MONTEREY-SALINAS TRANSIT DISTRICT BOARD OF DIRECTORS
MEETING AGENDA
December 13, 2021
Time: 10:00 AM Pacific Time (US and Canada)

The declared State of Emergency and MST Resolution 2022-14 allows MST to hold meetings via teleconference and to make meetings accessible electronically to protect public health. The December 13, 2021 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, December 10, 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

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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/](https://mst.org/contact-us/)  
**Email:** clerk@mst.org  
**Phone:** (888) 678-2871
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888-678-2871 / Free language assistance / Asistencia de Lenguaje Gratuito / Libreng tulong para sa wika / Hỗ trợ ngôn ngữ miễn phí / 무료 언어 지원
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. 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.

   3-1. Review General Manager/CEO Performance Incentive Gov. Code § 54957. (Dan Albert)

4. CONSENT AGENDA

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

   4-1. Approve Resolution 2022-16 Authorizing Remote Teleconference Meetings. (Carl Sedoryk) (Page 7)

   4-2. Adopt Resolution 2022-17 Recognizing Oscar Lemus, Inventory Clerk, as Employee of the Month for December 2021. (Frank Marcos) (Page 9)

   4-3. Approve Minutes of the MST Board Meeting on November 15, 2021. (Jeanette Alegar-Rocha) (Page 11)

   4-4. Receive Draft Minutes of the MST Board Administrative Performance Committee Meeting on November 15, 2021. (Jeanette Alegar-Rocha) (Page 17)
   a) Accept Reports of October 2021 Cash Flow
   b) Approve October 2021 Disbursements
   c) Accept Report of October Treasury Transactions

4-6. Receive Report on Lost and Found Items Left on MST Property for the
Month of August. (Sonia Wills) (Page 29)

4-7. Receive 2022 MST Board Meeting Calendar and Committee Meeting
Schedules. (Jeanette Alegar-Rocha) (Page 31)

4-8. Receive Results of the Federal Transit Administration’s (FTA) FY2021
COVID-19 Relief Electronic Clearing House Operation System (ECHO)
Drawdown Review. (Deanna Smith) (Page 37)

End of Consent Agenda

5. RECOGNITIONS AND SPECIAL PRESENTATIONS

5-1. December 2021 Employee of the Month – Oscar Lemus, Inventory Clerk.
   (Frank Marcos)

5-2. Recognition of 25 Years of Service – Fernando Andrade, Coach Operator.
   (Norman Tuitavuki)

5-3. Recognition of 25 Years of Service – Daniel Vohl, Coach Operator. (Norman
   Tuitavuki)

5-4. Recognition of 25 Years of Service – Sherman Upshaw, Facilities,
   Technician. (Paul Lopez)

5-5. Recognition of 20 Years of Service – Rommel Nieves, Utility Service
   Technician. (Frank Marcos)

5-6. 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)

6. PUBLIC HEARINGS

   None

7. ACTION ITEMS

7-1. Approve 2022 State Legislative Program. (Michelle Overmeyer) (Page 49)

7-2. Approve 2022 Federal Legislative Program. (Carl Sedoryk) (Page 55)
7-3. Adopt Resolution No. 2022-18 Approving Monterey-Salinas Transit District’s (MST) Zero-Emissions Bus (ZEB) Rollout Plan for Submission to the California Air Resources Board (CARB) in Compliance with the Innovative Clean Transit (ICT) Regulation. (Norman Tuitavuki) (Page 61)

7-4. Authorize General Manager/CEO to Execute a Contract with Kimley-Horn for SURF! Busway and Bus Rapid Transit (BRT) Project Final Design Services in an Amount Not to Exceed $5,000,000 Pending Execution of a Measure X Funding Agreement with the Transportation Agency for Monterey County, Certifying that a Skilled and Trained Workforce Will be Used for the SURF! Busway and BRT Project, and Directing Kimley-Horn to Incorporate Such Requirements into the Bidding Process, as Provided in Attachment 1. (Lisa Rheinheimer) (Page 101)

7-5. Authorize General Manager/CEO to Execute a Contract with California State University, Monterey Bay (CSUMB) for a Free Fare Program in an Amount not to Exceed $120,000 for the Spring 2022 Semester. (Michelle Overmeyer) (Page 105)

