

## MST BOARD OF DIRECTORS

Frank J. Lichtanski Administrative Building  
19 Upper Ragsdale Dr., Suite 100, Monterey 93940

**Minutes**  
**July 11, 2016**

### 1. CALL TO ORDER

- 1-1. Roll Call.
- 1-2. Pledge of Allegiance.

Chair Downey called the meeting to order at 10:08 a.m. Roll call was taken and Director Pat Stephens led the Pledge of Allegiance.

|                 |                    |                                       |
|-----------------|--------------------|---------------------------------------|
| <b>Present:</b> | Tony Barrera       | City of Salinas                       |
|                 | Robert Bonincontri | City of Gonzales                      |
|                 | Kristin Clark      | City of Del Rey Oaks                  |
|                 | Libby Downey       | City of Monterey                      |
|                 | Carolyn Hardy      | City of Carmel-by-the-Sea             |
|                 | Mike LeBarre       | City of King                          |
|                 | Dan Miller         | City of Pacific Grove                 |
|                 | Frank O'Connell    | City of Marina                        |
|                 | David Pacheco      | City of Seaside                       |
|                 | David Pendergrass  | City of Sand City                     |
|                 | Leah Santibañez    | City of Greenfield                    |
|                 | Patricia Stephens  | City of Soledad                       |
| <b>Absent:</b>  | Fernando Armenta   | County of Monterey                    |
| <b>Staff:</b>   | Carl Sedoryk       | General Manager/CEO                   |
|                 | Hunter Harvath     | Asst. GM/Finance & Administration     |
|                 | Michael Hernandez  | Asst. GM/COO                          |
|                 | Kelly Halcon       | Director of HR & Risk Management      |
|                 | Lisa Rheinheimer   | Director of Planning and Development  |
|                 | Andrea Williams    | General Accounting & Budget Manager   |
|                 | Mark Eccles        | Director of Information Technology    |
|                 | Tom Hicks          | Mobility Services Manager             |
|                 | Robert Weber       | Director of Transportation Services   |
|                 | Alvin Johnson      | Contract Transportation Supervisor    |
|                 | Michelle Overmeyer | Grants Analyst                        |
|                 | Zoë Shoats         | Marketing manager                     |
|                 | Dave Laredo        | De Lay & Laredo                       |
|                 | Deanna Smith       | Compliance Analyst / Deputy Secretary |
|                 | Miriam Gutierrez   | Customer Service Representative       |

|                |               |                   |
|----------------|---------------|-------------------|
| <b>Public:</b> | Ken Walker    | ATU               |
|                | Albert Garcia | ATU               |
|                | JR Berke      | MV Transportation |
|                | Wayne Downey  | Monterey resident |
|                | Tianna Greene | MST Rider         |
|                | Jim Fink      | MST Rider         |

*Apology is made for any misspelling of a name.*

1-3. Swearing In Ceremony – Carolyn Hardy, City of Carmel-by-the-Sea

Chair Downey administered the Oath of Office for the new representative from the City of Carmel-by-the-Sea.

1-4. Conduct Election of Officers.

Director Stephens reported on the Ad Hoc Nominating Committee's recommendations of Tony Barrera, City of Salinas, to serve as MST Chair; and Mike LeBarre, City of King, to serve as MST Vice-Chair for fiscal years 2017 and 2018. The committee also recommended MST staff to serve on various boards for the two-year term.

Public Comment – none.

**Director Pendergrass made a motion to appoint Tony Barrera as MST Chair and Mike LeBarre as MST Vice-Chair for fiscal years 2017 and 2018, and to appoint MST staff to represent MST on various boards. The motion was seconded by Director O'Connell and passed unanimously.**

**Director Downey passed the gavel to Chair Barrera and congratulated him on his service. She thanked MST staff for the opportunity to serve on the board for over 12 years.**

1-5. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

**2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA**

Tianna Greene requested assistance for persons with disabilities who will be negatively affected by the upcoming construction at the Holman Highway and Highway 1 interchange. She stated that there are those who do not live or work in the construction impact area, but will still be negatively affected due to vital medical appointments in and around CHOMP. She requested reduced bus fares for these individuals.

### **3. CONSENT AGENDA**

- 3-1. Adopt Resolution 2017-01 recognizing Michael Gallant, Business Development Transit Planner, as Employee of the Month for July 2016.
- 3-2. Minutes of the regular meeting of June 13, 2016.
- 3-3. Minutes of the Planning/Ops Committee June 13, 2016.
- 3-4. Financial Report – May 2016.
- 3-5. Disposal of property left aboard buses.
- 3-6. Adopt Resolution 2017-02 recognizing Libby Downey for her service as Chair of the Board of Monterey-Salinas Transit.
- 3-7. Adopt Resolution 2017-03 recognizing the Honorable Sam Farr as MST's Transit Champion for 2016.
- 3-8. Authorize a contract with First Alarm Security Services.
- 3-9. Approve revision to Resolution 2016-31.
- 3-10. Adopt Cash Reserves Policy.

