



MONTEREY-SALINAS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING AGENDA

April 12, 2021

Time: 10:00 AM Pacific Time (US and Canada)

Governor Newsom's COVID-19 Executive Order N-25-20 allows MST to hold meetings via teleconference and to make meetings accessible electronically to protect public health. The April 12 meeting of the Board will be held via Zoom conference. There will be NO physical location of the meeting. The public is asked to use the Zoom app for best reception. There may only be limited opportunity to provide oral comments during the meeting. 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 by 3:00 pm on Friday, April 9, 2021; those comments will be distributed to the legislative body before the meeting. Members of the public participating by Zoom are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair. Prior to the meeting, participants should download the Zoom app at: <https://zoom.us/download> A link to tutorials for use of the Zoom app is: <https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials> and <https://support.zoom.us/hc/en-us/articles/209743263-Meeting-and-Webinar-Best-Practices-and-Resources>

REMOTE CONFERENCE ONLY

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Join Zoom Meeting

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Password: 132854

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Meeting ID: 934 9925 1302

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Find your local number: <https://zoom.us/u/azpUB9vO7>

1. CALL TO ORDER

- 1-1. Roll Call.
- 1-2. Pledge of Allegiance.
- 1-3. Review Highlights of the agenda. (Carl Sedoryk)

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Members of the public may address the Board on any matter related to the jurisdiction of MST District but not on the agenda. There is a time limit of not more than three minutes for each speaker. The Board 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. (Please refer to page 1 of the agenda for instructions)

3. CONSENT AGENDA

These items will be approved by a single motion. Anyone may request that an item be discussed and considered separately.

- 3-1. Adopt Resolution 2021-22 Recognizing Emma Patel, as Employee of the Month for April 2021. (Sloan Campi) (Page 7)
- 3-2. Receive Draft Minutes of the MST Board Administrative Performance Committee Meeting on March 8, 2021. (Jeanette Alegar-Rocha) (Page 9)
- 3-3. Approve Minutes of the MST Board Meeting on March 8, 2021. (Jeanette Alegar-Rocha) (Page 13)
- 3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of December 2020. (Sonia Wills) (Page 19)
- 3-5. Financial Reports – February 2021. (Lori Lee) (Page 21)
 - a) Accept report of February 2021 Cash Flow
 - b) Approve February 2021 Disbursements
 - c) Accept Report of February 2021 Treasury Transactions
- 3-6. Appoint Members to the Measure Q Oversight Committee with Corresponding Terms of Office. (Lisa Rheinheimer) (Page 29)
- 3-7. Receive Draft Minutes of the Measure Q Oversight Committee Meeting on March 22, 2021. (Jeanette Alegar-Rocha) (Page 31)

- 3-8. Appoint Jessica McKillip, Madilyn Jacobsen, and Reyna Gross as Members to Mobility Advisory Committee (MAC). (Cristy Sugabo) (Page 35)
- 3-9. Receive Letter from Measure Q Oversight Committee Reporting that FY 2020 Funds Were Spent on Eligible Expenses. (Lisa Rheinheimer) (Page 39)

End of Consent Agenda

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. Employee of the Month, Emma Patel, April 2021. (Sloan Campi)
- 4-2. Receive Staff Report on Activities Related to the COVID-19 Pandemic Incident Response and Recovery Planning to Date and Provide Direction, If Needed. (Carl Sedoryk)
- 4-3. 30 Years of Service – Mike Cargile, Transit Operations Supervisor. (Alvin Johnson)

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

- 6-1. Approve Resolution 2021-23 Authorizing the Certifications and Assurances, Authorized Agent Forms and Execution of the LCTOP Projects for FY 2020/2021. (Matthew Deal) (Page 43)
- 6-2. Receive Summary of South County Service Planning and Approve Recommended Service Improvements. (Michelle Overmeyer) (Page 47)
- 6-3. Review 2nd Draft Strategic Plan – FY 2022-2025, 2 Year Action Plan Draft, and Provide Comment. (Carl Sedoryk) (Page 181)
- 6-4. Adopt New Website Privacy Policy. (Lisa Rheinheimer) (Page 209)

7. REPORTS & INFORMATION ITEMS

The Board will receive and file these reports, which do not require action by the Board.

- 7-1. General Manager/CEO Report – February 2021 (Page 219)
- 7-2. Federal Legislative Advocacy Report – February 2021 (Page 255)
- 7-3. State Legislative Advocacy Update (Page 257)

7-4. Staff Trip Reports – None

7-5. Correspondence – None

8. BOARD REPORTS, COMMENTS, AND REFERRALS

8-1. Reports on Meetings Attended by Board Members at MST Expense.
(AB 1234)

8-2. Board Member Comments and Announcements.

8-3. Board Member Referrals for Future Agendas.

9. CLOSED SESSION

Members of the public may address the Board on any matter related to Closed Session. There is a time limit of not more than three minutes for each speaker. The Board will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time individually, through staff, or on a subsequent agenda. (Please refer to page 1 of the agenda for instructions)

As permitted by Government Code §64956 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.

9-1. Conference with Real Property Negotiations (§ 54956.8)

Property: (Parcel # APN 032-171-005)

Agency Negotiation: (C. Sedoryk)

Negotiating Parties: (Pacific Rim Companies)

Under Negotiation: (Price and terms of payment)

9-2. Conference with Legal Counsel; Pending Litigation (Gov. Code § 54956.9 (b) - Edward Gerard v. Monterey-Salinas Transit District, et al Monterey Superior Court, Case No. 19CV002275. (Kelly Halcon)

10. ATTACHMENTS

10-1. The Detailed Monthly Performance Statistics and Disbursement Journal for February 2021 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

11. ADJOURN

NEXT MEETING DATE: May 10, 2021

REMOTE CONFERENCE ONLY

ZOOM MEETING

10:00 a.m.

NEXT AGENDA DEADLINE: April 27, 2021

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/>*

MST District Board and Committee Agendas

Accessibility, Language Assistance, and Public Comments

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

Upon request, Monterey-Salinas Transit District 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 • **Phone:** (888) 678-2871



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언어 지원

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**EMMA PATEL
APRIL 2021
EMPLOYEE OF THE MONTH**

WHEREAS, each month Monterey-Salinas Transit recognizes an outstanding employee as Employee of the Month; and

WHEREAS, the Employee of the Month is recognized for their positive contribution to MST and to the entire community; and

WHEREAS, Emma Patel began her employment with Monterey-Salinas Transit in June 2019 as the Transit Planning Assistant. She was recently promoted into the Associate Planner position. Emma is responsible for retrieving and analyzing data used for the Planning Department; and

WHEREAS, Emma Patel has consistently analyzed and presented weekly ridership data during the COVID-19 Pandemic to ensure the agency stays fully apprised of all ridership trends to adjust service quickly where needed. The information provided has helped guide MST management through our recovery process; and

WHEREAS, Emma Patel has demonstrated genuine aptitude and interest in learning more and growing in her position at MST, and thereby remains a valued asset to our District and to our customers.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Emma Patel as Employee of the Month for April 2021; and

BE IT FURTHER RESOLVED that Emma Patel is to be congratulated for her outstanding performance, dedication, and supreme effort toward the success of MST fulfilling its mission.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT DISTRICT PASSED AND ADOPTED RESOLUTION 2021-22 this 12th day of April 2021.

Dan Albert
Board Chair

Carl Sedoryk
Board Secretary

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Board Administrative Performance Committee (BAPC)
ZOOM Teleconference Meeting

Draft Minutes

March 8, 2021
9:00 a.m.

Present:	Yanely Martinez Mike LeBarre (Chair) David Burnett Dave Pacheco (Vice Chair) Luis Alejo	City of Greenfield City of King City of Marina City of Seaside County of Monterey
Absent:	John Gaglioti	City of Del Rey Oaks
Staff:	Carl Sedoryk Lisa Rheinheimer Norman Tuitavuki Kelly Halcon Mark Eccles Michelle Overmeyer Jeanette Alegar-Rocha Andrea Williams Ikuyo Yoneda-Lopez Marzette Henderson Deanna Smith Lisa Cox Alvin Johnson	General Manager/CEO Assistant General Manager Chief Operating Officer Director of HR & Risk Management Director of Information Technology Director of Planning & Innovation Deputy Secretary General Accounting & Budget Manager Marketing & Customer Service Manager Contract Services Manager Civil Rights Officer Risk and Safety Manager Transportation Manager
Counsel:	David Laredo	General Counsel, De Lay & Laredo
Public:	Don Gilchrest	Thomas Walters & Associates

1. CALL TO ORDER

Chair LeBarre called the meeting to order at 9:00 a.m. with roll call taken as the meeting was via ZOOM teleconference. Directors Alejo, Burnett, LeBarre, Martinez, Pacheco were present and Director Gaglioti was absent. A quorum was established.

2. PUBLIC COMMENTS 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.

Public Comment - None

3. CONSENT AGENDA

- 3-1. Approve Minutes of the Board Administrative Performance Committee of November 9, 2020. (Jeanette Alegar-Rocha)

Public Comment - None

Director Burnett made the motion to approve item 3-1 on the consent agenda, which was seconded by Director Pacheco. A roll call vote was taken with 5 votes in favor: Directors Alejo, Burnett, LeBarre, Martinez, Pacheco and 1 absent: Director Gaglioti. The motion passed.

4. ACTION ITEMS

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

The Committee received a report from Carl Sedoryk on Board agenda item 7-1 MST Administrative Performance.

- 4-2. Receive State Legislative Advocacy Update. (Michelle Overmeyer)

The Committee received the State Legislative Advocacy Update from Board agenda item 7-3. from Michelle Overmeyer.

- 4-3. Receive Federal Legislative Update. (Carl Sedoryk/Don Gilchrest)

The Committee received an update from Don Gilchrest of Thomas Walters and Associates on Board agenda item 7-2. Federal Legislative Report.

- 4-4. Recommend Board Approval of FY 2021 Mid-Year Budget Adjustment. (Lisa Rheinheimer) (Board Agenda Item 6-1)

Public Comment - None

Director Alejo made the motion to recommend Board approval of FY 2021 Mid-Year Budget Adjustment, which was seconded by Director Martinez. A roll call vote was taken with 5 votes in favor: Directors Alejo, Burnett, LeBarre, Martinez, Pacheco and 1 absent: Director Gaglioti. The motion passed.

4-5. Review Draft FY 22-24 Strategic Plan. (Carl Sedoryk) (Board Agenda Item 6-2)

The Committee received a report from Carl Sedoryk on the Draft FY 22-24 Strategic Plan from Board agenda item 6-2.

5. CLOSED SESSION

As permitted by Government Code §54957 et seq. of the State of California, the Committee 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.

NONE

6. COMMENTS AND ANNOUNCEMENTS

Reminder of Upcoming Conferences/Virtual Meetings:

- a) CTA Spring Legislative Conference Virtual Event, May 19, 2021, early registration fee deadline is April 26.

7. ADJOURN

There being no further business, Chair LeBarre adjourned the meeting at 9:38 a.m.

PREPARED BY:


Jeanette Alegar-Rocha

REVIEWED BY:


Carl G. Sedoryk

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MEETING OF THE MST BOARD OF DIRECTORS

MEETING MINUTES

March 8, 2021

Present:	Jeff Baron John Gaglioti Lorraine Worthy Yanely Martinez Mike LeBarre David Burnett Dan Albert Joe Amelio Tony Barrera Mary Ann Carbone Dave Pacheco Anna Velazquez Luis Alejo	City of Carmel-by-the Sea City of Del Rey Oaks City of Gonzales City of Greenfield City of King City of Marina City of Monterey City of Pacific Grove City of Salinas City of Sand City City of Seaside City Soledad County of Monterey
Absent:	None	
Staff:	Carl Sedoryk Lisa Rheinheimer Norman Tuitavuki Kelly Halcon Mark Eccles Michelle Overmeyer Andrea Williams Jeanette Alegar-Rocha Marzette Henderson Lisa Cox Deanna Smith Ikuyo Yoneda-Lopez Alvin Johnson Elena Grigorichina Matthew Deal Sloan Campi Cristy Sugabo Kevin Allshouse Claudia Valencia Ruben Gomez	General Manager/CEO Assistant General Manager Chief Operating Officer Director of HR and Risk Management Director of Information Technology Director of Planning and Innovation General Accounting and Budget Manager Deputy Secretary Contract Services Manager Risk and Safety Manager Civil Rights Officer Marketing & Customer Service Manager Transportation Manager Operations Analyst Grants Analyst Planning Manager Mobility Manager Mobility Coordinator Mobility Specialist Mobility Specialist

Lesley van Dalen
Jose Barajas
Sandra Amorim
Beronica Carriedo
Sonia Wills
Angelina Ruiz
Fred Simkins

Mobility Specialist
Mobility Specialist
Procurement and Contracts Manager
Community Relations Coordinator
Customer Service Supervisor
Human Resources Manager
Coach Operator

Counsel: David Laredo
Heidi Quinn

General Counsel, De Lay & Laredo
Assistant Counsel, De Lay & Laredo

Public: Daniel Constantino
Jennifer Kuan
Debbie Hale
Madilyn Jacobsen
Douglas Thomsen

Jarrett Walker + Associates
Jarrett Walker + Associates
Transportation Agency for Monterey County
Transportation Agency for Monterey County
MV Transportation

Apology is made for any misspelling of a name.

1. CALL TO ORDER

1-1. Roll Call.

Chair Albert called the meeting to order at 10:00 a.m. with roll call taken as the meeting was via ZOOM teleconference. Directors Albert, Alejo, Amelio, Barrera, Baron, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez, Worthy were present and a quorum was established.

1-2. Pledge of Allegiance.

The pledge of allegiance was led by Chair Albert

1-3. Review Highlights of the agenda. (Carl Sedoryk)

General Manager/CEO Carl Sedoryk reviewed the highlights of the agenda.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Public Comment - None

3. CONSENT AGENDA

These items will be approved by a single motion. Anyone may request that an item be discussed and considered separately.

3-1. Adopt Resolution 2021-21 recognizing Linda Andrada, as Employee of the Month for March 2021. (Norman Tuitavuki)

- 3-2. Receive Draft Minutes of the MST Board Operations Performance Committee Meeting on February 8, 2021. (Jeanette Alegar-Rocha)
- 3-3. Approve Minutes of the MST Board Meeting on February 8, 2021. (Jeanette Alegar-Rocha)
- 3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of November 2020. (Sonia Wills)
- 3-5. Financial Reports – January 2021. (Lori Lee)
 - a) Accept report of January 2021 Cash Flow
 - b) Approve January 2021 Disbursements
 - c) Accept Report of January 2021 Treasury Transactions
- 3-6. Authorize General Manager/CEO to Execute Amendment No. 9 to the Contract with MV Transportation Extending the Reimbursement Term of CARES or CRRSAA Eligible Expenses in an Amount not to Exceed \$35,000 per Month. (Marzette Henderson)
- 3-7. Reject Claim by Claimant Marcelino Cortez. (Lisa Cox)
- 3-8. Receive Draft Minutes of the MAC Committee on January 27, 2021. (Claudia Valencia)
- 3-9. Authorize the General Manager/CEO to Execute an Agreement with Trapeze to Purchase Hardware and Software for the FuelFocus System to be Installed at the South County Operations and Maintenance Facility in an Amount not to Exceed \$160,000. (Sandra Amorim)
- 3-10. Authorize General Manager/CEO to Enter Into a Contract to Purchase Probe and Vault Equipment to be Installed at the South County Operations and Maintenance Facility in an Amount Not to Exceed \$111,500. (Sandra Amorim)

End of Consent Agenda

Public Comment - None

Director Barrera made the motion to approve all items on the consent agenda, which was seconded by Director Gaglioti. A roll call vote was taken with 13 voting in favor: Albert, Alejo, Amelio, Barrera, Baron, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez, and Worthy. The motion passed unanimously.

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. Employee of the Month, March 2021 – Linda Andrada, Coach Operator.
- 4-2. Receive Staff Report on Activities Related to the COVID-19 Pandemic Incident Response and Recovery Planning to Date and Provide Direction, If Needed. (Carl Sedoryk)

- 4-3. Transit 101: Comprehensive Operational Analysis. (Michelle Overmeyer)

The MST Board received the Transit 101: Comprehensive Operational Analysis presented by Daniel Costantino from Jarrett Walker + Associates.

5. PUBLIC HEARINGS

- 5-1. FY 2021 Program of Projects for Federal Transit Administration Section 5307 Funding. (Matthew Deal)
- a) Conduct Public Hearing for FY 2021 Program of Projects,
 - b) Adopt the FY 2021 Program of Projects; and
 - c) Authorize the Filing of the Appropriate Grant Applications with the Federal Transit Administration and Caltrans.

Public Comments - None

Director LeBarre made the motion to approve item 5-1, which was seconded by Director Velazquez. A roll call vote was taken with 13 voting in favor; Albert, Alejo, Amelio, Barrera, Baron, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez, and Worthy. The motion passed unanimously.

6. ACTION ITEMS

- 6-1. Approve FY 2021 Mid-Year Budget Adjustment. (Lisa Rheinheimer)

Public Comment - None

Director Gaglioti made the motion to approve item 6-1, which was seconded by Director Velazquez. A roll call vote was taken with 13 voting in favor: Albert, Alejo, Amelio, Barrera, Baron, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez, and Worthy. The motion passed unanimously.

- 6-2. Review Draft FY 22 – 25 Strategic Plan and Draft 2 Year Action Plan and Provide Comment. (Carl Sedoryk)

Public Comment - None

The MST Board reviewed the Draft FY 22-25 Strategic Plan and Draft 2 Year Action Plan and provided comments to staff.

7. REPORTS & INFORMATION ITEMS

The Board will receive and file these reports, which do not require action by the Board.

- 7-1. General Manager/CEO Report – January 2021
- 7-2. Federal Legislative Advocacy Report – February 2021

7-3. State Legislative Advocacy Update

7-4. Staff Trip Reports – None

7-5. Correspondence – None

8. BOARD REPORTS, COMMENTS, AND REFERRALS

8-1. Reports on Meetings Attended by Board Members at MST Expense.
(AB 1234)

8-2. Board Member Comments and Announcements.

a) Reminder of Upcoming Conferences/Virtual Meetings.

i. APTA Mobility Conference Virtual Event, March 16-20, 2021

ii. APTA Spring Legislative Conference Virtual Event, May 19, 2021

b) Board Printed Agenda Packets Opt. In. (Jeanette Alegar-Rocha)

A roll call was taken and below are the results for Board Printed Agenda Packets Opt-in:

DIRECTOR	CITY OF JURISDICTION	OPT IN	OPT OUT
BARON	City of Carmel-by-the-Sea		YES
GAGLIOTI	City of Del Rey Oaks		YES
WORTHY	City of Gonzales		YES
MARTINEZ	City of Greenfield	YES	
LEBARRE	City of King City		YES
BURNETT	City of Marina	YES	
ALBERT (Chair)	City of Monterey		YES
AMELIO	City of Pacific Grove		YES
BARRERA	City of Salinas	YES	
CARBONE	City of Sand City		YES
PACHECO	City of Seaside	YES	
VELAZQUEZ (Vice Chair)	City of Soledad		YES
ALEJO	County of Monterey	YES	

8-3. Board Member Referrals for Future Agendas.

None

9. CLOSED SESSION

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As permitted by Government Code §64956 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.

None

10. ATTACHMENTS

10-1. The Detailed Monthly Performance Statistics and Disbursement Journal for January 2021 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

11. ADJOURN

With no further business to discuss, Chair Albert adjourned the meeting at 12:07 p.m. (Pacific)

PREPARED BY:



Jeanette Alegar-Rocha

REVIEWED BY:



Carl G. Sedoryk

To: Board of Directors
From: Sonia Wills, Customer Service Supervisor
Subject: Disposal of Unclaimed Items Left on MST Property

RECOMMENDATION:

Receive Report on Lost and Found Items Left on MST Property for the Month of December 2020.

FISCAL IMPACT:

There are no fiscal impacts to receiving this report.

POLICY IMPLICATIONS:

Your Board adopted MST's Disposal of Lost and Found Property Policy.

DISCUSSION:

Per MST's revised Disposal of Lost and Found Property policy during shelter in place adopted on April 6, 2020, MST shall suspend collection and storage of lost personal items with an estimated value of less than \$100. Unless prohibited by law, lost and found personal items with an estimated value of less than \$100 shall be treated as potentially hazardous and disposed of immediately. These items include but are not limited to umbrellas, articles of clothing, pill containers, glasses, etc.

Items reasonably estimated with a value of greater than \$100 shall only be handled by employees wearing personal protective equipment (such as gloves, masks, etc.), and stored in a secure area to limit possible exposure of COVID-19 to MST employees. All wallets/purses with identifying information and Driver's License or Identification Cards will continue to be retained for 90 days before being disposed. MST makes an attempt to contact the owners of Lost and Found items with identifying information.

Item(s) with an estimated fair market value of \$100 or more: None

PREPARED BY:  REVIEWED BY: 
Sonia Wills Carl G. Sedoryk

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To: Board of Directors
From: Lori Lee
Subject: **FINANCIAL REPORTS – FEBRUARY 2021**

RECOMMENDATION:

1. Accept report of February 2021 cash flow presented in Attachment #1
2. Approve February 2021 disbursements listed in Attachment #2
3. Accept report of February 2021 treasury transactions listed in Attachment #3

FISCAL IMPACT:

The cash flow for February is summarized below and is detailed in Attachment #1.

Beginning balance February 1, 2021	\$18,780,340.30
Revenues	3,113,446.86
Disbursements	<u><4,837,700.50></u>
Ending balance February 28, 2021	<u>\$17,056,086.66</u>

POLICY IMPLICATIONS:

Disbursements are approved by your Board each month and are shown in Attachment #2. Treasury transactions are reported to your Board each month and are shown in Attachment #3.

DISCUSSION:

By the end of February 2021, using the Board Approved FY 2021 Mid-Year Budget Adjustments, MST had a \$2,386,215 year-to-date surplus to budget on the fixed-route operations and a \$320,627 surplus to budget on the MST RIDES operations, resulting in an overall year-to-date surplus of \$2,706,842. With the FY 2021 Mid-Year adjustment, there were entries booked to coincide with the adjustment and align the year-to-date balances.

The following fixed-route expenses have negative variances of greater than 5% and have a monetary value greater than \$5,000 as seen in the February Budget vs. Actual reports contained in Attachment #4:

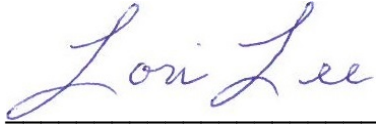
1. Miscellaneous Expenses – This \$55k negative variance for the month of February can be attributed to a sales tax fee reclass entry between Fixed Route Operations and the RIDES program needed to align the fiscal year-to-date balances to actual.
2. Leases & Rentals – This 19.5% negative variance for the month of February is the result of a reclass entry between Outside Labor and Leases & Rentals. For the fiscal year, this category was 7.8% below budget.

The financial impact of the COVID-19 pandemic began in mid-March 2020 when the agency began ordering sanitizing and cleaning supplies and the Shelter In Place Order was issued by the Monterey County Health Department. During the month of February 2021, MST spent \$176,758.40 on COVID-19 supplies. This amount includes \$75,704 for MV bus sanitation for April 2020 through October 2020 and \$48,518 for driver barrier installation. This information will be provided for each finance report until the pandemic is over.

A detail of disbursements can be viewed within the GM Report at:
<http://www.mst.org/about-mst/board-of-directors/board-meetings/>

ATTACHMENT(S):

1. February 2021 Cash Flow
2. February 2021 Disbursements
3. February 2021 Treasury Transactions
4. February 2021 Budget vs. Actual

PREPARED BY: 
Lori Lee

REVIEWED BY: 
Carl G. Sedoryk

(REVENUES & DISBURSEMENTS)**CASH FLOW**

Beginning balance 02/01/2021 18,780,340.30

Revenues

Passenger Revenue	101,670.09	
DOD Revenue	5,584.58	
LTF / STA / SGR	1,078,689.18	
Sales Tax	795,823.29	
Grants	1,097,167.00	
Interest Income	312.94	
Non Transit Revenue	34,199.78	
Total Revenues	3,113,446.86	3,113,446.86

Disbursements

Operations (See Attachment #2)	3,512,870.27	
Capital	1,324,830.23	
Total Disbursements		(4,837,700.50)

Ending balance 02/28/2021 **17,056,086.66**

COMPOSITION OF ENDING BALANCE

Checking - Mechanics Bank	328,854.01
Local Agency Investment Fund (LAIF)	7,200,108.35
Money Market - Mechanics Bank MM	5,570,891.90
Money Market - Mechanics Bank	8,454.94
Money Market - LCTOP	2,144,395.46
Money Market - State of Good Repair	1,298,711.38
Money Market - FOR A/Other	485,455.99
Bank of America - Escrow	8,988.13
Petty cash fund, STC Coin Machine, and 2 change funds	10,226.50
Total	17,056,086.66

PAYROLL ACCOUNT

February 12 Payroll & Related Expenses	576,835.40	
February 26 Payroll & Related Expenses	609,591.51	
PERS & 457	312,689.80	
Garnishments	2,880.62	
PERS Health Insurance	<u>345,157.28</u>	
	1,847,154.61	1,847,154.61

GENERAL ACCOUNT

Disbursements on Attached Summary	2,878,376.15	
Paydown Loans	63,830.20	
Workers Comp. Disbursements	31,391.76	
Interest Expense	10,242.89	
Payments to CDTFA	4,048.46	
Reimburse RTA	-	
Bank Service Charge	<u>2,656.43</u>	
	2,990,545.89	2,990,545.89

Total Disbursements	<u>4,837,700.50</u>
Less Capital Disbursements & Transfers	(1,324,830.23)
Operating Disbursements	<u><u>3,512,870.27</u></u>

DISBURSEMENTS SUMMARY:
GENERAL ACCOUNT DISBURSEMENTS FOR February 01, 2021 - February 28, 2021

CHECK PRINT DATE	CHECKS	TOTAL
Accounts Payable 02/02/2021	58498 - 58402	37,826.15
Accounts Payable 02/05/2021	58500 - 58595	1,927,707.02
Accounts Payable 02/08/2021	58596 - 58642	8,750.76
Accounts Payable 02/10/2021	58643 - 58643	6,126.53
Accounts Payable 02/19/2021	58644 - 58774	861,883.49
Accounts Payable 02/24/2021	58775 - 58781	36,082.20
TOTAL		<u>2,878,376.15</u>

CHECKS \$100,000 AND OVER

VENDOR	BOARD APPROVED	CHECK	CHECK DATE	AMOUNT
DIEDE CONSTRUCTION, INC	South County Facility Board Approved 12/09/19	58595	2/5/21	999,273.17
MV TRANSPORTATION	Recurring Expense	58557	2/5/21	577,338.20
GILLIG LLC	Charging Equipment Board Approved 05/17/20	58688	2/19/21	133,530.76
GIRO INC	Annual Hastus Maintenance Board Approved 02/08/21	58689	2/19/21	118,325.00

PURCHASES BETWEEN \$50,000 AND \$99,999

VENDOR	GENERAL MANAGER APPROVED	CHECK	CHECK DATE	AMOUNT
KIMLEY-HORN & ASSOCIATES, INC	BRT Phase II Surf! Board Approved 10/07/19	58551	2/5/21	79,571.01
MV TRANSPORTATION	Bus Sanitation Services Board Approved 09/14/2020	58717	2/19/21	85,751.37

CURRENT COVID-19 RELATED ACCUMULATED EXPENSES

Expenses paid through 03/08/2021	1,180,396.75
Payroll and benefits for payperiods 3/7-3/5/2021 paid	<u>2,130,778.73</u>
	<u>3,311,175.48</u>
 MV Transportation Inc. - Amendment #7:	
COVID-19 expenses reimbursed to date	<u>97,914.88</u>
Total MV COVID-19 expenses reimbursed to date	<u>97,914.88</u>

COVID-19 related expenses have been tracked since the beginning of the pandemic. Expenses include personal protective equipment, cleaning supplies, additional janitorial services, and public information materials. Payroll and benefits costs are included under the Families First Coronavirus Response Act (FFCRA or Act), which requires certain employers to provide employees with paid sick leave or expanded family and medical leave for reasons related to COVID-19. Additional expenses include paying standby employees while they remain in a state of readiness, administrative staff time dedicated to COVID-19 response, and costs related to community services.

**TREASURY TRANSACTIONS
FOR FEBRUARY 2021**

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 02/01/2021					7,200,108.35
Quarterly interest earned - 0.63%					7,200,108.35
Local Agency Investment Fund:					
LAIF Treasury Balance at 02/28/2021					7,200,108.35

MECHANICS BANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 02/01/2021					5,271,730.47
02/11/21	308	AP/Payroll		1,150,000.00	4,121,730.47
02/11/21	308	LTF	1,479,623.05		5,601,353.52
02/11/21	308	FTA 5339	693,746.00		6,295,099.52
02/18/21	308	AP/Payroll		2,000,000.00	4,295,099.52
02/26/21	308	STA	872,210.00		5,167,309.52
02/26/21	308	FTA 5339	403,421.00		5,570,730.52
02/28/21		Interest	161.38		5,570,891.90
MECHANICS MM Balance at 02/28/2021					5,570,891.90

MONTEREY-SALINAS TRANSIT DISTRICT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from February 1, 2021 to February 28, 2021

(Amounts are in USD)

(Includes Fund: 001|004|005)

(Includes G/L Budget Name: BUDFY21)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	143,502	138,299	5,203	1,047,303	1,106,392	-59,089
Special Transit	5,585	6,545	-960	44,121	52,360	-8,239
Cash Revenue	5,699	14,747	-9,048	96,484	117,976	-21,492
Cash Grants & Reimbursement	9,175,961	4,155,439	5,020,522	33,269,039	33,243,512	25,527
Total Revenue	9,330,746	4,315,030	5,015,716	34,456,948	34,520,240	-63,292
Expenses						
Labor	1,104,753	1,240,610	-135,857	9,321,368	9,924,880	-603,513
Benefits	753,443	876,670	-123,227	7,036,673	7,013,360	23,313
Advertising & Marketing	4,827	9,826	-5,000	61,164	78,608	-17,444
Professional & Technical	79,947	88,986	-9,039	416,050	711,888	-295,838
Outside Services	43,997	47,661	-3,664	359,348	381,288	-21,940
Outside Labor	107,014	166,895	-59,881	875,145	1,346,576	-471,431
Fuel & Lubricants	128,806	141,430	-12,624	951,212	1,131,440	-180,228
Supplies	60,753	95,516	-34,763	463,356	764,128	-300,772
Vehicle Maintenance	80,936	87,267	-6,331	541,925	698,136	-156,211
Marketing Supplies	2,420	2,667	-247	5,508	21,336	-15,828
Utilities	47,823	63,256	-15,433	387,984	506,048	-118,064
Insurance	116,186	112,943	3,243	896,457	903,544	-7,087
Taxes	11,013	10,158	855	64,938	81,264	-16,326
Purchased Transportation	373,867	382,422	-8,555	2,879,595	3,059,376	-179,781
1 Miscellaneous Expenses	89,315	34,618	54,697	222,928	276,944	-54,016
Interfund transfers						
Pass Thru/Behalf of Others						
Interest Expense	13,064	15,000	-1,936	110,766	120,000	-9,234
2 Leases & Rentals	50,135	41,966	8,169	310,620	335,728	-25,108
Total Operating Expenses	3,068,300	3,417,891	-349,591	24,905,037	27,354,544	-2,449,507
Operating Surplus (Deficit)	6,262,447	897,139	5,365,308	9,551,911	7,165,696	2,386,215

MONTEREY-SALINAS TRANSIT DISTRICT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from February 1, 2021 to February 28, 2021

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY21)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	9,517	7,663	1,854	61,470	61,304	166
Special Transit	2,023		2,023	2,023		2,023
Cash Revenue						
Cash Grants & Reimbursement	-796,236	383,173	-1,179,409	3,065,384	3,065,384	
Total Revenue	-784,696	390,836	-1,175,532	3,128,877	3,126,688	2,189
Expenses						
Labor	9,155	9,604	-449	73,229	76,832	-3,603
Benefits	7,002	7,983	-981	64,096	63,864	232
Advertising & Marketing		417	-417		3,336	-3,336
Professional & Technical		417	-417		3,336	-3,336
Outside Services						
Outside Labor	12,247	9,399	2,848	67,761	75,192	-7,431
Fuel & Lubricants	36,574	35,307	1,267	267,863	282,456	-14,593
Supplies	394	2,050	-1,657	3,200	16,400	-13,200
Vehicle Maintenance						
Marketing Supplies						
Utilities	120	120		960	960	
Insurance						
Taxes						
Purchased Transportation	236,490	311,362	-74,872	2,233,714	2,490,896	-257,182
1 Miscellaneous Expenses	-88,830	14,177	-103,007	101,194	113,416	-12,222
Interfund transfers						
Pass Thru/Behalf of Others						
Interest Expense						
Leases & Rentals	-3,768		-3,768	-3,768		-3,768
Total Operating Expenses	209,383	390,836	-181,453	2,808,250	3,126,688	-318,438
Operating Surplus (Deficit)	-994,079		-994,079	320,627		320,627

To: Board of Directors

From: Lisa Rheinheimer, Assistant General Manager

Subject: Measure Q Committee Appointments and Terms of Office

RECOMMENDATION:

Appoint members to the Measure Q Oversight Committee with corresponding terms of office.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Ordinance 2015-01 requires the MST Board to approve all appointments to the Measure Q Oversight Committee.

DISCUSSION:

According to Ordinance 2015-01 and MST Resolution 2015-31, the membership of the Committee shall consist, at a minimum, of a representative of each of the following:

- The Salinas urbanized area, to include a representative from the City of Salinas;
- The Seaside-Marina-Monterey urbanized area, to include a representative from among the cities of Carmel-by-the-Sea, Monterey, Pacific Grove, Seaside, Del Rey Oaks, Sand City, and Marina
- The Non-Urbanized Areas, to include a representative from among the cities of Gonzales, Greenfield, Soledad, and King City;
- The County of Monterey, to include a representative from an unincorporated area of Monterey County;
- A bona fide non-profit organization that represents the interest of taxpayers in the county; and
- The District's existing Mobility Advisory Committee, to include two members of the Mobility Advisory Committee.

Additionally, the Bylaws of the Committee call for a staggering of member terms. The Bylaws specifically state that "The MST Board of Directors shall set a term of service at three (3) years. Terms shall be staggered so that, insofar as possible, one-third of appointments shall expire each year. Members shall be eligible for reappointment."

The Measure Q Oversight Committee met on March 22 and came to general consensus that the following individuals currently serving on the Measure Q Oversight Committee should stagger their term of office according to the table below:

	REPRESENTATIVE	NAME	TERM EXPIRATION
1.	Salinas Urbanized Area	Juan Pablo Lopez	3/26/2022
2.	Seaside-Marina-Monterey Urbanized Area	Sid Williams, Chair	3/26/2024
3.	Non-urbanized South County Cities	Sharlene Hughes	3/26/2022
4.	County of Monterey Unincorporated	Fernando Munoz	3/26/2022
5.	Taxpayer's Association	Kevin Dayton	3/26/2024
6.	Mobility Advisory Committee	Bobby Merritt, Vice-Chair	3/26/2023
7.	Mobility Advisory Committee	Steven Macias	3/26/2023

The Measure Q Committee reviewed these appointments with staggered terms of office and expressed consensus with the above table. When each term ends, the Committee member may wish to extend their term and the Board may grant it. When each members' term extends, that term will be for another three years so as to stagger all the terms.

Additionally, the Mobility Advisory Committee met on March 31 and recommends Steven Macias from The Blind and Visually Impaired Center as the new Mobility Advisory Committee appointment which was vacated by Aimee Cuda when her term expired on March 26, 2021.

ATTACHMENT(S):

None

PREPARED BY :


Lisa Rheinheimer

REVIEWED BY:


Carl Sedoryk

Measure Q Oversight Committee
ZOOM Meeting
Draft Meeting Minutes
March 22, 2021
2:00 p.m. (Pacific)

Present:	Juan Pablo Lopez Sid Williams (Chair) Fernando Munoz Kevin Dayton Aimee Cuda Bobby Merritt	Salinas Urbanized Area Seaside-Marina-Monterey Urbanized County of Monterey Unincorporated Tax Payers Association Mobility Advisory Committee Mobility Advisory Committee
Absent:	Sharlene Hughes	Non-Urbanized Area
Staff:	Carl Sedoryk Lisa Rheinheimer Norman Tuitavuki Jeanette Alegar-Rocha Andrea Williams Cristy Sugabo Kevin Allshouse	General Manager/CEO Assistant General Manager Chief Operating Officer Deputy Secretary General Accounting & Budget Manager Mobility Manager Mobility Coordinator
Counsel:	Dave Laredo	General Counsel, DeLay & Laredo

1. Call to Order and Introductions

Chair Sid Williams called the meeting to order at 2:00 p.m. and roll call was taken to confirm a quorum of the Committee. Five Committee members were present: Cuda, Dayton, Lopez, Merritt, and Williams. Two Committee members were absent: Hughes and Munoz. A quorum of the Committee was established.

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 the Committee 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 Measure Q Committee Meeting Minutes of August 21, 2020. (Jeanette Alegar-Rocha)

Public comment- None

Juan Pablo Lopez made the motion to approve the August 21, 2020 Measure Q Oversight Committee meeting minutes which was seconded by Aimee Cuda. A roll call vote was taken with 5 votes in favor: Cuda, Dayton, Lopez, Merritt, and Williams and 2 absent: Hughes and Munoz. The motion passed.

Fernando Munoz joined at 2:04 p.m.

4. Presentations

- 4-1. Receive Measure Q Five-Year Project Implementation Schedule for Fiscal Years 2021 – 2025. (Norman Tuitavuki)

Public comment- None

5. Action Items

- 5-1. Review Measure Q revenues and Expenses from the Comprehensive Annual Financial Report (CAFR) from FY 2020 and Provide a Letter to the MST Board of Directors that Measure Q Funds Were Spent on Eligible Expenses. (Lisa Rheinheimer)

Public comment- None

Kevin Dayton made the motion to provide a letter to the MST Board of Directors that Measure Q Funds were spent on eligible expenses which was seconded by Bobby Merritt. A roll call vote was taken with 6 votes in favor: Cuda, Dayton, Lopez, Merritt, Munoz, and Williams. One Committee member was absent: Hughes. The motion passed.

- 5-2. Review Appointments and Recommend to the MST Board the Establishment of Committee Members' Terms of Office. (Lisa Rheinheimer)

Public comment- None

General direction by the Committee was made to forward to the MST Board the below listed Committee Members and establishment of corresponding terms of office:

	REPRESENTATIVE	NAME	TERM EXPIRATION	NEW TERM	NEXT TERM EXPIRATION
1.	Salinas Urbanized Area	Juan Pablo Lopez	3/26/2021	1 Year	3/26/2022
2.	Seaside-Marina-Monterey Urbanized Area	Sid Williams	3/26/2021	3 Year	3/26/2024
3.	Non-urbanized South County Cities	Sharlene Hughes	3/26/2021	1 Year	3/26/2022
4.	County of Monterey Unincorporated	Fernando Munoz	3/26/2021	1 Year	3/26/2022
5.	Taxpayer's Association	Kevin Dayton	3/26/2021	3 Year	3/26/2024
6.	Mobility Advisory Committee	Bobby Merritt	3/26/2021	2 Year	3/26/2023
7.	Mobility Advisory Committee	Vacant (formerly Aimee Cuda)	3/26/2021	2 Year	3/26/2023

6. Staff and Committee Member Comments Questions

6-1. Reminder to Committee Members to Submit Completed Form 700, AB 1234 Certification, and MST Data Form Request. (Jeanette Alegar-Rocha)

- a) Form 700 are due by April 1, 2021 (Page 33)
- b) MST Data Form Request (Page 35)
- c) AB1234 / Ethics and Brown Act Training Virtual Training Dates:
 - Wednesday, March 24, 2021, 9:30 a.m. – 11:30 a.m.
 - Thursday, April 29, 2021, 9:30 a.m. – 11:30 a.m.
 - Friday, June 11, 2021, 9:30 a.m. – 11:30 a.m.

7. Set Next Meeting Date in August 2021

MST Staff and Committee set the next Measure Q Oversight Committee meeting date for August 23, 2021 at 2:00 p.m.

8. Adjourn

There being no further business, Chair Sid Williams adjourned the meeting at 2:44 p.m.

Prepared by:  Reviewed by: 
Jeanette Alegar-Rocha Carl Sedoryk

To: Board of Directors
From: Cristy Sugabo, Mobility Services Manager
Subject: Mobility Advisory Committee Membership

RECOMMENDATION:

Appoint Jessica McKillip, Madilyn Jacobsen, and Reyna Gross as members to the Mobility Advisory Committee (MAC).

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board appoints members to the MST Mobility Advisory Committee.

DISCUSSION:



The Mobility Advisory Committee (MAC) is a standing advisory committee of the MST Board of Directors. It makes recommendations to MST staff and your Board regarding the transportation needs of seniors, veterans, persons with disabilities, low income, youth, and isolated populations. The Committee acts as a liaison between MST and these communities to assure that their constituents and clients have input into the MST service planning and delivery process.

There are currently eight (8) vacancies on the MAC. The Committee recommends that your Board appoint Jessica McKillip, Executive Director for ITN Monterey; Madilyn Jacobsen, Transportation Planner for the Transportation Agency for Monterey County and Reyna Gross, Community Outreach Specialist for the Alliance on Aging to fill three of the eight vacancies.

Approval by the MST Board of this item shall appoint Jessica McKillip, Madilyn Jacobsen, and Reyna Gross to the MST Mobility Advisory Committee, leaving 5 vacancies.

ATTACHMENT(S):

Current Listing of MAC Members

PREPARED BY:  REVIEWED BY: 
Cristy Sugabo Carl G. Sedoryk

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Current Listing of MAC Members

No.	MEMBER	ALTERNATE	ORGANIZATION	ADVOCACY
1	Kathleen Murry-Phillips		Area Agency on Aging	Seniors
2	Maureen McEachen		Visiting Nurses Association	Nonprofit Health Care Provider
3	Melissa McKenzie		Carmel Foundation	Senior Services
4	Bobby Merritt		Veterans Transition Center	Veterans
5	Maria Magana		Central Coast Center for Independent Living	People with Disabilities
6	Jennifer Ramirez		Partnership for Children	Children and Youth
7	Steven Macias		The Blind and Visually Impaired Center	Blind and Visually Impaired Individuals
8	Reyna Gross		Alliance on Aging	Seniors
9	Madilyn Jacobson		Transportation Agency for Monterey County	Transportation Authority
10	Jessica McKillip	Cheryl Tsuchiura	Independent Transportation Network	Nonprofit Senior Transportation Provider
11	Vacant			
12	Vacant			
13	Vacant			
14	Vacant			
15	Vacant			

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To: Board of Directors
From: Lisa Rheinheimer, Assistant General Manager
Subject: Measure Q Oversight Committee Letter to the Board

RECOMMENDATION:

Receive letter from the Measure Q Oversight Committee reporting that FY 2020 funds were spent on eligible expenses.

FISCAL IMPACT:

None

POLICY IMPLICATIONS:

The Measure Q Oversight Committee Bylaws note that it is the responsibility of the Measure Q Oversight Committee to review and report to the MST Board of Directors on the revenue and expenditure of funds from the tax.

DISCUSSION:

The Measure Q Oversight Committee met on March 22, 2021 and reviewed the Measure Q revenues and expenses from the FY 2020 Comprehensive Annual Financial Report (CAFR) to provide an opinion to the MST Board of Directors that Measure Q funds were spent on eligible expenses.

ATTACHMENT(S):

Letter to the MST Board of Directors

PREPARED BY:


Lisa Rheinheimer

REVIEWED BY:


Carl G. Sedoryk

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ATTACHMENT

March 22, 2021

Chair Dan Albert
MST Board of Directors
19 Upper Ragsdale Dr., Ste. 200
Monterey, CA 93940

RE: Measure Q Oversight Committee Review of Measure Q Expenditures in FY 2020

Dear Chair Albert:

As Chair of the Measure Q Oversight Committee, I am writing to inform the MST Board of Directors that at its meeting of March 22nd, the Committee unanimously voted to authorize me to submit this letter.

The Committee reviewed the Comprehensive Annual Financial Report (CAFR) for FY 2020 which included Measure Q eligible expenses. Without concerns raised, the Committee found that Measure Q funds were spent on eligible expenses as intended by the voters of Monterey County and in accordance with adopted Expenditure Plan.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sid Williams', with a long horizontal flourish extending to the right.

Sid Williams
Chair
Measure Q Oversight Committee

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To: Board of Directors

From: Matthew Deal, Grants Analyst

Subject: Low Carbon Transit Operations Program (LCTOP) FY 2020/2021
Allocation

RECOMMENDATION:

Approve Resolution 2021-23 authorizing the certifications and assurances, authorized agent forms and execution of the LCTOP projects for FY 2020/2021.

FISCAL IMPACT:

MST's allocation is \$594,919.

POLICY IMPLICATIONS:

The terms of the LCTOP require that your Board authorize the filing of the grant application requesting \$594,919 from the California Department of Transportation. In addition, your Board is responsible for changes to the MST fare structure. Discontinuing free fares in Salinas on weekends will be a change for those weekend passengers and, thus, approval by your Board is warranted.

DISCUSSION:

Under Assembly Bill 32 (AB 32), the California Global Warming Solicitations Act of 2006, a key element in the State's Greenhouse Gas (GHG) emission reduction strategy, the Cap-and-Trade program generates funds, which are deposited in the State's GHG Reduction Fund for use in various programs that coordinate transportation and land use to encourage more sustainable communities and GHG reduction.

In addition, some of these Cap-and-Trade funds are restricted to benefiting areas in the State which are disproportionately burdened by and vulnerable to multiple sources of pollution. In Monterey County, the designated disadvantaged communities are located in portions of Salinas, Marina, and Pajaro.

LCTOP is one of several programs that are part of the Transit, Affordable Housing and Sustainable Communities Program established by SB 862 in 2014. The LCTOP draws from the GHG Reduction Fund to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. For transit agencies with

state- designated disadvantaged communities, at least 50% of the annual allocation must be expended on projects that provide direct, meaningful and assured benefits to those communities.

Recognizing the requirements of the above-mentioned use restrictions, MST has developed several successful local projects with LCTOP funds with past allocations. MST was able to start offering free weekend fares in Salinas and purchase an electric bus that is now in operation.

'Ride the 40s on Us' in Salinas on the weekends has been funded with an LCTOP grant since 2017. It has been a popular service and has increased ridership in Salinas over the years. The state grant program has a limit to the length of time it will fund new projects, and MST has exhausted this timeframe. For this reason, and the agency's need to meet the state requirement of transitioning to a zero-emission fleet, staff recommends that the next allocation of LCTOP be focused on meeting that goal.

Now in the seventh year of LCTOP allocations, and with a 50% drop in funding allocation than in past years, the following projects both meet the program criteria and funding amount:

- **Zero Emission Bus Purchase and Transition to Renewable Diesel** (\$319,919) - \$279,919 to be used as the local match for upcoming competitive grant opportunities. Funds would also be used to assist in transitioning MST's diesel buses to renewable diesel. Staff calculated the estimated cost increase for switching to renewable diesel at approximately \$40,000 annually.
- **Electric Bus ChargePoint Infrastructure** - \$275,000 to be used to purchase and install infrastructure for two chargers and inverter boxes for two electric buses funded by prior LCTOP awards.

