

## DRAFT MINUTES

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

#### EXECUTIVE COMMITTEE MEETING

*Members are: Robert Huitt (Chair),  
Luis Alejo (1<sup>st</sup> Vice Chair), Ed Smith (2<sup>nd</sup> Vice Chair),  
John Phillips (Past Chair),  
Mary Adams (County representative), Michael LeBarre (City representative)*

**Wednesday, May 1, 2019**

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

Transportation Agency Conference Room  
55-B Plaza Circle, Salinas

EXECUTIVE COMMITTEE	JUN 18	AUG 18	SEPT 18	OCT 18	NOV 18	JAN 19	FEB 19	MAR 19	APR 19	MAY 19	JUN 19
Luis Alejo, <b>1<sup>st</sup> Vice Chair</b> Supr. Dist. 1 (L. Gonzales; <del>J. Gomez</del> )	P(A)	P	P	P(A)	P(A)	P(A)	P	P(A)	P	P(A)	
Michael LeBarre, <b>City Representative</b> King City (C. DeLeon)	P	P	P	E	P	P	P	P	P	P	
Robert Huitt, <b>Chair</b> Pacific Grove (D. Gho)	P(A)	P	P	P	P	P	P	P	P	P	
John Phillips, <b>Past Chair</b> Supr. Dist. 2 (J. Stratton)	P	P(A)	P	P	P	P	P	P(A)	P	P	
Mary Adams, <b>County Representative</b> Supr. Dist. 5 (Y. Anderson)	P	P(A)	P	P	P		P	P(A)	P(A)	P	
Ed Smith, <b>2<sup>nd</sup> Vice Chair</b> Monterey (A. Renny)	E	P	P	P	E	P	E	P	P	P	

- 1. CALL TO ORDER:** Chair Huitt called the meeting to order at 9:00 a.m. Roll call was taken, and a quorum was confirmed.

Staff present: Muck, Goel, Rodriguez and Zeller

Others present: Agency Counsel Kay Reimann and Paula Getzelman and Kevin Dayton from the Measure X Oversight Committee.

- 2. PUBLIC COMMENTS:** None.

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**3. CONSENT AGENDA:**

On a motion by Past Chair Phillips and seconded by Committee Member Smith, the committee voted 6-0 to approve the consent agenda.

**3.1** Approved minutes from the Executive Committee meeting of April 3, 2019.

**END OF CONSENT**

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**4. THREE-YEAR BUDGET AND FY 19/20 OVERALL WORK PROGRAM**

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

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

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

**5. MEASURE X ANNUAL AUDIT RESULTS FOR 2017/18**

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

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

Public comment:

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

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

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

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

On the consent agenda, the Board will:

- Authorize the Executive Director to execute a contract with Access Monterey Peninsula to provide digital recording, production, broadcasting and live stream services of the Transportation Agency Board meetings;
- Adopt Policy for Unsolicited Proposals; and
- Release the draft Measure X Senior & Disabled Transportation program guidelines and draft needs assessment for public review.

**7. ANNOUNCEMENTS**

Committee member LeBarre requested an item be agendaized at a future meeting to discuss using Measure X revenue in excess of forecasted amounts to construct sidewalks for the schools in San Ardo and San Lucas.

**8. ADJOURNMENT**

Chair Huitt adjourned the meeting at 9:45 a.m.