7-6. Approve the Recommendation of the General Manager Performance Evaluation Ad Hoc Committee of 4.7% Incentive Pay for the General Manager/CEO. (Dan Albert) (Page 107)

8. REPORTS & INFORMATION ITEMS

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

8-1. General Manager/CEO Report – November 2021 (Page 109)


8-3. State Legislative Advocacy Update - None

8-4. Staff Trip Reports (Pages 147-151)

8-5. Correspondence – None

9. BOARD REPORTS, COMMENTS, AND REFERRALS

9-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)

9-2. Board Member Comments and Announcements

   a) Recognition of Ikuyo Yoneda-Lopez, Marketing and Customer Service Manager, Graduation from Leadership Monterey County.

9-3. Board Member Referrals for Future Agendas.
10. RETURN TO 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.


11. ATTACHMENTS

11-1. The Detailed Monthly Performance Statistics and Disbursement Journal for October 2021 can be viewed online within the GM Report at http://mst.org/about-mst/board-of-directors/board-meetings/

12. ADJOURN

NEXT SCHEDULED MEETING DATE: January 10, 2022
10:00 a.m.

NEXT SCHEDULED AGENDA DEADLINE: December 28, 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/
RESOLUTION NO. 2022-16
MONTEREY-SALINAS TRANSIT DISTRICT
REGARDING RALPH M BROWN ACT AND FINDING OF IMMINENT RISK TO HEALTH AND SAFETY OF IN-PERSON MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

WHEREAS, the proclaimed state of emergency remains in effect; and,

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and,

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and,

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

WHEREAS, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html); and,

WHEREAS, other variants of COVID-19 exist, and it is unknown at this time whether other variants may result in a new surge in COVID-19 cases; and,

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and,

WHEREAS, Monterey County currently has a Community Transmission metric of “high” which is the most serious of the tiers; and,

WHEREAS, due to the seriousness of the current pandemic situation, the CDPH has required that all unvaccinated persons wear facial coverings indoors, and the CDC and CDPH recommend that all persons, regardless of vaccination status, wear facial coverings indoors; and,
WHEREAS, due to the seriousness of the current pandemic situation in the County of Monterey, the Board of Supervisors has recently adopted an indoor mask requirement for all persons regardless of vaccination statues; and,

WHEREAS, the Board of Directors for the Monterey-Salinas Transit District (“MST”) is empowered to take actions necessary to protect public, health, welfare and safety within the region; and,

WHEREAS, MST has an important governmental interest in protecting the health, safety and welfare of those who participate in meetings of MST’s various legislative bodies subject to the Brown Act; and,

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the MST Board of Directors deems it necessary to find that meeting in person for meetings of all MST-related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing.

NOW, THEREFORE, BE IT RESOLVED by the MST Board of Directors as follows:

1. The Board of Directors finds that meeting in person for meetings of all MST-related legislative bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees.

2. This finding applies to all MST-related legislative bodies subject to the Brown Act, including but not limited to, the Board Administrative Performance Committee, Board Operations Performance Committee, Mobility Advisory Committee, Measure Q Oversight Committee, and any other standing committees.

3. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next Board of Directors meeting (whichever comes first), with an item for the Board to consider making the findings required by AB 361 in order to continue meeting under its provisions.

4. The MST General Manager/CEO and MST Counsel are directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

PASSED AND ADOPTED this 13th day of December 2021, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

DAN ALBERT, BOARD CHAIR,
MONTEREY-SALINAS TRANSIT DISTRICT

CARL G. SEDORYK, GENERAL MANAGER/CEO
MONTEREY-SALINAS TRANSIT DISTRICT
OSCAR LEMUS
DECEMBER 2021
EMPLOYEE OF THE MONTH

WHEREAS, each month Monterey-Salinas Transit District 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, Oscar Lemus began his career with Monterey-Salinas Transit in December of 2014 as an Inventory Clerk. He ensures MST’s storerooms remain safe, clean, and well-stocked. He has taken extra effort to find and purchase parts and materials MST needs to keep its entire fleet operational and available; and

WHEREAS, Oscar Lemus is a great example of a collaborator and team player. He is playing a key role in the opening and activation of the South County Operations and Maintenance Facility (SCO). He has helped to create the parts, tools and equipment list required for (SCO); and

WHEREAS, Oscar Lemus is well respected by his co-workers and peers. He has been described as having a positive attitude and is always willing to help and take on new challenges.