To receive these LCTOP funds, your Board must approve the attached resolution, which authorizes the General Manager/CEO to execute all required documents.

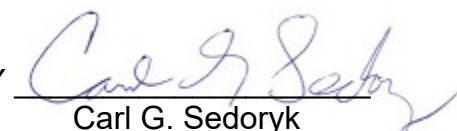
ATTACHMENT(S):

Resolution 2021-23

PREPARED BY


Matthew Deal

REVIEWED BY


Carl G. Sedoryk

RESOLUTION 2021-23

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED
AGENT FORMS FOR THE LOW CARBON TRANSIT
OPERATIONS PROGRAM (LCTOP) FOR THE FOLLOWING
PROJECTS:**

**ZERO EMISSION BUS PURCHASE AND TRANSITION TO
RENEWABLE DIESEL \$319,919**

ELECTRIC BUS CHARGEPOINT INFRASTRUCTURE \$275,000

WHEREAS, Monterey-Salinas Transit is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, Monterey-Salinas Transit District wishes to delegate authorization to execute these documents and any amendments thereto to the General Manager/CEO, or its designee; and

WHEREAS, Monterey-Salinas Transit District wishes to implement the LCTOP projects listed above.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Monterey-Salinas Transit District that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects; and

BE IT FURTHER RESOLVED that the General Manager/CEO, or its designee, be authorized to execute all required documents of the LCTOP and any amendments thereto with the California Department of Transportation; and

BE IT FURTHER RESOLVED by the Board of Directors of Monterey-Salinas Transit District that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2020-21 LCTOP funds:

	Project 1	Project 2
Project Name:	Electric Bus ChargePoint Infrastructure	Zero Emission Bus Purchase and Transition to Renewable Diesel
LCTOP Request:	\$275,000	\$319,919
Description:	Infrastructure for two chargers and inverter boxes for two electric buses previously funded by prior LCTOP funding.	Matching funds for a future zero emission bus purchase. Additional funding for transitioning MST fleet to renewable diesel.
Contrib. Sponsor:	Transportation Agency for Monterey County	Transportation Agency for Monterey County
Benefit to a Priority Pop.:	DAC	DAC

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT DISTRICT this 12th day of April 2021 by the following vote:

AYES:

NOES:

ABSENT:

To: Board of Directors

From: Michelle Overmeyer, Director of Planning and Innovation

Subject: South County Service Plan

RECOMMENDATIONS:

Receive summary of South County Service Planning and approve recommended service improvements.

FISCAL IMPACT:

Proposed changes are cost-neutral compared to existing services.

POLICY IMPLICATIONS:

Your Board adopted the FY 2021 Budget which includes “develop and begin phased implementation of Pandemic Service and Financial Recovery Plan” as part of the FY 2021 Project Action Plan.

DISCUSSION:

South county services are comprised of general public local On-Call and intercity services. Door-to-door shuttle service is open to the general public in the cities of Gonzales, Soledad, Greenfield and King City, with operating hours varying among the cities. These on-demand services were previously operated by the cities themselves before they joined MST, which may explain the inconsistent range of operating hours among the cities. The On-Call services have experienced a steady decline in ridership over the last several years. In 2019, MST launched *TransLoc*, an application that allows passengers to more easily book trips on-demand by cell phone or computer. However, adoption of the app has been dismal and passenger boardings continued to decline through 2019, making the On-Call services rather expensive and inefficient.

Intercity fixed route service has historically been available on Line 23, connecting Salinas to King City, and on the military line 80s extending to San Jose and Templeton. The 80s lines were developed over the last ten years as a means to support the military installations in south county. These military lines are funded, in part, with state grant funds, MST cash match, and indirectly with Fort Hunter Liggett and Camp Roberts participation in the Mass Transportation Benefit Program. Participation in the Mass Transportation Benefit Program has declined significantly over the last several years, so

MST's cash match has increased to offset the cost to operate the long-distance service to Templeton and San Jose. Additionally, the line 80s have some of the lowest ridership counts and highest cost per passenger in MST's system.

In March 2020, MST suspended several lines in response to the beginning of the pandemic and a substantial decline in ridership. *Line 86 King City-San Jose* was among the lines that were initially suspended in March, and due to continued low ridership, *Line 82 Fort Hunter Liggett-Salinas Express* and *Line 85 Fort Hunter Liggett-Templeton* were also suspended in May 2020. *Line 23 Salinas-King City*, *Line 84 King City-Paso Robles*, and the On-Call services have all continued to operate throughout the pandemic.

Your board approved the COVID-19 Recovery Plan at its September 2020 meeting. The Plan is intended to be a guide to help MST navigate through the recovery, mitigation, prevention, and preparedness phase(s) of the COVID-19 pandemic. The Plan identified a series of projects that were initially rated by the Recovery Team, and "South County Intercity" service had the lowest ranking score among the projects identified to help fortify the county's economy. As a result, the redesign of south county 80's lines was identified as a long-term recovery project.

In August 2020, staff hired the consulting firm Fehr & Peers to analyze south county service restoration under cost-neutral conditions. Fehr & Peers were tasked with:

1. Analyzing pre-pandemic conditions,
2. Gauging public interest in future service, and
3. Recommending improvements for service restoration and/or new service.

All of these items were to be at cost neutral compared to what MST had already been spending before the pandemic. It is important to note that the RIDES program is not included in this analysis, and changes are not proposed to that specialized service.

The south county communities are somewhat isolated from Salinas and the Peninsula, so restoration of the line 80s was examined in the context of all general public transit service provided. Fehr & Peers reviewed the four On-Call services, Line 23, and the line 80s. The attached technical memo outlines their efforts over the last 7 months.

Public outreach took place from summer 2020 through January 2021. MST staff and the consulting team met with each board member from the four south county cities. Staff also met with Supervisor Chris Lopez. A presentation was provided at each of the four city councils in November and December, and a public survey was available for MST passengers to provide input. A prior on-board and online survey in south county was also referenced to assess pre-COVID conditions. The results of public outreach efforts were used to refine the service proposals, and responses were generally in favor of the proposed changes. A presentation was also provided to the MST Mobility Advisory Committee in January 2021.

Fehr & Peers documented the effort in the attached technical memo that provides recommendations for improved transit service to the south county communities. Highlights of the recommendations include:

- a. Permanently eliminating *Line 82 Fort Hunter Liggett-Salinas Express* and *Line 85 Fort Hunter Liggett-Templeton* and reinvesting funds to other services in the south county area such as additional service on Line 23 and within the four cities.
- b. Converting the south county On-Call services to four separate in-town fixed route shuttles with consistent operating hours, generally 6:30am to 6:30pm, dedicated bus stops, and timely connections to Line 23.
- c. Increase frequency, consolidate stops, reduce travel time, and implement a regular clockface schedule on Line 23.
- d. Reintroduction of Line 86 service to San Jose post-pandemic with minor service changes to more closely mirror Line 23 and consider broader changes to strengthen Salinas-San Jose market via the systemwide Comprehensive Operational Analysis (currently in process).
- e. Adjust Monthly Super Pass pricing to attract increased usage by standardizing the one-way/monthly multiplier to be consistent with the Monthly Basic Pass. This change would reduce dwell times due to cash payments and encourage transfers.

With the exception of recommendation 'E' above, staff recommends your board approve the proposed changes to service, to take effect after the South County Operations and Maintenance Facility project is completed and operational. Item E would affect MST systemwide and should be considered in the future after the contactless fare payment demonstration project and Comprehensive Operational Analysis are completed.


ATTACHMENT(S):

1. South County Service Plan (Presentation)
2. South County Service Plan

PREPARED BY


Michelle Overmeyer

REVIEWED BY


Carl G. Sedoryk

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ATTACHMENT 1

Monterey-Salinas Transit

SOUTH COUNTY SERVICE PLAN

MST Board of
Directors

April 12, 2021



South County Service Plan Goals



Rebuild Ridership during COVID-19 Recovery

Focus on service frequency, travel time, reliability, and ease of use



Speed Up Line 23

Reduce Line 23 travel times by 20 minutes in response to rider and community feedback in the Salinas Valley Express Bus Study



Support Local Growth

Adapt service to land use changes in South County cities



Leverage South County Maintenance Facility

Prepare for bus operations based in new King City facility



Study Process

July 2020-February 2021

- 1. Analysis of route ridership and financials**
 - i. Lines 23, 82, 84, 85, and 86
 - ii. On-Calls in Gonzales, Soledad, Greenfield, and King City
- 2. Draft Service Concepts**
- 3. 3 Rounds of City Meetings**
 - i. City staff
 - ii. MST board representatives
 - iii. City Councils
- 4. Community Survey**
 - i. Distributed online via social media and email lists by MST, Cities, and community organizations
 - ii. Distributed in person at select locations
- 5. Final Service Plans**



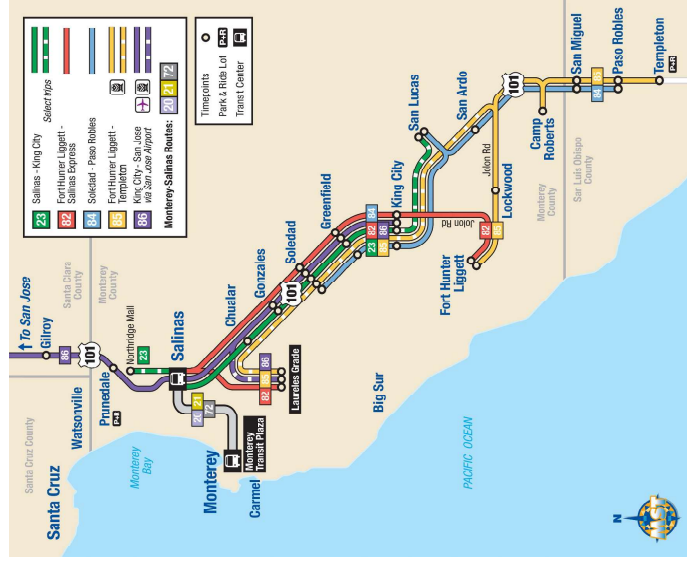
Regional & Intercity Service

Regional & Intercity Services in South County

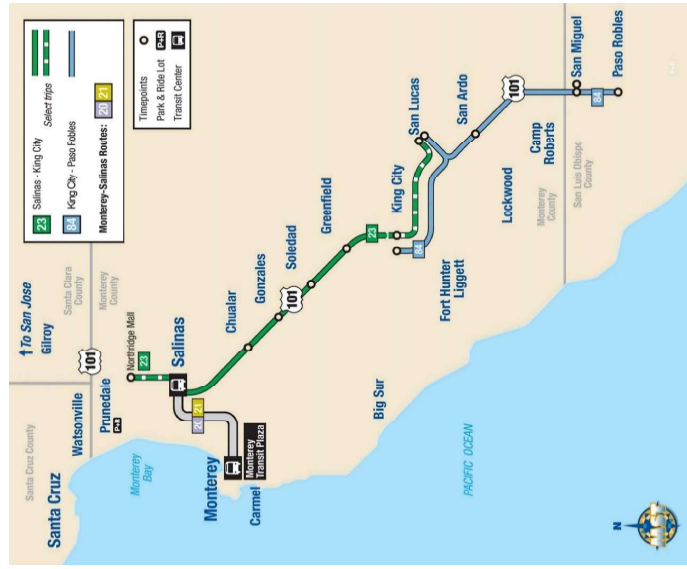
Routes Serving South County

- Line 23: King City-Salinas
- Line 82: Fort Hunter Liggett-Salinas (eliminated)
- Line 84: Soledad-Paso Robles
- Line 85: Fort Hunter Liggett-Templeton (eliminated)
- Line 86: King City-San Jose (suspended)

Pre-COVID



Current



Line 23 Service



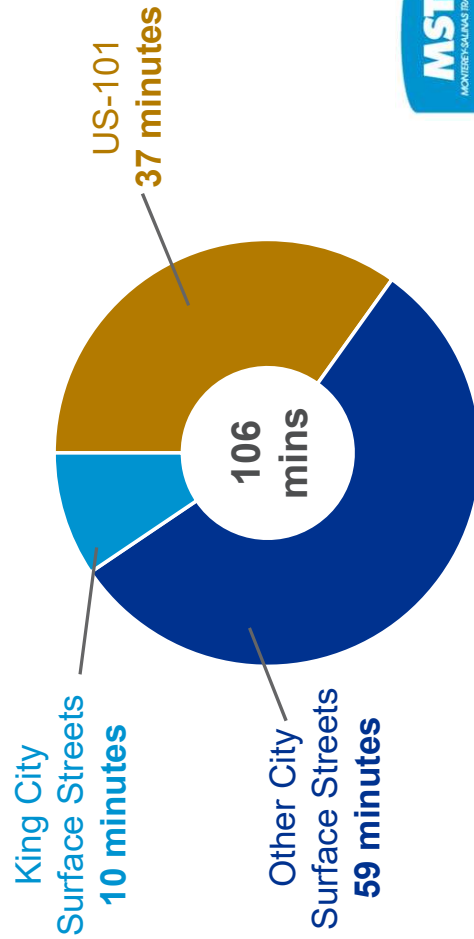
What is Line 23?

Line 23 is the primary bus route connecting South County cities and Salinas, serving 680 riders per weekday prior to COVID-19. Standard fares are \$3.50.

What feedback has MST heard about Line 23?

Line 23 travel times can be uncomfortably long, and the schedule is complicated. In a 2018 survey of riders and non-riders, **two-thirds of respondents** expressed a preference for MST to shift to an express service model.

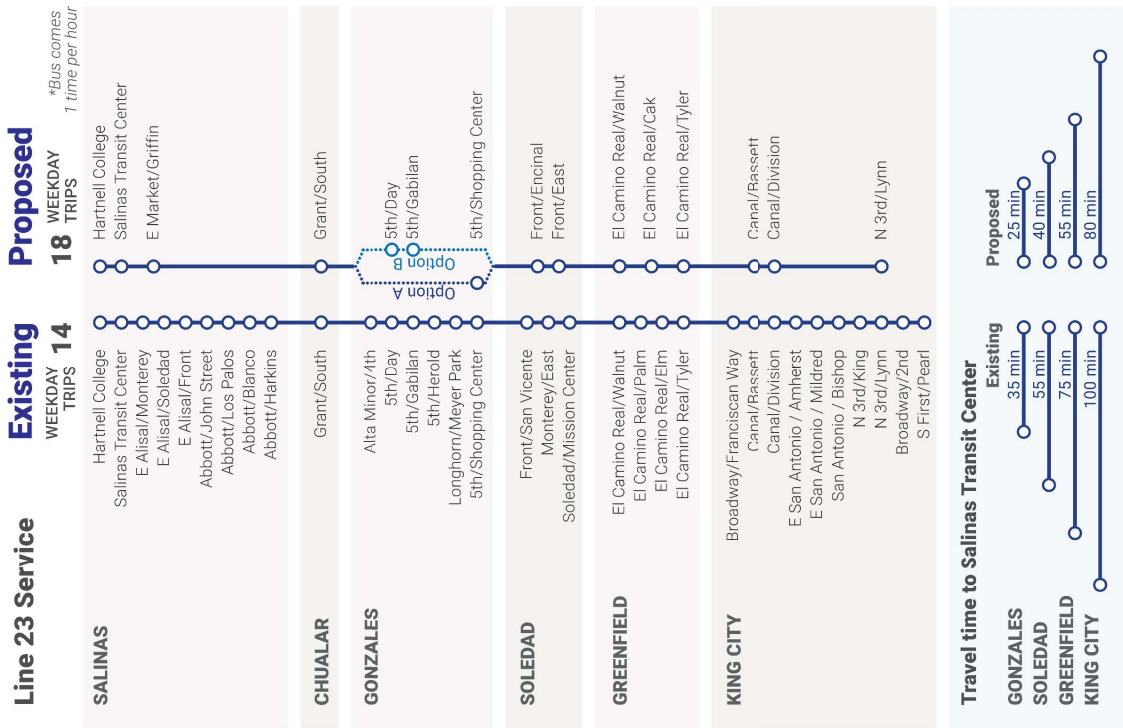
Travel Time by Roadway Type



Proposed Line 23 Changes

MST seeks to reduce end-to-end travel times on Line 23 by 20 minutes and create a simpler, more customer-friendly schedule in South County. Changes would include:

-  **Reinvest Savings from Elimination of Lines 82 and 85**
-  **Stop and Alignment Adjustments**
-  **Clockface Schedule**
-  **Coordinated Transfers with Local and Intercity Routes**



Local Service

On-Call Service

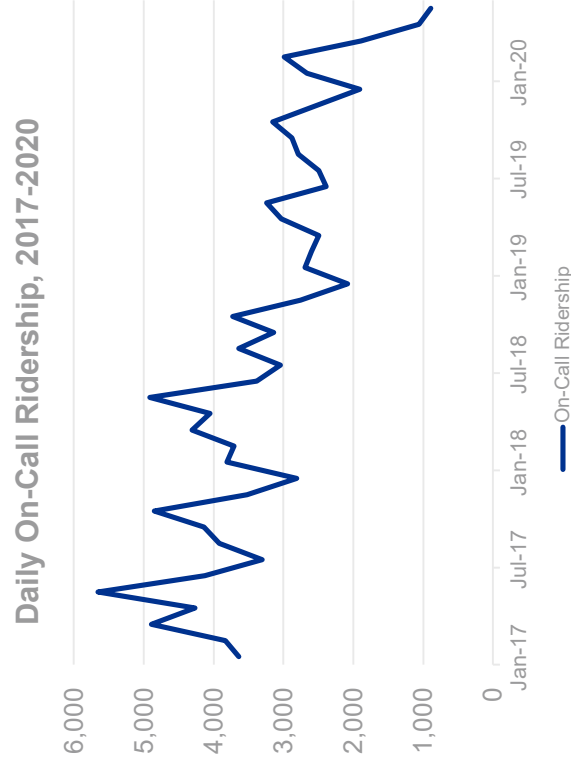


What is On-Call Service?

MST provides On-Call service on weekdays for trips within each South County city. Passengers must book rides in advance via phone or the Transloc App. Standard fares are \$1.50.

Ridership Trends

On-Call ridership decreased by about 40 percent between 2017 and 2020 prior to the COVID-19 pandemic. On-Call service costs MST about \$20-30 per passenger in each city.



Evaluating On-Call Service

Advantages



Customized, door-to-door service



Reasonably short travel times



Everyone has easy access

Disadvantages



Requires advance planning



Limited capacity to handle busy periods



Uncertain reliability



Operating cost per passenger is high

Fixed Route Concepts

MST has proposed to replace On-Call shuttles with fixed route circulators in each city

- A loop arriving every 30 minutes
- Dedicated bus stops
- Ability to time transfers with Line 23 and other intercity routes
- Most residents within a five minute walk of a bus stop



Evaluating Fixed Route Service

Advantages



More predictable service on a regular schedule



Dedicated stops provide certainty & visibility



Room for ridership growth



Typically lower cost per passenger

Disadvantages



Requires walking to a bus stop (not door-to-door)



Slightly longer trip times

**Paratransit service would remain available for those who are mobility-impaired*

Conclusion

Proposed Service Changes

MST plans to implement the following service changes in Fall 2021

Line	Weekday
23	Reduce end-to-end travel times by 20 minutes Hourly service throughout the day 4 additional roundtrips Later departures from Salinas
82	Eliminated
84	Timed transfers with Line 23 Minor schedule and alignment changes Add service to Camp Roberts
85	Eliminated
86	TBD – pending COA outcomes
On-Call	Shifts to fixed route circulator shuttles Fixed route service every 30 minutes 12 hour service span

**80% of survey respondents expressed support
or no preference for these service changes**

Memorandum

Date: February 18, 2021
To: Michelle Overmeyer, Monterey-Salinas Transit
From: Daniel Jacobson, Allison Quach, and Katelyn Stangl, Fehr & Peers
Subject: **South County Service Plan**

SF20-1119

This memorandum provides an overview of work completed on the South County Service Plan, including service recommendations for consideration in 2021 and additional changes to consider in 2022 after completion of the South County Maintenance Facility. Additional analysis and backup is provided in the appendix to illustrate the concepts and rationale behind these recommendations.

Summary of Work Completed

Fehr & Peers commenced this South County Service Plan in July 2021 to envision how MST may modify Lines 23, 82, 84, 85, and 86 as well as local On-Call services after the COVID-19 pandemic. The scope of work of this study included the following:

- Analysis of ridership trends and route financials
- Three rounds of meetings with each local jurisdiction (involving city staff, MST board members, and city council presentations)
- An online survey shared via multiple sources such as social media, community email lists, and MST bus stops, as well as printed surveys at local government offices
- Development of service plans for regional and local services for implementation by MST staff

2021 Recommendations

The following service recommendations may be considered for implementation immediately to support MST's COVID-19 recovery efforts.



A. Consolidate Regional Services to Lines 23, 84, and 86; Eliminate Lines 82 and 85

1. Eliminate Lines 82 and 85 to repurpose approximately \$1,312,000 per year of MST funds
2. Reinvest these savings into Line 23 and local South County services with the goal of increasing ridership on services with greatest need
3. Consider reintroduction of Line 86 service post-pandemic with minor service changes to more closely mirror Line 23; consider broader changes to strengthen Salinas-San Jose market via upcoming COA process

B. Increase Frequency, Consolidate Stops, and Implement a Symmetrical Clockface Schedule on Line 23

4. Consolidate stops and reduce circulation on city streets to achieve travel times savings of approximately 20 minutes each way
5. Operate a symmetrical clockface schedule with hourly departures throughout the day and a four-hour cycle time to improve legibility and help facilitate more convenient transfers.

C. Shift On-Call Service to Fixed Route Service

6. Provide a local circulator shuttle route in Gonzales, Soledad, and Greenfield operating a 30-minute one-way loop at 30-minute headways.

D. Align Local Service Hours Across South County Cities

7. Serve all cities with a 12-hour service day on weekdays (roughly 6:30 AM to 6:30 PM) to better accommodate commute and school-related travel and first/last mile connections.

E. Align Super Pass Pricing Multiplier with Basic Pass Multiplier

8. Adjust Super Pass pricing to attract increase usage by standardizing the one-way/monthly multiplier at 38 trips (consistent with Basic Pass) instead of current Super Pass multiplier of 54 trips. This change would reduce dwell times due to cash payments and encourage transfers.
 - Existing Basic Pass: $\$2.5 \times 38 = \95
 - Existing Super Pass: $\$3.5 \times 54 = \190
 - *Proposed Super Pass: $\$3.5 \times 38 = \135*

2022 Recommendations

The following service recommendations apply after completion of MST's South County Maintenance Facility. Upon completion of the South County Maintenance Facility, MST will realize approximately \$200,000 in annual savings from reduced deadheading on Line 23 and have greater flexibility to schedule services in South County.



F. Fill Gaps in Line 23 Service Upon Completion of South County Maintenance Facility

9. Add half-hourly weekday morning peak period, peak direction service (6-8 AM departures from King City) to address Line 23 morning crowding (afternoon/evening trips are more spread out and do not require half-hourly service immediately).

G. Shift the King City On-Call to Fixed Route

10. Provide a local circulator shuttle route in King City operating a 30-minute one-way loop at 30-minute headways.

G. Expand Local Service on Weekday Evenings and Consider Additional Expansions if Funding Becomes Available

11. Consider extending weekend service hours to a 14-hour service day (to better match the Line 23 schedule (approximately \$180,000 per year, approximately equivalent to the anticipated savings opening the South County Maintenance Facility) and possibly a 15th service hour (additional \$90,000 per year)
12. Consider adding an eight-hour service day on Saturdays for roughly \$160,000 per year (\$40,000 per city), or on both Saturdays and Sundays for \$320,000 per year.
13. Consider a weekday peak period on-call service in Pine Canyon (\$93,000 per year for a four-hour service day); however, weigh the tradeoffs of this service against other options that may serve areas of greater need.
14. Work with cities to investigate new development-based funding strategies (such as impact fees, CEQA mitigations, and vehicle miles traveled exchanges/banks) to improve service and bus stop infrastructure as South County cities develop further.

I. Advance Planning for Bus Pads along the US-101 On-Ramps in Gonzales and Transit Signal Priority in Salinas, Soledad, Greenfield, and King City

15. As documented in the Salinas Valley Express Bus Study, MST could achieve roughly 10 minutes in one-way travel time savings by constructing freeway on-ramp bus pads in Gonzales and transit signal priority throughout the corridor.
16. By reducing one-way travel times down to 75 minutes with a 15-minute recovery on either end, Line 23 could shift to a clockface schedule with a three hour cycle time – requiring three buses instead of four and therefore saving MST about \$780,000 per year.

Proposed alignment and stop changes are shown in this Remix file:

<https://platform.remix.com/map/0b7412c/line/945cd006?dir=0&latlng=36.2192,-121.13174,11.788>



Supporting Analysis

Proposal for Reallocating Regional and Local Service

MST has historically relied upon federal subsidy programs (5311 and 5311f) to help fund transit services in South County. However, the net cost to MST after federal subsidies remains very high for Lines 82, 84, 85, and 86 compared to Line 23. This discrepancy suggests MST could reallocate its own funds from some of the Line 80s to Line 23 and see a net gain in ridership.

Based on a review of ridership patterns and route financials, Fehr & Peers suggests MST eliminates Lines 82 and 85, maintains Line 84, and reconsiders the role of Line 86 in the context of the upcoming COA. While Lines 84 and 86 serve more essential intercity travel functions, Lines 82 and 85 have historically been among MST's least productive routes and serve markets heavily dependent on Fort Hunter Liggett (which MST no longer serves). These recommendations are summarized in Table 1.

Table 1: 2019 Regional/Intercity Ridership and Cost Observations

Line	Ridership Observations ¹	Cost Observations: (Net Cost to MST) ²	Recommendation
23	670 boardings/weekday 350 boardings/weekend day	Most efficient route in South County \$12/passenger \$2,158,400/year	Expand service to achieve hourly weekday and weekend service as trunk route in South County
82	Very imbalanced and mainly in one direction from Salinas to South County. This suggest it functions as a supplement to Line 23 but doesn't really stand alone as its own service 20 boardings/weekday 3 boardings/weekend day	Cost to MST is very high due to low ridership even after 5311f subsidy. \$89/passenger \$364,500/year	Eliminate service; reinvest in more productive/cost effective Line 23 and local on-call or fixed route service
84	Modest ridership, but route provides an essential connection between rural towns, King City, and Paso Robles. 20 boardings/weekday 12 boardings/weekend day	Cost to MST is very high due to low ridership even after 5311f subsidy. \$69/passenger \$528,700/year	Minor schedule adjustments and add service to Camp Roberts. Do not reintroduce service to Soledad and Greenfield
85	Modest, functions as a Fort Hunter Liggett to Paso Robles connection with low ridership elsewhere. Unsure if this market is consistent with MST's goals. Very little weekend demand. 33 boardings/weekday 2 boardings/weekend day	Cost to MST is very high due to low ridership even after 5311f subsidy. This subsidy is particularly high given orientation to Paso Robles. \$95/passenger \$947,400/year	Eliminate service; reinvest in more productive/cost effective Line 23 and local on-call or fixed route service



Line	Ridership Observations ¹	Cost Observations: (Net Cost to MST) ²	Recommendation
86	Most ridership seems to occur between Salinas and San Jose. Ridership between Salinas and King City is discouraged due to more expensive fare. 23 boardings/weekday 27 boardings/weekend day	\$67/passenger \$480,000/year Service south of Salinas costs MST about \$250,000/year	Reintroduce service post-COVID and assess changes through COA. Suggestions: Serve Berryessa BART, SJC Airport, then Diridon Station Increasing service between Salinas and San Jose Start service one hour later to better serve South County demand Mirror Line 23 fares and stopping patterns in South County

Notes:

1. Based on APC data for September and October 2019
2. Based on MST Monthly Board Reports for January-December 2019

By eliminating Lines 82 and 85, MST would free up approximately \$1,312,000 of its own funds to reinvest in more productive South County services. Fehr & Peers recommends these savings be reinvested to achieve more regular service on Line 23 and a standardized 12 hour service day for local service in Gonzales, Soledad, Greenfield, and King City.

After completion of the South County Maintenance Facility, MST will realize approximately \$200,000 in additional savings. Fehr & Peers recommends these savings be reinvested into Line 23 to provide more frequent peak period, peak direction trips (running two to three additional trips from King City to Salinas as Line 23, keeping those buses in Salinas for regular revenue service, then returning them to King City during the PM peak period to overnight) as well as increasing local service to a standardized 14 hour service day.

Future express bus improvements could help MST achieve substantial savings by transitioning from four to three buses on Line 23. MST could achieve a one-way travel time of under 75 minutes (a reduction of ten minutes from the recommended route schedule) through installation of bus pads in Gonzales at the 5th Street offramp (see appendix), adding transit signal priority throughout the corridor, and reducing dwell times by improving use of GoPasses and GoCards. These improvements would enable MST to use three buses for Line 23 instead of the proposed four bus schedule, which could free up roughly \$860,000 per year in operating costs to be reinvested into local service as well as half-hourly peak period Line 23 service.

Table 2 illustrates the recommended base changes in budget and revenue hours between routes. Assumptions behind these changes are shown in detail in the next section; the key finding in Table 2 is that all recommendations are cost-neutral or lower cost than MST's pre-COVID operations.



Table 2: Recommended Changes in Budget and Revenue Hours, Existing vs. Proposed

Route	Annual Costs to MST				Revenue Hours			
	Existing	Proposed			Existing	Proposed		
	2019	Pre-SCMF	Post-SCMF	Future Express Bus	Existing	Pre-SCMF	Post-SCMF	Future Express Bus
23	\$2,158,400	\$3,279,000	\$3,087,100	\$2,607,300	15,780	22,055	20,980	16,250
82	\$364,500	0	0	0	2,939	0	0	0
85	\$947,400	0	0	0	6,985	0	0	0
Gonzales	\$274,600	\$269,300	\$314,200	\$411,000	3,000	3,060	3,570	4,670
Soledad	\$183,100	\$269,300	\$314,200	\$411,000	2,000	3,060	3,570	4,670
Greenfield	\$240,300	\$269,300	\$314,200	\$411,000	2,625	3,060	3,570	4,670
King City	\$206,000	\$280,100	\$314,200	\$411,000	2,250	3,060	3,570	4,670
Total	\$4,374,300	\$4,367,000	\$4,343,900	\$4,250,200	35,579	34,295	35,260	34,900

Notes: Calculations of net cost to MST assume operating costs of \$178.58/hour for regular bus service, \$91.54/hour for contracted On-Call service, and \$88.00/hour for contracted fixed route service. Assumes fixed annual 5311 contribution to Line 23 of \$659,500 in all scenarios. Post SCMF and Future Express Bus scenarios do not include additional peak period Line 23 service or Pine Canyon On-Call service. Table excludes Lines 84 and 86, which would not change in annual service hours or funding under this proposal.

Community Survey Results

MST distributed online and paper surveys during November and December of 2020. MST received 179 survey results from riders and non-riders during this time. Survey turnout was lower than that of the Salinas Valley Express Bus Study (648 responses) due to the COVID-19 pandemic and lack of on-board surveys, so input received is likely from the most enthusiastic community members. Figures 1 through 7 summarize survey results. Specific to the proposed service changes, MST received the following feedback:

- 84 percent of respondents either expressed a preference for the proposed changes to Line 23 or expressed no preference, while 16 percent of respondents expressed a preference for maintaining the existing Line 23 service. A similar ratio of support was present across all cities, and is similar to that of the Salinas Valley Express Bus Study, in which 67 percent of respondents expressed a preference for faster service and fewer stops.
- 80 percent of respondents either expressed a preference for the proposed changes to fixed route service or expressed no preference, while 20 percent of respondents expressed a preference for maintaining the existing On-Call service. A similar ratio of support was present across all cities.



Survey responses helped inform routing decisions for Line 23 and the local fixed route shuttles described in the following sections. In particular, the King City route was redesigned to address survey feedback around the need for additional coverage within the city.

Figure 1: Survey Responses by City

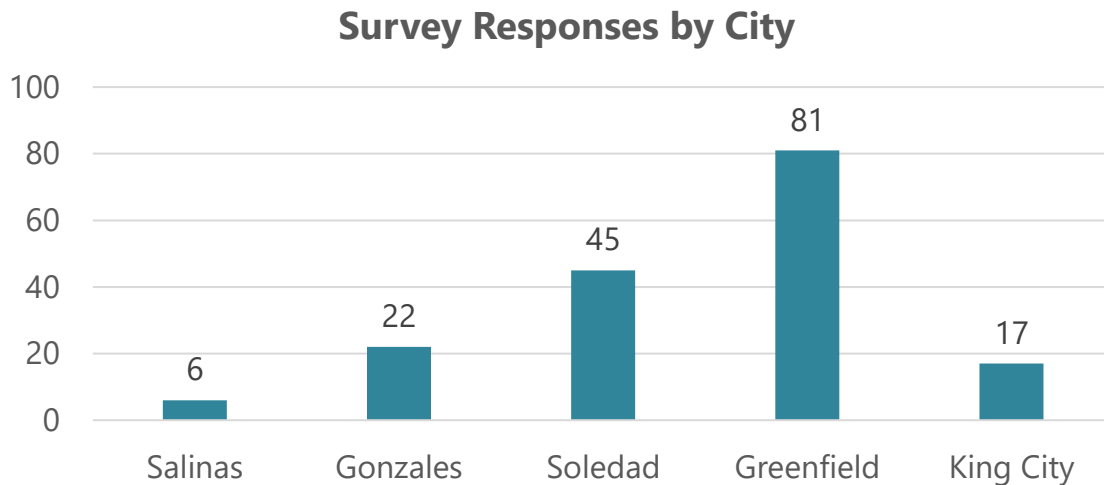


Figure 2: Ridership Frequency by Route

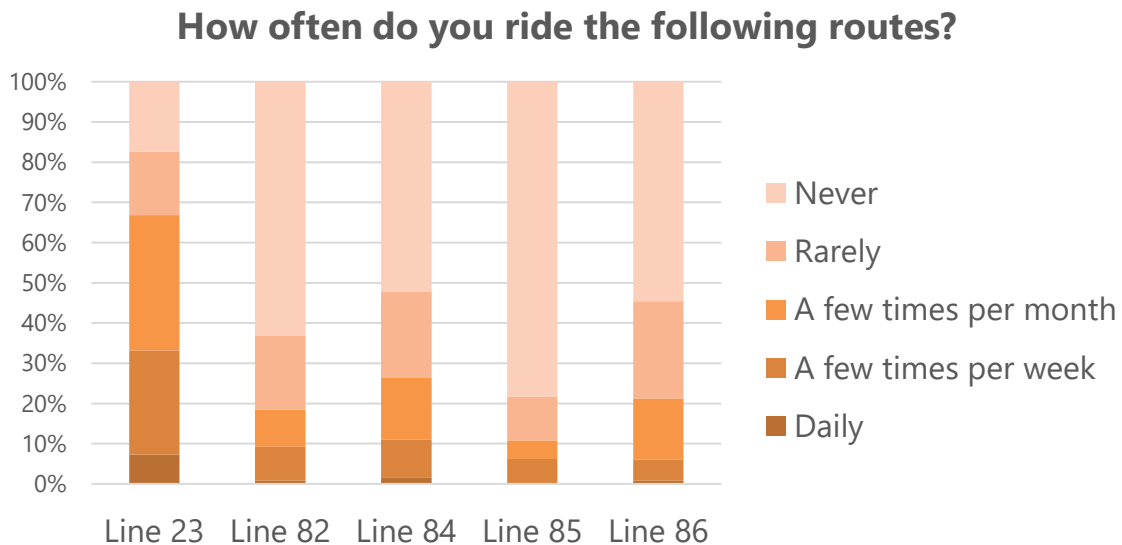




Figure 3: Travel Patterns

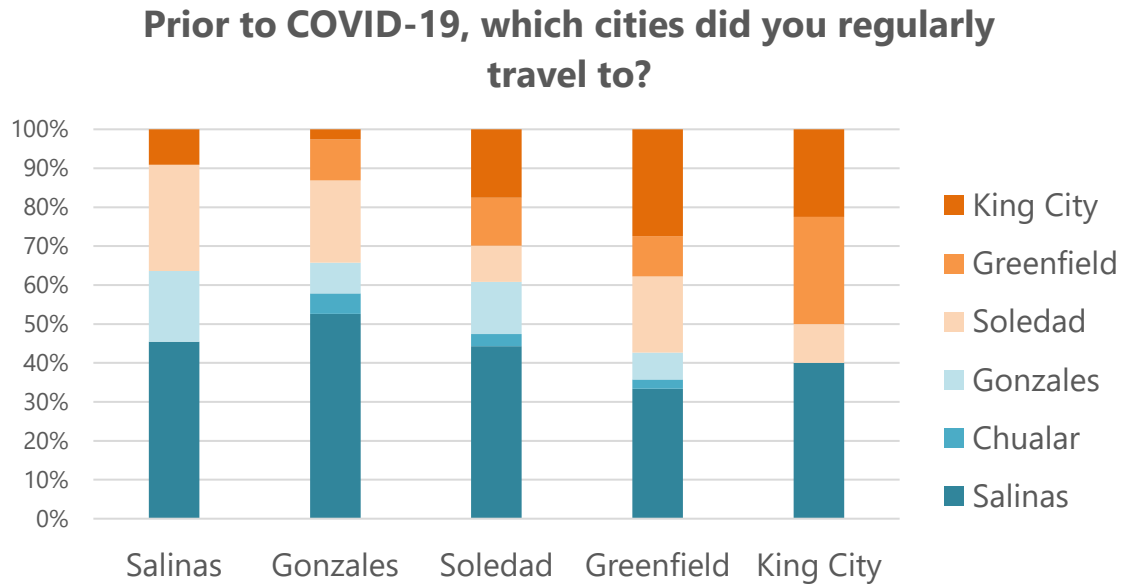


Figure 4: Perspectives on Proposed Line 23 Changes

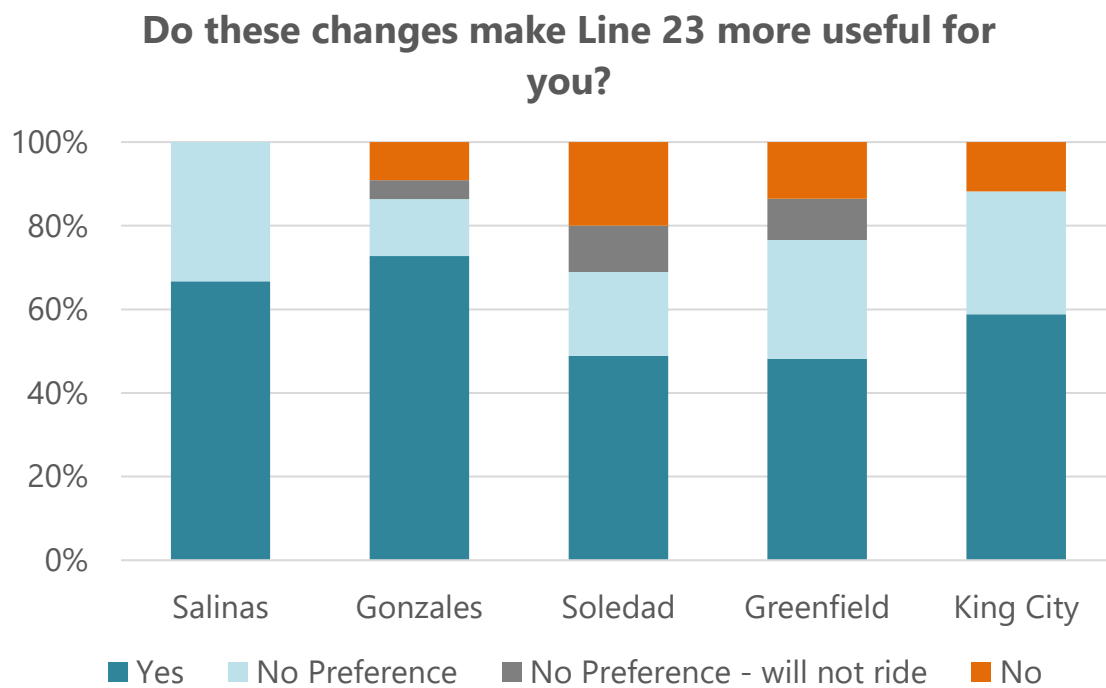




Figure 5: On-Call Responses by City

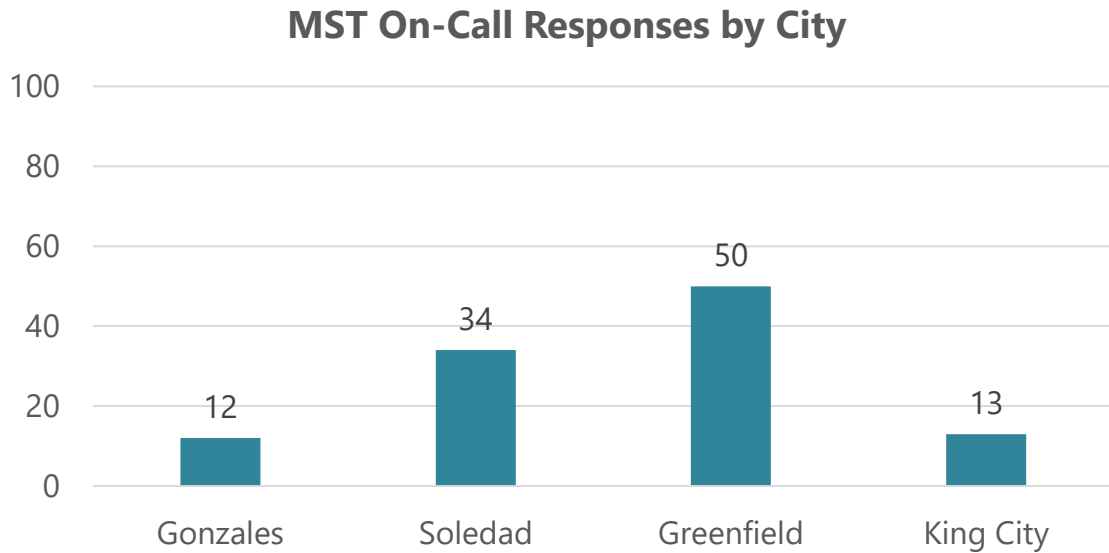


Figure 6: Frequency of On-Call Use

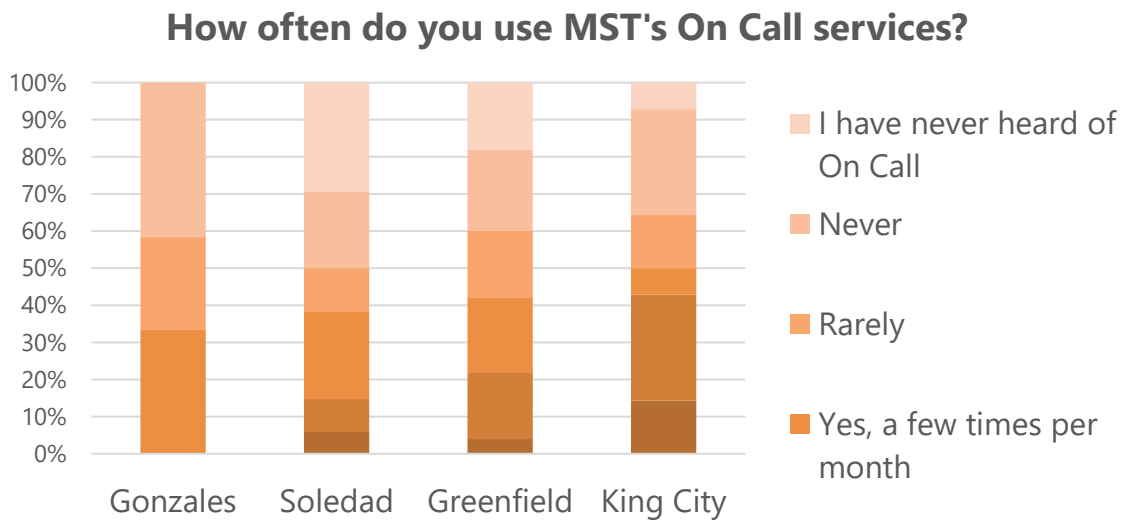
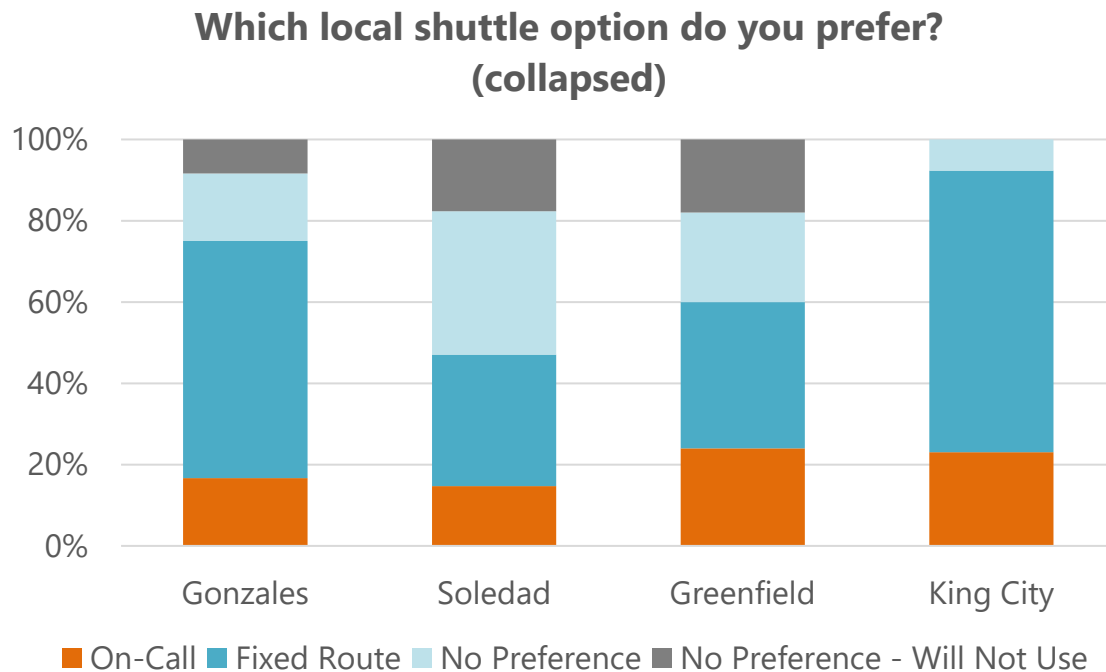




Figure 7: Local Shuttle Preference



Proposed Service Structure

Line 23

Tables 3 and 4 illustrate a proposed Line 23 schedule framework pre- and post-South County Maintenance Facility. These schedules are intended to show how MST could operate Line 23 with four buses and a clockface, symmetrical schedule with approximately 20 minutes saved from route changes described in the following section. Key features include:

1. A regular clockface schedule, allowing passengers to more easily learn when a bus will arrive, and to facilitate easier transfers with local services in Salinas and South County cities.
2. A symmetrical schedule, providing arrival times at transfer points in South County at either roughly the same time (Soledad) or roughly 30 minutes apart (Gonzales and Greenfield) for a more seamless interface with local services.

