



**MONTEREY-SALINAS TRANSIT DISTRICT  
BOARD OPERATIONS PERFORMANCE COMMITTEE  
MEETING AGENDA AND NOTICE**

**Date:** April 11, 2022  
**Time:** 9:00 AM Pacific Time (US and Canada)  
**Location:** In-Person and Zoom Conference

Due to the expiration of certain directives contained in the Governor's Declaration of Emergency for the State of California (Executive Order N-29-20), the Board of Directors of the Monterey-Salinas Transit District will hold meetings in-person and via Zoom virtual meeting as indicated below:

**In-Person Participation:**

The Board Operations Performance Committee in-person meeting will be held on April 11, 2022 at 9:00 AM at 19 Upper Ragsdale Drive, Suite 100. *Members of the public are required to wear a face covering and will be socially distanced in the Board room.*

**OR**

**Zoom Participation:**

The Board Operations Performance Committee Zoom virtual meeting will be held on April 11, 2022 at 9:00 AM via Zoom conference, click <https://us06web.zoom.us/j/84500836234?pwd=aFQ0YUdj3Y0eW94WmtRZ1Myc0Vldz09> and enter the following:

Meeting ID: 845 0083 6234 and Passcode: 652252.

By telephone: (669) 900-6833 same Meeting ID: 845 0083 6234 and Passcode: 652252.

*Public comments may be made either in person, via Zoom, or via email. Members of the public may attend the Board Meeting in person and request to speak to the Board when the Chair calls for public comment. Persons who wish to make public comment on an agenda item are encouraged to submit comments in writing by email to MST at [clerk@mst.org](mailto:clerk@mst.org) by 3:00 PM on Friday, April 8, 2022; those comments will be distributed to the MST Board of Directors before the meeting. Written comments may be emailed to [clerk@mst.com](mailto:clerk@mst.com), and should include the subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)."*

## **MST Board and Committee Agendas**

### **Accessibility, Language Assistance, and Public Comments**

Materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available for public inspection at the Monterey-Salinas Transit Administration Building at 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940 during normal business hours.

Upon request, Monterey-Salinas Transit will provide written materials in appropriate alternative formats, including disability-related modifications or accommodations, auxiliary aids, or services to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number, description of the requested materials, and preferred alternative format or auxiliary aid or service at least three working days prior to the meeting at the address below.

Public comments may be submitted for any item on the agenda by contacting MST:

**Mail:** MST, Attn: Clerk to the Board, 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940

**Website:** <https://mst.org/contact-us/> • **Email:** [clerk@mst.org](mailto:clerk@mst.org) • **Phone:** (888) 678-2871



**TTY/TDD:** 831-393-8111 • 711 Relay 888-678-2871 / Free language assistance / Asistencia de Lenguaje Gratuito / Libreng tulong para sa wika / Hỗ trợ ngôn ngữ miễn phí / 무료 언어 지원

**Group: Board Operations Performance Committee (BOPC)**

|                   |                         |                       |
|-------------------|-------------------------|-----------------------|
| <b>Directors:</b> | Anna Velazquez (Chair)  | City of Soledad       |
|                   | Joe Amelio (Vice-Chair) | City of Pacific Grove |
|                   | Jeff Baron              | City of Carmel        |
|                   | Lorraine Worthy         | City of Gonzales      |
|                   | Tony Barrera            | City of Salinas       |
|                   | Mary Ann Carbone        | City of Sand City     |

|               |                    |                                     |
|---------------|--------------------|-------------------------------------|
| <b>Staff:</b> | Carl Sedoryk       | General Manager/CEO                 |
|               | Lisa Rheinheimer   | Assistant General Manager           |
|               | Kelly Halcon       | Director of HR and Risk Management  |
|               | Norman Tuitavuki   | Chief Operating Officer             |
|               | Michael Kohlman    | Chief Information Officer           |
|               | Michelle Overmeyer | Director of Planning and Innovation |

*The BOPC Committee provides policy direction to the MST Board and monitor performance in areas of Transit, ADA Paratransit and Mobility Management Service Design/Service Delivery, Capital Investment Requirements, Capital Projects, Transit Facilities/Customer Amenities, Asset Management, Labor Relations, and Safety/Security.*

**1. CALL TO ORDER**

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

*Members of the public may address the Committee on any matter related to the jurisdiction of MST but not on the agenda. There is a time limit of not more than three minutes for each speaker. The Committee will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time, either individually, through staff, or on a subsequent agenda.*

**3. CONSENT AGENDA**

3-1. Approve Minutes of the Board Operations Performance / BOPC Committee on February 14, 2022. (Jeanette Alegar-Rocha) (Page 5)

