk
- Monterey Bay Air Resources District - Stedman

7. **Reports on meetings attended by Board Members at Transportation Agency expense, as required by state law.**

**8. Executive Director's Report.**

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

**10. CLOSED SESSION:**

Pursuant to Government Code section §54957, the Board of Directors will confer concerning public employment appointment.

Reconvene in open session and report any actions taken.

**- Goel/Hansen**

**11. ADJOURN**

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**BEGINNING OF CONSENT AGENDA:** Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

**ADMINISTRATION and BUDGET**

- 3. 1.1 APPROVE** the Transportation Agency for Monterey County Board draft minutes of April 28, 2021.

- Rodriguez

- 3. 1.2 ACCEPT** the list of checks written for April 2021 and credit card statements for the month of March 2021.

- Delfino

*The list of checks and copies of credit card statements are submitted to the Transportation Agency Board each month in accordance with the recommendation from the Transportation Agency's independent Certified Public Accountant to keep the Board informed about the Transportation Agency's financial transactions.*

- 3. 1.3 RECEIVE** list of contracts awarded under \$50,000.

- Goel

*The list of contracts awarded by the Transportation Agency for Monterey County for services under \$50,000 approved by the Executive Director is submitted each month in accordance with the Agency's Procurement Policies to keep the Board informed.*

- 3. 1.4 Alvarez Technology Group - Manage IT Services Contract Amendment #2:**

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #2 with Alvarez Technology Group for the Agency's managed IT services contract to increase the budget by \$25,600 for a total not-to-exceed amount of \$176,200 over the remaining term of the agreement ending December 31, 2024 to cover additional cybersecurity services, pending Agency Counsel approval;
2. **AUTHORIZE** the use of funds from the approved budget for this project;
3. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope



of work, or change the approved contract term or amount.

- Zeller

***The Transportation Agency is contracted with Alvarez Technology Group for managed information technology services. The Agency is seeking to amend the existing agreement to include additional cyber security protections consistent with the National Institute of Standards and Technology Cyber Security Framework.***

**3. 1.5 ACCEPT** the Agency's Financial Audit Reports for fiscal year ending June 30, 2020.

- Goel

***For all of the audits completed for the year ending June 30, 2020, the auditors found no instances of noncompliance that are required to be reported under Government Auditing Standards, nor did they note any matters involving the internal control over financial reporting and its operation that they consider to be material weaknesses.***

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

**3. 2.1 Federal Funds for Rural Transit and Intercity Bus Operations:**

1. **APPROVE** the Federal Transit Administration Section 5311 Program of Projects in the amount of \$684,885 for Monterey-Salinas Transit service on rural transit routes; and
2. **APPROVE** Monterey-Salinas Transit's application in the amount of \$1,810,666 for bus operations under the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) through the Section 5311 program; and
3. **APPROVE** Federal Transit Administration Section 5311(f) Program of Projects in the amount of \$209,820 for Monterey-Salinas Transit service on MST Line 84: Soledad-Paso Robles; and
4. **ADOPT** Resolution 2021-06 and Resolution 2021-07 authorizing funding under the Federal Transit Administration Section 5311 and Section 5311(f) programs; and
5. **RATIFY** the Executive Director's signature on the Regional Agency Certifications and Assurances for the Program of Projects.

- Jacobsen

***The Federal Transit Administration provides operating support for rural transit services through the Section 5311 non-urbanized funding program. The California Department of Transportation is distributing Coronavirus Response and Relief Supplemental Appropriations Act of 2021 through the Section 5311 Program to eligible entities. Section 5311(f) program funds support Intercity Bus***

***operations of which MST proposes supporting Line 84 services between Soledad - Paso Robles. TAMC's approval is necessary for Monterey-Salinas Transit to receive this Section 5311 and Section 5311(f) funding to operate rural transit service and intercity bus operations.***

- 3. 2.2 AUTHORIZE** Executive Director to sign 2021-2022 State Transit Assistance Program Eligibility for Transit Operators.

**- Jacobsen**

***Public Utilities Code requires that each transportation planning agency or county transportation commission report to the State Controller's Office the transit operators within their jurisdictions that are "STA-eligible operators" for purposes of the State Transit Assistance (STA) program. In Monterey County, Monterey-Salinas Transit is the sole public transit operator and the only agency eligible to receive these funds. On an annual basis, TAMC must re-certify that MST is an eligible recipient of STA funds and this action is to complete that recertification.***

**3. 2.3 Bicycle and Pedestrian Facilities Advisory Committee Appointments**

- 1. APPROVE** the appointment of Pete Scudder to serve as Monterey County Supervisor District 2's primary representative on the TAMC Bicycle and Pedestrian Facilities Advisory Committee; and
- 2. APPROVE** the appointment of Gino Garcia to serve as the City of Monterey's primary representative on the TAMC Bicycle and Pedestrian Facilities Advisory Committee.

**- Jacobsen**

***The Board appoints agency representatives on an as-needed basis to serve on the Bicycle and Pedestrian Facilities Advisory Committee to advise staff on bicycle and pedestrian transportation issues and make recommendations to the TAMC Board.***

## PLANNING

### 3. 3.1 Salinas Safe Routes to School Plan Contract Amendment

1. **APPROVE** Amendment #1 to the Salinas Safe Routes to School Contract with Ecology Action extending the term of the Agreement from June 30, 2022 to June 30, 2023 and adding an additional not-to-exceed amount of \$97,200 changing the total budget from \$690,000 to \$787,200; and
2. **AUTHORIZE** Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

- Green

*The Salinas Safe Routes to School Plan will include recommendations for all public K-12 schools in the city of Salinas and is funded through a Caltrans Sustainable Transportation Planning Grant (\$954,502) and Measure X Safe Routes to school funds (\$168,978). Amendment #1 will correct the omission of Ecology Action's sub-contractor budget by adding an additional not-to-exceed amount of \$97,200 to the contract for a total contract amount of \$787,200 and extend the term of the agreement in response to scheduling delays due to shelter-in-place orders.*

### 3. 3.2 Hinderliter, de Llamas and Associates (HdL) - Measure X Sales Tax Forecasting and Auditing Contract Amendment #1:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #1 with Hinderliter, de Llamas and Associates (HdL) for the Agency's Measure X sales tax forecasting and auditing service to extend the term for an additional three years and increase the budget by \$27,000 for a new total contract budget of \$54,000;
2. **AUTHORIZE** the use of funds from the approved budget for this project;
3. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

- Zeller

*Agency staff is seeking to increase the budget and extend the term on the competitively-awarded contract with Hinderliter, de Llamas and Associates (HdL) to allow for a continuation of the Agency's sales tax forecasting and auditing services.*

### **3. 3.3 Federal Legislative Advocate Contract**

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract with Alcalde & Fay, subject to approval by Agency Counsel, in an amount not to exceed \$201,850, to provide federal legislative advocacy services for the period from June 1, 2021 to June 30, 2024;
2. **APPROVE** the use of Reserve funds budgeted to this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

- Watson

*In response to the Request for Qualifications for federal legislative advocacy services four Statements of Qualifications were received by the deadline. A staff team reviewed the qualifications and recommend selection of Alcalde & Fay for this contract due to their demonstrated success and proven relationships with relevant parties in Washington, DC, their strategy for accomplishing TAMC priorities and meeting TAMC needs, and their reasonable budget for the work.*

- ### **3. 3.4 RECEIVE** update on state and federal legislative activities and **ADOPT** positions on proposed legislation.

- Watson

*This report includes state and federal legislative updates and proposed legislation for the Board to consider recommendations of positions of support or opposition. The Executive Committee discussed this update at its May 5 meeting and recommended Board adoption of positions on legislation.*

### **3. 3.5 Rebuilding American Infrastructure with Sustainability and Equity**

1. **AUTHORIZE** staff to submit Rebuilding American Infrastructure with Sustainability and Equity grant application for the Scenic Route 68 Corridor Improvements project; and
2. **AUTHORIZE** the Executive Director to accept grant funds, if awarded.

- Jacobsen

*Applications to the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program are due July 12, 2021. To request support from the California Department of Transportation (Caltrans), staff must submit a request to Caltrans by June 4th, 2021. Agency staff is seeking Board authorization to pursue these grants to fund final design and construction of the Scenic Route 68 Corridor Improvements project.*

## PROJECT DELIVERY and PROGRAMMING

### 3. 4.1 MY Town Contract Extension

1. **APPROVE** Amendment #1 to the MY Town contract with Monterey Youth Museum extending the term of the Agreement from May 31, 2021 to December 31, 2022; and
2. **AUTHORIZE** Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

- Green

*MY Town is a travelling children's museum exhibit that provides opportunities for children to learn traffic safety lessons through play. Monterey Youth Museum manages the exhibit which kicked-off in Salinas in Summer 2019 but requires additional time to deliver additional exhibitions due to COVID-19 restrictions.*

### 3. 4.2 US 101 South of Salinas Expressway to Freeway Conversion Concept Analysis Contract Amendment #1:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract Amendment #1 with GHD, subject to approval by Agency Counsel, to extend the term of the contract to from June 30, 2021 to June 30, 2022 and increase the contract amount by \$29,935, for a total not-to-exceed contract amount of \$551,448, to complete concept analysis design work;
2. **AUTHORIZE** the use of \$29,935 of Measure X funds budgeted to this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

- Williamson

*The contract amendment will provide additional project management funds and extend the contract end date due to COVID-19 related impacts as well as provide additional funds for evaluation of off highway traffic impacts.*

### 3. 4.3 Freeway Service Patrol Service Contracts:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contracts with California Towing and Transport for an amount not to exceed \$1,400,915.00 to provide services for the Freeway Service Patrol program, for the period ending June 30, 2025;

2. **APPROVE** the use of \$1,400,915.00 in State Freeway Service Patrol funds and Service Authority for Freeways and Expressways funds budgeted for this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work or change the approved contract term or amount.

- Williamson

***The Transportation Agency's Freeway Service Patrol contracts with the current tow operator will expire on June 30, 2021. In March 2021, the Board released an Request for Proposals to provide Freeway Service Patrol services for the next four fiscal years. The new contracts will begin July 1, 2021 to ensure no gap in service for the program.***

## RAIL PROGRAM

### 3. 5.1 **Monterey Branch Line Easement to Seaside County Sanitation District**

1. **APPROVE** the Sewer Easement Agreement with the Seaside County Sanitation District regarding a non-exclusive permanent and perpetual utility easement, subject to approval by Agency counsel;
2. **AUTHORIZE** the Executive Director to execute the Sewer Easement Agreement and to take such other future actions as may be necessary to fulfill the intent of the Sewer Easement Agreement including approvals of future modifications or amendments that do not significantly alter the terms of the approved Sewer Easement Agreement;
3. **AUTHORIZE** the Executive Director to execute the grant of a non-exclusive utility easement over a portion of the Monterey Branch Line between Holly Street and Del Monte Boulevard with the Seaside County Sanitation District; and
4. **AUTHORIZE** the Executive Director to take such other future actions as may be necessary to fulfill the intent of the non-exclusive utility easement including approvals of future modifications or amendments that do not significantly alter the scope of work, or significantly change the approved easement term or amount.

- Williamson

***The Seaside County Sanitation District as part of their sewer system upgrades desires to obtain a non-exclusive perpetual utility easement over that portion of the Monterey Branch Line where existing sewer system facilities are present.***

### 3. 5.2 **RECEIVE** update on the Monterey Bay Area Rail Network Integration Study, and

**APPROVE** making the draft study available for public review.

- Watson

*The study will lay the groundwork for implementing the State Rail Plan in the Monterey Bay Area. The Rail Policy Committee has received monthly updates on the progress of this study and on May 3, 2021 voted to recommend the Board approve providing the study for public review. Upon approval, staff will publish the study via an interactive "open house" website.*

- 3. 5.3 APPROVE** Resolution 2021-08 authorizing the Executive Director to execute a Master Agreement for State Funded Transit Projects with Caltrans for funding for Monterey County rail projects, which will replace the prior Master Agreement that expires July 11, 2021, and subsequent funding allocation specific Program Supplements, pending approval by Agency Counsel.

- Watson

*The TAMC Board originally approved a Master Agreement for State Funded Transit Projects with Caltrans for funding for Monterey County rail projects in 2001, upon receipt of Transportation Congestion Relief Program funding. The original Master Agreement expired in 2011, when TAMC and Caltrans approved a renewed Master Agreement. This is the third Master Agreement for this project and is largely identical to the two preceding agreements, with the addition of new funding sources that have been added to the TAMC rail program in the intervening years. Each funding allocation has a separate Program Supplement that is governed by this Master Agreement.*

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

### **COMMITTEE MINUTES and CORRESPONDENCE**

- 3. 7.1 ACCEPT** draft minutes of the Transportation Agency Committees:
- Executive Committee - draft minutes of May 5, 2021
  - Rail Policy Committee - draft minutes of May 3, 2021
  - [Bicycle and Pedestrian Facilities Advisory Committee](#) - draft minutes of May 5, 2021
  - [Technical Advisory Committee](#) - draft minutes of May 6, 2021
  - [Excellent Transportation Oversight Committee](#) - No meeting

- Rodriguez

- 3. 7.2 RECEIVE** correspondence to and from TAMC for the month of May 2021.

- Rodriguez

**END OF CONSENT AGENDA**

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## **ANNOUNCEMENTS**

Next Transportation Agency for Monterey County meeting will be on  
Wednesday, June 23, 2021  
**9:00 A.M.**

### 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 Board for public comment or on an item on the agenda are encouraged to submit comments in writing to [maria@tamcmonterey.org](mailto:maria@tamcmonterey.org) by 5:00pm the Monday before the meeting. Such comments will be distributed to the Board before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair.

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

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

Agenda Items: The agenda will be prepared by Agency staff and will close at noon nine (9) working days before the regular meeting. Any member of the Board 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.



## **Memorandum**

**To:** Board of Directors  
**From:** Rita Goel, Director of Finance & Administration  
**Meeting Date:** May 26, 2021  
**Subject:** Overall Work Program, Integrated Funding Plan & 3-Year Budget FY 21/22

### **RECOMMENDED ACTION:**

**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 **APPROVE** the 2021 Integrated Funding Plan as recommended by the Executive Committee.

### **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:

<b>Operating Budget</b>	<b>February Draft</b>	<b>May Final</b>	<b>Difference</b>
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.

<b>Direct Programs</b>	<b>February Draft</b>	<b>May Final</b>	<b>Difference</b>
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.
- Promote opportunities for transportation projects to support increasing broadband access to Monterey County residents and businesses.

#### **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
- ▢ Final FY 21-22 Overall Work Program
- ▢ 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%
<b>TOTAL REVENUE</b>	<b>\$17,322,215</b>	<b>\$5,841,173</b>	<b>\$5,157,644</b>	<b>\$5,417,096</b>	<b>-66.3%</b>
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%
<b>TOTAL EXPENDITURES</b>	<b>\$17,322,215</b>	<b>\$5,841,173</b>	<b>\$5,157,644</b>	<b>\$5,417,096</b>	<b>-66.3%</b>
<b>REVENUE MINUS EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	



**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%
<b>Sub Total Revenue</b>	<b>\$16,675,022</b>	<b>\$4,972,389</b>	<b>\$4,377,797</b>	<b>\$4,247,102</b>		<b>-70.2%</b>
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%
<b>Total Contingency Fund Surplus/ (Usage)</b>	<b>(\$647,193)</b>	<b>(\$868,784)</b>	<b>(\$779,847)</b>	<b>(\$1,169,994)</b>	<b>(\$3,465,818)</b>	<b>34.2%</b>
<b>TOTAL REVENUE</b>	<b>\$17,322,215</b>	<b>\$5,841,173</b>	<b>\$5,157,644</b>	<b>\$5,417,096</b>		<b>-66.3%</b>

**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
<b>OPERATING REVENUE</b>						
<b>FEDERAL PLANNING GRANTS</b>						
Federal Planning ( AMIBAG-FHWA PL )	\$0	\$0	\$0	\$0		\$0
SR156 West Proj. Mgmt. -EARMARK	\$0	\$0	\$0	\$0		\$0
<b>SUB TOTAL FEDERAL GRANTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>STATE PLANNING GRANTS</b>						
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
<b>SUB TOTAL STATE GRANTS</b>	<b>\$1,732,396</b>	<b>\$2,096,567</b>	<b>\$1,962,961</b>	<b>\$1,932,685</b>	<b>21.0%</b>	<b>\$364,171</b>
<b>LOCAL PLANNING CONTRIBUTIONS</b>						
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
<b>SUB TOTAL LOCAL FUNDS</b>	<b>\$1,012,226</b>	<b>\$1,154,409</b>	<b>\$1,184,584</b>	<b>\$1,168,076</b>	<b>14.0%</b>	<b>\$142,183</b>
<b>OTHER CONTRIBUTIONS</b>						
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
<b>SUB TOTAL STAFF SUPPORT</b>	<b>\$748,000</b>	<b>\$495,000</b>	<b>\$465,000</b>	<b>\$415,000</b>	<b>-33.8%</b>	<b>-\$253,000</b>
<b>Sub Total Operating Revenue</b>	<b>\$3,492,622</b>	<b>\$3,745,976</b>	<b>\$3,612,545</b>	<b>\$3,515,761</b>	<b>7.3%</b>	<b>\$253,354</b>
Undesig. Contingency Res. Surplus/ (Usage)-Oper.	(\$106,674)	(\$64,458)	\$22,546	(\$96,059)	-39.6%	\$42,216
<b>TOTAL OPERATING REVENUE</b>	<b>\$3,599,296</b>	<b>\$3,810,434</b>	<b>\$3,589,999</b>	<b>\$3,611,820</b>	<b>5.9%</b>	<b>\$211,138</b>

**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%
<b>OPERATING REVENUE TOTAL</b>	<b>\$3,599,296</b>	<b>\$3,810,434</b>	<b>\$211,138</b>	<b>5.9%</b>

**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
<b><u>OPERATING EXPENSES</u></b>						
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
<b>TOTAL OPERATING EXPENSES</b>	<b>\$3,599,296</b>	<b>\$3,810,434</b>	<b>\$3,589,999</b>	<b>\$3,611,820</b>	<b>5.9%</b>	<b>\$211,138</b>

**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
<b>1 Salaries Changes</b>	<b>\$2,083,608</b>	<b>\$2,201,774</b>	<b>\$118,166</b>	<b>5.7%</b>
Cost of Living Adjustments			\$40,645	
Step increases/Promotions			\$32,961	
Temp. Finance dept. hire			\$82,000	
Intern reductions			-\$37,440	
<b>2 Fringe Benefit Changes</b>	<b>\$955,025</b>	<b>\$923,605</b>	<b>-\$31,420</b>	<b>-3.3%</b>
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	
<b>3 Materials and Services Changes</b>	<b>\$550,663</b>	<b>\$675,055</b>	<b>\$124,392</b>	<b>22.6%</b>
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	
<b>4 Depreciation/Amortization Changes</b>	<b>\$ 10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>0.0%</b>
<b>OPERATING EXPENSE TOTAL</b>	<b>\$ 3,599,296</b>	<b>\$ 3,810,434</b>	<b>\$ 211,138</b>	<b>5.9%</b>

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	
			FY 20/21 Approved	FY 21/22 Estimated	FY 22/23 Estimated	FY 23/24 Estimated	vs FY 20-21 \$ 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%
	<b>TOTAL Direct Program Expenses</b>	<b>\$13,722,919</b>	<b>\$2,030,739</b>	<b>\$1,567,645</b>	<b>\$1,805,276</b>	<b>-\$11,692,180</b>	<b>-85.2%</b>

**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%
<b>TOTAL DIRECT PROGRAM EXPENSE CHANGES</b>				<b>-\$11,692,180</b>	<b>-85.2%</b>



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

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

**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 21<sup>st</sup> 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:**

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**EDWIN D. SMITH, CHAIR**  
**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

**ATTEST:**

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

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

<b>CODE</b>	<b>Work Element</b>	<b>Operating Expenditures</b>	<b>Direct Expenditures</b>	<b>Total Expenditures</b>	<b>Activities</b>
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**

<b>CODE</b>	<b>Work Element</b>	<b>Operating Expenditures</b>	<b>Direct Expenditures</b>	<b>Total Expenditures</b>	<b>Activities</b>
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**

<b>CODE</b>	<b>Work Element</b>	<b>Operating Expenditures</b>	<b>Direct Expenditures</b>	<b>Total Expenditures</b>	<b>Activities</b>
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

Final  
OVERALL WORK PROGRAM

July 1, 2021 – June 30, 2022

May 26, 2021



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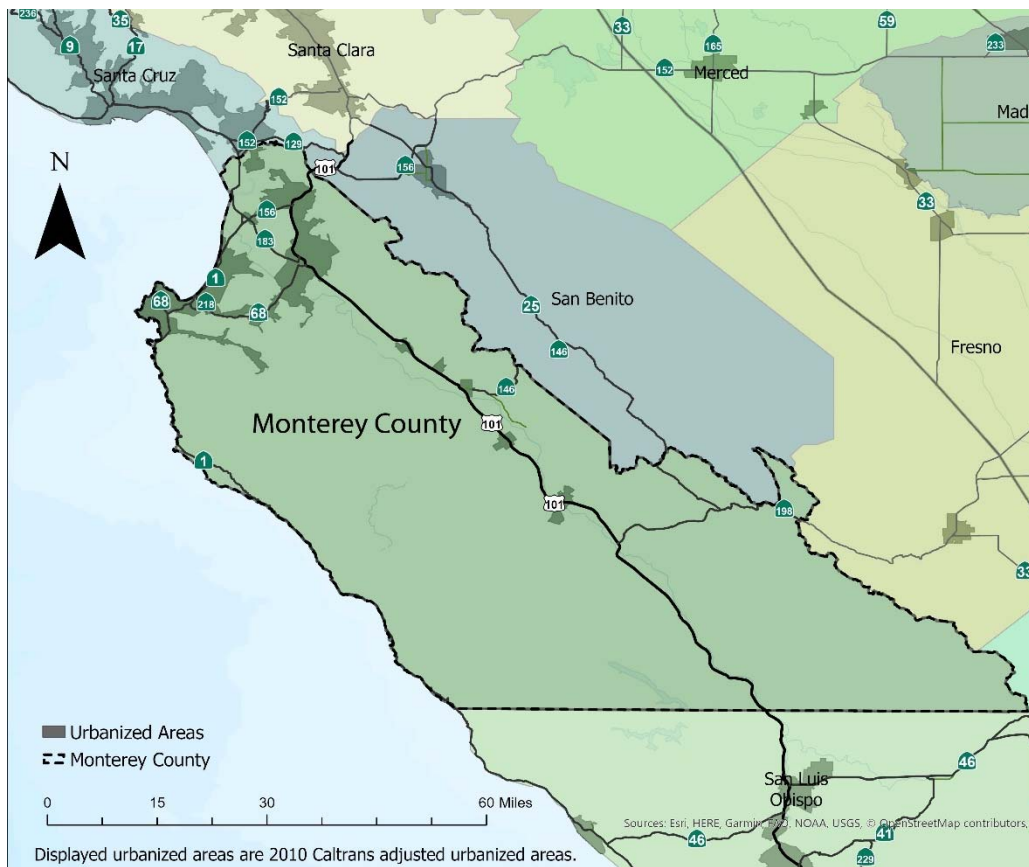
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## INTRODUCTION

### Our Mission

The mission of the Transportation Agency for Monterey County is to plan and proactively fund a transportation system that enhances mobility, safety, access, environmental quality and economic activities by investing in regional transportation projects serving the needs of Monterey County residents, businesses, and visitors. The Transportation Agency for Monterey County aims for a variety of environmental, economic, and social objectives in the transportation planning process. The policy objectives of TAMC include reducing greenhouse gas emissions to meet regional targets, conserving farmland resources, prioritizing enhancement and



and maintenance of regionally important streets and roads, improving regional accessibility for freight, ensuring transportation-disadvantaged communities experience equitable advantages from improvements to the transportation system.

### The Impact of COVID-19

The 2020/21 year has been notable for broad impact of the COVID-19 pandemic on the region's economy and the movement of Monterey County's over 435,000 residents. The resulting shelter-in-place has significantly reduced visitor travel, which can total more than 2 million people in a normal year. Major events were either cancelled (Concours D'Elegance and car week) or held without audiences (Pebble Beach Pro-Am). The region's number one attraction, the Monterey Bay Aquarium, has been closed to visitors throughout the pandemic, further reducing visitor trips. As an essential service, the county's agricultural land has remained in production during the pandemic; but challenges exist as farm workers have become infected with the virus at high rates.

Not all of the impacts of the pandemic and resulting shelter-in-place have been negative. Street space, most notably parking, has been repurposed in many cities to make way for outdoor dining, as restaurants looked for ways to stay in operation while respecting the statewide restrictions. Employees whose jobs allowed them to work from home have done so in large numbers, reducing commute hour traffic and in some cases spreading out traffic over the day. Active transportation is up overall. Given the restrictions on long-distance travel, local residents appear to be making more day trips, particularly to hike, bike and walk in state or local parks. Schools have only rarely been open for in-person classes, removing one source of peak period traffic, yet drawing attention to the need to improve another network in many parts of the county: broadband coverage. Low-income workers and those going to medical appointments have been able to rely on Monterey-Salinas for lifeline bus transit service. Despite a sharp drop initial drop in ridership and fare revenue, bus service has continued due to federal funding from the CARES and subsequent acts. In fact, MST has been a leader in creating a safe environment for bus passengers and drivers, and has received awards for its assistance to the community in providing food, WiFi, fire and flood evacuation services during the year. That said, MST faces a restructuring of service to meet the post-pandemic travel needs with the post-federal assistance funding environment.

Public participation in the regional planning process is necessary and essential for developing plans, programs, and projects that meet the needs of the county's citizens, yet public meetings have not been possible during the pandemic. As such, the Transportation Agency has reshaped its public participation strategies to be virtual. Since March 2020, the Agency has held all its Board and committee meetings online, with links published on the agenda for members of the public to join in. Input on plans, such as the US101 South of Salinas Corridor plan and the Regional Transportation Plan, has been obtained virtually: via online webinars (publicized via social media as well as through postcards), email surveys, and interactive webpages. While non-traditional, these virtual input mechanisms have actually expanded the number and types of public participants in planning activities, assuring that these strategies will continue into the future. All of these pandemic era transportation developments will shape the planning, funding and project delivery actions in the 2021/22 budget year.

## **Overview**

The annual Transportation Agency for Monterey County Overall Work Program describes the activities to be accomplished during the fiscal year beginning July 1, 2021 and ending June 30, 2022. The plan is the basis for the corresponding annual budget. The Overall Work Program and Budget are normally submitted to the Executive Committee and Agency Board of Directors in February each year for comment and direction and adopted by the Board in May.

In November 2016 Monterey County voters passed Measure X, a 30-year, 3/8 percent sales tax that generated over \$28 million last year. In 2017 the state of California adopted Senate Bill (SB) 1, legislation that increased the state gas tax for the first time in over

twenty years. SB 1 will generate \$30 million annually in the County for local street and road repairs plus additional funding in competitive grant awards. Considering these new, more stable funding sources, the Transportation Agency Board of Directors adopted an Integrated Funding Plan to provide strategic prioritization of regional transportation projects in Monterey County over the next five years. One example of the path from planning, to funding and then project delivery is the State Route 68 corridor improvements. Development started with the Monterey to Salinas Scenic Route 68 Corridor Plan. The plan was funded with a Caltrans Sustainable Transportation grant and completed in 2017. The recommended corridor concept was included in the 2018 Regional Transportation Plan adopted in June 2018. Environmental review and preliminary engineering were initiated in FY 2018/19. Construction is anticipated to start within five years utilizing Measure X, SB 1 and State Transportation Improvement Program funds. The stability provided by Measure X and SB 1 funding enables the region to make progress toward more expeditious implementation of the Monterey County Regional Transportation Plan and the Regional Transportation Improvement Program.

Each activity listed in the Overall Work Program has a number and a name that identifies the activity, referred to as “work elements”. Some of the Agency’s activities are partially funded through federal or state transportation planning funds. Caltrans must review and approve the work elements proposed for federal and state funds. The Agency’s budget is adopted concurrently with the Overall Work Program and is posted on the Agency’s website ([www.TAMCMonterey.org/agency-info/budget](http://www.TAMCMonterey.org/agency-info/budget)) adjacent to the Overall Work Program for public review. Budget information is incorporated into the Overall Work Program showing the expected revenue sources and expenditures for each work element activity.

A significant change in the budgeting process this fiscal year is that under the Direct Programs, capital expenditures e.g. Rail to Salinas will be incorporated into the Integrated Funding Plan and ongoing programs e.g. Freeway Service Patrol, Call Boxes, and Go 831 traveler information program will remain in the budget. The Agency's initial Integrated Funding Plan developed in 2017 was designed to identify projects and programs that will be strong candidates for specific matching fund programs, and to identify a funding pathway to bring projects to construction over the next five years. The draft 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. The Integrated Funding Plan is posted on the Agency’s website. (<https://www.tamcmonterey.org/funding-and-planning>)

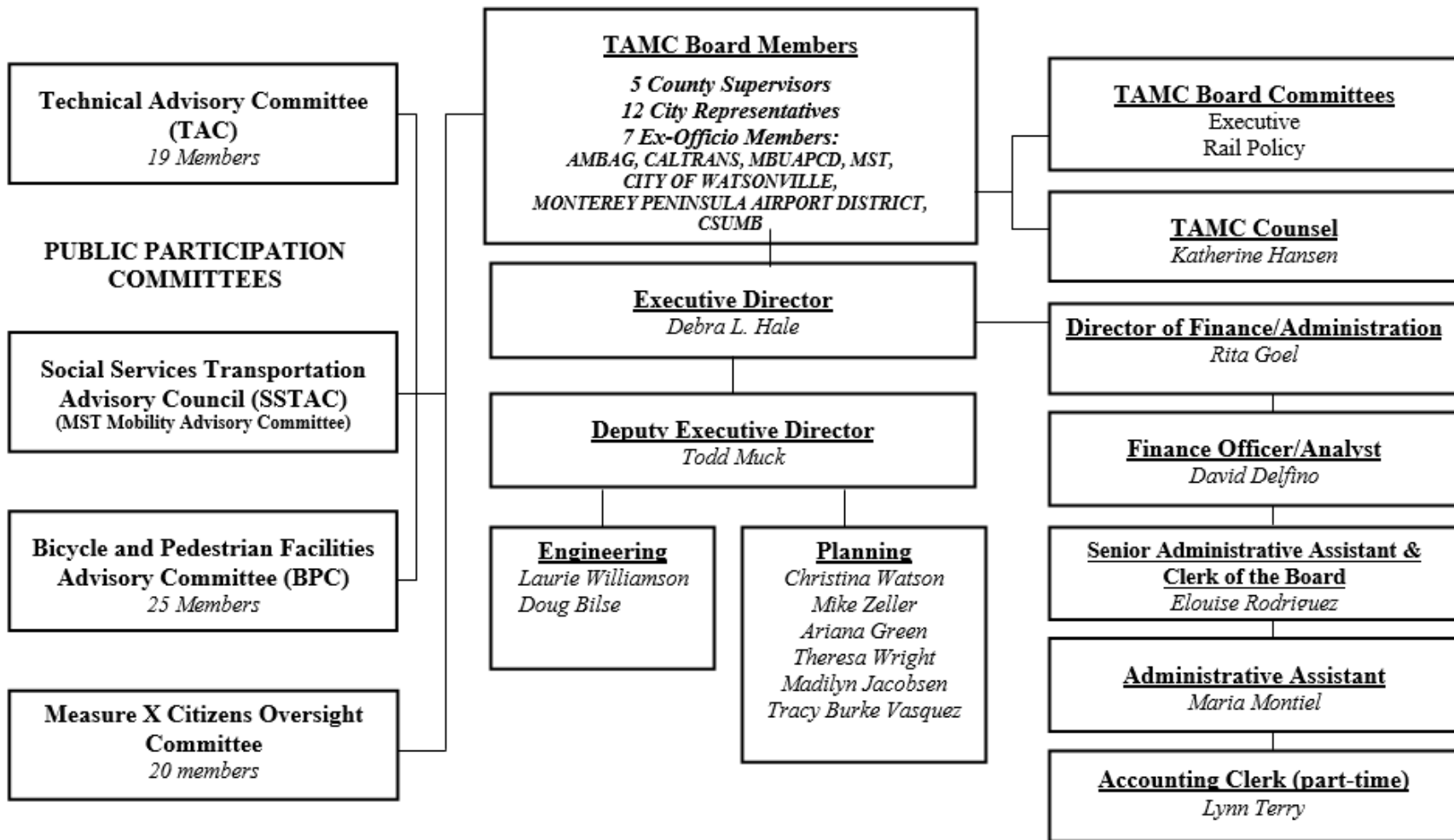
In December 2017, the Transportation Agency Board of Directors adopted these strategic goals:

1. Deliver Projects and Programs
2. Maximize Funding
3. Communicate Early and Often
4. Prepare for the Future



# TRANSPORTATION AGENCY for MONTEREY COUNTY (TAMC)

LOCAL TRANSPORTATION COMMISSION (LTC)  
 REGIONAL TRANSPORTATION PLANNING AGENCY (RTPA)  
 TRAFFIC CONGESTION MANAGEMENT AGENCY (CMA)  
 SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS (SAFE)



*Highlights of the 2021/22 Overall Work Program, and how they implement the adopted TAMC Goals, are as follows:*

**Deliver Projects and Programs:**

*Measure X administration and implementation:*

- 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 outreach.
- 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 the County 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 based on 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.
- Support increasing broadband access to Monterey County residents and businesses.

## Glossary of funding sources listed in the Overall Work Program

**ATP** – Active Transportation Program is a combination of mostly state and some federal funding for bicycle and pedestrian projects.

**LPP** – Local Partnership Program is a subset of SB 1 funding allocated to counties that have a local transportation sales tax.

**Measure X** – Monterey County’s 3/8 percent sales tax for transportation, approved by 2/3rds of the voters in 2016.

**PPM** – Derived from state gasoline excise taxes, Planning, Programming and Monitoring funds may be used for those purposes.

**Prop 116** – State bond funding for intercity rail passenger service approved by the voters in 1990.

**RDIF** – Regional Development Impact Fee is local funding assessed to cover the cumulative traffic impacts of new development.

**RSTP** or now **STBG** - Regional Surface Transportation Program, renamed Surface Transportation Block Grants, provides federal funds that are sub-allocated to regional planning agencies for use on a wide variety of transportation projects. California allows “rural agencies”, such as TAMC, to exchange these federal funds for more flexible and less administratively cumbersome state funds..

**RPA** - Rural Planning Assistance is state transportation planning funding allocated by the California Department of Transportation by population formula to rural Regional Transportation Planning Agencies, such as TAMC.

**SB 1** - Senate Bill 1, the Road Repair and Accountability Act of 2017. Local jurisdictions receive formula SB 1 allocations for road repair. TAMC pursues competitive SB f1 grants to leverage Measure X and other local fund sources to construct regional projects.

**SAFE** - Service Authority for Freeway Emergencies are local funds from a \$1 fee per registered vehicle in Monterey County to provide funds for the call box, Freeway Service Patrol, and Go831 traveler information programs.

**TDA/LTF/STA** – the Transportation Development Act created two funding sources allocated to TAMC: the Local Transportation Fund (LTF), derived from ¼% of the statewide general sales tax, and the State Transit Assistance Fund (STA), derived from the excise tax on gasoline and diesel fuel. Funding may be used for planning, bicycle/pedestrian projects, and unmet public transportation needs.

**TIRCP** - Transit and Intercity Rail Capital Program provides grants from the state’s Greenhouse Gas Reduction Fund (GGRF) to fund capital improvements to modernize intercity, commuter, and urban rail systems, and bus and ferry transit systems.

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

<b>CODE</b>	<b>Work Element</b>	<b>Operating Expenditures</b>	<b>Direct Expenditures</b>	<b>Total Expenditures</b>	<b>Activities</b>
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**

<b>CODE</b>	<b>Work Element</b>	<b>Operating Expenditures</b>	<b>Direct Expenditures</b>	<b>Total Expenditures</b>	<b>Activities</b>
6140	Bicycle/Pedestrian Planning	\$ 47,924	\$ -	\$ 47,924	Hold bike committee meetings, review projects for consistency with the Regional Transportation Plan
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	\$ 148,723	\$ 46,000	\$ 194,723	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. Produce new version of the Monterey County bike map, last updated in 2016.
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**

<b>CODE</b>	<b>Work Element</b>	<b>Operating Expenditures</b>	<b>Direct Expenditures</b>	<b>Total Expenditures</b>	<b>Activities</b>
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 and track improvements; 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	

Revenue Budget Summary for Work Elements with Overall Work Program Agreement Funds: FY 2021-2022

Work Element	Description	SB 1 Adaptation	SB 1 Sustainable Communities	FTA Section 5304	FHWA SP&R	RPA	Other Local/State	Total
1000	Statewide Leadership Training	\$0	\$0	\$0	\$0	\$25,000	\$0	\$25,000
1010	Budget, Overall Work Program	\$0	\$0	\$0	\$0	\$55,000	\$18,748	\$73,748
1120	Plans Coord -Leg Mon.-Interagency Liaison	\$0	\$0	\$0	\$0	\$188,507	\$91,568	\$280,075
4110	Environmental Document Review	\$0	\$0	\$0	\$0	\$22,122	\$12,404	\$34,526
6140	Bicycle/Pedestrian Planning	\$0	\$0	\$0	\$0	\$38,608	\$9,316	\$47,924
6220	Regional Transportation Plan - Planning	\$0	\$0	\$0	\$0	\$56,953	\$52,195	\$109,148
6410	RTIP/ Programming-Planning	\$0	\$0	\$0	\$0	\$46,578	\$34,384	\$80,962
6710	Corridor Studies & Regional Roadway Planning	\$0	\$0	\$0	\$0	\$14,232	\$6,507	\$20,739
6729	Salinas Safe Route to School Plan (1)	\$0	\$264,001	\$0	\$0	\$0	\$142,306	\$406,307
<b>TOTAL</b>		<b>\$0</b>	<b>\$264,001</b>	<b>\$0</b>	<b>\$0</b>	<b>\$447,000</b>	<b>\$367,428</b>	<b>\$1,078,429</b>

Footnotes

- (1) WE 6729 has a total encumbered SB 1 funding amount of \$954,502. This is split between three fiscal years; 2019/20, 20/21, and 21/22. The grant must be completed by June 30, 2022. See WE 6729 for details



## FAST Act Planning Factors and Work Element Correspondence

Federal transportation legislation, Fixing America’s Surface Transportation Act (FAST Act) was signed into law in 2015. FAST Act includes ten Federal Planning Factors that emphasize planning factors from a national perspective. The following matrix indicate which Work Elements implement individual FAST Act Planning Factors.

	Planning Factors	Work Elements
1	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency	1010, 1020, 1120, 1770, 1780, 1790, 6140, 6220, 6410, 6710, 6729, 6800, 6809
2	Increase the safety of the transportation system for motorized and non-motorized users	6140, 6220, 6710, 6729
3	Increase the security of the transportation system for motorized and non-motorized users	1770, 1780, 6140, 6220, 6710, 6800
4	Increase accessibility and mobility of people and freight	1120, 6140, 6220, 6710, 6800, 6809
5	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns	1120, 4110, 6140, 6220, 6710, 6800, 6809
6	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	1120, 4110, 6140, 6220, 6710, 6729, 6800, 6809
7	Promote efficient system management and operation	1120, 6140, 6220, 6710, 6800
8	Emphasize the preservation of the existing transportation system	1120, 6220
9	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	1120, 6140, 6220, 6710, 6740, 6800, 6809
10	Enhance travel and tourism	6140, 6220, 6800, 6809

WORK ELEMENT NUMBER 1000

Statewide Leadership Training

Project Manager: Todd Muck

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	-	0	State RPA	25,000	-
Contractual	25,000	-			
<b>TOTAL</b>	<b>25,000</b>	<b>-</b>	<b>TOTAL</b>	<b>25,000</b>	<b>-</b>
			<b>% Federal</b>	<b>0</b>	

**Project Description**

The Transportation Agency was asked to administer a scholarship utilizing surplus Rural Planning Assistance funds for three of the smaller rural counties to send a representative to California Councils of Government (CalCOG) leadership training. California Councils of Government is nonprofit, social welfare organization formed to serve regional governments.

**Previous and Ongoing Work**

This is the third year TAMC has administered a scholarship for rural counties representatives to attend California Councils of Government leadership training.

**Steps and Products**

Task	Description	Deliverable	Completion Date
1	Administer scholarships for California Councils of Government leadership training	Travel and training requests following adopted Transportation Agency procedures and Caltrans expense limits.	6/30/2022
2	Invoice Caltrans for RPA funding expended	Quarterly invoices with narrative progress reports	6/30/2022

WORK ELEMENT NUMBER 1010

Overall Work Program, Budget and Administration

Project Manager: Todd Muck

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	73,748	0	State RPA	55,000	0
Contractual	0	0	LTF	18,748	0
<b>TOTAL</b>	<b>73,748</b>	<b>0</b>	<b>TOTAL</b>	<b>73,748</b>	<b>0</b>
			<b>% Federal</b>	<b>0</b>	

**Project Description**

The purpose of this work element is to prepare and provide oversight to an annual work program and corresponding budget in accordance with state requirements. The Overall Work Program describes the transportation planning activities that the Agency will perform during the ensuing fiscal year as integral elements of regional transportation planning and programs. The budget is an estimate of the expenditures necessary to support the work program, and the funding sources assigned to each element. The work program is a requirement of state statutes and regulations in order for the work elements to be eligible for state transportation planning funds. The document is assembled in coordination with California Department of Transportation (Caltrans), Association of Monterey Bay Area Governments (AMBAG), Santa Cruz County Regional Transportation Commission (SCCRTC), and San Benito Council of Governments (SBtCOG).

**Previous and Ongoing Work**

The Transportation Agency's Overall Work Program is updated annually based on the latest Caltrans guidance.

<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Close out previous years' (FY 20-21) Overall Work Program	Identify carry over funding and deliverables	9/30/2021
2	Provide quarterly FY 2021-22 invoice with narrative progress report to Caltrans	Quarterly invoice with narrative progress reports	6/30/2022
3	Propose planning studies/activities with regional emphasis for FY 2022-23 and FY 2023-24 in conjunction with Federal and State Planning Emphasis Areas/Planning Factors	Funding applications for projects/activities for FY2022-23 & FY 2023-24	1/30/2022
4	Prepare draft and final FY 2022-23 Budget and Overall Work Program	FY 2022-23 Budget & Overall Work Program	5/31/2022

WORK ELEMENT NUMBER 1020

Transportation Development Act Administration

Project Manager: Madilyn Jacobsen

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	63,399	0	LTF	63,399	0
Contractual	0	0			
<b>TOTAL</b>	<b>63,399</b>	<b>0</b>	<b>TOTAL</b>	<b>63,399</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The Transportation Agency, as the Local Transportation Commission for Monterey County, distributes Local Transportation Fund (LTF) and State Transit Assistance (STA) funds for planning, bicycle and pedestrian projects and public transit pursuant to the Transportation Development Act. In its role as the Transportation Development Act fund administrator, the Transportation Agency annually solicits public input to identify unmet transit needs, particularly the identification of unmet transit needs of traditionally underserved groups (elderly, persons with disabilities, persons of color, and low-income) and the assessment of the adequacy of service available to meet those needs. Although TAMC no longer allocates Transportation Development Act funds to local streets and roads, the Agency still continues to solicit public input on unmet transit needs.

Under the new Cap and Trade program, the Transportation Agency is charged with distributing funding from the Low Carbon Transit Operations Programs to transit agencies pursuant to the Transit, Affordable Housing, and State Transit Assistance Sustainable Communities Program, which was State Transit Assistance established by the California Legislature in 2014 by Senate Bill 862 (SB 862). These funds are distributed according to the same population formula as the State Transit Assistance funds. These funds have their own State Transit Assistance statutory requirements under SB 862, but are also required to meet the State Transit Assistance statutory requirements of the Transportation Development Act.

The State Transit Assistance of Good Repair Program is a Senate Bill 1 funding program that provides approximately \$105 million annually to transit operators in California for capital projects. The Program is funded under a portion of the new Transportation Improvement fee on vehicle registrations that took effect in 2018. The Program investments will benefit the public by providing transportation agencies with a consistent and dependable revenue source to invest in the upgrade, repair and improvement of transit infrastructure, and in turn improvement of transit service. Projects funded by this program must meet the State Transit Assistance statutory requirements of the Transportation Development Act.

### Previous and Ongoing Work

Every three years, TAMC contracts for an independent performance audits of itself and transit operators to evaluate compliance with Transportation Development Act requirements. Annually, the Agency oversees fiscal audits of itself and any agencies or jurisdictions claiming Transportation Development Act funds, and monitors progress towards achieving recommendations made in the performance audits. The performance audit for FY 2016–17 through 2018–19 was completed in December 2020. The next triennial performance audit will take place in FY 22/23.

TAMC also oversees the annual unmet transit needs process required by the Transportation Development Act. Periodically, an unmet transit need is found and addressed in collaboration with the transit operator, Monterey Salinas Transit (MST). The Agency coordinates unmet needs activities with the MST Mobility Advisory Committee, which TAMC has designated as the designated Social Services Transportation Advisory Council for Monterey County.

After completing the unmet needs process, the Agency allocates Transportation Development Act funding and processes claims for both State Transit Assistance and Local Transportation Fund funds consistent with the Agency's Transportation Development Act guidelines and allocations. The Agency allocates all Local Transportation Fund apportioned to Monterey County cities to Monterey-Salinas Transit (MST). MST is able to claim all remaining Local Transportation Fund funding to support public transit operations as an unmet transit needs pursuant to a finding adopted by TAMC in 2010. TAMC allocates all State Transit Assistance funding in Monterey County to MST, which is the sole public transit operator in Monterey County and the only eligible claimant for these funds.

TAMC also administers and monitors the delivery of projects funded by the Transportation Development Act Article 3 (Transportation Development Act 2%) bicycle and pedestrian project grant program. The Agency adopts a program of projects for a three-year funding cycle. As an occasional sub-recipient of federal transit funds, TAMC prepared a Title VI Program and Limited English Proficiency Plan in order to comply with the requirements of the Federal Transit Administration Circular 4702.1B. These documents are updated every three years and was last updated in FY 2020/21.

The Transportation Agency's Transportation Development Act Guidelines must be updated to reflect legislative changes in the Act from Senate Bill 508, which included updated farebox recovery rations for transit operators, new efficiency standards and the new Senate Bill 1 State of Good Repair Program funded by the State Transit Assistance sales tax on diesel fuel. The last update to the Transportation Development Act Guidelines was completed in FY 2018/19.

### Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Coordinate annual unmet transit needs process and adopt finding on unmet transit needs by resolution	Annual unmet transit needs comment list	6/30/2022
2	Maintain records, review and pay claims for Local Transportation Fund, State Transit Assistance and other trust fund accounts.	Annual Local Transportation Fund and State Transit Assistance allocations and claims from local jurisdictions and agencies	6/30/2022
3	Conduct annual fiscal audit and implement suggested changes	Annual Transportation Development Act Funds fiscal audits and internal financial Statements for TAMC and Monterey Salinas Transit	6/30/2022
4	Monitor delivery of projects funded by Article 3 funds	Article 3 - bicycle and pedestrian Transportation Development Act 2% - fund expenditure plan	6/30/2022

5	Monitor delivery of projects funded by Low Carbon Transit Operations Program funds, and the SB 1 State of Good Repair program.	Annual program of projects lists	6/30/2022
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WORK ELEMENT NUMBER 1120

Plans Coordination and Interagency Liaison

Project Manager: Todd Muck

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	280,075	0	State RPA	188,507	0
Contractual	0	0	PPM	89,000	0
			Local	2,568	0
<b>TOTAL</b>	<b>280,075</b>	<b>0</b>	<b>TOTAL</b>	<b>280,075</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The purpose of this work element is to conduct activity that promotes coordination in regional transportation planning activities and respond to state and federal requirements without duplication of efforts. This is accomplished by interaction with various agencies' representatives and stakeholders to understand and share legislation and regulatory information that affect transportation planning. Also, the Agency participates with other agencies in technical studies and decisions regarding funding, transportation plans, programs, and projects to obtain consistency in local and regional plans. The work element seeks to identify diversified funding sources for transportation projects to ensure that appropriate State and Federal funds may be applied. The tasks relate to federal and state transportation planning principles and is primarily funded by state planning funds (RPA). This work element does not include lobbying efforts.