This schedule framework is intended to provide flexibility for MST to be able to make adjustments, such as changing times to match Hartnell or MST schedules, interlining Line 84, extending trips to Palma School, or truncating some trips at the Salinas Transit Center instead of Hartnell College. There is also flexibility to refine travel times should our estimates not match observed conditions.

Table 3A: Proposed Weekday 2021 Schedule Framework for Line 23 (Pre-South County Maintenance Facility) – NOTE: UNLIKELY TO BE IMPLEMENTED

Southbound											Northbound												
Bus	Departure #	Hartnell College	Salinas Transit Center	Gonzales Central Park	Soledad Downtown	Greenfield El Camino/Oak	King City Downtown	Runtime	Layover	Total	Downtown King City	Greenfield El Camino/Oak	Soledad Downtown	Gonzales Central Park	Chualar	Salinas Transit Center	Hartnell College	Runtime	Layover	Total	Layover	Cycle	Depart Hartnell
A	1		4:25				5:25	1:00	0:16	1:16		6:03	6:18	6:34	6:44	7:02	7:07	1:25	0:23	1:48	0:33	2:58	7:30
B	2		5:25				6:25	1:00	0:16	1:16		7:03	7:18	7:34	7:44	8:02	8:07	1:25	0:23	1:48	0:33	2:58	8:30
C	3		6:25				7:25	1:00	0:16	1:16		8:03	8:18	8:34	8:44	9:02	9:07	1:25	0:23	1:48	0:33	2:58	9:30
D	4	6:30	6:35	6:53	7:19	7:33	7:55	1:25	0:46	2:11	8:41	9:03	9:18	9:34	9:44	10:02	10:07	1:25	0:23	1:48	1:09	4:00	10:30
A	5	7:30	7:35	7:53	8:19	8:33	8:55	1:25	0:46	2:11	9:41	10:03	10:18	10:34	10:44	11:02	11:07	1:25	0:23	1:48	1:09	4:00	11:30
B	6	8:30	8:35	8:53	9:19	9:33	9:55	1:25	0:46	2:11	10:41	11:03	11:18	11:34	11:44	12:02	12:07	1:25	0:23	1:48	1:09	4:00	12:30
C	7	9:30	9:35	9:53	10:19	10:33	10:55	1:25	0:46	2:11	11:41	12:03	12:18	12:34	12:44	13:02	13:07	1:25	0:23	1:48	1:09	4:00	13:30
D	8	10:30	10:35	10:53	11:19	11:33	11:55	1:25	0:46	2:11	12:41	13:03	13:18	13:34	13:44	14:02	14:07	1:25	0:23	1:48	1:09	4:00	14:30
A	9	11:30	11:35	11:53	12:19	12:33	12:55	1:25	0:46	2:11	13:41	14:03	14:18	14:34	14:44	15:02	15:07	1:25	0:23	1:48	1:09	4:00	15:30
B	10	12:30	12:35	12:53	13:19	13:33	13:55	1:25	0:46	2:11	14:41	15:03	15:18	15:34	15:44	16:02	16:07	1:25	0:23	1:48	1:09	4:00	16:30
C	11	13:30	13:35	13:53	14:19	14:33	14:55	1:25	0:46	2:11	15:41	16:03	16:18	16:34	16:44	17:02	17:07	1:25	0:23	1:48	1:09	4:00	17:30
D	12	14:30	14:35	14:53	15:19	15:33	15:55	1:25	0:46	2:11	16:41	17:03	17:18	17:34	17:44	18:02	18:07	1:25	0:23	1:48	1:09	4:00	18:30
A	13	15:30	15:35	15:53	16:19	16:33	16:55	1:25	0:46	2:11	17:41	18:03	18:18	18:34	18:44	19:02	19:07	1:25	0:23	1:48	1:09	4:00	19:30
B	14	16:30	16:35	16:53	17:19	17:33	17:55	1:25	0:46	2:11	18:41	19:03	19:18	19:34	19:44	20:02	20:07	1:25	0:23	1:48	1:09	4:00	20:30
C	15	17:30	17:35	17:53	18:19	18:33	18:55	1:25	0:46	2:11	19:41	20:03	20:18	20:34	20:44	21:02	21:07	1:25	0:00	1:25	0:46	3:37	
D	16	18:30	18:35	18:53	19:19	19:33	19:55	1:25	0:46	2:11	20:41	21:03	21:18	21:34	21:44	22:02	22:07	1:25	0:00	1:25	0:46	3:37	
A	17	19:30	19:35	19:53	20:19	20:33	20:55	1:25	0:17	1:43	21:13					22:05	22:10	0:56	0:00	0:56	0:17	2:40	
B	18	20:30	20:35	20:53	21:19	21:33	21:55	1:25	0:17	1:43	22:13					23:05	23:10	0:56	0:00	0:56	0:17	2:40	

Table 3B: Proposed Weekend 2021 Schedule Framework for Line 23 (Pre-South County Maintenance Facility) – NOTE: UNLIKELY TO BE IMPLEMENTED

Southbound													Northbound												
Bus	Departure #	Hartnell College	Salinas Transit Center	Gonzales Central Park	Soledad Downtown	Greenfield El Camino/Oak	Downtown King City	Runtime	Layover	Total	Downtown King City	Greenfield El Camino/Oak	Soledad Downtown	Gonzales Central Park	Chualar	Salinas Transit Center	Hartnell College	Runtime	Layover	Total	Layover	Cycle	Depart Hartnell		
A	1		7:30				8:25	1:00	0:16	1:16	8:41	9:03	9:17	9:34	9:43	10:01	10:06	1:25	0:23	1:48	0:23	3:04	10:30		
B	2		8:30				9:25	1:00	0:16	1:16	9:41	10:03	10:17	10:34	10:43	11:01	11:06	1:25	0:23	1:48	1:09	4:00	12:30		
C	3	8:30	8:35	8:53	9:19	9:33	9:55	1:25	0:46	2:11	10:41	11:03	11:18	11:34	11:44	12:02	12:07	1:25	0:23	1:48	1:09	4:00	13:30		
D	4	9:30	9:35	9:53	10:19	10:33	10:55	1:25	0:46	2:11	11:41	12:03	12:18	12:34	12:44	13:02	13:07	1:25	0:23	1:48	1:09	4:00	14:30		
A	5	10:30	10:35	10:53	11:19	11:33	11:55	1:25	0:46	2:11	12:41	13:03	13:18	13:34	13:44	14:02	14:07	1:25	0:23	1:48	1:09	4:00	15:30		
B	6	11:30	11:35	11:53	12:19	12:33	12:55	1:25	0:46	2:11	13:41	14:03	14:18	14:34	14:44	15:02	15:07	1:25	0:23	1:48	1:09	4:00	16:30		
C	7	12:30	12:35	12:53	13:19	13:33	13:55	1:25	0:46	2:11	14:41	15:03	15:18	15:34	15:44	16:02	16:07	1:25	0:23	1:48	1:09	4:00	17:30		
D	8	13:30	13:35	13:53	14:19	14:33	14:55	1:25	0:46	2:11	15:41	16:03	16:18	16:34	16:44	17:02	17:07	1:25	0:00	1:25	0:46	3:37			
A	9	14:30	14:35	14:53	15:19	15:33	15:55	1:25	0:46	2:11	16:41	17:03	17:18	17:34	17:44	18:02	18:07	1:25	0:23	1:48	1:09	4:00	18:30		
B	10	15:30	15:35	15:53	16:19	16:33	16:55	1:25	0:46	2:11	17:41	18:03	18:18	18:34	18:44	19:02	19:07	1:25	0:00	1:25	0:46	3:37			
C	11	16:30	16:35	16:53	17:19	17:33	17:55	1:25	0:46	2:11	18:41	19:03	19:18	19:34	19:44	20:02	20:07	1:25	0:23	1:48	1:09	4:00	20:30		
D	12	17:30	17:35	17:53	18:19	18:33	18:55	1:25	0:46	2:11	19:41	20:03	20:18	20:34	20:44	21:02	21:07	1:25	0:23	1:48	1:09	4:00			
A	13	18:30	18:35	18:53	19:19	19:33	19:55	1:25	0:16	1:43	20:11	20:03	20:18	20:34	20:44	21:06	21:11	0:55	0:00	0:55	0:16	2:39			

Note – These schedules are intended to provide a general framework for service but may be customized to fit specific operational needs (such as only serving Hartnell College on weekdays) and adjusted to reflect field-tested travel times with actual buses.

Choose an item.



Table 4A: Proposed Weekday 2022 Schedule Framework for Line 23 (Post-South County Maintenance Facility)

Southbound												Northbound														
Bus	Departure #	Hartnell College	Salinas		Gonzales		Greenfield El Camino/Oak	Soledad Downtown	Downtown King City	Runtime	Layover	Total	Downtown King City	Greenfield El Camino/Oak	Soledad Downtown	Gonzales		Salinas		Hartnell College	Runtime	Layover	Total	Layover	Cycle	Depart Hartnell
			Chualar	Central Park	Chualar	Transit Center																				
A (King City)	1												5:45	6:07	6:22	6:38	6:48	7:05	7:15	1:30	0:15	1:45	0:15	1:44	7:30	
A1 (King City)	2												6:15	6:37	6:52	7:08	7:18	7:35	7:45	1:30	0:15	1:45	0:15	3:37		
B (King City)	3												6:45	7:07	7:22	7:38	7:48	8:05	8:15	1:30	0:15	1:45	0:15	1:44	8:30	
B2 (King City)	4												7:15	7:37	7:52	8:08	8:18	8:35	8:45	1:30	0:15	1:45	0:15	3:37		
C (King City)	5												7:45	8:07	8:22	8:38	8:48	9:05	9:15	1:29	0:15	1:45	0:15	1:44	9:30	
D (Salinas)	6	6:30	6:40	7:07	7:24	7:38		8:00		1:30	0:45	2:15	8:45	9:07	9:22	9:38	9:48	10:05	10:15	1:29	0:15	1:45	1:00	4:00	10:30	
A	7	7:30	7:40	8:07	8:24	8:38		9:00		1:30	0:45	2:15	9:45	10:07	10:22	10:38	10:48	11:05	11:15	1:29	0:15	1:45	1:00	4:00	11:30	
A1	see above	8:00	8:10	8:37	8:54	9:08		9:30		1:30	0:45	2:15										1:45				
B	8	8:30	8:40	9:07	9:24	9:38		10:00		1:30	0:45	2:15	10:45	11:07	11:22	11:38	11:48	12:05	12:15	1:29	0:15	1:45	1:00	4:00	12:30	
B1	see above	9:00	9:10	9:37	9:54	10:08		10:30		1:30	0:45	2:15										1:45				
C	9	9:30	9:40	10:07	10:24	10:38		11:00		1:30	0:45	2:15	11:45	12:07	12:22	12:38	12:48	13:05	13:15	1:29	0:15	1:45	1:00	4:00	13:30	
D	10	10:30	10:40	11:07	11:24	11:38		12:00		1:30	0:45	2:15	12:45	13:07	13:22	13:38	13:48	14:05	14:15	1:29	0:15	1:45	1:00	4:00	14:30	
A	11	11:30	11:40	12:07	12:24	12:38		13:00		1:30	0:45	2:15	13:45	14:07	14:22	14:38	14:48	15:05	15:15	1:29	0:15	1:45	1:00	4:00	15:30	
B	12	12:30	12:40	13:07	13:24	13:38		14:00		1:30	0:45	2:15	14:45	15:07	15:22	15:38	15:48	16:05	16:15	1:29	0:15	1:45	1:00	4:00	16:30	
C	13	13:30	13:40	14:07	14:24	14:38		15:00		1:30	0:45	2:15	15:45	16:07	16:22	16:38	16:48	17:05	17:15	1:29	0:15	1:45	1:00	4:00	17:30	
D	14	14:30	14:40	15:07	15:24	15:38		16:00		1:30	0:45	2:15	16:45	17:07	17:22	17:38	17:48	18:05	18:15	1:29	0:15	1:45	1:00	4:00	18:30	
A	15	15:30	15:40	16:07	16:24	16:38		17:00		1:30	0:45	2:15	17:45	18:07	18:22	18:38	18:48	19:05	19:15	1:29	0:15	1:45	1:00	4:00	19:30	
B	16	16:30	16:40	17:07	17:24	17:38		18:00		1:30	0:45	2:15	18:45	19:07	19:22	19:38	19:48	20:05	20:15	1:29	0:15	1:45	1:00	4:00	20:30	
C	17	17:30	17:40	18:07	18:24	18:38		19:00		1:30	0:45	2:15	19:45	20:07	20:22	20:38	20:48	21:05	21:15	1:29	0:15	1:45	1:00	4:00	21:30	
D	18	18:30	18:40	19:07	19:24	19:38		20:00		1:30	0:45	2:15	20:45	21:07	21:22	21:38	21:48	22:05	22:15	1:29	0:15	1:45	1:00	4:00	21:30	
A	see above	19:30	19:40	20:07	20:24	20:38		21:00		1:30		1:30										1:30				
B	see above	20:30	20:40	21:07	21:24	21:38		22:00		1:30		1:30										1:30				
C	see above	21:30	21:40	22:07	22:24	22:38		23:00		1:30		1:30										1:30				



Table 4B: Proposed Weekend 2022 Schedule Framework for Line 23 (Post-South County Maintenance Facility)

Bus		Departure #	Southbound										Northbound										Cycle	Depart Hartnell																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
			Hartnell College	Salinas Transit Center	Chualar	Gonzales Central Park	Soledad Downtown	Greenfield El Camino/Oak	Downtown King City	Runtime	Layover	Total	Hartnell College	Salinas Transit Center	Chualar	Gonzales Central Park	Soledad Downtown	Greenfield El Camino/Oak	Downtown King City	Runtime	Layover	Total																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
A (King City)		1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						</

The primary difference between pre- and post-SCMF conditions is the ability for MST to start some morning service and end evening service at the South County Maintenance Facility, which enables MST to swap some deadhead service for trips at more productive times. However, it is anticipated that some Line 23 buses will continue to be based in Salinas for morning southbound trips – one bus on weekdays and two on weekends in this concept.

Line 84

Prior to completion of the South County Maintenance Facility, the Line 23 schedule concept intends to provide flexibility for MST to either interline service with Line 84 or operate Line 84 independently, provided that MST can maintain the clockface schedule structure for Line 23. Both options result in some deadheading to move extra buses between Salinas and King City. We defer to MST staff on their operational preferences.

After completion of the South County Maintenance Facility, Fehr & Peers recommends that these routes operate independently so that a dedicated Line 84 bus based at the facility operates between King City and Paso Robles with a transfer to Line 23 in King City. To facilitate coordinated transfers, Fehr & Peers recommends that MST operates Line 84 at a four hour headway/cycle time as shown in Table 5. This concept seeks to time departures with RTA services in Paso Robles, and we suggest further staff coordination as implementation nears.

Minor changes to the Line 84 alignment would occur in King City (although these routing options are somewhat flexible) as well as the addition of a stop at Camp Roberts. In Paso Robles, we suggest focusing on two stops where ridership is highest (Woodland Plaza and the North County Transit Center/Amtrak Station) while removing stops at S River & Navajo and Spring/24th Street to save travel time. Line 84 buses would stop at Woodland Plaza in both directions, so MST would start using the the existing eastbound RTA stop in addition to the westbound stop. These changes are shown in the Remix file linked on Page 3.

Table 5: Conceptual Line 84 Schedule, Post-South County Maintenance Facility

	Depart King City	Arrive Paso Robles	Layover	Depart Paso Robles	Arrive King City	Layover
Trip A	8:05	9:35	0:30	10:05	11:35	0:30
Trip B	12:05	1:35	0:30	2:05	3:35	0:30
Trip C	4:05	5:35	0:30	6:05	7:35	-

Line 86

We suggest a “wait and see” approach with Line 86 in the context of the COA. While the route is not particularly productive, it provides an essential connection between Salinas and San Jose and helpful access for South County. Options for Line 86 include:



1. Keeping Line 86 similar to 2019 conditions, but shifting to keeping buses based in King City and a stopping pattern and fare structure that mirrors Line 23 to help increase productivity and usefulness to South County residents
2. Truncating service at Salinas and focus on increasing service between Salinas and San Jose
3. A combination of the two options above.

We suggest MST revises the Line 86 alignment in the San Jose area to serve Berryessa BART, SJC Airport, then Diridon Station. Additionally, MST may consider starting service one hour later to better serve South County demand, and moving up the departure in San Jose one hour earlier as well.

Proposed Line 23 Alignment

The proposed Line 23 alignment is illustrated in the master Remix file linked on page 3.

Attachment A provides survey results. While these results were somewhat inconclusive given the low response rate, approximately five out of six respondents either preferred these proposed changes to Line 23 or had no preference, which is consistent with the findings of the Salinas Valley Express Bus Study surveys in 2018.

Key notes are discussed below:

- King City
 - Focus on three high riders at Canal/Division (add northbound stop), Canal/Bassett/Broadway (add northbound stop on Broadway), and 3rd/Lynn (layover location)
 - If a northbound stop at Canal/Division is not feasible due to street conditions, then MST may consolidate stops to Broadway/Canal and 3rd/Lynn only
- Greenfield
 - Stops at El Camino/Tyler (existing), El Camino/Oak (new, transfer point to Local), and El Camino/Walnut (new)
 - Consolidating/moving stops would help improve pedestrian access and achieve more even spacing consistent with MST's Designing for Transit Guide, but this could also be phased over time and is not absolutely critical for initial rollout
- Soledad
 - Stops at Front/East (new, transfer point to Local, potential mid-line recovery point) and Front/Encinal (new)
 - Moving stops onto Front Street will help reduce travel times and provide more direct access to the City's park & ride area.



- Removing the Line 23 stop at the Soledad Mission Shopping Center and shifting to local service only avoids extra southbound circulation time. Eventually, MST may consider adding back a stop north of Nestles, but this is dependent on redevelopment in the City
- Gonzales
 - Consolidate to two stops (Gonzales High School and Central Park) instead of five in order to cut one-way travel times by roughly 6 to 7 minutes
 - Advance further study of bus pads at 5th Street onramps to further reduce travel times by another 6 to 7 minutes
- Chualar: No change
 - Eventually a southbound bus pad may be desirable to reduce travel times by roughly three minutes, but this is contingent on Caltrans upgrading pedestrian access at the interchange
- Salinas
 - Approach via Market Street; stops at Market/Griffin, Salinas Transit Center, and Hartnell College (weekdays only)
 - Market/Griffin stop optional if not warranted by ridership demand

Local Service Planning

Context

Fehr & Peers recommends that MST implements fixed route service in each South County city to increase ridership and improve first/last mile connections to Line 23. On-call ridership has been declining in all cities in recent years despite continued community growth. Fixed route service presents an opportunity for MST to serve more riders and establish a stronger presence in each community.

Attachment A provides survey results showing that across all cities, survey respondents tend to prefer shifting to fixed route service instead of on-call service by a two to one margin.

Attachment B provides City Council decks explaining the tradeoffs between on-call and fixed-route service in each city.

Attachment C provides existing conditions profiles summarizing services in each city.

Each fixed route concept is a coverage-oriented loop intended to operate every 30 minutes throughout the day with timed connections to Line 23. They are intended to be adaptable over time as built environment conditions change. A mid-route layover/recovery location has been identified



for each route usually at the proposed transfer location with Line 23 (assuming a roughly three to four minute break per MST guidance).

A measure of success for each route would be whether they grow ridership overall relative to historic fixed route service, and whether they can exceed a benchmark of 10 passengers per hour (120 passengers per day) consistent with most of MST's coverage-oriented circulators.

Stop Locations

Attachment D identified proposed stop locations for fixed route services. Fehr & Peers has identified stop locations consistent with MST's *Designing for Transit Guide*, prioritizing far-side, mid-block, and reusing existing stop locations.

A key challenge with introducing stops into South County is the condition of sidewalks. Typical street conditions for the area include relatively narrow sidewalks (often five or six feet) and sometimes a landscaped strip in between the sidewalk and street curb. Per ADA guidance, bus stops should provide a landing strip that is eight feet wide by five feet long to the "maximum extent practicable." While these conditions are achievable for most stops, it is anticipated that MST and South County cities may not have the resources to fully upgrade all stops. Consequently, Attachment D documents prioritizes locations for capital improvements to achieve a direct sidewalk connection, and anticipates that a capital improvement program may be necessary to roll out further accessibility improvements over time. In the interim period, a driver may use discretion to deploy a ramp at a nearby safe location as currently occurs with on-call service.

Scheduling Approach

Local routes have been designed to be roughly 30 minute one-way loops that include a four minute transfer layover to Line 23. Table 6 illustrates a conceptual scheduling approach to allow local services to arrive prior to Line 23's arrival then depart after Line 23's departure (corresponding to the schedule concept in Tables 3 and 4). Table 7 shows a suggested service span to coordinate with first/last mile connection needs to Line 23. Since it can be challenging to coordinate transfers based on estimated travel times for Line 23 and local routes, we encourage MST to refine these routes and schedules over time based on observed conditions.

Table 6: Local Schedule Concept

	Gonzales High School		Soledad Front/East		Greenfield High School		King City Downtown	
	Est Arrival	Est Departure	Est Arrival	Est Departure	Est Arrival	Est Departure	Est Arrival	Est Departure
Trip A	0:05	0:09	0:21	0:25	0:05	0:09	0:08	0:12
Trip B	0:35	0:39	0:51	0:55	0:35	0:39	0:38	0:42



Table 7: Local Service Span Concept

	Proposed Service Span (12 Hours)		Potential Expanded Service Span (14 Hours)	
	Starts	Ends	Starts	Ends
Gonzales	7:05 AM	7:05 PM	6:05 AM	8:05 PM
Soledad	6:51 AM	6:51 PM	5:51 AM	7:51 PM
Greenfield	6:35 AM	6:35 PM	6:35 AM	8:35 PM
King City	7:08 AM	7:08 PM	6:08 AM	8:08 PM

City-Specific Local Service Notes

King City

The King City route would provide a one-way loop with timed transfers in downtown as well as additional Local to Line 23 transfers at the shopping center and Line 23 to Local transfers at Broadway/Canal. It makes use of several former Line 23 stops, connects to the Amtrak bus stop at McDonalds and the Greyhound stop near 1st/Division. The route would run every 30 minutes.

Pine Canyon Considerations

Pine Canyon presents a unique challenge given its lack of proximity to King City and limited demand (~6 trips to or from per day, mostly in the morning peak from Pine Canyon to King City). Options to serve Pine Canyon include:

1. Providing a Pine Canyon On-Call service during peak periods (roughly \$93,000 per year at 4 hours per day)
2. Alternating between hourly King City fixed route and Pine Canyon On-Call service (cost-neutral but may be difficult to schedule and dilutes King City service)
3. Eliminating service to Pine Canyon

Pine Canyon is relatively wealthy compared to the rest of King City and South County. From an equity standpoint, the resources to provide a dedicated on-call service or to dilute King City service may be in greater need elsewhere.



Figure 1 – Comparison of median income between Pine Canyon (lower left, dark purple=higher income) and King City (middle, light purple=lower income)



Greenfield Fixed Route Notes

The Greenfield route would provide a one-way loop with timed transfers in two locations: at El Camino/Tyler for passengers transferring from Line 23 to the Greenfield route (also the layover location), and at El Camino/Oak for passengers transferring from the Greenfield route to Line 23. The route includes one diversion to serve an off-street existing stop at the Santa Lucia Square Shopping Center due to lack of sidewalks on Walnut Avenue. This route is one that may evolve considerably in the near-term as Greenfield develops. The route would run every 30 minutes.

Soledad Fixed Route Notes

The Soledad route would provide a one-way loop with timed transfers to Line 23 at East/Front, where the Soledad bus would have a layover in the eastbound direction on East Street. Buses would use the DaVita Dialysis Center parking lot to turn around at the southernmost terminus. The route would run every 30 minutes.

Gonzales Fixed Route Notes

The Gonzales route would provide a one-way loop with timed transfers to Line 23 at Gonzales Central Park (also a layover location). When running on Fano Road, stops would only occur in the southbound direction. The route would run every 30 minutes.

South County Service Plan Attachment A- Survey Results

Survey Responses by City

[illegible]

How often do you ride the following routes?

	Daily	A few times a week	Rarely	Never	At least monthly
Line 23	13	46	60	31	119
Line 82		1	11	24	82
Line 84		2	13	21	71
Line 85		0	8	6	14
Line 86		1	7	20	32
				72	28
					21%
					67%

Do you have access to a vehicle?

Yes, I have a car and can use it any time I need to
I can sometimes borrow a car or get a ride from family or friends.
No, I usually cannot rely on a car to get around.
Yes, I can rely on family or friends to drive me where I need to go
Other (please specify)

Do these changes make MST more useful for you?

	of all respondents	of residents without access to a car
I don't have a preference – both options work for me.	43	24%
Yes, these service changes would make MST more useful to me	94	53%
No, these service changes would not make MST more useful to me	28	16%
I don't have a preference – would not ride the bus either way.	14	8%
		3
		6%

Do these changes make Line 23 more useful for you?

	I don't have	Yes, these	No, they	I don't have	a preference – w	No	Preferen	Yes	No	No Preference - will not ride
Salinas	2	4	0	0			33%	67%	0%	0%
Gonzales	3	16	2	1			14%	73%	9%	5%
Soledad	9	22	9	5			20%	49%	20%	11%
Greenfield	23	39	11	8			28%	48%	14%	10%
King City	5	10	2	0			25%	59%	12%	0%

MST On-Call Responses by City

	all respondents	respondents who provided input on local shuttles
Gonzales	14	12
Soledad	40	34
Greenfield	81	50
King City	15	13

How often do you use MST's On Call services?

	Yes, daily	Yes, a few	Yes, a fe	Rarely	Never	I have never heard of On Call
Gonzales	0	0	4	3	5	0
Soledad	2	3	8	4	7	10
Greenfield	2	9	10	9	11	9
King City	2	4	1	2	4	1

Other than the On Call, how do you usually get around to local places?

	Drive alone	Carpool	Walk	Ride my	Use Line 23 or another bus
Gonzales	7	10	7	1	6
Soledad	11	15	20	5	9
Greenfield	17	14	26	2	11
King City	3	4	10	4	2

Which local shuttle option do you prefer?

	Gonzales	Soledad	Greenfield	King City	All
On Call is more useful.	2	5	12	3	22
Fixed-route is more useful.	7	11	18	1	37
Fixed-route (Option A) is more useful.				1	1
Fixed-route (Option B) is more useful.				7	7
I don't have a preference – would use either shuttle.	2	12	11	1	26
I don't have a preference – would not ride either shuttle.	1	6	9	0	16

Which local shuttle option do you prefer? (collapsed)

	Gonzales	Soledad	Greenfield	King City
On-Call	17%	15%	24%	23%
Fixed Route	58%	32%	36%	69%
No Preference	17%	35%	22%	8%
No Preference - Will Not Use	8%	18%	18%	0%

**South County Service Plan
Attachment B- City Council Slide Decks**

Monterey-Salinas Transit

SOUTH COUNTY SERVICE PLAN

City of Gonzales

December 7th, 2020



What's Happening at MST



COVID Recovery

MST's ridership and revenue have declined substantially during COVID-19.

Preparations are underway for restoring service levels as conditions change, focusing on winter 2021.



Faster Line 23

MST aims to reduce Line 23 travel times in response to rider and community feedback. Lines 82, 84, 85, and 86 are also under study.



Supporting Local Growth

South County cities are growing rapidly. MST is looking at ways to best serve this growth.

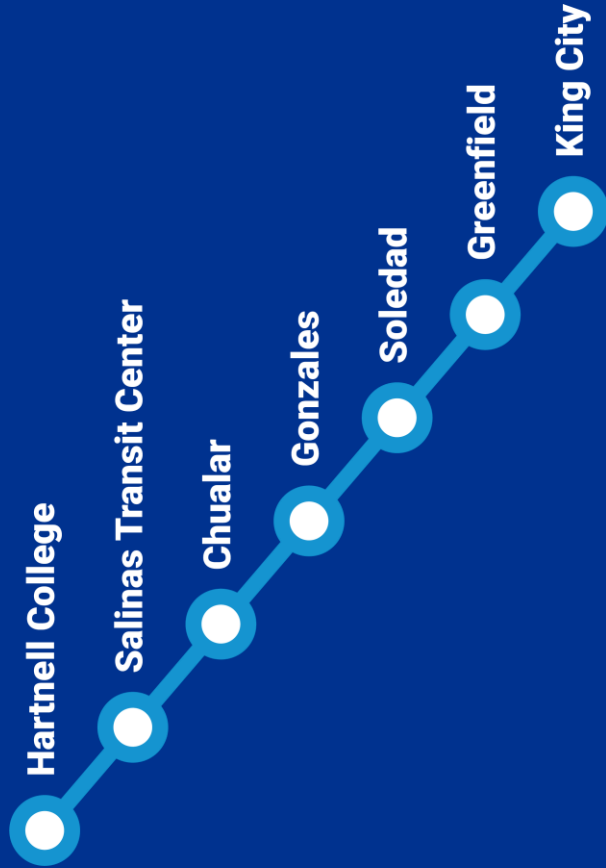


New South County Maintenance Facility

MST will open a new maintenance facility in King City in Fall 2021, which will enable further service enhancements South County.

Regional Service

Line 23 Service



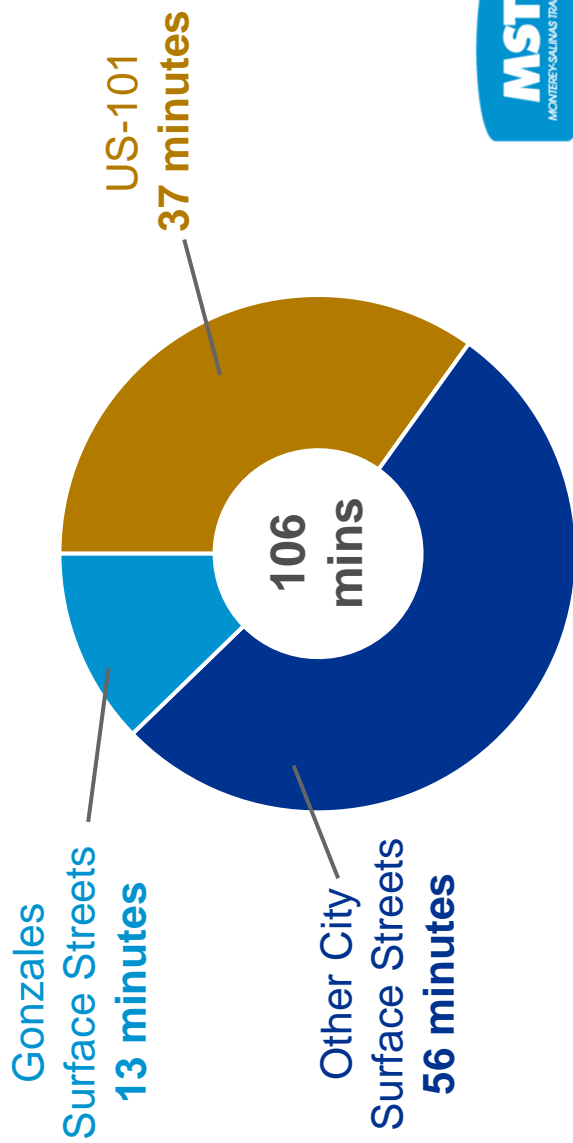
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What feedback has MST heard about Line 23?

Line 23 travel times can be uncomfortably long, and the schedule is complicated. In a 2018 survey of riders and non-riders, **two-thirds of respondents** expressed a preference for MST to shift to an express service model.

Travel Time by Roadway Type



Line 23 Changes Under Study

MST seeks to reduce end-to-end travel times on Line 23 by 20 to 25 minutes and create a simpler, more customer-friendly schedule in South County. Changes under consideration include:



Consolidation of Line 23 Stops as well as Line 80s



Alignment Adjustments

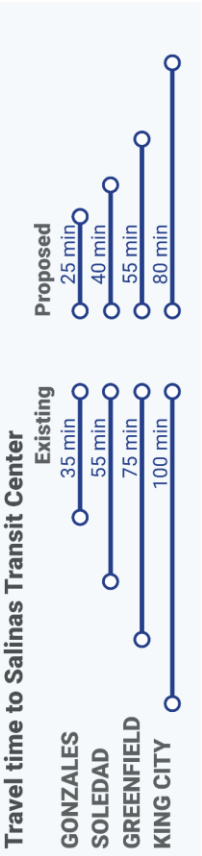


Clockface Schedule



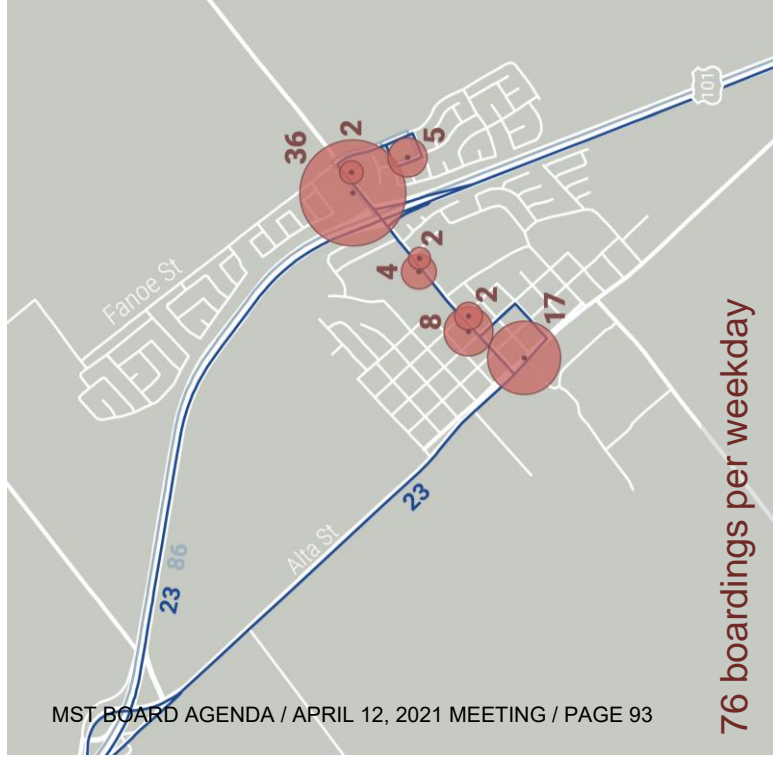
Coordinated Transfers with Local and Intercity Routes

Line 23 Service	Existing WEEKDAY TRIPS 14	Proposed WEEKDAY TRIPS 18	*Bus comes 1 time per hour
SALINAS	Hartnell College Salinas Transit Center E Alisal/Monterey E Alisal/Soledad E Alisal/Front Abbott/John Street Abbott/Los Palos Abbott/Blanco Abbott/Harkins	Hartnell College Salinas Transit Center E Market/Griffin	
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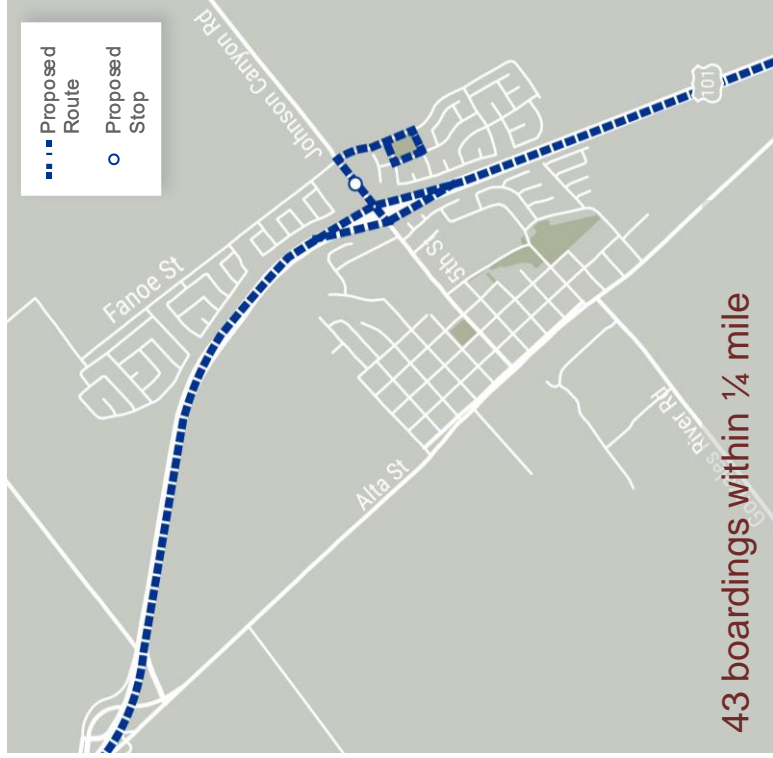


Potential Service Changes in Gonzales

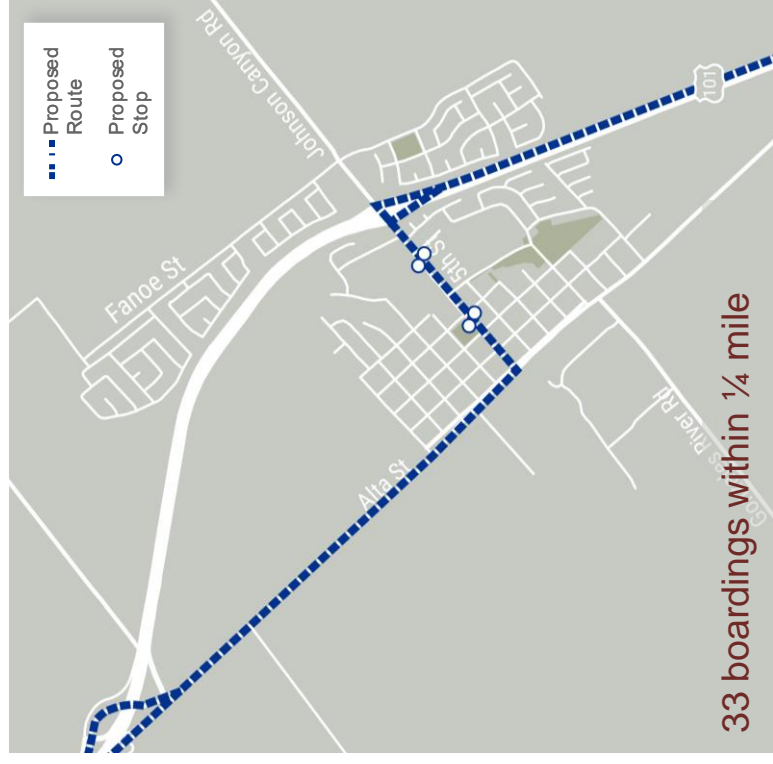
Existing (5 Stops per Direction)



Option A (One Stop)



Option B (Two Stops)



Local Service

Gonzales On-Call Service

What is On-Call Service?

The On Call provides door-to-door shuttle trips in the City of Gonzales. Trips are usually shared between multiple riders and vehicles can seat up to 18 passengers.

Where and when does the On Call provide service?

The On Call is available for trips within Gonzales. Service is provided Monday through Friday, 6:30 AM to 6:30 PM.

How do riders use the On Call?

Trips can be scheduled by calling a dispatcher or through the TransLoc App. Rides must be scheduled at least an hour in advance.

How much does it cost?

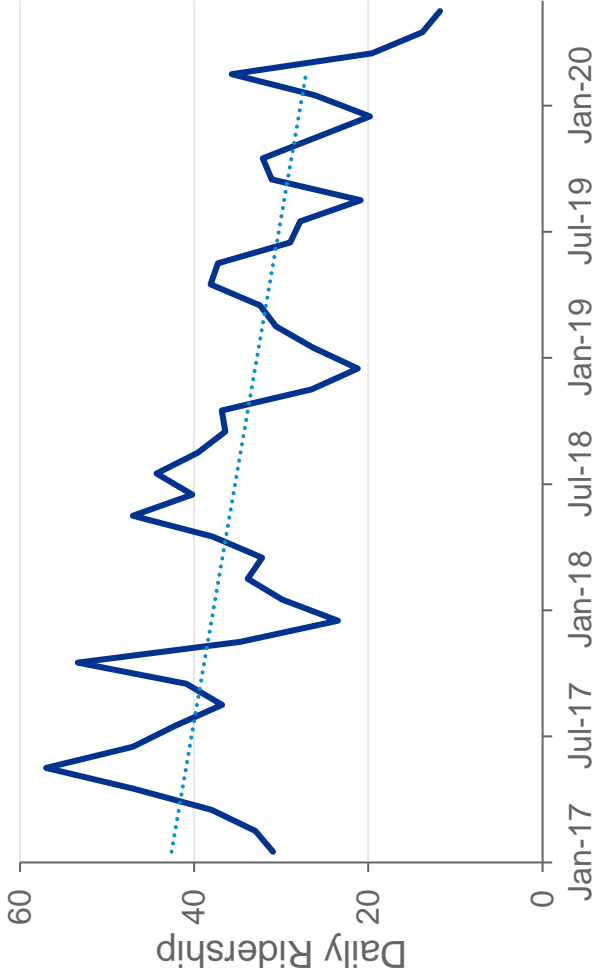
Standard fares are \$1.50.

Gonzales On Call Performance

Typical Performance

Ridership	29 passengers per weekday
Productivity	3 passengers per hour
Cost	\$34 per passenger
Average Trip Duration	7 minutes
Average Departure Time	+2 minutes later than request
Average Reservation Lead Time	5 hours in advance

Change in Weekday Ridership Over Time



Ridership Patterns

Daily Pick-ups & Drop-offs



Evaluating On-Call Service

Advantages



Customized, door-to-door service



Reasonably short travel times



Everyone has easy access

Disadvantages



Requires advance planning



Limited capacity to handle busy periods



Uncertain reliability



Operating cost per passenger is high

Alternative - Fixed Route Shuttle Service

MST could provide a fixed route shuttle in Gonzales instead of On-Call service, which would include:



Regular schedule every 30 minutes



Dedicated shuttle stops



Coordinated Transfers to Regional and Intercity Routes

Fixed Route Concept

- One 30 minute loop, arriving every 30 minutes
- Dedicated bus stops
- Ability to time transfers with Line 23 and other intercity routes
- Most residents within a five minute walk of a bus stop
- Corda Camp residents could still call in to request a ride



Evaluating Fixed Route Service

Advantages



More predictable service on a regular schedule



Dedicated stops provide greater visibility



Room for ridership growth



Typically lower cost per passenger

Disadvantages



Requires walking to/from a bus stop (not door to door)



Slightly longer trip times

**Paratransit service would remain available for those who are mobility-impaired*

What Works Best for Gonzales?

Next Steps

Fall 2020

- Community survey
 - Responses due December 18th
 - www.mstcommunitysurvey.com
- Service planning continues

Winter 2021

- Initial service changes (COVID uncertainty)

Fall 2021

- Additional service changes associated with South County Maintenance Facility (COVID uncertainty)

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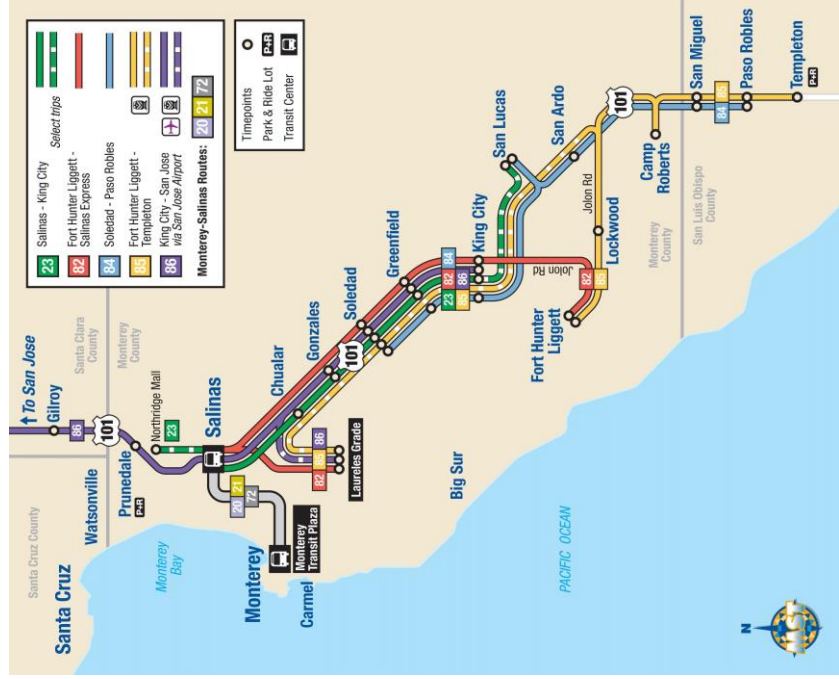
Appendix: Regional & Intercity Service

Regional & Intercity Services in South County

Pre-COVID, MST provided five routes serving South County:

- Line 23: King City-Salinas
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Pre-COVID



Current



Weekday Performance Comparison

Line 23 serves most regional trips in South County, while the Line 80s are comparatively less productive.

	Line 23	Line 82	Line 84	Line 85	Line 86
Ridership (Passengers per Day)	680	20	20	33	24
Productivity (Passengers per Hour)	15	2	2	2	3
Cost per Passenger (Includes federal subsidy)	\$12	\$87	\$110	\$100	\$65
Cost per Passenger for MST (Excludes federal subsidy)	\$9	\$60	\$67	\$76	\$46

Service Consolidation Under Study

Potential Service Changes

MST would eliminate Lines 82 and 85 due to their low ridership and high cost per passenger.

MST would use this savings to increase service on Line 23 to achieve hourly frequencies throughout the day on weekdays and most of the day on weekends. On-Call service would also increase.

Lines 84 and 86 would have minor scheduling and alignment changes.

Line	Weekday	Weekend
23	18 Round Trips (+4 over existing)	12 Round Trips (+4 over existing)
82	Eliminated	Eliminated
84	Minor Changes	Minor Changes
85	Eliminated	Eliminated
86	Minor Changes	Minor Changes
On-Call	12 Hour Service Span	N/A

Monterey-Salinas Transit

SOUTH COUNTY SERVICE PLAN

City of Greenfield

November 10th, 2020



What's Happening at MST



COVID Recovery

MST's ridership and revenue have declined substantially during COVID-19.

Preparations are underway for restoring service levels as conditions change, focusing on winter 2021.



Faster Line 23

MST aims to reduce Line 23 travel times in response to rider and community feedback. Lines 82, 84, 85, and 86 are also under study.



Supporting Local Growth

South County cities are growing rapidly. MST is looking at ways to best serve this growth.