**4. ACTION ITEMS**

4-1. Review of Operations Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)

4-2. Receive Salinas Operations and Maintenance Facility Analysis Update (Lisa Rheinheimer)

- 4-3. Receive SURF! Busway and Bus Rapid Transit Public Outreach Update (Lisa Rheinheimer)
- 4-4. Review Proposed Fare Changes (Refer to MST Board Agenda Item 6-3) (Lisa Rheinheimer)
- 4-5. Receive an Update on South County Fixed Route Planning and Implementation. (Sloan Campi) (Page 9)

**5. CLOSED SESSION**

*As permitted by Government Code §54957 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Milias-Brown Act representative.*

**6. ADJOURN**

**NEXT SCHEDULED MEETING DATE: June 13, 2022**

**9:00 a.m.**

*\*Dates, times and **teleconference** information are subject to change.*

*Please contact MST for accurate meeting date, times and **teleconference** information or check online at <http://mst.org/about-mst/board-of-directors/board-meetings/>*

**Board Operations Performance Committee (BOPC)**  
ZOOM Teleconference Meeting

**Minutes**

February 14, 2022  
9:00 a.m.

|                 |  |  |
|-----------------|--|--|
| <b>Present:</b> | Joe Amelio (Vice Chair)<br>Jeff Baron<br>Tony Barrera<br>Mary Ann Carbone<br>Lorraine Worthy   | City of Pacific Grove<br>City of Carmel-by the Sea<br>City of Salinas<br>City of Sand City<br>City of Gonzales   |
| <b>Absent:</b>  | Anna Velazquez (Chair)   | City of Soledad  |
| <b>Staff:</b>   | Carl Sedoryk<br>Lisa Rheinheimer<br>Norman Tuitavuki<br>Kelly Halcon<br>Michael Kohlman<br>Michelle Overmeyer<br>Jeanette Alegar-Rocha<br>Scott Taylor<br>Ezequiel Rebollar<br>Andrea Williams<br>Ikuyo Yoneda-Lopez<br>Beronica Carriedo<br>Marzette Henderson<br>Elena Grigorichina<br>Lisa Cox<br>Matt Deal<br>Sloan Campi<br>Emma Patel<br>Daniel Bruno<br>Sonjé Dayries | General Manager/CEO<br>Assistant General Manager<br>Chief Operating Officer<br>Director of HR and Risk Management<br>Chief Information Officer<br>Director of Planning and Innovation<br>Clerk to the Board<br>Information Technology Manager<br>Information Technology Technician<br>General Accounting and Budget Manager<br>Marketing and Customer Service Manager<br>Community Outreach Coordinator<br>Contract Services Manager<br>Operations Analyst<br>Risk and Safety Manager<br>Grants Analyst<br>Planning Manager<br>Associate Planner<br>Scheduling Assistant<br>Compliance Analyst |
| <b>Counsel:</b> | Dave Laredo<br>Michael D. Laredo   | General Counsel, De Lay & Laredo<br>Assistant Counsel, De Lay & Laredo   |
| <b>Public:</b>  | None   |  |

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

1. Call to order.

**Vice Chair Amelio called the meeting of the Committee to order at 9:03 a.m.**

2. Public comment on matters not on the agenda.

*Members of the public may address the Committee on any matter related to the jurisdiction of MST but not on the agenda. There is a time limit of not more than three minutes for each speaker. The Committee will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time, either individually, through staff, or on a subsequent agenda.*

**There were no public comments.**

### **3. CONSENT AGENDA**

- 3-1. Approve Minutes of the Board Operations Performance / BOPC Committee on December 13, 2021. (Jeanette Alegar-Rocha)

**There were no public comments.**

**On a motion by Director Carbone, seconded by Director Worthy and carried by the following vote, which was conducted by roll call, the Committee approved the Minutes of the Board Operations Performance Committee of December 13, 2021:**

|                 |          |  |
|-----------------|----------|--|
| <b>AYES:</b>    | <b>5</b> | <b>Amelio, Baron, Barrera, Carbone, and Worthy</b> |
| <b>NOES:</b>    | <b>0</b> |  |
| <b>ABSENT:</b>  | <b>1</b> | <b>Velazquez</b>                                   |
| <b>ABSTAIN:</b> | <b>0</b> |  |

### **4. ACTION ITEMS**

- 4-1. Review of Operations Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)

**There were no public comments.**

- 4-2. Receive Update on Comprehensive Operational Analysis Final Network Plan and Recommend Approval to the MST Board. (Refer to MST Board Agenda Item 6-2) (Michelle Overmeyer)

