

## **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 (1<sup>st</sup> Vice Chair), Robert Huitt (2<sup>nd</sup> Vice Chair),  
Kimbley Craig (Past Chair),  
Luis Alejo (County representative), Ed Smith (City representative)*

**Wednesday, June 7, 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 Phillips. Staff present: Hale, Goel, Muck, Delfino, Rodriguez, Watson, and Wright. Others present: Agency Counsel Reimann; Javier Gomez, Supervisor Alejo's office; and Reed Sanders, Senator Cannella's office. Committee member Alejo arrived after the consent agenda.
2. **PUBLIC COMMENTS:** None.

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3. **CONSENT AGENDA:**  
On a motion by Committee member Craig and seconded by Phillips, the committee voted 4-0 to approve the consent agenda as follows:
    - 3.1 Approved minutes from the Executive Committee meeting of May 3, 2017.
    - 3.2 Recommended that the Board of Directors approve evaluation form, procedure, and timeline for completing annual evaluation for Executive Director and Counsel.
    - 3.3 Received a report regarding the ballot Measure X election costs charged by the Monterey County Elections Department.

**END OF CONSENT**

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**4. STATE LEGISLATIVE ANALYST CONTRACT:**

On a motion by Committee member Craig and seconded by Alejo, the committee voted 4 – 1 with Chair Chavez voting no, to recommend to authorize the Executive Director to execute a contract with Khouri Consulting, in an amount not to exceed \$30,000 per year, to provide state legislative analyst/advocate services, for two years, effective July 1<sup>st</sup> 2017, with the option to extend another year at the same cost, subject to Agency counsel approval; approve the use of local funds budgeted to this purpose; and authorize the 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.

Christina Watson, Principal Transportation Planner, reported on the responses to the TAMC Request for Proposals for state legislative analyst/advocate services. Three proposals were submitted and a multi-agency selection committee reviewed each one. The selection committee recommends selection of Khouri Consulting, due to their impressive legislative expertise in transportation issues.

Committee member Phillips commented that he believes in going out for the process. Committee member Craig commented that she has seen Khouri interacting, he was remarkable and highly organized. Alejo concurred with Craig, noting we will get our money's worth.

Chair Chavez expressed concern with the timing of the contract, suggesting it should wait until the end of the legislative session in September. He added that he also worked with Mr. Khouri, who he found to be very prepared, and overall he had a positive impression.

**5. STATE LEGISLATIVE UPDATE:**

On a motion by Committee member Huitt and seconded by Alejo, the committee voted 5 – 0 to recommend that the Board receive update on state legislative activities and recommend the Board adopt positions on bills.

Christina Watson, Principal Transportation Planner, highlighted the state legislative bill list; she reported that the Board will be asked to take a support position on the new SB 5 bill by De Leon, California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018.

## **6. UPDATE OF AGENCY BYLAWS**

On a motion by Committee member Phillips and seconded by Alejo the Committee voted 5-0 to monitor the quorum status for 6 months, and bring back at a later date. The Committee reviewed and provided direction to staff on the proposed amendments to the Agency bylaws.

Executive Director Hale reported several updates to the Agency bylaws are needed, including clarification of the requirements for adding a late item to the Board agenda, role of alternates on the Executive Committee, and characterization of annual member agency assessments.

First, the changes address the issue of late-breaking agenda items. The current process by which the Executive Committee reviews the draft Transportation Agency Board of Directors agenda has worked well for regular agenda items. However, in some cases agenda items needing attention arise after the Executive Committee but before the agenda closing on the Thursday, 9 days before the Board of Directors meeting. Recognizing that often-times such items are ministerial, the Committee suggested that the Executive Director check in with the Chair, or Chair and first Vice Chair when items arise after the Executive Committee review, but before the agenda deadline.

Second, questions have arisen regarding the role of alternate Board members on the Executive Committee, and clarification is sought for the bylaws. While County staff alternates are often well-versed in TAMC issues, City alternates may not attend as frequently or may represent different viewpoints than the regular member. In addition, there may be sensitive personnel items that the Executive Committee may prefer not to have staff alternates make decisions on. This situation, however, may result in the lack of a quorum. The proposed language would reflect existing practice, which allows alternates to represent their Board member in all situations, including at the Executive Committee.

Third, staff proposes to rename the annual congestion management program assessments as Regional Transportation Planning Agency assessments, to better reflect actual usage of the member agency contributions, which are one of the agency's few local funding sources.

**7. TAMC DRAFT AGENDA FOR JUNE 28, 2017**

Executive Director Hale reviewed the highlights of the draft agenda for June 28, 2017, she reported that the Board will receive update on the Phase 2 Outreach for the SR 68 Scenic Highway Plan and development of a recommended corridor concept; and Holman Highway 68 Roundabout Update and provide comments.

On the consent agenda the Board will be asked to:

- Approve evaluation form, procedure, and timeline for completing annual evaluation for Executive Director and Counsel as recommended by the Executive Committee;
- Issue a notice of proposed amendments to the Agency bylaws as recommended by the Executive Committee;
- Approve release of Request for Proposals for the Monterey County traveler information and rideshare program branding and strategic marketing plan;
- Receive a list of Monterey County's unmet transit needs; and approve Monterey-Salinas Transit's application for state Transportation Development Act funds; and adopt Resolution 2017-20 allocating \$16,655,774 in Transportation Development Act funds to Monterey-Salinas Transit for Fiscal Year 2017-18.

In addition, the committee raised no objections to placing the approval of the State Legislative Assistance Contract with Khouri Consulting on the consent agenda.

**8. ANNOUNCEMENTS**

None this month.

**9. ADJOURNMENT**

Chair Chavez adjourned the meeting at 10:16 a.m.