New South County Maintenance Facility

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Regional Service

Line 23 Service



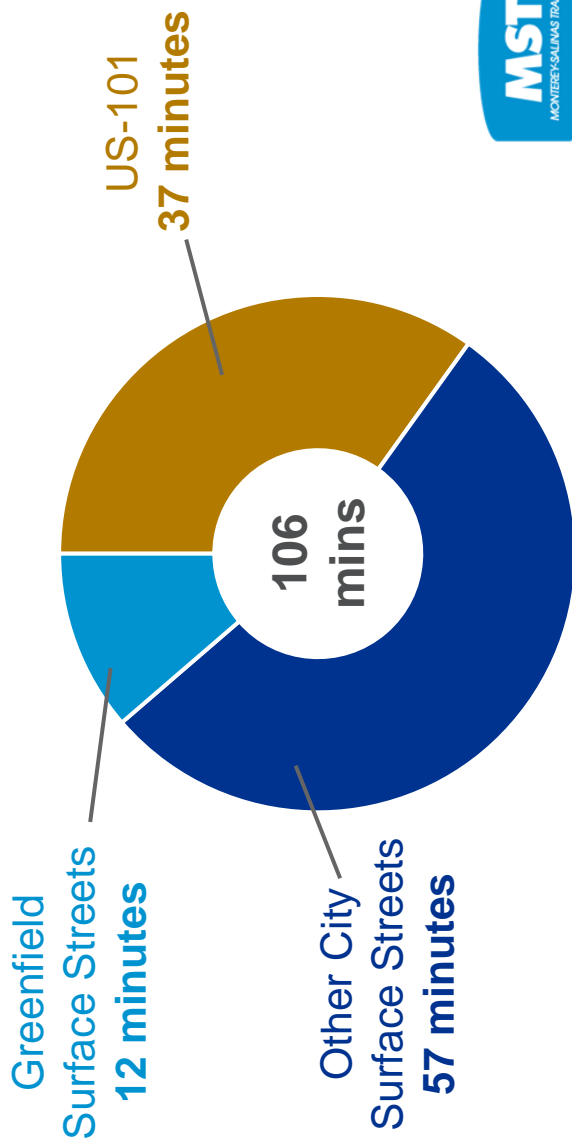
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Travel Time by Roadway Type



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Alignment Adjustments



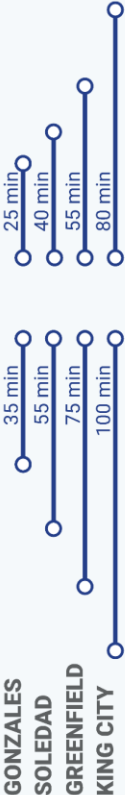
Clockface Schedule



Coordinated Transfers with Local and Intercity Routes

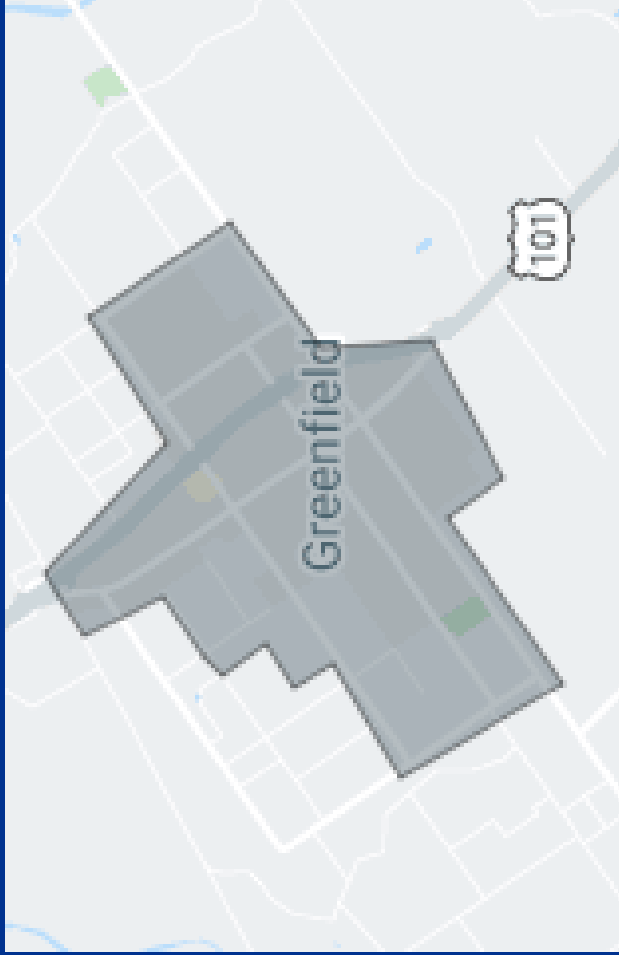
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Travel time to Salinas Transit Center



Local Service

Greenfield On-Call Service



What is On-Call Service?

The On Call provides door-to-door shuttle trips in the City of Greenfield. Trips are usually shared between multiple riders and vehicles can seat up to 18 passengers.

Where and when does the On Call provide service?

The On Call is available for trips within Greenfield. Service is provided Monday through Friday, 7:00 AM to 5:30 PM.

How do riders use the On Call?

Trips can be scheduled by calling a dispatcher or through the TransLoc App. Rides must be scheduled at least an hour in advance.

How much does it cost?

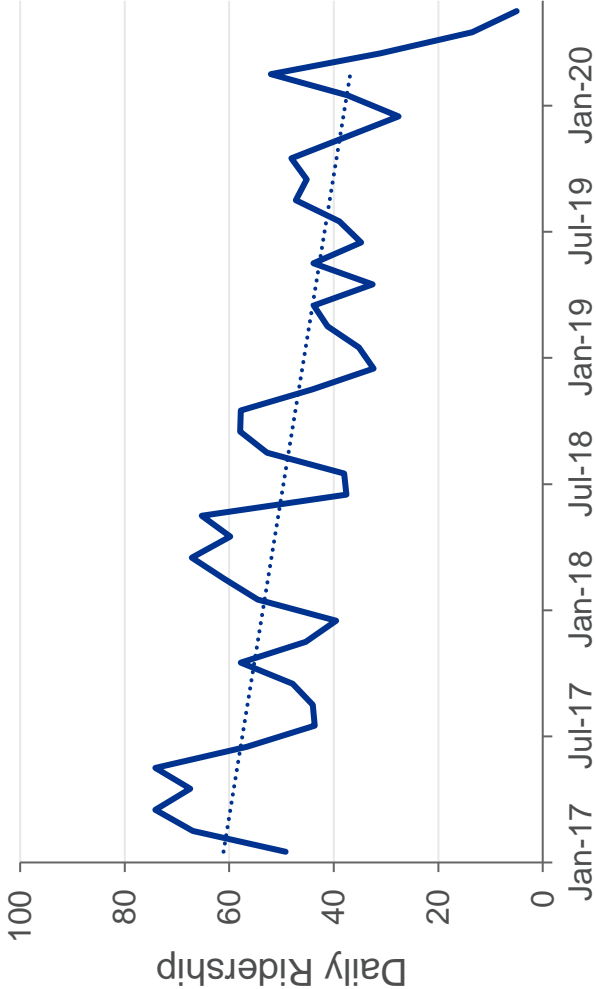
Standard fares are \$1.50.

Greenfield On Call Performance

Typical Performance

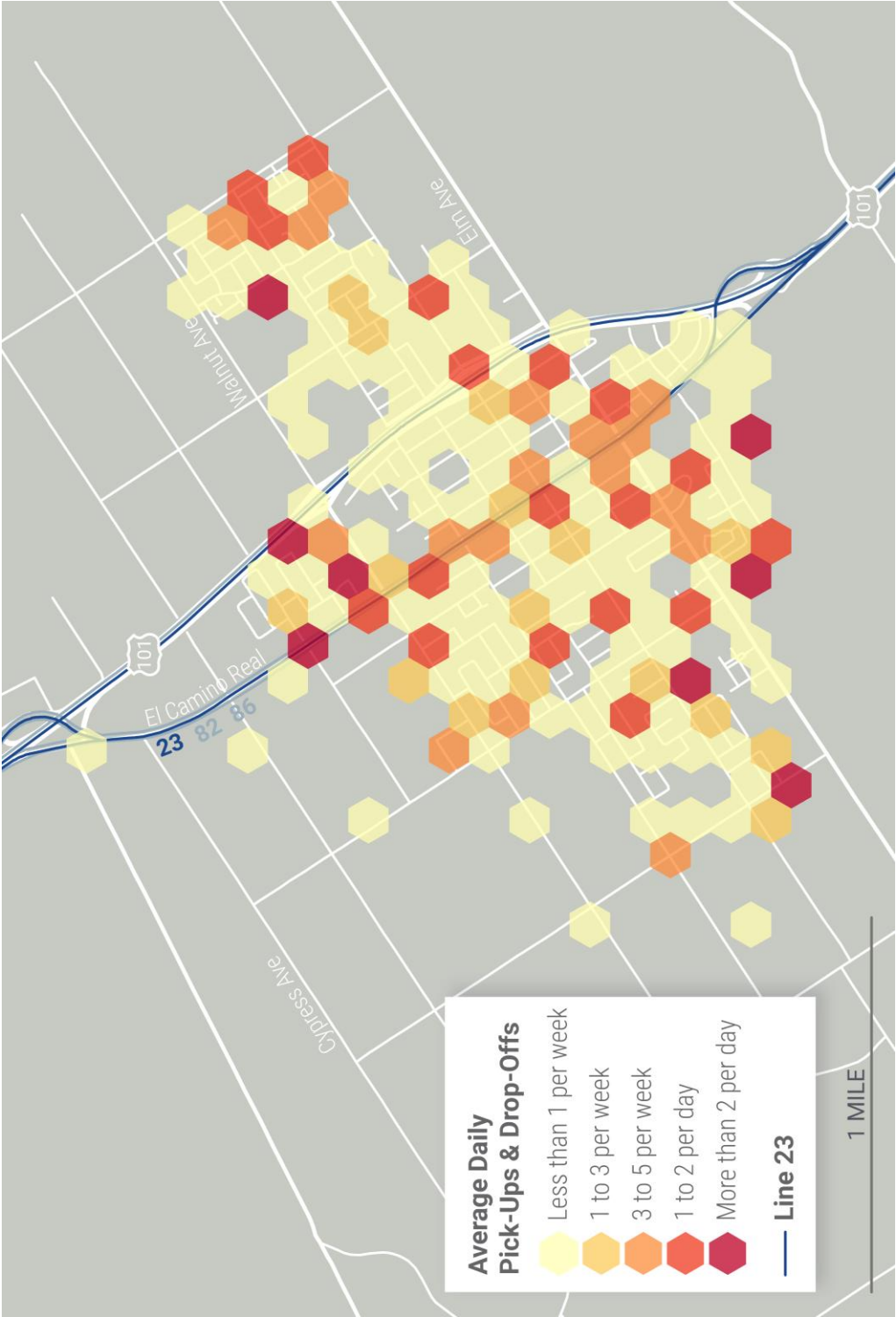
Ridership	42 passengers per weekday
Productivity	4 passengers per hour
Cost	\$21 per passenger
Average Trip Duration	8 minutes
Average Departure Time	+12 minutes later than request
Average Reservation Lead Time	11 hours in advance

Change in Weekday Ridership Over Time



Ridership Patterns

Daily Pick-ups & Drop-offs



Evaluating On-Call Service

Advantages



Customized, door-to-door service



Reasonably short travel times



Everyone has easy access

Disadvantages



Requires advance planning



Limited capacity to handle busy periods



Uncertain reliability



Operating cost per passenger is high

Alternative - Fixed Route Shuttle Service

MST could provide a fixed route shuttle in Greenfield instead of On-Call service, which would include:



Regular schedule every 30 minutes



Dedicated shuttle stops



Coordinated Transfers to Regional and Intercity Routes

Fixed Route Concept

- One 30 minute loop, arriving every 30 minutes
- Dedicated bus stops
- Ability to time transfers with Line 23 and other intercity routes
- Most residents within a five minute walk of a bus stop



Evaluating Fixed Route Service

Advantages



More predictable service on a regular schedule



Dedicated stops provide greater visibility



Room for ridership growth



Typically lower cost per passenger

Disadvantages



Requires walking to/from a bus stop



Slightly longer trip times

**Paratransit service would remain available for those who are mobility-impaired*

What Works Best for Greenfield?

Next Steps

Fall 2020

- Community survey
 - Responses due December 18th
 - www.mstcommunitysurvey.com
- Service planning continues

Winter 2021

- Initial service changes (COVID uncertainty)

Fall 2021

- Additional service changes associated with South County Maintenance Facility (COVID uncertainty)

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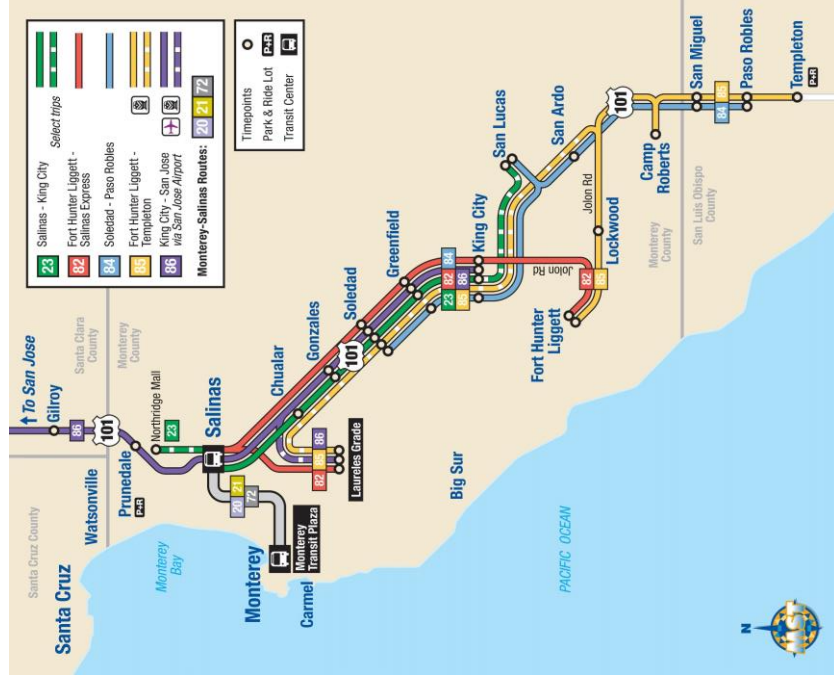
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Regional & Intercity Services in South County

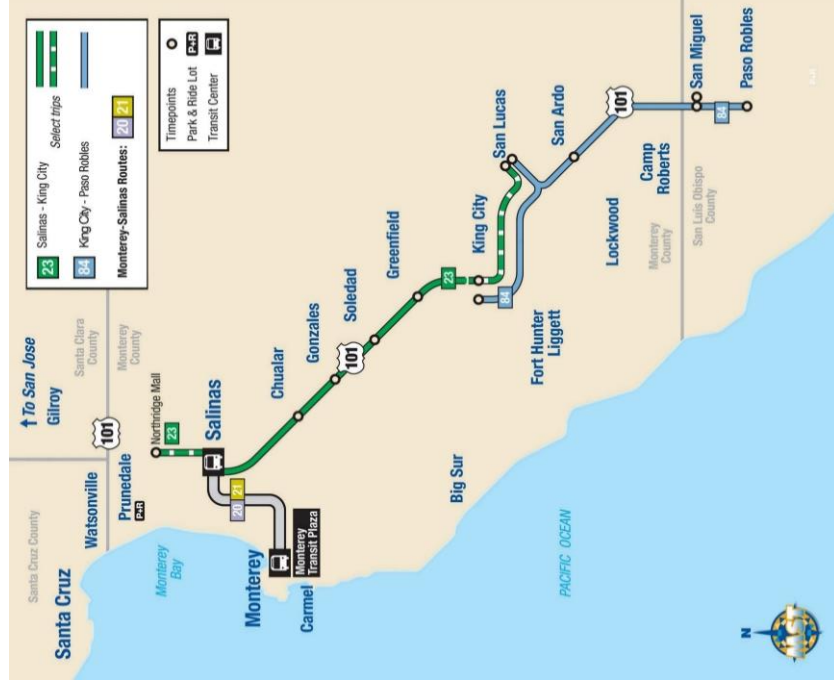
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Pre-COVID



Current



Weekday Performance Comparison

Line 23 serves most regional trips in South County, while the Line 80s are comparatively less productive.

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Cost per Passenger (Includes federal subsidy)	\$12	\$87	\$110	\$100	\$65
Cost per Passenger for MST (Excludes federal subsidy)	\$9	\$60	\$67	\$76	\$46

Potential Service Changes in Greenfield

Existing (4 Stops per Direction)



Under Study (3 Stops per Direction)



Potential Changes

MST is studying relocating stop locations to improve accessibility and reduce dwell times.

Service Consolidation Under Study

Potential Service Changes

MST would eliminate Lines 82 and 85 due to their low ridership and high cost per passenger.

MST would use this savings to increase service on Line 23 to achieve hourly frequencies throughout the day on weekdays and most of the day on weekends. On-Call service would also increase.

Lines 84 and 86 would have minor scheduling and alignment changes.

Line	Weekday	Weekend
23	18 Round Trips (+4 over existing)	12 Round Trips (+4 over existing)
82	Eliminated	Eliminated
84	Minor Changes	Minor Changes
85	Eliminated	Eliminated
86	Minor Changes	Minor Changes
On-Call	12 Hour Service Span (+3 over existing)	N/A

Monterey-Salinas Transit

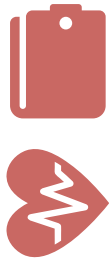
SOUTH COUNTY SERVICE PLAN

City of King City

December 8th, 2020



What's Happening at MST



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Faster Line 23

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Supporting Local Growth

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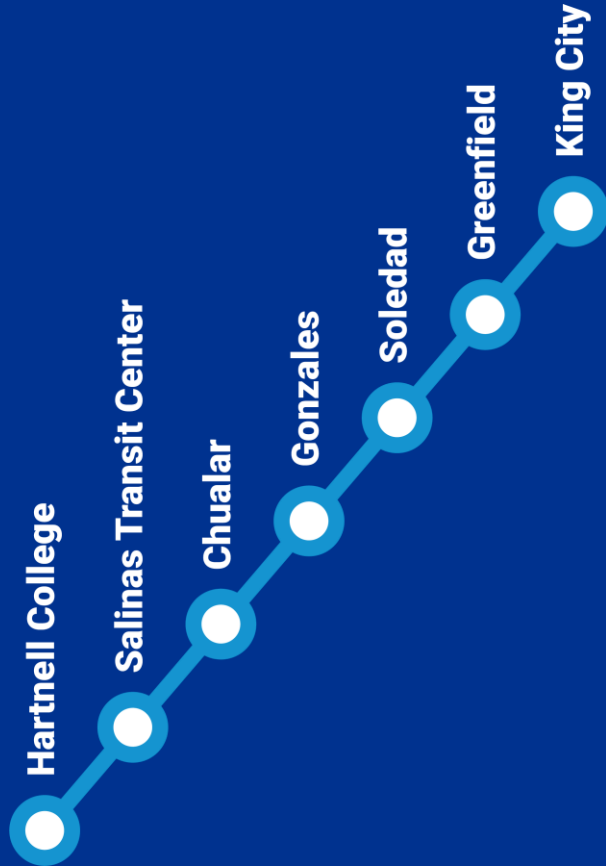


New South County Maintenance Facility

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Regional & Intercity Service

Line 23 Service



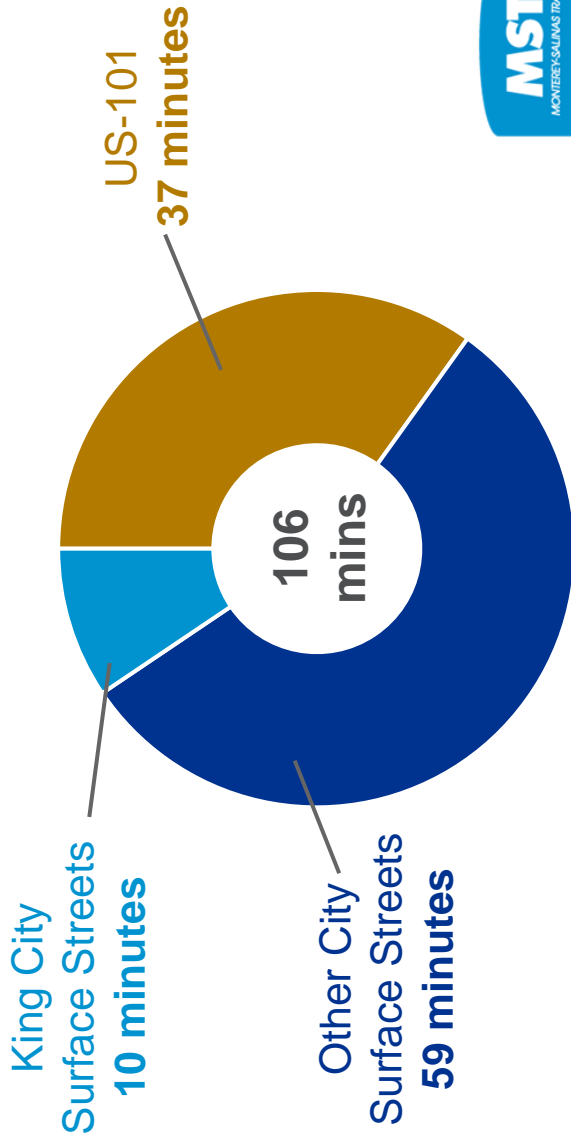
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Travel Time by Roadway Type



Line 23 Changes Under Study

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Consolidation of Line 23 Stops as well as Line 80s



Alignment Adjustments



Clockface Schedule



Coordinated Transfers with Local and Intercity Routes

Line 23 Service	Existing WEEKDAY TRIPS 14	Proposed WEEKDAY TRIPS 18	*Bus comes 1 time per hour
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Travel time to Salinas Transit Center



Potential Service Changes in King City

Existing (12 Stops)

80 boardings per weekday



Under Study (3 Stops per Direction)



Potential Changes

MST is studying relocating stop locations to improve accessibility and reduce dwell times.

Local Service

King City On-Call Service



What is On-Call Service?

The On Call provides door-to-door shuttle trips in King City. Trips are usually shared between multiple riders and vehicles can seat up to 18 passengers.

Where and when does the On Call provide service?

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How do riders use the On Call?

Trips can be scheduled by calling a dispatcher or through the TransLoc App. Rides must be scheduled at least an hour in advance.

How much does it cost?

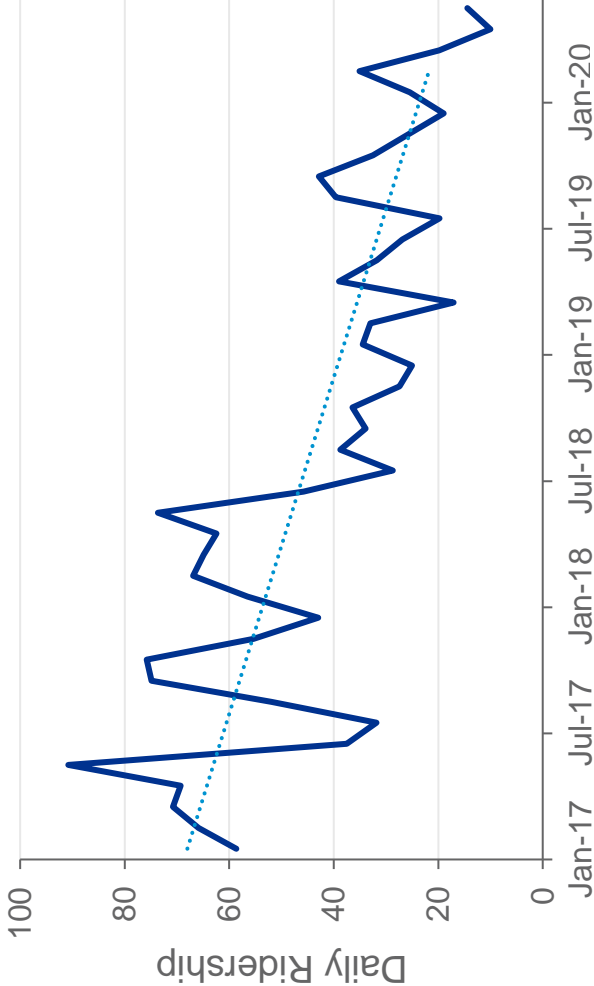
Standard fares are \$1.50.

King City On Call Performance

Typical Performance

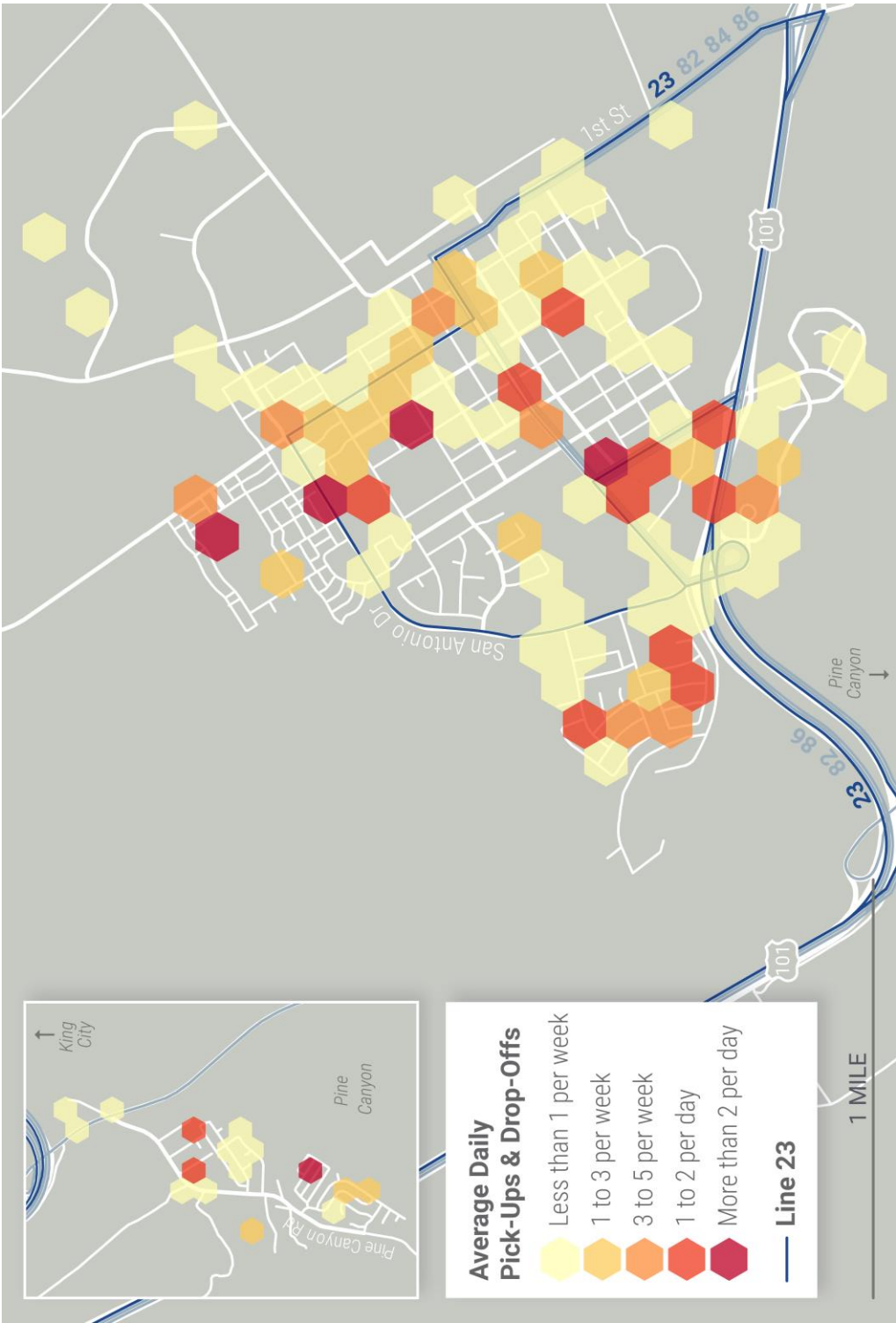
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Productivity	4 passengers per hour
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Average Trip Duration	10 minutes
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Average Reservation Lead Time	10 hours in advance

Change in Weekday Ridership Over Time



Ridership Patterns

Daily Pick-ups & Drop-offs



Evaluating On-Call Service

Advantages



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Limited capacity to handle busy periods



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Alternative - Fixed Route Shuttle Service

MST could provide a fixed route shuttle in King City instead of On-Call service, which would include:



**Regular schedule
every ~30 minutes**



**Dedicated shuttle
stops**



**Coordinated
Transfers to
Regional and
Intercity Routes**

Fixed Route Concepts

*Both concepts could provide a morning and evening trip in Pine Canyon to serve school-related



Evaluating Fixed Route Service

Advantages



More predictable service on a regular schedule



Dedicated stops provide certainty & visibility



Room for ridership growth



Typically lower cost per passenger

Disadvantages



Requires walking to a bus stop (not door-to-door)



Slightly longer trip times

**Paratransit service would remain available for those who are mobility-impaired*

What Works Best for King City?

Next Steps

Fall 2020

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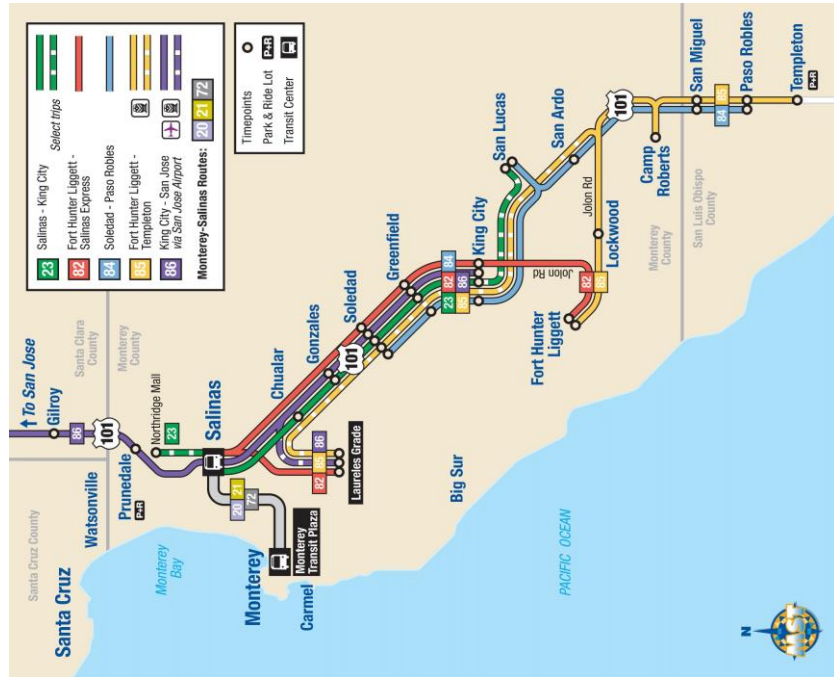
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82	Eliminated	Eliminated
84	Minor Changes	Minor Changes
85	Eliminated	Eliminated
86	Minor Changes	Minor Changes
On-Call	12 Hour Service Span (+3 over existing)	N/A

Monterey-Salinas Transit

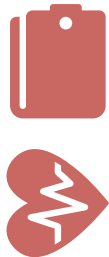
SOUTH COUNTY SERVICE PLAN

City of Soledad

December 2nd, 2020



What's Happening at MST



COVID Recovery

MST's ridership and revenue have declined substantially during COVID-19.

Preparations are underway for restoring service levels as conditions change, focusing on winter 2021.



Faster Line 23

MST aims to reduce Line 23 travel times in response to rider and community feedback. Lines 82, 84, 85, and 86 are also under study.



Supporting Local Growth

South County cities are growing rapidly. MST is looking at ways to best serve this growth.

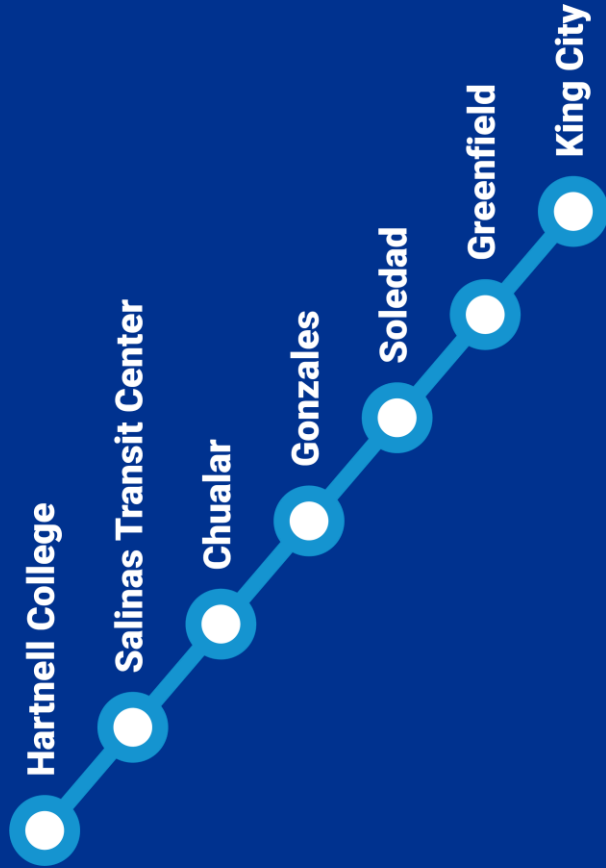


New South County Maintenance Facility

MST will open a new maintenance facility in King City in Fall 2021, which will enable further service enhancements South County.

Regional & Intercity Service

Line 23 Service



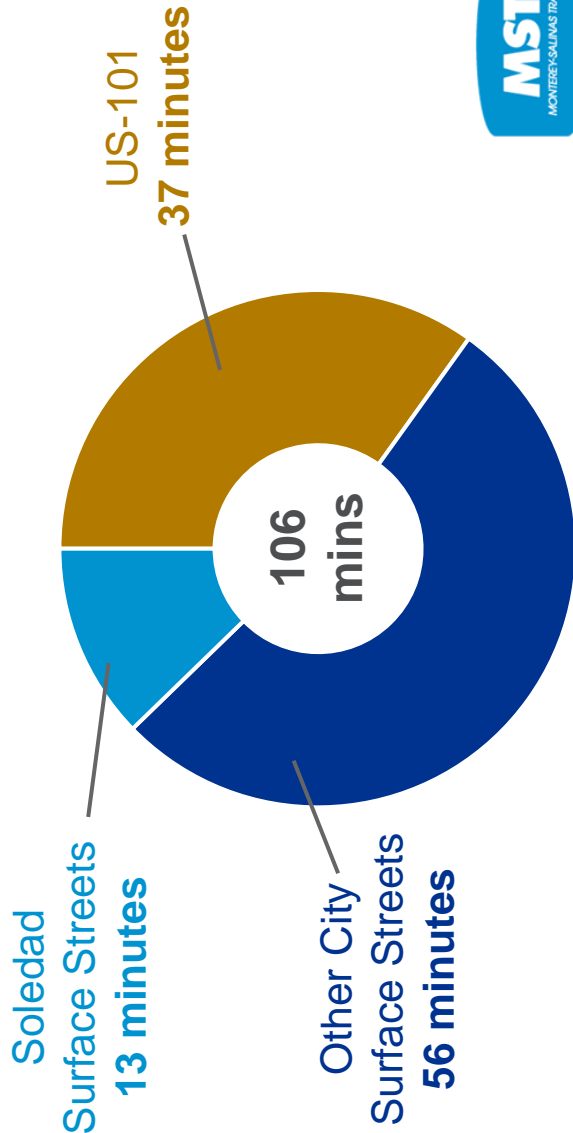
What is Line 23?

Line 23 is the primary bus route connecting South County cities and Salinas, serving 680 riders per weekday prior to COVID-19. Standard fares are \$3.50.

What feedback has MST heard about Line 23?

Line 23 travel times can be uncomfortably long, and the schedule is complicated. In a 2018 survey of riders and non-riders, **two-thirds of respondents** expressed a preference for MST to shift to an express service model.

Travel Time by Roadway Type



Line 23 Changes Under Study

MST seeks to reduce end-to-end travel times on Line 23 by 20 to 25 minutes and create a simpler, more customer-friendly schedule in South County. Changes under consideration include:



Consolidation of Line 23 Stops as well as Line 80s



Alignment Adjustments



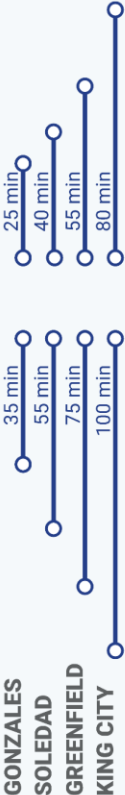
Clockface Schedule



Coordinated Transfers with Local and Intercity Routes

Line 23 Service	Existing WEEKDAY TRIPS 14	Proposed WEEKDAY TRIPS 18	*Bus comes 1 time per hour
SALINAS	Hartnell College Salinas Transit Center E Alisal/Monterey E Alisal/Soledad E Alisal/Front Abbott/John Street Abbott/Los Palos Abbott/Blanco Abbott/Harkins	Hartnell College Salinas Transit Center E Market/Griffin	
CHUALAR	Grant/South	Grant/South	
GONZALES	Alta Minor/4th 5th/Day 5th/Gabilan 5th/Herold Longhorn/Meyer Park 5th/Shopping Center	Option A 5th/Day 5th/Gabilan Option B 5th/Shopping Center	
SOLEDAD	Front/San Vicente Monterey/East Soledad/Mission Center	Front/Encinal Front/East	
GREENFIELD	El Camino Real/Walnut El Camino Real/Palm El Camino Real/Elm El Camino Real/Tyler	El Camino Real/Walnut El Camino Real/Oak El Camino Real/Tyler	
KING CITY	Broadway/Franciscan Way Canal/Bassett Canal/Division E San Antonio / Amherst E San Antonio / Mildred San Antonio / Bishop N 3rd/King N 3rd/Lynn Broadway/2nd S First/Pearl	Canal/Bassett Canal/Division N 3rd/Lynn	

Travel time to Salinas Transit Center



Potential Service Changes in Soledad

Existing (3 Stops per Direction)



Under Study (2 Stops per Direction)



Potential Changes

- Realign service on Front Street to reduce travel time and provide more direct access to the park & ride facility
- Consolidate to two stops with a connection to the shopping center to further reduce travel time and delay

Local Service

Soledad On-Call Service

What is On-Call Service?

The On Call provides door-to-door shuttle trips in the City of Soledad. Trips are usually shared between multiple riders and vehicles can seat up to 18 passengers.

Where and when does the On Call provide service?

The On Call is available for trips within Soledad. Service is provided Monday through Friday, 8:00 AM to 4:00 PM.

How do riders use the On Call?

Trips can be scheduled by calling a dispatcher or through the TransLoc App. Rides must be scheduled at least an hour in advance.

How much does it cost?

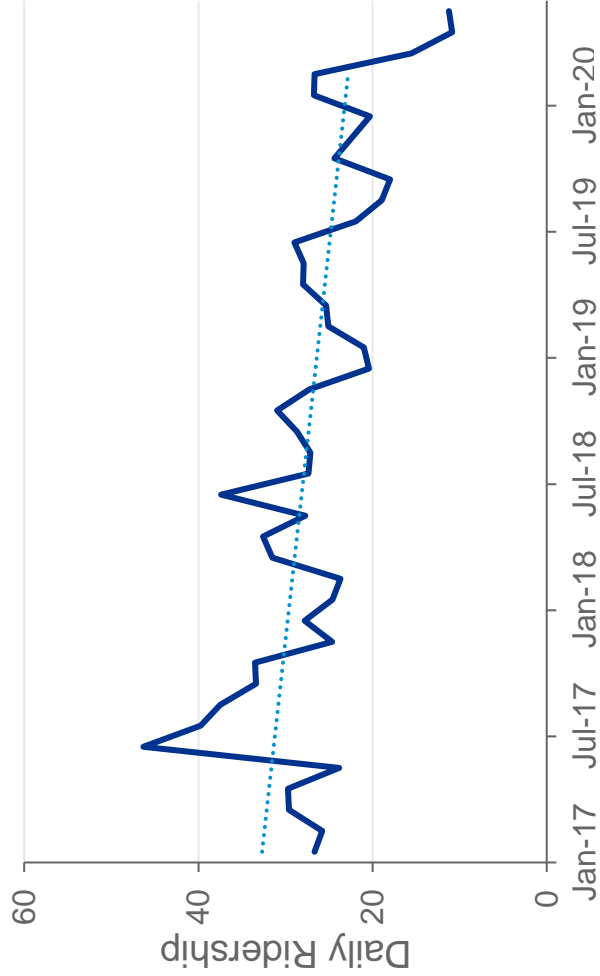
Standard fares are \$1.50.

Soledad On Call Performance

Typical Performance

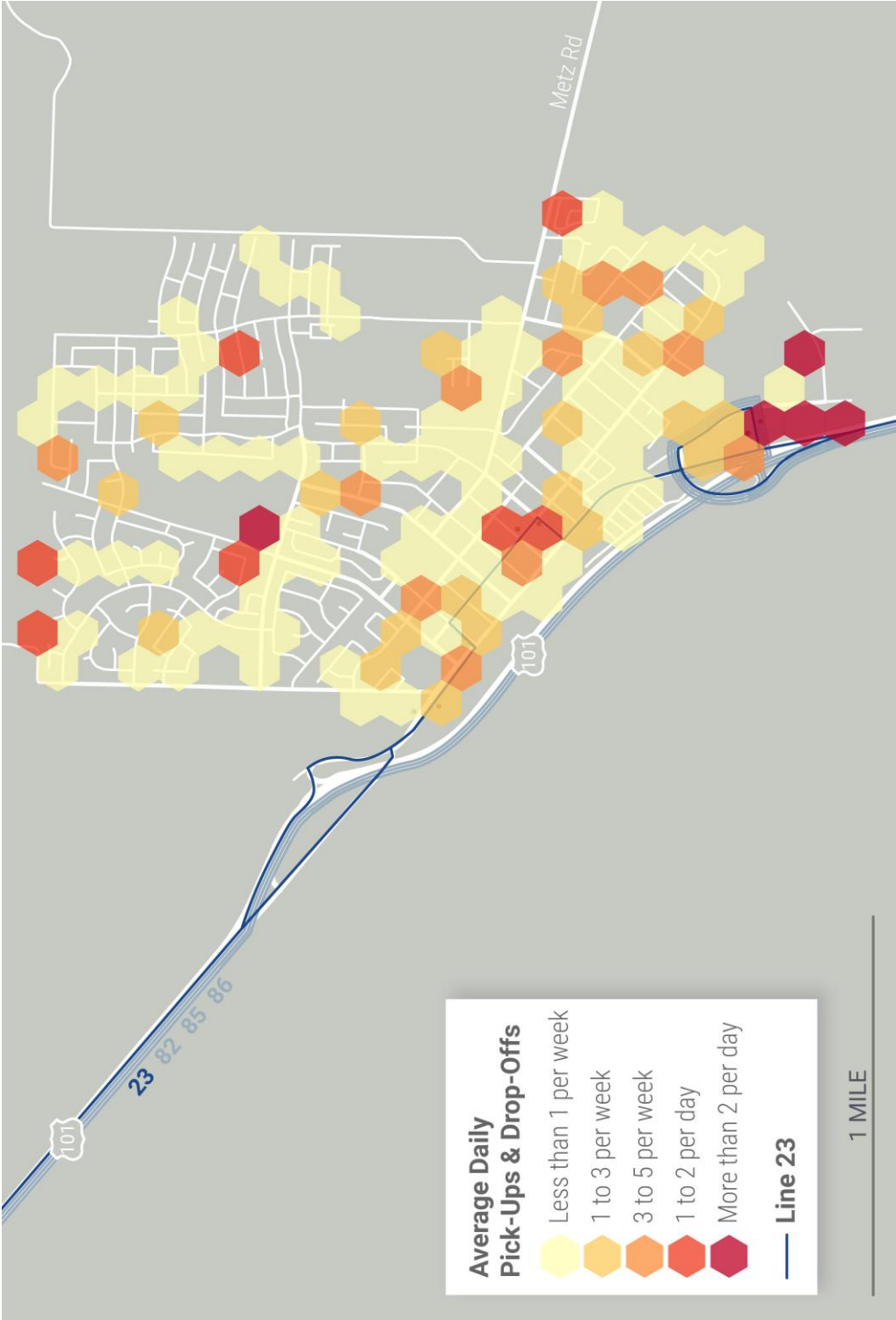
Ridership	23 passengers per weekday
Productivity	3 passengers per hour
Cost	\$27 per passenger
Average Trip Duration	9 minutes
Average Departure Time	+4 minutes later than request
Average Reservation Lead Time	8 hours in advance

Change in Weekday Ridership Over Time



Ridership Patterns

Daily Pick-ups & Drop-offs



Evaluating On-Call Service

Advantages



Customized, door-to-door service



Reasonably short travel times



Everyone has easy access

Disadvantages



Requires advance planning



Limited capacity to handle busy periods



Uncertain reliability



Operating cost per passenger is high

Alternative - Fixed Route Shuttle Service

MST could provide a fixed route shuttle in Soledad instead of On-Call service, which would include:



Regular schedule every 30 minutes



Dedicated shuttle stops



Coordinated Transfers to Regional and Intercity Routes

Fixed Route Concept

- One 30 minute loop, arriving every 30 minutes
- Dedicated bus stops
- Ability to time transfers with Line 23 and other intercity routes
- Most residents within a five minute walk of a bus stop



Evaluating Fixed Route Service

Advantages



More predictable service on a regular schedule



Dedicated stops provide certainty & visibility



Room for ridership growth



Typically lower cost per passenger

Disadvantages



Requires walking to a bus stop (not door-to-door)



Slightly longer trip times

**Paratransit service would remain available for those who are mobility-impaired*

What Works Best for Soledad?

