

DRAFT MINUTES

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

EXECUTIVE COMMITTEE MEETING

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

Wednesday, May 3, 2017

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

Transportation Agency Conference Room
55-B Plaza Circle, Salinas

1. **CALL TO ORDER:** Chair Chavez called the meeting to order at 9:00 a.m. Committee members present: Alejo, Chavez, Craig, Huitt, and alternate Stratton for Phillips. Staff present: Hale, Goel, Muck, Murillo, Rodriguez, Watson, and Wright. Others present: Agency Counsel Reimann; Linda Gonzalez, Supervisor Alejo's office; Reed Sanders, Senator Cannella's office; and MacGregor Eddy, The Californian "We Could Car Less" columnist.
2. **PUBLIC COMMENTS:** None.

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3. **CONSENT AGENDA:**
On a motion by Committee member Huitt and seconded by Craig, the committee voted 5-0 to approve the consent agenda as follows:
 - 3.1 Approved minutes from the Executive Committee meeting of April 5, 2017.

END OF CONSENT

4. GOLDEN HELMET AWARD:

On a motion by Committee member Alejo and seconded by Craig, the committee voted 5 – 0 to recommend presentation of the Golden Helmet Awards to the TAMC Board of Directors.

Virginia Murillo, Transportation Planner, reported that the Golden Helmet Awards provide an opportunity for the Agency to show appreciation to the local community for its outstanding efforts to improve transportation in Monterey County. She noted that all the nominees are volunteers.

Committee member Huitt expressed he was encouraged by the number of nominees, and supports the Bicycle and Pedestrian Committees recommendations.

5. THREE-YEAR BUDGET AND FY17/18 OVERALL WORK PROGRAM:

On a motion by Committee member Huitt and seconded by Craig, the committee voted 5 – 0 to recommend that the Board approve Resolution 2017-15 adopting the fiscal year 17/18 budget and overall work program and estimated budgets for fiscal years 18/19 and 19/20.

Rita Goel, Director of Finance & Administration, reported that the Agency budget separates expenditures into two types: operating and direct programs. Operating expenditures include staff salaries and benefits, materials and supplies, and equipment purchases. Direct program expenditures include outside consultants, contracts, expenditures that apply to specific project delivery tasks such as rail program, highway projects, bicycle and pedestrian program.

She highlighted the changes to the budget since the draft was presented to the Committee and Board in February. Ms. Goel noted that there is a slight increase in planning revenues. Also changing in the updated budget are revenues and expenditures related to Measure X, the new Caltrans-funded Pajaro to Prunedale and SR 218 Corridor Improvement Plans, the shift of the vacant position from Planner to Engineer and GASB 68 actuarial. The Agency continues to maintain a six-month reserve on hand for cash flow.

Committee alternate Stratton asked if the budget anticipates exceeding the 1% administrative salaries and benefits costs for Measure X. Director Hale replied that being that it is the Agency's first year working on the Measure, there are set up costs that are expected to exceed the 1% limit. She also noted that the Agency received an invoice from the County's Election Office for Measure X, and that it was around \$700,000. The amount was slightly higher than she anticipated but twice the amount MST was billed for Measure Q. a special election. Committee member Craig suggested that Ms. Hale should call the Election Office to see if the bill can be lowered.

Deputy Director Muck highlighted the draft Overall Work Program. He reported that the work program goes hand-in-hand with the budget. The annual Agency Overall Work Program describes the activities to be accomplished during the fiscal year beginning July 1 and ending June 30. He reported the Agency is still developing Measure X, and the Agency will be receiving two grants to conduct corridor planning studies in Seaside and Sand City along Highway 218. The next step is that on May 24, 2017, the Board will be asked to approve the budget and overall work program.

6. BOARD MEMBER PLACEMENT OF ITEMS ON TAMC AGENDA

The Committee discussed and considered potential changes to the TAMC bylaws regarding placement of agenda items on the Board of Director's meeting by Board members.

Executive Director Hale reported that by tradition, the TAMC Executive Committee reviews and comments on the draft regular agenda at the meeting before the Board meeting. She noted that it is rarely is there for staff to receive a request from a Board member to place an item on the agenda after the Executive Committee meets.

Committee alternate Stratton indicated that Supervisor Phillips suggested that the placement of new items on the agenda be in consultation with the Agency chair. Committee member Craig expressed her frustration regarding the item that was placed on last month's agenda; she asked that there be communication with the parties involved. Committee member Alejo commented that there should be a policy in place that allows adding an item of urgency to the agenda. Committee member Huitt concurred with Alejo, noting there should be notification to all parties involved, and suggested that there be consultation with both the Chair and Vice Chair if an item is placed on the agenda after the Executive Committee review it.

Director Hale noted that staff would like to retain discretion to place late-breaking items on the Board agenda. She and Legal Counsel Reimann will take all information received today, and will bring back a proposed Bylaws revision next month for Committee discussion, and then a recommendation can be made to the Board in June.

7. ROLE OF BOARD MEMBER ALTERNATES:

The Committee discussed the role of Board member alternates on the Executive Committee and considered whether or not to make changes to that role.

Committee member Huitt reported that he believes that the Agency's bylaws do not specifically, make any provisions for alternates on the Executive Committee. He noted that there are some alternates that are not elected officials, and they are making leadership decisions on the Executive Committee, while City alternates who are elected may not reflect the views of the Committee appointee. Committee member Alejo commented that he favors allowing alternates continuing to have a vote on the committee. The discussion did not result in a request for a change in the role of alternate committee members at this time. Staff agreed to look into clarifying the language in the Bylaws regarding the participation of alternate members on the Executive Committee.

8. TAMC DRAFT AGENDA FOR MAY 24, 2017

Executive Director Hale reviewed the highlights of the draft agenda for May 24, 2017, she reported that the Board will hold a closed session regarding rail property acquisitions. There will also be a presentation of the Golden Helmet awards to recognize residents, youth, programs/events and organizations that advocate for and encourage bicycling in Monterey County. The awards provide an opportunity to kick-off 2017 May Bike Month activities. The Board will be asked to approve the Measure X local funding agreement and distribution to the cities and County of Monterey. In conclusion, Ms. Hale reported that the Board will also be asked to approve the Three Year Budget and Fiscal Year 17/18 Overall Work Program.

9. ANNOUNCEMENTS

Board member Alejo extended his thanks to Senator Canella for his leadership on transportation legislation, via Reed Sanders.

10. ADJOURNMENT

Chair Chavez adjourned the meeting at 10:55 a.m.