**Previous and Ongoing Work**

TAMC coordinates with partner agencies and stakeholders in the region and statewide on review and analysis of pertinent state and federal legislation, rules, and transportation planning activities. TAMC presents periodic comprehensive reports to the Board and committees on legislative and planning matters. Specific activities include monitoring the implementation of new state and federal performance measurements, providing input on statewide planning efforts such as the California Transportation Plan and the California Freight Mobility Plan, monitoring the state implementation of the planning features of the FAST Act, and monitoring proposed state and federal funding rule making and legislation--all of which are critical inputs to the Regional Transportation Plan.



<b>Steps and Products</b>			
<b>Task</b>	<b>Description</b>	<b>Deliverable</b>	<b>Completion Date</b>
1	Follow transportation legislation activities and provide updates and analysis in the form of presentations to affected agencies.	Monthly presentations/reports to TAMC Board and committees	6/30/2022
2	Monitor implementation of state and federal legislative requirements such as developing and implementing performance measures into the regional planning process.	Presentations/reports to TAMC Board and committees	6/30/2022
3	Attend local, state, regional agency, and professional association meetings (including AMBAG, California Association of Councils of Government; California Transportation Commission, Regional Transportation Planning Agency group, Rural Counties Task Force, Central Coast Coalition, Air District, local jurisdictions, American Public Works Association, Transportation Research Board, and American Planning Association) to exchange information on transportation planning activities in order to enhance coordination among transportation plans, programs, and regulations. Responsible party is TAMC staff.	Reports on transportation related planning activities, including recommendations on affecting consistency in local and regional plans, in monthly Board and advisory committee meeting agendas, and shared with affected stakeholders.	6/30/2022

WORK ELEMENT NUMBER 1122

Legislative Advocacy

Project Manager: Christina Watson

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	52,199	0	Local	187,199	0
Contractual	135,000	0			
<b>TOTAL</b>	<b>187,199</b>	<b>-</b>	<b>TOTAL</b>	<b>187,199</b>	<b>-</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The purpose of this work element is to develop Agency policies that promote transportation improvements for Monterey County and the region. Work includes advocacy for state and federal legislation and budgets that support Monterey County's transportation undertakings that contribute to the economic and environmental well being and quality of life in the region, and ensures that the county receives its fair share of state and federal funds.

Work that promotes transportation policy is funded with local funds. No State RPA funds are budgeted for this work element.

**Previous and Ongoing Work**

TAMC annually adopts a state and federal legislative program to seek funding and guide staff and analysts in responding to issues of concern. Emphasis of the program is to maintaining and augmenting transportation funding.

**Steps and Products**

Task	Description	Deliverable	Completion Date
1	Staff preparation of draft and final annual legislative program; Board approval of annual legislative program.	Legislative Program	1/31/2022
2	Send letters and meet as needed with State and Federal administrative officials and elected representatives.	Letters, meeting agendas/notes	6/30/2022

WORK ELEMENT NUMBER 1130

Public Involvement Program

Project Manager: Theresa Wright

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	240,808	0	PPM	70,000	0
Contractual	70,000	0	Local	240,808	0
<b>TOTAL</b>	<b>310,808</b>	<b>-</b>	<b>TOTAL</b>	<b>310,808</b>	<b>-</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The Public Involvement Program is the implementation of the Monterey Bay Area Public Participation Plan. The Plan was created through the coordinated efforts of Association of Monterey Bay Area Governments, Transportation Agency for Monterey County, Santa Cruz County Regional Transportation Commission, and the San Benito Council of Governments, with review by Federal Highway Administration, Federal Transit Administration, and California Department of Transportation. The Plan purpose is to support and encourage early and continuous public education and participation regarding the transportation planning process and the continuing, comprehensive, and cooperative "C-3" metropolitan decision making process through the three county region.

This Work Element covers the activities of the Transportation Agency for Monterey County in the education of the public and transportation stakeholders, and provision of opportunities for participation in the planning processes. It is designed to provide continuous, comprehensive outreach and information in order to generate a foundation for understanding the transportation issues, potential solutions, and inform the public about the regional transportation agencies and their roles and responsibilities. The process begins at the local level, culminating in public participation on regional transportation planning, specifically addressing the Metropolitan Transportation Plan and Metropolitan Transportation Improvement Plan. This building-block approach addresses the rural character of the region and assures that the ultimate regional decision making is based on meaningful public participation by an informed public. Safety is a key criteria in Transportation Agency for Monterey County's planning goals and project selection. Emphasis is placed on educating the public about safety issues and opportunities to increase safety for the traveling public. Program-specific public participation work for the Regional Transportation Plan/Metropolitan Transportation Plan and Regional Transportation Improvement Program/Metropolitan Transportation Improvement Program are included in the work elements for those work elements.

Social media is increasingly becoming the platform of choice for the public to receive information about local issues, to express opinions and ask questions. The Agency is increasing its' presence on social media platforms in order to engage a broader range of the public. Program-specific social media for plans and studies such as the Castroville Boulevard Interchange or the US 101 South of Salinas Project will be coordinated as part of the Transportation Agency's overall public involvement effort in this Work Element.

### Previous and Ongoing Work

The Transportation Agency participated in the update of the Association for Monterey Bay Area Governments Public Participation Plan which was adopted on October 23, 2019. It was developed to comply with the Federal Surface Transportation Act, Fixing America's Surface Transportation Act, which was enacted in 2015.

Since 2002, the Agency has conducted an annual awards program to highlight transportation accomplishments as a tool to generate public awareness of transportation matters and the various agencies' roles. The Agency also conducts a public involvement program emphasizing outreach to the general public on individual projects and programs. As part of this effort, the Agency publishes an Annual Report, mailed to all households and posted on the Agency's website. In 2007, the Agency initiated the taping and televising of Board meetings on public access television and on the Agency website. Due to the COVID-19 pandemic, Board meetings are conducted and recorded via Zoom. The recordings are linked on the TAMC website and posted on the TAMC YouTube Channel. In 2019/20 the Agency audited its guidelines for web and print documents to insure compliance with federal American with Disability Act best practices and updated its website to reflect those changes. The agency will continue to audit and post material that is compliant with this Act in fy 21/22.

### Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Circulate Transportation Agency monthly Board agendas, minutes and recordings on the Transportation Agency website, and invite public attendance and comment:	Publicized Board and Committee agendas, reports, and minutes	Monthly
2	Issue and post Transportation Agency monthly Executive Committee, Technical Advisory Committee, Rail Policy Committee, and Pedestrian and Bicycle Advisory Committee minutes and agendas on the Transportation Agency website. The Agency will also issue and post the quarterly Measure X Citizens Oversight Committee meetings.	Publicized Board and Committee agendas, reports, and minutes	Monthly/Quarterly
3	Post Transportation Agency news releases, activities, and program information on the Transportation Agency website and relevant social media platforms. Regularly update website content and appearance.	On-going planning & outreach to inform the media about transportation projects and programs.	Weekly
4	Publicize Transportation Agency Board activities with the monthly Transportation Agency "Board Highlights" document distributed to interested individuals, groups and the media.	Transportation Agency Board meeting highlights	Monthly

5	Provide full-time video access to each recorded Agency Board meeting on the Agency website and TAMC YouTube Channel.	Make the recorded TAMC Board meetings accessible by posting them on the Agency's website and YouTube Channel.	Monthly
6	Prepare 2021 annual report that summarizes activities related to state, federal, and local transportation planning, and send to all Monterey County households; including Spanish translation for targeted distribution. Each report will be posted on the TAMC website and promoted on TAMC's social media platforms.	2021 Annual Report	4/30/2022
7	Hold annual awards program to increase the awareness of and generate interest in transportation matters.	Transportation Excellence awards program	1/27/2022
8	Conduct public outreach publicizing the number of fatalities and severe injuries in Monterey County and what the Agency is doing to address this issue.	Press releases and on-line media postings focused on safety	6/30/2022
9	Use social media platforms and traditional media platforms to educate the public on transportation issues and encourage public discussion about transportation.		Weekly
10	Conduct public outreach publicizing Measure X programs and projects.	Press releases, interviews, social media platforms, TAMC website with public presentations and engagements using the appropriate communications tools and frequency for each engagement effort.	Monthly

WORK ELEMENT NUMBER 1770

Freeway Service Patrol

Project Manager: Laurie Williamson

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	63,278	0	FSP	439,730	0
Contractual	519,663	0	SAFE	109,933	0
			Local	33,278	0
<b>TOTAL</b>	<b>582,941</b>	<b>0</b>	<b>TOTAL</b>	<b>582,941</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The Freeway Service Patrol operates in Monterey County to assist stranded or stalled motorists, and to remove freeway obstructions that cause episodic traffic congestion. The Transportation Agency works closely with Caltrans and California Highway Patrol to implement the program.

**Previous and Ongoing Work**

The California's Freeway Service Patrol Program Annual Report for FY 2018-19 prepared by U.C. Berkeley, ITS, 2020, shows Monterey County's Freeway Service Patrol has a benefit/cost ratio of 6:1, showing the Freeway Service Patrol program is providing a beneficial service for the motoring public. The Freeway Service Patrol program operates on two "beats" during commute hours, summer weekends and during special event weekends. Beat 1 operates on Highway 101 between the San Benito County line and Gould Road in Salinas weekdays and on Sundays during the summer. Beat 2 operates on Highway 1 from Highway 156/183 to Rio Road in Carmel weekdays and on Saturdays during summer. The program is funded by a dedicated state program, matched by local Service Authority for Freeway Emergencies vehicle registration fees. In December 2011, the Agency entered into an agreement with Caltrans to provide additional tow service during the construction phase of the Prunedale Improvement Project. In 2013, the Agency contracted with tow operators for Freeway Service Patrol services for four years beginning July 1, 2013. In 2014, the Agency, with California Highway Patrol, decided to extend Beat 1 from Highway 156 to the San Benito County line during weekdays. In January 2015, the program improved its data collection method by transitioning to an iPad based application. In fiscal year 2016/17, the Agency conducted a competitive Request For Proposal process for a new four year contract starting on July 1, 2017. In fiscal year 2017/18, the Agency expanded service by adding an additional truck to the existing Highway 1 Beat, and by adding a new Beat on Highway 101 from Gould Road in Salinas to Arroyo Seco Road near Soledad. In 2021, the Transportation Agency published an RFP for Freeway Service Patrol Services.

<b>Steps and Products</b>			
<b>Task</b>	<b>Description</b>	<b>Deliverable</b>	<b>Completion Date</b>
1	Administration: Provide supplies as needed, monitor use, evaluate future program needs, and process vouchers for payment of service from contractors		Ongoing
2	Conduct quarterly training and informational meetings with California Highway Patrol and tow operators	Tow truck operations	Quarterly
3	Represent agency at statewide oversight committee meetings to demonstrate effectiveness and to maintain and increase state funding for the program		Ongoing
4	Continue to monitor the usage and effectiveness of tow truck service in cooperation with neighboring counties and work to enhance the program's cost-effectiveness		Ongoing
5	Continue to promote the program and increase awareness		Ongoing
6	Attend Statewide Motorist Aid Committee meeting		Annually
7	Prepare Annual Report	Freeway Service Patrol Annual Report	Annually
8	Maintain data collection system and feed the data into the statewide Freeway Service Patrol benefit/cost model to better reflect the effectiveness of smaller programs	Improved data to be included in statewide benefit/cost model	Annually
9	Run expanded service with an additional truck on the Highway 1 Beat, and a new Beat along Highway 101 between Salinas and Chualar.	Continue expanded Freeway Service Patrol service in Monterey County	6/30/2022

## WORK ELEMENT NUMBER 1780

## Service Authority for Freeway Emergencies

Project Manager: Laurie Williamson

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
<b>TAMC</b>			<b>TAMC</b>		
Personnel	61,458	0	LTF	21,458	0
Contractual	167,207	0	SAFE	207,207	0
<b>TOTAL</b>	<b>228,665</b>	<b>0</b>	<b>TOTAL</b>	<b>228,665</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

Service Authority for Freeway Emergencies (SAFE) is a Monterey County-level highway call box system that the Transportation Agency established. Under this program, the Transportation Agency works together with California Highway Patrol and Caltrans to aid motorists and maintain highway safety programs.

**Previous and Ongoing Work**

The Transportation Agency operates the Monterey County Service Authority for Freeway Emergencies program, which was implemented in four phases:

- o Phase I: US 101 (completed in 2000);
- o Phase II: most of State Route 1, State Route 68, and State Route 156 (completed in 2002);
- o Phase III: State Route 1 along Big Sur Coast (completed in 2007); and
- o Phase IV: County Rural Roads (completed in 2010).

In 2010, fourteen new call boxes were installed along the G14 and G18 corridors on Jolon Road, and the G16 corridor on Carmel Valley Road and Arroyo Seco Road. In 2010, in partnership with the Metropolitan Transportation Commission, Santa Cruz Regional Transportation Commission and the San Luis Obispo Council of Governments, the Transportation Agency selected a new call box answering service contractor to answer all calls coming from the Monterey Bay Area. In 2013, the Transportation Agency reviewed the call box locations for accessibility by disabled persons. The study recommended improvements to the sites to assure continued accessibility. In 2014, the Transportation Agency contracted with CASE Systems to provide improvements for disabled persons and call box maintenance for three years beginning March 1, 2014, with the option to extend the contract three additional years; in February 2017 the Transportation Agency exercised this option. In fiscal year 2016/17, the Transportation Agency conducted a call box usage evaluation. In FY 2020/21 the Transportation Agency completed a Call Box Modernization Plan, obtained Caltrans and CHP approval and began implementation of the plan by upgrading existing call box cellular service. The Transportation Agency also published an RFP for Call Box Maintenance and Improvements and contracted with CASE Emergency Systems.



<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Continue tracking Department of Motor Vehicles collection of Service Authority for Freeway Emergencies funds to assure accuracy		Monthly
2	Continue to operate call box system in Monterey County	Provide call box services	Ongoing
3	Implement individual site accessibility improvements as needed in concurrence with Caltrans.	Site accessibility improvements	Ongoing
4	Attend Statewide Motorist Aid Committee meeting		Annually
5	Prepare Annual Report	Call Box Annual Report	Annually in December
6	Complete Call Box Modernization Plan	Phased Call Box Modernization Plan implementation	6/30/2022

WORK ELEMENT NUMBER 1790

Go831 Traveler Information Programs

Project Manager: Tracy Burke Vasquez

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	381,517	0	LTF	131,517	0
Contractual	49,000	0	SAFE	299,000	0
<b>TOTAL</b>	<b>430,517</b>	<b>0</b>	<b>TOTAL</b>	<b>430,517</b>	<b>0</b>
				<b>% Federal</b>	<b>0%</b>

**Project Description**

Rebranded to "Go831" Smart Commute Program the TAMC Traveler Information Program promotes congestion reducing travel options and sustainable transportation modes and travel choices region-wide through information services, educational programs, events, and ride-matching assistance, when appropriate due to pandemic safety policies. The focus in FY 2021/2122 will be transportation demand management outreach of awareness and partnerships and education and outreach to major employers and schools, with an focus on the use of Telework. We will continue to work towards making the RideAmigos platform and mobile app to track trips more user friendly, with more inhouse reminders and effective use of tracking information to work, school and events. Traveler Information Programs will be coordinated with other counties in the Monterey Bay region and adjacent commute destinations. We will host an annual contest around Telecommute Walk/Bike for mental health Challenge with Blue Zones and the City of Salinas. We recognize this year will continue to be unique and will need to continue testing innovative approaches to promote trip reduction.

### Previous and Ongoing Work

The Transportation Agency for Monterey County and the Santa Cruz Regional Transportation Commission prepared and adopted a 511 Traveler Information System Feasibility and Implementation Plan in 2013-14. FY 2015-16 efforts included developing a G831 Traveler Information website that includes multimodal information such as a transit trip planner, rideshare information, bicycling and pedestrian resources. Ongoing efforts include outreach to major employers, updates to the website, program branding & marketing utilizing the RideAmigos platform and mobile app to assist with multimodal trip-matching, trip tracking, data reporting and incentive programs.

### Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Maintain and expand existing Traveler Information Program web content.	TAMC's Traveler Information website	Weekly
2	Major Employer program education, outreach and support	Provide to major employers: RideAmigos trainings, employer surveys and analysis, tdm recommendations and support tools.	Ongoing
3	School Pool program education, outreach and support	Provide to schools: RideAmigos trainings, student/parent surveys and analysis, tdm recommendations and support tools.	Ongoing
4	International Association for Commuter Transportation (ACT) Conference 2021	Report on sessions attended	7/31/2021
5	Countywide Commuter Challenge	marketing collateral, employees tracking trips in the RideAmigos Platforms, public recognition of employers and employees competing in the challenge, media stories, awards	11/1/2021
6	Travel Demand Management Stakeholder Meetings	Meet with regional Travel Demand Management Stakeholders and coordinate activities and programming	Bi-monthly
7	Countywide Bike Month Challenge	marketing collateral, employees tracking trips in the RideAmigos Platforms, public recognition of employers and employees competing in the challenge, media stories, awards	6/1/2022

WORK ELEMENT NUMBER 1795

Access Fund Administration

Project Manager: Madilyn Jacobsen

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	19,300	0	CPUC	18,000	0
Contractual	-	0	Local	1,300	0
<b>TOTAL</b>	<b>19,300</b>	<b>0</b>	<b>TOTAL</b>	<b>19,300</b>	<b>0</b>
				<b>% Federal</b>	<b>0%</b>

**Project Description**

In order to create more transportation accessibility for persons with disabilities, and pursuant to Senate Bill 1376, the California Public Utilities Commission was mandated to create a program in order to increase accessibility for persons with disabilities, including wheelchair users, as part of its regulation of Transportation Network Companies. The California Public Utilities Commission made Decision 19-06-033 which requires Transportation Network Companies to collect a ten cent (\$0.10) fee on every trip taken in California beginning the third quarter in 2019. The fee is required to support the expansion of on-demand transportation for non-folding wheelchair users who require a wheelchair accessible vehicle (WAV). The fee is collected by the Public Utilities Commission at the county-by-county level, and will be distributed through County's Access Fund Administrator. If there is no Access Fund Administrator for the County, then the State will administer the program for the County's access funds.

Regional Transportation Planning Agencies are one of three types of eligible entities that may serve as the Access Fund Administrator. Other eligible entities include Metropolitan Planning Organizations and County Transportation Commissions (if they are not the MPO or RTPA). In Monterey County, the Transportation Agency and the Association of Monterey Bay Area Governments agreed that the Transportation Agency should take on the role as the Access Fund Administrator due to the Agency's role in administering funding programs in Monterey County.

### Previous and Ongoing Work

Throughout 2020, the Transportation Agency participated in Working Group calls with the Public Utilities Commission as they worked to formalize the Access Fund Administrator oversight requirements. The Commission requested input from potential Access Fund Administrators to help inform the overall administration of the Access Fund money, such as the schedule and reporting requirements.

The Transportation Agency anticipates administering the first cycle of Access Fund moneys beginning in 2021. Administering the program will require the Transportation Agency to establish overall requirements for potential fund recipients, formalize reporting requirements pursuant to the Public Utilities Commissions needs, and distribute the funds to support wheelchair accessible vehicles to eligible access providers.

Up to 15% of the County's portion of the Access Fund money can be used by the Access Fund Administrator to cover program administration costs.

### Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Establish Access Fund Administration program pursuant to the Public Utilities Commission Guidelines	Completed Regional Access Fund program guidelines	12/31/2021
2	Develop budget plan for serving as Access Fund Administrator based on the County's first allocation of funds	Budget for Access Fund Administration	12/31/2021
3	Release a call for grant applications for funding Wheelchair Accessible Vehicles	Develop and release call for applications	6/30/2022
4	Distribute Access Fund money to selected recipients, who are eligible access providers	Log of recieved applications and distribution of funds	6/30/2022
5	Adminster reporting requirements (potentially including quartery reporting from Access Fund recipients, and/or reporting directly to Public Utilities Commission)	Log of reporting on the Access Fund money	6/30/2022
6	Coordinate with Public Utilities Commission on on-going development and refinement of the Access Fund Administrator requirements and overall program development	Meeting minutes from Working Groups	On-going

WORK ELEMENT NUMBER 2310

Data Collection, Uniformity, and Access

Project Manager: Mike Zeller

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	24,333	0	RSTP	36,500	0
Contractual	36,500	0	Local	24,333	0
<b>TOTAL</b>	<b>60,833</b>	<b>0</b>	<b>TOTAL</b>	<b>60,833</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

Activities under this work element include the collection of regional employment, transportation, economic, population, housing, water quality, land use, traffic counts, and other data for use in preparation of the Metropolitan Transportation Plan and Metropolitan Transportation Improvement Program along with other related regional planning efforts. TAMC conducts traffic counts and monitoring also under this work element.

**Previous and Ongoing Work**

The Transportation Agency conducts regular level of service monitoring and traffic counts needed to support the AMBAG model and long range planning efforts. Provision of this information on the Transportation Agency's website and in a user-friendly guide to the public was completed in 2008. Since then, the Agency has made this data accessible to the public in a user-friendly spreadsheet and map format. In 2020, the Agency selected a consulting firm to collect traffic counts after a competitive bid process, and is working with this firm through the 2020-2022 count cycle. This consultant contract includes the option for member agencies to conduct their own traffic counts using the Agency's pricing schedule. The Agency will continue to work with the local jurisdictions to standardize the count collection process. The agency will also continue to collect traffic data on regional facilities for use in the Regional Transportation Plan and Regional Travel Demand Model. Off-peak 2020 counts were canceled due to the COVID-19 shelter-in-place order. Peak 2020 counts were conducted during the state and local COVID-19 shelter-in-place orders.

<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Coordinate the collection of traffic volume at various locations throughout the county.	Traffic count volumes	Ongoing
2	Coordinate with Association of Monterey Bay Area Governments, Caltrans, and local agencies on traffic count program and consolidation of the database to provide accurate and timely data for Highway Performance Monitoring System and other local, federal and state needs.	Data for Highway Performance Monitoring System database	Ongoing
3	Work with Association of Monterey Bay Area Governments, local jurisdictions, and nearby regional transportation agencies to evaluate regional data collection in order to meet current data needs.	Evaluation summary of regional data collection	Ongoing
4	Updated count and historic traffic count data on TAMC's website for easy access and reference by government agencies and members of the public.	Web page with traffic count map and data	Ongoing
5	Provide traffic count data to local, state and federal agencies, land use development proponents and members of the public as needed.	Emails to interested parties upon request	Ongoing

WORK ELEMENT NUMBER 4110

Environmental Document Review

Project Manager: Madilyn Jacobsen

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	34,526	0	State RPA	22,122	0
Contractual	0	0	Local	12,404	-
<b>TOTAL</b>	<b>34,526</b>	<b>0</b>	<b>TOTAL</b>	<b>34,526</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The purpose of this work element is to review land use and transportation elements of environmental documents produced by local agencies and development projects for consistency with regional transportation plans and policies. This work element is directly related to the performance of the Regional Transportation Plan.

**Previous and Ongoing Work**

The Agency Board adopted guidelines for environmental document review including land use development principles, and Complete Streets Guidebook, to encourage cities and Monterey County to make a more cost-effective use of the transportation system through compact growth patterns, bicycle and pedestrian-friendly design and transit-oriented developments; with the ultimate goal of reducing vehicle miles traveled and the resulting greenhouse gases. TAMC coordinates with California Department of Transportation to review and analyze traffic impacts of proposed development on the state highway system. Through the environmental document review program, TAMC works to recommend safety enhancements to proposed transportation mitigation measures. TAMC also meets and coordinates with local jurisdictions on land use / general plan updates to ensure consistency with regional plans and policies.



<b>Steps and Products</b>			
<b>Task</b>	<b>Description</b>	<b>Deliverable</b>	<b>Completion Date</b>
1	Work with appropriate agencies and developers by commenting on land use, transportation, and greenhouse gas emissions sections of general plan updates, bicycle plans, major development plans, transit plans and environmental review documents prepared by local agencies and other entities.	In-house environmental document review log	6/30/2022
2	Evaluate the impact of proposed developments on the regional transportation system and encourage support for alternatives to the single occupant vehicles and better coordination between land uses and transportation needs by participating with regional, local and state agencies, the general public and the private sector in planning efforts to identify and plan policies, strategies, programs and actions that maximize and implement the regional transportation infrastructure with the overall goal of reducing vehicle miles traveled and the resulting greenhouse gas emissions.	In-house environmental document review log	6/30/2022
3	Participate and provide comments at public hearings, scoping meetings, project review meeting, city council meetings and Local Agency Formation Commission hearings pertaining to new developments' impacts on the regional transportation system.	In-house environmental document review log	6/30/2022
4	Share information with planning staffs of jurisdictions, public transit operators, universities and colleges, on the coordination of land use and transportation issues and projects.	Log of submitted letters	6/30/2022
5	Provide support to jurisdictions to integrate Complete Street Guidebook principles into local policies and project mitigations.	Log of submitted letters	6/30/2022

6	Provide regional support for implementation of Senate Bill 743 mitigation measures to reduce regional vehicle miles traveled	Log of submitted letters	6/30/2022
7	Participate with regional, local and state agencies, the general public and the private sector in planning efforts to identify and plan policies, strategies, programs and actions that maximize regional transportation connections and implement the regional transportation infrastructure by incorporating transit and intermodal facilities, bicycle transportation facilities and pedestrian walkways in plans and programs where appropriate (Complete Streets).	Comment letters on draft plans and environmental documents where a major impact on the regional transportation system is present	6/30/2022
8	Review environmental documents to identify and analyze issues relating to integration of transportation and community goals and objectives in land use, housing, economic development, social welfare and environmental preservation.	Comment letters on draft plans and environmental documents	6/30/2022
9	Utilize TAMC's land use development principles in the evaluation of proposed developments to assist in community-based development of innovative transportation and land use alternatives to improve community livability, long-term economic stability and sustainable development.	Library of environmental documents	6/30/2022
10	Participate in trainings to stays up to speed with changes to environmental laws and policies, including California Environmental Quality Act	Memorandums on completed environmental trainings (when applicable)	6/30/2022
11	Provide end-of-year report to the Agency's Board on the environmental review program for the calendar year	Annual Board Report on Environmental Document Review program	1/26/2022

WORK ELEMENT NUMBER 6140

Bicycle and Pedestrian Planning, Education, and Improvements

Project Manager: Madilyn Jacobsen

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	47,924	0	RPA	38,608	0
Contractual	0	0	Local	9,316	0
<b>TOTAL</b>	<b>47,924</b>	<b>0</b>	<b>TOTAL</b>	<b>47,924</b>	<b>0</b>
				<b>% Federal</b>	<b>0%</b>

**Project Description**

This work element promotes coordination among agencies in the county regarding state and local plans for bicycle and pedestrian travel, and integrates plans for bicycle and pedestrian improvements with roadway and transit studies consistent with the adopted Regional Transportation Plan and Active Transportation Plan for Monterey County. Complete Streets policies developed for the Monterey Bay region are coordinated with other efforts undertaken in Work Element 6140 and will be used to assist cities and the County to incorporate Complete Streets policies into their general plan circulation element updates as required by Assembly Bill 1358. Activities provided include coordination and technical assistance to support inclusion and development of vehicle miles traveled reducing projects and programs in support the goals and objectives of regional and statewide policies. The Bicycle and Pedestrian Facilities Advisory Committee provides public engagement to identify system deficiencies and potential projects for inclusion in future plans. Project implementation tasks ineligible for Rural Planning Assistance funding are not included in this work element. Work Elements 6500 and 6550 focus on project implementation utilizing non-planning funds.

### Previous and Ongoing Work

The Transportation Agency administers several programs to promote bicycle and pedestrian travel. The Agency's Bicycle and Pedestrian Facilities Advisory Committee provides input on bicycle and pedestrian capital projects and funding programs in the county. The Agency also coordinates with member jurisdictions to fund and develop projects included in the 2018 Active Transportation Plan, an update of the 2011 Bicycle and Pedestrian Facilities Master Plan. The Agency also reviews and comments on local land use and transportation projects to ensure that needs for safe bicycle and pedestrian travel are considered, and help ensure that local projects reflect and support implementation of the 2018 Active Transportation Plan. Beginning in 2021, the Agency will also coordinate with Caltrans District 5 on implementation of the priority projects in the District's Active Transportation Plan in order to enhance the bicycle and pedestrian system on the State Highway System in Monterey County.

### Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Integration of bicycle and pedestrian elements into corridor studies and project planning	Provide input and assistance to local, regional and state agencies on how to integrate bicycle and pedestrian features into roadway and land development projects promoting efficient regional system management.	6/30/2022
2	Staff support for the Bicycle and Pedestrian Facilities Advisory Committee	Completed Agenda Reports and Committee meeting minutes for monthly meetings excluding the months of July and December.	6/15/2022
3	Regional support to address bicycle facility needs submitted through TAMC's Bicycle Facility Service Request Form	Response to submitted requests	6/30/2022
4	Participate in city-led Bicycle and Pedestrian Planning efforts within the County	Engage in planning efforts to support integration of regional transportation goals and objectives to reduce vehicle miles traveled, and grow the County's bicycle and pedestrian network	6/30/2022

WORK ELEMENT NUMBER 6148

Active Transportation Education Campaign

Project Manager: Ariana Green

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	3,173	0	LTF	30,673	0
Contractual	27,500	0			
<b>TOTAL</b>	<b>30,673</b>	<b>0</b>	<b>TOTAL</b>	<b>30,673</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The goal of Active Transportation Education Campaign is to promote bicycling and walking as a healthy transportation alternative that reduces traffic and air pollution. Through a schedule of activities such as bike rodeos and clinics, community rides, Bike Month Challenge, Bike to Work Day and Bike to School Day, and community events such as Ciclovía Salinas, the general public is introduced to bicycling resource available in the community and encouraged to try cycling. Events are promoted on the Agency website and social media, the Bicycling Monterey website and published in local newspapers.

**Previous and Ongoing Work**

2022 will be the 28th annual iteration of Bike Week.

**Steps and Products**

Task	Description	Deliverable	Completion Date
1	Bike Month Campaign	Bike Month 2022	5/30/2022
2	Year-round educational activities	Participation in community events around the County	6/30/2022

WORK ELEMENT NUMBER 6220

Regional Transportation Plan

Project Manager: Madilyn Jacobsen

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	79,148	-	State RPA	56,953	-
Contractual	30,000	-	PPM	13,000	-
			Local	39,195	-
<b>TOTAL</b>	<b>109,148</b>	<b>-</b>	<b>TOTAL</b>	<b>109,148</b>	<b>-</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

The Regional Transportation Plan (RTP) for Monterey County is a long range (20+ year) plan, updated every four years, that forms the basis for the Metropolitan Transportation Plan (MTP) prepared by Association for Monterey Bay Area Governments for the Monterey Bay Area pursuant to Federal Highway Administration and Caltrans transportation planning requirements. As the Metropolitan Planning Organization for the Monterey Bay Area, which includes Monterey, San Benito and Santa Cruz counties, the Association for Monterey Bay Area Governments incorporates the financial assumptions and project lists included in the Regional Transportation Plans prepared for Monterey, Santa Cruz and San Benito Counties into the Metropolitan Transportation Plan. The Agency coordinates its update with Association for Monterey Bay Area Governments, the other Monterey Bay regional transportation planning agencies, and partner agencies including California Department of Transportation, Monterey-Salinas Transit, the Monterey Bay Unified Air Pollution Control District and the Monterey Regional Airport District to ensure consistency between plans. Pursuant to state and federal guidelines, the Regional Transportation Plan includes a countywide multi-modal needs assessment, transportation policy element, long-range funding forecast, funding-constrained countywide transportation project list, and a program-level environmental review document assessing the probable environmental impacts associated with implementation of the plan. The Agency seeks public participation to develop the Regional Transportation Plan for each of the project steps identified in the Overall Work Program, and undertakes public outreach for the project according to adopted Monterey Bay Area Public Participation Plan.

### Previous and Ongoing Work

Regional (countywide) Transportation Plans have been prepared by the Agency since 1975. These plans and plan elements are to be in place at the time the biennial State Transportation Improvement Program candidate projects are transmitted to the California Transportation Commission via each area's Regional Transportation Improvement Program. Association for Monterey Bay Area Governments has prepared a Metropolitan Transportation Plan for the Santa Cruz, San Benito and Monterey County region since 1991. Since 2002, the regional agencies and Association for Monterey Bay Area Governments have coordinated to prepare a single environmental document and financial estimates for the region's transportation plans.

The Agency is working on completing an update to the 2018 Regional Transportation Plan. The updated Regional Transportation Plan and associated California Environmental Quality Act findings are due for adoption by the Agency's Board of Directors in June 2022. During 2020, the Agency adopted an updated Policy Element and gathered updated financial assumptions and project lists. The Agency is currently working on the finalizing the Regional Transportation Plan narrative and working with Association of Monterey Bay Area Governments on completing the environmental analysis.

This work supports the Association for Monterey Bay Area Governments priorities for planning and forecasts and sustainable development strategies for the Metropolitan Transportation Plan, as well as collaborative planning and implementation with regional agencies.

### Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Coordinate with local jurisdictions on master plan and general plan updates to ensure consistency with the Regional Transportation Plan	Comment letters on draft plans	6/30/2022
2	Continue coordination of the Regional Transportation Plan development with the Metropolitan Transportation Plan and Santa Cruz and San Benito Counties.	Working Group meeting notes, staff reports and memos	6/30/2022
3	Undertake public outreach plan based on adopted Monterey Bay Public Participation Plan and participation plan for the Regional Transportation Plan and Sustainable Communities Strategy.	Public survey and Board Survey results that informed updated Policy Element. Received public comment and meeting materials from public workshops	6/30/2022
4	Prepare draft 2022 Regional Transportation Plan and release for public review and comment	Draft 2022 Regional Transportation Plan	12/1/2021

5	Continue coordination of the Environmental Impact Report developed jointly with Association for Monterey Bay Area Governments, Santa Cruz and San Benito Counties	Contractual funding provided to the Association of Monterey Bay Area Governments to prepare and release for public review and comment the Draft Environmental Impact Report covering the 2022 Regional Transportation Plan	12/31/2021
6	Finalize 2022 Regional Transportation Plan and joint Metropolitan Transportation Plan/Sustainable Communities Strategies with Association for Monterey Bay Area Governments, Santa Cruz and San Benito Counties	Adopt Final Environmental Impact Report and make California Environmental Quality Act findings and adopt Final 2022 Regional Transportation Plan	6/22/2022



WORK ELEMENT NUMBER 6262

Regional Development Impact Fee

Project Manager: Mike Zeller

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	57,305	0	RDIF	120,000	0
Contractual	110,000	0	Local	47,305	0
<b>TOTAL</b>	<b>167,305</b>	<b>0</b>	<b>TOTAL</b>	<b>167,305</b>	<b>0</b>
				<b>% Federal</b>	<b>0%</b>

**Project Description**

Administer the regional development impact fee program.

**Previous and Ongoing Work**

In 2008, the Transportation Agency completed a Nexus Study and developed a schedule of development impact fees to be collected by the land use agencies in the county. The County and each city in the county entered into a Joint Powers Agreement creating the Regional Development Impact Fee Joint Powers Agency, with the Transportation Agency responsible for administering the fee program. The fee became effective in August 2008. In order to guide the use of the fee revenues, under the Joint Powers Agreement, the Agency adopted a Strategic Expenditure Plan in August 2009, which is updated annually. In 2010, agency staff held a workshop for the local jurisdictions to review the fee program and discuss recent updates to the program. In 2011, agency staff worked with the City of Salinas and the other jurisdictions to identify areas of infill development that would be eligible for reduced trip rates. In 2013, Agency staff completed a major update to the Regional Development Impact Fee Program Nexus Study and worked with the local jurisdictions to revise their ordinances to incorporate the updated fee schedule. In 2014, 2015, 2016, and 2017, agency staff completed annual updates to the Strategic Expenditure Plan, which programmed funding to improvements on Highway 156 and Highway 68. Also, in 2017, agency staff began working on the required five-year update to the Nexus Study. In 2018, Agency staff completed the five-year update to the Regional Development Impact Fee Program Nexus Study and worked with the local jurisdictions to revise their ordinances to incorporate the updated fee schedule. The 2018 Regional Development Impact Fee Nexus Study included a new benefit zone for the Fort Ord Reuse Authority (FORA) area to prepare for the planned sunset of FORA on June 30, 2020 and the assumption by the Agency of impact fee collection for regional transportation in that area. In 2019, agency staff updated the Integrated Funding Plan, which identifies funding sources (including regional fees) for priority regional projects, and updated the Strategic Expenditure Plan in 2020. Also in 2020, Agency staff began exploring options for transitioning the fee program from level of service to vehicle miles travelled. Agency staff continues to meet and coordinate with local jurisdictions and developers to ensure consistency and accuracy in the application of the regional fees.

#### Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Administer the Regional Development Impact Fee Joint Powers Agency		6/30/2022
2	Maintain the necessary accounts and accounting procedures to implement the Regional Impact Fee program	Fee program Audit	6/30/2022
3	Maintain an annual fee schedule and a fee implementation manual for local planning departments	Fee Schedule and Procedures Manual	6/30/2022
4	Update the Strategic Expenditure Plan in consultation with California Department of Transportation and member jurisdictions	Strategic Expenditure Plan	6/30/2022
5	Review options and develop transition plan if needed to modify the fee program from Level of Service based to vehicle miles travelled based	Board-approved transition plan	6/30/2022

WORK ELEMENT NUMBER 6410

Transportation Improvement Programs

Project Manager: Mike Zeller

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	80,962	-	State RPA	46,578	-
Contractual	-	-	Local	34,384	-
<b>TOTAL</b>	<b>80,962</b>	<b>-</b>	<b>TOTAL</b>	<b>80,962</b>	<b>-</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

Develop, adopt, and maintain programming documents required to receive federal and state transportation funds. Documents include the Regional Transportation Improvement Program for Monterey County, and content for the Metropolitan Transportation Improvement Program.

**Previous and Ongoing Work**

The Transportation Agency must prepare, adopt, and submit a countywide Regional Transportation Improvement Program to the California Transportation Commission by December 15 of every odd-numbered year. The California Transportation Commission selects projects from this regional program and from the California Department of Transportation proposed Interregional Transportation Improvement Program and adopts this program of projects generally in March of every even year as the State Transportation Improvement Program. TAMC adopted its current Regional Transportation Improvement Program in December 2019. Recent Regional Transportation Improvement Programming has focused on funding high priority major projects, including the Highway 68 Safety and Traffic Flow, the United States 101 Safety Improvements South of Salinas, and the Highway 156 Improvement project, and receiving programming allocations from the California Transportation Commission. Future efforts will seek to maintain funding and to program any new monies to other high priority highway and transit projects. Regular contact is maintained with local jurisdictions to incorporate projects into programming documents.

<b>Steps and Products</b>			
<b>Task</b>	<b>Description</b>	<b>Deliverable</b>	<b>Completion Date</b>
1	Create or revise Project Programming Request (PPR) forms for potential new State Transportation Improvement Program funding	Project Programming Request forms for State Transportation Improvement Program projects	6/30/2022
2	Track projects in the State Transportation Improvement Program and assist project sponsors in processing amendments.	Project Tracking Log	6/30/2022
3	Provide Association of Monterey Bay Area Governments programming information for new and updated projects for inclusion in the Metropolitan Transportation Improvement Program	Up to date programming information	6/30/2022
4	Consultation and coordination between California Department of Transportation, other Regional Transportation Planning Agencies, and local agencies for project programming	Information to Association of Monterey Bay Area Governments, state and federal agencies.	6/30/2022
5	Participation in Regional Transportation Planning Agencies Group, California-Federal Programming Group, California Transportation Commission, and California Council of Governments and other programming related meetings	Accurate and up-to-date information on State and federal programming requirements.	6/30/2022
6	Coordinate Transportation Improvement Program amendments with Association of Monterey Bay Area Governments for the Federal Transportation Improvement Program and with Caltrans and the California Transportation Commission for the State Transportation Improvement Program	Metropolitan Transportation Improvement Program/State Transportation Improvement Program Amendments	6/30/2022

WORK ELEMENT NUMBER 6500

Project Development and Grant Implementation

Project Manager: Doug Bilse

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
<b>TAMC</b>			<b>TAMC</b>		
Personnel	105,024	0	PPM	91,000	0
Contractual	-	0	Local	14,024	0
<b>TOTAL</b>	<b>105,024</b>	<b>0</b>	<b>TOTAL</b>	<b>105,024</b>	<b>0</b>
				<b>% Federal</b>	<b>0</b>

**Project Description**

Work with state and local agencies to coordinate on-time and on-budget delivery of transportation projects in Monterey County. Administer federal aid funding programs whose projects are included in the regional plan, including the Regional Surface Transportation Program. Assist implementing agencies in meeting federal and state funding program requirements to secure funds for needed transportation projects from other funding programs. Diversify funding sources for transportation projects to ensure that Monterey County receives its fair share of State and Federal funds.

**Previous and Ongoing Work**

Prunedale Improvement Project, Airport Boulevard, Salinas Road Interchange, and the US 101-San Juan Road Interchange project have resulted from active involvement in project implementation and development assistance. The Agency adopted the last Regional Transportation Improvement Program in December 2019. Regional Transportation Improvement Programming has focused on fully funding high priority major projects and received programming allocations from the California Transportation Commission. The Agency has also worked diligently to secure state funds for the projects. Future efforts will investigate potential new funding sources, seek to maintain funding and to program any new monies to other high priority highway and transit projects. The Agency has worked with local agencies on the Regional Surface Transportation Program grant program implementation. Regular contact is maintained with local jurisdictions to support the development and implementation of local and regional projects. The Transportation Agency announces the California Department of Transportation Call for Projects for the Federal Transit Administration Section 5310 program, receives project applications, scores applications and forwards a regional Section 5310 priority list to the California Department of Transportation. The Transportation Agency also coordinates with Association of Monterey Bay Area Governments to review and score Federal Transit Administration Section 5316, and 5317 applications and certify that the projects seeking funding are consistent with the Coordinated Public Transit-Human Services Transportation Plan for the Monterey Bay region adopted by Association of Monterey Bay Area Governments.

<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Caltrans - quarterly progress meetings.		6/30/2022
2	County of Monterey- quarterly status meetings.		6/30/2022
3	Local agencies - biannual project status and progress meetings.		6/30/2022
4	Submit grant applications for state or federal funding		6/30/2022
5	Assist implementing agencies in utilizing existing allocations of Regional Surface Transportation Program and Transportation Development Act 2% funds.		6/30/2022
6	Assist local jurisdictions in applying for potential state or federal discretionary fund sources		6/30/2022
7	Coordinate review and scoring Federal Transit Admission grant applications.		4/30/2022
8	Provide assistance to local jurisdiction to meet state and federal Disadvantage Business Enterprise requirements.		6/30/2022
9	Administer allocations of Regional Surface Transportation Program and Transportation Development Act 2% funds.		6/30/2022
10	Promote opportunities for transportation projects to support increasing broadband access to Monterey County residents and businesses.		6/30/2022

WORK ELEMENT NUMBER 6550

Complete Street Project Implementation

Project Manager: Doug Bilse

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	148,723	0	RSTP Exchange	122,200	0
Contractual	46,000	0	Local	72,523	0
<b>TOTAL</b>	<b>194,723</b>	<b>0</b>	<b>TOTAL</b>	<b>194,723</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

This work element is a compilation of projects and activities related to implementing complete street type projects. Example of activities include purchasing bicycle racks, and other security devices as part of a Bicycle Secure Program, produce Bicycle Maps, and design technical assistance to support safer street projects; design, manufacture and installation of bicycling wayfinding signs; intersection control evaluations to consider the appropriateness of roundabouts at modified or new intersections, and preliminary design and demonstrations for priority bicycle and pedestrian facilities. Other related activities within this work element are to be determined based on TAMC Board direction.

**Previous and Ongoing Work**

TAMC has been providing bicycle racks through the Bicycle Secure Program since 2005. The program has evolved to fund a range of equipment such as skateboard racks and bicycle repair stations that encourage active transportation. The bicycle wayfinding plan for Monterey County was adopted in 2016. Wayfinding sign implementation was initiated in FY 19/20. The last version of the Monterey County Bicycle Map was produced in 2016. The next version will reflect facilities built since 2016. In FY 2014/15 the TAMC Board approved funding for Intersection Control Evaluations to support RSTP competitive grant application requirements and to encourage considering roundabout when intersections are upgraded. In FY 16/17 TAMC provided construction oversight for the Via Salinas Valley projects which includes safe routes to school bike and sidewalk projects in each of the Salinas Valley cities. In recent years TAMC staff has been providing peer review technical support to maximize complete street goals in local projects. In 2019/20 TAMC utilized Regional Surface Transportation Program funds to cover the incremental costs for modifications to planned repaving projects that improve safety for vulnerable users. The Blue Zone program started in Salinas in 2019. Agency staff are members of various subcommittees and will continue to support the Blue Zone's expansion to cover Monterey County.

<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Implement the Bicycle Protection Program	Racks and other security devices installed around the County in areas that encourage active transportation	6/30/2022
2	Coordinate with local jurisdictions and Caltrans on wayfinding signs that are on the State Highway System	Encroachment permits for sign installation	12/31/2021
3	Manufacture and install wayfinding signs	Sign manufacture and installation	6/30/2022
4	Provide design and engineering support for local complete street projects	Ad-hoc technical support	6/30/2022
5	Identify partnership opportunities with Caltrans in coordination with Caltrans' SHOPP project development process	Comments and various forms of communication supporting Caltrans efforts to incorporate Complete Street components in Caltrans projects.	6/30/2022
6	Provide technical and logistical support for "Pop-Up" temporary demonstrations of Complete Street infrastructure improvements	Design and installation of temporary demonstration projects	6/30/2022
7	Serve on Monterey County Blue Zones committees	Coordinate on safety and active transportation with the Blue Zones health and longevity program as it expands countywide	6/30/2022
8	Update and publish Monterey County Bicycle Facilities Map	Monterey County Bicycle map	6/30/2022



WORK ELEMENT NUMBER 6710

Corridor Studies and Regional Multi-Modal Planning

Project Manager: Todd Muck

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	14,739	0	State RPA	14,232	0
Contractual	6,000	0	Local	507	0
			SAFE	6,000	0
<b>TOTAL</b>	<b>20,739</b>	<b>0</b>	<b>TOTAL</b>	<b>20,739</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

This Work Element addresses the Transportation Agency for Monterey County's participation in studies that define and evaluate projects that enhance the integration and connectivity of the regional transportation system across and between modes, people, and freight. The Agency's focus includes studying projects and programs that increase capacity, safety, efficiency and mobility, preserving existing system infrastructure and support goods movement. Work is intended to result in proposed improvements to transportation corridors that are fundable and deliverable, and consistent with regional transportation plans.

**Previous and Ongoing Work**

The Transportation Agency closely participates in the study and planning for roadway and rail improvement projects in order to a integrate regional priorities into projects by Caltrans and the Transportation Agency member agencies. Significant successes has been made on corridor studies resulting in major Caltrans administered highway projects reaching the construction stage, including the US 101 Prunedale Improvement Project; US 101 San Juan Road Interchange Project; US 101 – Airport Blvd. Interchange East improvements. Agency staff participated in the development of the Castroville Multimodal Project for the Caltrans Asset Management Pilot Project Program and in the development of Monterey-Salinas Transit's bus on shoulder and/or Monterey Branch Line right-of-way feasibility study that recommended the SURF! Busway project. Caltrans completed Hwy 1 Big Sur Travel Demand Management study in FY 2019-20 and work to implement the plan's results is ongoing work within this work element.

Ongoing work includes the US 101 South of Salinas study, the US 101 Business Plan, and potential route rescissions such as SR 183 in Salinas, SR 68 in Pacific Grove, the old SR 68 bypass alignment, and surplus property from the US 101 Prunedale Bypass project.