Next Steps

Fall 2020

- Community survey
 - Responses due December 18th
 - www.mstcommunitysurvey.com
- Service planning continues

Winter 2021

- Initial service changes (COVID uncertainty)

Fall 2021

- Additional service changes associated with South County Maintenance Facility (COVID uncertainty)

FOR MORE INFORMATION
MICHELLE OVERMEYER, DIRECTOR OF PLANNING & INNOVATION
MOVERMEYER@MST.ORG
831-264-5877

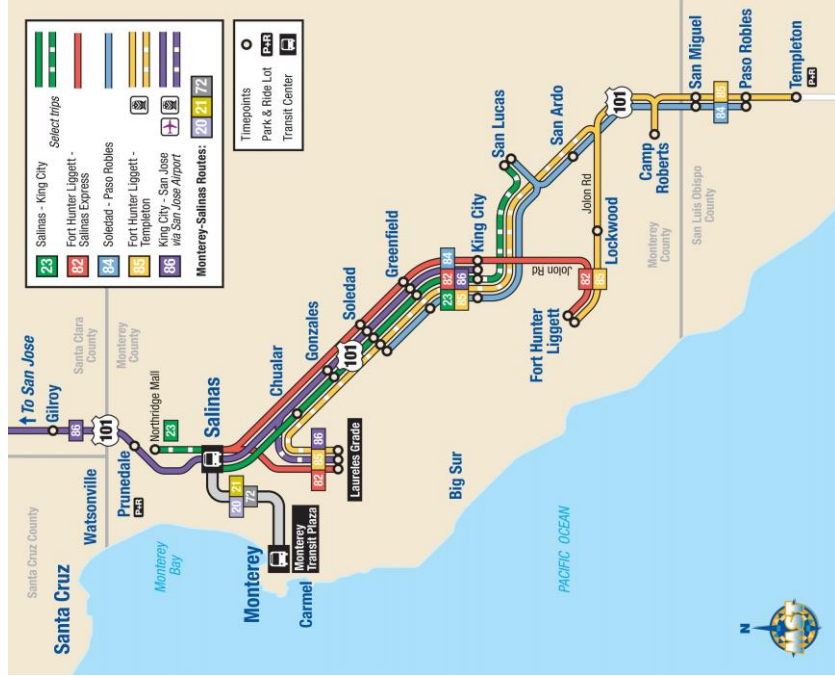
Appendix: Regional & Intercity Service

Regional & Intercity Services in South County

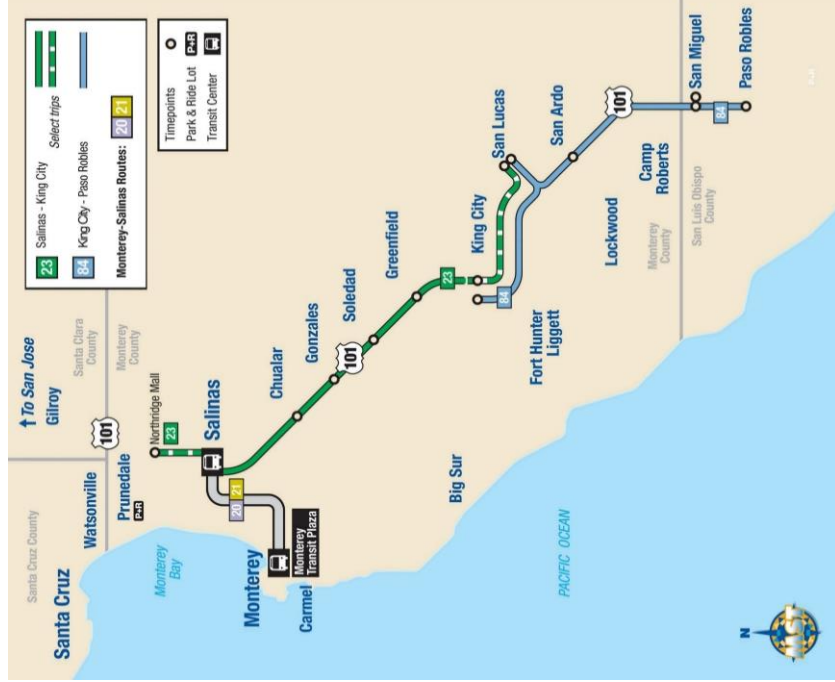
Pre-COVID, MST provided five routes serving South County:

- Line 23: King City-Salinas
- Line 82: Fort Hunter Liggett-Salinas (suspended)
- Line 84: Soledad-Paso Robles
- Line 85: Fort Hunter Liggett-Templeton (suspended)
- Line 86: King City-San Jose (suspended)

Pre-COVID



Current



Weekday Performance Comparison

Line 23 serves most regional trips in South County, while the Line 80s are comparatively less productive.

	Line 23	Line 82	Line 84	Line 85	Line 86
Ridership (Passengers per Day)	680	20	20	33	24
Productivity (Passengers per Hour)	15	2	2	2	3
Cost per Passenger (Includes federal subsidy)	\$12	\$87	\$110	\$100	\$65
Cost per Passenger for MST (Excludes federal subsidy)	\$9	\$60	\$67	\$76	\$46

Service Consolidation Under Study

Potential Service Changes

MST would eliminate Lines 82 and 85 due to their low ridership and high cost per passenger.

MST would use this savings to increase service on Line 23 to achieve hourly frequencies throughout the day on weekdays and most of the day on weekends. On-Call service would also increase.

Lines 84 and 86 would have minor scheduling and alignment changes.

Line	Weekday	Weekend
23	18 Round Trips (+4 over existing)	12 Round Trips (+4 over existing)
82	Eliminated	Eliminated
84	Minor Changes	Minor Changes
85	Eliminated	Eliminated
86	Minor Changes	Minor Changes
On-Call	12 Hour Service Span (+4 over existing)	N/A

South County Service Plan Attachment C- City Profiles

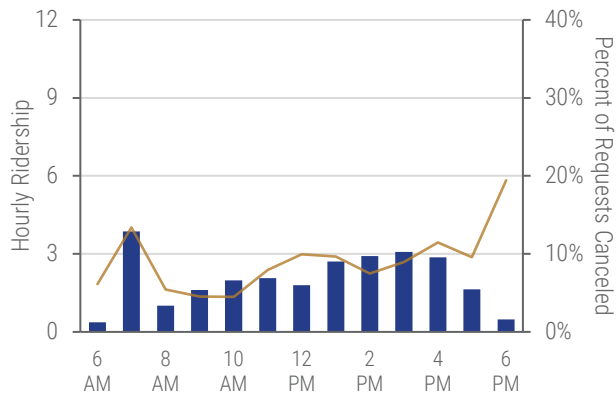
Ridership & Operating Statistics

Daily Ridership **29** passengers
Daily Revenue Hours **11** hours
Passengers per Revenue Hour **2.6** passengers per hour

Trip Duration **7.4** minutes
Arrival Wait Time **2.2** minutes
Reservation Lead Time **4.5** hours

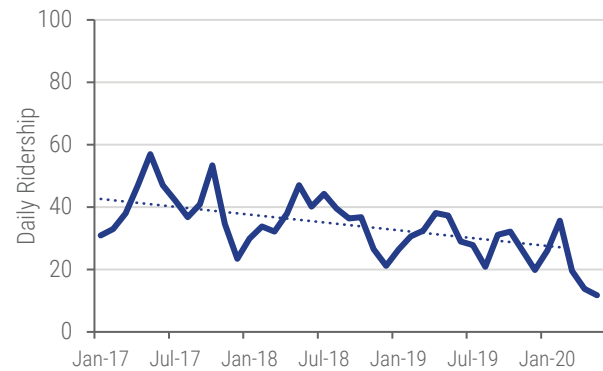
Source: MST (9/19-2/20)

Ridership by Time of Day



Source: MST (9/19-2/20)

Change in Ridership Over Time

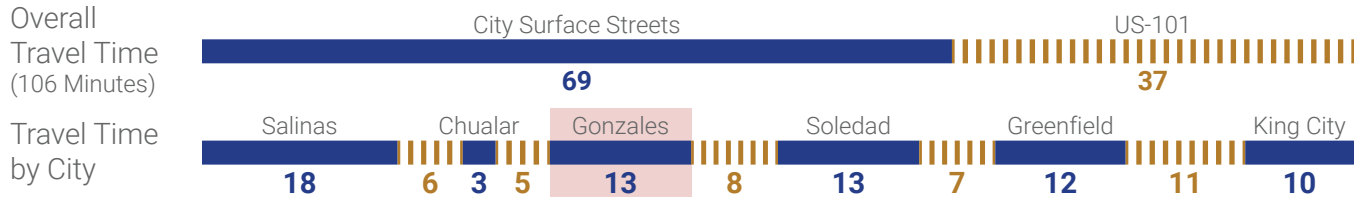


Source: MST (1/17-5/20)

Daily Pick-Ups & Drop-Offs



Travel Time by Roadway Type

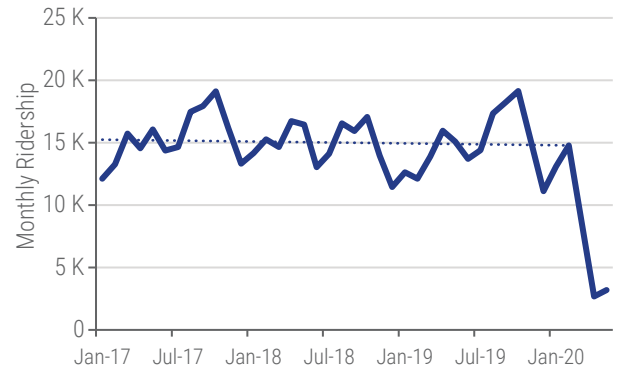


Daily Weekday Ridership by City

	Ridership	Stops	Avg Riders per Stop
Salinas	239	22	11
Chualar	16	1	16
Gonzales	76	8	9
Soledad	136	6	23
Greenfield	130	8	16
King City	81	12	7
Total	680	57	12

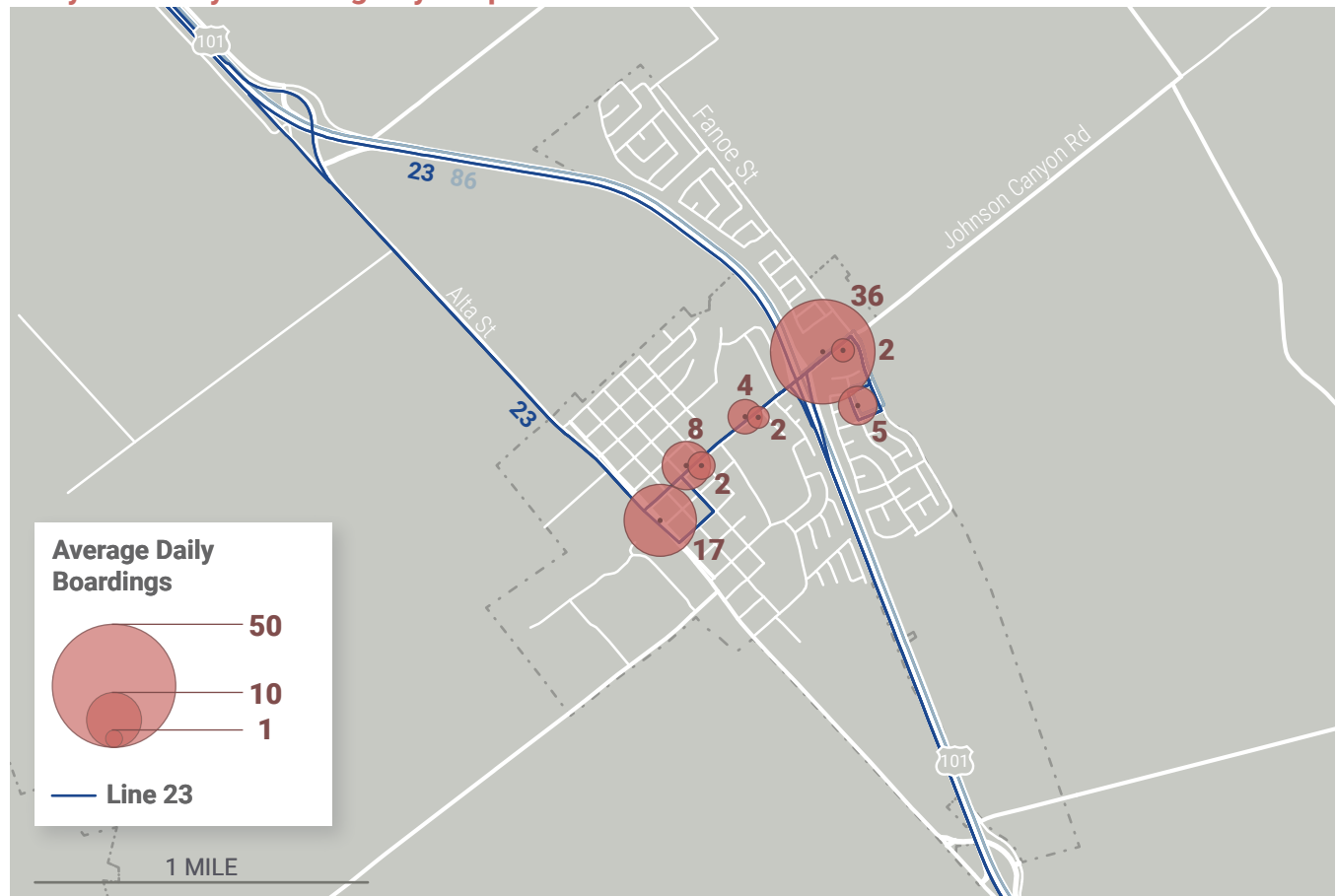
Source: MST (9/19-10/19)

Change in Ridership Over Time



Source: MST (1/17-5/20)

Daily Weekday Boardings by Stop



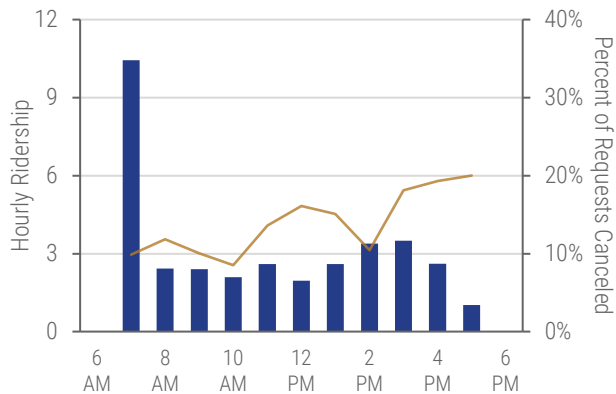
Ridership & Operating Statistics

Daily Ridership **42** passengers
 Daily Revenue Hours **10** hours
 Passengers per Revenue Hour **4.3** passengers per hour

Trip Duration **8.3** minutes
 Arrival Wait Time **11.8** minutes
 Reservation Lead Time **11.0** hours

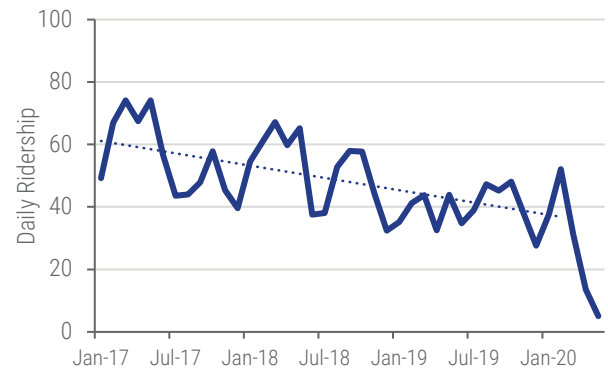
Source: MST (9/19-2/20)

Ridership by Time of Day



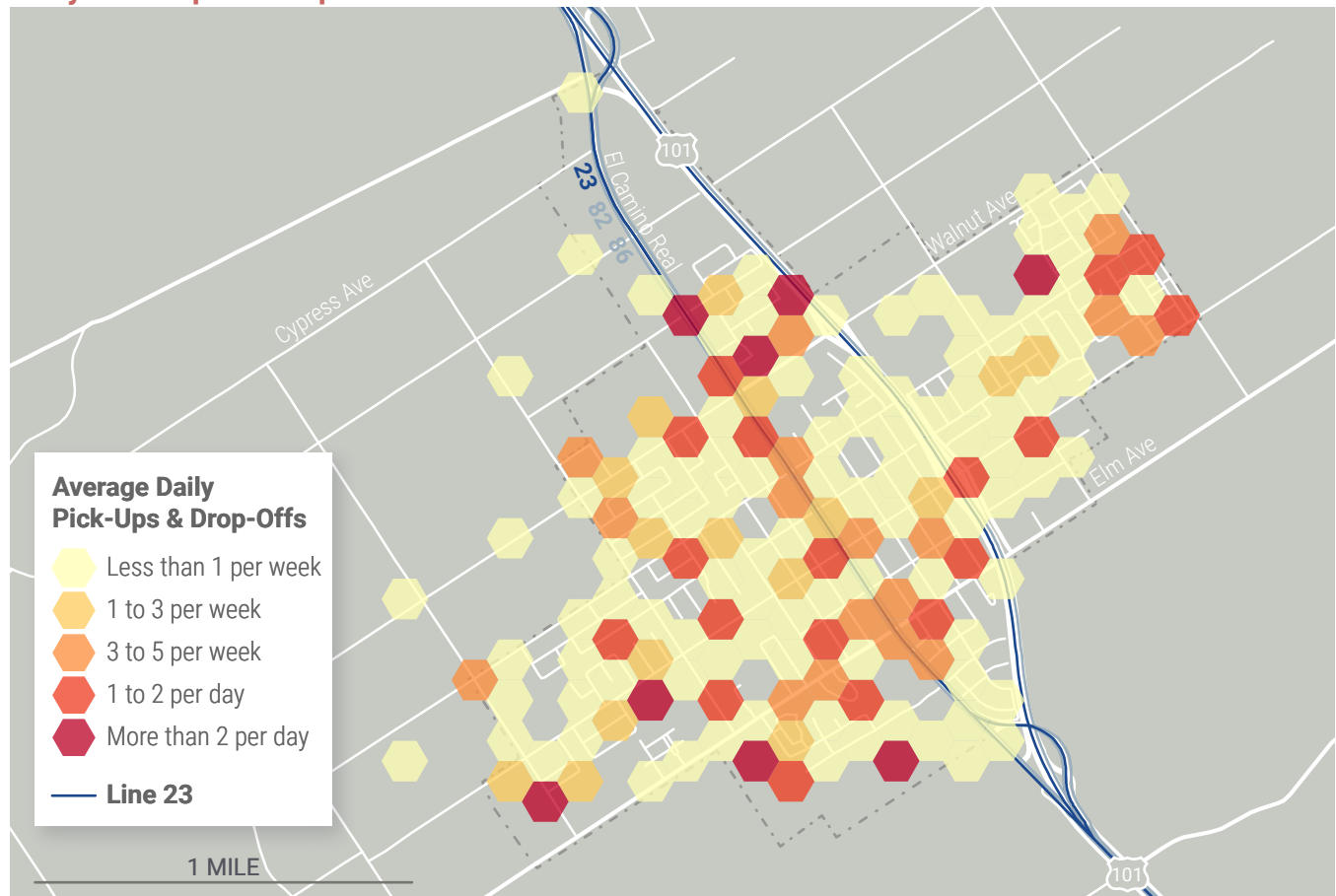
Source: MST (9/19-2/20)

Change in Ridership Over Time

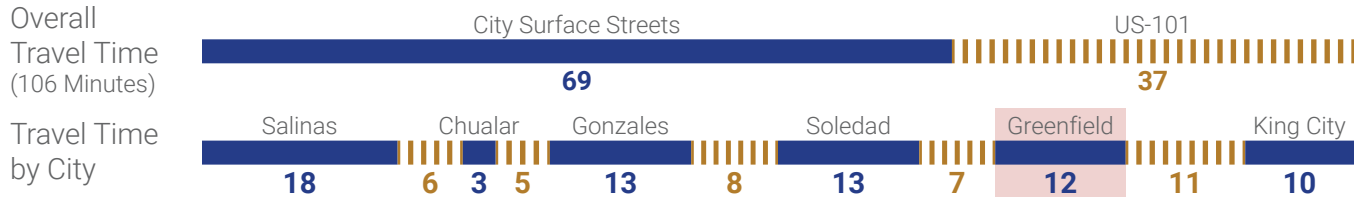


Source: MST (1/17-5/20)

Daily Pick-Ups & Drop-Offs



Travel Time by Roadway Type

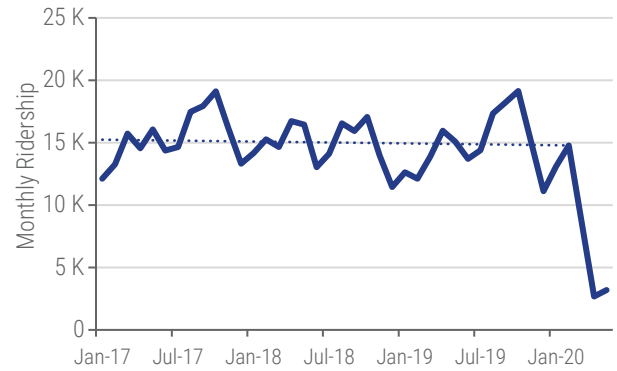


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Source: MST (9/19-10/19)

Change in Ridership Over Time



Source: MST (1/17-5/20)

Daily Weekday Boardings by Stop



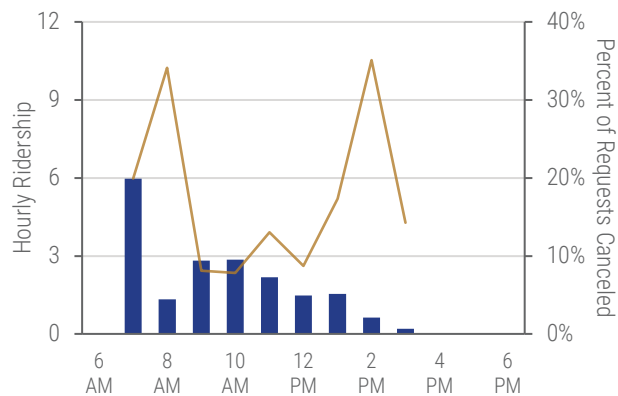
Ridership & Operating Statistics

Daily Ridership **31** passengers
Daily Revenue Hours **8** hours
Passengers per Revenue Hour **3.7** passengers per hour

Trip Duration **9.5** minutes
Arrival Wait Time **6.5** minutes
Reservation Lead Time **10.1** hours

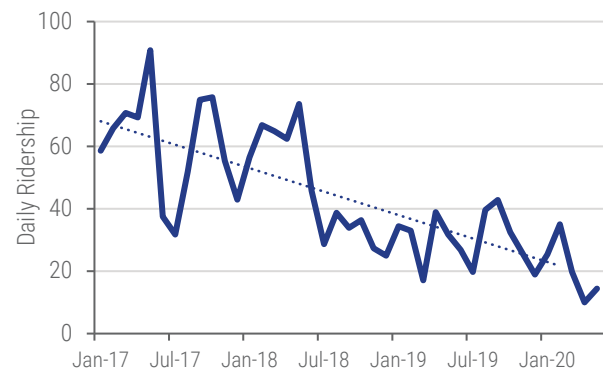
Source: MST (9/19-2/20)

Ridership by Time of Day



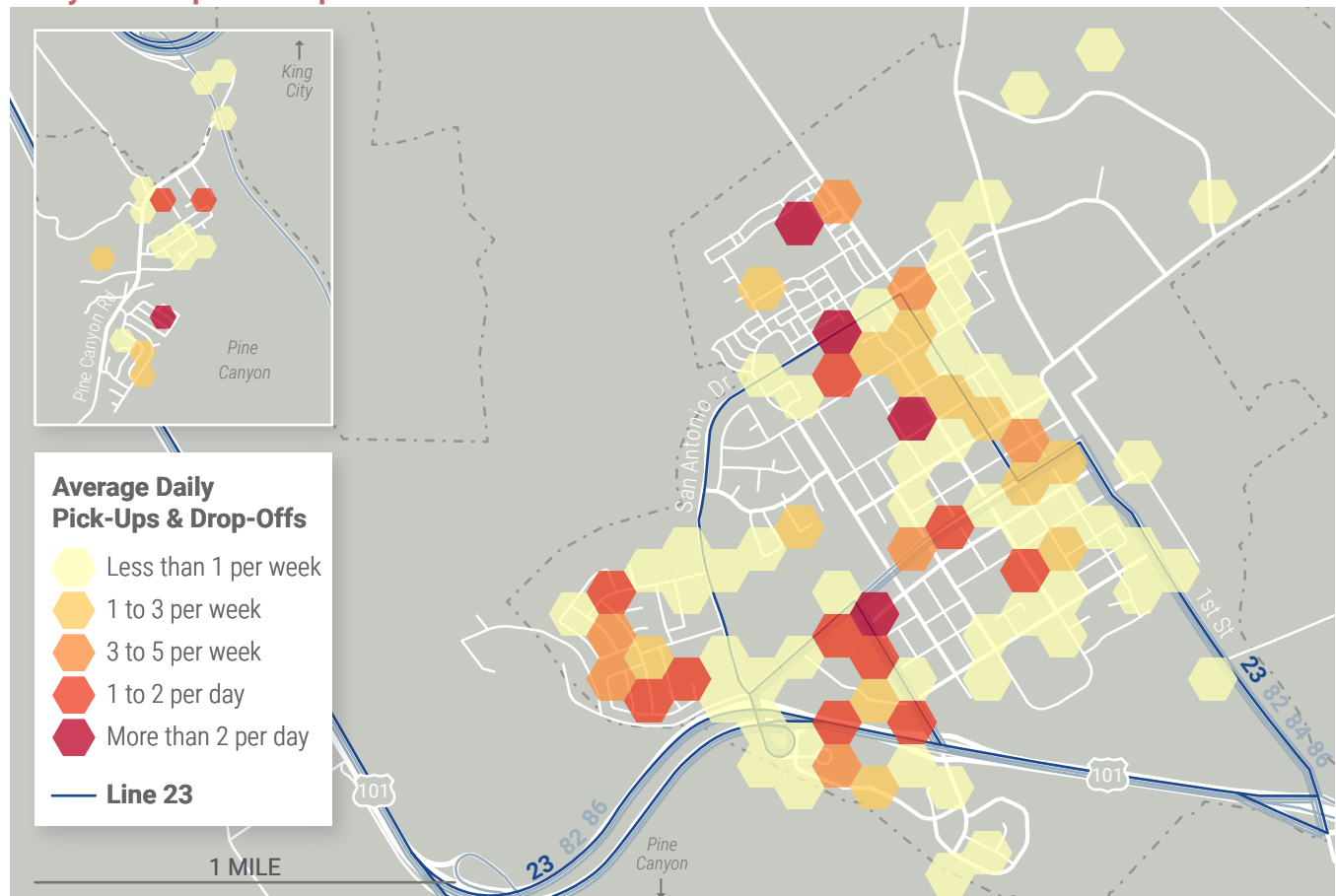
Source: MST (9/19-2/20)

Change in Ridership Over Time

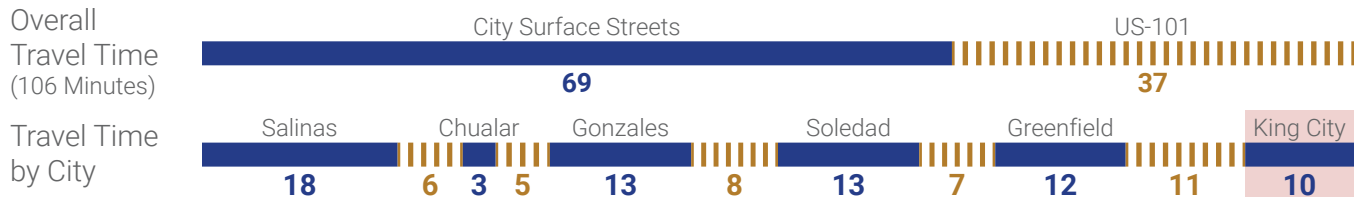


Source: MST (1/17-5/20)

Daily Pick-Ups & Drop-Offs



Travel Time by Roadway Type

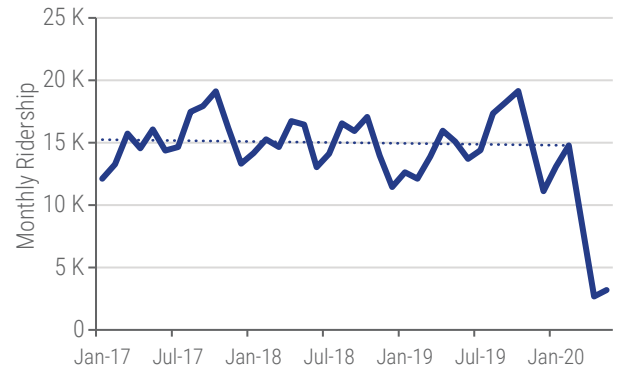


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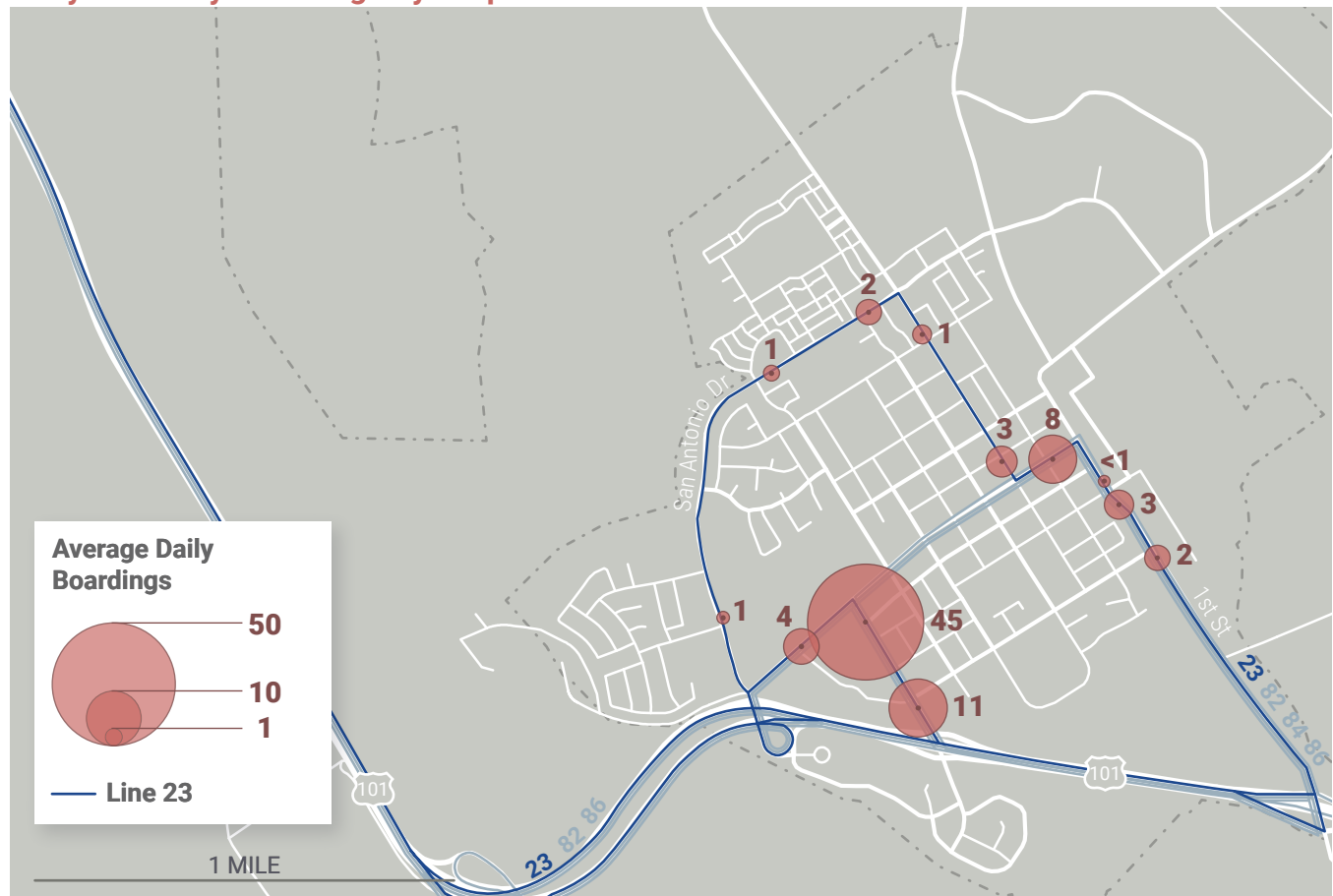
Source: MST (9/19-10/19)

Change in Ridership Over Time



Source: MST (1/17-5/20)

Daily Weekday Boardings by Stop



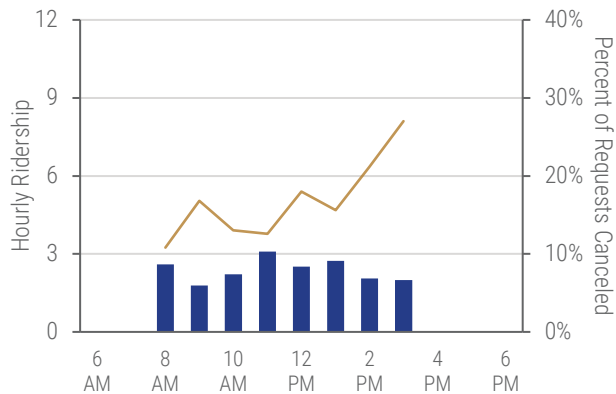
Ridership & Operating Statistics

Daily Ridership **23** passengers
Daily Revenue Hours **7** hours
Passengers per Revenue Hour **3.1** passengers per hour

Trip Duration **9.4** minutes
Arrival Wait Time **4.1** minutes
Reservation Lead Time **8.4** hours

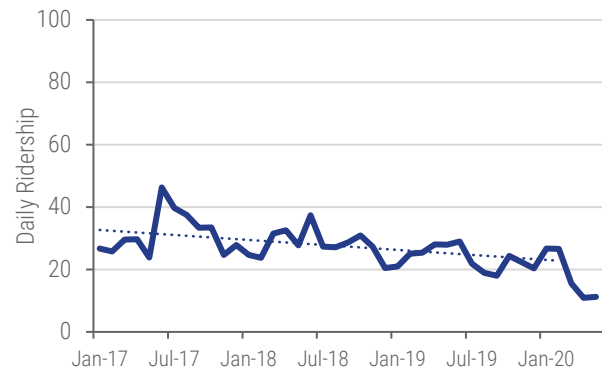
Source: MST (9/19-2/20)

Ridership by Time of Day



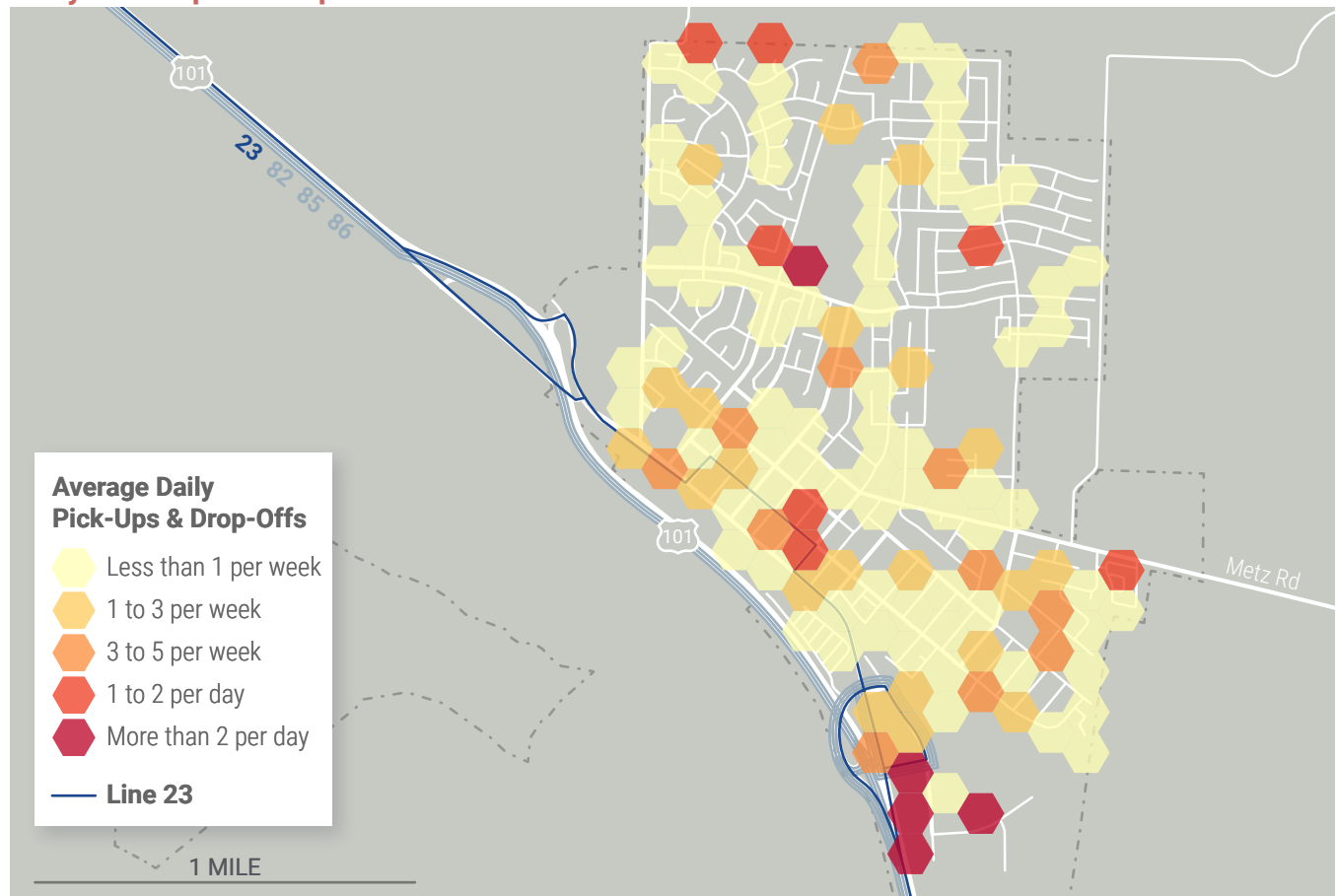
Source: MST (9/19-2/20)

Change in Ridership Over Time



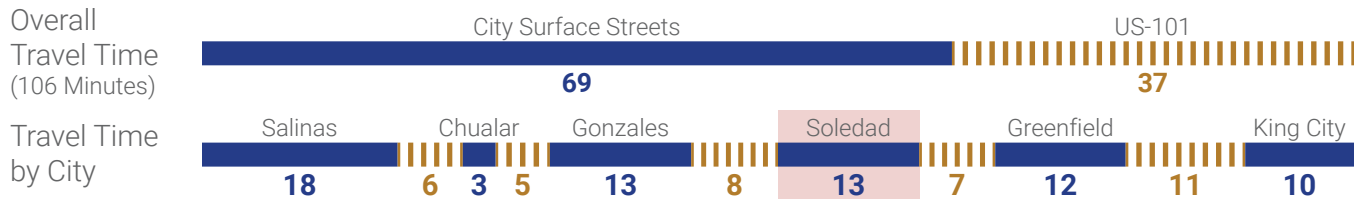
Source: MST (1/17-5/20)

Daily Pick-Ups & Drop-Offs



Note: 3 additional daily pick-ups and drop-offs occur north, near the Salinas State Prison

Travel Time by Roadway Type

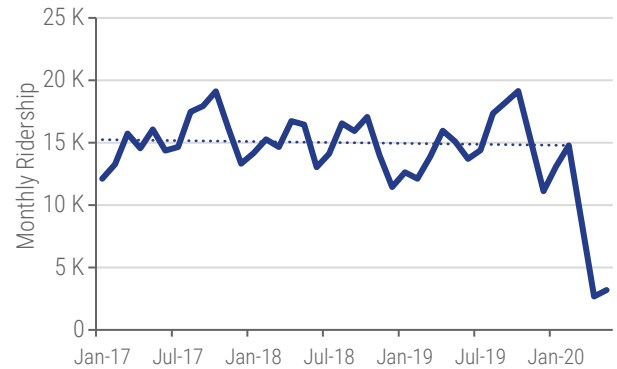


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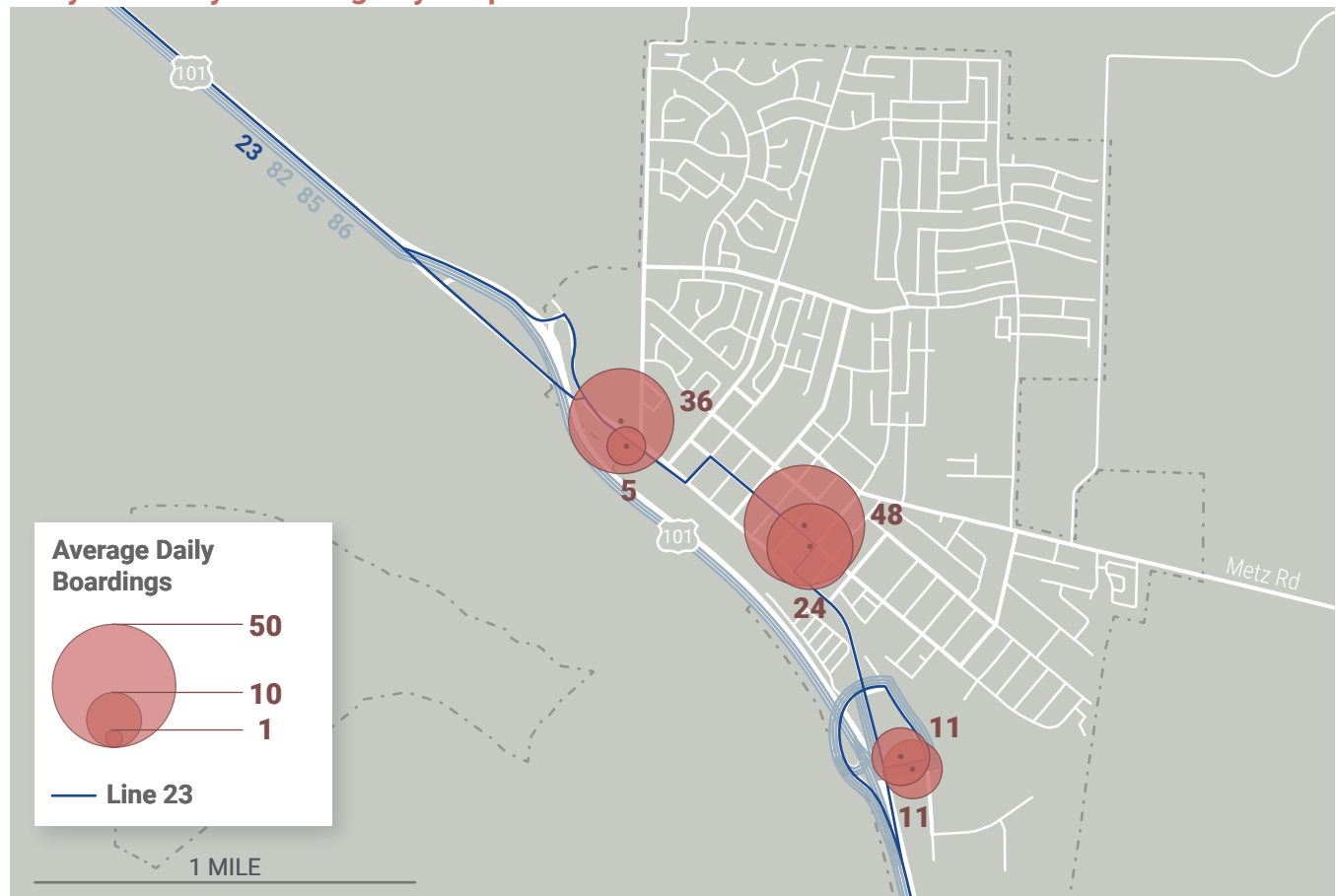
Source: MST (9/19-10/19)

Change in Ridership Over Time



Source: MST (1/17-5/20)

Daily Weekday Boardings by Stop



To: Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: Draft FY 2022 – 2025 Strategic Plan and Draft 2 Year Action Plan

RECOMMENDATION:

Review 2nd Draft Strategic Plan – FY 2022-2025, 2 Year Action Plan Draft, and provide comment.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board adopts a multi-year strategic plan that provides direction to staff in the development of budgets and annual action plans.

DISCUSSION:

Your Board conducted a facilitated strategic planning workshop at its meeting of January 11, 2021 and a report from meeting facilitator Jerry Benson of 3rd Wind Leadership, was provided at your meeting of February 9. Staff utilized the information from this report as well as our notes, observations and feedback received from board members to prepare the attached draft Strategic Plan and provided first draft 2-year action plan for your review at your meeting of March 8, 2021.

Comments received from the board on March 8 included a desire to see more specific, measurable Performance Goals. In this second draft, staff has revised the language of all of the goals to make them more specific yet easy to determine whether the goals are being accomplished at any point in time. A comparison of the goals statements may be found in Attachment 3.

Based on any additional comments received, staff will revise the draft and present a final Strategic Plan at your meeting of May 10 which will be used to formulate a 2-year budget and supporting action plan for FY 2022-2023.

ATTACHMENT(S):

1. 2nd DRAFT - Monterey-Salinas Transit District (MST) Strategic Plan – FY 2022-2025
2. Comparison of 1st Draft and 2nd Draft Goals
3. FY 2022/2023 - 2 Year Project Action Plan Draft

PREPARED BY: Carl Sedoryk
Carl Sedoryk

2nd DRAFT - Monterey-Salinas Transit District (MST) Strategic Plan – FY 2022-2025

About the Plan:

This Plan represents the collaboration of the MST Board of Directors and staff to develop a multi-year vision and identify strategic priorities to focus MST resources and energies.

MST services focus on moving people from where they are to where they need and choose to be. Similarly, the MST Board of Directors focuses on developing policy to move the District to where it needs to be to effectively serve the residents of and visitors to our communities and constituencies.

While the process revealed no changes in the stated mission, vision, and values of the District, a review of MST's strengths, weaknesses, opportunities, and challenges (SWOC) revealed a number of clear opportunities and challenges as ranked by the Board. To summarize, the key challenges and opportunities for MST are transit-priority corridors and services; inclusiveness, equity, and diversity; COVID recovery and public trust; financial challenges; and emerging transit technology. Addressing these issues should be the focus of goals, objectives, and tactics.

Board members reviewed the strengths and weaknesses of the District and identified MST's strengths to include community support, a proven track record of service, innovation and fiscal responsibility, and a solid and effective team. Weaknesses include COVID-related ridership loss, lack of diversity compared to community, obsolete IT systems, financial unpredictability, and workforce staffing challenges.

A summary of the Board ranked Strengths, Weaknesses, Opportunities and Challenges may be found in Exhibit 1. A full listing of the staff generated SWOC may be found in the Appendix along with the Board survey results. It will be important for staff to take advantage of its current strengths and build on weaknesses as it makes strategic plans to take advantage of opportunities and minimize the challenges faced by MST.

The Plan covers a four-year period encompassing two operating 2-year budget cycles and will be supported by a 5-year capital project investment plan.

Exhibit 1
MST Board Ranking of Opportunities, Challenges, Strengths and Weaknesses

MST Opportunities	MST Challenges
Transit exclusive and transit priority corridors; such as, SURF! busway, bus-on-shoulder, Marina-Salinas corridor	Traffic congestion, lack of HOV lanes
Emerging, innovative transit solutions, such as, autonomous vehicles	Regaining trust in public transit post-COVID
Inclusiveness, equity, and diversity	Zero emission bus requirements increase expenses without additional revenue
COVID-19 recovery and community needs	Unpredictable funding/revenue sources
Off-board fare collection and contactless fare collection	Increased homelessness, mental illness and addiction
K-12 transit partnerships	
South County Maintenance/Operations Facility	

MST Strengths	MST Weaknesses
Support of elderly/disabled/veteran community	Staffing challenges and underutilization of specific demographics
Employees, management team and board	Dependence on local private/public partnerships that have been suspended
Federal funding programs - FAST Act Re-Authorization, CARES Act	Legacy IT systems/lack of system integration
Community / stakeholder support	Low ridership due to job losses/school closures – long term COVID Issues
Culture of innovation in support of public service	Inability to predict future revenues
Fiscally responsible - A1 Moody's Rating	
Public/private partnerships	
Labor relationships	

During the strategic planning process, no feedback was provided regarding changes to the District's Mission, Vision, and Values which are stated below:

Monterey-Salinas Transit District Mission

Advocating and delivering quality public transportation as a leader within our community and within our industry.

Our Vision

A fully funded public transit system providing quality, valued, and affordable mobility and transportation services for the people in Monterey County.

We Believe In...