**There were no public comments.**

On a motion by Director Barrera, seconded by Director Carbone and carried by the following vote, which was conducted by roll call, the Committee voted to recommend approval of the Comprehensive Operational Analysis - Final Network Plan to the full Board of Directors:

**AYES: 5 Amelio, Baron, Barrera, Carbone, and Worthy**  
**NOES: 0**  
**ABSENT: 1 Velazquez**  
**ABSTAIN: 0**

4-3. Receive Update on SURF! Final Design. (Lisa Rheinheimer)

**There were no public comments.**

4-4 Receive Update on Proposal to Relocate Salinas Transit Center.  
(Carl Sedoryk)

**There were no public comments.**

**5. CLOSED SESSION**

None

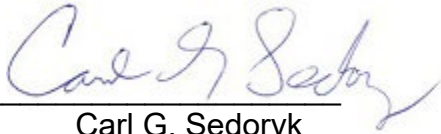
**6. ADJOURN**

**Vice Chair Amelio adjourned the meeting at 9:43 a.m.**

PREPARED BY:

  
Jeanette Alegar-Rocha

REVIEWED BY:

  
Carl G. Sedoryk

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To: Board Operations Performance Committee  
From: Sloan Campi, Planning Manager  
Subject: South County Fixed Route Planning and Implementation

**RECOMMENDATION:**

Receive an update on South County fixed route planning and implementation.

**FISCAL IMPACT:**

The 5-year Capital Improvement Program approved by the MST Board has \$50,000 programmed for infrastructure improvements in FY 2021-22 to implement fixed-routes in South County.

**POLICY IMPLICATIONS:**

The MST Board of Directors approved the South County Service Plan in April 2021, which recommends implementing local circulator shuttle routes in Gonzales, Soledad, Greenfield, and King City, replacing the On-Call service.

**DISCUSSION:**

On April 12, 2021, your Board adopted the South County Service Plan, after an evaluative planning process, which began in 2020 from the consulting firm Fehr & Peers. The South County Service Plan recommends shifting the current On-Call services to fixed route services in each of the four south county cities: Gonzales, Soledad, Greenfield, and King City. This plan is consistent with the Comprehensive Operational Analysis – Final Network Plan, which the Board approved in February 2022.

Implementation of the South County circulators requires MST staff collaboration with public works, planning, and city management staff from each of the four South County cities. Implementation is dependent on new bus stop infrastructure to be installed in each of these cities, which requires infrastructure planning pertaining to the immediate vicinity of the bus stop location (e.g., removal of existing parking, drainage, consistency with other long-range plans, etc.). A total of 88 bus stops are proposed to be installed between the four cities under the recommendations of the South County Service Plan. Implementation is also dependent on other factors affecting resources at MST, including but not limited to, agency-wide staffing shortages, other competing

priority projects such as developing service changes to balance with coach operator staffing levels.

MST staff communicated with each of the four South County cities in May 2021. Following this communication, MST staff held a meeting with each of the four cities' public works, planning, and city management staff to determine specific procedures to accomplish the project for the circulators. Timelines for setting meetings and discussions for implementation varied amongst staff from each of these cities. MST staff developed scopes of work dependent upon varying needs, environmental constraints, and permitting/governmental procedures. Finalized scopes of work for infrastructure installation were sent to each South County Cities in December 2021.

MST staff have been coordinating with cities' staff on the development of cost estimates of the new bus stops so that MST may reimburse each city for the cost of work. City staff response times to MST have varied.


City of King City Public Works staff responded to MST's scope of work by proposing to bid the work out and thereby obtaining a cost for the project. Following the bid, MST would begin negotiating a contract with the City of King City to pay for the bus stop infrastructure installation, whilst preparing a staff report to the City Council for approval. Per City staff recommendation, permitting and neighborhood issues related to installation of bus stops would be addressed at the City Council public meeting, prior to construction taking place.

City of Greenfield Public Works staff has worked with MST through an iterative process over the last several months. A finalized scope of work is currently under review with the City. MST staff anticipates receiving a response from City of Greenfield in mid-April. Following a similar strategy for King City, Greenfield would go out for bid to obtain a cost of implementation. Subsequently, MST would then choose to act upon such a bid and bring a contract to City Council for approval and the City's contractor would install the bus stops.

MST staff requested a cost estimate from City of Gonzales and City of Soledad Public Works staff in December 2021. To date, MST has not received a response to these requests.

**ATTACHMENT(S):** None

PREPARED BY:   
Sloan Campi, Planning Manager

REVIEWED BY:   
Carl Sedoryk, GM/CEO