<b>Steps and Products</b>			
<b>Task</b>	<b>Description</b>	<b>Deliverable</b>	<b>Completion Date</b>
1	Review and comment on documents produced by partner agencies such as <i>Caltrans' US 101 Business Plan and state-wide studies such as the California State Rail Plan</i>	Comments, memos	6/30/2022
2	Continue work on the US 101 South of Salinas study	Comments, memos, staff reports, public outreach meetings, and final report	12/31/2021
3	Consult with partner agencies on corridor transportation issues and evaluate appropriateness of pursuing corridor studies	Draft objectives, schedule and deliverables	6/30/2022
4	Participate in freight planning and coordination monthly or as needed meetings with TAC, TAMC, AMBAG, Caltrans, others	Comments, memos	6/30/2022
5	Participate in route rescission discussions with Caltrans and impacted local jurisdictions	Comments, memos, staff reports, and public outreach meetings	6/30/2022
6	Support expansion of the electric vehicle charging network in Monterey County in coordination with the Central Coast Coalition and other partners	Comments, memos	6/30/2022

WORK ELEMENT NUMBER 6729

Salinas Safe Route to Schools Plan

Project Manager: Ariana Green

**PRIOR EXPENDITURES AND REVENUE**

EXPENDITURES		REVENUE	
Agency	Amount (\$)	Source	Amount (\$)
<b>TAMC</b>		<b>TAMC</b>	
Personnel	82,398	SB 1 Sustainable Communities Competitive Grant	690,501
Contractual	664,429	Measure X - SRTS	17,413
		Local (extra match)	38,913
<b>TOTAL</b>	<b>746,827</b>	<b>TOTAL</b>	<b>746,827</b>

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021 - 2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
<b>TAMC</b>			<b>TAMC</b>		
Personnel	111,624		SB 1 Sustainable Communities Competitive Grant	264,001	
Contractual	294,683		Measure X - SRTS	55,572	
			Local	86,734	
<b>TOTAL</b>	<b>406,307</b>	<b>0</b>	<b>TOTAL</b>	<b>406,307</b>	<b>0</b>
				<b>% Federal</b>	<b>0%</b>

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2022 - 2023**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
<b>TAMC</b>			<b>TAMC</b>		
Personnel	15,349		SB 1 Sustainable Communities Competitive Grant	-	
Contractual	80,254		Measure X - SRTS	50,291	
			Measure X (extra match)	45,312	
<b>TOTAL</b>	<b>95,603</b>		<b>TOTAL</b>	<b>95,603</b>	
				<b>% Federal</b>	<b>0%</b>

**ESTIMATED EXPENDITURE AND REVENUE SUMMARY (FY 19/20 - 22/23)**

EXPENDITURES			REVENUE	
Agency	Amount (\$)	Change	Source	Amount (\$)
<b>TAMC</b>			<b>TAMC</b>	
Personnel	209,371		SB 1 Sustainable Communities Competitive Grant	954,502
Contractual	1,039,366		Measure X - SRTS	123,276
			Local (extra match)	170,959
<b>TOTAL</b>	<b>1,248,737</b>		<b>TOTAL</b>	<b>1,248,737</b>

## Project Description

This Plan will examine conditions at 44 schools in four districts serving a total of 37,015 students. It will provide the City of Salinas with a comprehensive approach and tools to improve unsafe conditions around schools and reduce barriers to walking, biking, taking the bus and carpooling to school. This plan will provide the basis for future investments in infrastructure by the local Measure X Safe Routes to Schools program, the SB 1 local road rehabilitation program, and the infrastructure portion of the Active Transportation Program. Founded on a public partnership, this plan will involve active participation by parents, school administrators, neighbors, City staff and officials, County Public Health, community advocacy groups and students from forty-four K-12 schools. This plan was modeled after the Seaside & Marina Safe Routes to School Plan, completed in 2020, and resulted in a \$12 M ATP Cycle 5 infrastructure grant for the city of Seaside.

### OVERALL PROJECT OBJECTIVES:

- Identify greatest barriers for active trips to school (walk, bike, skateboard & scooter).
- Identify improvements that would increase pedestrian and bicyclist safety.
- Identify low cost, non-infrastructure solutions to increase school-based active trips.
- Identify barriers to public transit and carpooling to schools.
- Identify low cost and community generated non-infrastructure solutions to traffic congestion at schools.
- Produce a plan to guide future infrastructure improvements that reduce school-based traffic congestion and increase safe, active and sustainable transportation to and from school.
- This project will directly support the Sustainability, Mobility, Safety, Health and Social Equity goals of this grant program.

## Previous and Ongoing Work

Work on the plan will be initiated in the early part of fiscal year 2019/2020. The study's schedule spans three fiscal years. All work products funded by the SB 1 Sustainable Communities Competitive grant must be completed by April 15, 2022.

## Steps and Products

<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	
1	Project Management	Meeting notes; Consultant Contract; Log of Contacts; Log of Meetings	4/30/2022
2	Community Engagement	List of stakeholders; meetings; sample collateral; screenshot of interface; screenshot and comments from online forum; residence maps; interactive board display; public meeting notes and volunteer list. To be performed by TAMC staff and consultants, including Ecology Action, County of Monterey Health Department and city of Salinas.	4/30/2022

3	Background Information and Data Collection	Collect & review background information; survey results; mode results; crash data & data analysis. Consultant task primarily completed by Ecology Action.	3/31/2021
4	School Audits (15)	Participant lists; summary map and comments from the online forum; notes and photos from Audits; barrier list for each school; draft non-infrastructure recommendations list; draft infrastructure recommendations list; compiled recommendations list; poster board displays & PowerPoint presentation; photos of displays; meeting minutes and agendas; revised draft recommendation list. To be completed jointly by Agency and consultants.	8/31/2021
5	Pop-Up Infrastructure Demonstration	Maps of demonstration site locations; drawings, materials list and cost; permits and sign plan; informational flyers; social media posts; volunteer recruitment list; pictures; notes and community surveys; summary of pop-up demonstration events. To be completed jointly by Agency and consultants.	1/1/2022
6	Plan Development	Draft school profiles; rating matrix; draft implementation strategy; 46 maps; administrative draft plan; draft plan including online version; PowerPoint presentation; meeting summaries; draft final plan; adopted final plan including online version and 10 paper copies; press release. To be completed jointly by Agency and consultants.	12/31/2022
7	Fiscal Management	Invoices and back-up documentation; quarterly reports	12/31/2022

WORK ELEMENT NUMBER 6800

Rail Planning

Project Manager: Christina Watson

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	65,565	0	LTF	15,565	0
Contractual	0	0			
<b>TOTAL</b>	<b>65,565</b>	<b>0</b>	<b>TOTAL</b>	<b>15,565</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

Conduct feasibility studies, prepare plans and manage implementation of passenger rail service focusing on safety, efficiency, and reliability in the Monterey Bay region as well as corridor studies for the region. Support the initiation of new passenger rail service along the Coast Rail Corridor between San Francisco/San Jose and Los Angeles/San Diego, with stops in Monterey County (Pajaro/ Watsonville, Salinas, Soledad and City of King). The products of the project include studies and plans that provide the best return on investment on rail infrastructure in the Monterey Bay region, applications for state and/or federal rail funding, Operating Agreements with train operator(s), and Track Use Agreements with Union Pacific Railroad.

**Previous and Ongoing Work**

The Agency’s Rail Policy Committee provides policy direction and input on rail service planning activities. The Agency is a member agency of the Coast Rail Coordinating Council, which is proposing a new passenger rail service along the Union Pacific mainline between San Francisco/San Jose and Los Angeles/San Diego.

**Steps and Products**

Task	Description	Deliverable	Completion Date
1	Prepare agendas, staff reports, presentations and provide staff support for monthly Rail Policy Committee meetings.	Meeting agendas, staff reports and minutes	6/30/2022
2	Attend Coast Rail Coordinating Council Meetings and assist in requesting improved service and state funding.	State and federal funding applications	6/30/2022

WORK ELEMENT NUMBER 6803

Salinas Rail Extension Project

Project Manager: Christina Watson

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	359,932	0	TCRP	300,000	0
Contractual	165,000	0	RSTP	65,000	0
			Local	159,932	0
<b>TOTAL</b>	<b>524,932</b>	<b>0</b>	<b>TOTAL</b>	<b>524,932</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

Conduct work to initiate a new passenger rail service to Monterey County as an extension of an existing passenger rail service from its current terminus in Santa Clara County.

**Previous and Ongoing Work**

The Transportation Agency is responsible for all activities related to the initiation of rail service in the San Jose–Salinas corridor as an extension of existing passenger rail service, in coordination with partner agencies. In 2020, the Transportation Agency continued construction of the Salinas train station Package 1 and continued property acquisition for the Salinas layover facility Package 2. Package 1 construction is estimated to be completed in January 2021. In 2020, TAMC also initiated final design work for Packages 2 and 3 with Union Pacific and Caltrain. In 2021, TAMC will coordinate with Caltrans, Caltrain, and Union Pacific to secure operations agreements. Staff will continue to seek funding for the Pajaro/Watsonville and Castroville stations and train sets to support the service.



<b>Steps and Products</b>			
<b>Task</b>	<b>Description</b>	<b>Deliverable</b>	<b>Completion Date</b>
1	Manage project schedule, capital cost, operating costs, and funding plan	Schedule, Cost Estimates and Funding Plan	6/30/2022
2	Administer consultant contract to provide Final Design services	Final Design Plans	6/30/2022
3	Work with Caltrain and Caltrans to finalize an operating agreement	Operating agreement	6/30/2022
4	Work with Union Pacific and others to secure track access rights for passenger rail service to and through Monterey County	Track access agreements	6/30/2022
5	Administer consultant contract to acquire right-of-way for Package 2	Property acquisition agreements	6/30/2022
6	Continue to seek funding for Pajaro/Watsonville and Castroville stations and train sets	Funding applications	6/30/2022

WORK ELEMENT NUMBER 6804, 6805, 6807

Railroad Leases & Property Management

Project Manager: David Delfino

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
<b>TAMC</b>			<b>TAMC</b>		
Personnel	192,359	0	Rail Leases	302,000	0
Contractual	177,000	0	LTF	67,359	0
<b>TOTAL</b>	<b>369,359</b>	<b>0</b>	<b>TOTAL</b>	<b>369,359</b>	<b>0</b>
			<b>% Federal</b>	<b>0%</b>	

**Project Description**

Conduct real property management of the Monterey Branch Line Right-of-Way, Agency owned property in Salinas, and Transportation Agency property on former Fort Ord.

Use lease revenues to maintain these fixed assets in preparation for future transportation related uses.

Develop the land owned by the Transportation Agency on the former Fort Ord into a transit-oriented development in conjunction with the planned SURF busway station.

Evaluate appropriate timing to release an RFP to develop the former Fort Ord property.

**Previous and Ongoing Work**

The Transportation Agency purchased the Monterey Branch Line in September 2003. The Agency received the conveyance of property on former Fort Ord, south of Eighth Street and adjacent to Highway 1 in 2004 and conveyance of the balloon spur west of the highway in late 2006. The Agency has been working with Monterey-Salinas Transit, and the City of Marina on coordinating activities of the agencies on the Monterey-Salinas Transit, and City of Marina and Transportation Agency properties on former Fort Ord to develop a transit-oriented development adjacent to the planned transit station. Due to the economic slowdown, and in particular the stagnant housing market, efforts to secure a developer for the Transportation Agency's Fort Ord property were put on hold in 2008. In early 2011, the Agency resumed discussion with the City of Marina on the planning process for an eventual development of the Agency owned property. The Agency is updating its right of way policies regarding leases, easements, and encroachments. The Agency regularly administers requests for easements as appropriate for utilities and transportation uses.

<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Negotiate new leases, renew expired leases and collect rents from lessees		6/30/2022
2	Maintain upkeep of properties		6/30/2022
3	Administer encroachment permits, easements and other requests for uses within Agency owned properties		6/30/2022
4	Continue discussions with the City of Marina and key agencies to begin plans for development of property		6/30/2022

WORK ELEMENT NUMBER 6820

Unsolicited Proposals-Hand Cars

Project Manager: Christina Watson

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022					
EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	6,474	0	Local	6,474	0
Contractual	-				
<b>TOTAL</b>	<b>6,474</b>	<b>0</b>	<b>TOTAL</b>	<b>6,474</b>	<b>0</b>

**Project Description**

This work element addresses the Transportation Agency for Monterey County's participation in the proposed temporary demonstration project by the Museum of Handcar Technology to host guided handcar tours on a three-mile stretch of the Monterey Branch Line for 30 days during summer-fall 2021.

**Previous and Ongoing Work**

The Museum of Handcar Technology originally approached TAMC with this concept with a letter on July 12, 2019. Due to the pandemic, the 2020 trial was cancelled. Staff anticipates a temporary lease agreement to cover temporary operations plus advance preparatory work and cleanup following the demonstration project in the summer or fall of 2021.

**Steps and Products**

Task	Description	Deliverable	Completion Date
1	Temporary Demonstration Operations	N/A	6/30/2022

WORK ELEMENT NUMBER 7000

Measure X Projects and Programs

Project Manager: Todd Muck

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
<b>TAMC</b>			<b>TAMC</b>		
Personnel	999,340	3700	Measure X	661,534	-35471
Contractual	17,000	17000	LTF	283,481	37166
			ATP	-	-52320
<b>TOTAL</b>	<b>1,016,340</b>	<b>20700</b>	<b>TOTAL</b>	<b>945,015</b>	<b>1695</b>

**Project Description**

This work element addresses the Transportation Agency for Monterey County's participation in the implementation of projects and programs as outlined in the Monterey County Transportation and Investment Plan Ordinance (Measure X). TAMC staff activity to administer Measure X is covered separately in WE 8000. An example of activities included in this work element includes assisting each city and the County of Monterey develop, or participate in the development of by TAMC, the pavement management program and TAMC staff work to deliver the Measure X regional projects and programs.

**Previous and Ongoing Work**

This work element was added in FY 2017/18. Staff has coordinated the procurement of consultant services to complete the Pavement Management Program required by the Measure X ordinance for eight jurisdictions. Work on several regional Measure X projects consistent with the Integrated Funding Plan will continue into 2021/22.

<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Assist member agencies with the development of a county-wide pavement management program	Individual county and city level pavement management reports	6/30/2022
2	Development and delivery of Measure X regional projects and programs		6/30/2022

WORK ELEMENT NUMBER 8000

Measure X Administration

Project Manager: Todd Muck

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2021-2022**

EXPENDITURES			REVENUE		
Agency	Amount (\$)	Change	Source	Amount (\$)	Change
TAMC			TAMC		
Personnel	200,547	0	Measure X	245,000	0
Contractual	45,000	0	Local	547	0
<b>TOTAL</b>	<b>245,547</b>	<b>0</b>	<b>TOTAL</b>	<b>245,547</b>	<b>0</b>

**Project Description**

This work element addresses the administration of the Monterey County Transportation and Investment Plan Ordinance (Measure X).

**Previous and Ongoing Work**

This work element was initiated in FY 2017/18. Measure X administration will be ongoing annually.

<b>Steps and Products</b>			
<i>Task</i>	<i>Description</i>	<i>Deliverable</i>	<i>Completion Date</i>
1	Local Projects	Individual county and city level funding agreements and performance.	6/30/2022
2	Regional Projects	Measure X Expenditure Plan Update	12/31/2021
3	Community Advisory Committee	Committee coordination, reports, meeting minutes, annual report	6/30/2022
4	Financial Management	Fund management, audits, etc.	6/30/2022



**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	\$ 4,685	\$ 21,352	\$ 7,476	\$ 17,150	\$ 2,000	\$ 22,100	\$ 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	\$ -	\$ 2,300	\$ 5,137
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
Federal Transit	\$ -	\$ 69	\$ -	\$ -	\$ -	\$ -	\$ 14,300	\$ 14,369
Other Matching Funds	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 7,000	\$ 8,000
	\$ 18,425	\$ 35,801	\$ 48,314	\$ 59,282	\$ 75,716	\$ 2,000	\$ 70,700	\$ 310,239

	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Funding
<b>State Route 68 Safety &amp; Traffic Flow</b>	<b>Env't</b>		<b>Env't</b>		<b>Design &amp; ROW</b>			
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					
<b>State Route 156 - A: Castroville Boulevard Interchange</b>								
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		
<b>State Route 156 - B: Blackie Road Extension</b>								
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

	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Funding
<b>US 101 Safety Improvements - South County</b>		<b>Study</b>		<b>Env't</b>				
<i>Measure X</i>		\$ 440						\$ 440
<i>State Transportation Improvement Program</i>				\$ 8,611				\$ 8,611
		\$ 440	\$ -	\$ 8,611	\$ -	\$ -	\$ -	\$ 9,051
<b>Highway 1 Rapid Bus Corridor</b>		<b>Env't</b>			<b>Design</b>		<b>Con</b>	
<i>Measure X</i>		\$ 1,500			\$ 3,400		\$ 10,100	\$ 15,000
<i>SB 1 Local Partnership Formula</i>		\$ 100					\$ 1,300	\$ 1,400
<i>Federal Transit</i>		\$ 69					\$ 14,300	\$ 14,369
<i>SB 1 TIRCP</i>							\$ 25,000	\$ 25,000
		\$ 1,669	\$ -	\$ -	\$ 3,400	\$ -	\$ 50,700	\$ 55,769
<b>Multimodal Corridor: Imjin Parkway</b>		<b>Env't &amp; Design</b>		<b>Con</b>				
<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
<b>Fort Ord Trails and Greenway - Segment 1 (Highway 218)</b>		<b>Design &amp; ROW</b>		<b>Con</b>				
<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
<b>Fort Ord Trails and Greenway - Segment 2</b>					<b>Design &amp; ROW</b>		<b>Con</b>	
<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
<b>Salinas Rail Extension - Kick Start Construction Management</b>		<b>Con Mgt</b>						
<i>Traffic Congestion Relief Program</i>	\$ 4,382							\$ 4,382
	\$ 4,382	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,382

	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Funding
<b>Salinas Rail Extension - Packages 2 (Layover) &amp; 3 (Gilroy)</b>	<b>Design</b>		<b>Design</b>		<b>Con</b>			
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
<b>Salinas Rail Extension - Positive Train Control</b>					<b>Con</b>			
SB 1 TIRCP					\$ 1,615			\$ 1,615
	\$ -	\$ -	\$ -	\$ -	\$ 1,615	\$ -	\$ -	\$ 1,615
<b>Salinas Rail Extension - Network Integration</b>			<b>Study</b>					
SB 1 TIRCP			\$ 500					\$ 500
	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
<b>Habitat Preservation / Advance Mitigation</b>	<b>Study</b>			<b>ROW</b>				
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
<b>Regional Wayfinding (Bikeway Signs)</b>			<b>Con</b>					
SB 1 Local Partnership Formula		Time Ext -->	\$ 887					\$ 887
Regional Surface Transportation Program			\$ 1,044					\$ 1,044
	\$ -	\$ -	\$ 1,931	\$ -	\$ -	\$ -	\$ -	\$ 1,931
<b>Safe Routes to Schools: Every Child</b>		<b>Plan</b>						
Measure X	\$ 82							\$ 82
Active Transportation Program	\$ 2,143							\$ 2,143
	\$ 2,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,225
<b>Safe Routes to Schools: Salinas SRTS Plan</b>		<b>Plan</b>						
Measure X	\$ 129							\$ 129
Caltrans Sustainable Transportation Planning Grant	\$ 995							\$ 995
	\$ 1,123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,123
<b>Safe Routes to Schools: Measure X Regional Program</b>								
Measure X	\$ 466	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 4,468
	\$ 466	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 667	\$ 4,002
<b>Senior and Disabled Transportation: Measure X Regional Program</b>								
Measure X	\$ 915	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 3,915
	\$ 915	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 3,000
<b>Commuter Bus, Salinas Valley Transit Centers - A: King City Maintenance Facility</b>			<b>Con</b>		<b>Loan Repay</b>	<b>Loan Repay</b>	<b>Loan Repay</b>	
Measure X			\$ 1,835		\$ 833	\$ 833	\$ 833	\$ 4,334
	\$ -	\$ -	\$ 1,835	\$ -	\$ 833	\$ 833	\$ 833	\$ 4,334
<b>Commuter Bus, Salinas Valley Transit Centers - B: Salinas Bus O&amp;M Facility</b>			<b>Env't</b>		<b>Con</b>			
Measure X			\$ 250		\$ 9,750			\$ 10,000
	\$ -	\$ -	\$ 250	\$ -	\$ 9,750	\$ -	\$ -	\$ 10,000



## **Memorandum**

**To:** Board of Directors  
**From:** Debra L. Hale, Executive Director  
**Meeting Date:** May 26, 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 may be difficult to find a meeting venue that will allow for proper distancing of attendees.

Based on input from the Executive Committee, staff has started to research meeting venues that may already have the technology needed to hold hybrid in-person/remote meetings.

Staff proposes to continue to meet remotely for June meetings and to start the transition to in-person meetings, as appropriate, in August (no regular meetings are scheduled for July). Input from the Board of Directors on the transition will be sought under this item. After the meeting, staff will be seeking Board participation in a voluntary survey regarding this issue.

### **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 1<sup>st</sup> 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](mailto: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](http://www.mtyhd.org/covid19)



A blue rectangular graphic with a white virus particle illustration in the top right corner. The text is arranged as follows:

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](http://www.who.int/COVID-19)

Logos for the United Nations and the World Health Organization are located at the bottom.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 26, 2021 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

## CONSTRUCTION PROJECTS

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
1.	<b>North District Crosswalk Enhancements</b> (1G760)	Various locations throughout Monterey and Santa Cruz (SRs 1, 9, 68, 129, 152, 183)	Electrical/ Signs/ Flashing Beacons/ Markings/ Pavements	Fall 2020 /Spring 2021	\$1,000,000	Minor	Mike Lew (RJ)	Alfaro Communications Construction Inc., Compton, CA	Construction is currently underway.
2.	<b>US 101 Paris Valley 2R Rehab</b> (1F740)	Near King City south of Paris Valley Road overcrossing to Rancho undercrossing (PM R28.0/R30.6)	Pavement rehabilitation	Summer 2019 - Winter 20/21	\$26.9 million	SHOPP	Aaron Henkel (AN)	Papich Construction Company	Project is completed. Contract will be accepted June 2022 – working through contract administration deductions.
3.	<b>US 101 King City Combined Projects</b> (1F75U4)	Near King City from South of Wild Horse Road to Teague Avenue (PM 36.9/47.7)	Pavement Rehabilitation, Seismic Retrofit with widening and median barrier	Spring 2019— Summer 2023	\$77.7 million	SHOPP	Aaron Henkel (TL)	OHL, USA, Irvine, CA	Construction underway. Lanes have been reduced to 1 lane each direction from First Street to north of Jolon Road. The work is being done to the No. 1 lane. Traffic switch is planned for July.
4.	<b>US 101 Salinas CAPM</b> (1F700)	North of Gonzales to East Market Street (PM 73.8/87.3)	Pavement preservation	Summer 2019- Spring 2021	\$27.6 million	SHOPP	Jackson Ho (TL)	Granite Rock Company San Jose, CA	The project has been completed.
5.	<b>US 101 Mon 101 Transportation Management System</b> (0N200)	Near Salinas north of the Airport Blvd south of the San Miguel Canyon (86.0/95.8)	Construct Transportation Management System	Winter 2020/21-Spring 2021	\$1.6 million	SHOPP	Jackson Ho (RJ)	Sturgeon Electric California, LLC Chino, CA	This project is in Construction. Target completion is June 2021. CMS is delivered and being installed.
6.	<b>US 101 Salinas Rehabilitation</b> (1C890)	East Market Street overcrossing to just south of Russell/Espinosa Road (PM 87.31/R91.5)	Roadway rehabilitation	Spring 2019 – Summer 2021	\$37 million	SHOPP	Aaron Henkel (TL)	Granite Rock Company, Watsonville, CA	Construction is on-going, with primarily overnight work. Ramp reconstruction is the primary work. Anticipated completion Summer 2021.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 26, 2021 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

## CONSTRUCTION PROJECTS

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
7.	<b>TMS Detection Repair (1H990)</b>	Various locations throughout District 5 (SRs 1, 17, 68, 156, 101) (PM Various)	Replace failed TMS Detection	Winter 2020/21	\$3 million	SB1 SHOPP	Brandy Rider	PS&E/RW	Construction is currently underway.
8.	<b>US 101 Monterey-San Benito Co Roadside Safety Improvements (1F900)</b>	In Monterey and San Benito Counties North Gonzales to SCL Line (PM 73.0/96.8)	Roadside safety improvements	Fall 2020 - Spring 2021	\$4.5 million	SHOPP	Brandy Rider (CM Patrick Dussell)	PS&E/RW	Construction is currently underway.

## PROJECTS IN DEVELOPMENT

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
9.	<b>Highway 1 Replace Culvert Near Limekiln Creek (0Q500)</b>	Near Lucia south of Limekiln Bridge (PM 20.4)	Replace culvert and repair erosion	Fall 2021	\$850,000	SHOPP	Carla Yu	Construction	Construction contract awarded to Serafix Engineering Contractors. Construction to begin Spring 2021 due to Environmental restrictions.
10.	<b>Highway 1 Orient Express Tieback Wall (1K010)</b>	Near Lucia south of Big Creek Bridge (27.5/27.7)	Construct tieback wall, restore roadway and facilities, place Water Pollution Control BMPs, and erosion control	Spring/Summer 2023	\$6.2 million	SHOPP	Aaron Henkel	PA&ED	The schedule was moved out to further identify biological and cultural concerns within the project limits. PA&ED: Moved to 9/1/22



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 26, 2021 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

## PROJECTS IN DEVELOPMENT

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
11.	<b>Highway 1 Castro Canyon Bridge Rail Upgrade</b>  (1H490)	At Castro Canyon Bridge  (PM 43.1)	Replace bridge rail	Spring/Summer 2023	\$3 million	SHOPP	Aaron Henkel	PA&ED	Project is now in the Design phase.
12.	<b>Highway 1 Coastlands Wall Permanent Restoration</b> (1M460)	Near Big Sur at 1.0 Miles south of Pfeiffer Canyon Bridge  (PM -44.5/44.45)	Permanent Restoration/Tieback retaining wall	Spring/Summer 2022	\$2.1 million	SHOPP	Carla Yu	PS&E	PS&E is past 95% complete and project is on schedule to be Ready To List in August 2021.
13.	<b>Highway 1 Little Sur Retaining Wall</b>  (1K050)	Between Little Sur River and North of Big Sur  (PM 55.9/55.9)	Construct earth retaining system	Fall 2022	\$5.4 million	SHOPP	Carla Yu	PA&ED	Project report completed March 2020, accelerated from Fall 2020. Design expected to be complete summer 2021.
14.	<b>Highway 1 Garrapata Creek Bridge Rail Replacement</b>  (1H800)	At Garrapata Creek Bridge  (PM 62.97)	Bridge rail rehabilitation	Fall 2023	\$3 million	SHOPP	Carla Yu	PA&ED	Environmental studies were completed May 7, 2021. Project is a “long lead” with a longer than normal environmental study period needed to develop a context sensitive solution for the bridge rail with historic structures.
15.	<b>Highway 1 Garrapata Creek Bridge Rehab</b>  (1H460)	At Garrapata Creek Bridge  (PM 63.0)	Electrochemical Chloride Extraction (ECE) of bridge structure	Summer 2021-Summer 2023	\$10 million	SHOPP	Carla Yu	DESIGN	Design completed January 2021, project advertised in late April 2021 and expected to open bids in late May 2021.
16.	<b>Highway 68 Hwy 68 Curve Correction</b>  (1J460)	Near Pacific Grove West of Community Hospital Entrance  (PM 0/0)	Improve superelevation, widen shoulders, install rumble strip	Fall 2023	\$3.2 million	SHOPP	Aaron Henkel	PA&ED	Project is in the design phase.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 26, 2021 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

## PROJECTS IN DEVELOPMENT

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
17.	<b>Highway 68 Route 68 Drainage Improvements</b>  (1J880)	From west of Sunset Dr to Toro Park  (PM 0.2/15.7)	Drainage improvement, replace lighting, and install count stations	Winter 2024	\$5 million	SHOPP	Carla Yu	PA&ED	PA&ED has begun. Target completion of Environmental phase is June 2022.
18.	<b>Highway 68 Pacific Grove ADA Pathway</b>  (1H220)	From 17 Mile Drive to Congress Avenue  (PM 0.5/0.8)	Provide accessible pathway	Winter 2022	\$0.75 million	SHOPP	Mike Lew	PS&E	95% Constructability plans are complete. Project is on schedule to RTL in Fall 2021.
19.	<b>Highway 68 Pacific Grove CAPM</b>  (1H000)	From Forest Avenue to the SR 1/68 Junction  (PM 1.1/L4.3)	Pavement preservation	Winter 2022	\$8 million	SHOPP	Carla Yu	DESIGN	Project is in Design Phase.
20.	<b>US 101 Camp Roberts SRRA Infrastructure Upgrade</b>  (1H020)	Northbound and southbound at the Camp Roberts Rest Area  (PM R2.9/R5.3)	Safety roadside rest area infrastructure upgrade	Winter 2021	\$5.5 million	SHOPP	Barak Miles	CONSTRUCTION	Awarded and Approved. Submittals have begun coming in and the start of construction is likely to be begin in September, due to delays in getting materials.
21.	<b>US 101 San Antonio River Bridge-Seismic Retrofit</b>  (1F820)	Near King City at the San Antonio River Bridge  (PM R6.7)	Seismic retrofit 2 bridges	Winter 2020	\$6.3 million	SHOPP	Luis Duazo	CONSTRUCTION	Project was awarded September 2020. Construction ongoing.
22.	<b>US 101 North Soledad OH Deck Replacement</b>  (0F970)	North Soledad Bridge  (PM 62.1/63.2)	Bridge deck rehabilitation	Summer 2022 – Summer 2023	\$6.6 million	SHOPP	Jackson Ho	PS&E/RW	Project team is working to on the PS&E for the new scope and seeking UPRR approval. The PM gave a presentation to TAMC TAC on 5/6/21.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 26, 2021 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

## PROJECTS IN DEVELOPMENT

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
23.	<b>US 101 Spence Rd Acceleration Lane</b> <b>(1M760)</b>	South of Salinas at Spence Rd  (PM 81.03)	Extend NB acceleration lane	Winter 2024	\$1 million	MINOR	Brandy Rider	PAED	For this new Minor AIn partnership with TAMC, the initial focus of the team will be determining the project scope.
24.	<b>US 101 Market Street Northbound On-ramp Improvements</b> <b>(1H050)</b>	Near Salinas from East Market Street to South of Sherwood Drive  (PM 87.4/87.8)	Roadway and Retaining Wall	Spring 2022- Winter 2023	\$4.7 million	SHOPP	Jackson Ho	Design	The Design unit is circulating the 95% package for review. Construction is scheduled to begin in Spring 2022.
25.	<b>US 101 Prunedale Rehab</b> <b>(1H690)</b>	Near Prunedale North of Boronda Road overcrossing to Monterey/San Benito County Line  (PM R91.5/101.3)	Pavement rehabilitation	Winter 2022- Spring 2024	\$41.5 million	SB 1 SHOPP	Jackson Ho	PA&ED	Project is accelerated by 12 months. The PR and CE/CE is expected to be completed May 2021. A consultant is coming on board for PSE design work.
26.	<b>Highway 156 Castroville Overhead</b> <b>(0A090)</b>	On SR 156 between the SR 183/156 separation and Castroville Boulevard  (PM R1.1/R2.1)	Replace Bridge Railing	Winter 2020/21- Winter 2022	\$5.5 million	SHOPP	Jackson Ho	PS&E/RW	RTL was reach 2/24/2021. Structures Design is incorporating UPRR comments prior to advertisement. Construction targeted for Winter of 2020/21.
27.	<b>Highway 156 Castroville Boulevard Interchange</b> <b>(31601)</b>	Castroville Boulevard and Highway 156  (R1.6/1.4)	Construct a new interchange	Fall 2022	\$44.3 million	STIP Measure X Federal Demo	Mike Lew	PS&E/RW	The Design Phase (PS&E) is well underway. The Project team is working on 95% plans submittal expected in the next month or two. Also, Environmental team continues to work on permits.



# PROJECT UPDATE – MONTEREY COUNTY

PREPARED FOR THE MAY 26, 2021 TRANSPORTATION AGENCY FOR MONTEREY COUNTY AGENCY MEETING

## PROJECTS IN DEVELOPMENT

	Project	Location & Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
28.	<b>Highway 183 Salinas to Castroville CAPM</b> <b>(1K430)</b>	South of Old Cemetery Rd near Salinas south of Del Monte Ave at Castroville  (PM 2.1/8.3)	Roadway rehabilitation, TMS elements, lighting, and sign panel replacement	Winter 2023	\$5.1 million	SHOPP	Brandy Rider	PID	The Environmental Phase (PA&ED) which is underway. PA&ED is scheduled to be completed 9/7/2021
29.	<b>Highway 183 Castroville Improvement Project</b> <b>(1H650)</b>	Community of Castroville from Del Monte Ave. to Washington St  (PM R8.4/9.8)	Asset Management Pilot Project	Fall 2023-Summer 2025	\$16 million	SHOPP	Brandy Rider	PA&ED	Virtual Public meeting scheduled for May 26. Public review of environmental document is between May 7 and June 11, 2021. More details can be found on the project webpage.
30.	<b>Highway 218 Seaside ADA</b> <b>(1H230)</b>	From Del Monte Road to Fremont Boulevard  (PM R0.2/L0.9)	ADA compliant pedestrian access	Spring 2022	\$1.2 million	SHOPP	Jackson Ho	PS&E	95% constructability review is taking place on 5/14/21.

### ACRONYMS USED IN THIS REPORT:

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



## ***Memorandum***

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board  
**Meeting Date:** May 26, 2021  
**Subject:** TAMC draft minutes of April 28, 2021

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### **RECOMMENDED ACTION:**

**APPROVE** the Transportation Agency for Monterey County Board draft minutes of April 28, 2021.

### **ATTACHMENTS:**

- ▣ TAMC draft minutes of April 28,2021



**TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)**  
**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS**  
**MONTEREY COUNTY REGIONAL DEVELOPMENT IMPACT FEE**  
**JOINT POWERS AGENCY**  
**DRAFT MINUTES OF APRIL 28, 2021 TAMC BOARD MEETING**  
Via Zoom Meeting Video/Audio Conference Call

<b>TAMC BOARD MEMBERS</b>	<b>MAY 20</b>	<b>JUN 20</b>	<b>AUG 20</b>	<b>SEP 20</b>	<b>OCT 20</b>	<b>DEC 20</b>	<b>JAN 21</b>	<b>FEB 21</b>	<b>MAR 21</b>	<b>APR 21</b>
L. Alejo, Supr. Dist. 1, <b>Past Chair</b> (L. Gonzales; J. Gomez)	P	P	P	P	P	P	P	P	P	P
J. Phillips, Supr. Dist. 2, (J. Stratton)	P(A)	P	P(A)	P	P	P	P	P	P	P(A)
C. Lopez, Supr. Dist. 3 <b>County Rep</b> (P. Barba)	P	P	P	P(A)	P	P	P	P(A)	P(A)	P(A)
W. Askew, Supr. Dist. 4 (Y. Anderson)	P(A)	P(A)	P(A)	P	P	P	P	P(A)	P	P
M. Adams, Supr. Dist 5 <b>1st Vice Chair</b> (S. Hardgrave, C. Courtney)	P	P	P	P	P	P(A)	P	P	P	P
D. Potter, Carmel-by-the-Sea (J. Baron)	P	P	P	E	P	P	P	P	P	P
A. Kerr, Del Rey Oaks (P. Lintell)	E	P	P	P	P	P	P	P	P	P
J. Rios, Gonzales (L. Worthy)	P	P	-	P	P	P	P	P	P	P
A. Untalon, Greenfield (A. Tipton)	P	P	P	P	P	P	P	P	P	P(A)
M. LeBarre, King City, <b>2<sup>nd</sup> Vice Chair</b> (C. DeLeon)	P	P	P	P	P	P	P	P	P	P
C. Medina Dirksen, Marina (B. Delgado)	P	-	P	P	-	P(A)	P	P	-	P
E. Smith, Monterey, <b>Chair</b> (D. Albert; A. Renny)	P	P	P	P	P	P	P	P	P	P
C. Poduri, Pacific Grove, (B. Peake)	P	P	P	P	P	P	P	P	P	P
K. Craig, Salinas, <b>City Representative</b> (C. Cromeenes)	P	P	P(A)	P	P	-	P	P	P	P(A)
Gregory Hawthorne, Sand City (J. Blackwelder; K. Cruz)	-	-	P	P	P	-	-	P(A)	P	P
I. Oglesby, Seaside (D. Pacheco)	P	P	P	P	P	P	P	P	P	P
A. Chavez, Soledad (A. Velazquez; O. Antillon)	P	P	E	P	P	P	P	P	P	P

M. Twomey, AMBAG (H. Adamson, B. Patel, S. Vienna)	P	P(A)	-	P	P(A)	P(A)	P(A)	P(A)	P	P
T. Gubbins, Caltrans, Dist. 5 (S. Eades, O. Monroy Ochoa, J. Olejnik, K. McClendon)	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)	P(A)
R. Stedman, Monterey Bay Air Resources District (A. Romero, D. Frisbey, A. Clymo)	-	P	P	P	P	-	-	P	P	-
B. Sabo, Monterey Regional Airport District	P	P	P	P	P	P	P	P	P	P
C. Sedoryk, Monterey-Salinas Transit (L. Rheinheimer, M. Overmeyer)	P	P(A)	P	P	P	P	P	P	P	P
Aurelio Gonzalez-Gomez, Watsonville	-	-	-	-	-	-	-	-	-	-
E. Ochoa, CSUMB (A. Lewis, L. Samuels)	P(A)	-	P	P	-	-	P(A)	-	P(A)	P(A)

*P = present; P(A) = alternate present; E = excused absence; - unnoticed absence*

<b>TAMC STAFF</b>	<b>MAY 21</b>	<b>JUN 21</b>	<b>AUG 21</b>	<b>SEP 21</b>	<b>OCT 21</b>	<b>DEC 21</b>	<b>JAN 21</b>	<b>FEB 21</b>	<b>MAR 21</b>	<b>APR 21</b>
D. Bipse, Transportation Engineer									P	P
D. Delfino, Finance Officer/Analyst	P	P	P	P	P	P	P	P	P	P
R. Goel, Dir. Finance & Administration	P	P	P	P	P	P	P	P	P	P
A. Green, Sr. Transportation Planner	P	P	P	P	P	P	P	P	P	P
D. Hale, Executive Director	P	P	P	P	P	P	P	P	P	P
M. Jacobsen, Transportation Planner	P	P	P	P	P	P	P	P	P	P
M. Montiel, Administrative Assistant	P	P	P	P	P	P	P	P	P	P
T. Muck, Deputy Executive Director	P	P	P	P	P	P	P	P	P	P
K. Hansen, Legal Counsel	P	P	P	P	P	P	P	P	P	P
E. Rodriguez, Clerk of the Board/ Senior Administrative Assistant	P	P	P	P	P	P	P	P	P	P
L. Terry, Accountant Assistant	P	P	P	P	P	P	P	P	P	E
C. Watson, Principal Trans. Planner	P	P	P	P	P	P	P	P	P	P
L. Williamson, Senior Trans. Engineer	P	P	P	P	P	P	P	P	P	P
T. Wright, Community Outreach	P	P	P	P	P	P	P	P	P	P
M. Zeller, Principal Trans. Planner	P	P	P	P	P	P	P	P	P	P

**OTHERS PRESENT**

Linda Gonzales	District 1 Supervisor's Office	Yuri Anderson	District 4 Supervisor's Office
Barbara Meister	Monterey Bay Aquarium	William Tarp	Tarp Properties
Brenda Aguilar-Guerrero	Special TAMC Counsel		

**1. CALL TO ORDER**

Chair Smith called the meeting to order at 9:00 a.m. Elouise Rodriguez, Clerk of the Board, called the roll and confirmed a quorum was established. Board Member Alejandro Chavez led the pledge of allegiance.

**2. PUBLIC COMMENTS**

None this month.

**3. CONSENT AGENDA**

**M/S/C** Cromeenes/Hawthorne/unanimous

The Board approved the consent agenda as follows:

***ADMINISTRATION and BUDGET***

**3.1.1** Approved minutes of the Transportation Agency for Monterey County, the Service Authority for Freeways and Expressways, and the Monterey County Regional Development Impact Fee Joint Powers Agency for Monterey County meeting of March 24, 2021.

**3.1.2** Accepted the list of checks written for March 2021 and credit card statement for the month of February 2021.

**3.1.3** Received a list of contracts awarded under \$50,000.

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

**3.2.1** Regarding Federal Land Access Program Grant Application:

1. Adopted Resolution 2021-03 authorizing the Executive Director to apply for funding and execute agreements with the Federal Highway Administration for Federal Lands Access Program grant funds for the Fort Ord Regional Trail and Greenway project; and
2. Authorized an amount not to exceed \$4,000,000 in Measure X funding as the grant match.

**3.2.2** Approved Resolution 2021-02 designating the Transportation Agency's allocation of \$453,830 for FY 2020/21 Low Carbon Transit Operation funds to the Monterey-Salinas Transit District for electric bus charging infrastructure, and zero emission bus purchase and fleet-wide transition to renewable diesel and authorizing the Executive Director to execute agreements necessary to transfer funds to Monterey Salinas Transit.

**3.2.3** Regarding Local Access Fund Administrator:

1. Approved the Transportation Agency submitting application to serve as the Local Access Fund Administrator for access fees to improve the accessibility of transportation for persons with disabilities in Monterey County; and
2. Adopted Resolution 2021-04 authorizing the Agency to serve as the Local Access Fund Administrator for Monterey County, if approved by the California Public Utilities Commission.

- 3.2.4** Approved the appointment of Mr. Sloan Campi to serve as Monterey-Salinas Transit's primary representative on the TAMC Bicycle and Pedestrian Facilities Advisory Committee.

### ***PLANNING***

- 3.3.1** Regarding Monterey County Regional Conservation Investment Strategy:
1. Determined that approval of the Monterey County Regional Conservation Investment Strategy is exempt from the California Environmental Quality Act (CEQA) pursuant to California Resources Code Section 21102, and CEQA Guidelines Section 15262 (feasibility plans);
  2. Approved the Monterey County Regional Conservation Investment Strategy, the Transportation Climate Change Vulnerability Assessment, and the Transportation Impacts and Mitigation Needs Assessment.
- 3.3.2** Received update on state and federal legislative activities and Adopted positions on proposed legislation.

Chair Smith encouraged the Board to review the attachments, including the talking points from the March legislative visit.

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

- 3.4.1** Approved Resolution 2021-02 designating the Transportation Agency's allocation of \$453,830 for FY 2020/21 Low Carbon Transit Operation funds to the Monterey-Salinas Transit District for electric bus charging infrastructure, and zero emission bus purchase and fleet-wide transition to renewable diesel and authorizing the Executive Director to execute agreements necessary to transfer funds to Monterey Salinas Transit.
- 3.4.2** Regarding Regional Surface Transportation Program Fair Share Allocation:
1. Approved the request by the County of Monterey to program Regional Surface Transportation Program fair share funds to the Moss Landing Trail Project in the amount of \$980,733.32;
  2. Approved amending Exhibit A of the local funding agreement to include these projects and funding.
- 3.4.3** Received update on the quarterly Measure X revenue forecasts.

### **RAIL PROGRAM**

- 3.5.1** Regarding Salinas Rail Project - Union Pacific Railroad Capacity Model Reimbursement Agreement:
1. Approved and Authorized the Executive Director to execute a reimbursement agreement with Union Pacific Railroad to conduct a capacity analysis for the Monterey County Rail Extension Kick-Start project, in an amount not to exceed \$50,000;
  2. Authorized the use of Regional Surface Transportation Planning funds for this purpose; and
  3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the agreement, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.
- 3.5.2** Regarding Salinas Rail Project Packages 2 & 3 - HDR Engineering Contract Amendment #1:
1. Approved and Authorized the Executive Director to execute contract amendment #1 with HDR Engineering Inc., subject to approval by Agency Counsel, in an amount not to exceed \$386,730, for a total not-to-exceed contract amount of \$3,573,945, to complete the design work for Package 2, Salinas layover facility and Package 3, Gilroy track connections;
  2. Authorized the use of reserves or state funds budgeted to this project that may become available;
  3. Authorized the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount; and
  4. Approved sole source finding.

### **REGIONAL DEVELOPMENT IMPACT FEE**

- 3.6.1** No items this month.

### **COMMITTEE MINUTES AND CORRESPONDENCE**

- 3.7.1** Accepted draft minutes from Transportation Agency committees:
- Executive Committee - draft minutes of April 7, 2021
  - Rail Policy Committee - draft minutes of April 5, 2021
  - Bicycle and Pedestrian Facilities Advisory Committee - draft minutes of April 7, 2021
  - Technical Advisory Committee - draft minutes of April 1, 2021
  - Excellent Transportation Oversight Committee – No meeting this month.
- 3.7.2** Received Transportation Agency for Monterey County correspondence for April 2021.

**4. EMPLOYEE OF THE QUARTER**

The Board presented the Transportation Agency Employee of the Quarter Award to Ariana Green.

Ariana Green, Principal Transportation Planner, was selected by her colleagues at the Transportation Agency for Monterey County as the Employee of the Quarter for January 1 – March 31, 2021. Agency employees recognized Ariana Green for having a great attitude, for her professionalism, and for her hard work. Most notably, they congratulated her for assisting in securing over \$12 million in funding for the Safe Routes to Schools Upper Broadway Avenue improvements in Seaside, and for her collaboration with Cal State Monterey Bay on the “Play to Learn” safety kits.

**5. PROCLAMATION FOR 2021 NATIONAL PUBLIC WORKS WEEK**

The Board received Proclamation for 2021 National Public Works Week.

Director Debbie Hale reported on the Transportation Agency for Monterey County's proclamation of the week of May 16 through 22 as National Public Works Week. The Agency joins others from around California and the United States to pay tribute to public works planners, engineers, managers, administrative staff and operators in recognition of the substantial contributions they make to our community's health, safety, and quality of life. Director Hale noted that this gives us an opportunity to recognize public works professionals as first responders in our community.

**6. MEASURE X THIRD YEAR (FY19/2020) AUDIT RESULTS**

Received presentation on the Measure X Third Year Audit (FY19/2020) results and the Measure X Annual Report.

Theresa Wright, Community Outreach Coordinator, reported that one of the responsibilities of the Measure X Citizen Oversight Committee is to conduct independent audits of the revenues and expenditure of Measure X funds and to prepare and present annual reports regarding the administration of the program. She noted that the Measure X Annual Report is included in the TAMC Annual Report, which is printed and mailed to all Monterey County residents annually. The audit subcommittee of the Measure X Citizens Oversight Committee conducted the third year audit (FY 19/2020) and prepared the annual report.

Barbara Meister, Monterey Bay Aquarium representative and Chair of the Measure X Oversight Committee, expressed her pride in the operations of the committee and the fact that all cities submitted their audit reports on time and nearly all were complete and in compliance. She noted that Sand City was the only city that did not meet their maintenance of effort requirement. As a result, the city's Measure X funds will be held until they were in compliance.

Board member Hawthorne asked what the city needed to do meet their maintenance of effort. Mike Zeller noted that staff has been in contact with the city staff about the issue and how to remediate. He indicated that he would follow-up with Board member Hawthorne to provide more information. In conclusion, Ms. Wright encouraged Board members to remind their constituents that the road repairs that are going on in their community are courtesy of voter-approved Measure X funds.

## 7. **DRAFT CLIMATE ACTION PLAN FOR TRANSPORTATION INFRASTRUCTURE**

**M/S/C**

LeBarre/Kerr/unanimous

Received information on Draft Climate Action Plan for Transportation Infrastructure and Authorized the Executive Director to submit comments on the plan and its potential impact on the delivery of the region's priority projects.

Madilyn Jacobsen, Transportation Planner, noted that on March 10, 2021, the California State Transportation Agency unveiled the draft Climate Action Plan for Transportation Infrastructure (CAPTI), which details how the state recommends investing billions of discretionary transportation dollars annually to aggressively combat and adapt to climate change while supporting public health, safety, and equity. The draft Climate Action Plan for Transportation Infrastructure builds on executive orders signed by Governor Gavin Newsom in 2019 and 2020 targeted at reducing greenhouse gas emissions in transportation in order to meet the state's ambitious climate goals. She reviewed the benefits and concerns with the plan and asked for the Board's support for sending a comment letter.

## 8. **REPORTS FROM TRANSPORTATION PROVIDERS**

**Caltrans, District 5** – Scott Eades, Deputy Transportation of Planning, announced Governor Newsom attended the Caltrans opening of the roadway to travel Highway 1 at Rat Creek, which opened two months ahead of schedule. Caltrans' maintenance crews have been busy with this emergency, where a debris flow washed out a 150-foot section in January, forcing the closure of the roadway. He also noted the Federal Highway Administration announced that in 2019, the most recent year for which data are available, 842 people died in highway work-zone crashes compared to 757 the year before. The 11.2-percent increase is the largest percentage increase in highway work zone fatalities since 2006.

Board member Adams thanked Caltrans for an amazing job on the work at Rat Creek.