- **Using Good Judgment**
- **Achieving Win/Win Outcomes**
- **Mutual Respect**
- **Teamwork**
- **Acting with Dignity, Trust, Cooperation, and Loyalty**
- **Constant Measurable Improvement**
- **Recognizing Achievement of Results**

Strategic Goals

The Board responded to a survey to rank the importance of the seven strategic priorities or goals. The goal to *develop and maintain adequate and stable long-term revenues* was rated as the most important, with 83% of Board Members rating it as "critically important." The second most important goal, with 58% of Board Members giving the "critically important" rating, was *provide quality transit and mobility management service*. All of the other goals can be considered of secondary importance.

The following are the strategic priorities and goal statements that MST will pursue over the next four years to coincide with two budget cycles of 2 years each. For each goal, the Board while working together with the Executive Leadership Team, has formulated initial objectives and desired outcomes. Easy to track performance goals and Indicators of success were defined to track relative progress towards the objectives and outcomes. Discrete tactics to be utilized taken towards the accomplishment of the strategic goals will be defined in each annual budget action plan during the life of the strategic plan. Measurement of progress towards strategic goals will be included in monthly performance dashboards, quarterly action plan updates, and through other reporting systems as directed by the Board.

FY 2022 - 2025 GOALS, OBJECTIVES, AND ACTION PLANS

Goal #1: Develop and Maintain Adequate and Stable Long-Term Revenues.

Objectives/Outcomes:

Retain and grow public/private and public/public partnerships, fare-pricing strategies and revenue generation from the use of MST assets as a means to generate the revenue required to construct needed capital facilities, purchase vehicles, sustain current and future transit services, and maximize the value of MST services to the community.

Through education and advocacy, encourage policymakers and the general public to enact legislation at local, state, and federal levels to provide sustained funding sources that will support the future growth of Monterey County's public transportation system.

Performance Goals and Indicators of Success:

- Seek and execute competitive grants, public/private partnership funding agreements, and public/private financing to leverage funding received by formulas.
- Maintain adequate funding and cash reserves to support 2-year operating plans and 5-year constrained capital plan and comply with board policy.
- Identify potential funding sources for any emerging unfunded operating expenses or capital projects.
- Ensure annual financial and operating efficiency performance results fall within board approved budget and financial performance dashboard acceptable ranges.

Tactics:

- ✓ Adopt and execute annual state and federal legislative programs.
- ✓ Utilize debt financing from bonds, private financing, and other sources as appropriate.
- ✓ Identify additional partnerships to fund transit services outside of traditional tax sources.
- ✓ Maintain adequate cash reserves to support a state of good repair for assets.
- ✓ Identify grant opportunities to leverage local funds for transit projects.
- ✓ Research a permanent extension of Measure Q and/or opportunities for local funding to support fixed-route services and required infrastructure.
- ✓ Develop 2-year operating budget and 5-year Capital Improvement Program process.

Goal #2: Provide Quality Transit and Mobility Service for the Communities We Serve.

Objectives/Outcomes:

Develop and implement services, infrastructure, and technologies to meet and exceed the expectations of customers and maximize the value of MST in the community. Expand public/private, military, and educational partnerships. Continue to explore and implement new technologies and practices that enhance the overall customer experience, improve safety and sustainability, attract new customers, retain existing customers, and motivate employees.

Performance Goals and Indicators of Success:

- Annual passenger boarding grows rate grows in a direct relationship with regional employment and population trends.
- Recover 100% of annual pre pandemic passenger boarding by FY 2025.
- Receive an overall satisfaction with MST services rating of 80% from customers and stakeholders in biennial surveys.
- Ensure annual operating performance indicators fall within board approved budget and performance dashboard ranges in the areas of safety, operational effectiveness, on-time performance, customer satisfaction, employee satisfaction, and stakeholder satisfaction.
- Each year increase annual transit utilization by students and educational institutions.

Tactics:

- ✓ Continuation of programs that reward safe behavior.
- ✓ Fine-tune existing service to improve convenience and on-time performance.
- ✓ Monitor operating, maintenance, and financial performance statistics monthly and implement programs to support continuous improvement.
- ✓ Continue to monitor autonomous vehicle technology and implement as appropriate.
- ✓ Develop and improve workforce development programs.
- ✓ Continue planning activities for SURF! Busway and BRT transit improvements.
- ✓ Maintain MST Trolley contract with City of Monterey.
- ✓ Upgrade and enhance technologies to improve customer experience.
- ✓ Continue planning a comprehensive regional BRT system and apply for funding, as appropriate.

- ✓ Maintain and develop partnerships with alternative mobility providers, including taxis, vanpool, and transportation network company (TNC) to improve mobility options.
- ✓ Implement service plan utilizing South County operations and maintenance facility.
- ✓ Formulate and implement a 5-year Capital Improvement Program (CIP).
- ✓ Complete Comprehensive Operational Analysis (COA) and implement recommended transit network improvements.

Goal #3: Improve Board Protocols and Recommend Best Practices to Achieve Effective and Efficient Board Operations and Board Meeting Management.

Objectives/Outcomes:

Maintain and grow governance board to be fully involved, fully integrated, well informed, and well-functioning in their policy decision making process

Performance Goals and Indicators of Success:

- Receive an annual overall satisfaction rating with board performance, staff support and board training and development opportunities from 85% of MST Board of Directors.
- Conduct at least one Strategic Planning workshop each year to review strategic plan progress and to review/reaffirm board adopted goals.
- Provide semi-annual updates and opportunities for review of Board policies.
- Conduct Transit 101 training on a variety of topics for Board members and provide opportunities for board members to participate in transit workshops and conferences.

Tactics:

- ✓ Continue to offer board member development opportunities.
- ✓ Monitor board reporting practices to make better use of limited time available for board meetings.
- ✓ Survey board members to determine overall satisfaction rating with board performance, staff support and board training and development opportunities.
- ✓ Continue regular CEO/Board member one-on-one sessions.
- ✓ Conduct continuous review of board adopted policies and update as needed.

Goal #4: Promote Policies and Practices that Encourage Environmental Sustainability and Resource Conservation.

Objectives/Outcomes:

Implement economically sound and environmentally friendly resource conservation policies that reduce dependence on scarce natural resources and the potential for negative impacts on our environment including reducing negative impacts of transportation-related to greenhouse gas emissions and global climate change.

Performance Goals and Indicators of Success:

- Meet or exceed annual Zero Emission Bus procurement requirements of the Innovative Clean Transit Rule.
- Increase annual capital budget funding for technologies and programs that reduce consumption and related costs of water, electric and natural gas and provide annual report results of investments made to date.
- Reduce by 50% consumption of pre-pandemic levels fossil and non-renewable fuels by FY 2025.
- Provide funding in capital plan for solar energy and energy storage technologies and procure appropriate technologies as funding allows.
- Seek appropriate recognition for achieving reducing greenhouse gas emissions, implementing zero-emissions goals, and other related resource conservation activities and achievements.

Tactics:

- ✓ Participate in national, state, and regional transit conferences, meetings, and zero-emission forums, user groups, etc., that identify and outline changes to federal and California Air Resources Board (CARB) emission requirements.
- ✓ Maintain a dialogue with CARB staff regarding emission requirements and emission reduction strategies.
- ✓ Complete CARB mandated Zero Emission Bus (ZEB) Roll Out Plan and develop capital financing plan to implement adopted goals.
- ✓ Identify opportunities for energy, water, gas, and other resource conservation programs.
- ✓ Implement ZEB vehicle, equipment, infrastructure, energy storage, and other technologies identified in ZEB Roll Out Plan.
- ✓ Monitor emerging technologies and determine cost-effective sustainable technologies and implement as appropriate.

Goal #5: Educate the Public on MST Services Through Promotion, Communication and Advocacy.

Objectives/Outcomes:

Attract new and retain existing riders and improve support for MST by utilizing effective marketing, promotion of brand identity, and communication techniques and by applying greater focus in meeting whole community and stakeholder needs.

Performance Goals and Indicators of Success:

- Achieve increased awareness of MST transportation and mobility services and the value they provide by community members in biennial surveys.
- Annually Increase patronage and usage of the MST RealTime suite of and traveler information tools.
- Implement information campaigns that results in positive news media coverage of MST.
- Sustain and grow favorable community engagement through social media.

Tactics:

- ✓ Implement and develop coordinated, multi-media, bilingual media communications and advertising programs and including an emphasis on providing relevant messaging to youth markets.
- ✓ Improve MST online and social media presence and utilize new and emerging technologies to communicate with new markets.
- ✓ Encourage transit-friendly land-use planning through further dissemination of the Designing for Transit manual.
- ✓ Implement targeted marketing education and promotional efforts designed towards major employers, students, visitors, senior groups, hospitality industry, and non-traditional customers.
- ✓ Develop an MST brand to market MST services and recruit future employees.
- ✓ Incorporate MST brand into all communication/marketing materials and fleet.

Goal #6: Promote Organizational Values to Maintain High-Quality Relationships with MST Employees, Contractors, Vendors, Board Members, and Community Stakeholders.

Objectives/Outcomes:

Promote individual and organizational safety, efficiency, and effectiveness and enhance the satisfaction of our customers, employees, partners, board members, and other key stakeholders.

Performance Goals and Indicators of Success:

- Receive 80% of employees, customers, and stakeholders surveyed indicate overall satisfaction with MST services, practices and programs.
- Conduct at least two meeting each year between MST executive leadership team and the elected leadership of the Amalgamated Transit Union, Local 1225 and Monterey-Salinas Transit Employee Association.
- Maintain an accident frequency/severity experience that is within lowest 10% of shared indemnity pool members.
- Provide monthly, or more frequent, updates from MST leadership to the workforce and community-at-large utilizing a variety of communication media.

Tactics:

- ✓ Recognize and celebrate individual and group achievements in support of MST's mission, vision, values, goals, and objectives.
- ✓ Conduct attitude and opinion surveys to gauge satisfaction of riders, non-riders, employees, and stakeholders.
- ✓ Improve communication with all employees and the Amalgamated Transit Union (ATU) leadership.
- ✓ Ensure employment contracts with ATU and Monterey-Salinas Transit Employee Association (MSTEA) agreements, work rules, and training are in place to promote a diverse, inclusive and equitable workplace, free from unlawful harassment supporting individual dignity and mutual cooperation in support of MST mission, values and goals.
- ✓ Develop and implement targeted marketing and promotional efforts designed towards major employers, students, senior groups, hospitality industry, tourists, and non-traditional riders will also assist in growing ridership.
- ✓ Develop and implement workforce recruitment, training, development, and succession plans to ensure a proper staff structure is in place that supports the mission, vision, and values to meet strategic goals and objectives.
- ✓ Develop innovative methods of communication to MST stakeholders.
- ✓ Promote employee incentives for recruitment.
- ✓ Develop a Spanish language social media presence.

Goal #7: Enhance Industry Leadership for Like-Sized Agencies within California and the United States.

Objectives/Outcomes:

Develop and implement programs and practices that distinguish MST as a leader within the public transit industry.

Indicators:

- MST staff shall participate in a leadership role in local, state and national industry trade associations.
- Seek and receive recognition and acknowledgement for programs and practices that show innovation and best practices.

Tactics:

- ✓ Seek appointment to leadership positions within appropriate national, state, and local trade, business and community associations, and committees.
- ✓ Develop and implement innovative programs that enhance the overall customer experience, improve safety and sustainability, reduce costs, attract new customers, retain existing customers, motivate employees, and reflect well on MST and the public transit industry in general.
- ✓ Implement targeted marketing, educational and promotional efforts designed towards major employers, students, visitors, senior groups, hospitality industry, and non-traditional customers.

MST thanks and acknowledges the following for their participation in the development of this document:

Monterey-Salinas Transit Board Members:

Chair, Dan Albert, City of Monterey
Vice Chair, Mayor Anna Velazquez, City of Soledad
Jeff Baron, City of Carmel-by-the-Sea
Pat Lintell, City of Del Rey Oaks
Lorraine Worthey, City of Gonzales
Yanely Martinez, City of Greenfield
Mayor Mike LeBarre, City of King City
David Burnett, City of Marina
Joe Amelio, City of Pacific Grove
Mayor, Mary Ann Carbone, City of Sand
Tony Barrera, City of Salinas
Dave Pacheco, City of Seaside

Monterey-Salinas Transit Staff and Associates:

Carl Sedoryk, General Manager/CEO
Lisa Rheinheimer, Assistant General Manager
Norman Tuitavuki, Chief Operating Officer
Kelly Halcon, Director of Human Resources and Risk Management
Michelle Overmeyer, Director of Planning and Innovation
Mark Eccles, Director of Information Technology
Jeanette Alegar-Rocha, Executive Assistant to the GM/Clerk to the MST Board
David Laredo, MST General Counsel
Heidi Quinn, Legal Counsel
Michael Laredo, Legal Counsel
Workshop Facilitator: Jerry Benson, 3rd Wind Leadership

APPENDIX

Staff Generated SWOC Analysis

Strengths

Federal funding programs - FAST Act Re-Authorization, CARES Act
Culture of Innovation in support of public service

Alternative funding strategies
Employees and management team and board
Fiscally responsible - A1 Moody's Rating

Legislative representatives/governmental relations (FTA, Caltrans)
Well maintained fleet, replaced many high-mileage vehicles
Support of elderly/disabled/veterans' community
Emergency response/business continuity plan

System operating performance
Community / stakeholder support
Strong image reputation
Recognized industry leadership
Public safety relationships
Advanced technology infrastructure
Safety culture
Broad community use of services

Public/private partnerships
Transit District governance
Security system
Mobility management programs
Labor relationships
Rehabilitated and expanded number of facilities

Opportunities

Tort law reform
Public/private partnerships
Changing habits—new customer types

SURF! Opportunity, bus-on-shoulder
Local highway improvement projects
Succession planning within MST
Transportation Network Companies (TNCs)

Marina-Salinas multimodal corridor planning
Off-board fare collection and contactless fare collection
Untapped customer base

Weaknesses

Inconsistent employee response to COVID-19 self-protection outside of work
Dependence on local private/public partnerships that have been suspended
Low ridership due to job losses/school closures
Inability to predict future revenues
Low staffing levels due to recruitment challenges and compliance issues, underutilization of specific demographics
Lack of physical capacity at transit centers in Monterey, San Jose, and Salinas
Skills gap of mid-management, front line supervisors - Bench Strength
Lack of visibility to transportation career
Inconsistent performance of transit service contractor
Lack of developed brand identity
Legacy IT systems/lack of system integration
Lack of new technology training programs
Dependence on federal COVID Relief funds
Persistent cash flow issues
Lack of formal long-term capital planning process
Single year budget process
Lack of taxicab/TNC in south county communities

Challenges

Traffic congestion/ Lack of HOV lanes
Local development/environmental regulations
Unfunded mandates CARB/EPA/ADA, ICT ZEB Rollout
Demographics; aging population & workforce
Zero emission infrastructure and technology
Operating costs increasing faster than revenue
Increased homelessness, mental illness, and addiction
Uncertainty with military partners
Non-transit-oriented development

Local unemployment post pandemic

Opportunities (Continued)

Inclusiveness, equity, and diversity
University/college transit services

Enhance safety performance
State carbon cap and trade program
State transit funding (LTF, STA, SB1)
Measure Q 5-10 Year Plan
Purchased transportation contract RFP
South County Maintenance/Operations Facility

TAMC sales tax revenues from Measure X
Comprehensive Operational Analysis
COVID-19 recovery and community needs

Weaknesses (Continued)

Gridlock in Congress
National Highway Trust Fund deficit
Limited space for future growth
Low urban density
Public transit industry politically weak
Aging population requiring specialized service
High threshold for local sales tax approval
Lack of a local sales tax for fixed-route
Regaining public trust in public transit (post-pandemic)
Low cost and ease of access to private autos
Cost of living issues for employees/customers
COVID-19 recovery and community response

Survey Results on Current Goals

The 2018-2020 MST Strategic Plan identified seven strategic goals. Please review and evaluate each goal.

**Goal #1: Develop and Maintain Adequate and Stable Long-Term Revenues.
How important is this goal for MST in 2021-2023?**

Not important:	0 %
Somewhat important:	0 %
Important:	17 %
Critically important:	83 %

**Goal #2: Provide Quality Transit and Mobility Management Service.
How important is this goal for MST in 2021-2023?**

Not important:	0 %
Somewhat important:	0 %
Important:	42 %
Critically important:	58 %

Goal #3: Maintain Effective Board Protocols and Best Practices to Achieve Effective and Efficient Board Operations and Board Meeting Management. How important is this goal for MST in 2021-2023?

Not important:	0 %
Somewhat important:	8 %
Important:	75 %
Critically important:	17 %

Goal #4: Promote Policies and Practices that Encourage Environmental Sustainability and Resource Conservation.

How important is this goal for MST in 2021-2023?

Not important:	0 %
Somewhat important:	9 %
Important:	82 %
Critically important:	9 %

Goal #5: Educate the Public on MST Services Through Promotion, Communication and Advocacy.

How important is this goal for MST in 2021-2023?

Not important:	0 %
Somewhat important:	8 %
Important:	75 %
Critically important:	17 %

Goal #6: Promote Organizational Values to Maintain High Quality Relationships with MST Employees, Contractors, Vendors, Board Members and Community Stakeholders.

How important is this goal for MST in 2021-2023?

Not important:	0 %
Somewhat important:	9 %
Important:	73 %
Critically important:	18 %

Goal #7: Maintain Industry Leadership for Like-Sized Agencies within California and the United States.

How important is this goal for MST in 2021-2023?

Not important:	0 %
Somewhat important:	17 %
Important:	67 %
Critically important:	17 %

1st Draft	2 nd Draft
<p>Goal #1: Develop and Maintain Adequate and Stable Long-Term Revenues.</p> <ul style="list-style-type: none"> • Maximize opportunities to leverage local funds with Federal, State, and private sources to support transit projects. • Maximize public/private funding agreements. • Adequate funding in place to support operating and capital needs, including unfunded requirements. • Increased financial support through local funding initiatives as appropriate. 	<p>Goal #1: Develop and Maintain Adequate and Stable Long-Term Revenues.</p> <ul style="list-style-type: none"> • Seek and execute competitive grants, public/private partnership funding agreements, and public/private financing to leverage funding received by formulas. • Maintain adequate funding and cash reserves to support 2-year operating plans and 5-year constrained capital plan and comply with board policy. • Identify potential funding sources for any emerging unfunded operating expenses or capital projects. • Monitor and ensure annual financial and operating efficiency performance results fall within board-approved budget and financial performance dashboard acceptable ranges.

<p>Goal #2: Provide Quality Transit and Mobility Service for the Communities We Serve.</p> <ul style="list-style-type: none"> • Passenger boarding growth rate that supports employment and population growth trends. • Increased customer and stakeholder satisfaction. • Business conducted within approved budget and performance indicators including safety, efficiency, effectiveness, on-time performance, customer satisfaction, employee satisfaction, and stakeholder satisfaction. • Increased transit utilization by students and educational institutions. 	<p>Goal #2: Provide Quality Transit and Mobility Service for the Communities We Serve.</p> <ul style="list-style-type: none"> • Annual passenger boarding rate grows in direct relationship with regional employment and population trends. • Recover 100% of annual pre-pandemic passenger boardings by FY 2025. • Receive an overall satisfaction with MST services rating of 80% from customers and stakeholders in biennial surveys. • Annual operating performance indicators fall within board-approved budget and performance dashboard ranges in the areas of safety, operational effectiveness, on-time performance, customer satisfaction, employee satisfaction, and stakeholder satisfaction. • Increase transit utilization by students and educational institutions annually.
<p>Goal #3: Improve Board Protocols and Recommend Best Practices to Achieve Effective and Efficient Board Operations and Board Meeting Management.</p> <ul style="list-style-type: none"> • Satisfied, involved, fully integrated, well informed, and well-functioning Board of Directors. • Residents of member jurisdictions feeling well represented. 	<p>Goal #3: Improve Board Protocols and Recommend Best Practices to Achieve Effective and Efficient Board Operations and Board Meeting Management.</p> <ul style="list-style-type: none"> • Receive an annual overall satisfaction rating from 85% of MST Board of Directors in the areas of Board performance, staff support, Board training, and Board development. • Conduct at least one Strategic Planning Board workshop annually. Review strategic plan progress and review/reaffirm board-adopted goals. • Review Board adopted policies semi-annually. • Conduct Transit 101 training on a variety of topics for Board members and provide opportunities for board members to participate in transit workshops and conferences.

<p>Goal #4: Promote Policies and Practices that Encourage Environmental Sustainability and Resource Conservation.</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Compliance with EPA and California Air Resources Board mandates. • Reduced consumption and related costs of utilities. • Reduced consumption of fossil and non-renewable fuels. • Increased investment in zero-emission technology. • Public recognition for achieving reducing greenhouse gas emissions, implementing zero-emissions goals, and other related activities and achievements. 	<p>Goal #4: Promote Policies and Practices that Encourage Environmental Sustainability and Resource Conservation.</p> <ul style="list-style-type: none"> • Meet or exceed annual Zero Emission Bus (ZEB) procurement requirements of the Innovative Clean Transit Rule (ICT). • Increase annual capital budget funding for technologies and programs that reduce consumption and related costs of water, electric, and natural gas. Provide annual report of results and investments made to date. • Reduce by 50%, MST's consumption of pre-pandemic levels of fossil and non-renewable fuels by FY 2025. • Provide funding in capital plan for solar energy, energy storage, or related technologies. Procure appropriate technologies as funding allows. • Seek appropriate recognition for achieving greenhouse gas emissions reduction efforts, implementing zero-emissions goals, and other related resource conservation activities and achievements.
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<p>Goal #5: Educate the Public on MST Services Through Promotion, Communication and Advocacy.</p> <p>Indicators:</p> <ul style="list-style-type: none"> • Increased awareness of MST transportation and mobility services and the value they provide. • Increased patronage and usage of the MST RealTime suite of and traveler information tools. • Increased positive coverage of MST utilizing diverse and culturally sensitive media, as appropriate. • By 2025, increase customer usage of MST services by 20% over CY 20 levels. 	<p>Goal #5: Educate the Public on MST Services Through Promotion, Communication, and Advocacy.</p> <ul style="list-style-type: none"> • Achieve increased awareness of MST transportation and mobility services and the value they provide by community members in biennial surveys. • Annually increase patronage and usage of the MST RealTime suite of and traveler information tools. • Implement information campaigns that results in positive media coverage and community presence of MST. • Sustain and grow favorable community engagement through social media.
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<p>Goal #6: Promote Organizational Values to Maintain High-Quality Relationships with Goal #6: Promote Organizational Values to Maintain High-Quality Relationships with MST Employees, Contractors, Vendors, Board Members, and Community Stakeholders.</p> <p>Indicators:</p> <ul style="list-style-type: none"> • High levels of employee, customer, and stakeholder satisfaction. • Improved relationships with represented labor workforce. • Increased utilization of employee workforce development programs. • Improved safety performance and reductions in injuries. 	<p>Goal #6: Promote Organizational Values to Maintain High-Quality Relationships with MST Employees, Contractors, Vendors, Board Members, and Community Stakeholders.</p> <ul style="list-style-type: none"> • Receive overall satisfaction rating of MST services, practices, and programs from at least 80% of MST employees, customers, and stakeholders surveyed. • Conduct at least two meetings annually between MST executive leadership team and the elected leadership of the Amalgamated Transit Union (ATU), Local 1225, and Monterey-Salinas Transit Employee Association (MSTEA). • Maintain an accident frequency/severity experience that is within the top 10% of shared indemnity pool members. • Provide monthly, or more frequent, updates from MST leadership to the workforce and community-at-large utilizing a variety of communication media.
<p>Goal #7: Enhance Industry Leadership for Like-Sized Agencies within California and the United States.</p> <ul style="list-style-type: none"> • Participate in a leadership role in industry trade associations. • Receive recognition and acknowledgement for innovative programs and practices. 	<p>Goal #7: Enhance Industry Leadership for Like-Sized Agencies within California and the United States.</p> <ul style="list-style-type: none"> • MST staff shall participate in a leadership role in local, state, and national industry trade associations. • Seek and receive recognition and acknowledgment for programs and practices that show innovation and best practices.

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**FY 2022/2023
2 Year Project Action Plan Draft**

1. Initiate development and implementation plan of MST Branding initiative per Marketing Plan. July 2021
2. Initiate comprehensive campaign to promote increased inclusivity, diversity, and equity of employment of underrepresented groups within MST's workforce. September 2021
3. Complete construction and commence operations from South County Operations and Maintenance Facility. December 2021
4. Complete demonstration of contactless fare payment and mobile ticketing solution and determine feasibility of continuing technology on MST fixed route, MST RIDES and MST subsidized taxi services. October 2021
5. Begin implementation of Zero Emission Bus (ZEB) Roll Out Plan: Focus on ZEB vehicles, equipment, infrastructure, and develop long term funding plan to include public-private partnerships. December 2021.
6. Initiate East Alisal BRT and Salinas Transit Center (STC) Relocation Study as funding allows. January 2022
7. Upgrade/replace MST voice communication systems. December 2021
8. Develop plan to address outdated information technology legacy systems and continue implementation of 2019 – 2021 Information Technology Strategic Action Plan. December 2021
9. Finalize Comprehensive Operational Analysis and begin implementation of board approved service changes to fixed route and Measure Q funded services along with supporting staffing plan. March 2022
10. Execute contract for purchased transportation services to include Fixed Route, On Call, and RIDES Paratransit service. May 2022.
11. Complete environmental and preliminary engineering (October 2021), and begin final design, and continue documentation for FTA Capital Investment Grant (CIG) project evaluation, rating, and approval for SURF! Busway and Bus Rapid Transit Project (BRT). June 2022
12. Conduct fixed facility review for location new/rehabilitated Salinas Operations and Maintenance Facility. June 2022
13. Determine feasibility of MST administered Vanpool Program to supplement existing fixed-route and mobility services. June 2022

14. Refine and renew post-COVID partnership programs for Hartnell College, Monterey Peninsula College, CSUMB, City of Monterey/Monterey Bay Aquarium, Naval Post Graduate School and Presidio of Monterey. July 2022
15. Seek opportunities to identify how MST services and amenities can better support the mobility needs of Monterey County homeless populations. September 2022
16. Promote and participate in planning efforts for autonomous vehicle infrastructure where such technology would best support MST operations. June 2023
17. Initiate research to determine levels of community support for local funding initiatives to support long term investments including fixed route operations, BRT and ZEB infrastructure investments. June 2023

FY 2022 DRAFT Ongoing and Recurring Action Items

1. Continue efforts to ensure passenger and employee safety and security.
2. Continue transit activities within board adopted operational and financial performance standards.
3. Continue efforts to finance and maintain a state of good repair for MST fleet, facilities and supporting infrastructure.
4. Maintain ongoing community partnerships and seek new opportunities as appropriate.
5. Develop and implement service levels, facilities, policies, and procedures appropriate to funding availability and community requirements.
6. Actively participate in state and national trade associations to support issues of local concern.
7. Continue employee training and development opportunities through partnerships with local colleges, universities, trade associations, and vendors.
8. Provide administrative support in service to Monterey County Regional Taxi Authority and Monterey-Salinas Transit Corporation.
9. Ensure compliance with federal, state, and local regulations, and conduct regular review of policies and practices.
10. Adopt and execute federal and state legislative programs.
11. Continue marketing and community outreach programs to promote and educate the communities we serve regarding the benefits of MST mobility services.
12. Continue board development/educational activities and policy reviews.
13. Continue to adopt policies and adapt practices to existing Emergency Operations plan to address impacts to the operations and workforce of MST and ensure safety and cyber security of MST data and telecommunications systems, networks, and programs.
14. Continue to seek funding from grant sources and extra governmental partnerships to maintain and expand mobility services.
15. Continue programs to support employment diversity, inclusiveness and equity for MST employees and customers.

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To: Board of Directors
From: Lisa Rheinheimer, Assistant General Manager
Subject: Website Privacy Policy

RECOMMENDATION:

Adopt new MST Website Privacy Policy.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board adopts policies for employees and non-employees. Adoption of a Website Privacy Policy is required by the California Online Privacy Protection Act of 2003 (California Business and Professions Code Sections 22575-22579).

DISCUSSION:

Because MST receives certain types of personal information from visitors to its website (mst.org) and the websites and smartphone applications of various vendors that provide services to MST customers, MST has established terms and conditions regarding the use of that information. This Privacy and Use Policy discloses what information MST gathers and how MST uses that information. By using MST's website, the websites of MST's vendors, and MST-affiliated smartphone applications, users consent to the collection and use of this information by MST, as provided for by this policy. MST will only gather personally identifiable information through lawful means, and it limits the collection of personal information to what is relevant and necessary to accomplish a lawful purpose of MST.

In general, MST collects two types of information: the personal information provided voluntarily by users, and aggregated information about users as a whole that MST collects automatically. More specifically, MST collects information during the transaction process of selling MST bus passes.

If the Board of Directors takes the recommended action, MST will post the new Policy on its Privacy and Use Policy web page, <https://mst.org/privacy-policy/>

ATTACHMENT(S):

Website Privacy Policy

PREPARED BY:  REVIEWED BY: 
Lisa Rheinheimer Carl G. Sedoryk



Website Privacy Policy

General Description

Description:

This Website Privacy Policy describes how Monterey-Salinas Transit will handle an individual's private information.

The Policy aims to provide clear information for users and/or customers, to provide clear direction to Monterey-Salinas Transit employees, and to keep Monterey-Salinas Transit compliant with applicable local, state, federal, and international data privacy regulations.

The Policy includes both a section specifically around website policies and more general information about maintaining appropriate controls around privacy that apply to both the website and any applications MST may build or endorse.

Purpose:

This Policy ensures that Monterey-Salinas Transit is committed to protecting the privacy and accuracy of confidential information to the extent possible, subject to changes in state and federal law.

Scope:

All employees

Responsibility:

Assistant General Manager
Director of Information Technology
General Accounting and Budget Manager
General Manager/CEO
Marketing and Customer Service Manager

Requirements

Relevant Knowledge:

In order to comply with this Policy you should know:

Basic knowledge of MST website

Terms and Definitions:

Term:	Definition:
CalOPPA	California Online Privacy Protection Act of 2003
Cookies	Data files that are placed on an individual's device or computer and often include an anonymous unique identifier.
Log Files	Track actions occurring on the site, and collect data including your IP address, browser type, Internet service provider, referring/exit pages, and date/time stamps.
Order Information	Certain information including name, billing address, shipping address, payment information (including credit card numbers), email address, and phone number.
Personal Information	"Personal Information" in this Privacy Policy, refers to both Device Information and Order Information.
PII	Personally identifiable information; for example, name and email
Web Beacons, tags, pixels	Electronic files used to record information about how an individual browses the site.

Policy Provisions

BACKGROUND

Description:

The California Online Privacy Protection Act of 2003 (Business and Professions Code §§22575-22579) requires operators of commercial websites and/or "online services" that collect "personally identifiable" information on California consumers to "conspicuously post" a privacy policy on their website and to comply with the Act's provisions. Also known as CalOPPA, the Act was amended by 2013's AB370 to require new privacy disclosures for websites' and online services' tracking of visitors.

Scope and Exceptions:

For assistance in understanding and implementing CalOPPA and AB 370, the Office of the Attorney General of California created "Making Your Privacy Practices Public: Recommendations on Developing a Meaningful Privacy Policy" and can be found here:

https://oag.ca.gov/sites/all/files/agweb/pdfs/cybersecurity/making_your_privacy_practices_public.pdf

Best practices call for making a privacy policy an easy-to-find page on MST's website (such as mst.org/privacy-policy). Most websites provide a link to their privacy policy in their homepage footer, main navigation, or a relevant sub-menu.

The below Privacy Policy was produced by and for Compiler LA. With the support of their legal counsel, it may be adapted to the needs of MST for posting on its website. For reference and inspiration, here is an additional privacy policy example: <https://www.dmv.ca.gov/portal/privacy-and-security/>

PRIVACY POLICY

Description:

This Policy describes how Monterey-Salinas Transit will handle an individual's private information.

Scope and Exceptions:

The Policy aims to provide clear information for users and/or customers, to provide clear direction to Monterey-Salinas Transit employees, and to keep Monterey-Salinas Transit compliant with all applicable local, state, federal, and international data privacy regulations.

The Policy includes both a section specifically around website policies and more general information about maintaining appropriate controls around privacy that apply to both the website and any applications MST may build and endorse.

WEBSITE PRIVACY

Description:

Monterey-Salinas Transit works hard not to collect information that is not explicitly needed and avoids integrating tools that collect data in unsolicited ways.

Scope and Exceptions:

During the course of online interactions with MST's website (www.mst.org), it is customary to collect information that a web browser provides including:

- IP Address
- Web Brower
- Time Zone/Locale

Additionally, as an individual browses the site, MST collects information about the individual web pages that is viewed, what websites or search terms referred the individual to the site, and information about how the user interacts with the site.

MST collects Device Information using the following technologies:

"Cookies" are data files that are placed on the device or computer and often include an anonymous unique identifier. For more information about cookies, and how to disable cookies, visit allaboutcookies.org.

"Log files" track actions occurring on the site, and collect data including the users IP address, browser type, Internet service provider, referring/exit pages, and date/time stamps.

"Web beacons," "tag," and "pixels" are electronic files used to record information about how users browse the site.

Additionally, when users purchase services or attempt to purchase services through the site, MST collects certain information, including name, billing address, shipping address, payment information (including credit card numbers), email address, and phone number. MST refers to this information as "Order Information."

When MST uses the term "Personal Information" in this Privacy Policy, the term means Device Information and Order Information.

SHARING and TRANFERRING INDIVIDUAL'S INFORMATION

Description:

In no case does MST sell or rent Personal Data to marketers or unaffiliated third parties. MST shares your Personal Data with trusted entities, as outlined below.

Scope and Exceptions:

MST shares Personal Data internally to provide their Services and for internal administration purposes.

MST shares Personal Data with a limited number of their service providers. MST has service providers that provide services on their behalf, such as website hosting, data analysis, information technology and related infrastructure, customer service, email delivery, and auditing services. These service providers may need to access Personal Data to perform their services. MST authorizes such service providers to use or disclose the Personal Data only as necessary to perform services on MST's behalf or to comply with legal requirements. MST requires such service providers to contractually commit to protect the security and confidentiality of Personal Data they process on MST's behalf. MST's service providers are predominantly located in the United States of America.

MST will share an individual's Personal Information with third parties to help MST use your Personal Information, as described above. For example, MST may use Google Analytics to help MST understand how MST's customers use the site – individuals can read more about how Google uses their Personal Information here. Individuals can also opt-out of Google Analytics here:

<https://tools.google.com/dlpage/gaoptout>

Finally, MST may also share an individual's Personal Information to comply with applicable laws and regulations, to respond to a subpoena, search warrant or other lawful request for information MST receives, or to otherwise protect MST's rights.

DO NOT TRACK

Description:

Please note that MST does not alter their site's data collection and use practices when MST sees a Do Not Track signal from an individual's browser.

USE BY MINORS

Description:

The site is not intended for use by individuals under the age of thirteen (13), and MST requests that they not provide Personal Data through the site.

INDIVIDUALS RIGHTS

Description:

Individuals have choices regarding MST's use and disclosure of an individual's Personal Data:

Scope and Exceptions:

Process for exercising data protection rights. In order to exercise an individual's data protection rights, an individual may contact Monterey-Salinas Transit as described in the Contact Us section below. MST takes each request seriously. MST will comply with an individual's request to the extent required by applicable law. MST will not be able to respond to a request if MST no longer holds an individual's Personal Data. If an individual feels that they have not received a satisfactory response from MST, they may consult with the data protection authority in their country.

For an individual's protection, MST may need to verify an individual's identity before responding to their request, such as verifying that the email address from which they sent the request matches the email address that MST has on file. If MST no longer needs to process Personal Data about an individual in order to provide MST Services or MST sites, MST will not maintain, acquire or process additional

information in order to identify an individual for the purpose of responding to their request.

If an individual is a European resident, MST notes that they are processing and individual's information in order to fulfill contracts MST might have with an individual (for example if an individual subscribes to service through the site), or otherwise to pursue MST's legitimate business interests listed above. Additionally, please note that an individual's information will be transferred outside of Europe, including to Canada and the United States.

1. Opting out of receiving electronic communications from MST. If an individual no longer wants to receive marketing-related emails from MST, they may opt-out via the unsubscribe link included in such emails. MST will try to comply with an individual's request(s) as soon as reasonably practicable. Please note that if an individual opts-out of receiving marketing-related emails from MST, MST may still send important administrative messages that are required to provide an individual with MST's Services.

2. How an individual can see or change their account Personal Data. If an individual would like to review, correct, or update Personal Data that they have previously disclosed to MST, they may do so by signing in to their account or by contacting MST.

3. Individual's data protection rights. Depending on an individual's location and subject to applicable law, they may have the following rights with regard to the Personal Data MST controls about an individual:

3.1 The right to request confirmation of whether Monterey-Salinas Transit processes Personal Data relating to an individual, and if so, to request a copy of that Personal Data;

3.2 The right to request Monterey-Salinas Transit rectifies or updates an individual's Personal Data that is inaccurate, incomplete or outdated; the right to request that Monterey-Salinas Transit erase an individual's Personal Data in certain circumstances provided by law;

3.3 The right to request that Monterey-Salinas Transit restrict the use of an individual's Personal Data in certain circumstances, such as while Monterey-Salinas Transit considers another request that an individual may have submitted (including a request that Monterey-Salinas Transit make an update to an individual's Personal Data);

3.4 The right to request that MST exports to another company, where technically feasible, an individual's Personal Data that MST holds in order to provide services to an individual. Where the processing of an individual's Personal Data is based on an individual's previously given consent, an individual has the right to withdraw their consent at any time. Individuals may also have the right to object to the processing of their Personal Data on grounds relating to their particular situation.

HANDLING PRIVATE DATA

Description:

Private data including PII (personally identifiable information; for example, name and email) must be handled in accordance with MST's Data Classification Policy. At a minimum, any such data must be encrypted at rest and in transit. It must also have appropriate authorization and auditing so that MST is sure that the people accessing the data have the right to do so and that any access is trackable.

PUBLISHING the PRIVACY POLICY

Description:

MST may update this privacy Policy from time to time in order to reflect, for example, changes to MST's practices or for other operational, legal or regulatory reasons. The "Update Date" at the bottom of this Privacy Policy indicates when this Privacy Policy was last revised. Any changes are effective when MST posts the revised Privacy Policy on the site. MST may provide an individual with disclosures and alerts regarding the Privacy Policy or Personal Data collected by posting them on MST's website and, if an individual is a User, by contacting the individual through MST's application or an associated user email address.

AUDIENCE

Description:

All Monterey-Salinas Transit employees need to be aware of the Policy.
Any external user must have access to view the Website section of the Policy.

Revision Management

Revision History Log:

Revision #:	Date:	Nature of Change:	Recorded By:
v1.0	3/11/2021 2:00 PM	New document	Sonia Wills

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To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Monthly Report – February 2021

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for February 2021. (Attachments 1 – 4)

The CEO participated in virtual meetings with staff of Congressman Panetta and Senator Padilla to discuss elements of the American Rescue Plan, and pending Transportation Appropriation and Authorization bills. Congressman Panetta is seeking funding proposals for congressionally directed spending on local community priority projects (formerly known as earmarks). Attachment 6 contains support letter from Board Chair Albert requesting funds from this process for three separate MST project that staff predict have the best chance of being successful.

The CEO participated in a meeting with the Executive Director of the California Air Resources Board, Richard Corey to discuss potential changes to the Innovative Clean Transit Rule to provide temporary compliance relief due to ongoing pandemic recovery efforts.

Attachment #1 – Dashboard Performance Statistics – February 2021

Attachment #2 – Operations Dept. Report – February 2021

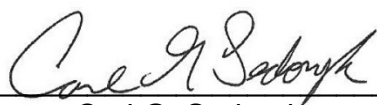
Attachment #3 – Facilities & Maintenance Dept. Report – February 2021

Attachment #4 – Administration Dept. Report – February 2021

Attachment #5 – Transit Watch – Spiking Homelessness Rates Article

Attachment #6 – Local Community Priority Projects Letters

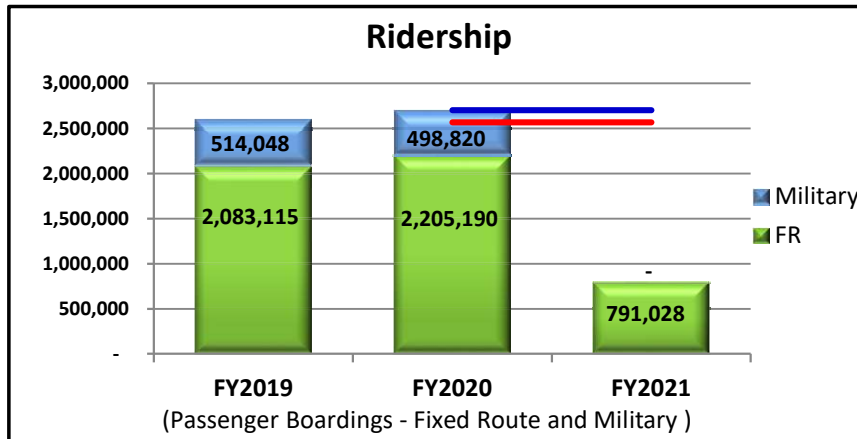
A complete detail of Monthly Performance Statistics can be viewed within the GM Report at <http://www.mst.org/about-mst/board-of-directors/board-meetings/>

PREPARED BY: 
Carl G. Sedoryk

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YTD Dashboard Performance Comparative Statistics

July - February
Fiscal Years 2019-2021

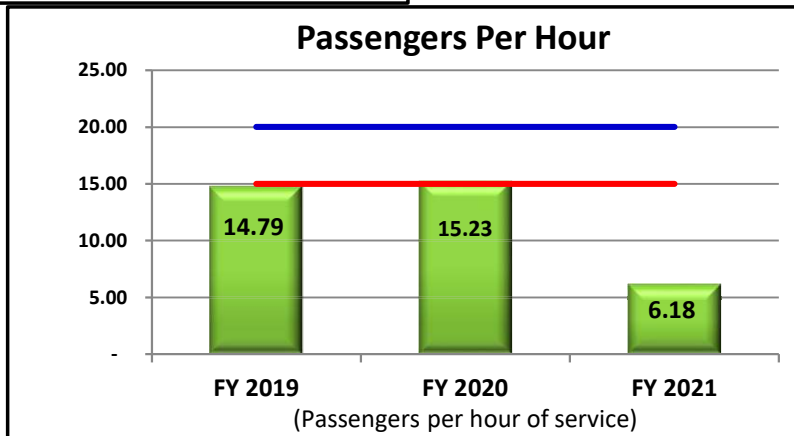


Goal = 2,704,010 passengers

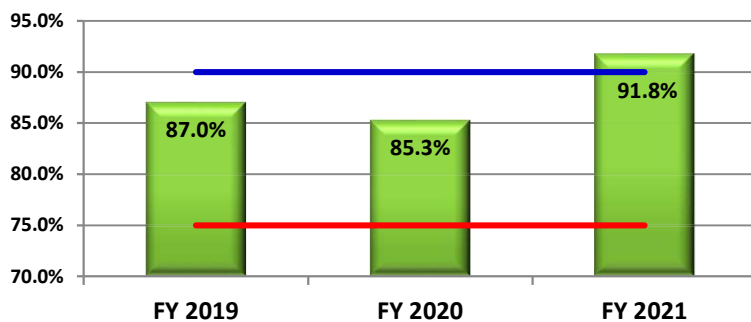
Minimum = 2,568,810 passengers

Goal = 20 passengers p/h

Minimum = 15 passengers p/h



On Time Performance



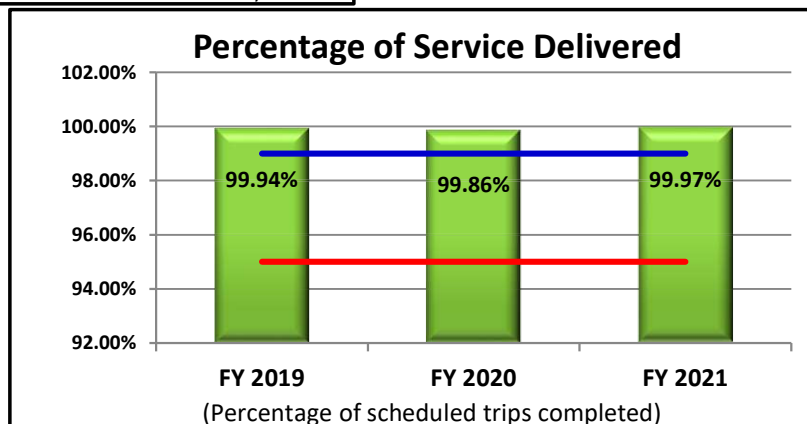
(Percent of passengers within 5 minutes of scheduled arrival)

Goal = 90% on time

Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed

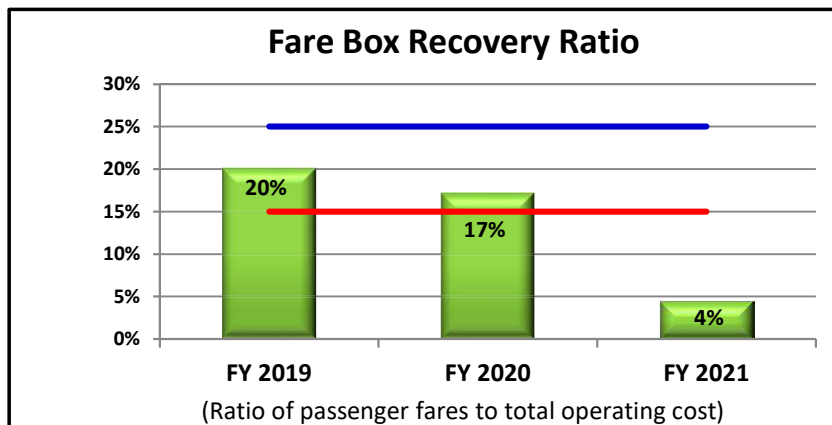


MST Fixed Route

YTD Dashboard Performance Comparative Statistics

July - February

Fiscal Years 2019-2021

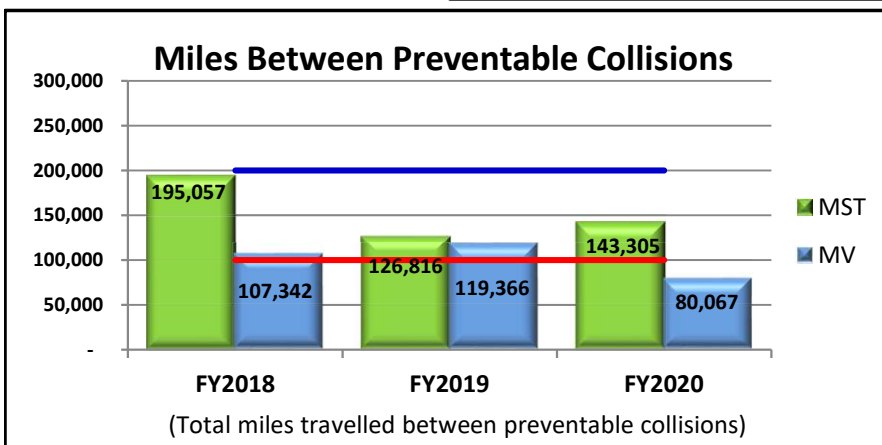
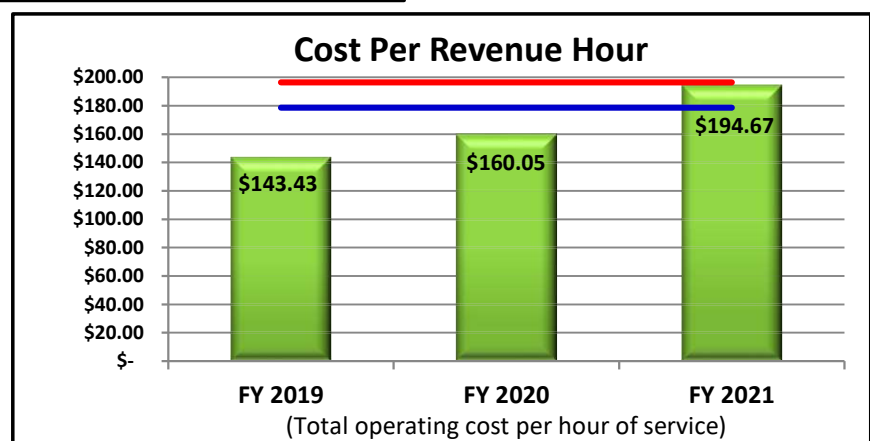