Public Comment – none.

**Director Clark made a motion to approve the Consent Agenda and was seconded by Director Stephens. The motion passed unanimously.**

### **4. RECOGNITION AND SPECIAL PRESENTATIONS**

- 4-1. Resolution of Appreciation – Libby Downey, Board Chair.

Carl Sedoryk presented Libby Downey with a resolution of appreciation for her service as MST Board Chair from July 2014 through July 2016.

- 4-2. Employee of the Month – Michael Gallant.

Lisa Rheinheimer recognized Michael Gallant, Business Development Transit Planner, for his excellent service to MST and to the entire community.

- 4-3. 35 Years of Service – Steven Carroll, Intermediate Mechanic.

Steven Carroll was not present.

- 4-4. Onboard Rider Survey and Community Non-rider Survey.

Zoë Shoats, Marketing Manager, introduced Jim Moore, owner of Moore & Associates consulting firm, who presented the results of the Onboard Rider Survey and Community Non-rider Survey.

4-5. Certificate of Achievement for Excellence in Financial Reporting.

Hunter Harvath presented the Certificate of Achievement for Excellence in Financial Reporting awarded to MST by the Government Officers Finance Administration. MST has received this award for many consecutive years. Mr. Harvath acknowledged Andrea Williams, General Budget and Accounting Manager for her excellent financial oversight.

Public Comment – none.

**5. PUBLIC HEARINGS**

**6. ACTION ITEMS**

6-1. Authorize contract for funding of CSUMB Transit Services.

Public Comment

Jim Fink asked if Line 17 was being discontinued.

Close Public Comment

Director Barrera requested that MST staff contact the transportation coordinator for CSUMB to assess student satisfaction with services.

Director Hardy asked why CSUMB has requested such a large reduction in services.

Mr. Harvath stated that funding for CSUMB service is a result of a partnership between MST and CSUMB. The university determines the amount of service it wants to pay for and MST adjusts service levels accordingly. Over the years, funding has fluctuated and the \$485,111 funding for the 2016-2017 academic year represents a mid-range level of funding compared to previous years.

Mr. Harvath confirmed that Line 17 is being discontinued entirely.

**Director Downey made a motion to authorize a contract for a total of \$485,111 from CSUMB for transit services for the 2016-2017 academic year and was seconded by Director Stephens. The motion passed unanimously.**

6-2. Authorize purchase of MCI Coach.

Mike Hernandez stated that since the agenda was posted, MST confirmed receipt of \$352,000 from a FTA Section 5311 grant and \$310,000 from California's

Transportation Bond Program, Prop 1B for the purchase of one heavy-duty suburban coach and equipment from Motor Coach Industries.

Public Comment – none.

**Director Clark made a motion to authorize MST to purchase one heavy-duty suburban coach and equipment from Motor Coach Industries and was seconded by Director Pacheco. The motion passed unanimously.**

6-3. Approve South County Transit Marketing Services.

Zoë Shoats stated that in spite of great effort to solicit responses, only one vendor responded to the RFQ for marketing services. An Independent Cost Estimate was conducted to ensure the responsive vendor's cost was in line with similar marketing services. Funded by a \$100,000 federal grant awarded through Caltrans, the project will focus on marketing MST's rural bus lines that serve the Salinas Valley.

Public Comment

Jim Fink requested more information on South County service. MST staff will assist him after the meeting.

Close Public Comment

**Director Downey made a motion to award a contract to Chidlaw Marketing and TMD Creative to complete the South County Marketing Campaign and was seconded by Director Stephens. The motion passed unanimously.**

## **7. REPORTS & INFORMATION ITEMS**

- 7-1. General Manager/CEO Report – May 2016.
- 7-2. Washington, D.C. Lobby Report – June 2016.
- 7-3. State Legislative Advocacy Update – June 2016.
- 7-4. Staff Trip Reports.
- 7-5. Correspondence.
- 7-6. APTA Annual Meeting – Los Angeles, CA. September 11-14.

## **10. BOARD REPORTS, COMMENTS, AND REFERRALS**

- 10-1. Reports on meetings attended by board members at MST expense (AB 1234).
- 10-2. Board member comments and announcements.

Director Downey stated that she has received complaints from constituents that the clock at the Monterey Transit Center is unreliable. She has informed the City of Monterey.

Director LeBarre stated that he just received information on the number of Summer Youth Passes sold in King City and he feels they are low. He stated that there is an opportunity to market the passes in South County.

Director Downey stated that she wanted to thank MST General Counsel, Dave Laredo, for his support and excellent counsel during her term as MST Board Chair.

Director Barrera thanked MST staff for their excellent work.

10-3. Board member referrals for future agendas.

## 11. ATTACHMENTS

11-1. The detailed monthly Performance Statistics and Disbursement Journal for May 2016 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

## 12. ADJOURN

There being no further business, the meeting was adjourned at 11:04 a.m.

Prepared by:

  
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Deanna Smith, Deputy Secretary