**Monterey Regional Airport District** – Bill Sabo, District Board Member, reported that the Airport is gradually phasing in sustainable aviation fuel in order to reduce 80% carbon emissions over time. He announced that flights are performing at a steady level, up 10% in March. He announced that the Airport now has non-stop service to Seattle, Las Vegas, and Los Angeles. Mr. Sabo also announced new non-stop services: starting in May there will be flights to Portland by Allegiant Air and beginning in June there will be flights to Ontario and Orange County. The Board is considering renaming the Airport the Monterey-Carmel Regional Airport. They will be replacing the carpet and displaying a new art exhibit focusing on agriculture provided by the Art Association of Monterey County. Woody's Restaurant is open and has an excellent menu. In conclusion, Mr. Sabo noted that the new flights will only continue if passengers "Fly Monterey".

**Monterey Salinas Transit District** – Carl Sedoryk, General Manager & CEO, announced since Monterey County has moved into the orange tier Monterey-Salinas Transit ridership has increased 20%. He reported that the construction of the MST facility in King City is moving along, 4-months ahead of schedule. He announced MST is offering free day passes to their passengers with show of proof of vaccination card. MST is testing out their contactless credit card payment system - the first in transit agency California. He also announced the SURF! Bus Rapid Transit project draft environmental document has been released under the California Environmental Quality Act (CEQA). A public hearing will be held at the MST meeting on May 10<sup>th</sup>. The document can be viewed, and comments can be made at MST.org.

**Monterey Bay Air Resources District** – No report this month.

**9. REPORTS ON MEETINGS ATTENDED BY BOARD MEMBERS AT AGENCY EXPENSE**

None this month.

**10. EXECUTIVE DIRECTOR'S REPORT**

Director Hale reported that Congressman Panetta selected the US 101 South of Salinas project as one of five projects proposed for funding in the federal authorization bill. Director Hale announced the RideShare Challenge Spring into Action! Promotion and encouraged Board members to visit the TAMC Instagram page and like and share a photo supporting healthy transportation. She announced that a Fort Ord Regional Trail and Greenway public workshop will be held in late May. In conclusion, Ms. Hale expressed her sincere condolences for the passing of Ernest Chung. He was kind, gentle and persistent in his work on the PARK IT! Program aimed at removing vehicles from Highway 1 and promoting a shuttle service to the Point Lobos State Reserve.

**11. ANNOUNCEMENTS AND/OR COMMENTS**

No report this month.

**12. CLOSED SESSION**

Pursuant to Government Code section 54956.9(d)(1), the Board will confer with legal counsel regarding existing litigation:

1. TAMC v. Rodney Karl Neubert and Susan Greco-Neubert, et al., Court Number 20CV000457
2. TAMC v. The Baillie Family Limited Partnership, et al., Court Number 20CV000455
3. TAMC v. Joyce M. Selby and Cheryl Latimer, et al., Court Number 20CV000456

**RECONVENED** in open session: Agency Counsel Hansen reported the Board met with staff and provided direction; no reportable action was taken.

**Public comment:**

William Tarp read two letters into record that were submitted to the Board regarding the Neubert & Tarp compensation related to the acquisition of their Market Street property.



**13. CLOSED SESSION**

Pursuant to Government Code Section §54957, the Board of Directors will confer concerning public employment appointment.

**RECONVENED** in open session: Agency Counsel Hansen reported the Board met with staff and provided direction; no reportable action was taken.

**14. ADJOURNMENT**

Chair Smith adjourned the meeting at 11:59 a.m.



## **Memorandum**

**To:** Board of Directors  
**From:** Dave Delfino, Finance Officer / Analyst  
**Meeting Date:** May 26, 2021  
**Subject:** TAMC payments for the month of April 2021

### **RECOMMENDED ACTION:**

**ACCEPT** the list of checks written for April 2021 and credit card statements for the month of March 2021.

### **SUMMARY:**

The list of checks and copies of credit card statements are submitted to the Transportation Agency Board each month in accordance with the recommendation from the Transportation Agency's independent Certified Public Accountant to keep the Board informed about the Transportation Agency's financial transactions.

### **FINANCIAL IMPACT:**

The checks processed this period total \$ 977,562.50 which, included checks written for April 2021 and payments of the March 2021 Platinum Plus Credit Card statements.

### **DISCUSSION:**

During the month of April 2021 normal operating checks were written, as well as two checks totaling \$37,126.21 to HDR Engineering Inc. for engineering services, a check for \$238,690.87 to MNS Engineers, Inc. for construction management services and a check for \$1,193.00 to Union Pacific Railroad Company for preliminary engineering services all for the Salinas Rail Extension Kick-Start Project, three checks totaling \$12,808.33 to AECOM Technical Services, Inc. for services for the Monterey Regional Conservation Investment Strategy and for the Rail Integration Study, a check for \$20,220.00 to Whitson Engineers for services for the Wayfinding project, a check for \$14,616.00 to IDAX for traffic counts FY 20/21, a check for \$34,475.00 to Printworks Solutions for the printing of and a check for \$29,000.0 to the US Postal Service S.J. for the bulk mailing of the Annual Report, a check for \$120,007.14 to Ecology Action for services for the Salinas Safe Routes to School and the ATP Every Child Projects, a check for \$4,405.97 to the City of Salinas for services for the Salinas Safe Routes to School Project, a check for \$107,008.72 to California Towing and Transport for Freeway Service Patrol towing services July to October 2020, two checks totaling \$55,885.84 to GHD Inc. for engineering design services for FORTAG segment 1, two checks totaling \$2,863.20 to Boots Road Group LLC for design services for the Annual Report, two checks totaling \$15,310.00 to DKS Associates Inc. for creation and implementation of an electronic file management system, a check for \$3,461.00 to Wald, Ruhnke & Dost Architects, Inc for design services for the Fort Ord property and a check for \$265.00 to Moss, Levy and Hartzheim for the 2019/20 Financial Audit.

### **ATTACHMENTS:**

- ▢ Checks April 2021

▣ Credit Cards March 2021

**Transportation Agency for Monterey County (TAMC)**  
**Union Bank Operating Account**  
**April 2021**

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
04/01/2021	EFT State of California		143,525.39	Rural Planning Funds - 2nd Quarter 20/21
04/02/2021	EFT CalPers Health Benefits	12,319.11		Employee Benefit
04/02/2021	EFT Payroll	43,915.17		Payroll
04/02/2021	EFT United States Treasury	10,464.74		Payroll Taxes & Withholding
04/02/2021	EFT EDD	4,377.62		Payroll Taxes & Withholding
04/02/2021	EFT EDD	94.42		Payroll Taxes & Withholding
04/02/2021	EFT Pers Retirement	9,623.39		Employee Benefits
04/02/2021	EFT Pers Retirement PEPRA	1,311.63		Employee Benefits
04/02/2021	EFT CalPERS	8,447.45		Employee Benefits
04/08/2021	19890 AECOM Technical Services, Inc.	4,807.86		Services for the Rail Network Integration Study
04/08/2021	19891 Alvarez Technology Group, Inc. (CA)	1,901.74		Computer Support
04/08/2021	19892 APWA	87.48		Dues
04/08/2021	19893 AT & T (Carol Stream, Il.)	426.54		Telecommunications, Call Box and Rideshare - Phone Service
04/08/2021	19894 Boots Road Group LLC	726.00		Design Services for Annual Report
04/08/2021	19895 California Highway Patrol	649.88		Freeway Service SAFE Call Box Program
04/08/2021	19896 Clinica de Salud del Valle de Salinas	391.46		Electricity of EV Charging Stations
04/08/2021	19897 De Lage Landen Financial Services	285.75		Office Copier Lease
04/08/2021	19898 Delta Dental	1,063.22		Employee Benefits
04/08/2021	19899 DKS Associates Inc.	8,965.00		Creation & Implementation of an Electronic File Management System
04/08/2021	19900 GHD Inc. (formerly Omni Means)	8,475.83		Engineering Design Services for FORTAG Segment 1
04/08/2021	19901 HDR Engineering Inc.	2,593.42		Engineering Services Salinas Rail Extension Kick-Start Project
04/08/2021	19902 Khouri Consulting LLC	4,000.00		Legislative Consultant
04/08/2021	19903 Monterey Peninsula Chamber of Commerce	354.00		Annual Dues
04/08/2021	19904 Office of the County Counsel	4,972.00		Legal Services
04/08/2021	19905 Smile Business Products Inc.	128.21		Office Copier Expenses
04/08/2021	19906 U.S. Postal Service S.J.	29,000.00		Bulk Mailing Postage for Annual Report
04/08/2021	19907 Union Pacific Railroad Company	1,193.00		Preliminary Engineering for Salinas Rail Extension Kick-Start Project
04/08/2021	19908 Verizon Wireless	59.44		Call Box - Phone Service
04/08/2021	19909 VSP	209.04		Employee Benefits
04/08/2021	19910 Wheeler Services	1,100.00		Installation of Hands-free Water Stations
04/08/2021	19911 Alvarez Technology Group (TX)	680.09		Computer Leases
04/08/2021	DEP City of Soledad		8,461.00	Local Agency Contribution 21/22
04/08/2021	DEP Unite States Treasury		2,035.49	Credit from Federal Government
04/08/2021	DEP Marina Concrete, Lithia, Newton Bros., Haedrich and Lexus		6,330.53	Railroad Right of Way Rent
04/09/2021	EFT Dave Delfino	1,489.31		125 Plan Reimbursement
04/09/2021	EFT Lynn Terry	89.52		Reimbursed Office Expense
04/12/2021	EFT State of California		98,785.30	Safe Routes to School - Salinas Grant
04/16/2021	DEP UBS AgriVest and Cardinale		12,523.00	Railroad Right of Way Rent
04/16/2021	DEP State of California		32,083.77	SAFE - Revenue February 2021

**Transportation Agency for Monterey County (TAMC)**  
**Union Bank Operating Account**  
**April 2021**

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
04/16/2021	DEP State of California		698,835.30	Traffic Congestion Relief Funds for Salinas Rail
04/16/2021	EFT Payroll	43,769.62		Payroll
04/16/2021	EFT United States Treasury	10,378.06		Payroll Taxes & Withholding
04/16/2021	EFT EDD	4,343.39		Payroll Taxes & Withholding
04/16/2021	EFT EDD	36.71		Payroll Taxes & Withholding
04/16/2021	EFT Pers Retirement	9,623.39		Employee Benefits
04/16/2021	EFT Pers Retirement PEPPRA	1,311.63		Employee Benefits
04/16/2021	EFT CalPERS	8,443.99		Employee Benefits
04/19/2021	EFT State of California		68,899.61	Safe Routes to School - ATP Grant
04/22/2021	19912 AECOM Technical Services, Inc.	5,410.61		Services for the Monterey County Regional Conservation Investment Strategy
04/22/2021	19913 Alvarez Technology Group, Inc. (CA)	60.00		Computer Support
04/22/2021	19914 Boots Road Group LLC	2,863.20		Design Services for Annual Report and SRTS
04/22/2021	19915 Business Card	3,044.50		Office Supplies, Staff Travel & Professional Training
04/22/2021	19916 California Towing and Transport	107,008.72		Freeway Service Patrol - Towing Services July to October 2020
04/22/2021	19917 Clinica de Salud del Valle de Salinas	8,619.55		Office Rent
04/22/2021	19918 Comcast	145.06		Telecommunications
04/22/2021	19919 GHD Inc. (formerly Omni Means)	47,410.01		Engineering Design Services for FORTAG Segment 1
04/22/2021	19920 HDR Engineering Inc.	34,532.79		Engineering Services Salinas Rail Extension Kick-Start Project
04/22/2021	19921 IDAX	14,616.00		Traffic Counts
04/22/2021	19922 Lincoln National Life Insurance Co.	821.17		Employee Benefits
04/22/2021	19923 MNS Engineers, INC.	238,690.87		Construction Management Services for Salinas Rail Extension Kick-Start Project
04/22/2021	19924 Monterey Salinas Transit	165.75		Language Services
04/22/2021	19925 Moss, Levy & Hartzheim	265.00		Financial Audit
04/22/2021	19926 Oppidea, LLC	2,335.00		Accounting Services
04/22/2021	19927 Printworks Solutions	34,475.00		Printing Cost for Annual Report
04/22/2021	19928 Santa Barbara County Assoc. of Government	5,250.96		Dues
04/22/2021	19929 Smile Business Products Inc.	125.95		Office Copier Expenses
04/22/2021	19930 The Maynard Group	358.30		Telecommunication Equipment
04/22/2021	19931 Wald, Ruhnke & Dost Architects, LLP	3,461.00		Design Services for Fort Ord Property
04/22/2021	19932 Whitson Engineers	20,220.00		Survey Services for the Wayfinding Signs
04/22/2021	19933 California Premier Restoration	244.54		Branch Line Graffiti Cleanup
04/22/2021	19934 DKS Associates Inc.	6,345.00		Creation & Implementation of an Electronic File Management System
04/22/2021	EFT Graniterock		8,279.65	Railroad Right of Way Rent
04/22/2021	DEP SFT Real Estate LLC		3,245.40	Railroad Right of Way Rent
04/22/2021	DEP City of Monterey		9,230.00	Local Agency Contribution 21/22
04/26/2021	EFT Union Bank	44.12		Bank Service Charges
04/29/2021	EFT State of California		160,834.88	Traffic Congestion Relief Funds for Salinas Rail
04/30/2021	19935 Alvarez Technology Group, Inc. (CA)	468.57		Computer Support
04/30/2021	19936 California Premier Restoration	670.14		Branch Line Garbage Cleanup

**Transportation Agency for Monterey County (TAMC)**  
**Union Bank Operating Account**  
**April 2021**

DATE	ITEM NAME	CHECK	DEPOSIT	DESCRIPTION
04/30/2021 19937	City of Salinas	4,405.97		Services for Salinas SRTS
04/30/2021 19938	De Lage Landen Financial Services	285.75		Office Copier Lease
04/30/2021 19939	Ecology Action	120,007.14		Services for Salinas SRTS and ATP Every Child Projects
04/30/2021 19940	Language Quest	115.00		Language Translation Services
04/30/2021 19941	Office of the County Counsel	5,632.00		Legal Services
04/30/2021 19942	Verizon Wireless	62.76		Call Box-Phone Service
04/30/2021 19943	VSP	198.66		Employee Benefits
04/30/2021 19944	AECOM Technical Services, Inc.	2,589.86		Services for the Rail Network Integration Study
04/30/2021 19945	APWA	1,260.00		Annual Dues
04/30/2021 EFT	Payroll	43,865.43		Payroll
04/30/2021 EFT	Pers Retirement	9,623.39		Employee Benefits
04/30/2021 EFT	Pers Retirement PEPR	1,311.63		Employee Benefits
04/30/2021 EFT	CalPERS	8,443.99		Employee Benefits
<b>TOTAL</b>		<b>977,562.50</b>	<b>1,253,069.32</b>	



DEBRA L HALE

Platinum Plus® for Business

March 05, 2021 - April 04, 2021

Cardholder Statement

**Account Information:**

www.bankofamerica.com

**Mail Billing Inquiries to:**

BANK OF AMERICA  
PO BOX 982238  
EL PASO, TX 79998-2238

**Mail Payments to:**

BUSINESS CARD  
PO BOX 15796  
WILMINGTON, DE 19886-5796

**Customer Service:**

1.800.673.1044, 24 Hours

**Outside the U.S.:**

1.509.353.6656, 24 Hours

**For Lost or Stolen Card:**

1.800.673.1044, 24 Hours

**Business Offers:**

www.bankofamerica.com/mybusinesscenter

**Payment Information**

New Balance Total ..... \$992.19

**Minimum Payment Due ..... \$25.00**

**Payment Due Date ..... 04/29/21**

**Late Payment Warning:** If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:

\$19.00 for balance less than \$100.01  
\$29.00 for balance less than \$1,000.01  
\$39.00 for balance less than \$5,000.01  
\$49.00 for balance equal to or greater than \$5,000.01

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

**Account Summary**

Previous Balance ..... \$62.99

Payments and Other Credits ..... -\$62.99

Balance Transfer Activity ..... \$0.00

Cash Advance Activity ..... \$0.00

Purchases and Other Charges ..... \$992.19

**Fees Charged ..... \$0.00**

**Finance Charge ..... \$0.00**

New Balance Total ..... \$992.19

Credit Limit ..... \$5,000

Credit Available ..... \$4,007.81

Statement Closing Date ..... 04/04/21

Days in Billing Cycle ..... 31

**Important Changes to Your Account Terms**

Please read about account agreement changes on the 'Important Changes to the Account Terms' page in this statement. If you need assistance reading these revised terms on your ADA reader, please contact Customer Service at the number provided on your statement.

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
03/22	03/20	PAYMENT - THANK YOU		- 62.99
<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>				<b>- \$62.99</b>
<b>Purchases and Other Charges</b>				

Account Number:  
March 05, 2021 - April 04, 2021

New Balance Total ..... \$992.19  
**Minimum Payment Due ..... \$25.00**  
**Payment Due Date ..... 04/29/21**

**Enter payment amount**

\$

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

BUSINESS CARD  
PO BOX 15796  
WILMINGTON, DE 19886-5796

DEBRA L HALE  
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ATTN RITA GOEL  
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SALINAS, CA 93901-2952

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or make your payment online at  
www.bankofamerica.com



DEBRA I HAIF

March 05, 2021 - April 04, 2021

Page 3 of 6

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
03/29	03/27	Intuit *Payroll	833-830-9255 CA	650.00
03/29	03/27	MAILCHIMP *MONTHLY	MAILCHIMP.COMGA	62.99
04/01	03/30	MY NISSAN KIA	SALINAS CA	279.20
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>				<b>\$992.19</b>


**Finance Charge Calculation**

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	24.24% V	\$0.00	\$0.00

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

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- **Report suspicious activity** right away.
- **Read our Fraud Prevention Checklist** at [bankofamerica.com/FraudChecklist](https://bankofamerica.com/FraudChecklist) for more ways to help prevent fraud and identify scams.

Learn more about fraud prevention on our Security Center at [bankofamerica.com/security](https://bankofamerica.com/security).

SSM-02-20-0589 | 2962768



ELOUISE RODRIGUEZ

Platinum Plus® for Business

March 05, 2021 - April 04, 2021

Cardholder Statement

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

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

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

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1.800.673.1044, 24 Hours

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

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

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

**Payment Information**

New Balance Total ..... \$2,052.31  
**Minimum Payment Due ..... \$25.00**  
**Payment Due Date ..... 04/29/21**  
**Late Payment Warning:** If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:  
 \$19.00 for balance less than \$100.01  
 \$29.00 for balance less than \$1,000.01  
 \$39.00 for balance less than \$5,000.01  
 \$49.00 for balance equal to or greater than \$5,000.01

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

**Account Summary**

Previous Balance ..... \$3,868.48  
 Payments and Other Credits ..... -\$3,868.48  
 Balance Transfer Activity ..... \$0.00  
 Cash Advance Activity ..... \$0.00  
 Purchases and Other Charges ..... \$2,052.31  
**Fees Charged ..... \$0.00**  
**Finance Charge ..... \$0.00**  
 New Balance Total ..... \$2,052.31  
 Credit Limit ..... \$7,600  
 Credit Available ..... \$5,547.69  
 Statement Closing Date ..... 04/04/21  
 Days in Billing Cycle ..... 31

**Important Changes to Your Account Terms**

Please read about account agreement changes on the 'Important Changes to the Account Terms' page in this statement. If you need assistance reading these revised terms on your ADA reader, please contact Customer Service at the number provided on your statement.

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
03/22	03/20	PAYMENT - THANK YOU		- 3,868.48
<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>				<b>- \$3,868.48</b>
<b>Purchases and Other Charges</b>				

Account Number  
March 05, 2021 - April 04, 2021

New Balance Total ..... \$2,052.31  
**Minimum Payment Due ..... \$25.00**  
**Payment Due Date ..... 04/29/21**

**Enter payment amount**

\$

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

BUSINESS CARD  
PO BOX 15796  
WILMINGTON, DE 19886-5796

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ATTN DAVE DELFINO  
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SALINAS, CA 93901-2952

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**BUSINESS CARD,**  
or make your payment online at  
www.bankofamerica.com

FLOUISE RODRIGUEZ

March 05, 2021 - April 04, 2021

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**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
03/09	03/06	DEVICE MAGIC INC RALEIGH NC		150.00
03/09	03/08	QUICKBOOKSTIME 8888362720 ID		95.00
03/18	03/17	AMERICAN PUBLIC WORKS KANSAS CITY MO		325.00
03/18	03/17	PLANETIZEN-8772607526 LOS ANGELES CA		149.95
03/19	03/18	PUBLIC WORKS CAREERS LAKELAND FL		185.00
03/19	03/18	AMERICAN PLANNING A 3124319100 IL		295.00
04/02	04/01	SMK*SURVEYMONKEY.COM 971-2311154 CA		852.36
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>				<b>\$2,052.31</b>


**Finance Charge Calculation**

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.99%	\$0.00	\$0.00
CASH	24.24% V	\$0.00	\$0.00

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

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Learn more about fraud prevention on our Security Center at [bankofamerica.com/security](http://bankofamerica.com/security).

SSM-02-20-0589 | 2962768



## Memorandum

**To:** Board of Directors  
**From:** Rita Goel, Director of Finance & Administration  
**Meeting Date:** May 26, 2021  
**Subject:** Contracts Awarded under \$50,000

### **RECOMMENDED ACTION:**

**RECEIVE** list of contracts awarded under \$50,000.

### **SUMMARY:**

The list of contracts awarded by the Transportation Agency for Monterey County for services under \$50,000 approved by the Executive Director is submitted each month in accordance with the Agency's Procurement Policies to keep the Board informed.

### **FINANCIAL IMPACT:**

The revenue source for each specific contract is in the approved Agency budget or has been approved by a specific Agency Board action.

### **DISCUSSION:**

The Procurement Policies of the Transportation Agency for Monterey County state that contracts for services and annual extensions of such contracts for \$50,000 or less may be approved by the Executive Director, if the revenue source for the specific contract is in the approved Agency budget or is approved by a specific Agency Board action. The policies also require the Executive Director to submit a report to the Board identifying any contracts valued at \$50,000 and under, entered into in the preceding quarter.

The attached list of contracts awarded by the Transportation Agency for Monterey County for services under \$50,000 approved by the Executive Director is submitted each month to keep the Board informed.

### **ATTACHMENTS:**

- ▣ Contracts under \$50000.00

**Contracts for services and annual extensions of such contracts for \$50,000 or less may be approved by the Executive Director, if the revenue source for the specific contract is in the approved Agency budget or is approved by a specific Agency Board action. The Executive Director shall include a quarterly report to the Board identifying any contracts valued at \$50,000 and under, entered into in the preceding quarter.**

**Contracts Under \$50,000  
(but greater than \$5,000)  
Board Report date: May 2021**

Staff	Consulting Firm	Contract Activity	Start Date	End Date	Contract amount	Work Element	Fund Source
Rita	RAPS	Executive Recruitment Firm contract	May 1, 2021	December 31, 2021	\$10,350	9110	LTF



## Memorandum

**To:** Board of Directors  
**From:** Michael Zeller, Principal Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Alvarez Technology Group Contract Amendment #2

### RECOMMENDED ACTION:

#### **Alvarez Technology Group - Manage IT Services Contract Amendment #2:**

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #2 with Alvarez Technology Group for the Agency's managed IT services contract to increase the budget by \$25,600 for a total not-to-exceed amount of \$176,200 over the remaining term of the agreement ending December 31, 2024 to cover additional cybersecurity services, pending Agency Counsel approval;
2. **AUTHORIZE** the use of funds from the approved budget for this project;
3. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

### SUMMARY:

The Transportation Agency is contracted with Alvarez Technology Group for managed information technology services. The Agency is seeking to amend the existing agreement to include additional cyber security protections consistent with the National Institute of Standards and Technology Cyber Security Framework.

### FINANCIAL IMPACT:

The current not-to-exceed amount for the five-year contract is \$150,600. This amendment #2 would increase the total not-to-exceed amount to \$176,200.

### DISCUSSION:

On December 4, 2019 the Transportation Agency Board of Directors approved an agreement for services with Alvarez Technology Group to provide computer and network services as the Agency's information technology support consultant. The agreement for services with Alvarez Technology Group is for a five-year time period, terminating on December 31, 2024. The scope of work covers maintenance and security of the agency's file and email servers, as well as the set up of mobile devices and workstations. Alvarez Technology Group is also required to install and maintain a network monitoring and management appliance and configure all the covered workstation and servers to be monitored twenty-four hours per day, seven days per week. The network monitoring and management appliance will alert the consultant(s) to any significant problem that arises on the devices and they will respond during normal working hours. Other tasks in the scope of work cover the Agency's cloud-based email system, set up and maintenance of the wireless network, virus and malware protection, mobile device set up, backups and data loss prevention, annual evaluations, and monthly reporting.

With the proliferation of network intrusions and ransomware attacks, the Agency is seeking to amend its existing agreement with Alvarez to incorporate additional cybersecurity protections. The proposed amendment would provide security services consistent with the National Institute of Standards and Technology federal cybersecurity framework. The additional services would include Cybersecurity Awareness Training for all Agency staff, a cloud services security assessment, a network device to detect and stop ransomware attacks, and an annual risk assessment. Agency staff is also proposing to coordinate with Alvarez to update password and remote work policies for better protection of Agency resources.

**ATTACHMENTS:**

- Alvarez Technology Group - Contract Amendment #2

**WEB ATTACHMENTS:**

[National Institute of Standards and Technology - Cybersecurity Framework](#)



**AMENDMENT #2 TO AGREEMENT FOR PROFESSIONAL SERVICES**  
**BETWEEN**  
**THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**AND**  
**ALVAREZ TECHNOLOGY GROUP**

THIS AMENDMENT No. 2 to the agreement dated December 4, 2019, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and Alvarez Technology Group, a California corporation, hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

**RECITALS:**

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for professional services on December 4, 2019, hereinafter referred to as "Agreement," to provide managed information technology services;
- B. **WHEREAS**, TAMC and Consultant entered into Amendment #1 to the Agreement on August 26, 2020 to increase the not-to-exceed amount by Three Thousand Seven Hundred Thirty-five Dollars (\$3,735), for a total contract not-to-exceed amount One Hundred Fifty Thousand Six Hundred Dollars (\$150,600), to cover additional costs related to the Agency's Microsoft Azure cloud server;
- C. **WHEREAS**, TAMC is seeking, and Consultant is able to provide, additional cybersecurity protections consistent with the National Institute of Standards and Technology cybersecurity framework to fortify the Agency's network against potential attacks and provide additional staff training;
- D. **WHEREAS**, TAMC and Consultant desire to amend the Agreement to include these services in the scope of work and cover the additional costs.

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

1. **SCOPE OF WORK**

The Scope of Work attached to the Agreement as Attachment A is hereby replaced with the Scope of Work designated Exhibit A-1 and dated May 26, 2021 and shall be effective upon execution. Exhibit A-1 is attached hereto as Exhibit A-1.

2. **TOTAL COMPENSATION**

The total compensation to be paid pursuant to this Agreement as amended shall be increased by Twenty-Five Thousand Six Hundred Dollars (\$25,600), and the total contract shall not exceed One Hundred Seventy-Six Thousand Two Hundred Dollars (\$176,200). All references to the amount \$150,600 shall be replaced with the amount \$176,200. The Budget attached to the Agreement as Exhibit B is hereby replaced with

the Budget designated Exhibit B-2 dated May 26, 2021 and shall be effective upon execution. Exhibit B-2 is attached hereto as Exhibit B-2. The total compensation to be paid pursuant to this Agreement as amended shall not exceed

**3. REMAINDER OF TERMS UNCHANGED**

All other terms of the Agreement remain in full effect.

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

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

TAMC

Alvarez Technology Group

By: \_\_\_\_\_  
Debra L. Hale  
Executive Director

By: \_\_\_\_\_  
Name:  
Title:

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Name:  
Title:

Dated: \_\_\_\_\_

INSTRUCTIONS: If Consultant is a corporation (including limited liability and nonprofit corporations), the full legal name of the corporation shall be set forth together with the signatures of two specified officers. If Consultant is a partnership, the name of the partnership shall be set forth together with the signature of a partner with authority to execute this Agreement on behalf of the partnership. If Consultant is contracting in an individual capacity, the individual shall set forth the name of his or her business, if any, and shall personally sign the Agreement.

\*\*\*\*\*

Approved as to form:

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



## **EXHIBIT A-1: Scope of Work**

### **May 26, 2021**

Background: The Transportation Agency's current computer hardware consists of:

- One server running Windows Small Business Server 2008;
- Eighteen Lenovo ThinkStation computers running Windows 7 Professional;
- One Sharp SmartBoard running Windows 7 Professional;
- Two laptops, which are shared amongst the staff, running Windows 7 Professional;
- Two networked printers; and
- Three wireless access points.

The Transportation Agency currently has an Office 365 subscription, which includes email service and licenses for the Microsoft Office applications. In addition, the network shared drive on the server is synchronized with Microsoft SharePoint for backup and remote file access. Staff also has remote access to their workstations through a Virtual Private Network and Microsoft Remote Desktop Connection.

The Transportation Agency's phone system is monitored and maintained by The Maynard Group. The Consultant shall coordinate with them to resolve any network related issues affecting the phone service.

Required Services:

#### **REMOTE SERVICES AGREEMENT**

1. **Staff Technology Support:** The Consultant's help center and engineering support team will be available to assist all TAMC employees with server, workstation, network, and mobile device support Monday through Friday 6:00 AM - 6:00 PM. If an issue cannot be resolved remotely a senior engineer will be dispatched onsite.
2. **Network Monitoring and Management:** The Consultant's help center technicians will monitor the health and welfare of all manageable network workstations and devices using a Network Monitoring and Management device. The networked workstations and devices will be configured to send alerts to the help center in case of significant problems. Help center technicians will monitor the devices daily, responding automatically to any alerts and resolving those issues remotely, if possible. If onsite service is required, TAMC will be contacted to authorize the onsite work.
3. **Server Platform Monitoring:** The Consultant's technicians will monitor the health and welfare of the server or servers using the network monitoring and management appliance. The network monitoring and management appliance will alert the consultant(s) to any significant problem that arises on the servers and they will respond during normal working hours of 7:30 AM to 5:30 PM, Monday through Friday, excluding published holidays. In addition to responding to alerts generated by the network monitoring and management appliance, the Transportation Agency may contact the consultant(s) at any time for server-side assistance. Consultant's technicians will monitor the servers daily, responding automatically to any server alerts and resolving

those issues remotely, if possible. If onsite service is required, TAMC will be contacted to authorize the onsite work.

4. Business Continuity Server Backup: The Consultant will maintain a software and hardware solution to allow real-time, image backup of each server so that in case of a catastrophic hardware failure that incapacitates the server for any length of time, the consultant can restore the server without data loss. The Consultant will also ensure that the cloud-based backup system (SharePoint) works as intended. If problems arise, they will be resolved remotely. If onsite service is required, TAMC will be contacted to authorize the onsite work.
5. User Management: At the direction of TAMC, the Consultant will add, edit, or delete users, manage user access to server resources, and monitor user data on the servers.
6. Server-based Email Management: The Consultant will manage and monitor the health of cloud-based email system (Office 365), as well as adding, editing, or deleting users, managing organization-wide email lists and user quotas.
7. Routine Maintenance: The Consultant will conduct server-side routine maintenance, such as deleting temporary files, defragmentation and managing file locations is included.
8. Patch Management: The Consultant will manage the installation of required operating system patches on the servers and workstations, ensuring vital security updates and performance-enhancing upgrades are installed as they are made available.
9. Application Management: Any applications installed on the server will be managed remotely by the Consultant.
10. Virus/Spyware/Spam Management: The Consultant shall provide antivirus software that runs on the server and all workstations, which will be managed remotely by the consultant.
11. Disaster Prevention and Disaster Recovery: The Consultant will use industry "best practices" to implement disaster prevention systems to ensure optimal performance of the server or servers. In case of a disaster such as disk failure or virus outbreak, consultant will provide disaster recovery assistance.
12. Monthly Reporting: TAMC will receive detailed monthly reports detailing all the work done by Consultant's technicians and engineers.
13. Custom Client Portal: TAMC will have access to an online portal customized to allow access to service information and to check the status of ongoing issues.
14. Annual IT Evaluation: After the contract is in effect, once a year on the anniversary of the contract or on a mutually agreeable date, Consultant will review the IT infrastructure, conduct targeted interviews and create a detailed annual report for TAMC on the status of the existing technology environment and recommend future enhancements.
15. Response Time: During normal business hours, incoming calls to the Consultant hotline will be answered at that time or a return call placed within 30 minutes if a message is left. Consultant will guarantee a response to all critical alerts within two (2) hours of

notification and to client requests within one (1) hour of initial contact. Onsite response is assured next business day, when necessary.

16. Mobile Device Management and Setup: Consultant will setup mobile devices to work on the TAMC network for receipt and delivery of email, calendar, and contacts, as well as remote connections to user workstations from their mobile devices.
17. Wireless Network Management: Consultant will setup, maintain, and keep secure TAMC's wireless (wifi) network and solve problems related to connectivity and wireless internet coverage.
18. Virtual Private Network Management: Consultant will setup, maintain, and keep secure TAMC's Virtual Private Network (VPN) and solve problems related to connectivity and remote desktop connection.
19. Third-Party Vendor Management: The Consultant will collaborate with and manage other technology and software providers to ensure TAMC is being provided the best service possible. The consultant service team will work with these providers to resolve any network problems.

#### CYBERPROTECT PREMIUM

1. CyberProtect Premium is designed to fulfill the requirements of the National Institute for Standards and Technology Cybersecurity Framework recommended to be adopted by all organizations, especially government agencies.

The NIST CSF consists of five key components and represents a constantly changing continuum, recognizing that the threat landscape evolves, that networks and people change, and that the framework must be nimble enough to adapt over time:

- **Identify**: An organization needs to understand not only what they are protecting (assets) but also what they are protecting against (threats) and their risk profile.
  - **Protect**: An organization must implement robust systems to protect their assets, including educating users.
  - **Detect**: An organization can't simply build a wall around their systems and hope to keep the threats out. They must assume that threats will penetrate those walls and so therefore must have a way to detect those breaches.
  - **Respond**: An organization must have a document plan of action in case a breach occurs, an Incident Response Plan that outlines the steps and resources needed once a breach occurs.
  - **Recover**: Finally, an organization must be able to recover from a breach in a timely fashion in order to continue to operate, including ensuring that they have good backups of all their critical data.
2. Consultant will provide consulting with TAMC staff to adopt the NIST framework and implement the tools, services and monitoring to comply with the framework.
  3. ATG will deliver ongoing tools and support that support each specific areas of the NIST framework and will continuously monitor and adjust our services to maintain the ever evolving threat landscape as recommended by NIST.
  4. This chart outlines the current NIST framework and the products and services that are aligned for each area:

<u>NIST CSE Component</u>	<u>CyberProtect™ Premium Services</u>
<u>Identity</u>	<ul style="list-style-type: none"> <li>• <u>Real-time asset tracking</u></li> <li>• <u>Internal and external vulnerability scans</u></li> <li>• <u>Threat monitoring</u></li> <li>• <u>Annual Cybersecurity Risk Assessment</u></li> </ul>
<u>Protect</u>	<ul style="list-style-type: none"> <li>• <u>Endpoint malware protection</u></li> <li>• <u>Block access to known or suspected bad Internet sites</u></li> <li>• <u>Content filtering</u></li> <li>• <u>Email filtering for spam and malware</u></li> <li>• <u>Managed user cybersecurity training</u></li> <li>• <u>Managed firewall</u></li> </ul>
<u>Detect</u>	<ul style="list-style-type: none"> <li>• <u>Managed detection and response</u></li> <li>• <u>Network and endpoint scanning</u></li> <li>• <u>Alerting of suspicious activities on the network</u></li> <li>• <u>Security Operations Center</u></li> </ul>
<u>Respond</u>	<ul style="list-style-type: none"> <li>• <u>Automated Incident Response</u></li> <li>• <u>Access to Security Operations Center cybertechs</u></li> </ul>
<u>Recover</u>	<ul style="list-style-type: none"> <li>• <u>Managed Business Continuity and Backup of on-premises servers and Microsoft 365</u></li> </ul>

**OPTIONAL TASKS**

1. Workstation 5-Year Lease Program: The Consultant will lease workstations to the Transportation Agency, with monthly payments over a five-year period. The consultant will be responsible for maintenance of the hardware and software. The following hardware, with extended warranties for each covering the entire five-year lease program, would be required:
  - a. One workstation capable of running Auto-CAD, with Windows 10;
  - b. Seventeen workstations capable of running standard Microsoft Office, Esri ArcGIS, and Adobe design (e.g. Photoshop and Illustrator) applications, with Windows 10; and
  - c. Two laptops capable of running standard Microsoft Office applications, with Windows 10.
  
2. Server Migration to Cloud-Based Microsoft Azure / SharePoint: The consultant will migrate the Transportation Agency’s current on-site server to a Microsoft Azure virtual machine, with print server capabilities. This will include staff log-in via Active Directory and direct access to shared files in SharePoint through Windows Explorer on the workstation. Consultant will be required to plan the migration, set up and test, schedule a time in coordination with the Transportation Agency to conduct the change-over from the on-site server to the new Azure cloud-based server, and provide staff training.

**EXHIBIT B-2: Budget  
May 26, 2021**

**Fee Schedule**

<b>TASK</b>	<b>ONE-TIME COSTS</b>	<b>MONTHLY</b>	<b>TOTAL</b>
<b>REQUIRED SERVICES:</b>			
- REMOTE SERVICE AGREEMENT		\$1,450.00	<b>\$87,000.00</b>
<u>- CYBERPROTECT PREMIUM (44 months)</u>	<u>\$3,600.00</u>	<u>\$500.00</u>	<u><b>\$25,600.00</b></u>
<b>OPTIONAL TASK 1:</b>			
- WORKSTATION LEASE	\$1,772.00	\$643.00	<b>\$40,352.00</b>
<b>OPTIONAL TASK 2:</b>			
- SERVER MIGRATION	\$7,813.00		<b>\$7,813.00</b>
- AZURE SUBSCRIPTION	\$335.00	\$200.00	<b>\$12,135.00</b>
- SHAREPOINT BACKUP		\$55.00	<b>\$3,300.00</b>
<b>TOTAL WITH OPTIONAL TASKS:</b>			<b>\$176,200.00</b>

**Optional Tasks**

Consultant shall not commence work or submit any invoices for the identified optional tasks unless and until TAMC has issued a notice to proceed for such work.

**After Hours Support**

The agreement provides access to after-hours support but does not cover the charge for after-hours work. Any work performed after hours will be billed at the discounted rate of \$200 per hour.

**Projects**

TAMC may occasionally require services outside of the specific terms of this agreement. Those services will be called "Projects" and Consultant will provide a detailed scope of work and labor quote. TAMC will sign off on the quote before any work is performed and understand that a separate invoice will be generated for the Project work. The discounted billing fee for all work outside the contract is \$150 per hour. Any and all such "Project" work is subject to the total "not to exceed" amount of this contract.



## **Memorandum**

**To:** Board of Directors  
**From:** Rita Goel, Director of Finance & Administration  
**Meeting Date:** May 26, 2021  
**Subject:** Annual Financial Audits-FY 19/20

### **RECOMMENDED ACTION:**

**ACCEPT** the Agency's Financial Audit Reports for fiscal year ending June 30, 2020.

### **SUMMARY:**

For all of the audits completed for the year ending June 30, 2020, the auditors found no instances of noncompliance that are required to be reported under Government Auditing Standards, nor did they note any matters involving the internal control over financial reporting and its operation that they consider to be material weaknesses.

### **FINANCIAL IMPACT:**

The cost for the annual audits is \$23,265. The CPA firm was selected by the Agency after a bid process. The Agency authorized the audit firm to complete the annual financial audits over a 5-year period. This audit of the fiscal year ending June 30, 2020 is the third audit of the 5-year period authorized by the Agency.

### **DISCUSSION:**

The purpose of this audit is to confirm that the Transportation Agency for Monterey County is operating in compliance with requirements of the Transportation Development Act law in administration of funds entrusted to the Agency by the state, and also to confirm that the Agency and its member agencies' to whom the Agency passed through Transportation Development Act funds last year have accounting practices that are in accord with standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. The audit also verifies the Agency's compliance with all other trust funds it administers.

Moss, Levy & Hartzheim, Certified Public Accountants, completed the following audits for fiscal year ending June 30, 2020: the Transportation Agency for Monterey County Regional Transportation Planning Agency compliance and fiscal audit, including audits of the Agency Trust Funds - Local Transportation Fund, State Highway Account Fund, State Transit Assistance Fund, Regional Surface Transportation Fund and the Transportation Safety & Investment Plan Account (Measure X).

A Single Audit Report is required for any agency receiving more than \$750,000 in federal funds. In FY 2019/20, a Single Audit Report was not done as the agency received less than \$750,000 in federal funds.

For all of the audits completed for the year ending June 30, 2020, the auditors found no instance of noncompliance that were required to be reported under Government Auditing Standards, nor did they note any matters involving the internal control over financial reporting and its operation that they consider to be material weaknesses.

Attached with this report are summary tables from the Agency audit for the 12 months ending June 30, 2020. The full audits are available on the Agency website:

[www.tamcmonterey.org/information/audits/index.html](http://www.tamcmonterey.org/information/audits/index.html).

**ATTACHMENTS:**

- Financial Audit FY 19-20 Summary Tables

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**GOVERNMENTAL FUND**  
**BALANCE SHEET**  
 June 30, 2020

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	General Fund
<b>Assets</b>	
Cash and investments	\$ 11,016,074
Accounts receivable	4,453,933
Prepaid expenditures	<u>11,595</u>
Total assets	<u>\$ 15,481,602</u>
<b>Liabilities and Fund Balance</b>	
<b>Liabilities:</b>	
Accounts payable	\$ 1,435,818
Accrued expenditures	62,200
Unearned revenue	<u>1,946,727</u>
Total liabilities	<u>3,444,745</u>
<b>Fund Balance</b>	
Nonspendable	
Prepaid expenditures	11,595
Restricted:	
SAFE	1,658,683
Assigned:	
Commuter rail leases	208,689
Railroad leases	1,582,951
Committed:	
OPEB	85,219
Caltrans	410,929
Unassigned	<u>8,078,791</u>
Total fund balance	<u>12,036,857</u>
Total liabilities and fund balance	<u>\$ 15,481,602</u>

The notes to basic financial statements are an integral part of this statement.



**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**GOVERNMENTAL FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
For the Fiscal Year Ended June 30, 2020

	<u>General Fund</u>
<b>Revenues:</b>	
Federal Revenues:	
SR 156 Project Management	\$ 6,206
	<u>6,206</u>
State Revenues:	
Prop 116	4,923,096
TCRP	657,774
Freeway Service Patrol	271,652
SAFE	387,740
Rural Planning Assistance	455,539
Planning, Programming and Monitoring	234,000
RSTPI & RSTPP	139,801
Local Transportation Fund	1,353,740
SRTS Marina Seaside	61,563
SRTS Salinas	85,200
Mo. County Regional Cons. Strategy	242,511
Mo. Bay Rail Network Integ Study	282,417
PTA-STIP	1,908,912
FORTAG Environmental Phase	356,567
	<u>11,360,512</u>
Local Revenues:	
CMP	243,076
Interest	214,036
Lease revenue - MBL Row and Commuter Rail	292,683
RDIF	10,000
Cal Am Water	(60)
STRS ATP every child	61,260
Handcars advance	6,131
Measure X - Projects/Programs	865,005
Measure X - Materials and Services	27,297
Measure X - Administration	164,520
	<u>1,883,948</u>
Total revenues	<u>13,250,666</u>
<b>Expenditures:</b>	
Salaries and wages	1,686,207
Fringe benefits	599,698
Total personnel	<u>2,285,905</u>
Services and supplies	392,773
Total operating expenditures	<u>2,678,678</u>
Direct programs	<u>11,656,631</u>
Total expenditures	<u>14,335,309</u>
Excess (deficiency) of revenues over expenditures	(1,084,643)
Fund balance, beginning of fiscal year	<u>13,121,500</u>
Fund balance, end of fiscal year	<u>\$ 12,036,857</u>

The notes to basic financial statements are an integral part of this statement.

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
June 30, 2020

	Private Purpose Trust Funds				Totals
	Local Transportation Fund	State Transit Assistance Fund	State Highway Account Fund	Transportation Safety and Investment Plan Account Fund	
<b>ASSETS</b>					
Cash and investments	\$ 1,377,324	\$ 115	\$ 15,016,791	\$ 29,442,833	\$ 45,837,063
Accounts receivable	3,090,896	1,412,337		5,320,416	9,823,649
Loan to Del Rey Oaks				764,713	764,713
Loan to Gonzales				2,001,218	2,001,218
<b>Total assets</b>	<b>4,468,220</b>	<b>1,412,452</b>	<b>15,016,791</b>	<b>37,529,180</b>	<b>58,426,643</b>
<b>LIABILITIES</b>					
<b>Liabilities:</b>					
Due to other agencies	1,903,866	1,412,337	494,023	4,702,253	8,512,479
<b>Total liabilities</b>	<b>1,903,866</b>	<b>1,412,337</b>	<b>494,023</b>	<b>4,702,253</b>	<b>8,512,479</b>
<b>NET POSITION</b>					
Held in trust for:					
Other agencies	2,564,354	115	14,522,768	32,826,927	49,914,164
<b>Total net position held in trust</b>	<b>\$ 2,564,354</b>	<b>\$ 115</b>	<b>\$ 14,522,768</b>	<b>\$ 32,826,927</b>	<b>\$ 49,914,164</b>

The notes to basic financial statements are an integral part of this statement.

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
For the Fiscal Year Ended June 30, 2020

	Private Purpose Trust Funds				Totals
	Local Transportation Fund	State Transit Assistance Fund	State Highway Account Fund	Transportation Safety and Investment Plan Account Fund	
<b>Additions:</b>					
SB 1 Additional Gas Tax	\$ -	\$ 817,726	\$ -	\$ -	\$ 817,726
Sales tax	17,701,210	5,031,228		28,593,906	51,326,344
State Highway Account funds			5,270,769		5,270,769
Interest, loss recovery, and other fees	39,347	3,479	267,188	631,913	941,927
<b>Total additions</b>	<b>17,740,557</b>	<b>5,852,433</b>	<b>5,537,957</b>	<b>29,225,819</b>	<b>58,356,766</b>
<b>Deductions:</b>					
Claims paid to:					
Carmel				198,339	198,339
Del Rey Oaks				72,022	72,022
Gonzales				200,992	200,992
Greenfield				433,183	433,183
King City				393,351	393,351
Marina			59,272	680,105	739,377
Monterey			589,113	1,042,025	1,631,138
Pacific Grove			128,863	564,803	693,666
Salinas			253,051	4,307,506	4,560,557
Sand City				28,616	28,616
Seaside			428,581	1,023,230	1,451,811
Soledad				576,569	576,569
County of Monterey			2,446,713	7,284,754	9,731,467
TAMC					
Administration	908,484			288,823	1,197,307
Materials, services, and project costs	699,450		139,802	2,410,295	3,249,547
Monterey - Salinas Transit	16,714,575	5,854,040			22,568,615
<b>Total deductions</b>	<b>18,322,509</b>	<b>5,854,040</b>	<b>4,045,395</b>	<b>19,504,613</b>	<b>47,726,557</b>
<b>Change in net position</b>	<b>(581,952)</b>	<b>(1,607)</b>	<b>1,492,562</b>	<b>9,721,206</b>	<b>10,630,209</b>
Net position - held in trust, beginning of fiscal year	3,146,306	1,722	13,030,206	23,105,721	39,283,955
Net position - held in trust, end of fiscal year	\$ 2,564,354	\$ 115	\$ 14,522,768	\$ 32,826,927	\$ 49,914,164

The notes to basic financial statements are an integral part of this statement.



Moss, Levy & Hartzheim LLP

Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER  
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors  
Transportation Agency for Monterey County  
Salinas, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Transportation Agency for Monterey County (the Agency), as of and for the fiscal year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated April 16, 2021.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Moss, Renz & Haugheim LLP*

Santa Maria, California  
April 16, 2021

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**SCHEDULE OF AUDIT FINDINGS AND RECOMMENDATIONS**  
For the Fiscal Year Ended June 30, 2020

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There were no financial statement findings.

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**SCHEDULE OF PRIOR YEAR AUDIT FINDINGS AND RECOMMENDATIONS**  
For the Fiscal Year Ended June 30, 2020

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There were no prior fiscal year financial statement findings.