Goal = 25%

Minimum = 15%

Goal = \$178.58 per RH

Maximum = \$196.43 per RH

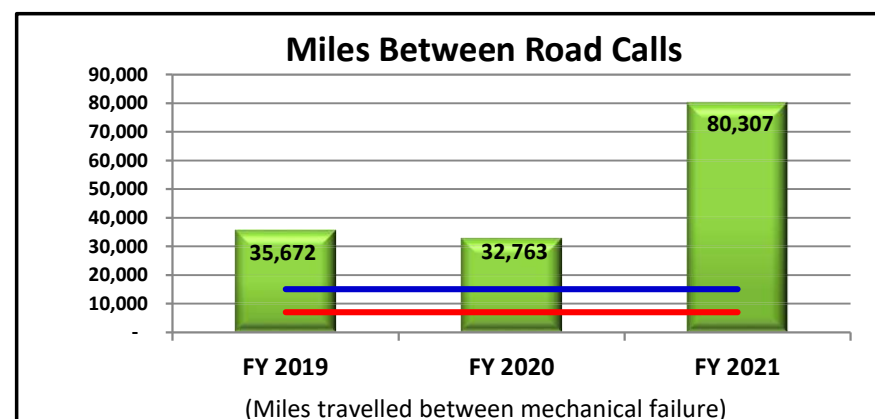


Goal = 200,000 Miles

Minimum = 100,000 Miles

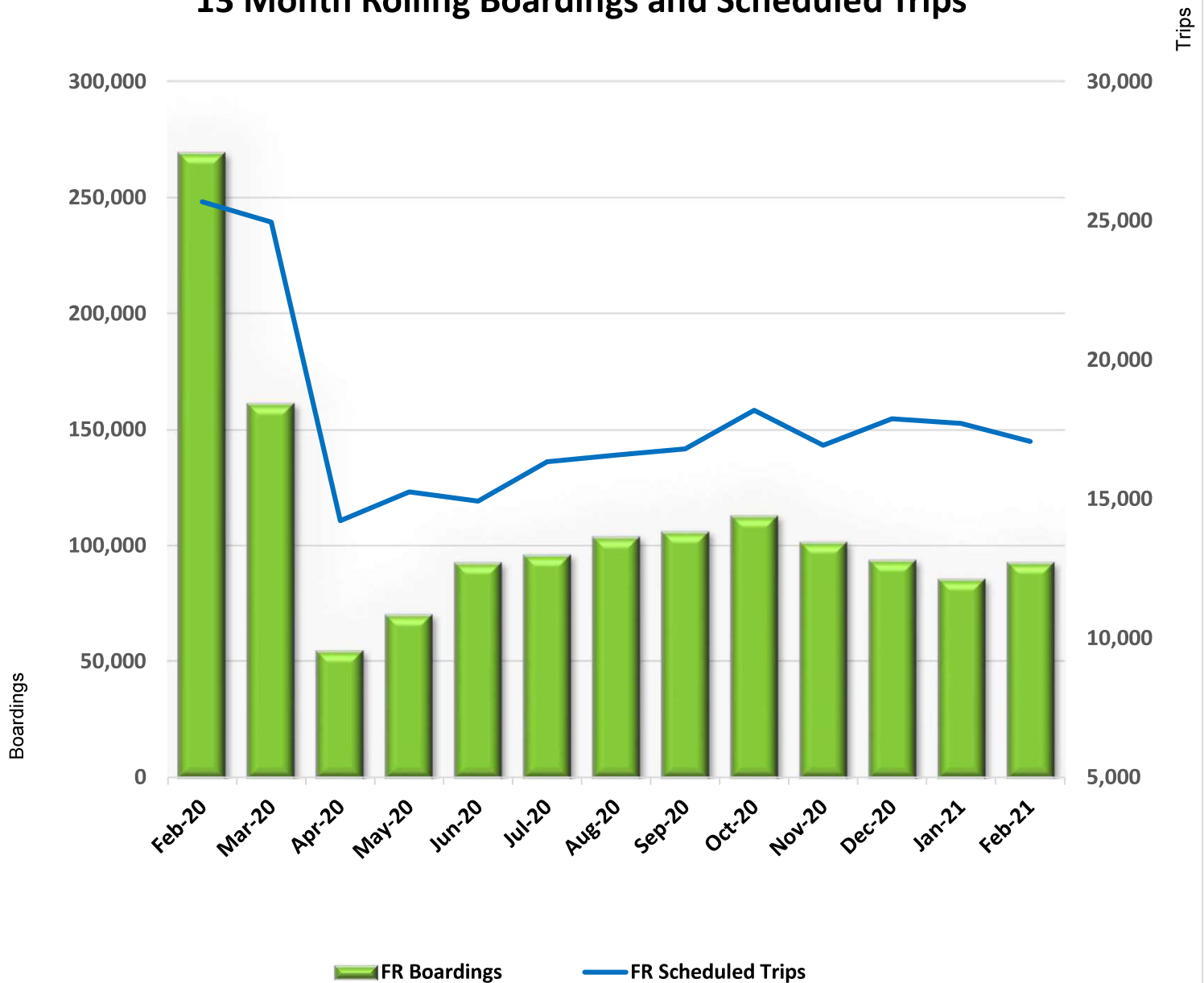
Goal = 15,000 Miles

Minimum = 7,000 Miles

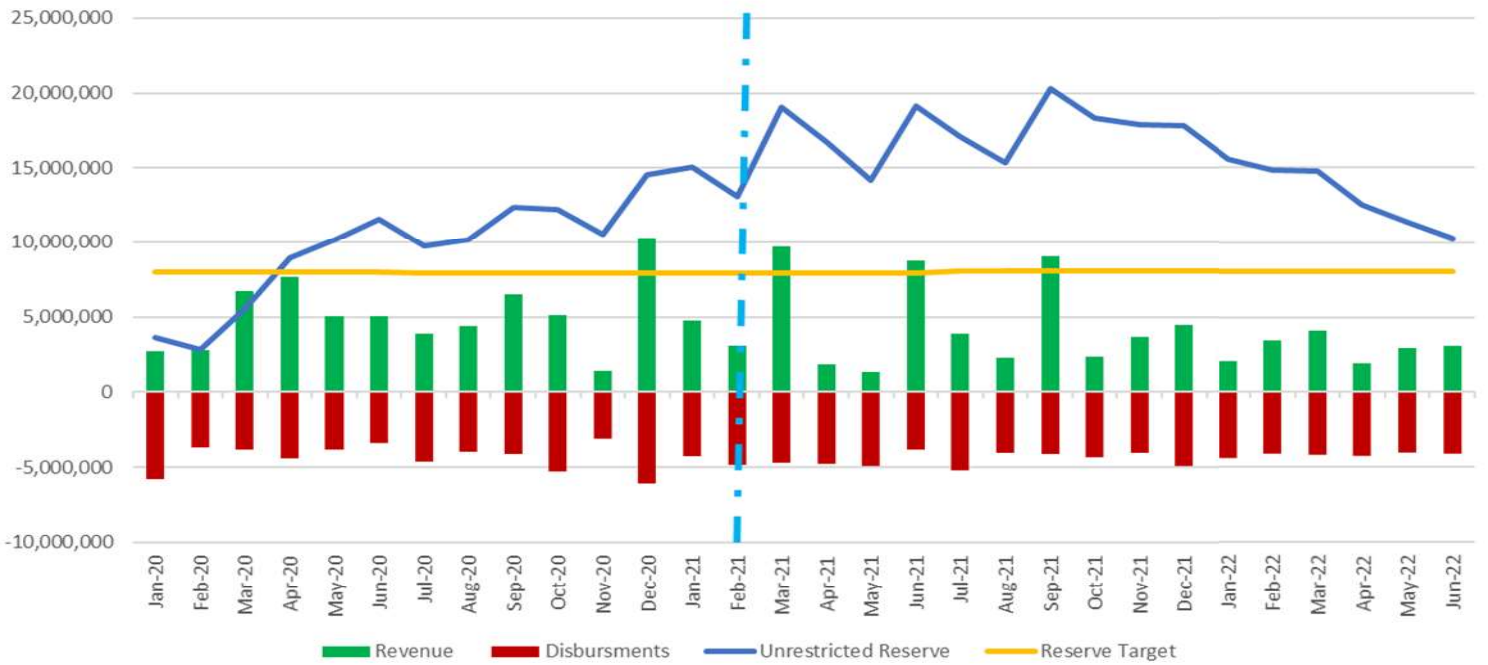


COVID-19 MST Statistics and Projections

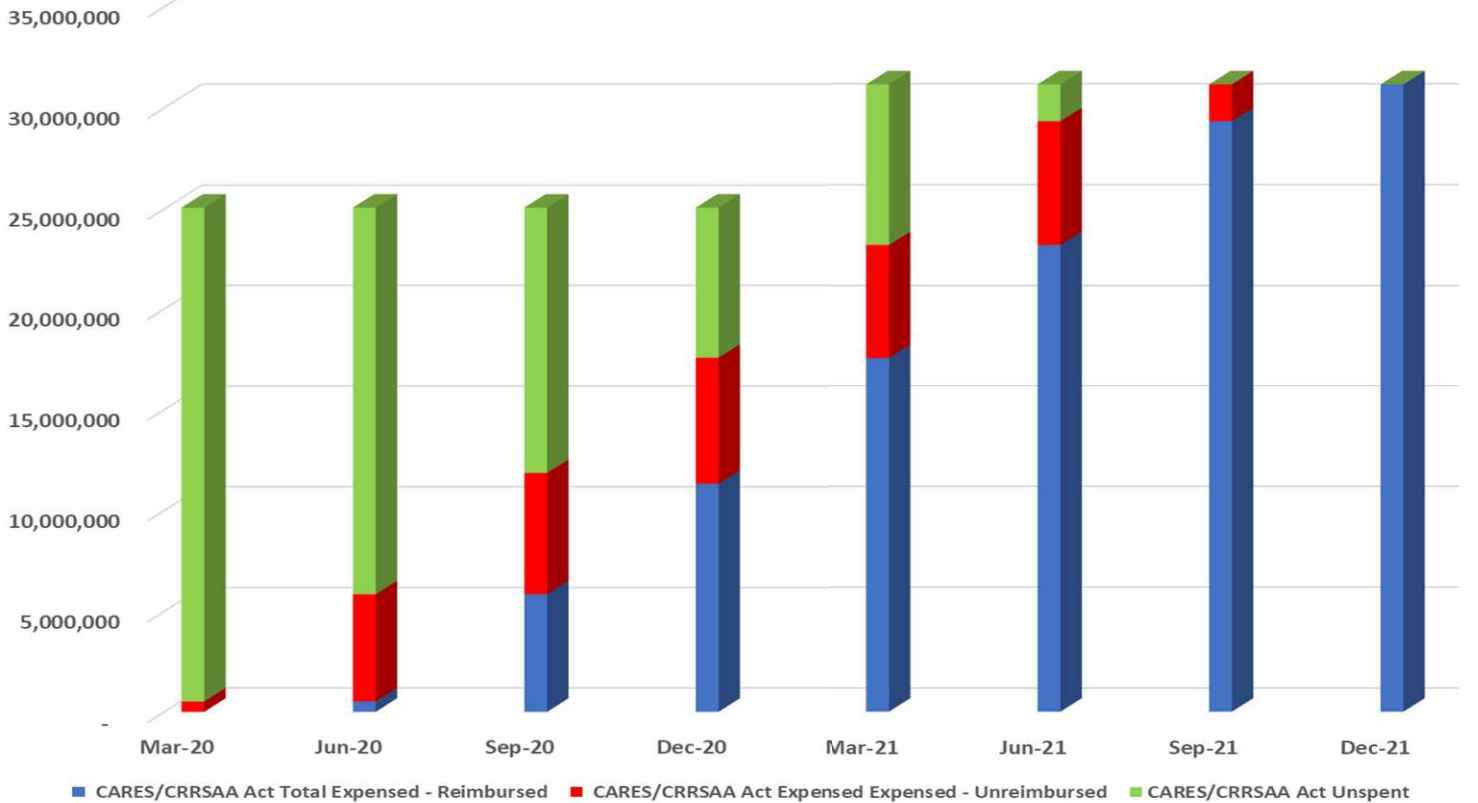
13 Month Rolling Boardings and Scheduled Trips



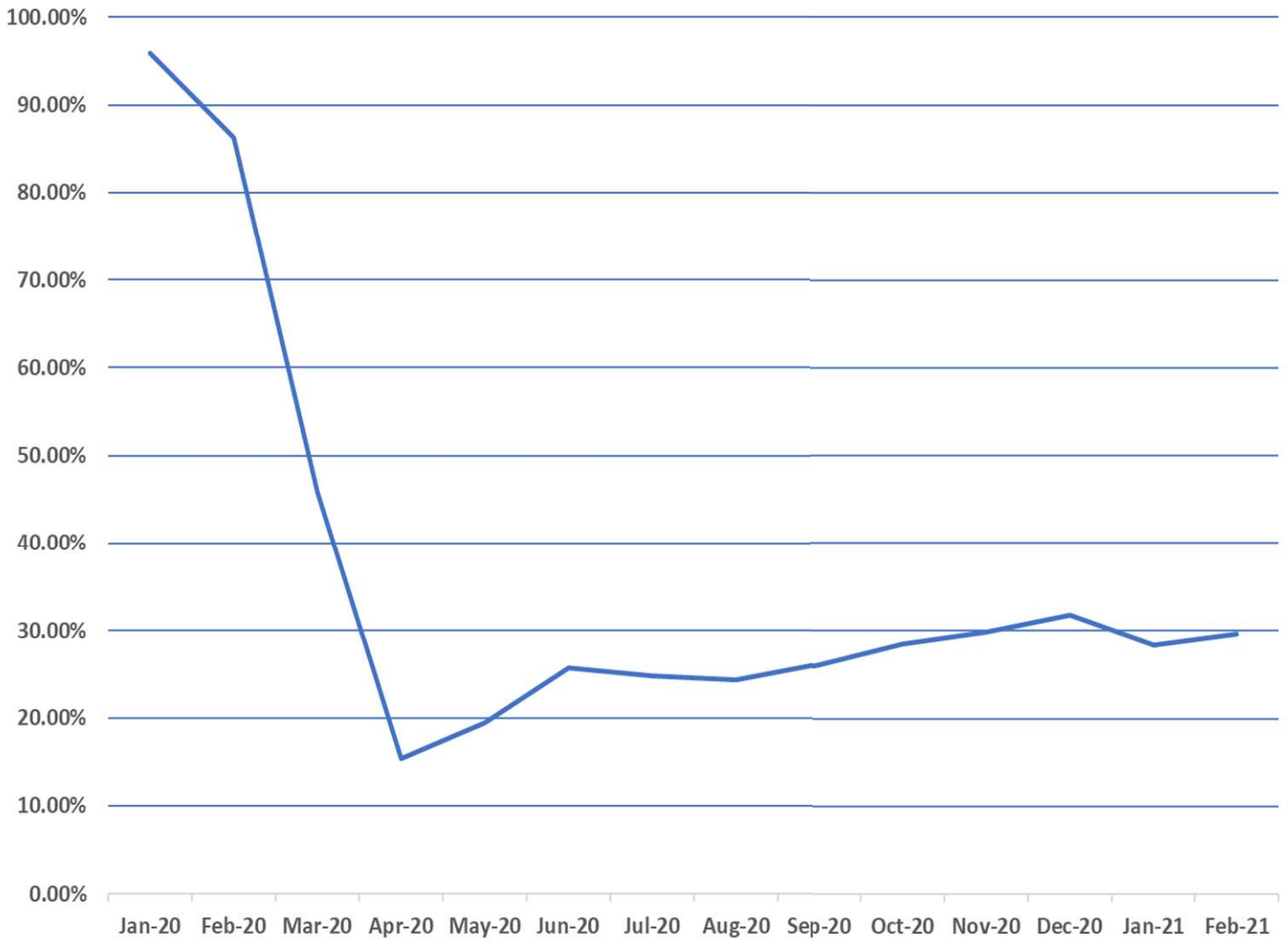
Cash Flow Projections Jan 20 - June 22



CARES/CRRSAA Act Funds



Percent of Monthly Ridership from CY17-19 Average

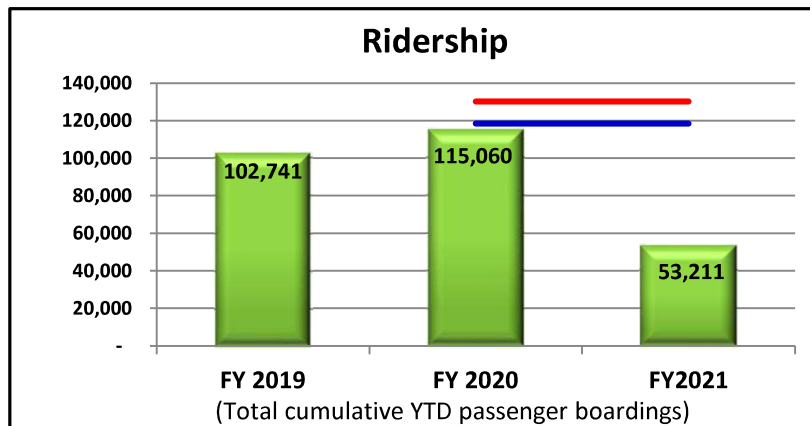


MST RIDES

YTD Dashboard Performance Comparative Statistics

July - February

Fiscal Years 2019-2021

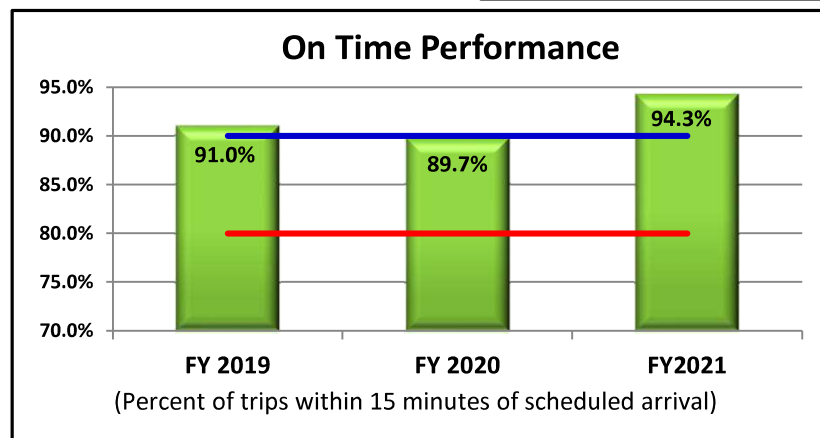
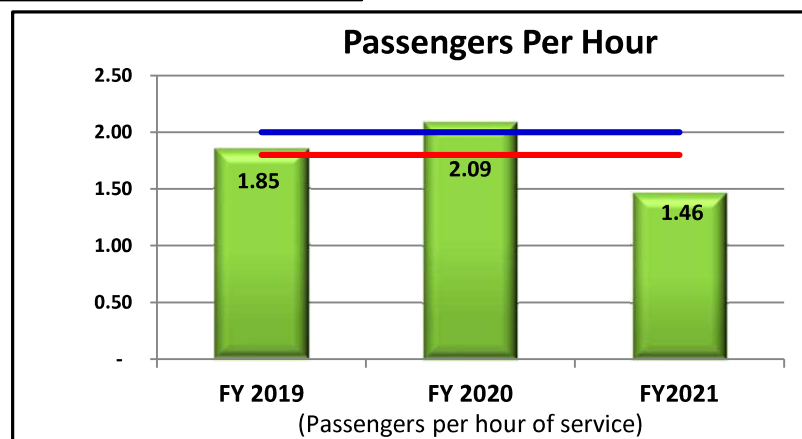


**Goal = 118,512
passengers**

**Maximum = 130,363
passengers**

**Goal = 2.0
passengers p/h**

**Minimum = 1.8
passengers p/h**

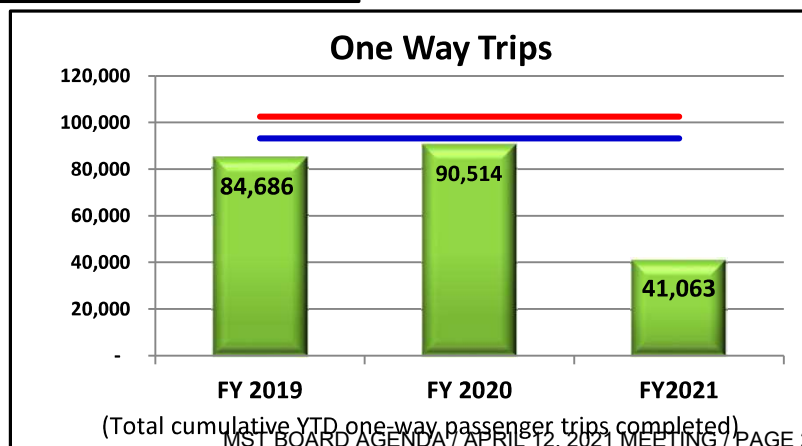


Goal = 90% on time

Minimum = 80% on time

**Maximum = 102,552
one-way trips**

**Goal = 93,229
one-way trips**

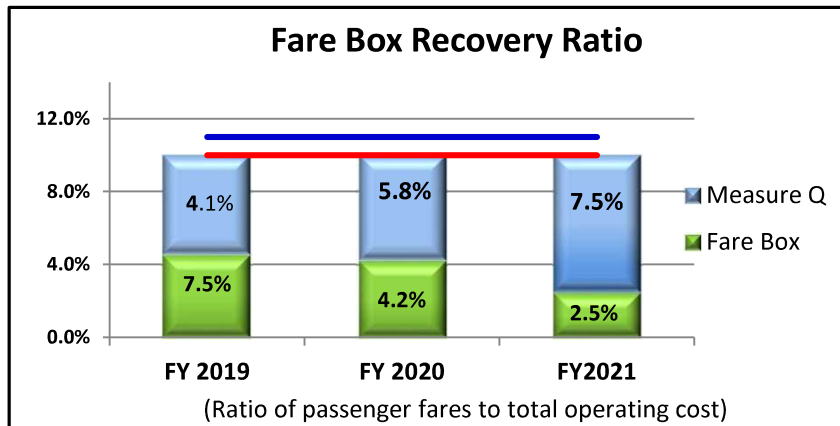


MST RIDES

YTD Dashboard Performance Comparative Statistics

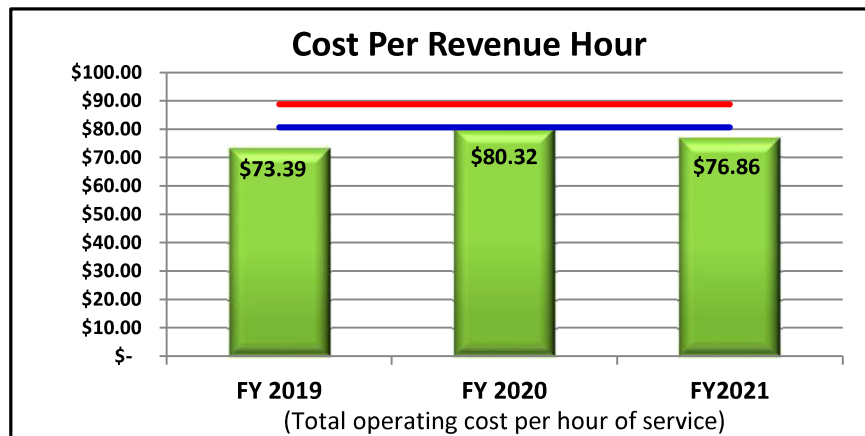
July - February

Fiscal Years 2019-2021



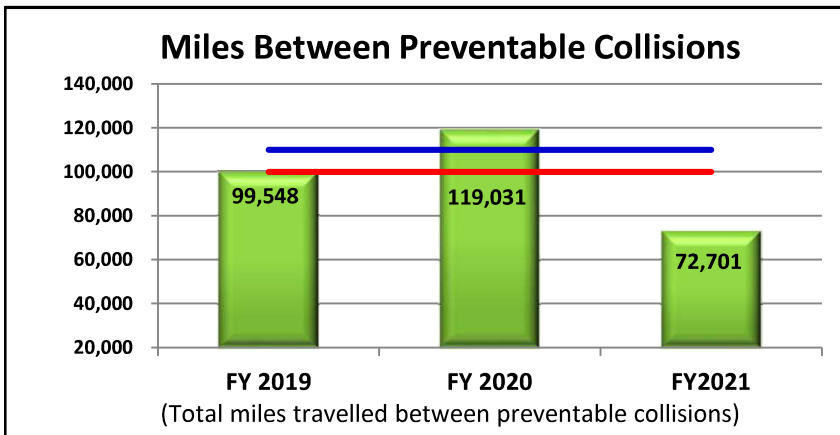
Goal = 11%

Minimum = 10%



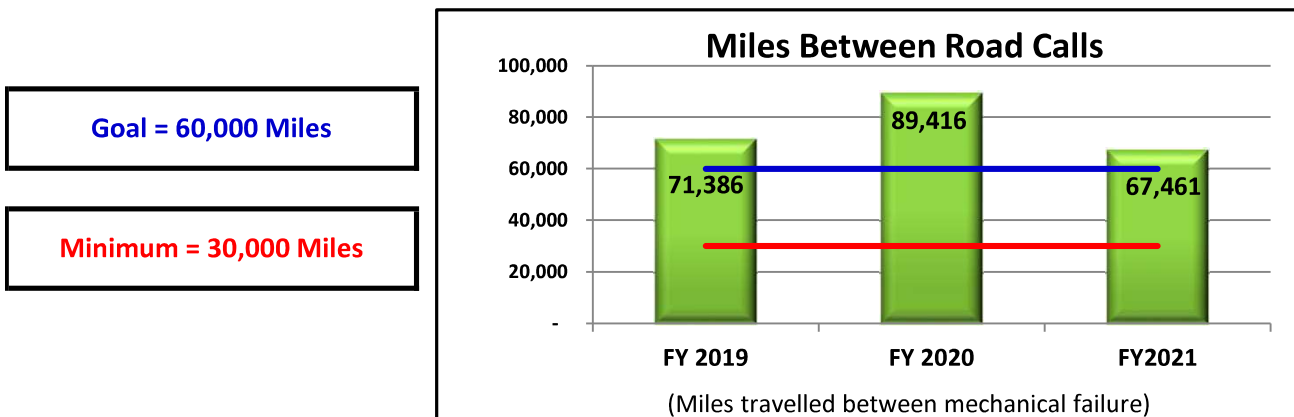
Goal = \$80.67 per RH

Maximum = \$88.74 per RH



Goal = 110,000 Miles

Minimum = 100,000 Miles



Goal = 60,000 Miles

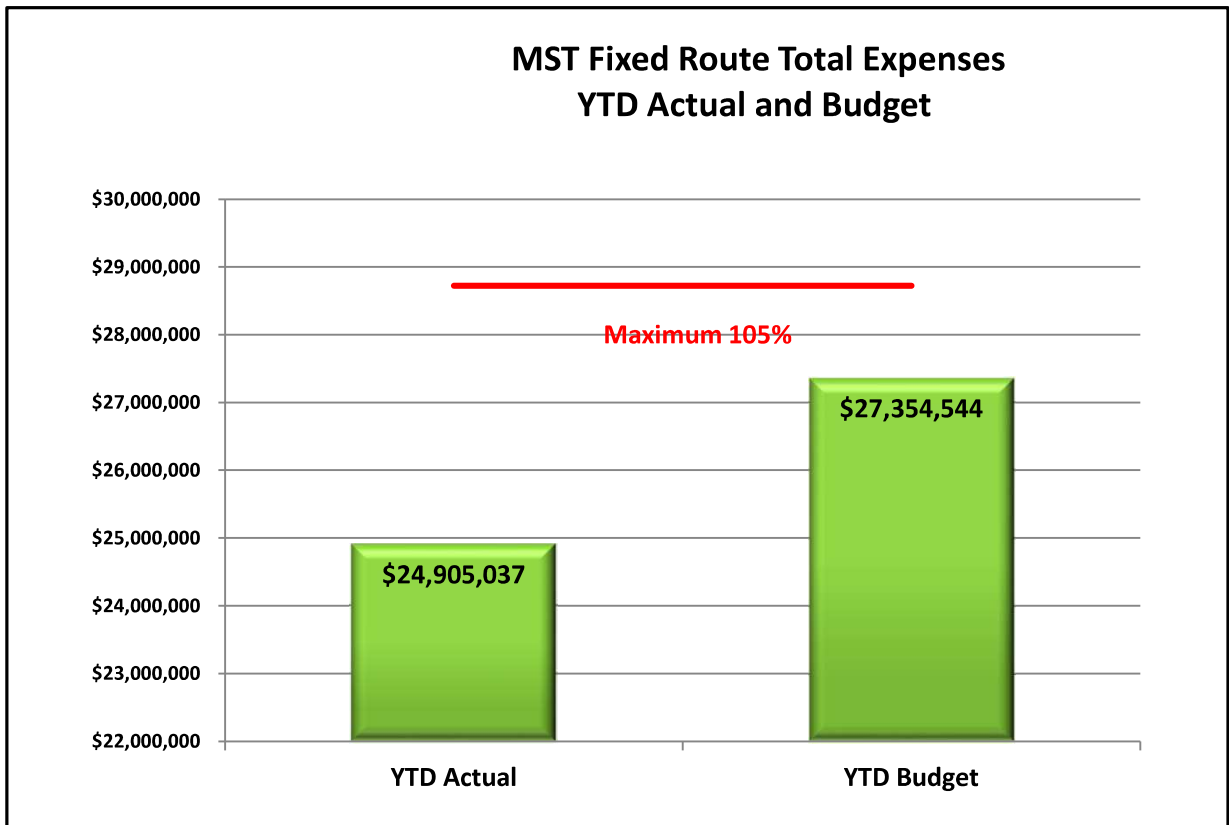
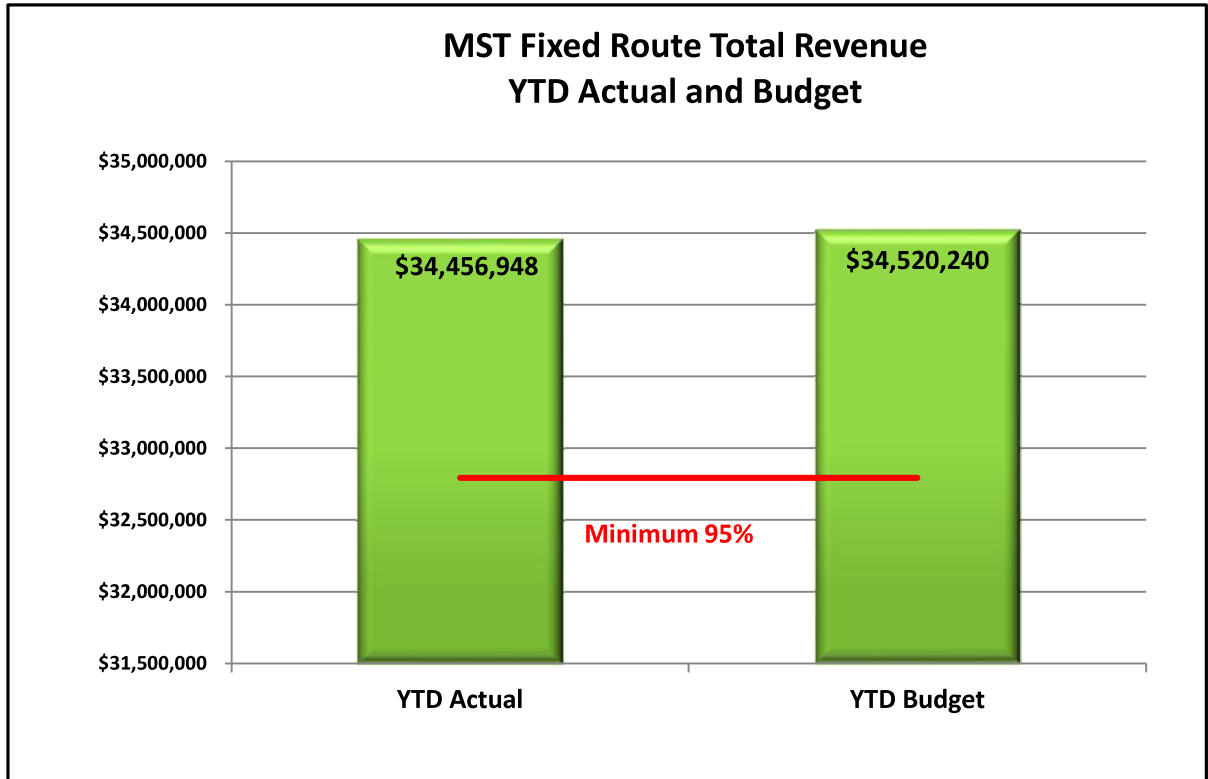
Minimum = 30,000 Miles

MST Fixed Route

Financial Performance Comparative Statistics

July - February

Fiscal Year 2021

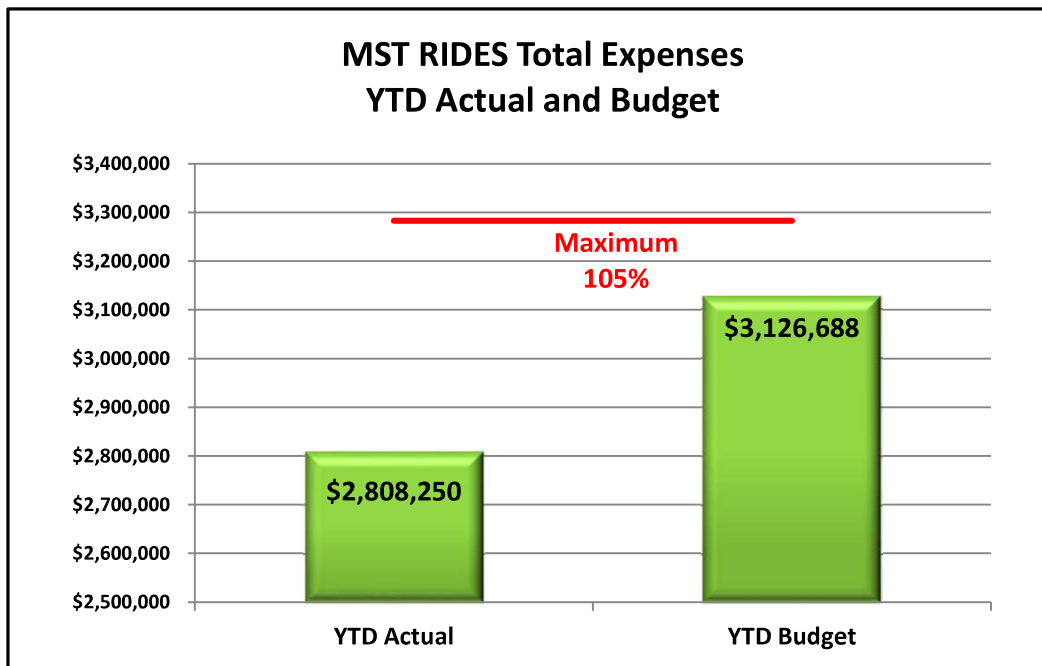
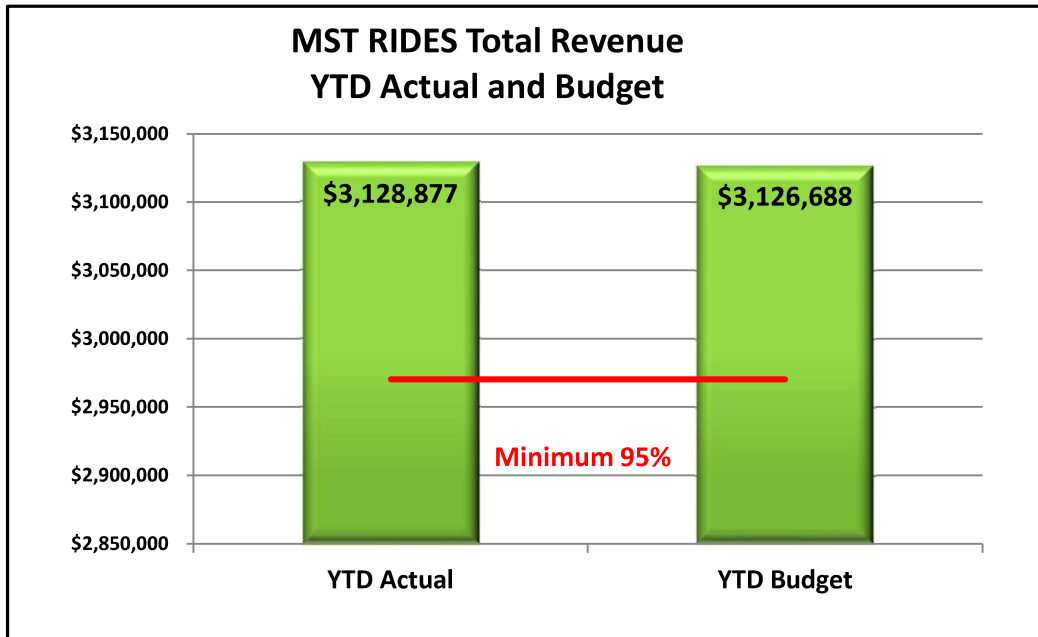


MST RIDES

Financial Performance Comparative Statistics

July - February

Fiscal Years 2019-2021



March 29, 2021

To: Carl Sedoryk, General Manager / C.E.O.

From: Norman K. Tuitavuki, Chief Operating Officer

Cc: MST Board of Directors

Subject: **Transportation Department Monthly Report – February 2021**

FIXED ROUTE BUS OPERATIONS:

System-Wide Service: (Fixed Route & On-Call Services):

Boardings reported for February 2021 show ridership to be 66% lower than in February of 2020, when 269,278 boardings were reported. Over that same timeframe, the number of revenue hours operated decreased by 23%, resulting in a 55% decrease in productivity from 13 Passengers Per Hour last February to 6 Passengers Per Hour this February. The drop in ridership can be attributed to emergency service reductions due to COVID-19.

Productivity continues to be negatively affected by the pandemic. For the fiscal year to date (July 2020-February 2021) ridership has decreased by 71% and revenue hours operated have decreased by 28%, resulting in a 60% decrease in productivity (from 15.3 PPH to 6.2 PPH).

Seasonal Service:

Service on line 22- Big Sur reported 350 boardings for the month. The MST Trolley Monterey has been suspended as a result of the county-wide shelter in place order.

Supplemental / Special Services:

MST has suspended all supplemental and special services until further notice.

System-Wide Statistics:

- Ridership: 92,618
- Vehicle Revenue Hours: 15,663
- Vehicle Revenue Miles: 234,002
- System Productivity: 5.9 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 17,068

Time Point Adherence:

Of 84,973 total time-point crossings sampled for February 2021, the Transit Master™ system recorded 76,812 on-time arrivals to MST's published time-points system-wide. This equates to **90.4%** of all scheduled arrivals at published time-points arriving on time as scheduled, a positive increase month over month. (See *MST Fixed-Route Bus ~ On Time Compliance Chart FY 2020 - 2021*.)

Note: Service arriving later than 5 minutes beyond the published time point is considered late. The on-time compliance chart, (attached), reflects system-wide "on-time performance" as a percentage of the total number of reported time-point crossings.

Service Canceled:

As listed below, MST experienced two (2) service cancellations in February totaling 43 minutes of canceled revenue service. Both service cancellations were from MST's directly operated services. The service cancellations were a result of a mechanical failure and unusually heavy traffic that prevented MST from safely completing two scheduled trips:

Total Trips Completed: 17,068			
Category	MST	MV	%
Mechanical Failure	1	0	50%
Heavy Traffic	1	0	50%
Totals	2	0	100.00%

Documented Occurrences:

MST Coach Operators are required to complete an occurrence report for any unusual incident that occurs during their workday. The information provided within these reports is used to identify trends, which often drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for February 2020 and February 2021. The data shows a 24% decrease in total documented occurrences compared to last year:

Occurrence Type	February-20	February-21
Collision: MST Involved	7	3
Employee Injury	0	0
Medical Emergency	0	0
Passenger Requested Police	0	1
Object Hit Coach	1	0
Passenger Conflict	5	2
Passenger Fall	3	4
Passenger Injury	0	0

Other	1	1
Near Miss	0	0
Fuel / fluid Spill	2	1
Disruptive Passenger	0	3
Unreported Damage	2	1
Totals	21	16

CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / ST Paratransit Program:

The February 2021 preliminary boarding statistics for the MST RIDES program were 6,195 passenger boardings. This denotes a 57% decrease in passenger boardings compared to February of 2020. For the Fiscal year – passenger boardings continue to decrease; MST completed 53,211 total boardings compared to 115,060 for the same period in FY 2020, ***an expected result of the pandemic.***

- Productivity for February 2021 was 1.48 passengers per hour, decreasing from 2.14 passengers per hour compared to February 2020.
- The MST RIDES program operated 4,238 Vehicle Revenue Hours (VRH) in February 2021 – a 33.2% decrease compared to February 2020.
- The MST RIDES fleet accumulate 68,145 Vehicle Revenue Miles (VRM) in February 2021 – a 22.2% decrease compared to February 2020.
- 94% of all scheduled trips in February for the MST RIDES program arrived on time – a 4% improvement compared to February 2020.

COMMUNICATIONS CENTER:

In February, MST's Communications Center requested assistance from public safety agencies on seven (7) separate occasions.

Agency Type	Incident Type	Number of Responses
Police	Passenger Disturbance / Other	4
Police/EMS	Accident Requiring Police or EMS	2
EMS	Passenger Medical Emergency / Injury	1

Norman K. Tuitavuki

Norman K. Tuitavuki
Chief Operating Officer
Monterey – Salinas Transit District

ATTACHMENT 3

March 29, 2021

To: Carl Sedoryk, General Manager/CEO

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: Monthly Maintenance Operations Report: **February 2021**

This report summarizes the performance and major activities of the Maintenance Department as well as fuel and operating expenses during the month.

FY21 Fuel Budget:	Average Fuel Price February 2020:	Average Fuel Price: FY2021
Diesel: \$2.75	\$2.27	\$2.02
Gasoline: \$2.85	\$2.59	\$2.55

Period:	Revenue Fleet: Operating Cost Per Mile:	Revenue Fleet: Miles Between Major Mechanical Road Calls:¹
February: 2021	\$1.18	38,566
YTD: FY 2021	\$1.24	67,597
FY 2020	\$1.05	25,882
FY 2019	\$0.93	30,397

¹ **Minimum:** 7,000 Miles; **Goal:** 15,000 Miles

Department Activities/Comments:

In February 2021, MST traveled more than 38,000 miles between major mechanical failures – a positive increase compared to FY 2020. The positive increase in Miles Between Road Calls (MBRC) is expected and can be attributed to the decrease in the overall number of hours and miles MST has traveled in response to the COVID-19 pandemic and MST's frontline maintenance employees' work to diligently repair and maintain MST's fleet. MST's operating cost per mile increased in February – this increase was due to a large purchase – of six permanent driver barriers for MST's heavy-duty fleet. These barriers have been received and staff is currently installing the barriers.

Staff continues to focus their efforts on meticulously cleaning, disinfecting, repairing, and maintaining all MST vehicles. MST's fuel cost per gallon continues to remain lower than budgeted for both gasoline and diesel fuels for February 2021, but the cost of fuel continues to increase.

In February, MST continued coordinating the automatic passenger counter (APC) certification process with staff and MST's contractor, Urban Transportation Associates, Inc. (UTA). I participated in a number of Zero Emission Bus (ZEB) meetings focused on issues related to purchasing diesel-powered buses in the public transportation industry. I attended the Southern California Transit Training Consortium (SCRTTC) Board Meeting focused on creating and delivering vehicle maintenance training to public transit operators within California. Staff contributed to and continues to participate in MST's 5-year Capital Improvement Program (CIP).

Prepared by: Norman K. Tuitavuki Reviewed by: Carl G. Sedoryk
Norman Tuitavuki Carl G. Sedoryk

ATTACHMENT 4

Date: February 23, 2021

To: C. Sedoryk, General Manager/CEO

From: Lisa Rheinheimer, Assistant General Manager; Michelle Overmeyer, Director of Planning & Innovation, Andrea Williams, General Accounting & Budget Manager; Mark Eccles, Director of Information Technology; Kelly Halcon, Director of Human Resources & Risk Management; Sonia Wills, Customer Service Supervisor.

Subject: **Administration Department Monthly Report – February 2021**

The following significant events occurred in Administration work groups for the month of February 2021:

Human Resources

A total employment level for February 2021 is summarized as follows:

Positions	Budget FY20	Actual	Difference
Coach Operators F/T	126	121	-5
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	1	0	-1
Operations Staff	37	31	-6
Maintenance & Facilities	53	47	-6
Administrative (Interns 1 PT)	31	28	-3
Total	248	227	-21

*Total budget numbers do not include the C/O on Long Term Leave as those numbers are already reflected in the Coach Operators/Trainees number.