April 16, 2021

To the Board of Directors  
Transportation Agency for Monterey County

We have audited the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Transportation Agency for Monterey County as of and for the fiscal year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated March 10, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Transportation Agency for Monterey County are described in Note 1 to the financial statements. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Agency's financial statements were:

Management's estimate of the useful lives of capital assets is based on experience with other capital assets and on their standard table of useful lives. We evaluated the key factors and assumptions used to develop the useful lives of capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the other postemployment benefits (OPEB) liability and deferred inflows and outflows related to OPEB are based on the actuary's expertise and experience. We evaluated the key factors and assumptions used to develop the other postemployment benefits (OPEB) liability and deferred inflows and outflows related to OPEB in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the net pension liability and deferred inflows and outflows related to pension are based on the CalPERS actuary's expertise experience. We evaluated the key factors and assumptions used to develop the net pension liability and deferred inflows and outflows related to pension in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosures of the Pension Plan in Note 6 and the Postemployment Benefits other than Pension in Note 7 to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by



management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated April 16, 2021.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors and management of the Transportation Agency for Monterey County and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Moss, Remy & Haugheim LLP*

Santa Maria, California



## Memorandum

**To:** Board of Directors  
**From:** Madilyn Jacobsen, Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Federal Funds for Rural Transit and Intercity Bus

### RECOMMENDED ACTION:

#### **Federal Funds for Rural Transit and Intercity Bus Operations:**

1. **APPROVE** the Federal Transit Administration Section 5311 Program of Projects in the amount of \$684,885 for Monterey-Salinas Transit service on rural transit routes; and
2. **APPROVE** Monterey-Salinas Transit's application in the amount of \$1,810,666 for bus operations under the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) through the Section 5311 program; and
3. **APPROVE** Federal Transit Administration Section 5311(f) Program of Projects in the amount of \$209,820 for Monterey-Salinas Transit service on MST Line 84: Soledad-Paso Robles; and
4. **ADOPT** Resolution 2021-06 and Resolution 2021-07 authorizing funding under the Federal Transit Administration Section 5311 and Section 5311(f) programs; and
5. **RATIFY** the Executive Director's signature on the Regional Agency Certifications and Assurances for the Program of Projects.

### SUMMARY:

The Federal Transit Administration provides operating support for rural transit services through the Section 5311 non-urbanized funding program. The California Department of Transportation is distributing Coronavirus Response and Relief Supplemental Appropriations Act of 2021 through the Section 5311 Program to eligible entities. Section 5311(f) program funds support Intercity Bus operations of which MST proposes supporting Line 84 services between Soledad - Paso Robles. TAMC's approval is necessary for Monterey-Salinas Transit to receive this Section 5311 and Section 5311(f) funding to operate rural transit service and intercity bus operations.

### FINANCIAL IMPACT:

The estimated apportionment of Federal Transit Administration funds by program is listed below:

- FTA 5311: \$684,885
- FTA 5311 - Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA): \$1,810,666
- FTA 5311(f): \$209,820

### DISCUSSION:

The Transportation Agency reviews and adopts a Program of Projects and Certifications and Assurances by resolution to ensure that transit projects meet Federal Transit Administration requirements for this funding program (see **attachments** and **web attachment**). Caltrans apportions and distributes these federal funds on a population formula basis, and provides the Transportation Agency with a fund estimate for purposes of preparing the Program of Projects.

## **Rural Transit Operations**

### 5311 Traditional Program

The Federal Transit Administration's Section 5311 grant provides federal funding for public transportation service in rural areas that don't have U.S. Census designated urban areas with population of 50,000 or more residents. The 5311 grant is intended to provide access to employment, education, healthcare, shopping and recreation for residents in small towns and rural areas. Monterey-Salinas Transit utilizes these funds to operate rural transit in Monterey County, such as Line 23 (Salinas to San Lucas).

### Coronavirus Response and Relief Supplemental Apportionments Act of 2021

On December 27, 2020, the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), which includes \$900 billion in supplemental appropriations for COVID-19 relief, \$14 billion of which will be allocated to support the transit industry during the COVID-19 public health emergency, was signed into law. \$678.2 million was allocated for rural areas and tribes for projects and programs eligible under the 5311 Traditional program. Monterey-Salinas Transit proposes using these funds for rural transit bus operations.

## **Intercity Bus Program**

The Federal Transit Administration's Section 5311(f) Intercity Bus Program in California is designed to address the "intercity bus transportation needs of the entire state" by supporting projects that provide transportation between non-urbanized areas and urbanized areas that result in connections of greater regional, statewide, and national significance. Monterey-Salinas Transit utilizes these funds to continue existing intercity bus operations on Line 84 - Soledad-Paso Robles. MST previously had four routes that provided rural and intercity transit: Lines 82, 84, 85 and 86. Due to the COVID-19 pandemic and a significant reduction in ridership demand, MST suspended lines 82, 85 and 86 from service.

These actions are necessary to claim federal transit funding apportioned to Monterey County and for Monterey-Salinas Transit to apply for federal operating support for rural transit service in South County and provide intercity bus operations. Due to the April 30 deadline, the Executive Director has already approved the Certifications and Assurances and is seeking ratification by the Board.

## **ATTACHMENTS:**

- ▣ Resolution 2021-06 Authorizing Federal Funds for Rural Transit
- ▣ Resolution 2021-07 Authorizing Federal Funds for Intercity Bus Operations

## **WEB ATTACHMENTS:**

- [Federal Funds for Rural Transit \(5311\) - Monterey County Program of Projects](#)
- [5311 Coronavirus Response and Relief Apportionment Act of 2021 \(CRRSAA\) - Monterey County Program of Projects](#)
- [Federal Funds for Intercity Bus Program \(5311\(f\)\) - Monterey County Program of Projects](#)

**RESOLUTION NO. 2021-06  
OF THE  
TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)**

***AUTHORIZING FEDERAL FUNDING UNDER THE  
FEDERAL TRANSIT ADMINISTRATION SECTION 5311 PROGRAM  
(49 U.S.C SECTION 5311) THROUGH THE  
CALIFORNIA DEPARTMENT OF TRANSPORTATION***

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital and operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act; and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for public transportation projects for rural transit and intercity bus; and

**WHEREAS**, Monterey-Salinas Transit desires to apply for said financial assistance to permit operation of service in Monterey County; and

**WHEREAS**, Monterey-Salinas Transit has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Transportation Agency does hereby authorize Monterey-Salinas Transit to file and execute applications in the amount of \$684,885 for federal fiscal year 2021 with the California Department of Transportation for rural transit operating assistance pursuant to Section 5311 of the Federal Transit Act; and
2. The Transportation Agency authorizes Monterey-Salinas Transit to file and execute an application in the amount of \$1,810,666 for federal fiscal year 2021 with the California Department of Transportation for the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) through the Section 5311 program; and
3. That Debra L. Hale, Executive Director is authorized to execute and file the Certifications and Assurances of the Regional Agency in the Federal Transit Administration Section 5311 project applications; and
4. That Debra L. Hale, Executive Director is authorized to provide additional information as the California Department of Transportation may require in connection with the application for the Section 5311 projects.

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

**AYES:**

**NOES:**

**ABSENT:**

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**ED SMITH, CHAIR**  
**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

**ATTEST:**

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

**RESOLUTION NO. 2021-07  
OF THE  
TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)**

**AUTHORIZING FEDERAL FUNDING UNDER THE FEDERAL TRANSIT ADMINISTRATION  
SECTION 5311 (f) PROGRAM (49 U.S.C. SECTION 5311 (f)) WITH THE  
CALIFORNIA DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital and operating assistance projects for non-urbanized public transportation systems under Section 5311 (f) Intercity Bus Program of the Federal Transit Act; and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 (f) Intercity Bus Program grants for public transportation projects; and

**WHEREAS**, Monterey-Salinas Transit (MST) desires to apply for said financial assistance, including operating and capital funding support for service between southern Monterey County with the cities of King City and Paso Robles, and connections to the intercity bus network; and

**WHEREAS**, MST is the Consolidated Transportation Services Agency for Monterey County and has, to the maximum extent feasible, coordinated with other transportation providers and users in the region including social service agencies capable of purchasing service, and

**WHEREAS**, the Transportation Improvement Program includes continued funding for operation of MST Line 84 service to South Monterey County; and

**WHEREAS**, MST has committed to provide some combination of state, local, or private funding sources for the required local share.

1. The Transportation Agency for Monterey County does hereby authorize the programming of \$209,820 Federal Transit Administration Section 5311(f) Intercity Bus Program funds to Monterey-Salinas Transit for continued operating assistance funding for MST Line 84: Soledad – Paso Robles.
2. That Debra L. Hale, Executive Director is authorized to execute and file Certifications and Assurances of the Regional Agency, and
3. That Debra L. Hale, Executive Director is authorized to provide additional information as the Department may require in connection with the Program of Projects for the Section 5311 (f) projects.

**PASSED AND ADOPTED** by the Transportation Agency for Monterey County, State of California this 26<sup>nd</sup> day of May by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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**EDWIN D. SMITH, CHAIR  
TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

**ATTEST:**

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



## Memorandum

**To:** Board of Directors  
**From:** Madilyn Jacobsen, Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** State Transit Assistance Certification

### **RECOMMENDED ACTION:**

**AUTHORIZE** Executive Director to sign 2021-2022 State Transit Assistance Program Eligibility for Transit Operators.

### **SUMMARY:**

Public Utilities Code requires that each transportation planning agency or county transportation commission report to the State Controller's Office the transit operators within their jurisdictions that are "STA-eligible operators" for purposes of the State Transit Assistance (STA) program. In Monterey County, Monterey-Salinas Transit is the sole public transit operator and the only agency eligible to receive these funds. On an annual basis, TAMC must re-certify that MST is an eligible recipient of STA funds and this action is to complete that recertification.

### **FINANCIAL IMPACT:**

TAMC allocates all available State Transit Assistance and Local Transportation Fund monies to MST to support public transit service. This action is required for MST to be eligible to receive State Transit Assistance funds. The State Controller's preliminary estimates identify \$3,992,555 in State Transit Assistance funds for Fiscal Year 2021-22.

### **DISCUSSION:**

State Transit Assistance is generated through the statewide sales tax on diesel fuel, and is apportioned by the California State Controller annually for public transit based on two formulas:

1. Funds are apportioned to the Transportation Agency for allocation to operators based on County population; and
2. Funds are apportioned directly to transit operators based on the ratio the operator's fare revenues to the total fare revenues collected statewide.

The California Public Utilities Code section 99243(b) requires that each transportation planning agency, county transportation commission and the San Diego Metropolitan Transit Development Board report to the California State Controller's Office the transit operators within their jurisdiction that are STA-eligible operators for the purposes of the State Transit Assistance (STA) program.

Transit operators eligible to receive State Transit Assistance funds are defined as an entity that:

- Is a public transportation "operator" (PUC section 99210)
- Operates a "public transportation system" (PUC section 99211); and
- Is eligible to claim local transportation funds under either Article 4 (PUC section 99260 et seq.), Article 8 (PUC section 99400 et seq.), or both articles (PUC section 99312.2[b][2]).



The Transportation Agency must annually certify the eligible operators to receive State Transit Assistance funds. In TAMC's jurisdiction, Monterey-Salinas Transit is the sole public transit operator and the only agency eligible to receive these funds.



## Memorandum

**To:** Board of Directors  
**From:** Madilyn Jacobsen, Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** **Bicycle and Pedestrian Committee Nominations: District 2 & Monterey**

### **RECOMMENDED ACTION:**

#### **Bicycle and Pedestrian Facilities Advisory Committee Appointments**

1. **APPROVE** the appointment of Pete Scudder to serve as Monterey County Supervisor District 2's primary representative on the TAMC Bicycle and Pedestrian Facilities Advisory Committee; and
2. **APPROVE** the appointment of Gino Garcia to serve as the City of Monterey's primary representative on the TAMC Bicycle and Pedestrian Facilities Advisory Committee.

### **SUMMARY:**

The Board appoints agency representatives on an as-needed basis to serve on the Bicycle and Pedestrian Facilities Advisory Committee to advise staff on bicycle and pedestrian transportation issues and make recommendations to the TAMC Board.

### **FINANCIAL IMPACT:**

No financial impact.

### **DISCUSSION:**

The TAMC Bicycle & Pedestrian Advisory Committee is composed of volunteer residents and public agency representatives who meet monthly with TAMC staff to provide input to the TAMC Board on active transportation projects and programs. The Committee also provides input to local jurisdictions and Caltrans on bike and pedestrian infrastructure projects. The Committee has most recently led the effort to help shape the content and prioritization of projects in the Marina and Seaside Safe Routes to Schools Plan and provided input on the North Fremont Gap Project in the City of Monterey.

Pete Scudder is being nominated by Supervisor Phillips to represent District 2 of Monterey County on TAMC's Bicycle and Pedestrian Facilities Advisory Committee. Mr. Scudder has been an avid cyclist for 50 years and is eager to contribute to bicycle and pedestrian infrastructure ideas and solutions for his District.

Gino Garcia is being nominated by Mayor Clyde Roberson to represent the City of Monterey on TAMC's Bicycle and Pedestrian Facilities Advisory Committee. Mr. Garcia has expertise in bicycle and pedestrian planning in his personal and professional life. Mr. Garcia brings experience from Safe Routes to School planning and is eager to provide input to benefit his own community of Monterey.

Committee vacancies remain for: City of Gonzales and the City of Soledad. Staff requests that Board members in these areas recruit interested individuals and refer them to staff for more information.

**WEB ATTACHMENTS:**

[Scudder - Nomination and Application](#)

[Garcia - Nomination and Application](#)



## Memorandum

**To:** Board of Directors  
**From:** Ariana Green, Senior Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Salinas Safe Routes to School Plan Contract Amendment #1

### **RECOMMENDED ACTION:**

#### **Salinas Safe Routes to School Plan Contract Amendment**

1. **APPROVE** Amendment #1 to the Salinas Safe Routes to School Contract with Ecology Action extending the term of the Agreement from June 30, 2022 to June 30, 2023 and adding an additional not-to-exceed amount of \$97,200 changing the total budget from \$690,000 to \$787,200; and
2. **AUTHORIZE** Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

### **SUMMARY:**

The Salinas Safe Routes to School Plan will include recommendations for all public K-12 schools in the city of Salinas and is funded through a Caltrans Sustainable Transportation Planning Grant (\$954,502) and Measure X Safe Routes to school funds (\$168,978). Amendment #1 will correct the omission of Ecology Action's sub-contractor budget by adding an additional not-to-exceed amount of \$97,200 to the contract for a total contract amount of \$787,200 and extend the term of the agreement in response to scheduling delays due to shelter-in-place orders.

### **FINANCIAL IMPACT:**

Amendment #1 of the Salinas Safe Routes to School contract with Ecology Action will be funded through the already Board-approved Caltrans Sustainable Transportation Grant (\$954,502) and matching Measure X Safe Routes to School program funds (\$168,978). No additional funding is needed.

### **DISCUSSION:**

The Board approved the original contract with Ecology Action for work on the Salinas Safe Routes to School Plan on September 25, 2019 in the amount of \$690,050; however, this amount did not capture the \$97,200 their subcontractor needs to complete the agreed-upon work. The \$97,200 was listed in the original project scope of work and reflected in the overall project budget but was not rolled up into the total budget for Ecology Action's contract.

Amendment #1 will correct this error in the contract and provide the needed funds for Ecology Action to complete their work on the Salinas Safe Routes to School Plan. Amendment #1 will also extend the duration of the contract from June 30, 2022 to June 30, 2023 to compensate for delays resulting from school site closures in 2020 and 2021.

### **ATTACHMENTS:**

- ▢ Salinas SRTS Plan Contract\_EA\_Amendment1

**AMENDMENT # 1**  
**TO AGREEMENT FOR PROFESSIONAL SERVICES**  
**BETWEEN THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**AND ECOLOGY ACTION FOR THE SALINAS SAFE ROUTES TO SCHOOL PLAN**  
**APPROVED ON: MAY 26, 2021**

THIS AMENDMENT NO. 1 to the Agreement dated September 25, 2019, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and Ecology Action, a 501(c) 3 non-profit organization, with its principal place of business located at 877 Cedar Street, Suite 240, Santa Cruz, CA 95060, hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

**RECITALS :**

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for professional services on September 25, 2019, hereinafter referred to as "Agreement;" and
- B. **WHEREAS**, TAMC and Consultant desire to amend the Agreement to:
- (a) increase the "not to exceed amount" of the Agreement from \$690,000 to \$787,200; and
  - (b) extend the term of the Agreement, in order to correct the omission of \$97,200 needed for sub-consultant work and allow more time to complete the project due to schedule delays caused by the COVID-19 pandemic and resulting school site closures;

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

1. **TERM OF AGREEMENT**

The term of this agreement is extended to June 30, 2023.

3. **TOTAL COMPENSATION**

The total compensation to be paid pursuant to this Agreement as amended shall not exceed Seven-Hundred Eighty-Seven Thousand Two-Hundred dollars (\$787,200)

5. **REMAINDER OF TERMS UNCHANGED**

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

An executed copy of this Amendment No. 1 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment to the Agreement with Ecology Action.

TAMC:

CONSULTANT:

\_\_\_\_\_  
Debra L. Hale  
Executive Director

\_\_\_\_\_  
Jim Murphy  
Executive Director & CEO

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(date)

Approved as to form:

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

\_\_\_\_\_  
(date)



## Memorandum

**To:** Board of Directors  
**From:** Michael Zeller, Principal Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Hinderliter, de Llamas and Associates (HdL) - Contract Amendment #1

### **RECOMMENDED ACTION:**

#### **Hinderliter, de Llamas and Associates (HdL) - Measure X Sales Tax Forecasting and Auditing Contract Amendment #1:**

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract amendment #1 with Hinderliter, de Llamas and Associates (HdL) for the Agency's Measure X sales tax forecasting and auditing service to extend the term for an additional three years and increase the budget by \$27,000 for a new total contract budget of \$54,000;
2. **AUTHORIZE** the use of funds from the approved budget for this project;
3. **FIND** that this amendment is justified as a sole source due to the efficiencies that support award to the existing consultant as a logical follow-on to work already in progress under a competitively awarded contract; and
4. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

### **SUMMARY:**

Agency staff is seeking to increase the budget and extend the term on the competitively-awarded contract with Hinderliter, de Llamas and Associates (HdL) to allow for a continuation of the Agency's sales tax forecasting and auditing services.

### **FINANCIAL IMPACT:**

This proposed amendment would add \$27,000 of Agency funds budgeted to this project to increase the not-to-exceed amount to \$54,000.

### **DISCUSSION:**

At the March 28, 2018 meeting and after a competitive solicitation process, the Transportation Agency Board of Directors approved a three-year contract with Hinderliter, de Llamas and Associates (HdL) to provide Measure X sales tax forecasting and auditing. With this agreement for services, HdL provides quarterly updates to the Agency on expected Measure X revenues, trends that could affect revenue generation, and sales tax auditing and collection services for tax receipts that are miscalculated or misallocated by the California Department of Tax and Fee Administration.

With the expiration of the agreement set for June 30, 2021, Transportation Agency staff is seeking to extend the agreement for another three years to continue with the existing set of services. Hinderliter, de Llamas and Associates has so far fulfilled the scope of work and met the terms of the agreement. The proposed contract amendment #1 with

HdL updates the term of the agreement to June 30, 2024 and increases the budget by \$27,000 to complete this work as a logical follow-on to work already in progress under a competitively bid contract. The proposed additional budget is at the same rate as the current contract of \$9,000 per year to provide funding for the additional three years. At the expiration of this proposed amendment, Agency staff is expecting to release a new competitive solicitation.

**ATTACHMENTS:**

- ▢ Hinderliter, de Llamas and Associates (HdL) - Contract Amendment #1



**AMENDMENT #1 TO AGREEMENT FOR PROFESSIONAL SERVICES**  
**BETWEEN**  
**THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**AND**  
**HINDERLITER, DE LLAMAS AND ASSOCIATES (HDL)**

THIS AMENDMENT NO. 1 to the agreement dated March 28, 2018, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and Hinderliter, de Llamas and Associates (HdL), hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

**RECITALS:**

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for professional services relating to Measure X sales tax revenue forecasting and auditing on March 28, 2018, hereinafter referred to as "Agreement;"
- B. **WHEREAS**, the term of the Agreement is set to expire on June 30, 2021;
- C. **WHEREAS**, TAMC and Consultant desire to increase the budget as stated in the Consultant Agreement and extend the term of the Agreement in order to continue with the Agency's current services with the Consultant.

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

**1. TERM OF AGREEMENT**

The Agreement as amended shall remain in force until June 30, 2024. Paragraph 2 of the Agreement is hereby amended to reflect the new expiration date.

**2. TOTAL COMPENSATION**

The total compensation to be paid pursuant to this Agreement as amended shall be increased by TWENTY-SEVEN THOUSAND DOLLARS (\$27,000) and the total not to exceed amount as amended is FIFTY-FOUR THOUSAND DOLLARS (\$54,000). Paragraph 3 of the Agreement is hereby amended to reflect the new not to exceed amount.

The Budget attached to the Agreement as Exhibit B is hereby replaced with the Budget designated Exhibit B-1 dated May 26, 2021 and shall be effective upon execution. Exhibit B-1 is attached hereto as Exhibit B-1.

**3. REMAINDER OF TERMS UNCHANGED**

All other terms of the Agreement remain in full effect.

An executed copy of this Amendment No. 1 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment to the Agreement with Hinderliter, de Llamas and Associates (HdL).

Transportation Agency for Monterey  
County

Hinderliter, de Llamas and Associates (HdL)

By: \_\_\_\_\_  
Debra L. Hale  
Executive Director

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Dated: \_\_\_\_\_

INSTRUCTIONS: If Consultant is a corporation (including limited liability and nonprofit corporations), the full legal name of the corporation shall be set forth together with the signatures of two specified officers (e.g., (1) chairperson of the board, the president or any vice president and (2) the secretary, any assistant secretary, the chief financial officer or any assistant treasurer). If Consultant is a partnership, the name of the partnership shall be set forth together with the signature of a partner with authority to execute this Agreement on behalf of the partnership. If Consultant is contracting in an individual capacity, the individual shall set forth the name of his or her business, if any, and shall personally sign the Agreement.

\*\*\*\*\*

Approved as to form:

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

Dated: \_\_\_\_\_

For TAMC internal use:

Work Element number to be used for the contract: \_\_\_\_\_

**EXHIBIT B-1**  
**BUDGET**  
**AS AMENDED MAY 26, 2021**

**A. Transactions Tax Audit Services**

All fees for the allocation and deficiency audit work are billed at 25% for any audit recovery for eight retroactive adjustments only. There is no fee applied to the prospective revenue stream following correction of the error(s) identified. Quarterly invoices will detail on an account by account basis the amount of district tax recovered due to HdL’s audit efforts. TAMC will not be invoiced until/unless CDTFA has confirmed the specific allocation error identified and has processed the necessary corrections so that the revenue has been received. HdL will not be reimbursed for any costs or expenses incurred related to the performance of work pursuant to this Agreement, whether for Audit or Tax management services.

**B. Transactions Tax Management Services**

Economic Analysis, Management Support, Reports, Transactions Tax Website, Budgets and Quarterly Meetings will be billed at a flat rate of \$750 per month, invoiced quarterly for an amount not-to-exceed \$9,000 per year and **\$54,000 for the six-year** term of the contract as follows:

Year 1	Term	Budget
<b>Quarter 1</b>	July 2018 – September 2018	\$2,250
<b>Quarter 2</b>	October 2018 – December 2018	\$2,250
<b>Quarter 3</b>	January 2018 – March 2019	\$2,250
<b>Quarter 4</b>	April 2019 – June 2019	\$2,250
<b>Total Not-to-Exceed:</b>		<b>\$9,000</b>

Year 2	Term	Budget
<b>Quarter 1</b>	July 2019 – September 2019	\$2,250
<b>Quarter 2</b>	October 2019 – December 2019	\$2,250
<b>Quarter 3</b>	January 2019 – March 2020	\$2,250
<b>Quarter 4</b>	April 2020 – June 2020	\$2,250
<b>Total Not-to-Exceed:</b>		<b>\$9,000</b>

Year 3	Term	Budget
<b>Quarter 1</b>	July 2020 – September 2020	\$2,250
<b>Quarter 2</b>	October 2020 – December 2020	\$2,250
<b>Quarter 3</b>	January 2020 – March 2021	\$2,250
<b>Quarter 4</b>	April 2021 – June 2021	\$2,250
<b>Total Not-to-Exceed:</b>		<b>\$9,000</b>

<b>Year 4</b>	<b>Term</b>	<b>Budget</b>
<b>Quarter 1</b>	July 2021 – September 2021	\$2,250
<b>Quarter 2</b>	October 2021 – December 2021	\$2,250
<b>Quarter 3</b>	January 2022 – March 2022	\$2,250
<b>Quarter 4</b>	April 2022 – June 2022	\$2,250
<b>Total Not-to-Exceed:</b>		<b>\$9,000</b>

<b>Year 5</b>	<b>Term</b>	<b>Budget</b>
<b>Quarter 1</b>	July 2022 – September 2022	\$2,250
<b>Quarter 2</b>	October 2022 – December 2022	\$2,250
<b>Quarter 3</b>	January 2023 – March 2023	\$2,250
<b>Quarter 4</b>	April 2023 – June 2023	\$2,250
<b>Total Not-to-Exceed:</b>		<b>\$9,000</b>

<b>Year 6</b>	<b>Term</b>	<b>Budget</b>
<b>Quarter 1</b>	July 2023 – September 2023	\$2,250
<b>Quarter 2</b>	October 2023 – December 2023	\$2,250
<b>Quarter 3</b>	January 2024 – March 2024	\$2,250
<b>Quarter 4</b>	April 2024 – June 2024	\$2,250
<b>Total Not-to-Exceed:</b>		<b>\$9,000</b>



**Memorandum**

**To:** Board of Directors  
**From:** Christina Watson, Principal Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Federal Legislative Advocacy Contract

**RECOMMENDED ACTION:**

**Federal Legislative Advocate Contract**

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract with Alcalde & Fay, subject to approval by Agency Counsel, in an amount not to exceed \$201,850, to provide federal legislative advocacy services for the period from June 1, 2021 to June 30, 2024;
2. **APPROVE** the use of Reserve funds budgeted to this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

**SUMMARY:**

In response to the Request for Qualifications for federal legislative advocacy services four Statements of Qualifications were received by the deadline. A staff team reviewed the qualifications and recommend selection of Alcalde & Fay for this contract due to their demonstrated success and proven relationships with relevant parties in Washington, DC, their strategy for accomplishing TAMC priorities and meeting TAMC needs, and their reasonable budget for the work.

**FINANCIAL IMPACT:**

This contract budget includes a monthly retainer of \$5,000, a \$50 per month budget for expenses to be reimbursed based on receipts, and an annual allowance of \$5,000 for long-distance travel, via pre-approval, over the contract term of three years and one month. The total contract not-to-exceed amount is \$201,850.

	Monthly	Yearly	Total (37 Months)
Retainer	\$5,000	\$60,000	\$185,000
Expenses	\$50	\$600	\$1,850
Travel		\$5,000	\$15,000
<b>TOTAL</b>		<b>\$65,600</b>	<b>\$201,850</b>

**DISCUSSION:**

Pursuant to Board direction on March 24, staff published a Request for Qualifications (RFQ) for federal legislative advocacy services. The RFQ specified that the contract would be for a three-year period, expiring June 30, 2024, with the option for the Board to extend the contract by an additional two years with satisfactory performance.

TAMC received four Statements of Qualifications (SOQs) in response to this RFQ by the deadline:

- Alcalde & Fay
- Ballard Spahr
- Nossaman
- Thomas Walters

The SOQs were rated and ranked based on the criteria in the RFQ:

- Knowledge of federal transportation issues and advocacy experience (20 points)
- Relationships with key federal decision-makers (20 points)
- Demonstrated success in obtaining federal funding (20 points)
- Understanding of TAMC needs and priorities (20 points)
- References (10 points)
- Cost (10 points)

A staff team reviewed the qualifications and recommend selection of Alcalde & Fay for this contract due to their demonstrated success and proven relationships with relevant parties in Washington, DC, their strategy for accomplishing TAMC priorities and meeting TAMC needs, and their reasonable budget for the work. **Attached** is the draft contract with scope of work and budget.

Based on the need work as soon as possible on the submittal of federal earmark requests, staff recommends initiating the contract as of June 1, rather than the standard July 1 fiscal year start date.

**ATTACHMENTS:**

- ▢ Draft Contract

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY  
AND ALCALDE & FAY  
AGREEMENT FOR PROFESSIONAL SERVICES  
FOR: FEDERAL LEGISLATIVE ADVOCACY SERVICES**

**EFFECTIVE: JUNE 1, 2021**

This is an agreement between the Transportation Agency for Monterey County, hereinafter called "TAMC," and Alcalde & Fay, a Virginia C corporation, 2111 Wilson Boulevard, 8<sup>th</sup> Floor, Arlington, VA 22201, hereinafter called "Consultant."

The parties agree as follows:

1. Employment of Consultant. TAMC hereby engages Consultant and Consultant hereby agrees to perform the services set forth in Exhibit A, in conformity with the terms of this Agreement. Consultant will complete all work in accordance with the work schedule set forth in Exhibit A.
  - (a) The work is generally described as follows: federal legislative advocacy services.
  - (b) Consultant represents that Consultant and its agents, subcontractors and employees performing work hereunder are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required by this Agreement.
  - (c) Consultant, its agents, subcontractors, and employees, shall perform all work in a safe, skillful, and professional manner and in compliance with all applicable laws and regulations. All work performed under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements. Consultant shall ensure for itself and for any subcontractors under this Agreement that the applicable requirements of Labor Code Section 1725.5, concerning the registration of contractors for public works, shall be in force and maintained for the term of this Agreement.
  - (d) Consultant shall furnish, at its own expense, all materials and equipment necessary to carry out the terms of this Agreement, except as otherwise provided herein. Consultant shall not use TAMC premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations hereunder.

- (e) Consultant's project manager shall be the person specified in Exhibit A. If Consultant desires to change the project manager, Consultant shall get written approval from the TAMC Executive Director of the new project manager.
  - (f) Consultant shall submit progress reports at least once a month. The report should be sufficiently detailed for the TAMC Project Manager to determine, if Consultant is performing to expectations, or is on schedule; to provide communication of interim findings, and to sufficiently address any difficulties or special problems encountered, so remedies can be developed.
  - (g) Consultant's Project Manager shall meet with TAMC's Project Manager, as needed, to discuss progress on the contract.
2. Term of Agreement. The term of this Agreement shall begin upon **June 1, 2021**, contingent upon approval by the TAMC Board of Directors, and Consultant shall commence work only after a Notice to Proceed has been issued by TAMC's Project Manager specified in Paragraph 28. Unless earlier terminated as provided herein, this Agreement shall remain in force until **June 30, 2024**. Consultant acknowledges that this Agreement is not binding until it is fully executed and approved by TAMC.
  3. Payments to Consultant; maximum liability. Subject to the limitations set forth herein, TAMC shall pay to Consultant the amounts provided in Exhibit B: Budget, upon receipt and acceptance of deliverables listed therein. The maximum amount payable to the Consultant under this Agreement is set forth in Exhibit B: Budget and shall not exceed the amount of **Two Hundred One Thousand, Eight Hundred and Fifty Dollars (\$201,850)**. If there is any conflict between the terms of this Agreement and the terms of either Exhibit A (Scope of Work) or Exhibit B (Budget), the terms of this Agreement shall prevail. TAMC does not guarantee any minimum amount of dollars to be spent under this Agreement.
  4. Method of Payment/Allowable Costs and Payment. It is mutually understood and agreed by both parties that Consultant shall be compensated under this Agreement in accordance with the Budget set forth in Exhibit B. Prices and rates of compensation shall remain firm for the initial term of the Agreement. TAMC does not guarantee any minimum or maximum amount of dollars to be spent under this Agreement. Consultant shall not levy any additional fee or surcharge of any kind during the term of this Agreement in the absence of a written amendment to this Agreement. Pricing as per this Agreement is inclusive of all applicable taxes.
  5. Invoices and Progress Reports. Progress payments may be made monthly, in arrears, based on receipt of the Monthly Activities Report and Invoice (Exhibit C) monthly retainer fee and



travel expenses as specified in the Budget set forth in Exhibit B. Consultant will be reimbursed, as promptly as fiscal procedures will permit, upon receipt by TAMC's Contract Administrator of itemized invoices. Invoices shall be submitted no later than 45 calendar days after the performance of work for which Consultant is billing. Invoices shall detail the work performed during the billing period. Invoices shall follow the format stipulated in the Monthly Activities Report and Invoice format attached hereto as Exhibit C, and shall reference the project title **Federal Legislative Advocate**.

The total amount payable by TAMC resulting from this Agreement shall not exceed the amount of **Two Hundred One Thousand, Eight Hundred and Fifty Dollars (\$201,850)**.

6. Termination.

(a) TAMC reserves the right to terminate this Agreement upon thirty (30) calendar days' written notice to Consultant with the reasons for termination stated in the notice.

(b) TAMC may also terminate this Agreement at any time for good cause effective immediately upon written notice to Consultant. "Good cause" includes, without limitation, the failure of Consultant to perform the required services at the time and in the manner provided herein. Notwithstanding TAMC's right to terminate for good cause effective immediately upon written notice thereof, TAMC shall provide prior notice to Consultant of any ground for termination then being considered, and also provide Consultant with a good faith opportunity to avoid termination, as reasonably determined by TAMC in its absolute discretion. If TAMC terminates this Agreement for good cause, TAMC may be relieved of the payment of any consideration to Consultant, and TAMC may proceed with the work in any manner, which it deems proper. Costs incurred by TAMC thereby shall be deducted from any sum otherwise due Consultant.

(c) The maximum amount for which TAMC shall be liable if this Agreement is terminated is zero (0) dollars.

(d) Termination of this Agreement shall not terminate Consultant's duty to defend, indemnify and hold harmless TAMC, as provided in Paragraphs 7 and 17.

7. Indemnification.

To the fullest extent permitted by law, including California Civil Code Sections 2782 and 2782.6, Consultant shall defend (with legal counsel reasonably acceptable to TAMC), indemnify and hold harmless TAMC, its officers, agents, and employees, from and against any and all claims, losses, costs, damages, injuries (including injury to or death of an

employee of Consultant or its subcontractors), expenses and liabilities of every kind, nature and description (including incidental and consequential damages, court costs, attorneys' fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation) that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any subcontractor, anyone directly or indirectly employed by them, or anyone that they control (collectively "Liabilities"). Such obligations to defend, hold harmless and indemnify TAMC, its officers, agents, and employees, shall not apply to the extent that such Liabilities are caused in part by the sole negligence, active negligence, or willful misconduct of TAMC, its officers, agents, and employees. To the extent there is an obligation to indemnify under this Paragraph, Consultant shall be responsible for incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct. Notwithstanding any other provision of this Agreement, Consultant's obligation to defend, indemnify and hold harmless TAMC shall survive the termination or expiration of the Agreement for a term to include the applicable statute of limitations related to the Consultant's performance pursuant to the Agreement.

7. Insurance.

- a. Without limiting Consultant's duty to indemnify as set forth in this Agreement, Consultant shall maintain, at no additional cost to TAMC, throughout the term of this Agreement a policy or policies of insurance with the following coverage and minimum limits of liability (check if applicable):
- ✓ Commercial general liability insurance, including but not limited to premises, personal injury, products, and completed operations, with a combined single limit of One Million Dollars (\$1,000,000) per occurrence.
  - ✓ Professional liability insurance in the amount of not less than One Million Dollars (\$1,000,000) per claim and Three Million Dollars (\$3,000,000) in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims made" basis rather than an "occurrence" basis, Consultant shall, upon the expiration or termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the surviving term of Consultant's obligation to defend, indemnify and hold harmless TAMC as set forth in Paragraph 7.

- b. All insurance required under this Agreement shall be with a company acceptable to TAMC and authorized by law to transact insurance business in the State of California. Unless otherwise provided in this Agreement, all such insurance shall be written on an occurrence basis; or, if any policy cannot be written on an occurrence basis, such policy shall continue in effect for a period of two years following the date of Consultant's completion of performance hereunder.
  - c. Each policy of insurance required under this Agreement shall provide that TAMC shall be given written notice at least thirty days in advance of any change, cancellation or non-renewal thereof.
  - d. Commercial general liability policies shall provide an endorsement naming TAMC, its officers, agents, and employees, as additional insureds and shall further provide that such insurance is primary to any insurance or self-insurance maintained by TAMC, and that no insurance of any additional insured shall be called upon to contribute to a loss covered by Consultant's insurance.
  - e. TAMC shall not be responsible for any premiums or assessments on the policy.
8. Workers' Compensation Insurance. If during the performance of this Agreement, Consultant employs one or more employees, then Consultant shall maintain a workers' compensation plan covering all of its employees as required by Labor Code Section 3700, either (a) through workers' compensation insurance issued by an insurance company, with coverage meeting the statutory limits and with a minimum of One Million Dollars (\$1,000,000) per occurrence for employer's liability, or (b) through a plan of self-insurance certified by the State Director of Industrial Relations, with equivalent coverage. If Consultant elects to be self-insured, the certificate of insurance otherwise required by this Agreement shall be replaced with consent to self-insure issued by the State Director of Industrial Relations. The provisions of this paragraph apply to any subcontractor employing one or more employees, and Consultant shall be responsible for all subcontractors' compliance herewith.
9. Certificate of Insurance and Taxpayer Identification. Prior to the execution of this Agreement by TAMC, Consultant shall submit a completed federal W-9 form, Request for Taxpayer Identification Number and Certification, and file certificates of insurance with TAMC's contract administrator evidencing that Consultant has in effect the insurance required by this Agreement. Consultant shall file a new or amended certificate promptly after any change is made in any insurance policy, which would alter the information on the

certificate then on file. Acceptance or approval of insurance shall in no way modify any indemnification provision of this Agreement.

10. Retention of Records/Audit. Consultant shall maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of the Agreement, including but not limited to, the costs of administering the Agreement for a period of three years after final payment under the Agreement. TAMC shall have the right to examine, monitor and audit all records, documents, conditions, and activities of Consultant and its subcontractors related to services provided under this Agreement.
11. Inspection of Work. Consultant and any subconsultant shall permit TAMC to review and inspect the project activities and files at all reasonable times during the performance period of this Agreement.
12. Confidentiality; Return of Records. Consultant and its officers, employees, agents, and subcontractors shall comply with all federal, State and local laws providing for the confidentiality of records and other information. Consultant shall not disclose any confidential information received from TAMC or prepared in connection with the performance of this Agreement without the express permission of TAMC. Consultant shall promptly transmit to TAMC all requests for disclosure of any such confidential information. Consultant shall not use any confidential information gained through the performance of this Agreement except for the purpose of carrying out Consultant's obligations hereunder. When this Agreement expires or terminates, Consultant shall return to TAMC all records, which Consultant utilized or received from TAMC to perform services under this Agreement.
13. Amendments and Modifications. No modification or amendment of this Agreement shall be valid unless it is set forth in writing and executed by the parties hereto.
14. Statement of Compliance/Non-Discrimination.
  - a) Consultant's signature affixed herein, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that Consultant has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.
  - b) During the performance of this Agreement, Consultant and its subconsultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g.,

cancer), age (over 40), marital status, and denial of family care leave. Consultant and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

15. Harassment. TAMC maintains a strict policy prohibiting unlawful harassment, including sexual harassment, in any form, including verbal, physical and visual harassment by any employee, supervisor, manager, officer or Board member, or agent of the employer. Vendors, contractors, and consultants shall not engage in conduct that has an effect of unreasonably interfering with a TAMC employee's work performance or creates an intimidating, hostile or offensive work environment.
16. Independent Contractor. In its performance under this Agreement, Consultant is at all times acting and performing as an independent contractor and not as an employee of TAMC or any of its member jurisdictions. No offer or obligation of employment is intended in any manner, and Consultant shall not become entitled by virtue of this Agreement to receive any form of benefits accorded to employees including without limitation leave time, health insurance, workers' compensation coverage, disability benefits, and retirement contributions. Consultant shall be solely liable for and obligated to pay directly all applicable taxes, including without limitation federal and State income taxes and social security arising out of Consultant's performance of this Agreement. In connection therewith, Consultant shall defend, indemnify, and hold harmless TAMC from any and all liability, which TAMC may incur because of Consultant's failure to make such payments.
17. Delegation of Duties; Subcontracting.
  - a) Nothing contained in this Agreement or otherwise, shall create any contractual relation between TAMC and any subconsultant(s), and no subcontract shall relieve Consultant of its responsibilities and obligations hereunder. Consultant agrees to be as fully responsible to TAMC for the acts and omissions of its subconsultant(s) and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by Consultant. Consultant's obligation to pay its subconsultant(s) is an independent obligation from TAMC'S obligation to make payments to the Consultant.
  - b) Consultant shall perform the work contemplated with resources available within its own organization and no portion of the work pertinent to this Agreement shall be subcontracted without written authorization by TAMC's Contract Administrator, except that, which is expressly identified in the approved Budget/Cost Proposal.

- c) Consultant shall pay its subconsultants within ten (10) calendar days from receipt of each payment made to Consultant by TAMC.
- d) Any substitution of subconsultant(s) must be approved in writing by TAMC's Contract Administrator prior to the start of work by the subconsultant(s).
- e) Any work performed by a subconsultant shall be done in conformance with this Agreement, and TAMC shall pay Consultant for the work but not for any markup, including subcontract management, supervisions, administrative and other expenses, or reimbursable costs.

18. Ownership of Data. Upon completion of all work under this Agreement, ownership and title to all reports, documents, plans, specifications, and estimates produce as part of this Agreement will automatically be vested in TAMC; and no further agreement will be necessary to transfer ownership to TAMC. Consultant shall furnish TAMC all necessary copies of data needed to complete the review and approval process.

19. Confidentiality of Data.

- a) All financial, statistical, personal, technical, or other data and information relative to TAMC's operations, which are designated confidential by TAMC and made available to Consultant in order to carry out this Agreement, shall be protected by Consultant from unauthorized use and disclosure.
- b) Permission to disclose information on one occasion, or public hearing held by TAMC relating to the Agreement, shall not authorize Consultant to further disclose such information, or disseminate the same on any other occasion.
- c) Consultant shall not comment publicly to the press or any other media regarding the Agreement or TAMC's actions on the same, except to TAMC's staff, Consultant's own personnel involved in the performance of this Agreement, at public hearings or in response to questions from a Legislative committee.
- d) Consultant shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this Agreement without prior review of the contents thereof by TAMC, and receipt of TAMC'S written permission.
- e) Any subcontract entered into as a result of this Agreement shall contain all of the provisions of this Article.

20. Prevailing Wages. Consultant shall comply with all prevailing wage requirements, including California Labor Code Section 1770, et seq., and any Federal or local laws or ordinances, that may be applicable to the work to be performed pursuant to this Agreement.

21. Conflict of Interest.

(a) Consultant shall disclose any financial, business, or other relationship with TAMC that may have an impact upon the outcome of this Agreement, or any ensuing TAMC construction project. Consultant shall also list current clients who may have a financial interest in the outcome of this Agreement, or any ensuing TAMC construction project, which will follow.

(b) Consultant hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this Agreement.

(c) Any subcontract in excess of \$25,000 entered into as a result of this Agreement, shall contain all of the provisions of this Article.

22. Governing Laws. This Agreement shall be construed and enforced according to the laws of the State of California, and the parties hereby agree that the County of Monterey shall be the proper venue for any dispute arising hereunder.

23. Construction of Agreement. The parties agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any exhibit or amendment. To that end, it is understood and agreed that this Agreement has been arrived at through negotiation, and that neither party is to be deemed the party which prepared this Agreement within the meaning of Civil Code Section 1654. Section and paragraph headings appearing herein are for convenience only and shall not be used to interpret the terms of this Agreement.

24. Waiver. Any waiver of any term or condition hereof must be in writing. No such waiver shall be construed as a waiver of any other term or condition herein.

25. Successors and Assigns. This Agreement and all rights, privileges, duties and obligations hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns and heirs.

26. Time is of the Essence. The parties mutually acknowledge and agree that time is of the essence with respect to every provision hereof in which time is an element. No extension of

time for performance of any obligation or act shall be deemed an extension of time for performance of any other obligation or act, nor shall any such extension create a precedent for any further or future extension.

27. Contract Administrators. Consultant's designated principal responsible for administering Consultant's work under this Agreement shall be set forth in Exhibit A; TAMC's designated administrator of this Agreement shall be Debra L. Hale, Executive Director. TAMC's Project Manager under this Agreement shall be [NAME]. TAMC's Finance Officer is Dave Delfino.

28. Notices. Notices required under this Agreement shall be delivered via email to the project managers as noted below:

To TAMC:	Christina Watson	To Consultant:	Paul Schlesinger
Email:	<a href="mailto:christina@tamcmonterey.org">christina@tamcmonterey.org</a>	Email:	<a href="mailto:schlesinger@alcalde-fay.com">schlesinger@alcalde-fay.com</a>

29. Non-exclusive Agreement. This Agreement is non-exclusive and both parties reserve the right to contract with other entities for the same or similar services.

30. Execution of Agreement. Any individual executing this Agreement on behalf of an entity represents and warrants that he or she has the requisite authority to enter into this Agreement on behalf of such entity and to bind the entity to the terms and conditions hereof. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

31. Exhibits. The following Exhibits are attached hereto and incorporated by reference:

Exhibit A – Scope of Services

Exhibit B – Budget

Exhibit C – Monthly Activity Report and Invoice format

32. Entire Agreement. This document, including all exhibits hereto, constitutes the entire agreement between the parties, and supersedes any and all prior written or oral negotiations and representations between the parties concerning all matters relating to the subject of this Agreement.



Alcalde & Fay Agreement for Federal Legislative Advocacy Services  
Approved by TAMC Board on May 26, 2021

IN WITNESS WHEREOF, TAMC and Consultant execute this agreement as follows:

TAMC	ALCALDE & FAY
By: _____	By: _____
Debra L. Hale Executive Director	Hector Alcalde Founder & Chair
Dated: _____	Dated: _____
	By: _____
	Kevin Fay Vice Chair & CEO
	Dated: _____

INSTRUCTIONS: If Consultant is a corporation (including limited liability and nonprofit corporations), the full legal name of the corporation shall be set forth together with the signatures of two specified officers (e.g., (1) chairperson of the board, the president or any vice president and (2) the secretary, any assistant secretary, the chief financial officer or any assistant treasurer). If Consultant is a partnership, the name of the partnership shall be set forth together with the signature of a partner with authority to execute this Agreement on behalf of the partnership. If Consultant is contracting in an individual capacity, the individual shall set forth the name of his or her business, if any, and shall personally sign the Agreement.

\*\*\*\*\*

Approved as to form:

\_\_\_\_\_

TAMC Counsel

Dated: \_\_\_\_\_

For TAMC internal use:

Work Element number to be used for the contract: **1122**

## EXHIBIT A

### **Scope of Services: Federal Legislative Advocate**

Represent and advocate for the Transportation Agency for Monterey County (TAMC) before the Congress and the federal Administration with the goal of securing transportation funding, taking legislative positions and securing administrative policy through, but not limited to, the following activities:

- Provide information on federal funding opportunities for TAMC priority transportation projects and assist TAMC staff in completing the required documentation for federal funding requests.
- Secure meetings with TAMC Congressional delegation members, key transportation committee staff and if possible, members related to federal funding for specific projects and key policy issues.
- Represent TAMC before legislative committees and staff in Washington, DC.
- Monitor and report on federal legislation, rulemakings and policies which may affect TAMC priorities.
- Advise TAMC staff and the Agency Board of Directors on federal legislative strategy and positions.
- Work with other organizations and/or interest groups to develop a coalition of interest in support of TAMC projects and issues.
- Submit monthly, a brief written summary of activities performed on behalf of TAMC, with the monthly invoice.

**Consultant Project Manager: Paul Schlesinger, Partner & Project Manager**

**EXHIBIT B: Budget**

The monthly retainer for this work shall be: **\$5,000 per month (\$60,000 per year)**.

**Expenses** related to this work shall be covered in this monthly retainer amount; except for specified expenses that shall not exceed **\$50 per month (\$600 per year)** and will be billed on a reimbursement basis. Such specified expenses are limited to: telephone tolls, copying, messenger service, parking, local transportation, and postage.

**Long-distance travel** shall not exceed **\$5,000** per year. Such travel includes Consultant trips to Monterey County, as authorized by the Project Manager, or expenses related to costs incurred during trips to the Washington, D.C. metropolitan area by Agency representatives, as authorized by the Executive Director. Any travel expenses must not exceed the rates allowed by Caltrans.

The total annual not-to-exceed amount of this contract shall be: **\$65,600 per year**.

Due to starting this contract on June 1, 2021, the total duration of the contract from June 1, 2021 to June 30, 2024 is 37 months. **The total not-to-exceed contract amount is \$201,850 for the duration of the contract.**

	<b>Monthly</b>	<b>Yearly</b>	<b>Total (37 months)</b>
Retainer	\$5,000	\$60,000	\$185,000
Expenses	\$50	\$600	\$1,850
Travel		\$5,000	\$15,000
<b>TOTAL</b>		<b>\$65,600</b>	<b>\$201,850</b>

**EXHIBIT C: Monthly Activity Report & Invoice Format**

**Federal Legislative Advocate**

**[Consultant Firm Name]**

**Invoice #**

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**Invoice Date:**

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**Invoice Amount:**

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**Invoice Period:**

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Activities conducted during this period:

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## Memorandum

**To:** Board of Directors  
**From:** Christina Watson, Principal Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Legislative Update

### RECOMMENDED ACTION:

**RECEIVE** update on state and federal legislative activities and **ADOPT** positions on proposed legislation.

### SUMMARY:

This report includes state and federal legislative updates and proposed legislation for the Board to consider recommendations of positions of support or opposition. The Executive Committee discussed this update at its May 5 meeting and recommended Board adoption of positions on legislation.

### FINANCIAL IMPACT:

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

### DISCUSSION:

**Attachment 1** is a report provided by Agency state legislative advocate Gus Khouri. One item of particular interest: the proposals to increase funding for Active Transportation, which is supported by the TAMC Legislative Program priority 10S, "Support legislation to devote more funding to the oversubscribed Active Transportation Program." Staff requests Board approval to support these efforts to increase funding for this program.

**Attachment 2** is a special budget update from Mr. Khouri outlining the Governor's May Revise budget transportation elements. The proposed budget includes an infusion of \$500 million to the Active Transportation program, which would increase the number of funded projects submitted in the most recent round.

**Attachment 3** is a draft letter related to the Caltrans indirect cost recovery proposal (overhead fees on locally funded projects on the state system), which is capped at 10% for projects funded with local sales tax funding. That cap is set to expire on July 1, 2021. This letter seeks legislative support of extending that cap. Staff requests Board approval of this letter.

The updated state bill list (**attachment 4**) 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, as supported by the Executive Committee at their May 5 meeting.

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. He has also announced his nominations for the appropriations bills (**web attachment 3**), including \$1 million for a King City streetscape project.

Meanwhile, Senator Feinstein published the paperwork requirement for requesting federal appropriations funding through her office by May 5, and Senator Padilla did the same with a May 19 deadline. Staff submitted nominations for the US 101 Safety Improvements - South of Salinas Project to both Senators.

#### **ATTACHMENTS:**

- ▣ State legislative report
- ▣ State report - May Revise budget
- ▣ Draft letter - Caltrans overhead fees
- ▣ State bill list

#### **WEB ATTACHMENTS:**

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



May 5, 2021

TO: Board Members, Transportation Agency for Monterey County

FROM: Gus Khouri, President, Khouri Consulting LLC

RE: **STATE LEGISLATIVE UPDATE – MAY**

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### **Brown Act Exemptions for Virtual Meetings**

With Governor Newsom declaring that the shelter in place order restrictions will be removed on June 15, it has called into question whether local governments can continue to meet and conduct business virtually. There are a few relevant Brown Act bills highlighted in the bill matrix (AB 339, AB 361, and AB 703); however, the timeframe for those bills means that the earliest they would take effect, after being signed into law, would be January 1, 2022. The Governor's office is working on a near-term solution to help ease the transition to in-person meetings, while reconciling whether virtual meetings will still be permitted as an alternative or supplemental option. A solution could be presented in the form of a budget trailer bill enacted by the legislature by June 30.

### **Active Transportation Funding**

The Assembly Budget Committee is proposing to provide \$2 billion to backfill funding for projects submitted for Cycle 5 of the Active Transportation Program. The California Transportation Commission (CTC) received \$2.2 billion worth of applications but was only able to allocate \$454 million worth of funding. The Assembly budget proposal assumes that all projects submitted for consideration are shovel-ready and warrant an award. This proposal will be discussed in a budget conference committee if the Senate budgets any number that differs from the \$2 billion Assembly request. If the Senate concurs, it does not have to go to conference committee, and it will be placed in the budget bill. Both houses can also agree to an

alternate amount as a compromise or dismiss it entirely. The Governor will also be able to use his blue pencil to line-item veto dollar amounts.

Concurrently, there is a Transportation California proposal seeking a legislative sponsor that would request an additional \$3.85 billion to augment various programs as follows:

- Sustainable Communities Block Grant funding \$1 billion
- Highway and Local Bridge Programs \$500 million
- the State Transportation Improvement program \$500 million
- Highway Safety Improvement Program \$250 million
- Infill Infrastructure Grant Program \$500 million
- Zero-emission vehicle plan for hydrogen infrastructure \$500 million
- SB 1 competitive programs \$300 million
- Trade Corridor Enhancement Program \$300 million

The Central Coast Coalition is signing on to the Transportation California proposal.

### **State Budget**

In January, a summary was provided on Governor Newsom’s proposed fiscal year (FY) 2021-22 State Budget, which stated that there would be an estimated \$1.5 billion reduction of gas tax receipts through FY 2024-25 attributable to the drop in fuel consumption from the Governor’s COVID-19 shelter in place order (N-29-20). This reduction will impact funding for local streets and roads, the State Highway Operations and Protection Program (SHOPP), which focuses on maintaining our state highway system, and the State Transportation Improvement Program (STIP), which provides funding to local transportation agencies for multi-modal transportation improvements. The anticipated influx of \$15 billion in surplus income tax funds, plus the federal American Rescue Plan Act of 2021, which will provide California with \$26 billion, would provide an opportunity to address shortfalls across many sectors. Updated budget numbers will be provided during the release of the May Revise, which should be published by May 20.

### **Federal Stimulus Funding Allocation**

The federal stimulus package, HR 133, provided California relief for public transportation operations (\$2 billion) and highway projects (\$912 million). This funding is intended to backfill revenue losses caused by the COVID-19 pandemic through the reduction of fuel consumption. At its March 24 meeting, the CTC approved TAMC’s share distribution of \$4,250,769. The CTC will adopt funding for project submittals at its meeting on June 23 and 24.

### **Governor’s Climate Action Plan for Transportation Infrastructure**



As previously reported, the California State Transportation Agency is in the process of drafting guidance to implement Governor Newsom's Executive Order, N-19-19. That Executive Order aims to reduce greenhouse gas emissions and vehicle miles traveled through limiting capacity projects along the state highway system, discouraging the use of single-occupant, gas-powered vehicles, while encouraging mode shift through accelerated investments into public transportation, bicycle and pedestrian programs, and electric vehicle infrastructure. The implementation plan being developed is named the Climate Action Plan for Transportation Infrastructure (CAPTI).

The draft CAPTI encourages investments in improvements for disadvantaged communities, safety improvements that reduce fatalities on roadways and transit systems, projects that respond to climate risk for transportation infrastructure projects, projects that reduce vehicle miles traveled reduction, and investments into passenger rail prioritized over highways, particularly capacity projects. Impacted funding programs include the Highway Safety Improvement Program, STIP, Local Partnership Program, Solutions for Congested Corridors Program, SHOPP, Trade Corridor Enhancement Program, and Transit Capital and Intercity Rail Program.

The draft CAPTI policy could require TAMC to reassess its ability to leverage voter-approved investments as articulated in the expenditure plans for Measure X. While the state cannot make adjustments to locally approved sales tax expenditure plans, as the owner/operator of the state highway system, it reserves the right to place local funds on a state-owned asset and authorize the availability of state resources.

The CTC hosted workshops with CalSTA on April 20 and 23 to help facilitate broader public participation and input. The state is expected to implement CAPTI through a combination of amending budget trailer bill language by June 30 and revising guidelines for various programs.



May 14, 2021

TO: Board Members, Transportation Agency for Monterey County  
FROM: Gus Khouri, President, Khouri Consulting LLC  
RE: **STATE LEGISLATIVE UPDATE – MAY REVISE TO THE GOVERNOR’S FY 2021-22 BUDGET**

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On May 14, Governor Newsom released his May Revision to the FY 2021-22 budget. The May Revision stands in stark contrast to the budget of one year ago. Compared to a projected budget deficit of \$54.3 billion a year ago, the state now has a projected \$75.7 billion surplus. Combined with over \$25 billion in federal relief, this supports a \$100 billion “California Comeback Plan” towards the Governor’s vision of accelerating the state’s economic recovery from the COVID-19 pandemic.

The May Revise includes \$24.4 billion in reserves, which is the highest in state history. The forecast does not project large structural deficits; however, risks to the economic forecast remain—new coronavirus variants, vaccine hesitancy, higher inflation if disrupted supply chains cannot support increased consumer demand, and a stock market decline could impact state revenues. These risks, together with the one-time nature of the federal funds and new revenue, constrain the state’s ability to significantly expand ongoing commitments.

**What does this mean for transportation?**

The Governor is proposing to provide \$11 billion in funding (of which \$4.4 billion is from the General Fund) to reduce greenhouse gas emissions, create jobs, and enhance mobility, as follows:

- **State Highway Rehabilitation and Local Roads and Bridges**—\$2 billion (\$1.1 billion in special funds through 2028, and \$968 million in federal funds) to support the advancement of priority State Highway Operation and Protection Program (SHOPP) projects, Interregional Transportation Improvement Program (ITIP) projects, and local road and bridge investments. This amount includes \$912 million from the Coronavirus Response and Relief Supplemental Appropriations Act that was enacted by Congress in March.
- **Priority Transit and Rail Projects**—\$1 billion in General Fund for transit and rail projects statewide that improve rail and transit connectivity between state and regional/ local services.

- **Active Transportation**—\$500 million in General Fund to advance projects that increase the proportion of trips accomplished by walking and biking, increase the safety and mobility of non-motorized users, advance efforts of regional agencies to achieve greenhouse gas reduction goals, enhance public health, and benefit many types of users, especially in disadvantaged communities. According to CalSTA Secretary David Kim, this augmentation could help fund projects that scored 80 points and above in Cycle 5. If so, projects such as projects such as the Alisal Safe Routes Projects in Salinas (89 points), San Antonio Drive Bikeway and School Gap Closure in King City (82 points) could receive funding.
- **High Priority Grade Separations and Grade Crossing Improvements**—\$500 million in General Fund to support critical safety improvements throughout the state.
- **Zero-Emission Rail and Transit Equipment Purchases and Infrastructure**—\$407 million (\$100 million in General Fund, \$280 million in Public Transportation Account, and \$27 million in federal funds) to demonstrate and purchase or lease state-of-the-art, clean bus and rail equipment and infrastructure that eliminate fossil fuel emissions and increase intercity rail and intercity bus frequencies.
- **Zero-Emission Buses and Trucks**—\$1.4 billion (\$1.3 billion in General Fund, \$87 million in Air Pollution Control Fund) to demonstrate and purchase or lease green buses and trucks. These funds are budgeted outside of the transportation budget and are included and described in the Climate Resilience Chapter.
- **Zero-Emission Vehicle Infrastructure**— \$826 million for a total of \$1.8B, and \$3.2B over three years for ZEV infrastructure.
- **Litter Abatement**- One-time funding of \$1.5 billion in General Fund will be used for a three-year effort to clean up garbage statewide, beautify the state’s transportation network, educate the public about the harms of litter, and create long-lasting litter deterrents.
- **High-Speed Rail**—\$4.2 billion in Proposition 1A to complete high-speed rail construction in the Central Valley, advance work to launch service between Merced and Bakersfield, advance planning and project design for the entire project, and leverage potential federal funds.
- **Los Angeles Olympics**—\$1 billion in General Fund to deliver critical projects in time for the 2028 Olympic Games.

**DRAFT**

May 26, 2021

The Honorable Nancy Skinner  
Chair, Senate Committee on Budget and Fiscal Review  
State Capitol, Room 5019  
Sacramento, CA 95814

The Honorable Phil Ting  
Chair, Assembly Committee on Budget  
State Capitol, Room 6026  
Sacramento, CA 95814

**RE: Extension of Indirect Cost Recovery Rate Proposal Cap**

Dear Chair Skinner and Chair Ting:

On behalf of the Transportation Agency for Monterey County (TAMC), I am writing to ask for your support to extend Streets and Highways Code Section 114.5, which capped the Department of Transportation (Caltrans) indirect cost recovery rate proposal at 10% for projects financed by local, voter approved special taxes for transportation.

As one of California's 25 "Self-Help Counties," TAMC has and will continue to invest millions of dollars annually in the state highway system. These investments are a critical component of our efforts to partner with the state to improve mobility and safety on our state highways.

The indirect cost recovery rate proposal was established to compensate Caltrans for the oversight effort necessary for projects on the state highway system that are funded by others. All of the local tax funded state highway projects have been projects that Caltrans would have built on their own if they had the resources to do so. It serves as a disincentive to charge local agencies a fee to make improvements on state owned assets, which are a Caltrans responsibility.

As a member of the Self Help Counties Coalition, we have advocated for the elimination of the indirect cost recovery rate proposal because our locally funded projects benefit the State, and any Caltrans' oversight activities should be considered a small contribution by the State to help contribute to the projects' success. While TAMC and the Self Help Counties Coalition would prefer the elimination of the indirect cost recovery rate proposal, the 10 percent cap contained in Streets and Highways Code Section 114.5 is a reasonable compromise that we support. We

urge you to support the effort to extend the indirect cost recovery rate proposal cap of 10 percent.

Thank you for your consideration. If you have any questions, please feel free to contact Christina Watson of my staff at [christina@tamcmonterey.org](mailto:christina@tamcmonterey.org) or (831) 775-4406, or our legislative analyst, Gus Khouri, at (916) 503-3575 or [gus@khouriconsult.com](mailto:gus@khouriconsult.com).

Sincerely,

Debbie Hale  
Executive Director

cc: Members of the Assembly and Senate Budget Committee  
Hon. Anna Caballero, 12th Senate District                      Hon. John Laird, 17th Senate District  
Hon. Robert Rivas, 30th Assembly District                      Hon. Mark Stone, 29th Assembly District

**TAMC Bill Matrix – May 2021**

Measure	Status	Bill Summary	Recommended Position
<b>AB 11 (Ward)</b>  <b>Climate Change: regional climate change authorities</b>	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.	<b>Watch</b>  <b>Priority 2S</b>
<b>AB 14 (Aguiar-Curry)</b>  <b>Communications: broadband services: California Advanced Services Fund</b>	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.	<b>SUPPORT</b>  <b>Priority 6S</b>
<b>AB 34 (Murasutchi)</b>  <b>Communications: Broadband for All Act of 2022</b>	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.	<b>SUPPORT</b>  <b>Priority 6S</b>
<b>AB 41 (Wood)</b>  <b>Broadband Infrastructure</b>	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. <del>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.</del> <u>This bill no longer provides an assurance regarding broadband investments into disadvantaged areas within the county.</u>	<b>SUPPORT</b> <u>Watch</u>  <b>Priority 6S</b>

**TAMC Bill Matrix – May 2021**

<b>Measure</b>	<b>Status</b>	<b>Bill Summary</b>	<b>Recommended Position</b>
<p><b>AB 43 (Friedman)</b></p> <p><b>Traffic Safety</b></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><b>SUPPORT</b></p> <p><b>Priority 9S</b></p>
<p><b>AB 51 (Quirk)</b></p> <p><b>Climate change: regional climate adaptation planning groups and plans</b></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><b>Watch</b></p> <p><b>Priority 2S</b></p>

**TAMC Bill Matrix – May 2021**

<b>Measure</b>	<b>Status</b>	<b>Bill Summary</b>	<b>Recommended Position</b>
<p><b>AB 67 (Petrie-Norris)</b></p> <p><b>Sea-level Rise: Working Group: economic analysis</b></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><b>Watch</b></p> <p><b>Priority 2S</b></p>
<p><b>AB 72 (Petrie-Norris)</b></p> <p><b>Natural Resources Agency: coastal adaptation projects: sea level rise: regulatory review and permitting: report</b></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><b>Watch</b></p> <p><b>Priority 2S</b></p>



TAMC Bill Matrix – May 2021

Measure	Status	Bill Summary	Recommended Position
<p><b>AB 111 (Boerner-Horvath)</b>   <u>Transportation: zero-emission vehicles</u></p>	<p><u>3/23/21</u>   <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><b>Watch</b>   <b>Priority 2S</b></p>
<p><b>AB 117 (Beorner Horvath)</b>   <b>Electric Bicycles</b></p>	<p>4/6/21                       Assembly Appropriations</p>	<p>The bill would require the State Air Resources Board to establish and implement and administer the Electric Bicycle <del>Rebate</del> <u>Incentive</u> Pilot Project to provide <del>incentives rebates</del> 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. <del>The bill would appropriate from the Greenhouse Gas Reduction Fund \$10,000,000 to the state board for purposes of the pilot project.</del> <u>The bill has been amended to prioritize incentives for low-income households.</u></p>	<p><b>SUPPORT</b>   <b>Priority 14S</b></p>

**TAMC Bill Matrix – May 2021**

Measure	Status	Bill Summary	Recommended Position
<p><b>AB 339 (Lee)</b></p> <p><b>State and local government: open meetings</b></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. <del>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.</del></p>	<p><b>Watch</b></p> <p><b>Priority 15S</b></p>
<p><b>AB 361 (Rivas, Robert)</b></p> <p><b>Open meetings: local agencies: teleconferences</b></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><b>SUPPORT</b></p> <p><b>Priority 15S</b></p>

**TAMC Bill Matrix – May 2021**

Measure	Status	Bill Summary	Recommended Position
<b>AB 476 (Mullin)</b>  <b>Department of Transportation: state highways: transit bus pilot program</b>	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.	<b>Watch</b>  <b>Priority 14S</b>
<b>AB 703 (Rubio, Blanca)</b>  <b>Open meetings: local agencies: teleconferences</b>	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.	<b>SUPPORT</b>  <b>Priority 15S</b>
<b>AB 713 (Garcia, Cristina)</b>  <b>Health analysis: transportation policies State Air Resources Board: greenhouse gas emissions scoping plan: comprehensive health analysis</b>	4/15/2021  Assembly Natural Resources	<del>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.</del> <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>	<b>Watch</b>  <b>Priority 1S</b>
<b>AB 745 (Gipson)</b>  <b>Air pollution: Clean cars 4 all program</b>	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.	<b>SUPPORT</b>  <b>Priority 4S</b>

**TAMC Bill Matrix – May 2021**

<b>Measure</b>	<b>Status</b>	<b>Bill Summary</b>	<b>Recommended Position</b>
<b>AB 786 (Cervantes)</b> <b>CTC: Executive Director</b>	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.	<b>OPPOSE</b> <b>Priority 1S</b>
<b>AB 955 (Quirk)</b> <b>Highways: encroachment permits: broadband facilities</b>	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.	<b>Watch</b> <b>Priority 6S</b>
<b>AB 1049 (Davies)</b> <b>Public Transportation Account: loan repayment</b>	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.	<b>Watch</b> <b>Priority 1S</b>
<b>AB 1069 (Lackey)</b> <b>Zero-emission passenger vehicles: underrepresented communities</b>	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.	<b>Watch</b> <b>Priority 4S</b>
<b>AB 1147 (Friedman)</b> <b>Active Transportation Program</b>	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.	<b>Watch</b> <b>Priority 14S</b>

**TAMC Bill Matrix – May 2021**

<b>Measure</b>	<b>Status</b>	<b>Bill Summary</b>	<b>Recommended Position</b>
<b>AB 1260 (Chen)</b>  <b>CEQA: exemptions: transportation-related projects</b>	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.	<b>SUPPORT</b>  <b>Priority 4S</b>
<b>AB 1499 (Daly)</b>  <b>Transportation: design-build: highways</b>	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>	<del>Watch</del> <b>SUPPORT</b>  <b>Priority 11S</b>
<b>SB 4 (Gonzalez)</b>  <b>Communications: California Advanced Services Fund</b>	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.	<b>SUPPORT</b>  <b>Priority 6S</b>
<b>SB 10 (Wiener)</b>  <b>Planning and zoning: housing development: density</b>	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.	<b>Watch</b>  <b>Priority 3S</b>
<b>SB 28 (Caballero)</b>  <b>Rural Broadband and Digital Infrastructure Video Competition Reform Act of 2021</b>	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.	<b>SUPPORT</b>  <b>Priority 6S</b>

**TAMC Bill Matrix – May 2021**

<b>Measure</b>	<b>Status</b>	<b>Bill Summary</b>	<b>Recommended Position</b>
<b>SB 261 (Allen)</b>  <b>Regional transportation plans: sustainable communities strategies</b>	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.	<b>Watch</b>  <b>Priority 1S</b>
<b>SB 339 (Wiener)</b>  <b>Road Usage Charge Pilot Program</b>	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.	<b>Watch</b>  <b>Priority 5S</b>
<b>SB 475 (Cortese)</b>  <b>Transportation planning: sustainable communities strategies</b>	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.	<b>Watch</b>  <b>Priority 1S</b>
<b>SB 542 (Limón)</b>  <b>Vehicle license fees for zero-emission vehicles: sales and use taxes on medium- or heavy-duty zero-emission trucks.</b>	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.	<b>Watch</b>  <b>Priority 1S</b>
<b>SB 551 (Stern)</b>  <b>California Electric Vehicle Authority</b>	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.	<b>SUPPORT</b>  <b>Priority 4S</b>

**TAMC Bill Matrix – May 2021**

Measure	Status	Bill Summary	Recommended Position
<b>SB 643 (Archuleta)</b>  <b>Fuel Cell Electric Fueling Infrastructure</b>	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.	<b>Watch</b>  <b>Priority 4S</b>
<b>SB 671 (Gonzalez)</b>  <b>Clean Freight Corridor Efficiency Program</b>	4/15/21  Senate Transportation  Set for 4/26	This bill would establish the Clean Freight Corridor Efficiency Program to establish criteria for identifying <del>5 of the state's most used</del> freight corridors <del>and define minimum requirements for clean truck corridors, surrounding local streets and roads, and associated facilities, and improving those corridors.</del> <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>	<b>Watch</b>  <b>Priority 2S</b>
<b>SB 674 (Durazo)</b>  <b>Public Contracts: workforce development: transportation-related contracts</b>	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.	<b>Watch</b>  <b>Priority 1S</b>

**TAMC Bill Matrix – May 2021**

<b>Measure</b>	<b>Status</b>	<b>Bill Summary</b>	<b>Recommended Position</b>
<b>SB 726 (Gonzalez)</b>  <b>Alternative fuel and vehicle technologies: transportation sustainability strategy</b>	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 <del>2022</del> <u>2027</u> update of the scoping plan, to set a greenhouse gas emissions reduction target for the transportation sector.	<b>Watch</b>  <b>Priority 1S</b>
<b>SB 735 (Rubio)</b>  <b>Vehicles: speed safety cameras</b>	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.	<b>SUPPORT</b>  <b>Priority 9S</b>
<b>SB 771 (Becker)</b>  <b>Sales and Use Tax Law: zero emissions vehicle exemption</b>	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.	<b>OPPOSE unless amended</b>  <b>Priority 1S</b>
<b><u>SB 790 (Stern)</u></b>  <b><u>Wildlife connectivity mitigation credits</u></b>	<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>	<b><u>SUPPORT</u></b>  <b><u>Priority 11S</u></b>
<b>SB 792 (Glazer)</b>  <b>Sales and use tax: retailers: reporting</b>	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.	<b>SUPPORT</b>  <b>Priority 1S</b>





## Memorandum

**To:** Board of Directors  
**From:** Madilyn Jacobsen, Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Federal "RAISE" Grant Application for SR 68 Corridor

### **RECOMMENDED ACTION:**

#### **Rebuilding American Infrastructure with Sustainability and Equity**

1. **AUTHORIZE** staff to submit Rebuilding American Infrastructure with Sustainability and Equity grant application for the Scenic Route 68 Corridor Improvements project; and
2. **AUTHORIZE** the Executive Director to accept grant funds, if awarded.

### **SUMMARY:**

Applications to the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program are due July 12, 2021. To request support from the California Department of Transportation (Caltrans), staff must submit a request to Caltrans by June 4th, 2021. Agency staff is seeking Board authorization to pursue these grants to fund final design and construction of the Scenic Route 68 Corridor Improvements project.

### **FINANCIAL IMPACT:**

The current estimated project cost is \$114 million, with an estimated funding shortfall of \$40 million. Staff anticipate requesting \$25 million, which is the maximum award available through the RAISE Program. The Agency is planning to match the proposed Federal grant with state funding (\$24,100,000) and Measure X (\$50,000,000).

### **DISCUSSION:**

The Rebuilding American Infrastructure with Sustainability and Equity, or RAISE Discretionary Grant program, provides a unique opportunity for the U.S. Department of Transportation (U.S. DOT) to invest in road, rail, transit and port projects that promise to achieve national objectives. Previously known as the Better Utilizing Investments to Leverage Development (BUILD) and Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grants, Congress has dedicated nearly \$8.9 billion for twelve rounds of National Infrastructure Investments to fund projects that have a significant local or regional impact.

The 2021 RAISE Grant continues to align with the U.S. DOT's infrastructure goal of guiding strategic investments to efficiently move people and goods. The 2021 RAISE Grant also highlights the Biden Administration's priorities to invest in national infrastructure projects that result in good-paying jobs, improve safety, apply transformative technology and explicitly address climate change and racial equity.

Eligible projects include capital investments in surface transportation that will have a significant impact on the local or regional transportation network. In addition to capital investments, RAISE has no more than \$30 million for eligible planning or design grants that do not include construction, of which at least \$10 million will be awarded to a project directly benefiting an area of persistent poverty.

Funding awarded through the 2021 RAISE Program will have an obligation of date of September 30, 2024, by when the recipient must have an executed agreement with the U.S. DOT. Awarded funds will have an expenditure date of September 30, 2029. The earliest construction could start for the Scenic Route 68 Corridor Improvement Project is 2025-26, depending on securing additional funds.

Grant applications for the 2021 RAISE Grant are due July 12, 2021.



## Memorandum

**To:** Board of Directors  
**From:** Ariana Green, Senior Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** **MY Town Contract Extension**

### **RECOMMENDED ACTION:**

#### **MY Town Contract Extension**

1. **APPROVE** Amendment #1 to the MY Town contract with Monterey Youth Museum extending the term of the Agreement from May 31, 2021 to December 31, 2022; and
2. **AUTHORIZE** Executive Director to make administrative changes to the contract if such changes do not increase the Agency's net cost, subject to approval by Agency counsel.

### **SUMMARY:**

MY Town is a travelling children's museum exhibit that provides opportunities for children to learn traffic safety lessons through play. Monterey Youth Museum manages the exhibit which kicked-off in Salinas in Summer 2019 but requires additional time to deliver additional exhibitions due to COVID-19 restrictions.

### **FINANCIAL IMPACT:**

There are no financial impacts associated with this Amendment #1. The total not-to-exceed amount of \$87,500 for the contract is unchanged. The contract is funded with Measure X Safe Routes to School program dollars and is reflected in the current TAMC budget.

### **DISCUSSION:**

MY Town is a traveling children's exhibit design to teach traffic safety and other healthy life skills to young children and their guardians. The exhibit was created through a partnership between TAMC, MY Museum, CSUMB, First 5, Monterey County Libraries, and Hijos del Sol as a creative way to engage the community and create a fun space for learning. The initial site for the exhibit was at the Steinbeck Center in downtown Salinas. The grand opening was held on June 7, 2019 and was a great success with 750 people visiting the MY Town Exhibit. MY Town had between 100 - 300 visitors per day through the end of June 2019.

Staff was actively looking for the next locations for the exhibit when the COVID-19 shelter-in-place orders took effect in Monterey County. With those shelter-in-place orders lifting more than a year later, staff would like to revive the MY Town Exhibit but need to extend the contract with MY Museum in order to do so.

The current contract expires the end of May 2021. Amendment #1 would extend the duration of the contract out to December 31, 2023 to allow adequate time for COVID-19 restrictions to lift and find a suitable venue(s) for the MY Town Exhibit.

### **ATTACHMENTS:**

▢ MYTown\_Contract\_Amendment1

**AMENDMENT # 1**  
**TO AGREEMENT FOR PROFESSIONAL SERVICES**  
**BETWEEN THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY**  
**AND MONTEREY YOUTH MUSEUM FOR THE MY TOWN EXHIBIT**  
**APPROVED ON: MAY 26, 2021**

THIS AMENDMENT NO. 1 to the Agreement dated March 1, 2019, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and Monterey Youth Museum, a 501(c) 3 non-profit organization, with its principle place of business located at 425 Washington Street, Monterey, CA 93940, hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

**RECITALS:**

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for professional services on March 1, 2019, hereinafter referred to as "Agreement;" and
- B. **WHEREAS**, TAMC and Consultant desire to amend the Agreement to:
- (a) extend the term of the Agreement, in order to allow more time to complete the project due to schedule delays caused by the COVID-19 pandemic and shelter-in-place restrictions;

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

1. **TERM OF AGREEMENT**

The term of this agreement is extended to December 31, 2022.

2. **REMAINDER OF TERMS UNCHANGED**

All other terms of the Agreement, including the total not-to-exceed amount of Eighty-Seven Thousand Five-Hundred dollars (\$87,500), remain in full effect.

An executed copy of this Amendment No. 1 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment to the Agreement with Ecology Action.

TAMC:

CONSULTANT:

\_\_\_\_\_  
Debra L. Hale  
Executive Director

\_\_\_\_\_  
Lauren Cohen  
Executive Director

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(date)

Approved as to form:

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

\_\_\_\_\_  
(date)



## Memorandum

**To:** Board of Directors  
**From:** Laurie Williamson, Senior Transportation Engineer  
**Meeting Date:** May 26, 2021  
**Subject:** US 101 South of Salinas Contract - Amendment #1

### **RECOMMENDED ACTION:**

#### **US 101 South of Salinas Expressway to Freeway Conversion Concept Analysis Contract Amendment #1:**

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contract Amendment #1 with GHD, subject to approval by Agency Counsel, to extend the term of the contract to from June 30, 2021 to June 30, 2022 and increase the contract amount by \$29,935, for a total not-to-exceed contract amount of \$551,448, to complete concept analysis design work;
2. **AUTHORIZE** the use of \$29,935 of Measure X funds budgeted to this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work, or change the approved contract term or amount.

### **SUMMARY:**

The contract amendment will provide additional project management funds and extend the contract end date due to COVID-19 related impacts as well as provide additional funds for evaluation of off highway traffic impacts.

### **FINANCIAL IMPACT:**

The additional \$29,935 will result in a total not-to-exceed amount of \$551,448. The project is funded by Measure X.

### **DISCUSSION:**

On October 23, 2019, the TAMC board approved executing a contract with GHD to supplement the existing 2003 Project Study Report by developing a range of viable concepts to reduce crashes on the US 101 south of Salinas. The work includes a robust public outreach process with a community advisory group that includes land owners, growers, shippers, businesses, residents and interested parties.

Due to the COVID-19 pandemic, a Shelter in Place Order was issued by Monterey County on March 18, 2020 followed by a State Order on March 19, 2020. The proposed contract amendment will extend the contract end date from June 30, 2021 to June 30, 2022 as a result of impacts relating to the Order. The contract amendment will also provide an additional \$29,935 for evaluating off highway traffic impacts as well as increased project management costs associated with the shelter order.

### **ATTACHMENTS:**

- ▣ US 101 Concept Analysis - GHD Contract Amendment #1

**AMENDMENT NO. 1 TO THE AGREEMENT FOR PROFESSIONAL SERVICES  
BETWEEN  
THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY  
AND GHD**

THIS AMENDMENT NO. 1 to the agreement dated November 6, 2019, between the Transportation Agency for Monterey County, hereinafter referred to as "TAMC," and GHD, Inc., a California Corporation, hereinafter referred to as "Consultant," is hereby entered into between TAMC and the Consultant.

**RECITALS:**

- A. **WHEREAS**, TAMC and Consultant entered into an agreement for professional services on November 6, 2019, hereinafter referred to as "Agreement";
- B. **WHEREAS**, TAMC and Consultant desire to extend the schedule as stated in the Consultant Agreement in order to amend the project schedule due to COVID-19 impacts; and
- C. **WHEREAS**, TAMC and Consultant desire to amend the total compensation not-to-exceed amount to provide additional project management funds due to COVID-19 impacts and additional funds for evaluation of off highway traffic impacts.

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

1. **TERM OF AGREEMENT**

The term of this agreement is extended to June 30, 2022.

2. **TOTAL COMPENSATION**

The total compensation to be paid pursuant to this Agreement as amended shall be increased by Twenty-Nine Thousand Nine Hundred Thirty-Five Dollars (\$29,935.00), and the total compensation shall not exceed Five Hundred Fifty-One Thousand Four Hundred Forty-Eight Dollars (\$551,448.00). All references to the amount \$521,513 shall be replaced with the amount \$551,448. The Budget attached to the Agreement as Exhibit B is hereby replaced with the revised Budget dated May 26, 2021 and shall be effective upon execution of the Amendment. The revised Budget is attached hereto as Exhibit B.

3. **SCOPE OF WORK**

Task 5.3, Travel Patterns and Trip Diversion, shall be amended to include the following text:



Perform an analysis of increased volumes and traffic pattern changes on the local road network and analyse changes in operations at local roadway intersection resulting from potential closure of at grade crossings along US 101. This analysis will better inform alternative improvement selection for offsetting the closure of turning movements along US 101.

**4. REMAINDER OF TERMS UNCHANGED**

All other terms of the Agreement remain in full effect.

An executed copy of this Amendment No. 1 shall be attached to the Agreement and shall be incorporated as if fully set forth therein.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment to the Agreement with GHD.

GHD, Inc.

TAMC

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

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

Name:  
Title:

Debra I. Hale  
Executive Director

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

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

Name:  
Title:

Dated: \_\_\_\_\_

INSTRUCTIONS: If Consultant is a corporation (including limited liability and nonprofit corporations), the full legal name of the corporation shall be set forth together with the signatures of two specified officers. If Consultant is a partnership, the name of the partnership shall be set forth together with the signature of a partner with authority to execute this Agreement on behalf of the partnership. If Consultant is contracting in an individual capacity, the individual shall set forth the name of his or her business, if any, and shall personally sign the Agreement.

\*\*\*\*\*

Approved as to form:

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

Dated: \_\_\_\_\_





## Memorandum

**To:** Board of Directors  
**From:** Laurie Williamson, Senior Transportation Engineer  
**Meeting Date:** May 26, 2021  
**Subject:** Freeway Service Patrol Service Contracts

### RECOMMENDED ACTION:

#### Freeway Service Patrol Service Contracts:

1. **APPROVE** and **AUTHORIZE** the Executive Director to execute contracts with California Towing and Transport for an amount not to exceed \$1,400,915.00 to provide services for the Freeway Service Patrol program, for the period ending June 30, 2025;
2. **APPROVE** the use of \$1,400,915.00 in State Freeway Service Patrol funds and Service Authority for Freeways and Expressways funds budgeted for this purpose; and
3. **AUTHORIZE** the Executive Director to take such other further actions as may be necessary to fulfill the intent of the contract, including approvals of future modifications or amendments that do not significantly alter the scope of work or change the approved contract term or amount.

### SUMMARY:

The Transportation Agency's Freeway Service Patrol contracts with the current tow operator will expire on June 30, 2021. In March 2021, the Board released an Request for Proposals to provide Freeway Service Patrol services for the next four fiscal years. The new contracts will begin July 1, 2021 to ensure no gap in service for the program.

### FINANCIAL IMPACT:

The total cost for the new four year Freeway Service Patrol contracts is \$1,400,915.00, or \$350,228.75 per year. Funding for this program comes from the California Department of Transportation, with a 25% local match coming from the \$1 vehicle registration fee collected by the Department of Motor Vehicles for the Service Authority for Freeways and Expressways program.

### DISCUSSION:

The Freeway Service Patrol program is managed by a partnership of the Transportation Agency for Monterey County, the California Department of Transportation (Caltrans), and the California Highway Patrol (CHP).

The FSP vehicle operators contracting with the Transportation Agency provide "quick fix" services to motorists including, but not limited to, furnishing one gallon of gasoline, changing flat tires, providing a "jump" start, taping or repairing cooling system hoses, refilling radiators or similar minor repairs as well as providing towing needs for minor collisions. If the disabled vehicle cannot be repaired in this manner, it is towed to a California Highway Patrol designated drop location. In these instances, the motorist can request the FSP vehicle operator contact CHP Dispatchers to call for a CHP rotational tow, a specified tow or a friend or relative to assist them. The FSP operators are also responsible for clearing the freeway of automobiles, motorcycles, small trucks (vehicles with a gross weight of 6,000 pounds or less) and small debris. All Freeway Service Patrol services are provided free of charge to motorists.

The Freeway Service Patrol currently operates on three road segments or Beats. Beat 1 currently operates along US Highway 101 from the San Benito County Line to Gould Road (Salinas). Beat 2 currently operates along State Route 1 from Rio Road (Carmel) to State Route 156/183 (Castroville). A temporary Beat 3 is currently operating along US Highway 101 from Gould Road (Salinas) to Arroyo Seco Road (Soledad). FSP drivers patrol these Beats during times of peak traffic congestion from 7:00 - 9:00 a.m. and 3:00 - 7:00 p.m., Monday through Friday. A modified Beat 1 operates on US Highway 101 from the San Benito County Line to Arroyo Seco Road on Sundays during the summer months to accommodate the increase in traffic due to tourists visiting the Monterey County area, while the regular Beat 2 operates on Saturdays during the summer months to accommodate increased tourist traffic.

The current service contract cycle will expire on June 30, 2021, ending a four-year contract period. The new contract cycle will be from July 1, 2021 to June 30, 2025.

On March 24, 2021, the Board released a Request for Proposals for the new contract period. The Agency received two proposals for Beat 1, one from our current contractor, California Towing and Transport, and one from a Dick's Towing and Auto Repair. California Towing also submitted proposals for Beats 2 and 3. The proposals were evaluated on several criteria including: 1) price, 2) management abilities, 3) quality of tow service, and 4) proposal quality. After an extensive evaluation process, including site visits and inspections, the evaluation committee, formed with staff from the California Highway Patrol and the Transportation Agency, determined that the current contractor, California Towing and Transport, has the best ability to meet the requirements set forth in the Scope of Work. The review panel unanimously recommends California Towing and Transport for contracts for all three Beats.

**WEB ATTACHMENTS:**

[Freeway Service Patrol 2021 Scope of Work and Schedule](#)



## Memorandum

**To:** Board of Directors  
**From:** Laurie Williamson, Senior Transportation Engineer  
**Meeting Date:** May 26, 2021  
**Subject:** **Monterey Branch Line Easement to Seaside County Sanitation District**

### **RECOMMENDED ACTION:**

#### **Monterey Branch Line Easement to Seaside County Sanitation District**

1. **APPROVE** the Sewer Easement Agreement with the Seaside County Sanitation District regarding a non-exclusive permanent and perpetual utility easement, subject to approval by Agency counsel;
2. **AUTHORIZE** the Executive Director to execute the Sewer Easement Agreement and to take such other future actions as may be necessary to fulfill the intent of the Sewer Easement Agreement including approvals of future modifications or amendments that do not significantly alter the terms of the approved Sewer Easement Agreement;
3. **AUTHORIZE** the Executive Director to execute the grant of a non-exclusive utility easement over a portion of the Monterey Branch Line between Holly Street and Del Monte Boulevard with the Seaside County Sanitation District; and
4. **AUTHORIZE** the Executive Director to take such other future actions as may be necessary to fulfill the intent of the non-exclusive utility easement including approvals of future modifications or amendments that do not significantly alter the scope of work, or significantly change the approved easement term or amount.

### **SUMMARY:**

The Seaside County Sanitation District as part of their sewer system upgrades desires to obtain a non-exclusive perpetual utility easement over that portion of the Monterey Branch Line where existing sewer system facilities are present.

### **FINANCIAL IMPACT:**

The non-exclusive utility easement will be a no fee easement.

### **DISCUSSION:**

The Seaside County Sanitation District is in the process of rehabilitating portions of their sanitary sewer system. As part of their rehabilitation project, the District has been working with the Agency to acquire a non-exclusive easement for utility purposes across that portion of the Monterey Branch Line rail right-of-way owned by TAMC between Ortiz Avenue and Del Monte Boulevard in Seaside. TAMC acquired ownership of the Monterey Branch Line in 2003. This non-exclusive easement will allow for the District's planned rehabilitation, replacement or abandonment of the existing sewer system across the TAMC rail right-of-way.

### **WEB ATTACHMENTS:**

[SCSD Ortiz-Del Monte SS Easement Agreement](#)



## Memorandum

**To:** Board of Directors  
**From:** Christina Watson, Principal Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Rail Network Integration Study

### **RECOMMENDED ACTION:**

**RECEIVE** update on the Monterey Bay Area Rail Network Integration Study, and **APPROVE** making the draft study available for public review.

### **SUMMARY:**

The study will lay the groundwork for implementing the State Rail Plan in the Monterey Bay Area. The Rail Policy Committee has received monthly updates on the progress of this study and on May 3, 2021 voted to recommend the Board approve providing the study for public review. Upon approval, staff will publish the study via an interactive "open house" website.

### **FINANCIAL IMPACT:**

The study has a budget of \$500,000, funded out of the state Transit and Intercity Rail Capital Program: \$350,000 for consultant costs and \$150,000 for staff and in-house costs. The study will be the foundation for future applications for rail capital and operations grant funding.

### **DISCUSSION:**

The Monterey Bay Area Rail Network Integration Study focuses on determining the optimal options for: rail connectivity and operations, equipment needs, governance, and community benefits for service between Monterey County and Santa Clara County, Monterey and Santa Cruz, and the Coast Rail Corridor. This study will also assist TAMC by providing the data needed to prepare grant applications for funding new stations at Pajaro/Watsonville, Castroville, Soledad and King City.

The study is intended to provide information for the TAMC Rail Policy Committee (RPC) to consider in recommendations to the TAMC Board of Directors as to next steps on implementing rail projects in Monterey County connecting to the Central Coast and the Northern California megaregion.

The draft Executive Summary is **attached**. The full draft study and relevant documents are posted to the project website (**web attachment**). The draft study is a compilation of the following memos discussed at RPC meetings and made available on the project website:

- Existing and Future Conditions
- Future Network Service Vision
- Public Sentiment Survey
- Fleet Strategy Governance and Operations Models
- Cost Estimates

- Caltrans Ridership Estimates
- Funding, Financing, and Grants Strategies
- Benefits

After Board approval of the study for public review, staff will post in an online "open house" forum. Comments from the RPC and public will then be used to develop a final draft. The final draft Network Integration Study will be on the August 2, 2021 agenda for the RPC to consider a recommendation to the Board for adoption at its August 25 meeting.

**ATTACHMENTS:**

- Draft Executive Summary

**WEB ATTACHMENTS:**

- [Monterey Bay Area Rail Network Integration Study website](#)





## EXECUTIVE SUMMARY

# Monterey Bay Area Network Integration Study

April 27, 2021



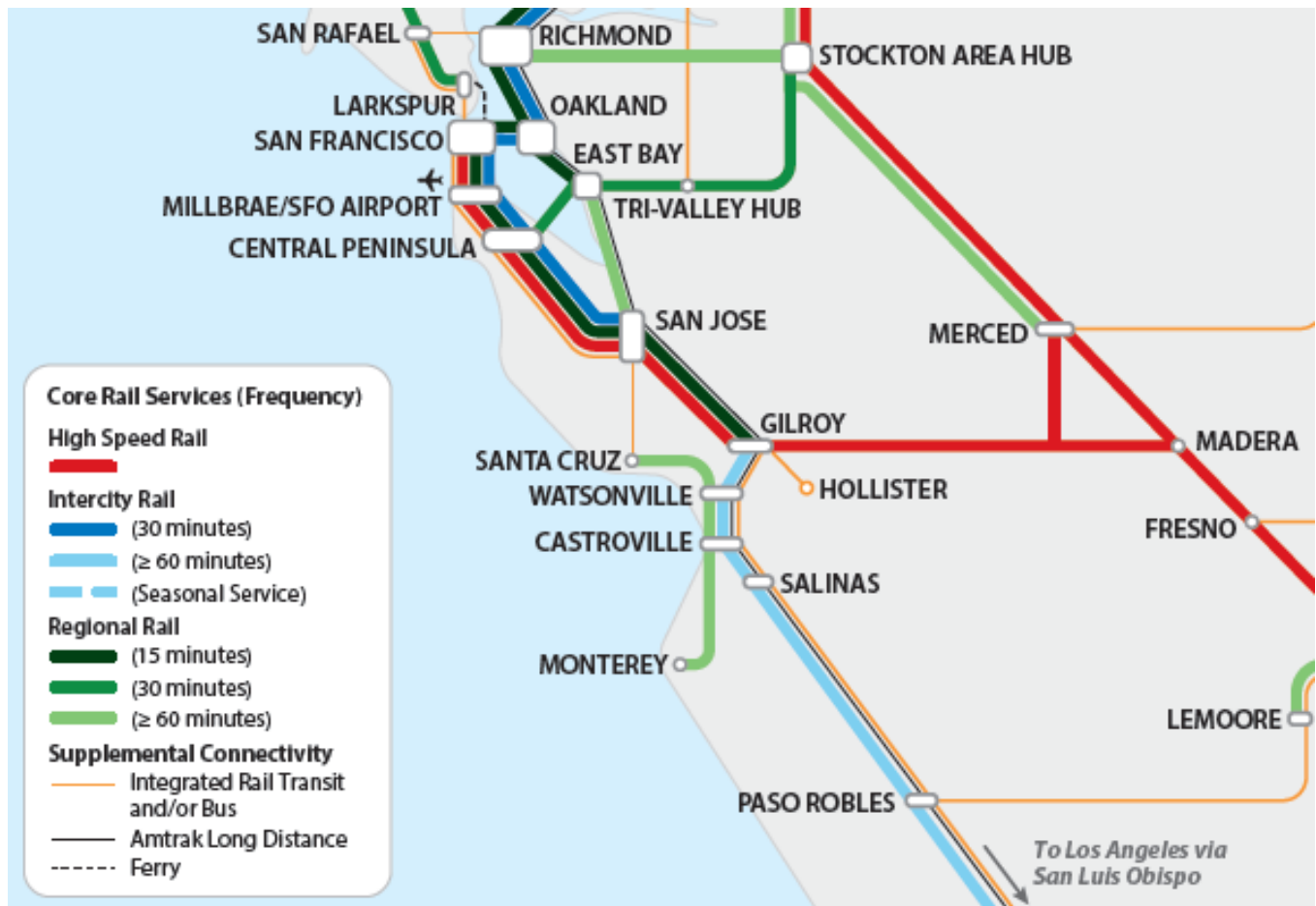


## EXECUTIVE SUMMARY

This Network Integration Study for the Monterey Bay Area represents the next step in project development work aimed toward robust passenger rail service connecting San Jose to the Central Coast and Monterey Bay communities. The Study presents a vision for a future integrated network that will support regional growth and protect the region’s natural beauty while serving the transportation and economic needs of residents and local businesses. The Study connects the regional vision and infrastructure assets to the statewide strategy articulated in the 2018 California State Rail Plan (CSRP) and embodies the technical work necessary to move forward to implementation and project delivery.

This Study covers the service goals outlined in the 2018 CSRP which envisions a network of high-speed, intercity corridor and commuter trains integrated with local transit at hubs across the state. For the Monterey Bay Area and Central Coast regions, this Study meets and exceeds the goals outlined in the CSRP, shown in **Figure 1**, as determined through the network modeling and stakeholder engagement conducted as part of the Study.

**Figure 1: California State Rail Plan Vision Service Goals**



Source: 2018 California State Rail Plan

A Stakeholder Engagement Plan was developed for the Study, describing stakeholder and public involvement strategies used to obtain input throughout its development. These include a Network Advisory Committee consisting of representatives from agency peers and major rail stakeholders that have met quarterly during the Study to cross-pollinate regional activities, findings, and recommendations. Public involvement focused on a bilingual survey conducted in summer 2020, to which 800 community members responded. Sentiment was overwhelmingly positive, with 87 percent of respondents indicating that access to passenger rail service would have a positive effect on their lives.