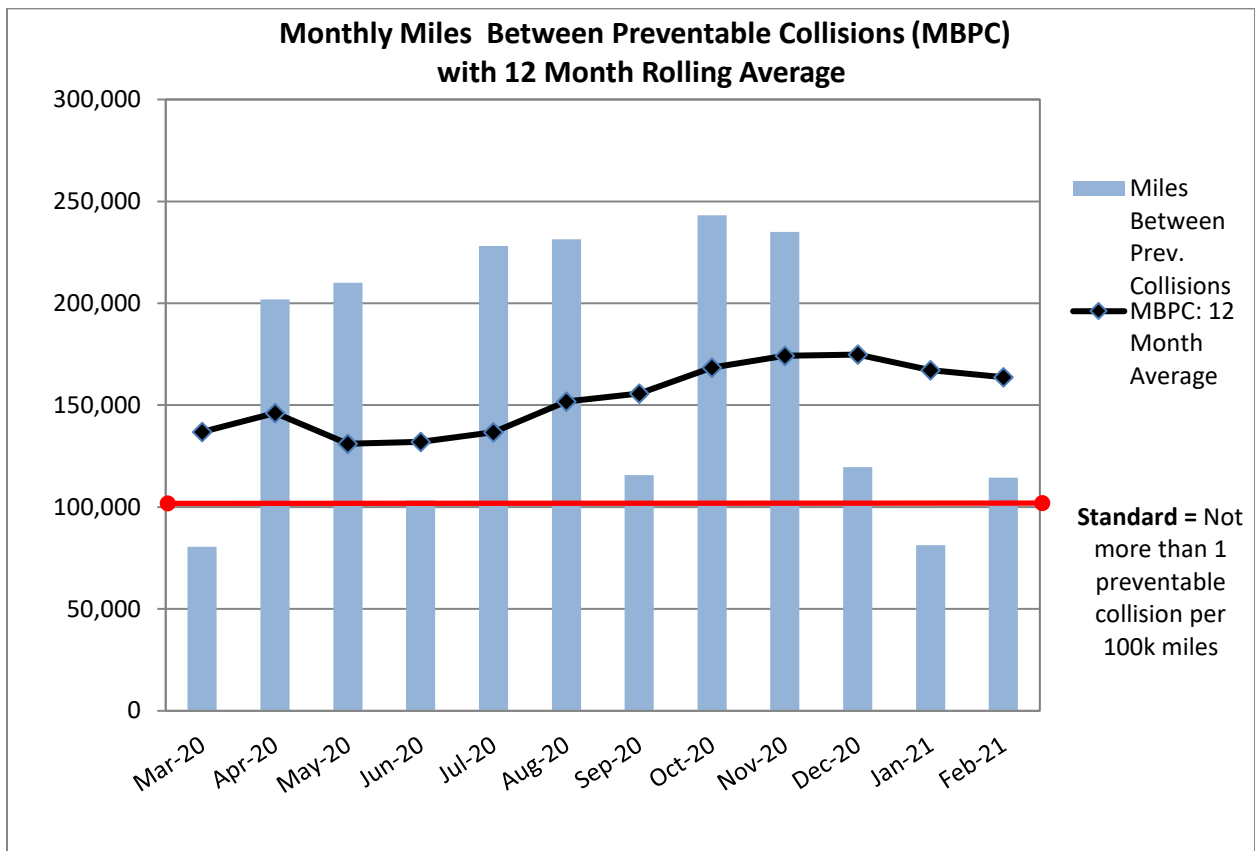
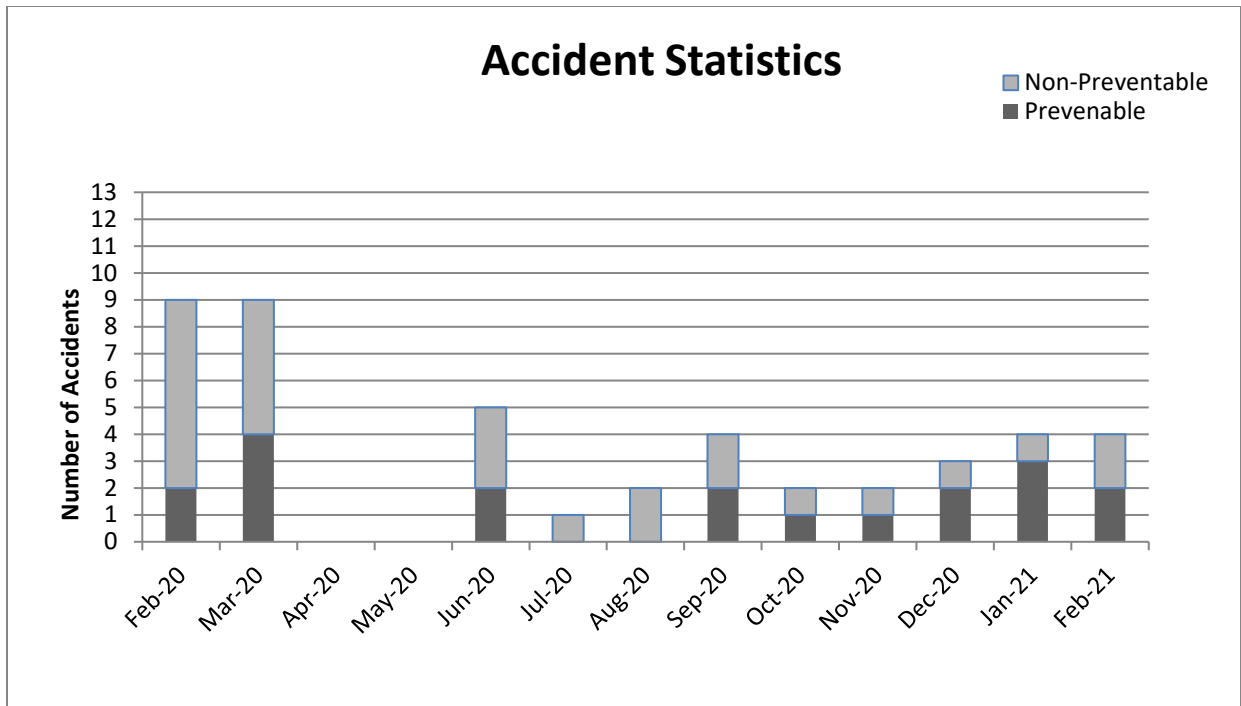
February Worker's Compensation Costs	
<i>Indemnity (paid to employees)</i>	\$7,249.14
<i>Other (includes Legal)</i>	\$13,456.17
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$10,686.45
<i>TPA Administration Fee</i>	\$5,708.33
<i>Excess Insurance</i>	\$6,583.17
Total Expenses	\$43,683.26
Reserves	\$869,441.79
Excess Reserved	(0)
# Ending Open Claims	36

Training

Description	Attendees
Annual Coach Operator Verification of Transit Training	8
Post-Accident/Incident Re-training	2
In-Service Training: PPE KIT to prevent COVID-19	1
Human Trafficking: Modern Day Slavery Training	1
Return to Work refresher training	3
American Substance Abuse Professionals: A Supervisor's guide to substance abuse awareness and reasonable suspicion 2020	15
In-Service Training: Salinas Street at W. Alisal Successful Right-Hand Turn	8
Maintenance Safety Training: Prescriptions, OTC Drug abuse, emergency eye wash, housekeeping and harassment prevention	6
Harassment Prevention for Transit Employees	9
National Transit Institute: National Transit Database	1
Fred Pryor: Leadership and Management Skills for Women	1
DeLay and Laredo: AB1825 Sexual Harassment Prevention Education and Training	1
In-Service Training: Zonar	1

Risk Management

	February 2021 Preventable		February 2020 Preventable	
Description	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	0	2	0	7
MST Preventable Accidents	2	0	2	0
TOTAL	2	2	2	7



Customer Service Update

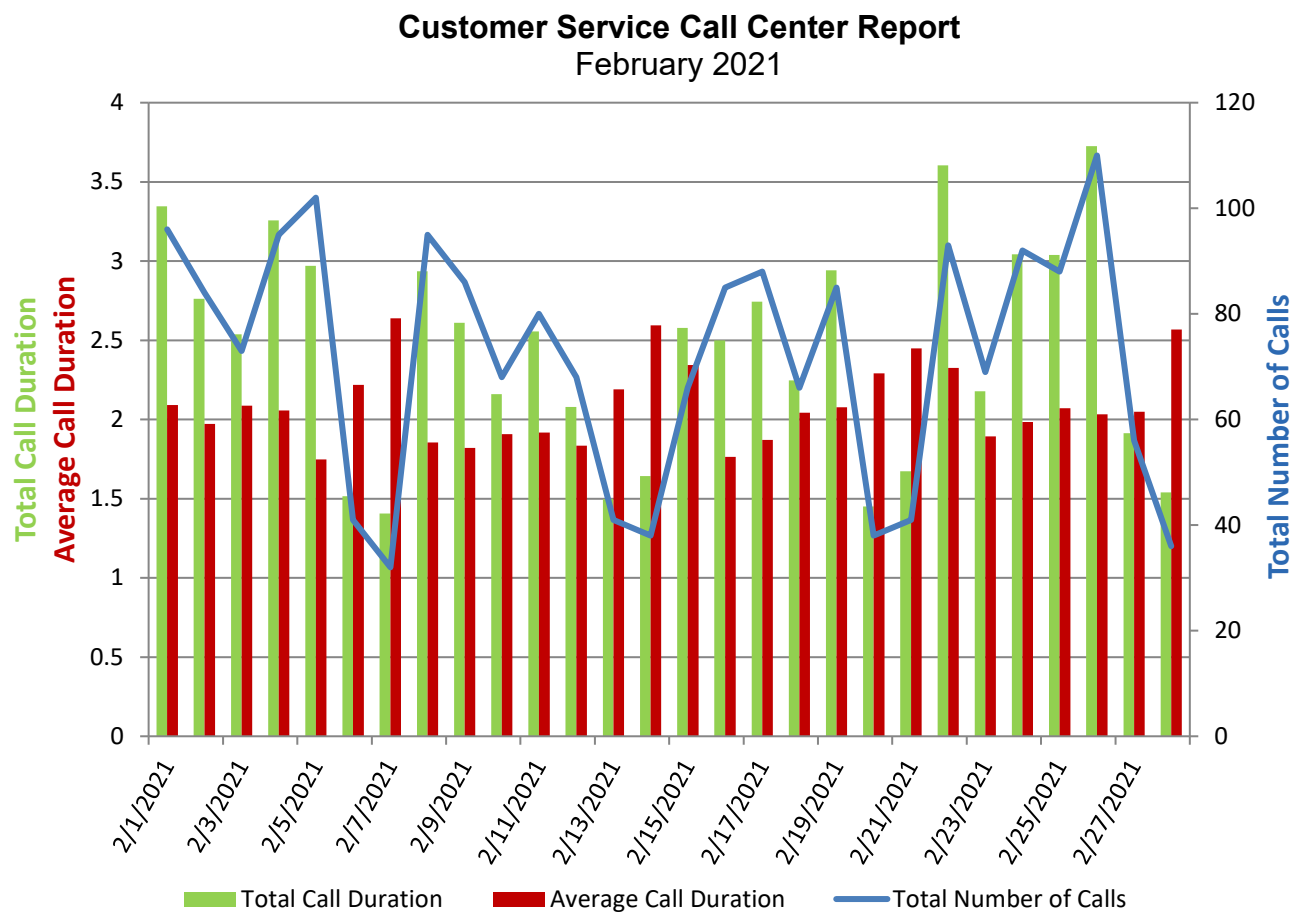
Service Report Type	MST	Other Provider*	# of valid reports	% of reports received**	February 2020	% of reports received**
ADA Compliance	0	0		0.0%	0	0.0%
Agency Policy	0	0		0.0%	0	0.0%
Bus Stop Amenities	1	0		7.1%	5	7.1%
Carried By	0	0		0.0%	1	1.4%
Discriminatory behavior by employee	0	0		0.0%	0	0.0%
Early Departure	0	0		0.0%	1	1.4%
Employee Other	0	0		0.0%	0	0.0%
Facilities Vandalism	0	0		0.0%	0	0.0%
Fare / Transfer Dispute	1	0		7.1%	5	7.1%
Full Bus / Left Behind	0	0		0.0%	0	0.0%
Harassment by Employee	0	0		0.0%	0	0.0%
Improper Driving	2	1	1	21.4%	15	21.4%
Improper Employee Conduct	2	1	1/1*	21.4%	14	20.0%
Inaccurate Public Information	0	0		0.0%	0	0.0%
Late Arrival	0	0		0.0%	7	10.0%
Late Departure	0	0		0.0%	0	0.0%
No Show	0	0		0.0%	4	5.7%
Off Route	0	0		0.0%	0	0.0%
Overcrowding	0	0		0.0%	0	0.0%
Passed By	3	0	2	21.4%	4	5.7%
Passenger Conduct	0	0		0.0%	1	1.4%
Passenger Injury	0	0		0.0%	0	0.0%
Reasonable Modification	0	0		0.0%	0	0.0%
Request To Add Service	3	0	3	21.4%	0	0.0%
Request To Reduce Service	0	0		0.0%	0	0.0%
Routing	0	0		0.0%	1	1.4%
Service Animal	0	0		0.0%	0	0.0%
Service Other	0	0		0.0%	8	11.4%
Service Schedule	0	0		0.0%	2	2.9%
Taxi	0	0		0.0%	1	1.4%
Title VI Complaint	0	0		0.0%	0	0.0%
Unsafe Conditions	0	0		0.0%	0	0.0%
Vehicle Maintenance	0	0		0.0%	1	1.4%
Sub total reports	12	2				
Grand Total MST and *Other Provider		14		100.0%	70	100.0%
Employee Compliment	1				5	
Service Compliment					1	

*Operated by MV Transportation or taxi provider

**Numbers may not add up exactly due to rounding

Customer Service Call Center Report:

During the month of February 2021, MST received a total of 2,012 calls which lasted a total of 68 hours and 27 minutes. The average call duration was two minutes and two seconds (2:02). MST received the most number of calls on Friday, February 26, at 110. Of the total number of calls, 349 (17%) were routed to RealTime bus arrival information. Call volume was heaviest during the weekdays and lightest during the weekends, although average call duration spikes on the weekends due to the fact that there are no customer service representatives on duty. Rather, customers are attempting to get information from MST's pre-recorded automated system, which appears to take more time.



Finance Update

General Accounting/Accounts Payable

During the month of February, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. Staff is working on preparing the fiscal year 2022-2023 budget draft that will be presented to the MST Board Committee in May. Additionally, staff is continuing to track all COVID-19 related expenses necessary to claim expense reimbursements from FEMA, CARES, and Tax Credits in the next coming months. During this unprecedented time, staff has been successfully continuing to adapt to working from a distance, as necessary.

Payroll

Payroll continued to provide hours and earnings reports upon request to MST departments. Routine changes and adjustments to payroll records were maintained along with filing of all federal, state and retirement reports and paychecks on a timely basis.

Grants

During the month of February, staff provided support in responding to the constantly changing COVID-19 pandemic. Staff coordinated with FEMA regarding applications submitted for expenses incurred related to the COVID-19 pandemic. Staff followed up on and responded to pending applications for reimbursement under the 5307 CARES Act, 5311 CARES Act, LCTOP and FEMA grant programs. In addition to attending several webinars for future grant opportunities, staff also participated in webinars regarding the COVID-19 pandemic response, the American Rescue Plan Act, FTA's Capital Investments Grant program, FEMA grant funding processes, and the CRRSAA grant program. Staff also participated in several meetings regarding current and future projects including bus procurements, SURF! Busway and BRT, South County Operations and Maintenance Facility, the Comprehensive Operational Analysis project, and drafted the 5 Year Capital Improvement Program. Update meetings with internal staff were ongoing to address status changes to various active or pending grants and requests for reimbursements. Staff also participated in Caltrans workshops related to CRRSAA and other FTA guidance and listening sessions related to the COVID-19 pandemic.

Purchasing

During the month of February, staff provided support and direction to staff on a variety of procurement concerns. The first is managing internal transactions for ordering and receiving goods and services, and handling procurement data. Staff worked to improve the efficiency of transaction flow, reporting and assisting Project Managers with support for vendor engagement and contracting processes. Staff also worked on large procurements, including an RFP for Universal Mobile Ticketing and an RFP for Financial Audit Services. Staff is currently reviewing the MST Procurement Manual for updates and revisions, and meeting with counsel to develop a procurement training program for staff.

Information Technology Update

Due to the COVID-19 pandemic emergency, staff continued to offer support for remote computer access for administrative employees to continue working from home. This support was for video conference meetings and laptop configuration, as required.

Staff worked with Operations and Maintenance Department personnel in monitoring and configuration of the (ITS) equipment installed on the vehicles and in the MST Communication Centers. Staff monitored and configured the software for the Trapeze Automatic Vehicle Location (AVL) systems on the fixed-route and Paratransit fleets. Staff monitored and configured the fixed-route real-time bus arrival/departure system. Staff monitored and configured the Trapeze Enterprise Asset Management (EAM) vehicle maintenance system. Staff have delayed the upcoming implementation of the Facilities module, due to the COVID-19 pandemic.

Staff continued to support the users of the Serenic Navision accounting/payroll system. Staff monitored and configured the functionality of the customer service database. Staff retrieved the RealTime data text and IVR data for the Customer Service monthly report. Staff ensured that the Wi-Fi systems installed on 15 buses used on the commuter routes were working as designed. Staff monitored and configured the Giro Hastus run cutting/planning system. Staff worked on the Contactless Fare Payment Demonstration.

Staff monitored the AT&T managed Voice-Over-Internet Protocol (VOIP) telephone system. Staff continued to support other MST staff members as needed, proactively ensuring that all were supported fully with their IT requirements. Staff received over 110 IT support requests via emails and telephone calls that were responded to in a timely manner.

Marketing Update

MST RealTime Usage:

2020	Text	RealTime Phone	CSR Phone	App Sessions	App Users
February	8,614	1,199	3,974	393,590	10,579
March	5,033	849	3,593	214,912	7,368
April	1,731	363	2,327	34,426	1,622
May	2,067	462	2,320	42,906	1,524
June	2,671	627	2,905	53,533	1,806
July	2,505	715	3,111	60,189	1,765
August	1,944	631	2,670	55,239	1,673
September	2,020	446	2,477	53,881	1,653
October	2,031	413	2,380	54,396	1,601
November	1,752	397	1,206*	51,661	1,531
December	1,758	330	2,087	45,999	1,378

2021					
January	1,565	303	1,998	40,466	1,345
February	1,687	349	2,012	46,488	1,336

**For the period between November 16-27, AT&T encountered technical difficulties, and no calls were reported. If the issue can be resolved, data for this period will be updated in a future report.*

Published news stories include the following: “Contactless transit fares get a pandemic boost” (Bloomberg.com, 2/1/21), “‘Laptop’ closed gate Annual Report brochure: 60-second fold of the week” (Printing Impressions, 2/4/21), “Linda Andrada” (Monterey County Weekly, 2/4/21), “Monterey County bus driver helps to reunite lost special needs child with family” (KION, 2/4/21), “On the bus” (Monterey County Weekly, 2/4/21), “SURF! Busway and Bus Rapid Transit Project survey” (Monterey County Business Council, 2/5/21), “Update: Limited vaccines available for vets next week at Marina’s Gourley Clinic” (Monterey County Herald, 2/5/21), “VTA introduces Gilroy Transit Center development” (Gilroy Dispatch, 2/22/21), “Transportation Update” (Chamber Connection, Business Roundtable, 2/23/21).

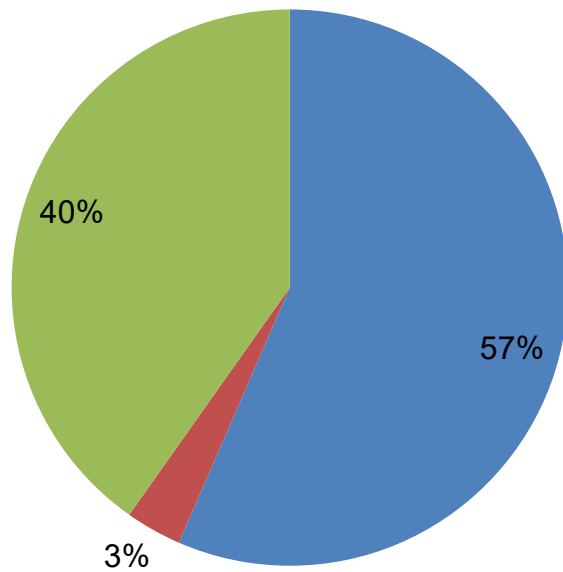
Press releases sent include: “MST Driver Helps Reunite Lost Special Needs Child with Family” (2/4/21), “MST Bus Service on Presidents’ Day” (2/9/21).

Projects: Continue to share information and coordinate sales of Low Carbon Transportation Operations Program (LCTOP) School Pass Program bus passes to districts within Monterey County; Continue to participate in Contactless Fare Payment Demonstration Project preparation discussions; Provide support to MST Mobility Services related to Navigator program, including assistance in creating recruiting materials; Ongoing management of communication and education related to COVID-19 and safety; Post on social media public survey opportunities for the SURF! Busway and BRT Project and the Comprehensive Operational Analysis; Continue coordination and support efforts with general updates to community regarding services and resources available through MST.

Collaborative/Meeting/Committees: Collaborated and supported creation of Mobility Department tour videos to be added to YouTube channel; Presented via Zoom to 189 participants from the Salinas Adult School; Attended Greenfield Unified School District Community Collaborative; Participated in Active Referral Network (ARN) meeting; Attended the monthly MST Employee Townhall meeting.

Social Media Performance:

Social Fans



Facebook	1,420
Twitter	82
Instagram	1,010

Overview by Social Media Platform:

New! Twitter



Facebook



Instagram



Notes: On Twitter, "following" someone means that you will see their tweets (Twitter updates) in your personal timeline. Twitter lets you see who you follow and also who is following you. Followers are people who receive other people's Twitter updates.

A Facebook "fan" is a user who likes a particular Facebook page. Users who "like" a page are able to receive updates from that page's administrator through status updates, posted content, and event invitations. A list of pages a fan has liked will appear on his or her profile page.

"Engagement" is the sum of likes and comments received by all posts.

"Traffic" is the total number of clicks on all the links posted.

Planning Update

During the month of February staff efforts continued to be focused on the COVID-19 pandemic. Planning implemented the February 6, 2021 service change.

Work continued on the proposed *Surf!* Busway and Bus Rapid Transit Project. Staff met weekly with the consultant team and TAMC. Meetings also took place with staff at FTA Region IX regarding the environmental analysis.

The South County Service Planning project continued to make progress. Staff met with the consultant weekly to review survey results and review options for local services. The consultant's draft memo was reviewed and staff feedback was provided.

MST's Comprehensive Operational Analysis (COA) was underway. The COA is an intensive planning study that will guide the agency in its operation as it recovers from the pandemic. Throughout the month, staff continued to respond to data requested by the consultant. A rider recruitment survey was available online to solicit passenger participation in upcoming focus groups.

In response to several customer calls requesting transit service to the Presidio, staff re-initiated conversation with U.S. Army Garrison Presidio Commander. On February 19, 2021, staff met with Col Chhoeung to discuss the future of MST operations on the base.

NTD Certification of the Automatic Passenger Counters (APCs) are proceeding smoothly, with a tentative submission package to be ready in 3-5 weeks as of the fourth week of March; depending on data quality. MST Planning staff has enacted a procedure to adequately and efficiently review video of purchased transportation vehicle trips to verify the accuracy of APC captures. In addition, Planning has been kept apprised of the status of physical APC adjustments by UTA to ensure that capture accuracy is within the NTD threshold and that the APCs are unobstructed moving forward.

MST's Information Technology department has been keeping Planning apprised of the status of the GIS procurement of software through ESRI and a new machine to store and utilize GIS data. A plan to implement the GIS has been enacted, and staff has been undergoing GIS training. Planning staff has been receiving some requests where GIS would be useful in fulfillment and plans to organize and implement data for such requests as soon as they are able.

Throughout the month, staff continued participating in meetings with various local agencies, including the Transportation Agency for Monterey County and Association of Monterey Bay Area Governments.

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Spiking Homelessness Rates

The Changing Capacity of Shelters During COVID-19 Sees Increasing Numbers of the Unhoused Pushed Onto the Street and Public Transit

By Stephanie Jordan
Managing Editor
Transit California

At the beginning of the pandemic, public transit ridership dropped suddenly and dramatically, however, there was a noticeable increase in people experiencing homelessness in transit stops, stations, and vehicles searching for shelter. Many of the unhoused also use public transit to travel to their workplaces, public shelters, and community service centers. Nearly half of 115 transit agencies participating in the report, [*Homelessness in Transit Environments Volume I: Findings from a Survey of Public Transit Operators*](#), published in December, reported a perceived increase in people experiencing homelessness on their systems due to the pandemic.

"Homelessness in transit environments is a major challenge in the U.S. and in Canada, but especially in California," says Anastasia Loukaitou-Sideris, Distinguished Professor of Urban Planning, UCLA Luskin School of Public Affairs, University of California Institute of Transportation Studies, and lead researcher of the report. "We know that public transit is a major important mode for people who are experiencing homelessness and we know they take shelter in transit environments. However, not that much has been written about homelessness in transit environments."

More than 150,000 people in California experience homelessness every day, with more than two-thirds of those being unsheltered, accounting for nearly half of the nation's unsheltered homeless population. With to market instabilities and lockdowns, a rise in homelessness is expected as many people are on the verge of becoming homeless, as a result of the impacts of the pandemic-induced economic downturn.

Even as they struggle to recover from the impacts of the pandemic, California public transit agencies are increasingly placing a priority on helping the unhoused. The heads of six transit agencies in California - Alameda-Contra Costa Transit District (AC Transit), San Francisco Bay Area Rapid Transit District (BART), Capitol Corridor Joint Powers Authority (Capitol Corridor), Los Angeles County Metropolitan Transportation Authority (LA Metro), Sacramento Regional Transit District (SacRT), and San Mateo County Transit District (SamTrans) - sent a letter last month to state Assemblymembers Wendy Carillo (D-Los Angeles) and David Chiu (D-San Francisco) that outlined how transit systems are not eligible to apply for state grants for homelessness and housing and pleaded for more assistance. The letter also explained that the presence of people experiencing homelessness and safety were identified by riders as the main reasons not to ride transit. Riders gave BART's management of homelessness the lowest rating of any subject on the most recent rider survey, although overall numbers improved from last year.

In a statement, Chiu said he greatly appreciated the work by transit agencies, but the challenge is that California has not yet committed to ongoing state funding for homelessness. One-time funding is limited to agencies that directly provide housing and shelter beds, he said. Chiu is co-sponsoring an assembly bill AB 71 to create permanent funding sources for homelessness.

"We have to call on these county and local officials because they're leaving us in this situation," said BART Director Bevan Duffy, who formerly was responsible for overseeing homeless policy and poverty in San Francisco. "It is not our fault that the systems are so broken around the Bay Area that we can't make the connections. And I think on some level, our riders understand, they're just frustrated and scared because they see a situation that is unchecked."

Duffy points to the disjointed county and regional efforts, and the lack of clarity on how much funding for services, outreach, programs, and treatment are available. The result is an inadequate response to the homelessness crisis, that has been exacerbated by the economic disruption, housing instability, and mass unemployment that the pandemic has brought leaving public spaces, like public transit, to deal with spiking numbers of people experiencing homelessness.

STUDY RESULTS

Loukaitou-Sideris found that over half of the agencies surveyed reported that they see at least 100 individuals who are unhoused per day on their system, while 14 agencies reported 500 unhoused people or more.

While the survey included agencies across the U.S. and the largest Canadian transit systems, the researchers oversampled large and small operators in California because homelessness is particularly visible there. Prior to distribution, the 37-question survey was reviewed with staff of the California Transit Association, the California Department of Transportation (Caltrans), LA Metro, BART, and peers at the UCLA Luskin School of Public Affairs.

Explains Loukaitou-Sideris, "The key research questions investigated how the COVID-19 pandemic and its associated economic effects impacted the homelessness crisis in transit environments in major metropolitan areas, around the country, including Los Angeles and San Francisco. A nationwide web survey of U.S. transit operators on how the COVID-19 pandemic affected their strategies to deal with homelessness was conducted. The survey asked staff and stakeholders how each of these organizations addressed homelessness; what the scale of their homelessness issues were and the challenges they faced; how the pandemic had changed those strategies or the scale of the problem; and how it affected their effectiveness."

KEY SURVEY RESPONSES OF 142 INDIVIDUAL SURVEY PARTICIPANTS FOUND:

- 85 percent of agencies view homelessness as a challenge.
- 86 percent receive complaints about unhoused riders.
- 60 percent say unhoused riders create a negative effect on ridership, which has increased during the pandemic.

In terms of challenges, a vast number of survey respondents mention homelessness as a challenge, although agencies differed on if they characterize it as a major challenge versus a minor challenge.

According to the report, most of the larger operators characterized homelessness as a major challenge. They also said that other riders' concerns about unhoused people represents a challenge. Other challenges include the lack of funding, both external and internal, to respond to homelessness, and especially a lack of support from city, county, state, and provincial entities. The report also notes that the underdeveloped policies or lack of clear policies on how to respond to homelessness is challenging, as is the lack of staff training on how to interact with the unhoused.

COVID COMPLICATIONS

One of the outcomes of the pandemic is the spotlight that has been placed on vulnerable populations and their dependence on public transit. Unhoused riders are among the vulnerable travelers. According to the survey, the pandemic has caused 41 percent of agencies to re-think and develop new policies to address homelessness, 29 percent to intensify their homelessness responses, and 29 percent to start new partnerships or implement new strategies.

One of the measures LA Metro has taken is its Operation Shelter the Unsheltered. At the beginning of the pandemic, LA Metro began offering bus transportation to the unhoused and other vulnerable individuals who, for their own safety and those of other transit riders, may be in need of social service assessment, shelter or mental health services. In its first month of operation, April to May, more than 290 unhoused individuals riding the LA Metro system accepted bus transportation to nearby shelter beds, a substantial increase compared to the agency's normal outreach rate for homeless housing services. (As a comparison, in January 2020, the agency attained interim housing for 46 individuals.) LA Metro reports that the increase is due in part to the availability of new beds at nearby city recreation centers. The increase is also due to the agency's internal teamwork and close coordination with the city of Los Angeles's Unified Homeless Response Center. This center, established two years ago by LA Mayor Eric Garcetti, acts as a central command post to tackle the city's homeless crisis in real-time.

BART staff reported to its board that the number of homeless individuals in the Bay Area has swelled to nearly 35,000, a 25 percent increase from 2017, with many more at risk of losing shelter because of the pandemic.

The agency's new homeless action plan, introduced at the end of last month, includes advocating with government, expanding public-private partnerships and continuing to build out its new \$8 million progressive policing department that will hire social workers and unarmed ambassadors to respond to homelessness. BART is also in the early stages of exploring with Oakland to potentially create a temporary city-managed safe parking site for unhoused use on BART property in exchange for more homeless resource assistance and support.

This fiscal year, BART budgeted \$18 million for quality of life issues, which includes cleaning, safety, and fare evasion prevention. Of that, \$2.6 million specifically is dedicated to homelessness response, including paying a community outreach coordinator, homeless outreach teams, elevator attendants, and the preventing and cleaning of encampments.

DEDICATED STAFF

Loukaitou-Sideris reports that almost no agency receives external funding to address homelessness. As a result, 66 percent of the agencies reported having to self-fund dedicated staff, and 53 percent offer training to front line employees on how to interact with unhoused riders.

During the pandemic, LA Metro has assigned two full-time employees to the Unified Homeless Response Center to help find available housing near key transit hubs on a real-time basis every day.

"The idea is to be able to offer unhoused individuals space in a shelter while they're at our stations," said Bob Green, LA Metro's Chief of System Security and Law Enforcement to Metro's The Source. "We're seeing some of the unhoused more willing to accept space in the shelters because of the COVID-19 crisis."

LA Metro has also formed a task force comprised of several agency resources working hand-in-hand to offer expedited housing services in the age of coronavirus. In addition to dedicating staff to the resource center to help track bed availability, LA Metro's PATH (People Assisting the Homeless) outreach team members have been joined by transit security, fare inspectors and specialized law enforcement units at key terminus stations such as Union Station, 7th Street/Metro Center and North Hollywood. The task force offers unhoused individuals with bus transportation to nearby shelters within 15-20 minutes, often a key determining factor for whether a person chooses to accept shelter or not.

"We're walking a tightrope in putting the right resources together to tackle this issue. It appears to be making a difference. We are getting folks the assistance they need at a time when essential travel and social distancing on public transit is critical," stated Green.

In January, BART announced the creation of a new position to implement its Strategic Homelessness Action Plan. The new Senior Manager of Social Services Partnerships position will be part of the agency's efforts to increase resources to help address homelessness within the system and connect people to resources. The job will focus on designing, implementing, and overseeing programs to address homelessness and related issues within the BART system. The position will serve as the top advisor for the General Manager and the Board of Directors on matters related to homelessness and the health and social welfare of BART riders.

"This new position doubles down on our commitment to help those in need and to demonstrate a new approach at BART," said BART General Manager Bob Powers at the time of the announcement. "Our riders and employees are important, not only because they come across in the system who are seeking shelter and don't know the best way to help. Homelessness is a complex issue and as a transit system we have struggled to effectively respond to the crisis occurring in the Bay Area. We need someone who can work with a variety of stakeholders, find funding partnerships, and bring new ideas to the table."

BART's Senior Manager of Social Services Partnerships will work directly with BART's Supervisors of Crisis Intervention, who are responsible for providing services to the unsheltered population in the BART system with housing and/or mental health issues. The Senior Manager will also work closely with the BART Police Department to ensure all programs are in alignment with its progressive policing policies.

MORE HELP & DATA NEEDED

"We would definitely recommend expansion of outreach strategies," says Loukaitou-Sideris. "We think partnerships are important, not only because they add resources, but also because they bring different types of expertise to address a very difficult issue. We also recommend expansion of dedicated funding and the transit industry lobbying to get more resources from federal and state entities, as well as the dissemination of best practices."

Data and metrics are an important part of BART's Strategic Homeless Action Plan and the agency's progressive policing efforts to find new solutions that don't rely on armed police. The agency aspires to measure efficacy of the program with monthly sets of specific data points including:

SHORT-TERM METRICS

- Positive engagements
- Rapport building
- Provide information
- Refusal of services
- Follow up for multiple contact individuals

LONG-TERM METRICS

- Acceptance of services
- Temporary housing
- Permanent housing
- Drug/alcohol programs
- Conservatorship
- Reuniting with family or care givers

Adding to policy difficulties, Loukaitou-Sideris states, is that very few agencies take counts of their unhoused riders. "Only six percent take counts of unhoused riders themselves," she reports. "And only 17 percent have access to counts or formal estimates of unhoused riders from any source. Over a quarter of agencies do not have adequate information to provide even a rough estimate of people experiencing homelessness on their system."

Loukaitou-Sideris believes this is a definite problem, asking, "How can you plan, if you don't know the extent of the problem?" More than one in four agencies could not provide a rough estimate of people experiencing homelessness on their systems. However, anecdotally, because again - with very few exceptions - we don't have counts, 50 percent of agencies report seeing more unhoused riders since the pandemic started. At least that is their perception. But keep in mind, that since more of the housed riders have stopped riding transit, it makes the unhoused riders appear more visible. What we really need is more and better data. We need agencies and cities to do better counts to really understand the extent of the issue."

UNHOUSED TRAVELERS

Even with the recent strategies that BART is making to stabilize and prevent homelessness, Green knows more remains to be done to address the massive and complex issue surrounding the unhoused and their use of public transportation during the COVID-19 outbreak.

"All of this is a journey," Green acknowledges. "We're trying to get different strategies in place to address this unprecedented situation we find ourselves in today. It's a profound challenge, but we will continue to offer these services as long as we have shelter space available."

"I think agencies should rethink their fare policies towards the homeless," suggests Loukaitou-Sideris. "These are people who cannot afford the ticket, yet transit is a critical service for some of them to access jobs, it is not just shelter. A number of agencies mentioned that operators must insist on the ticket, but then there are delays, and conflicts. A number of agencies have started distributing free fares to shelters and social service agencies that can be passed on to people that are experiencing homelessness."

Loukaitou-Sideris reveals that her team's next research project on the subject will highlight the best practices being implemented to help people experiencing homelessness.

"We feel the transit industry needs to look into the mobility and well being of not only its housed riders, but also its unhoused riders," she says.

The need to understand the true scale of the homelessness crisis in transit environments, especially in the pandemic and post-pandemic world, is vital in order to work towards identifying and prioritizing new initiatives. This imperative is

not only to act as safety nets for vulnerable travelers, but also to address the need to re-establish trust in public transit by housed riders.

After the presentation of the Strategic Homeless Action Plan to the BART board, Director Janice Li punctuated a key motivator for proactively investing in homelessness initiatives stating, "We will not rebuild our ridership without addressing homelessness."

TRANSIT TALKS WEBINAR REPLAY

Impact of Homelessness on Transit Operations

On February 24 the California Transit Association and California Association for Coordinated Transportation (CALACT) convened its weekly webinar-based discussion, *Transit Talks*, this time featuring the results of [Homelessness in Transit Environments Volume I: Findings from a Survey of Public Transit Operators](#) and a look at how transit agencies have responded to homelessness.

To access the webinar recording and PowerPoint presentations, [click here](#) (member login required).

For more information, please contact the California Transit Association at COVID-19@caltransit.org.

Connect with us:   

California Transit Association | 1415 L Street, Suite 1000, Sacramento, CA 95814 | (916) 446-4656 | caltransit.org 

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The Honorable Jimmy Panetta
 United States House of Representatives
 406 Cannon House Office Building
 Washington, DC 20515

March 31, 2021

RE: Support for Federal Surface Transportation Bill Member Designated Project for Monterey-Salinas Transit's *SURF!* Highway 1 Busway and Bus Rapid Transit Project

Dear Representative Jimmy Panetta,

Jimmy

I am writing to express my support for Monterey-Salinas Transit District's (MST) request to be included as a Member Designated Project of the Federal Surface Transportation Bill. The funding will support the construction of a key regional investment which will provide an efficient and reliable alternative for alleviating the severe congestion along the essential Highway 1 corridor between Marina and Seaside. As you are aware, this corridor provides access to educational, employment, healthcare, housing, and recreational opportunities for many riders who rely on MST's service.

The *SURF!* Busway and Bus Rapid Transit (BRT) will utilize the Monterey Branch Line right-of-way, which is currently owned by the Transportation Agency for Monterey County, to operate service along a dedicated right-of-way between Marina and Seaside. This project will connect to MST's existing Jazz BRT and other bus lines serving the not only the immediate area, but also the whole Monterey County.

Once constructed, the *SURF!* Busway will generate enough ridership to not only make public transit an attractive and viable alternative to single occupancy vehicles, but also "pave" the way for passenger rail service along the Monterey Branch Line. The *SURF!* Busway will provide our community with a fast, reliable, and efficient alternative to commuting along Highway 1. When completed, this essential project will help ease agonizing commuter traffic on the Hwy 1 corridor along with conveying Monterey County one step closer to making the use of an automobile a choice not a necessity.

The Board of Directors for Monterey-Salinas Transit District highly recommends the federal funding support for the MST's *SURF!* Busway project.

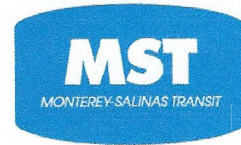
Sincerely,

Dan

Dan Albert
 Chairman of the Board

CC: Carl Sedoryk, General Manager/CEO, MST

*Jimmy -
 Thank you for all you do
 to support public transportation
 in the Monterey County.*



The Honorable Jimmy Panetta
United States House of Representatives
406 Cannon House Office Building
Washington, DC 20515

March 31, 2021

RE: Support for Federal Surface Transportation Bill Member Designated Project Monterey-Salinas Transit Zero Emission Resiliency & Operations Sustainability (ZEROS) Project

Dear Representative Jimmy Panetta : *Jimmy*

I am writing to express my support for Monterey-Salinas Transit District's (MST) request to be included in the Federal Highway Bill's Member Designated Project program. The funding will support the construction of critical support infrastructure for MST's current and future zero emission fleet. This project takes a critical step in making battery electric vehicles an efficient and reliable alternative to traditional fossil fuel powered vehicles. As recipients of federal funding, MST is required to maintain a "state of readiness" to respond to emergencies, including evacuations. Historically, MST has an outstanding track record of providing critical support in these times of great need.

The ZEROS project will fund the design, procurement, and the installation of solar charging infrastructure and battery backup systems. This critically important infrastructure will allow MST's current and future battery electric fleet and operations centers to function even if the power grid is compromised. This redundancy will allow MST to confidently and seamlessly operate its regular service and provide emergency services when the need arises. This project will be focused on the Monterey, Salinas, and King City Maintenance and Operations facilities, ensuring MST is able to provide emergency relief to all residents within its jurisdiction, especially the disadvantaged, low-income, and priority populations.

By coupling these emergency redundancy plans with MST's goals for an expanded zero emission vehicle fleet, the local residents and tourists will have access to an excellent transit service while producing no tailpipe emissions while reducing Monterey County's carbon footprint.

The Board of Directors for Monterey-Salinas Transit District highly recommends the federal funding support for the MST's ZEROS Emission Resiliency & Operations Sustainability Project.

Sincerely,

Dan Albert
Chairman of the Board

CC: Carl Sedoryk, General Manager/CEO, MST

*Jimmy -
Thank you for all you do
to support public transportation
in the Monterey County
da*



The Honorable Jimmy Panetta
United States House of Representatives
406 Cannon House Office Building
Washington, DC 20515

March 31, 2021

RE: Support for Monterey-Salinas Transit's South Monterey County Zero Emission Bus and Infrastructure Local Transportation Priority Community Project

Dear Representative Jimmy Panetta: *Jimmy*

I am writing to express my support for Monterey-Salinas Transit District's (MST) request to be included in the Local Transportation Priority Community Project program. Through the proposed project, MST would replace two existing fossil fuel powered buses with new all-electric, zero-emission vehicles. Additionally, this would allow MST to install charging infrastructure at its new South County Operations and Maintenance Facility which serves the low-income communities in South Monterey County and the Salinas Valley. This area is an essential connection for many riders who rely on MST's service area that covers roughly one-fifth of the California coast.

The first phase of zero emission bus rollouts by MST was successfully deployed in 2015 and has continued to not only draw attention throughout the country, but also provide consistent service to the people who use it daily. This program would enable MST to remain a leader in switching to electric buses, while continuing to provide the exceptional service its riders have become accustomed to.

We see transition to all-electric zero-emission vehicles as an exciting project that will benefit all of Monterey County. By expanding our battery-electric vehicle fleet, the change will offer residents and tourists excellent transit service while producing no tailpipe emissions and noticeably less noise than the current diesel and gasoline buses.

The Board of Directors for Monterey-Salinas Transit District enthusiastically supports MST staff's dedication to zero emission technology throughout the Monterey County. With this in mind, we highly recommends funding two electric buses and the associated charging infrastructure.

Sincerely,

Dan Albert
Chairman of the Board

CC: Carl Sedoryk, General Manager/CEO, MST

*Jimmy -
Thank you for all you do
to support public transportation
in the Monterey County.*

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Thomas Walters & Associates, Inc.
Washington, DC

March 29, 2021

TO: Carl Sedoryk

FROM: Don Gilchrest

The following report summarizes actions taken on behalf of Monterey-Salinas Transit in February.

COVID-19 Transit Assistance

The *American Rescue Plan* was signed into law on March 11, 2021, and includes almost \$1.9 trillion for COVID-19 relief, including public health funding, direct assistance to businesses and individuals harmed by the economic downturn, and fiscal relief for states and local governments. Under the legislation, \$30.5 billion will be provided to transit agencies to prevent, prepare for, and respond to the coronavirus public health emergency. The rescue bill also includes \$1.67 billion for the Capital Investment Grants program, which includes \$250 million for the Small Starts program. We lobbied for this provision during the drafting of the bill because the Small Starts program has been helpful for MST's Bus Rapid Transit project.

Surface Transportation Programs

Committees in the House and the Senate have begun the process of drafting a multi-year bill to reauthorize federal surface transportation programs. The legislation is needed to set funding levels and policies for highway, transit and rail programs. The *Fixing America's Surface Transportation Act* expired last year, but its provisions were extended through October to allow Congress more time to draft the next bill.

The House Committee on Transportation and Infrastructure plans to draft its version of surface transportation reauthorization legislation in May. Chair DeFazio (D-OR) has indicated that the starting point for the legislation will be H.R. 2, the *Moving Forward Act*, which was passed by the House last July, but which was not taken up by the Senate during the 116th Congress. H.R. 2 proposed a \$494 billion reauthorization of surface transportation programs, which was then made the core of a larger effort to fund other forms of infrastructure. The process in the Senate is expected to be slower than the House but the Environment and Public Works Committee is hoping to draft the highway program provisions by this summer.

Infrastructure Funding

President Biden will travel to Pittsburgh on March 31, where he will release additional details on his infrastructure and economic program. The President's fiscal year 2022 budget proposal has not been sent to Congress yet, and additional details may be provided on those funding bills as well.

The infrastructure roll out is part of the Administration's emphasis on economic recovery now that the initial COVID-19 relief legislation has been signed into law. It is expected to total more than \$2 trillion and include transportation funding and a host of other infrastructure improvements. Education, workforce development, climate change mitigation and equity issues are also expected to be prominent. As was the case with the *American Rescue Plan*, the infrastructure package is likely to utilize the budget reconciliation process in order to achieve passage by the Senate.

Fiscal Year 2022 Budget Process

The annual appropriations process usually begins with submission of the President's budget proposals in early February. This process is typically delayed with the start of a new Administration because of the need to staff key positions. In addition, the continuation of the pandemic disruption impacted the development of the annual budget because of the concurrent emphasis on providing supplemental emergency funding for COVID-19 relief and the drafting of economic stimulus proposals.

We are closely monitoring the budget situation for any impacts on MST or opportunities for your advocacy program. We will begin to see the beginnings of a bare-bones budget proposal rolled out in the coming weeks, probably to be followed by more detailed budget submissions in May. We are closely tracking the request deadlines to work with you to submit funding requests for FY 2022 and continue to coordinate our efforts with the California Transit Association, APTA, and the Bus Coalition.

To: Board of Directors

From: Michelle Overmeyer, Director of Planning and Innovation

Subject: State Legislative Advocacy Update

The California Department of Public Health (CDPH) issued updated state guidance on March 11th to prioritize vaccinations for transit workers statewide, acknowledging public transit's critical role in our state's recovery. Governor Newsom acknowledged the updated guidance, prioritizing transit workers, on March 12 in an interview with KQED.

The California State Transportation Agency released the draft Climate Action Plan for Transportation Infrastructure (CAPTI), a plan to prioritize funding for sustainable transportation projects. CAPTI outlines key investment strategies for investing billions of discretionary transportation dollars annually to aggressively combat and adapt to climate change while supporting public health, safety and equity. The plan builds on executive orders signed by Governor Gavin Newsom in 2019 and 2020 targeted at reducing greenhouse gas (GHG) emissions in transportation, which account for more than 40 percent of all emissions, to reach the state's ambitious climate goals. Under the draft plan, where feasible and within existing funding program structures, the state will invest discretionary transportation funds in sustainable infrastructure projects that align with its climate, health and social equity goals. Staff will be reviewing the draft and submitting comments, if needed.

Last year AB 90 and AB 107 were passed which provided a series of statutory relief measures that provided funding certainty and flexibility to transit agencies like MST as we weather this pandemic. Recognizing that transit agencies are still not in the clear from the pandemic, Senator Scott Wiener is refreshing the legislative sign-on letter to seek extensions to the various relief measures secured in AB 90 and AB 107 and to make progress on relief measures pursued last year, which were not included in those bills. These efforts will help MST and transit passengers in Monterey County. The relief measures described in Senator Wiener's letter align closely with measures included in Governor Newsom's proposed FY 2021-22 State Budget. Assemblymembers Rivas and Stone and Senators Caballero and Laird have all signed onto the letter. It was sent to Governor Newsom, Senate President Pro Tempore Atkins, and Speaker of the Assembly Rendon.

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