This Study builds off an inventory of existing rail lines and transit services and future conditions as set forth in a review of recent studies and plans. Opportunities to address underserved communities and threats to existing and planned service by climate change impacts are considered in the Study. Contemporaneous efforts, notably the Santa Cruz County Regional Transportation Commission's (SCCRTC) Transit Corridor Alternatives Analysis & Rail Network Integration Study and the San Luis Obispo Council of Government's Service Implementation Plan, have informed the Study.

The service vision developed in the Study has been designed through strategic analysis and operations modelling using guidelines and goals set by TAMC and regional stakeholders. The service vision seeks to maximize rider benefit, minimize capital and operations costs, shorten implementation timelines, and create a scalable service network. Implementation of the service vision is organized in three time horizons: Initial Service (short-term), Phased Service (mid-term), and Vision Service (long-term).

For each time horizon, the Study outlines service characteristics; defines infrastructure and train equipment requirements; provides cost and ridership estimates; assesses potential benefits; and provides recommendations regarding governance and funding and financing strategies.

## Initial Service

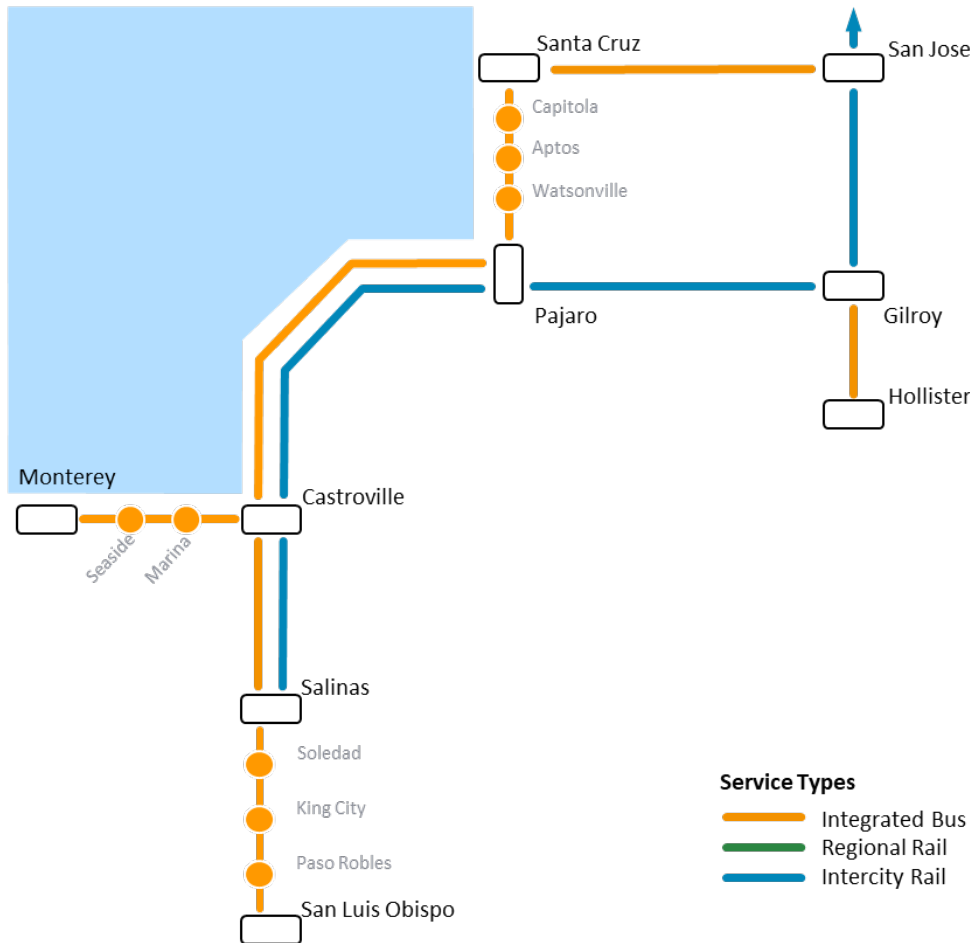
The goal of the Initial Service concept, shown in **Figure 2**, is to create a regular passenger rail connection between the Monterey Bay Area and San Francisco Bay Area and lay the foundation for future expansion, as described in the 2018 CSRP.

In the near-term, the Initial Service involves extending rail service on the Union Pacific Railroad (UPRR) Coast Subdivision to Salinas to connect Monterey County with San Jose. Prior to the COVID-19 pandemic, Caltrain operated three commute-oriented round trips to and from Gilroy each weekday. The Initial Service concept is achieved by extending these round trips to Salinas.

In the Initial Service, connecting bus service would be coordinated between Hollister and Gilroy to meet each train. Additionally, a bus service would be implemented between Salinas and San Luis Obispo to connect with the last northbound train in the morning and the first southbound train in the evening. Monterey-Salinas Transit's SURF! Busway and Bus Rapid Transit (BRT) line from Marina to Sand City and Seaside will provide transit connectivity and build ridership to justify further investment in the corridor. Similarly, the SCCRTC's Highway 1 Bus-on-Shoulder Project represents an interim congestion mitigation

improvement in the Initial Service that paves the way for Phased Concept Santa Cruz-Monterey bus service.

**Figure 2: Initial Service Concept**



### Infrastructure

To implement Initial Service, the following infrastructure improvements will be needed:

- Construction of Pajaro Station with grade-separated access structure, island platform, and large parking area (400 spaces); and
- Construction of Castroville Station with grade-separated access structure, island platform, and small parking area (200 spaces).

Additionally, overnight storage tracks would be required to facilitate the extension of rail service to Salinas. The storage tracks would need to accommodate three trainsets akin to the storage tracks currently at Gilroy. The six-train storage facility included in the TAMC Monterey County Rail Extension Phase 1: Kick Start Project would be more than adequate for the Initial Service Concept and thus is not included in the costs or infrastructure needs in this Study's analysis.

## Fleet Strategies

Initial Service rail would be operated with conventional diesel-hauled trains. It is recommended that TAMC pursue an agreement with Caltrain for contracted operations, allowing service to be implemented relatively quickly and with minimal infrastructure investment. General maintenance would be performed by Caltrain at its existing facilities, such as the Centralized Equipment, Maintenance and Operations Facility immediately north of San Jose Diridon Station. Operations would need to comply with FRA requirements.

## Benefits Assessment

The Initial Service would have numerous transportation benefits. The extension of rail to Salinas would serve a population of over 300,000, about 60 percent of which would be residents of low-income communities. With Initial Service, San Jose and Gilroy would be accessible from Pajaro, Castroville and Salinas within a two-hour rail trip. Extending rail to Salinas would reduce travel times by 15 minutes to nearly an hour by replacing trips that currently require a transfer with one-seat rides. By attracting trips away from driving, the expanded rail service would avoid two traffic injuries annually.

The Initial Service would attract 190,000 annual rail trips and 5,000 annual bus trips in the corridor between San Francisco and San Luis Obispo. With growth in ridership, VMT would be reduced by 9.5 million miles and GHG emissions would be reduced by up to 1,700 metric tons of carbon dioxide equivalent.

Employment access would increase with Initial Service; jobs in Gilroy, Salinas and communities in between would be accessible within a 90-minute commute from any of the extension stations. Implementing the Initial Service is estimated to result in over 1,000 person years of employment and generate an economic output of \$195 million and tax revenues of \$18 million.

## Governance and Operations Recommendations

For the Initial Service concept, no new governance structure is recommended. TAMC would continue to serve as the project lead and would pursue contracted operations with Caltrain, negotiate a track access agreement with UPRR, and coordinate with local bus agencies to provide connections at rail stations. TAMC's Rail Policy Committee may need to provide additional support for TAMC Board decisions regarding financing, contracting, and other responsibilities involved with implementation.

## Funding, Financing and Grants Strategy Recommendations

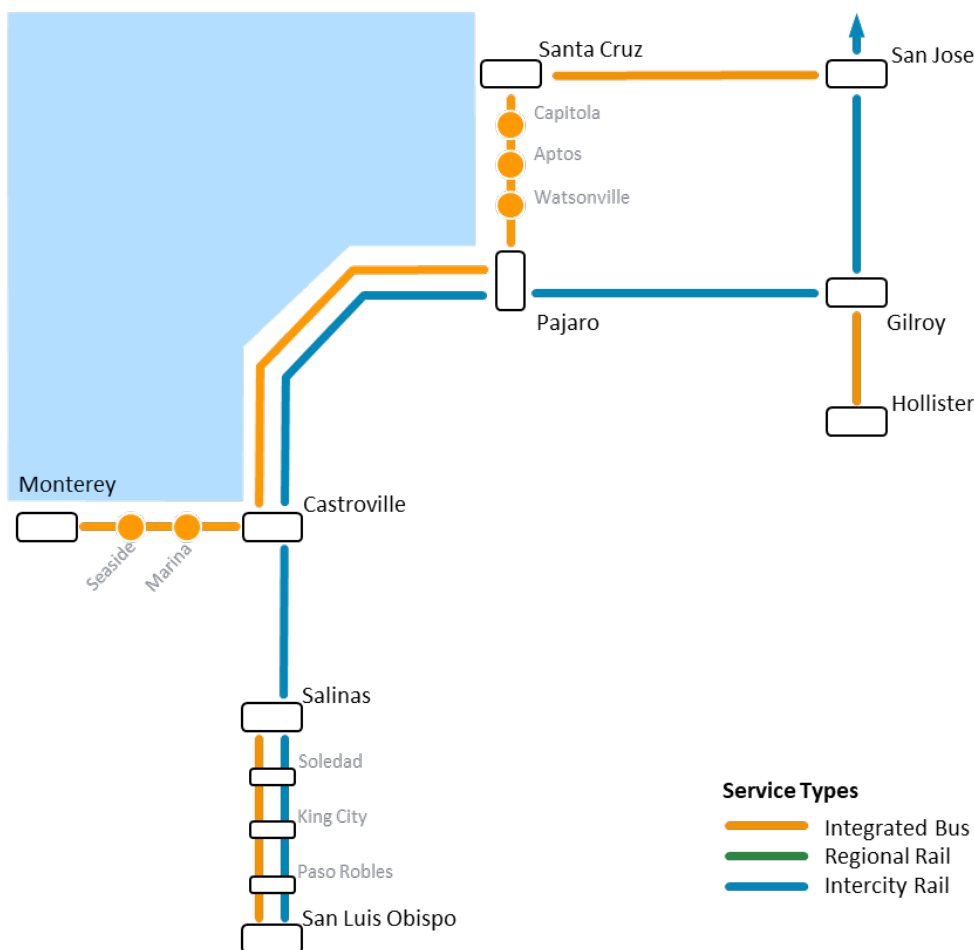
The Initial Service concept capital costs are estimated at \$102 million. Annual rail operations and maintenance costs are estimated at \$4.7 million and annual rail ticket revenues are estimated at \$2.7 million – a farebox recovery rate of 58 percent. Annual bus operations and maintenance costs are estimated at \$529,000 and annual bus ticket revenues are estimated at \$186,000 – a farebox recovery rate of 35 percent.

Potential capital revenue sources for the Initial Service are estimated to provide a total ranging between \$62 and \$235 million for one-time awards and \$3 to \$7 million in annual awards through state formula programs. Major sources of this potential funding are California’s Solutions for Congested Corridors Program and Transit and Intercity Rail Capital Program, and the Federal Transit Administration’s (FTA) Capital Investment 5309 Small Starts Grants program. These are all highly competitive grant programs, and will require thoughtful preparation of grant submission requirements, as well as a well-coordinated advocacy campaign that demonstrates the unique value added by this service.

## Phased Service

In the mid-term time horizon, the Phased Service concept shown in **Figure 3** builds off the service levels established by Initial Service and lays the groundwork for the Vision Service concept. Phased Service increases rail service from peak period oriented only to regular all-day bi-directional service between Gilroy and Salinas, with four daily round trips extending from Salinas to San Luis Obispo.

**Figure 3: Phased Service Concept**



Bus service would be expanded in the Phased Service Concept to operate between Santa Cruz and Monterey connecting with hourly train services at Pajaro and Castroville. Bus service to and from Hollister would be coordinated to connect with hourly train service at Gilroy as well. The bus connection between Salinas and San Luis Obispo would be expanded to operate every four hours, such that combined rail and bus schedules would provide service every other hour.

### Infrastructure

To implement Phased Service, the following infrastructure improvements will be needed:

- Construction of a passing siding on the UPRR Coast Subdivision south of King City;
- Construction of stations in Soledad and King City; and
- Procurement of eight bi-modal hybrid trainsets.

### Fleet Strategies

The Phased Service concept would require the procurement of new or leased equipment, from an operator or from the State, which would require a new or expanded maintenance facility. To achieve policy goals while not forcing transfers at Gilroy, it is recommended that Phased Service be operated with bi-modal, hybrid train equipment. This would allow through operations on the planned high-speed infrastructure between Gilroy and San Jose as well as on the unelectrified UPRR Coast Subdivision south of Gilroy. Six trainsets and an additional two trainsets as spares would be required, as well as overnight storage capacity for one train in San Luis Obispo.

### Benefits Assessment

The Phased Service concept would expand the transportation benefits of the Initial Service concept. The extension of rail to San Luis Obispo would serve a population of over 460,000, about 60 percent of which would be residents of low-income communities. Regional mobility would increase, with many more destinations accessible within a two-hour rail trip. Paso Robles and San Luis Obispo would become accessible to each other within 120 minutes. The Phased Service would take advantage of high-speed rail infrastructure north of Gilroy, making travel times considerably faster for trips to and from Santa Clara County. Phased Concept bus service would speed many trips in the corridor between Santa Cruz and Monterey. By attracting trips away from driving, the expanded Phased rail service would avoid eight traffic injuries annually.

Phased Service would attract 500,000 annual rail trips and 13,000 annual bus trips in the corridor between San Francisco and San Luis Obispo, with bus service between Monterey and Santa Cruz attracting an additional 500,000 riders. With growth in rail ridership, VMT would be reduced by 31.2 million miles and bus service between Monterey and Santa Cruz would reduce VMT by an additional 9.4 million miles. Phased Service concept rail would reduce GHG emissions by up to 1,700 metric tons of carbon dioxide equivalent and bus service between Monterey and Santa Cruz would reduce GHG emissions by up to 3,100 metric tons of carbon dioxide equivalent.

Employment access would increase with Phased Service; jobs in Paso Robles and San Luis Obispo would become accessible to each other within a 90-minute commute. Implementing Phased Service is estimated to result in 4,500 person years of employment and generate an economic output of \$765 million and tax revenues of \$72 million.

### **Governance and Operations Recommendations**

Compared to the Initial Service concept, Phased Service includes substantially expanded service south of Gilroy. Each of the three Phased concept services – rail service to/from Salinas, rail service to/from San Luis Obispo, and BRT service between Monterey and Santa Cruz – may require a different governance approach.

To support these service expansions, the governing body will need to procure train equipment and fund several major capital projects, including two new stations; signal and track improvements and potentially a new siding south of Salinas; and infrastructure, fleet, and facility requirements for the regional BRT service. The governing body would need to negotiate and pay access fees for use of the new high-speed rail infrastructure between Gilroy and San Jose at such time that it becomes available for service to/from the Central Coast.

Several potential options for operating these extended services are identified: Caltrain, as in the Initial Service; Capitol Corridor, as an extension of their existing service; another existing public or private operator; or a new operating entity formed expressly to operate one or more of the rail services. In the case of contract operations, the governing body could issue separate contracts for Gilroy-Salinas service and for Gilroy-San Luis Obispo service, or could bundle both services under a single contract. Implementing the new BRT service between Monterey and Santa Cruz spanning two counties would likely require an evolution in governance capability.

The larger scope of duties and responsibilities for the governing body under the Phased Service concept would likely require more robust oversight to protect the public interest and ensure fiscal responsibility and ethical integrity. TAMC may be able to evolve to address these additional governance needs through interagency agreements, but a Joint Powers Authority (JPA) or other new entity may eventually be necessary, particularly to facilitate cost sharing between the multiple counties involved.

### **Funding, Financing and Grants Strategy Recommendations**

The Phased Service concept capital costs are estimated at \$403 million. Annual rail operations and maintenance costs are estimated at \$35.4 million and annual rail ticket revenues are estimated at \$11.4 million – a farebox recovery rate of 32 percent. Annual bus operations and maintenance costs are estimated at \$5,771,000 and annual bus ticket revenues are estimated at \$1,588,000 – a farebox recovery rate of 28 percent.

Available funding sources for the Phased Service concept, which would be implemented about 10 years in the future, are not known at this time. The Federal and State funding and financing landscape could

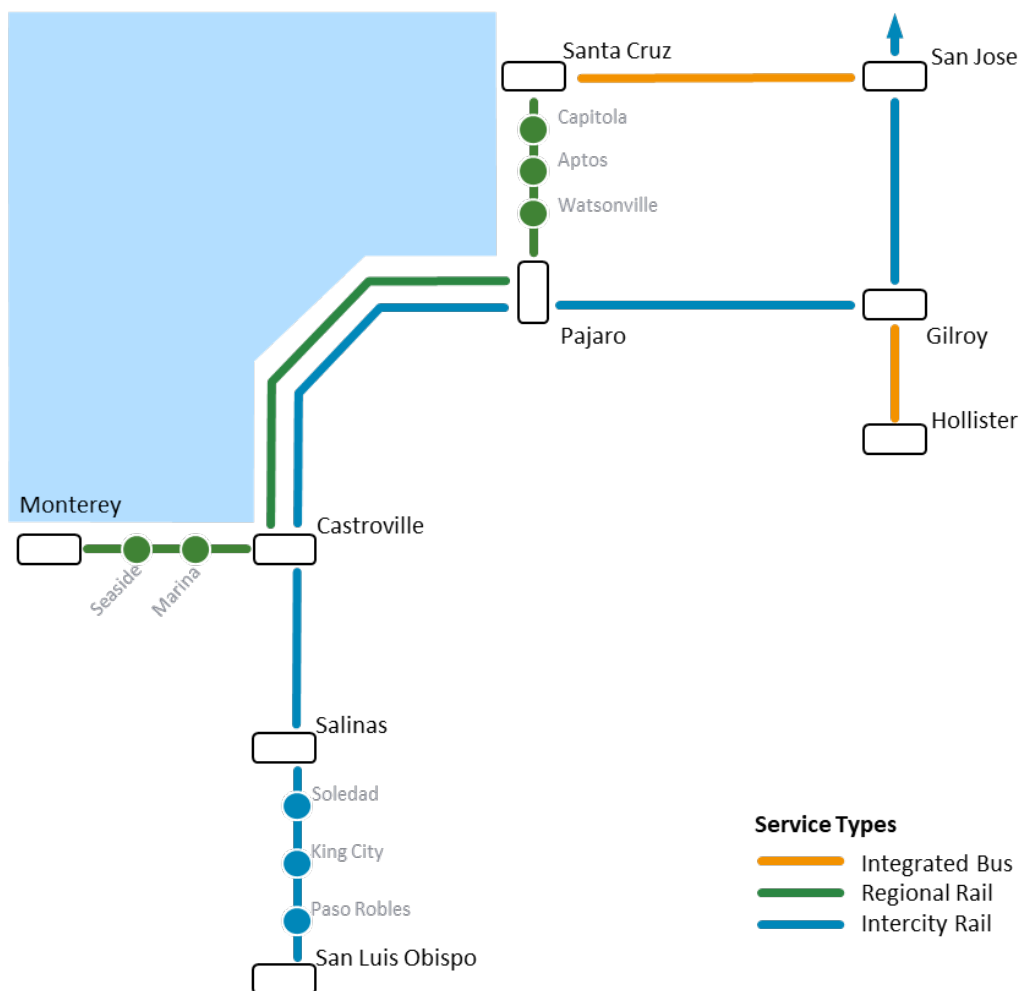


look very different then. Nonetheless, TAMC and its project partners would benefit from laying the groundwork now for future revenue generation.

## Vision Service

The Vision Service concept shown in **Figure 4** represents a long-term vision for rail service in the Monterey Bay Area and Central Coast. Trains would continue to operate hourly service between Salinas and San Jose, but through service to/from San Luis Obispo would be increased to bi-hourly service, replacing the bus connections. Bus service between Monterey and Santa Cruz would be replaced by the implementation of hourly, bi-directional regional rail service operated with multiple unit trains, providing timed, cross-platform connections to/from mainline service at Castroville and Pajaro.

**Figure 4: Vision Service Concept**





## Infrastructure

To implement Vision Service, the following infrastructure improvements will be needed:

- Construction of two additional mainline passing sidings on the UPRR Coast Subdivision;
- Track improvements and renovations from Pajaro to Santa Cruz and Castroville to Monterey;
- Construction of regional rail stations at Santa Cruz, Capitola, Aptos, Marina, Seaside, and Monterey, and expansion of Pajaro Station;
- Procurement of an additional trainset for intercity service and five trainsets for regional service; and
- A regional rail service maintenance facility, and a storage track at Monterey for three trainsets.

## Fleet Strategies

For mainline intercity service, the Vision Service concept requires an additional trainset (for a total of seven) for day-to-day operations, plus an additional two trainsets to provide spares. For the regional service between Santa Cruz and Monterey, four trainsets are required for day-to-day operations, plus one spare. Single-level, multiple-unit trainsets—whether diesel multiple unit (DMU), hydrogen fuel cell, battery-powered multiple units, or some other variant—would be best suited for the “around the bay” service on the Monterey and Santa Cruz Branch Lines. Their smaller size and flexibility would allow them to operate on both the UPRR Coast Subdivision mainline between Pajaro and Castroville, as well as through existing communities along the branch lines, without the need for overhead catenary systems.

## Benefits Assessment

The Vision Service concept would achieve the transportation benefits of a mature multimodal network, which would serve a population of 750,000 with the implementation of regional rail service between Monterey and Santa Cruz. Rail would connect these communities with destinations as far north as San Jose and as far south as King City within two hours. With Vision Service rail replacing bus between Monterey and Santa Cruz, additional travel time would be saved, benefiting trips throughout the network. By attracting trips away from driving, the expanded Vision rail service would avoid two fatalities and 29 traffic injuries annually.

With all-rail Vision Service, annual ridership between San Francisco and San Luis Obispo would increase to 617,000 and between Monterey and Santa Cruz to 925,000; VMT would be reduced by 42.7 million miles in the corridor between Gilroy and San Luis Obispo and by 83.4 million miles between Monterey and Santa Cruz. Vision Service between Gilroy and Salinas would reduce GHG emissions by up to 3,200 metric tons of carbon dioxide equivalent, and between Monterey and Santa Cruz by 17,400 metric tons of carbon dioxide equivalent.

Employment access would increase with Vision Service; rail would connect Monterey, Santa Cruz, and communities in between as far north as Gilroy and as far south as Soledad within a 90-minute commute. Implementing Vision Service is estimated to result in 10,000 person years of employment and generate an economic output of \$1.6 billion and tax revenues of \$152 million.

## Governance and Operations Recommendations

Under the Vision Service concept, administrative responsibilities would have additional complexity, with more service and two types of service to coordinate and administer. Train operations could be provided through a combination of contract operations and/or a new self-operating entity. In the case of contract operations, the governing body could issue separate contracts for the mainline service and for the regional service, or could bundle the two services under a single contract.

Governance needs for implementing and operating the Vision Service concept include acquiring new multiple unit trains, executing an agreement with an operator or obtaining operating capability for the new regional rail service, and negotiating agreements with UPRR for track access between Castroville and Pajaro for the regional trains. A JPA established to deliver the Phased Service concept could be expanded to include operation of the regional service.

## Funding, Financing and Grants Strategy Recommendations

The Vision Service concept capital costs are estimated at \$79 million for intercity rail and \$767 million for regional rail between Monterey and Santa Cruz. Annual rail operations and maintenance costs are estimated at \$56.9 million and annual rail ticket revenues are estimated at \$20.8 million – a farebox recovery rate of 37 percent. Annual bus operations and maintenance costs are estimated at \$995,000 and annual bus ticket revenues are estimated at \$227,000 – a farebox recovery rate of 23 percent.

Available funding sources for the Vision Service concept, which would be implemented about 25 years in the future, are not known at this time. That said, TAMC and its project partners can start considering future revenue generating sources early on, such as tax increment financing districts, assessment districts, and local taxes. These local and regional revenue sources can be in place for several decades, providing capital for the projects and making them more competitive for grants.

## Next Steps

To extend rail service from Gilroy to Salinas, the immediate next step to achieve the Study's service vision, TAMC would pursue an agreement with Caltrain for contracted operations, allowing relatively quick implementation and with minimal investment in infrastructure. Modeling efforts and track access agreements will have to be coordinated with UPRR. Major next steps for securing funding for the extension include initiating conversations with priority granting agencies, initiating environmental review, and progressing transportation and economic impact analyses.

As a key stakeholder, Caltrans has provided valuable guidance and coordination for this Study. In turn, the Study's findings and recommendations have informed and are being incorporated into the next iteration of statewide rail network integration, the 2022 CSRP. Ongoing engagement with other stakeholders and the public will be needed to maintain and build support for the service vision as it advances into the three stages of implementation.



## **Memorandum**

**To:** Board of Directors  
**From:** Christina Watson, Principal Transportation Planner  
**Meeting Date:** May 26, 2021  
**Subject:** Salinas Rail Project - Caltrans Master Agreement

### **RECOMMENDED ACTION:**

**APPROVE** Resolution 2021-08 authorizing the Executive Director to execute a Master Agreement for State Funded Transit Projects with Caltrans for funding for Monterey County rail projects, which will replace the prior Master Agreement that expires July 11, 2021, and subsequent funding allocation specific Program Supplements, pending approval by Agency Counsel.

### **SUMMARY:**

The TAMC Board originally approved a Master Agreement for State Funded Transit Projects with Caltrans for funding for Monterey County rail projects in 2001, upon receipt of Transportation Congestion Relief Program funding. The original Master Agreement expired in 2011, when TAMC and Caltrans approved a renewed Master Agreement. This is the third Master Agreement for this project and is largely identical to the two preceding agreements, with the addition of new funding sources that have been added to the TAMC rail program in the intervening years. Each funding allocation has a separate Program Supplement that is governed by this Master Agreement.

### **FINANCIAL IMPACT:**

The Master Agreement is required for state-funded transit projects. State rail funding is allocated by the California Transportation Commission pursuant to this Master Agreement. Each allocation has its own Program Supplement that describes the purpose of that funding allocation. This Agreement is critical to securing and completing funding for the TAMC rail program.

### **DISCUSSION:**

Since the original Master Agreement was executed in 2001, Caltrans and TAMC have continued to make progress on the Monterey County Rail Extension project with multiple state funding sources. The Agreement was renewed in 2011, and this renewal will extend the Agreement to 2031. The renewal will enable the Rail Extension project to continue making progress and will also govern future allocations for rail projects in Monterey County.

TAMC also has a separate Master Agreement for the Transit and Intercity Rail Capital Program (TIRCP) funding, which has different rules from other state funding sources, pursuant to state law. That Agreement is separate and distinct from this Agreement that governs all other state funding sources.

The **attached** renewed Master Agreement and Resolution 2021-08 will enable the Agency to continue to progress its rail priorities.

### **ATTACHMENTS:**

- ▣ Master Agreement - Renewal
- ▣ Resolution 2021-08

# Master Agreement State Funded Transit Projects



## California Department of Transportation

DIVISION OF RAIL AND MASS TRANSPORTATION  
1120 N STREET, ROOM 3300  
P. O. BOX 942874, MS-39  
SACRAMENTO, CA 94274-0001  
PHONE (916) 654-8012



**STATE OF CALIFORNIA  
 DEPARTMENT OF TRANSPORTATION  
 DIVISION OF RAIL AND MASS TRANSPORTATION**

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**STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF RAIL AND MASS TRANSPORTATION**

**MASTER AGREEMENT  
STATE FUNDED TRANSIT PROJECTS**

**Effective Date of this Agreement:** TBD (date of execution/final signature)  
**Termination Date of this Agreement:** TBD (10 yrs from date of execution/final signature)  
**Recipient:** Transportation Agency for Monterey County

**APPLICABLE FUNDING SOURCES COVERED BY THIS AGREEMENT WILL BE  
IDENTIFIED IN EACH SPECIFIC PROGRAM SUPPLEMENT  
ADOPTING THE TERMS OF THIS AGREEMENT**

- ◆ **General Fund**
- ◆ **State Highway Account**
- ◆ **Public Transportation Account**
- ◆ **Clean Air and Transportation Improvement Act of 1990 (PROP. 116) Bond Fund**
- ◆ **Traffic Congestion Relief Fund (TCR), GC 14556.40**
- ◆ **Proposition 1A, the Safe, Reliable High-Speed Passenger Train Bond Act**
- ◆ **Road Repair and Accountability Act of 2017, Senate Bill 1**
- ◆ **Other State Funding Sources (Existing and Future), except the Transit and Intercity Rail Program (TIRCP)**

This AGREEMENT, entered into effective as of the date set forth above, is between the signatory public entity identified hereinabove, hereinafter referred to as **RECIPIENT**, and the STATE OF CALIFORNIA, acting by and through its Department of Transportation, hereinafter referred to as **STATE**.

**ARTICLE I - PROJECT ADMINISTRATION**

**Section 1. Program Supplement**

*A. General*

- (1) This AGREEMENT shall have no force and effect with respect to any PROJECT unless and until a separate PROJECT specific “PROGRAM SUPPLEMENT – STATE FUNDED TRANSIT PROJECT(S),” hereinafter referred to as “PROGRAM SUPPLEMENT,” adopting all of the terms and conditions of this AGREEMENT has been fully executed by both **STATE** and **RECIPIENT**.

- (2) **RECIPIENT** agrees to complete each defined PROJECT, or the identified PROJECT Phase/Component thereof, described in the PROGRAM SUPPLEMENT adopting all of the terms and conditions of this AGREEMENT.
- (3) A financial commitment of actual PROJECT funds will only occur in each detailed and separate PROGRAM SUPPLEMENT. No funds are obligated by the prior execution of this AGREEMENT alone.
- (4) **RECIPIENT** further agrees, as a condition to the release and payment of the funds encumbered for the PROJECT described in each PROGRAM SUPPLEMENT, to comply with the terms and conditions of this AGREEMENT and all the agreed-upon Special Covenants and Conditions attached to or made a part of the PROGRAM SUPPLEMENT identifying and defining the nature of that specific PROJECT.
- (5) The PROGRAM SUPPLEMENT shall include: a detailed Scope of Work conforming to the included Project Description, a Project Schedule, an Overall Funding Plan, and a Project Financial Plan as required by the applicable Program Guidelines.
  - a. The Scope of Work shall include a detailed description of the PROJECT and will itemize the major tasks and their estimated costs.
  - b. The Project Schedule shall include major tasks and/or milestones and their associated beginning and ending dates and duration.
  - c. The Overall Funding Plan shall itemize the various PROJECT Components, the committed funding program(s) or source(s), and the matching funds to be provided by **RECIPIENT** and/or other funding sources, if any [these Components include Environmental and Permits; Plans, Specifications and Estimates (PS&E); Right-of-Way (ROW); and Construction (including transit vehicle acquisition)].
  - d. The Project Financial Plan shall identify estimated expenditures for each PROJECT Component by funding source.
- (6) Adoption and execution of the PROGRAM SUPPLEMENT by **RECIPIENT** and **STATE**, incorporating the terms and conditions of this AGREEMENT into the PROGRAM SUPPLEMENT as though fully set forth therein, shall be sufficient to bind **RECIPIENT** to these terms and conditions when performing the PROJECT. Unless otherwise expressly delegated to a third-party in a resolution by **RECIPIENT**'s governing body, which delegation must be expressly assented to and concurred in by **STATE**, the PROGRAM SUPPLEMENT shall be managed by **RECIPIENT**.

- (7) The estimated cost and scope of each PROJECT will be as described in the applicable PROGRAM SUPPLEMENT. **STATE** funding participation for each PROJECT is limited to those amounts actually encumbered by **STATE** as evidenced in that applicable PROGRAM SUPPLEMENT. A contract awarded by **RECIPIENT** for PROJECT work in an amount in excess of said approved estimate or the PROGRAM SUPPLEMENT funding limit may exceed any said PROGRAM SUPPLEMENT cost estimate and the limits of **STATE**'s participation provided:
- a. **RECIPIENT** provides the necessary additional funding, or
  - b. A cost increase in **STATE**'s share of PROJECT funding is first requested by **RECIPIENT** (before the cost overrun occurs) and that increase is approved by **STATE** in the form of an Allocation Letter comprising the encumbrance document for that increased **STATE** funding level.
- (8) State programmed fund amounts may be increased to cover PROJECT cost increases only if:
- a. Such funds are available;
  - b. **STATE** concurs with that proposed increase; and
  - c. **STATE** issues an approved Allocation Letter, Fund Shift Letter, or a Time Extension Letter with additional funding as stated in an executed amendment to that PROGRAM SUPPLEMENT.
- (9) When additional State programmed funds are not available, **RECIPIENT** agrees that reimbursements of invoiced PROJECT costs paid to **RECIPIENT** will be limited to, and shall not exceed, the amounts already approved in the PROGRAM SUPPLEMENT containing the **STATE** approved encumbrance documents and that any increases in PROJECT costs above that **STATE** supported funding level must be defrayed by **RECIPIENT** with non-State funds.
- (10) For each approved PROGRAM SUPPLEMENT, **RECIPIENT** agrees to contribute at least the statutorily or other required local contribution of appropriate matching funds (other than State funds) if any matching funds are specified within the PROGRAM SUPPLEMENT, or any attachment thereto, toward the actual cost of the PROJECT or the amount, if any, specified in an executed SB 2800 (Streets and Highways Code section 164.53) Agreement for local match fund credit, whichever is greater. **RECIPIENT** shall contribute not less than the required match amount toward the cost of the PROJECT in accordance with a schedule of payments as shown in a Project Financial Plan prepared by **RECIPIENT** as part of a PROGRAM SUPPLEMENT.
- (11) Upon the stated expiration date of this AGREEMENT, any PROGRAM SUPPLEMENTS executed under this AGREEMENT for a PROJECT with work yet to be completed pursuant to the approved Project Schedule shall be deemed to extend the term of this AGREEMENT only to conform to the specific PROJECT termination or completion date contemplated by the applicable PROGRAM SUPPLEMENT to allow

that uncompleted PROJECT to be administered under the extended terms and conditions of this AGREEMENT.

- (12) Total project cost includes the cost of a project for all phases (Plans, Specifications, and Estimates (PS&E), Project Approval and Environmental Document (PA&ED) Right-of-Way (ROW), and Construction (CON) including rolling stock) of a Project from start to finish.

*B. Project Overrun*

- (1) If **RECIPIENT** and **STATE** determine, at any time during the performance of a PROJECT, that the PROJECT budget may be exceeded, **RECIPIENT** shall take the following steps:
- a. Notify the designated **STATE** representative of the nature and projected extent of the overrun and, within a reasonable period thereafter, identify and quantify potential cost savings or other measures which **RECIPIENT** will institute to bring the Project Budget into balance; and
  - b. Schedule the projected overrun for discussion at the next Quarterly Review meeting; and
  - c. Identify the source of additional **RECIPIENT** or other third party funds that can be made available to complete PROJECT.

*C. Scope of Work*

- (1) **RECIPIENT** shall be responsible for complete performance of the work described in the approved PROGRAM SUPPLEMENT for the PROJECT related to the commitment of encumbered funds. All work shall be accomplished in accordance with the applicable provisions of the Public Utilities Code, the Streets and Highways Code, the Government Code, and other applicable statutes and regulations.
- (2) **RECIPIENT** acknowledges and agrees that **RECIPIENT** is the sole control and manager of each PROJECT and its subsequent employment, operation, repair and maintenance for the benefit of the public. **RECIPIENT** shall be solely responsible for complying with the funding and use restrictions established by (a) the statutes from which these funds are derived, (b) the California Transportation Commission (CTC), (c) the State Treasurer, (d) the Internal Revenue Service, (e) the applicable PROGRAM SUPPLEMENT, and (f) this AGREEMENT.

*D. Program Supplement Amendments*

PROGRAM SUPPLEMENT amendments will be required whenever there are CTC-approved changes to the cost, scope of work, or delivery schedule of a PROJECT from those specified in the original PROJECT Application and the original PROGRAM SUPPLEMENT. Those

changes shall be mutually binding upon the Parties only following the execution of a PROGRAM SUPPLEMENT amendment.

## **Section 2. Allowable Costs and Payments**

### *A. Allowable Costs and Progress Payment Vouchers*

- (1) Not more frequently than once a month, but at least quarterly, **RECIPIENT** will prepare and submit to **STATE** (directed to the attention of the appropriate State District Transit Representative) signed Progress Payment Vouchers for actual PROJECT costs incurred and paid for by **RECIPIENT** consistent with the Scope of Work document in the PROGRAM SUPPLEMENT and **STATE** shall pay those uncontested allowable costs once the voucher is approved. If no costs were incurred during any given quarter, **RECIPIENT** is exempt from submitting a signed Progress Payment Voucher; but is still required to present a progress report at each Quarterly Review.
- (2) **STATE** shall not be required to reimburse more funds, cumulatively, per quarter of any fiscal year greater than the sums identified and included in the PROJECT Financial Plan. However, accelerated reimbursement of PROJECT funds in excess of the amounts indicated in the Project Financial Plan, cumulatively by fiscal year, may be allowed at the sole discretion of **STATE** if such funds are available for encumbrance to fulfill that need.
- (3) Each such voucher will report the total of PROJECT expenditures from all sources (including those of **RECIPIENT** and third parties) and will specify the percent of State reimbursement requested and the fund source. The voucher should also summarize State money requested by PROJECT component (environmental and permits, plans specifications, and estimates (PS&E); right of way; construction; rolling stock; or--if bond funded--private activity usage) and phase, and shall be accompanied by a report describing the overall work status and progress on PROJECT tasks. If applicable, the first voucher shall also be accompanied by a report describing any tasks specified in the PROGRAM SUPPLEMENT which were accomplished prior to the Effective Date of this AGREEMENT or the PROGRAM SUPPLEMENT with costs to be credited toward any required local contribution described in Article II, Section 1 of this Agreement (but only if expended pursuant to any applicable prior executed Agreement for Local Match Fund Credit between **RECIPIENT** and **STATE**).
- (4) An Indirect Cost Rate Proposal and/or Central Service Cost Allocation plan and related documentation approved under cognizant agency regulations are to be provided to **STATE** (Caltrans Audits & Investigations) annually for their review, and approval and filing prior to ADMINISTERING AGENCY seeking reimbursement of indirect costs incurred within each fiscal year being claimed for reimbursement.

### *B. Advance Payments (TCR Projects Only)*

- (1) Advance reimbursements or payments by **STATE** are not allowed except in the case of TCR funded Projects, and only then when expressly authorized by the CTC.

- (2) In order to receive a CTC approved TCR payment advance, **RECIPIENT** must provide duplicate signed invoices to **STATE** requesting payment of that authorized advance.
- (3) For TCR Projects approved for advanced payment allocation by the CTC, said advance payment shall be deposited by **RECIPIENT** in an interest bearing account held by institutions with long-term credit ratings of “AA” or better from at least two nationally recognized credit rating agencies, or in instruments issued by and secured by the full faith and credit of the U.S. Government or by an agency of the U.S. Government. No TCR interest earnings may be spent on the PROJECT. Interest earned shall be recorded and documented from the time the TCR funds are first deposited in **RECIPIENT**’s account until all the approved TCR advance funds have been expended or returned to **STATE** together with all accrued interest. Interest earned shall be reported to **STATE**’s Project Coordinator on an annual basis and upon the final PROJECT payment when interest earnings, overpayments, and unexpended advanced TCR funds shall be returned to **STATE** no later than thirty (30) days after PROJECT completion or termination of the PROGRAM SUPPLEMENT, whichever is first in time.
- (4) Advanced funds are to be expended only as indicated in the approved TCR Application. **RECIPIENT** must be able to document the expenditures/disbursement of funds advanced to only pay for actual allowable PROJECT costs incurred.
- (5) Except as expressly allowed hereinbelow, non-TCR funds and TCR project funds not authorized for advance payment can only be released by **STATE** as reimbursement of actual allowable PROJECT costs already incurred and paid for by **RECIPIENT** no earlier than the effective date of this AGREEMENT and not incurred beyond the AGREEMENT/PROGRAM SUPPLEMENT Termination Date.
- (6) Where advance payments are authorized in a PROGRAM SUPPLEMENT, **RECIPIENT** must report and document the expenditure/disbursement of funds advanced to pay for actual eligible PROJECT costs incurred, at least quarterly, using a Progress Payment Voucher to be approved by **STATE**’s District Project Administrator.

### *C. Expedited Payments*

Should **RECIPIENT** have a valid Memorandum of Understanding (MOU) for “Expedited Payment” on file with **STATE**’s Accounting Service Center, **RECIPIENT** will, not more frequently than as authorized by that MOU, prepare and submit to **STATE** an Expedited Payment Invoice for reimbursements that are consistent with that MOU, this AGREEMENT, and the applicable PROGRAM SUPPLEMENT. Expedited Payments are subject to policies established in the Caltrans Accounting Manual. One time payments and final payments eligible for expedited pay pursuant to this Section will have ten percent (10%) of each invoice amount withheld until PROJECT completion and **STATE** has evaluated **RECIPIENT**’s performance and made a determination that all requirements assumed under this AGREEMENT and the relevant PROGRAM SUPPLEMENT have been satisfactorily fulfilled by **RECIPIENT**.

*D. Advance Expenditure of Local Funds*

Government Code section 14529.17 (AB 872) allows public agencies to expend their own funds on certain programmed projects prior to the CTC's allocation of funds, and, upon receipt of CTC approval, to then seek reimbursement for those allowable prior expenditures following execution of a PROGRAM SUPPLEMENT wherein **STATE** acknowledges and accepts those statutorily authorized prior expenditures as a credit towards a required **RECIPIENT** match, (if any) or as eligible PROJECT expenditures for reimbursement.

*E. Travel Reimbursement*

Payments to **RECIPIENT** for PROJECT related travel and subsistence expenses of **RECIPIENT** forces and its subcontractors claimed for reimbursement or applied as local match credit shall not exceed rates authorized to be paid rank and file State employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced by **RECIPIENT** are in excess of those authorized DPA rates, then **RECIPIENT** is responsible for the cost difference, and any overpayments inadvertently paid by **STATE** shall be reimbursed to **STATE** by **RECIPIENT** on demand.

*F. Final Invoice*

The PROGRAM SUPPLEMENT Termination Date refers to the last date for **RECIPIENT** to incur valid PROJECT costs or credits and is the date that the PROGRAM SUPPLEMENT expires. **RECIPIENT** has one hundred and eighty (180) days after that Termination Date to make already incurred final allowable payments to PROJECT contractors or vendors, prepare the PROJECT Closeout Report, and submit the final invoice to **STATE** for reimbursement of allowable PROJECT costs before those remaining State funds are unencumbered and those funds are reverted as no longer available to pay any PROJECT costs. **RECIPIENT** expressly waives any right to allowable reimbursements from **STATE** pursuant to this AGREEMENT for costs incurred after that termination date and for costs invoiced to **RECIPIENT** for payment after that one hundred and eightieth (180<sup>th</sup>) day following the PROJECT Termination Date.

## ARTICLE II – GENERAL PROVISIONS

### Section 1. Funding

*A. Local Match Funds*

Subparagraphs “(1) and (2)” within this Section 1.A. apply only to those PROJECTS where the PROJECT funding is programmed to require a local match. (See individual Program Guidelines for specific funding requirements).

- (1) Except where specifically allowed by the applicable PROGRAM SUPPLEMENT, reimbursement of and credits for local matching funds will be made or allowed only for work performed after the Effective Date of a PROGRAM SUPPLEMENT and prior to the

Termination Date unless permitted as local match PROJECT expenditures made prior to the effective date of the PROGRAM SUPPLEMENT pursuant to Government Code section 14529.17 or by an executed SB 2800 Agreement for Local Match Fund Credit.

- (2) **RECIPIENT** agrees to contribute at least the statutorily or other required local contribution of matching funds (other than State or federal funds), if any is specified within the PROGRAM SUPPLEMENT or any attachment thereto, toward the actual cost of the PROJECT or the amount, if any, specified in any executed SB 2800 (Streets and Highways Code Section 164.53) Agreement for local match fund credit, whichever is greater. **RECIPIENT** shall contribute not less than its required match amount toward the PROJECT cost in accordance with a schedule of payments as shown in the Project Financial Plan prepared by **RECIPIENT** and approved by **STATE** as part of a PROGRAM SUPPLEMENT.

#### B. *Funding Contingencies*

Delivery by **STATE** of all funds encumbered to reimburse allowable PROJECT costs pursuant to this AGREEMENT is contingent upon prior budget action by the Legislature, fund allocation by the CTC or the United States Department of Transportation, and submittal by **RECIPIENT** and approval by **STATE** of all PROJECT documentation, including, without limitation, that required by Government Code section 14085. In the event of the imposition of additional conditions, delays, or a cancellation or reduction in funding, as approved by the Legislature, the CTC or the United States Department of Transportation, **RECIPIENT** shall be excused from meeting the time and expenditure constraints set forth in the Project Financial Plan and the Project Schedule to the extent of such delay, cancellation or reduction and the PROGRAM SUPPLEMENT will be amended to reflect the resultant necessary changes in PROJECT funding, scope, or scheduling.

#### C. *Funds Movement*

**RECIPIENT** shall not make any proposed changes in any of the four PROJECT expenditure Components (Environmental and Permits, PS&E, Right-of-Way and Construction), including major equipment acquisitions without prior written **STATE** approval. **STATE** will also determine whether those proposed changes are significant enough to warrant CTC review. Specific rules and guidelines regarding this process may be detailed in the applicable CTC Resolutions, including, but not limited to, numbers G-06-04 and G-06-20 or their successors.

### Section 2. Audits and Reports

#### A. *Cost Principles*

- (1) **RECIPIENT** agrees to comply with Title 2 Code of Federal Regulations 200 (2 CFR 200), Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.



- (2) **RECIPIENT** agrees, and will assure that its contractors and subcontractors will be obligated to agree to follow 2 CFR 200 and it shall be used to determine the allowability of individual Project cost items. Every sub-recipient receiving Project funds as a contractor or sub-contractor under this agreement shall comply with 2 CFR 200.
- (3) Any PROJECT costs for which **RECIPIENT** has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR 200, ~~Chapter 1, Part 31 or 49 CFR, Part 18~~, are subject to repayment by **RECIPIENT** to **STATE**. Should **RECIPIENT** fail to reimburse moneys due **STATE** within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, **STATE** is authorized to intercept and withhold future payments due **RECIPIENT** from **STATE** or any third-party source, including but not limited to, the State Treasurer, the State Controller and the CTC.

B. *Record Retention*

- (1) **RECIPIENT** agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred PROJECT costs and matching funds by line item for the PROJECT. The accounting system of **RECIPIENT**, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of **RECIPIENT**, its contractors and subcontractors connected with PROJECT performance under this AGREEMENT and each PROGRAM SUPPLEMENT shall be maintained for a minimum of three (3) years from the date of final payment to **RECIPIENT** under a PROGRAM SUPPLEMENT and shall be held open to inspection, copying, and audit by representatives of **STATE**, the California State Auditor, and auditors representing the federal government. Copies thereof will be furnished by **RECIPIENT**, its contractors, and subcontractors upon receipt of any request made by **STATE** or its agents. In conducting an audit of the costs and match credits claimed under this AGREEMENT, **STATE** will rely to the maximum extent possible on any prior audit of **RECIPIENT** pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by **RECIPIENT**'s external and internal auditors may be relied upon and used by **STATE** when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of **RECIPIENT**'s contracts with third parties pursuant to Government Code section 8546.7, **RECIPIENT**, **RECIPIENT**'s contractors and subcontractors and **STATE** shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such AGREEMENT and

PROGRAM SUPPLEMENT materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years from the date of final payment to **RECIPIENT** under any PROGRAM SUPPLEMENT. **STATE**, the California State Auditor, or any duly authorized representative of **STATE** or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent to a PROJECT for audits, examinations, excerpts, and transactions, and **RECIPIENT** shall furnish copies thereof if requested.

- (3) **RECIPIENT**, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by **STATE**, for the purpose of any investigation to ascertain compliance with this AGREEMENT.

### C. *Quarterly Review*

- (1) Subject to the discretion of **STATE**, **RECIPIENT** and **STATE** agree to conduct, on a quarterly basis, on-site reviews of all aspects of the progress of each PROJECT. **RECIPIENT** agrees, during each quarterly progress review, to inform **STATE** regarding:
  - a. Whether the PROJECT is proceeding on schedule and within budget;
  - b. Any requested changes to the Project Description, Scope of Work, Project Schedule, Overall Funding Plan, or Project Financial Plan contained in a PROGRAM SUPPLEMENT;
  - c. Major construction accomplishments during the quarter;
  - d. Any actual or anticipated problems which could lead to delays in schedule, increased costs or other difficulties;
  - e. The status of the PROJECT budget; and
  - f. The status of critical elements of PROJECT.
- (2) Quarterly reviews of **RECIPIENT** progress will include consideration of whether reported implementation activities are within the scope of the PROJECT PROGRAM SUPPLEMENT and in compliance with State laws, regulations, and administrative requirements.

## Section 3. Special Requirements

### A. *California Transportation Commission (CTC) Resolutions*

- (1) **RECIPIENT** shall adhere to applicable CTC policies, as may be adopted or amended from time to time, governing eligibility, project management, use of funds including, but not limited to the “Timely Use of Funds” as stated in Resolution G-06-04, adopted April 26, 2006, addressing the expenditure and reimbursement of TCR funds and Resolution G-09-11, adopted October 14, 2009, to provide guidance for the use of

Proposition 116 and STIP funds. All CTC resolutions, and/or successor resolutions in place at the time a PROGRAM SUPPLEMENT is executed, shall be applicable to all state funded projects including, but not limited to Prop 116, STIP, TCR funds, Proposition 1A, and the Road Repair and Accountability Act of 2017, respectively.

- (2) **RECIPIENT** shall be bound to the terms and conditions of this AGREEMENT; the PROJECT application contained in the PROGRAM SUPPLEMENT (as applicable); and CTC Resolutions G-06-04, G-09-11 and/or their respective successors in place at the time the PROGRAM SUPPLEMENT is signed (as applicable) and all restrictions, rights, duties and obligations established therein on behalf of **STATE** and CTC shall accrue to the benefit of the CTC and shall thereafter be subject to any necessary enforcement action by CTC or **STATE**. All terms and conditions stated in the aforesaid CTC Resolutions and CTC-approved Guidelines in place at the time the PROGRAM SUPPLEMENT is signed (if applicable) shall also be considered to be binding provisions of this AGREEMENT.
- (3) **RECIPIENT** shall conform to any and all permit and mitigation duties associated with PROJECT as well as all environmental obligations established in CTC Resolution G-91-2 and/or its successors in place at the time a PROGRAM SUPPLEMENT is signed, as applicable, at the expense of **RECIPIENT** and/or the responsible party and without any further financial contributions or obligations on the part of **STATE** unless a separate PROGRAM SUPPLEMENT expressly provides funding for the specific purpose of hazardous materials remediation.
- (4) **RECIPIENT** acknowledges when the PROGRAM SUPPLEMENT is executed the **RECIPIENT** is to comply with all CTC resolutions as adopted or currently amended as well as the guidelines, and policies applicable to state funded programs (or projects) including, but not limited to, Prop 116, STIP, TCR, Proposition 1A, and the Road Repair and Accountability Act of 2017.

**B. *RECIPIENT Resolution***

- (1) **RECIPIENT** has executed this AGREEMENT pursuant to the authorizing **RECIPIENT** resolution, attached as Attachment II to this AGREEMENT, which empowers **RECIPIENT** to enter into this AGREEMENT and which may also empower **RECIPIENT** to enter into all subsequent PROGRAM SUPPLEMENTS adopting the provisions of this AGREEMENT.
- (2) If **RECIPIENT** or **STATE** determines that a separate Resolution is needed for each PROGRAM SUPPLEMENT, **RECIPIENT** will provide information as to who the authorized designee is to act on behalf of the **RECIPIENT** to bind **RECIPIENT** with regard to the terms and conditions of any said PROGRAM SUPPLEMENT or amendment and will provide a copy of that additional Resolution to **STATE** with the PROGRAM SUPPLEMENT or any amendment to that document.

C. *Termination*

- (1) **STATE** reserves the right to terminate funding for any PROGRAM SUPPLEMENT upon written notice to **RECIPIENT** in the event that **RECIPIENT** fails to proceed with PROJECT work in accordance with the PROGRAM SUPPLEMENT, the bonding requirements, if applicable, or otherwise violates the conditions of this AGREEMENT and/or the PROGRAM SUPPLEMENT or the funding allocation such that substantial performance is significantly endangered.
- (2) No such termination shall become effective if, within thirty (30) days after receipt of a Notice of Termination, **RECIPIENT** either cures the default involved or, if not reasonably susceptible of cure within said thirty (30)-day period, **RECIPIENT** proceeds thereafter to complete the cure in a manner and time line acceptable to **STATE**. Any such termination shall be accomplished by delivery to **RECIPIENT** of a Notice of Termination, which notice shall become effective not less than thirty (30) days after receipt, specifying the reason for the termination, the extent to which funding of work under this AGREEMENT is terminated and the date upon which such termination becomes effective, if beyond thirty (30) days after receipt. During the period before the effective termination date, **RECIPIENT** and **STATE** shall meet to attempt to resolve any dispute.
- (3) Following a fund encumbrance made pursuant to a PROGRAM SUPPLEMENT, if **RECIPIENT** fails to expend TCR/GENERAL FUND monies by June 30 of any applicable Fiscal Year that those funds would revert, those funds will be deemed withdrawn and will no longer be available to reimburse PROJECT work unless those funds are specifically made available beyond the end of that Fiscal Year through re-appropriation or other equivalent action of the Legislature and written notice of that action is provided to **RECIPIENT** by **STATE**.
- (4) In the event **STATE** terminates a PROGRAM SUPPLEMENT for convenience and not for a default on the part of **RECIPIENT** as is contemplated in C (1) and (2) above of this Section 3, **RECIPIENT** shall be reimbursed its authorized costs up to **STATE**'s proportionate and maximum share of allowable PROJECT costs incurred to the date of **RECIPIENT**'s receipt of that notice of termination, including any unavoidable costs reasonably and necessarily incurred up to and following that termination date by **RECIPIENT** to effect such termination following receipt of that termination notice.

D. *Third Party Contracting*

- (1) **RECIPIENT** shall not award a construction contract over \$10,000 or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of **STATE**. Contracts awarded by **RECIPIENT**, if intended as local match credit, must meet the requirements set forth in this AGREEMENT regarding local match funds.

- (2) Any subcontract entered into by **RECIPIENT** as a result of this AGREEMENT shall contain the provisions of ARTICLE II – GENERAL PROVISIONS, Section 2. Audits and Reports and shall mandate that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as PROJECT costs only after those costs are incurred and paid for by the subcontractors.
- (3) To be eligible for local match credit, **RECIPIENT** must ensure that local match funds used for the PROJECT meet the General Provisions requirements outlined in this ARTICLE II in the same manner as required of all other PROJECT expenditures.
- (4) In addition to the above, the preaward requirements of third party contractor/consultants with local transit agencies should be consistent with Local Program Procedures (LPP-00-05).

E. *Change in Funds and Terms/Amendments*

This AGREEMENT and the resultant PROGRAM SUPPLEMENTS may be modified, altered, or revised only with the joint written consent of **RECIPIENT** and **STATE**.

F. *Project Ownership*

- (1) Unless expressly provided to the contrary in a PROGRAM SUPPLEMENT, subject to the terms and provisions of this AGREEMENT, **RECIPIENT**, or a designated subrecipient acceptable to **STATE**, as applicable, shall be the sole owner of all improvements and property included in the PROJECT constructed, installed or acquired by **RECIPIENT** or subrecipient with funding provided to **RECIPIENT** under this AGREEMENT. **RECIPIENT**, or subrecipient, as applicable, is obligated to continue operation and maintenance of the physical aspects of the PROJECT dedicated to the public transportation purposes for which PROJECT was initially approved unless **RECIPIENT**, or subrecipient, as applicable, ceases ownership of such PROJECT property; ceases to utilize the PROJECT property for the intended public transportation purposes; or sells or transfers title to or control over PROJECT and **STATE** is refunded the Credits due **STATE** as provided in paragraph (4) herein below.
- (2) Should State bond funds be encumbered to fund any part of a PROJECT under this AGREEMENT, then, at **STATE**'s option, before **RECIPIENT** will be permitted to make any proposed change in use, **RECIPIENT** shall be required to first obtain a determination by Bond Counsel acceptable to the State Treasurer's Office and **STATE** that a change in the operation, proportion, or scope of PROJECT as originally proposed by **RECIPIENT** will not adversely affect the tax exempt status of those bonds.
- (3) PROJECT right-of-way, PROJECT facilities constructed or reconstructed on a PROJECT site and/or PROJECT property (including vehicles and vessels) purchased by **RECIPIENT** (excluding temporary construction easements and excess property whose proportionate resale proceeds are distributed pursuant to this AGREEMENT)

shall remain permanently dedicated to the described public transit use in the same proportion and scope, and to the same extent as mandated in the PROGRAM SUPPLEMENT and related Bond Fund Certification documents, if applicable, unless **STATE** agrees otherwise in writing. Vehicles acquired as part of PROJECT, including, but not limited to, buses, vans, rail passenger equipment and ferry vessels, shall be dedicated to that public transportation use for their full economic life cycle, which, for the purpose of this AGREEMENT, will be determined in accordance with standard national transit practices and applicable rules and guidelines, including any extensions of that life cycle achievable by reconstruction, rehabilitation or enhancements.

- (4) (a) Except as otherwise set forth in this Section 4, **STATE**, or any other **STATE**-assignee public body acting on behalf of the CTC, shall be entitled to a refund or credit (collectively the Credit), at **STATE**'s sole option, equivalent to the proportionate PROJECT funding participation received by **RECIPIENT** from **STATE** if **RECIPIENT**, or a sub-recipient, as applicable, (i) ceases to utilize PROJECT for the original intended public transportation purposes or (ii) sells or transfers title to or control over PROJECT. If federal funds (meaning only those federal funds received directly by **RECIPIENT** and not federal funds derived through or from the State) have contributed to the PROJECT, **RECIPIENT** shall notify both **STATE** and the original federal source of those funds of the disposition of the PROJECT assets or the intended use of those sale or transfer receipts.
- (b) **STATE** shall also be entitled to an acquisition Credit for any future purchase or condemnation of all or portions of PROJECT by **STATE** or a designated representative or agent of **STATE**.
- (c) The Credit due **STATE** will be determined by the ratio of **STATE**'s funding when measured against the **RECIPIENT**'s funding participation (the Ratio). For purposes of this Section 4, the State's funding participation includes federal funds derived through or from **STATE**. That Ratio is to be applied to the then present fair market value of PROJECT property acquired or constructed as provided in (d) and (e) below.
- (d) For Mass Transit vehicles, this Credit [to be deducted from the then remaining equipment value] shall be equivalent to the percentage of the full extendable vehicle economic life cycle remaining, multiplied by the Ratio of funds provided for that equipment acquisition. For real property, this same funding Ratio shall be applied to the then present fair market value, as determined by **STATE**, of the PROJECT property acquired or improved under this AGREEMENT.
- (e) Such Credit due **STATE** as a refund shall not be required if **RECIPIENT** dedicates the proceeds of such sale or transfer exclusively to a new or replacement **STATE** approved public transit purpose, which replacement facility or vehicles will then also be subject to the identical use restrictions for that new public purpose and the Credit ratio due **STATE** should that replacement project or those replacement

vehicles cease to be used for that intended described pre-approved public transit purpose.

- (1) In determining the present fair market value of property for purposes of calculating **STATE**'s Credit under this AGREEMENT, any real property portions of a PROJECT site contributed by **RECIPIENT** shall not be included. In determining **STATE**'s proportionate funding participation, **STATE**'s contributions to third parties (other than **RECIPIENT**) shall be included if those contributions are incorporated into the PROJECT.
- (2) Once **STATE** has received the Credit as provided for above because **RECIPIENT**, or a sub-recipient, as applicable, has (a) ceased to utilize the PROJECT for the described intended public transportation purpose(s) for which **STATE** funding was provided and **STATE** has not consented to that cessation of services or (b) sold or transferred title to or control over PROJECT to another party (absent **STATE** approval for the continued transit operation of the PROJECT by that successor party under an assignment of **RECIPIENT**'s duties and obligations), neither **RECIPIENT**, subrecipient, nor any party to whom **RECIPIENT** or subrecipient, as applicable, has transferred said title or control shall have any further obligation under this AGREEMENT to continue operation of PROJECT and/or PROJECT facilities for those described public transportation purposes, but may then use PROJECT and/or any of its facilities for any lawful purpose.
- (3) To the extent that **RECIPIENT** operates and maintains Intermodal Transfer Stations as any integral part of PROJECT, **RECIPIENT** shall maintain each station and all its appurtenances, including, but not limited to, restroom facilities, in good condition and repair in accordance with high standards of cleanliness (Public Utilities Code section 99317.8). Upon request of **STATE**, **RECIPIENT** shall also authorize State-funded bus services to use those stations and appurtenances without any charge to **STATE** or the bus operator. This permitted use will include the placement of signs and informational material designed to alert the public to the availability of the State-funded bus service (for the purpose of this paragraph, "State-funded bus service" means any bus service funded pursuant to Public Utilities Code section 99316).
- (4) Special conditions apply to any proposed sale or transfer or change of use as respects PROJECT property, facilities or equipment acquired with tax free State bond funds and **RECIPIENT** shall conform to those restrictions as set forth herein and in said bonds.

### *G. Disputes*

**STATE** and **RECIPIENT** shall deal in good faith and attempt to resolve potential disputes informally. If the dispute persists, **RECIPIENT** shall submit to the **STATE**'s District Contract Manager or designee a written demand for a decision regarding the disposition of any dispute

arising under this agreement. The District Contract Manager shall make a written decision regarding the dispute and will provide it to the fund **RECIPIENT**. The fund **RECIPIENT** shall have an opportunity to challenge the District Contract Manager's determination but must make that challenge in writing within ten (10) working days to the Mass Transportation Program Manager or his/her designee. [If the fund **RECIPIENT** challenge is not made within the ten (10) day period, the District Contract Manager's decision shall become the final decision of the **STATE**.] **STATE** and **RECIPIENT** shall submit written, factual information and supporting data in support their respective positions. The decision of the Mass Transportation Program Manager or his/her designee shall be final, conclusive and binding regarding the dispute, unless **RECIPIENT** commences an action in court of competent jurisdiction to contest the decision in accordance with Division 3.6 of the California Government Code.

#### *H. Hold Harmless and Indemnification*

- (1) Neither **STATE** nor any officer or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by **RECIPIENT**, its agents and contractors under or in connection with any work, authority, or jurisdiction delegated to **RECIPIENT** under this AGREEMENT or any PROGRAM SUPPLEMENT or as respects environmental clean-up obligations or duties of **RECIPIENT** relative to PROJECT. It is also understood and agreed that, **RECIPIENT** shall fully defend, indemnify and hold the CTC and **STATE** and their officers and employees harmless from any liability imposed for injury and damages or environmental obligations or duties arising or created by reason of anything done or imposed by operation of law or assumed by, or omitted to be done by **RECIPIENT** under or in connection with any work, authority, or jurisdiction delegated to **RECIPIENT** under this AGREEMENT and all PROGRAM SUPPLEMENTS.
- (2) **RECIPIENT** shall indemnify, defend and hold harmless **STATE**, the CTC and the State Treasurer relative to any misuse by **RECIPIENT** of State funds, PROJECT property, PROJECT generated income or other fiscal acts or omissions of **RECIPIENT**.

#### *I. Labor Code Compliance*

**RECIPIENT** shall include in all subcontracts awarded using PROJECT funds, when applicable, a clause that requires each subcontractor to comply with California Labor Code requirements that all workers employed on public works aspects of any project (as defined in California Labor Code §§ 1720-1815) be paid not less than the general prevailing wage rates predetermined by the Department of Industrial Relations as effective the date of Contract award by the **RECIPIENT**.

#### *J. Non-Discrimination*

- (1) In the performance of work under this AGREEMENT, **RECIPIENT**, its contractor(s) and all subcontractors, shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental



disability, medical condition (cancer), age, marital status, family and medical care leave, pregnancy leave, and disability leave. **RECIPIENT**, its contractor(s) and all subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

**RECIPIENT**, its contractor(s) and all subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900 et seq.), and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, section 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this AGREEMENT by reference and made a part hereof as if set forth in full. Each of **RECIPIENT**'s contractors and all subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreements, as appropriate.

- (2) Should federal funds be constituted as part of PROJECT funding or compensation received by **RECIPIENT** under a separate Contract during the performance of this AGREEMENT, **RECIPIENT** shall comply with this AGREEMENT and with all federal mandated contract provisions as set forth in that applicable federal funding agreement.
- (3) **RECIPIENT** shall include the non-discrimination and compliance provisions of this clause in all contracts and subcontracts to perform work under this AGREEMENT.

#### K. *State Fire Marshal Building Standards Code*

The State Fire Marshal adopts building standards for fire safety and panic prevention. Such regulations pertain to fire protection design and construction, means of egress and adequacy of exits, installation of fire alarms, and fire extinguishment systems for any State-owned or State-occupied buildings per section 13108 of the Health and Safety Code. When applicable, **RECIPIENT** shall request that the State Fire Marshal review PROJECT PS&E to ensure PROJECT consistency with State fire protection standards.

#### L. *Americans with Disabilities Act*

By signing this Master Agreement, **RECIPIENT** assures **STATE** that **RECIPIENT** shall comply with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA (42 U.S.C. 12101 et seq.).

#### M. *Access for Persons with Disabilities*

Disabled access review by the Department of General Services (Division of the State Architect) is required for all publicly funded construction of buildings, structures, sidewalks, curbs and related facilities. **RECIPIENT** will award no construction contract unless **RECIPIENT**'s plans and specifications for such facilities conform to the provisions of sections 4450 and 4454 of the

California Government Code, if applicable. Further requirements and guidance are provided in Title 24 of the California Code of Regulations.

N. *Disabled Veterans Program Requirements*

- (1) Should Military and Veterans Code sections 999 et seq. be applicable to **RECIPIENT**, **RECIPIENT** will meet, or make good faith efforts to meet, the 3% Disabled Veterans Business Enterprises goals (or **RECIPIENT**'s applicable higher goals) in the award of every contract for PROJECT work to be performed under these this AGREEMENT.
- (2) **RECIPIENT** shall have the sole duty and authority under this AGREEMENT and each PROGRAM SUPPLEMENT to determine whether these referenced code sections are applicable to **RECIPIENT** and, if so, whether good faith efforts asserted by those contractors of **RECIPIENT** were sufficient as outlined in Military and Veterans Code sections 999 et seq.

O. *Environmental Process*

Completion of the PROJECT environmental process ("clearance") by **RECIPIENT** (and/or **STATE** if it affects a State facility within the meaning of the applicable statutes) is required prior to requesting PROJECT funds for right-of-way purchase or construction. No State agency may request funds nor shall any State agency, board or commission authorize expenditures of funds for any PROJECT effort, except for feasibility or planning studies, which may have a significant effect on the environment unless such a request is accompanied with all appropriate documentation of compliance with or exemption from the California Environmental Quality Act (CEQA) (including, if as appropriate, an environmental impact report, negative declaration, or notice of exemption) under California Public Resources Code section 21080(b) (10), (11), and (12) provides an exemption for a passenger rail project that institutes or increases passenger or commuter services on rail or highway rights-of-way already in use.

P. *Force Majeure*

Each party will be excused from performance of its obligations where such non-performance is caused by any extraordinary event beyond its reasonable control, such as any non-appealable order, rule or regulation of any federal or state governmental body, fire, flood, earthquake, storm, hurricane or other natural disaster, epidemic, pandemic, war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, nationalization, government sanction, blockage, embargo, labor dispute, strike, lockout or interruption, provided that the party excused hereunder shall use all reasonable efforts to minimize its non-performance and to overcome, remedy or remove such event in the shortest practical time.

Should a force majeure event occur which renders it impossible for a period of forty-five (45) or more consecutive days for either party to perform its obligations hereunder, the Parties agree to negotiate in good faith to amend the existing Master Agreement or Supplemental Agreement to deal with such event and to seek additional sources of funding to continue the operation of the Service.

## ARTICLE III – SPECIAL PROVISIONS

### Section 1. Bond Provisions (Applicable only to State Bond Funding encumbered against a specific Program Supplement).

#### A. General Bond Provisions

- (1) If **RECIPIENT** enters into a management contract with a private party (including AMTRAK) for operation of rail, ferry or other transportation services in connection with PROJECT, **RECIPIENT** will obtain prior approval from Bond Counsel acceptable to **STATE** that the terms of that management contract meet the requirements of Internal Revenue Service Revenue Procedure 97-13 (as supplemented or amended) or any successor thereto (dealing generally with guidelines for when management contracts may be deemed not to create a "private use" of bond-financed property) or are otherwise acceptable. **RECIPIENT** must also be prepared to certify, upon request of **STATE**, that the revenues which **RECIPIENT** (or its manager) will receive directly from the operation of transportation services in connection with PROJECT (but not including any subsidy of the transportation operation from taxes or other outside fund sources) are, for any fiscal year, less than the ordinary and necessary expenses directly attributable to the operation and maintenance of the transportation system (excluding any overhead or administrative costs of **RECIPIENT**).
- (2) Except as provided in this Article III, A (1), **STATE** and **RECIPIENT** agree that any costs of PROJECT acquired or constructed by **RECIPIENT** allocable to portions of PROJECT which are subject to any property interests held by a non-governmental person(s) in connection with business activities, such as easements, leases, or fee interests, not generally enjoyed by the public (hereinafter referred to as "Non-Governmentally Used Property" or "NUP") shall require the prior approval of **STATE** and the State Treasurer, as applicable. If **RECIPIENT** receives any revenues or profits from any NUP activities allowed pursuant to this Article (whether approved at this time or hereafter approved by **STATE**), **RECIPIENT** agrees that such revenues or profits shall be used exclusively for the public transportation services for which PROJECT was initially approved, either for capital improvements or operating costs. If **RECIPIENT** does not so dedicate those revenues or profits, a proportionate share shall (unless disapproved by Bond Counsel) be paid to **STATE** equivalent to the Ratio of **STATE**'s percentage of participation in PROJECT.
- (3) Notwithstanding the foregoing, **RECIPIENT** may be authorized to receive an allocation of bond proceeds for NUP activity, in an amount not to exceed the amount specified in the PROGRAM SUPPLEMENT, if **RECIPIENT** submits a certified bond certification questionnaire to the **STATE**, and both the **STATE** and the State Treasurer approve the private activities contained therein.
- (4) **RECIPIENT** shall not loan any portion of bond proceeds funding PROJECT to any private (including nonprofit) person or business. For this purpose, a "loan" includes

any arrangement that is the economic equivalent of a loan, regardless of how it is named.

- (5) Delivery by **STATE** of any bond funds is contingent on the sale of bonds by the State Treasurer. **STATE** shall not be held liable for any resulting damage or penalty to **RECIPIENT** in the event bond sales are delayed, canceled, or downsized or other **AGREEMENT** funds are restricted, limited or otherwise conditioned by acts of Congress, the Internal Revenue Service, the United States Department of Transportation, the Legislature, or the CTC.
- (6) **RECIPIENT** shall, for the purposes of any State bond funded right of way acquisition which will become a permanent part of **PROJECT** (such acquisitions exclude temporary construction easements, property allocated to matching funds, and excess property purchased with State funds whose resale proceeds are returned or credited to **STATE**), maintain ownership of such **PROJECT** property for a minimum of twenty years or until the bonds have matured, whichever occurs first, before transferring or selling such property (subject to all refunds or Credits due **STATE** as provided hereinabove).
- (7) Where **RECIPIENT**'s **PROJECT** includes a commuter rail **PROJECT** within the meaning of Proposition 116, **RECIPIENT** shall coordinate and share with other public transit operators any rail rights-of-way, common maintenance services and station facilities used for intercity and commuter rail. Intercity and commuter rail services shall be coordinated with each other, with other providers and with freight traffic to provide integrated rail passenger and freight services with minimal conflict.
- (8) **RECIPIENT** agrees that all passenger vehicles, rail, and water borne ferry equipment, and all facilities acquired or constructed with Proposition 116 bond funds shall be accessible to persons with physical disabilities, including wheelchair users, at all stops, stations and terminals, whether or not staffed.
- (9) NUP shall, for accounting and bookkeeping purposes, first be allocated to funding sources other than the State bond funds. For purposes of making such allocations, the costs attributable to NUP involving a sale, easement, lease or similar arrangement shall be determined on the basis of a fair allocation of value, which may include determinations based upon square meters/feet of the area encumbered by the NUP lease or easement relative to the total area acquired or constructed if all such area is of approximately equal value.
- (10) NUP will include, but is not limited to, property which is sold (including sales of air and subsurface rights), and property subject to easements, leases or similar rights. A rail right of way will not be treated as NUP solely as a result of a Freight Use Easement retained by the seller of the right of way to **RECIPIENT**, provided that the sales agreement appropriately excludes the Freight Use Easement from the property or rights being acquired. Further, notwithstanding anything in this Article III to the contrary, **RECIPIENT** may allocate grant funds to the cost of any NUP if (a) neither

**RECIPIENT** nor any other governmental entity will receive, directly or indirectly, any payments from or on behalf of the non-governmental user of the NUP, or (b) the payment from such user does not exceed the operation and maintenance costs fairly attributable or allocable to the non-governmental use of the NUP.

- (11) **RECIPIENT** shall request, in writing, **STATE**'s advance approval if **PROJECT** funds are to be allocated to any NUP except "incidental use" property described below. If property, the costs of which have previously been allocated to **PROJECT** funds, is to become NUP before the State bond funds are fully paid or redeemed, then **RECIPIENT** may allocate the costs of such property to another funding source as provided or obtain **STATE**'s approval that the allocation of the costs of such property to the bond funds may remain. It is anticipated that **STATE**'s approval will be granted if, taking into account the existing and expected uses of the proceeds of the State bonds, **STATE** determines that the continued tax-exempt status of the State bonds will not be adversely affected and that the use of the property is consistent with **PROJECT** and its described purpose.
- (12) For purposes of these fund source allocations, **RECIPIENT** does not have to consider NUP as including those "incidental uses" of **PROJECT** (for example, advertising billboards, vending machines, telephones, etc.) which meet the applicable requirements of federal tax regulations (IRS Notice 87-69 or any successor thereto). In general, such Notice requires that the incidental use not be physically separated from the rest of **PROJECT** and not comprise, in the aggregate, more than 2-1/2% of the total costs of **PROJECT**.

## **Section 2. TCRP PROJECTS**

The TRAFFIC CONGESTION RELIEF (TCR) ACT OF 2000 (the "ACT"), was added (in Chapter 4.5, commencing with section 14556) to part 5.3 of Division 3 of Title 2 of the Government Code by AB 2928 and SB 406, as amended by SB 1662 and AB 1705. As directed by the ACT and the CTC established Guidelines (as set out in CTC Resolution G-06-04), and as those Guidelines may be amended prior to the execution of a future **PROGRAM SUPPLEMENT**, said Guidelines shall apply to each TCRP funded **PROJECT**. By this reference, those Guidelines are made an express part of this **AGREEMENT** and shall apply to each TCRP funded **PROJECT**. **RECIPIENT** will cause its specific TCRP mandated Resolution to be attached as part of any TCRP funded **PROGRAM SUPPLEMENT** as a condition precedent to the acceptance of TCR ACT funds for that **PROJECT**.

## **Section 3. PROJECT MANAGEMENT**

- (1) **STATE**'s **PROJECT** administrator for this **AGREEMENT** shall be the chief of the State Transit Grants Branch of the Division of Rail and Mass Transportation. **RECIPIENT**'s General Manager, Executive Director or a Designee as named in writing to **STATE** following execution of this **AGREEMENT** shall be the administrator acting for **RECIPIENT**.

- (2) PROGRAM SUPPLEMENT administrators for **STATE** shall be the applicable District Division Chief for Planning and for **RECIPIENT**, the designee named in the applicable PROGRAM SUPPLEMENT.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT by their duly authorized officers.

**STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF RAIL AND MASS  
TRANSPORTATION**

**RECIPIENT NAME:  
TRANSPORTATION AGENCY  
FOR MONTEREY COUNTY**

**BY:** \_\_\_\_\_  
KYLE GRADINGER, Chief  
Division of Rail and Mass Transportation

**BY:** \_\_\_\_\_  
Debra L. Hale,  
Executive Director

APPROVED AS TO FORM AND PROCEDURE

**STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION**

**APPROVED AS TO FORM:**

**BY:** \_\_\_\_\_  
Attorney, California Department of  
Transportation

**BY:** \_\_\_\_\_  
TAMC COUNSEL

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

**ATTACHMENT I**

**CTC RESOLUTION G-91-2**

Passed by the CTC on February 21, 1991

**CALIFORNIA TRANSPORTATION COMMISSION  
RESOLUTION G-91-2**

**Commission Policy Resolution for Hazardous Waste Identification  
and Cleanup for Rail Right-of-Way**

WHEREAS, the Commission has programmed funding for rail right-of-way acquisition in the 1990 State Transportation Improvement Program and may allocate funds for rail right-of-way acquisition from the Clean Air and Transportation Improvement Act; and

WHEREAS, hazardous wastes, based upon federal and state statutes and regulations, include but are not limited to such categories as heavy metals, (e.g., lead), inorganic (e.g., excessive mineral levels) and organic compounds (e.g., petroleum products), and can occur on a property's surface and subsurface; and

WHEREAS, rail properties often have hazardous wastes exceeding State of California and federal hazardous waste standards; and

WHEREAS, such properties contaminated with hazardous wastes require mitigation prior to using them for rail purposes; and

WHEREAS, hazardous wastes discovered on rail property may significantly impact property value, project scheduling and future liability for the grant applicant; and

WHEREAS, the Commission must be assured that acquisition of rail properties have been fully reviewed by the grant applicant, and if warranted, the grant applicant has tested for hazardous wastes; and

WHEREAS, if hazardous wastes exist, the Commission must be assured that the hazardous wastes identified has either been cleaned up, or financial responsibility for the cleanup has been determined prior to title transfer to the grant applicant, or easement has been secured in lieu of purchasing the property, and the subsurface rights and liability for hazardous wastes remain with the property seller; and

WHEREAS, hazardous wastes identified subsequent to title transfer to the grant applicant will be cleaned up by the seller or a mechanism to recover clean-up-costs is established and executed as a condition prior to title transfer; and

WHEREAS, full due diligence is necessary in discovering hazardous waste and is an essential element in acquiring rail right-of-way properties by the grant applicant; and

NOW THEREFORE BE IT RESOLVED, that acquisition of all rail right-of-way properties will be fully investigated by the grant applicant to determine the absence/presence of hazardous wastes. Investigations shall be conducted in accordance to the standards and practices of the local, state and/or federal regulatory agencies having jurisdiction and by personnel adequately trained in hazardous waste investigation; and

-2-

BE IT FURTHER RESOLVED, that all properties, discovered with hazardous wastes, which exceed the federal/state standards, will be cleaned up to the satisfaction of the responsible local, state and/or federal regulatory agency. The appropriate regulatory agency shall certify to grant applicant that the cleanup has been completed; and

BE IT FURTHER RESOLVED, that the grant applicant will certify by formal resolution to the Commission that all reasonable steps have been completed to assure full due diligence in the discovery of hazardous waste has been achieved during the acquisition of rail right-of-way and the state is held harmless from cleanup liability or damages, both present and future; and

BE IT FURTHER RESOLVED, that the grant applicant will certify by formal resolution that it will not seek further state funding, for cleanup, damages, or liability cost associated with hazardous wastes on or below acquired property's surface; and

BE IT FURTHER RESOLVED, that the grant applicant will certify to the Commission:

- that all rail right-of-way acquisition properties have been investigated and have been found clean;
- or that the cleanup of discovered hazardous waste has been completed prior to acquisition of the property;
- or that the grant applicant has obtained permanent easement and the subsurface rights and liability and full responsibility to pay for and remove such hazardous waste remains with the seller in conformance with applicable State and Federal law;
- or if hazardous wastes are known to exist prior to acquisition and if the applicant determines that time is of the essence for acquisition, then and in that event, an enforceable agreement will be entered into requiring the responsible party(ies) to clean all hazardous wastes by a date certain, with the option of funds sufficient for the clean-up costs deposited in escrow by the seller.

In the event of failure to clean up by the date determined, the recipient of the grant will make full restitution to the **STATE** for its participation. This resolve does not preclude the recipient from requesting re-allocation not to exceed the refunded amount after the hazardous waste(s) have been fully removed from the subject site; and

BE IT FURTHER RESOLVED, that the grant applicant will certify to the Commission that the seller from whom properties have been acquired retain liability for any hazardous waste investigation and/or cleanup, and damages discovered subsequent to the transfer of title; and

BE IT FURTHER RESOLVED, the Commission declares all future liability resulting from hazardous wastes remain with the seller or the grant applicant, not the state, and the grant applicant has been indemnified by the seller for any costs resulting from failure to eliminate hazardous wastes; and

BE IT FURTHER RESOLVED, no state funds will be made available for any future costs associated with cleanup; damages, or liability costs associated with hazardous wastes on or below the acquired property's surface.



**ATTACHMENT II**

**(INSERT AGENCY BOARD RESOLUTION)**

## ATTACHMENT II

### RESOLUTION NO. 2021-08 OF THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)

#### AUTHORIZATION FOR THE EXECUTION OF A MASTER AGREEMENT AND PROGRAM SUPPLEMENTS FOR STATE FUNDED TRANSIT PROJECTS

**WHEREAS**, the Transportation Agency for Monterey County may receive state funding from the California Department of Transportation (Department) now or sometime in the future for transit projects; and

**WHEREAS**, substantial revisions were made to the programming and funding process for the transportation projects programmed in the State Transportation Improvement Program by Chapter 622 (SB 45) of the Statutes of 1997; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to execute an agreement with the Department before it can be reimbursed for project expenditures; and

**WHEREAS**, the Department utilizes Master Agreements for State-Funded Transit Projects, along with associated Program Supplements, for the purpose of administering and reimbursing state transit funds to local agencies; and

**WHEREAS**, the Transportation Agency for Monterey County wishes to delegate authorization to execute these agreements and any amendments thereto to the Executive Director or Deputy Executive Director.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Transportation Agency for Monterey County that the fund recipient agrees to comply with all conditions and requirements set forth in this agreement and applicable statutes, regulations and guidelines for all state-funded transit projects.

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the Executive Director or Deputy Executive Director be authorized to execute the Master Agreement and all Program Supplements for State-Funded Transit Projects and any Amendments thereto with the California Department of Transportation.

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

**AYES:**

**NOES:**

**ABSENT:**

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**EDWIN D. SMITH, CHAIR**  
**TRANSPORTATION AGENCY FOR MONTEREY COUNTY**

**ATTEST:**

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



## **Memorandum**

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board  
**Meeting Date:** May 26, 2021  
**Subject:** **Committee Minutes**

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### **RECOMMENDED ACTION:**

**ACCEPT** draft minutes of the Transportation Agency Committees:

- Executive Committee - draft minutes of May 5, 2021
- Rail Policy Committee - draft minutes of May 3, 2021
- [Bicycle and Pedestrian Facilities Advisory Committee](#) - draft minutes of May 5, 2021
- [Technical Advisory Committee](#) - draft minutes of May 6, 2021
- [Excellent Transportation Oversight Committee](#) - No meeting

### **ATTACHMENTS:**

- ❑ Executive Committee May 5, 2021 draft minutes
- ❑ Rail Policy Committee April 5, 2021 draft minutes

**DRAFT MINUTES**

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

**EXECUTIVE COMMITTEE MEETING**

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

**Wednesday, May 5, 2021**

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

ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY

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

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

P = Present

A = Absent

P(A) = alternate present

**1. CALL TO ORDER:**

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

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

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

**2. PUBLIC COMMENTS:**

None

**3. CONSENT AGENDA:**

**M/S/C**

Lopez/Craig/unanimous

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

**4. STATE AND FEDERAL LEGISLATIVE UPDATE**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Committee members expressed overall support for the TAMC Board meeting to be hybrid in-person/Zoom as of August. There was a difference of opinion as to whether in-person attendees should be required to be vaccinated or not.

They expressed a preference for continuing to hold Executive Committee meetings online due to the short length of the meeting versus travel time, noting sometimes the

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

### **TAMC BOARD DRAFT AGENDA**

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

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

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

#### **7. ANNOUNCEMENTS**

None this month.

#### **8. ADJOURNMENT**

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



**TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)**  
**RAIL POLICY COMMITTEE MEETING**  
**DRAFT Minutes of May 3, 2021**  
Transportation Agency for Monterey County  
**ZOOM REMOTE VIDEO/PHONE CONFERENCE ONLY**

	MAY 20	JUN 20	JUL 20	AUG 20	SEP 20	OCT 20	NOV 20	JAN 21	FEB 21	MAR 21	APR 21	MAY 21
L. Alejo, Dist. 1 (L. Gonzalez, <del>J. Gomez</del> )	-	-	<b>N</b>	P(A)	<b>C</b>	P(A)	P(A)	P(A)	P(A)	<b>C</b>	P(A)	P(A)
J. Phillips, Dist. 2 (J. Stratton, <del>C. Link</del> )	P(A)	P(A)	<b>O</b>	P(A)	<b>A</b>	P(A)	P(A)	P(A)	P(A)	<b>A</b>	P(A)	P(A)
W. Askew, Dist. 4 (Y. Anderson)	P(A)	P(A)		P(A)	<b>N</b>	P(A)	-	P(A)	E	<b>N</b>	P(A)	P(A)
M. Adams, Dist. 5, ( <del>S. Hardgrave</del> , C. Courtney)	P(A)	P(A)	<b>M</b>	P(A)	<b>C</b>	P(A)	E	E	P(A)	<b>C</b>	P(A)	P(A)
M. LeBarre, King City, Chair (C. DeLeon)	P	P	<b>E</b>	P	<b>E</b>	P	P	P	P	<b>E</b>	P	P
C. Medina Dirksen, Marina (B. Delgado)	P	P	<b>E</b>	-	<b>L</b>	-	-	-	P	<b>L</b>	-	-
E. Smith, Monterey (D. Albert, A. Renny)	P	P	<b>T</b>	E	<b>L</b>	P	P	P	P	<b>L</b>	P	P
K. Craig, Salinas, (C. Cromeenes)	P	P	<b>I</b>	P	<b>E</b>	P	P	P	E	<b>E</b>	P	P
G. Hawthorne, Sand City ( <del>J. Blackwelder</del> , K. Cruz)	P(A)	P(A)	<b>N</b>	P(A)	<b>D</b>	-	P(A)	P(A)	P(A)	<b>D</b>	P(A)	P(A)
I. Oglesby, Seaside (D. Pacheco)	P	P	<b>G</b>	P		-	-	P	P		P	P
A. Chavez, Soledad (F. Ledesma)	P	P		P		-	P	-	P		-	P
D. Potter, At Large Member, Vice Chair	P	P		P		P	P	-	E		P	P
M. Twomey, AMBAG ( <del>H. Adamson</del> , P. Hierling)	P(A)	P(A)		P(A)		P(A)	P(A)	-	P(A)		P(A)	P(A)
O. Monroy-Ochoa, Caltrans District 5	P	-		-		-	-		P		-	-
C. Sedoryk, MST (L. Rheinheimer)	-	P(A)		P(A)		P(A)	P(A)	P(A)	P(A)		P(A)	P(A)
<b>STAFF</b>												
D. Hale, Exec. Director	P	P		P		P	P	P	P		P	P
T. Muck, Deputy Exec. Director	P	P		P		P	P	P	P		P	P
C. Watson, Principal Transp. Planner	P	P		P		P	P	P	P		P	P
M. Zeller, Principal Transp. Planner	P	P		P		P	P	P	P		P	P
T. Wright, Outreach Coordinator	P	P		P		-	P	P	P		P	-
M. Montiel Admin Assistant	P	P		P		P	P	P	P		P	P
L. Williamson, Senior Engineer	E	P		P		P	-	P	P		P	P
M. Jacobsen, Transportation Planner	P	P		P		P	P	P	P		P	P
D. Bilse, Principal Engineer											P	-

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

Chair LeBarre called the meeting to order at 2:06 p.m. A quorum was established.

**OTHERS PRESENT**

Ryan Park	AECOM	Ginger Dykaar	SCCRTC
Tarah Brady	Caltrans	Alan C. Miller	Caltrans
Benson Kwong	Caltrans		

**2. PUBLIC COMMENTS**

Christina Watson announced that she forwarded an email from Orchid Monroy-Ochoa at Caltrans. They are having an outreach meeting on May 27, 2021 about the US 101 Business Plan. For more information, please see the document via email or contact Orchid.

**3. CONSENT AGENDA**

**M/S/C** Potter/Craig /unanimous

**3.1** Approved minutes of the April 5, 2021 Rail Policy Committee meeting.

**3.2** Received update on the planned increase in passenger rail service along the coast corridor between San Francisco and Los Angeles.

**END OF CONSENT AGENDA**

**4. SANTA CRUZ COUNTY RAIL LINE UPDATE**

The Committee received an update from the Santa Cruz County Regional Transportation Commission on their rail corridor studies.

Ginger Dykaar, Santa Cruz County Regional Transportation Commission, presented an overview of the Santa Cruz Branch Rail line. She noted that at its February 4, 2021 meeting, the RTC accepted the Transit Corridor Alternatives Analysis and Rail Network Integrations Study (TCAA/RNIS) that selected Electric Passenger Rail as the locally preferred alternative. The final component of the TCAA/RNIS was a 25-year Strategic Business Plan for Electric Passenger Rail. Ms. Dykaar noted that at its April 1, 2021 meeting, the RTC vote was split 6/6 to accept the business plan and direct staff to seek funding. The Commissioners requested staff to bring back the item on May 6 with options for how to meet the Caltrans grant requirements. It was noted that TAMC sent a letter of support for the Business Plan.

**5. RAIL NETWORK INTEGRATION STUDY UPDATE**

**M/S/C** Craig/Potter/unanimous

The Committee received an update, provided input on the Monterey Bay Area Rail Network Integration Study, and recommended the Board of Directors approve making the draft Study available for public review.

Christina Watson, Principal Transportation Planner, introduced Ryan Park, AECOM, who presented the draft Monterey Bay Area Rail Network Integration Study. He noted that the team would host an online “open house” on the draft study upon Board approval.

Christina Watson noted that ridership questions raised at the April meeting have been answered and the team will amend draft Network Integration Study accordingly. She noted that Caltrans approved a deadline extension for this study, so staff will bring a time extension for the AECOM contract to the June Board meeting. She noted that the outreach effort will be extended as a result, and staff now plans to bring the final draft study to the August Rail Policy Committee and TAMC Board.

The Committee provided the following input on the draft Network Integration Study:

- Highlight population analysis with a five-mile radius around stations.
- Emphasize that cost estimates are discrete by phase.

**6. SALINAS RAIL KICK START PROJECT UPDATE**

The Committee received an update on the Salinas Rail Kick Start project and provided direction to staff regarding the transfer of the land for package 1 to the City of Salinas.

Christina Watson, Principal Transportation Planner, reported that requests to extend funding for the Monterey County Rail Extension project will be going to the California Transportation Commission (CTC) in May.

Laurie Williamson, Senior Engineer, reported that the construction team continues to work towards project completion. She noted that the construction team is working on closing out permits.

Christina Watson noted that staff continues to coordinate with the City of Salinas on the land transfer which would likely go to the August TAMC Board meeting. She noted that the City needs to submit a map showing where replacement parking would be accessible for transit riders to the CTC for approval of the property transfer.

Mike Zeller, Principal Transportation Planner, reported that staff and consultants continue to further negotiations on properties. He noted that a closed session was held at the April TAMC Board meeting.

Ms. Watson reported that design meetings are going well. She noted that the team will discuss platform furniture design at a City of Salinas meeting on Wednesday.

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

Christina Watson announced the next Committee meeting is on June 7, 2021 at 2pm and at that meeting, the Committee will discuss the start time of the meeting.

Committee member Mike LeBarre noted that King City staff met with Amtrak and discussed the feasibility study for a future stop at King City.

Committee member Yuri Anderson mentioned that the Herald a story on the handcar project on the Monterey Branch line in Marina received positive social buzz.

**8. ADJOURN**

Chair LeBarre adjourned the meeting at 3:12 p.m.



## Memorandum

**To:** Board of Directors  
**From:** Elouise Rodriguez, Senior Administrative Assistant and Clerk of the Board  
**Meeting Date:** May 26, 2021  
**Subject:** Correspondence

### **RECOMMENDED ACTION:**

RECEIVE correspondence to and from TAMC for the month of May 2021.

### **WEB ATTACHMENTS:**

- [April 20, 2021 letter from TAMC to California Assembly and Senate Leadership, re: Support for Budget Allocation - \\$2 Billion for Active Transportation Program](#)
- [April 21, 2021 letter from TAMC to Aurelio Gonzalez, Chair, Santa Cruz County Regional Transportation Commission, re: Business Plan for Electric Passenger Rail on the Santa Cruz Branch Line: Support for Moving Toward Rail Service](#)
- [May 3, 2021 letter from Wendy Root Askew, Chair, Monterey County Board of Supervisors, re: Support for Fort Ord Regional Trail and Greenway \(FORTAG\) Project Grant Request](#)
- [May 5, 2021 letter from TAMC to Senator Dianne Feinstein, re: Request for Local Transportation Priority Community Project: US 101 Safety Improvements - South of Salinas](#)
- [May 5, 2021 letter from TAMC to Senator Dianne Feinstein, re: Support for Congressionally Designated Funding for Monterey-Salinas Transit's SURF! Highway 1 Busway and BRT Project](#)
- [May 5, 2021 letter from TAMC to Senator Dianne Feinstein, re: Support for Monterey-Salinas Transit's South Monterey County Zero Emission Bus and Infrastructure Project](#)
- [May 11, 2021 letter from TAMC to Assembly Appropriations Chair Lorena Gonzalez, re: AB 1260 \(Chen\): CEQA Exemptions: transportation-related projects - SUPPORT](#)
- [May 11, 2021 letter from TAMC to Assembly Appropriations Chair Lorena Gonzalez, re: AB 14 \(Aguiar-Curry\): Communications: broadband services: California Advanced Services Fund - SUPPORT](#)
- [May 11, 2021 letter from TAMC to Assembly Appropriations Chair Lorena Gonzalez, re: AB 34 \(Muratsuchi\): Communications: Broadband for All Act of 2022 - SUPPORT](#)
- [May 11, 2021 letter from TAMC to Senate Appropriations Chair Anthony J. Portantino, re: SB 4 \(Gonzalez\): Communications: California Advanced Services Fund- SUPPORT](#)
- [May 11, 2021 letter from TAMC to Senate Transportation Chair Lena A. Gonzalez, re: SB 735 \(Rubio\): Vehicles: speed safety cameras – SUPPORT](#)
- [May 14, 2021 letter from TAMC to Senator Alex Padilla, re: Request for Local Transportation Priority Community Project: US 101 Safety Improvements - South of Salinas](#)

### **SUPPORT letters for the US 101 Safety Improvements - South of Salinas project for federal funding:**

- [April 21, 2021 letter from the Grower-Shipper Association of Central California](#)
- [April 21, 2021 letter from the Monterey County Vintners & Growers Association](#)
- [April 21, 2021 letter from the Association of Monterey Bay Area Governments](#)

- [April 21, 2021 letter from the City of Soledad](#)
- [April 21, 2021 letter from the Monterey County Hospitality Association](#)
- [April 22, 2021 letter from the City of Salinas](#)
- [April 22, 2021 letter from the Monterey County Business Council](#)
- [April 22, 2021 letter from the Measure X Citizen's Advisory Committee](#)
- [April 22, 2021 letter from the Monterey Bay Economic Partnership](#)
- [April 22, 2021 letter from the South of Salinas \(S.O.S.\) US 101 Traffic Safety Alliance](#)
- [April 22, 2021 letter from the Hispanic Chamber of Commerce of the Central Coast](#)

**SUPPORT letters for the State Route 68 Safety and Traffic Flow: Salinas to Monterey project for federal funding:**

- [April 20, 2021 letter from the Monterey Peninsula Chamber of Commerce](#)
- [April 21, 2021 letter from the Association of Monterey Bay Area Governments](#)
- [April 22, 2021 letter from the City of Salinas](#)
- [April 22, 2021 letter from the Monterey County Business Council](#)
- [April 22, 2021 letter from the Measure X Citizen's Advisory Committee](#)
- [April 22, 2021 letter from the Hispanic Chamber of Commerce of the Central Coast](#)
- [April 21, 2021 letter from the Pacific Grove Chamber of Commerce & Tourist Centers](#)