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

BE IT FURTHER RESOLVED that Oscar Lemus is to be congratulated for his 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 2022-17 this 13th day of December 2021.

____________________________    ___________________________
Dan Albert        Carl G. Sedoryk
Board Chair       Board Secretary
MEETING OF THE MST BOARD OF DIRECTORS

MEETING MINUTES

November 15, 2021
10:00 am (Pacific)

Present:
- Jeff Baron    City of Carmel-by-the-Sea
- John Gaglioti    City of Del Rey Oaks
- Lorraine Worthy   City of Gonzales
- Yanely Martinez   City of Greenfield
- Mike LeBarre    City of King
- David Burnett   City of Marina
- Dan Albert    City of Monterey
- Joe Amelio    City of Pacific Grove
- Tony Barrera    City of Salinas
- Mary Ann Carbone   City of Sand City
- Dave Pacheco    City of Seaside
- Anna Velazquez    City Soledad
- Luis Alejo    County of Monterey

Absent: None

Staff:
- Carl Sedoryk    General Manager/CEO
- Lisa Rheinheimer    Assistant General Manager
- Norman Tuitavuki    Chief Operating Officer
- Michael Kohlman    Chief Information Officer
- Kelly Halcon    Director of HR & Risk Management
- Michelle Overmeyer    Director of Planning & Innovation
- Andrea Williams    General Accounting & Budget Manager
- Jeanette Alegar-Rocha  Deputy Secretary
- Ikuyo Yoneda-Lopez    Marketing & Customer Service Manager
- Sonia Wills    Customer Service Supervisor
- Matthew Deal    Grants Analyst
- Scott Taylor    IT Manager
- Ezequiel Rebollar    IT Technician
- Paul Lopez    Facilities Manager
- Abel Diaz    Facilities Technician
- Sherman Upshaw    Facilities Technician
- Deanna Smith    Civil Rights Officer
1. CALL TO ORDER

1-1. Roll Call.

1-2. Pledge of Allegiance.

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

Chair Albert called the meeting to order at 10:00 a.m. and led the pledge of allegiance. Roll call was taken as the meeting was held via ZOOM teleconference. A quorum was established. General Manager/CEO Carl Sedoryk reviewed the highlights of the agenda.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

There were no public comments.

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. Approve Resolution 2022-14 Authorizing Remote Teleconference Meetings. (Carl Sedoryk) (Page 7)


3-3. Approve Minutes of the MST Board Meeting on October 11, 2021. (Jeanette Alegar-Rocha) (Page 11)
3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of June 2021. (Sonia Wills) (Page 17)

   a) Accept reports of September 2021 Cash Flow
   b) Approve September 2021 Disbursements
   c) Accept Report of September Treasury Transactions

3-6. Receive Draft Minutes of the Mobility Advisory Committee (MAC) on September 29, 2021. (Claudia Valencia) (Page 27)

End of Consent Agenda

There were no public comments on the Consent Agenda.

Director LeBarre pulled agenda item 3-1 from the Consent Agenda for comment.

On a motion by Director Worthy, seconded by Director Velazquez and carried by the following vote, which was conducted by roll call, the Board approved agenda items 3-2 to 3-6 on the Consent Agenda:

AYES: 13 Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez, Worthy
NOES: 0 None
ABSENT: 0 None
ABSTAIN: 0 None

Chair Albert opened board member comments and discussion on pulled agenda item 3-1.

On a motion by Director Gaglioti, seconded by Director Amelio and carried by the following vote, which was conducted by roll call, the Board approved agenda item 3-1 resolution 2022-14, unmodified and as presented by staff proclaiming a state of emergency and authorizing remote teleconference meetings in accordance with the Brown Act:

AYES: 12 Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, Martinez, Pacheco, Velazquez, Worthy
NOES: 1 LeBarre
ABSENT: 0 None
ABSTAIN: 0 None

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

4-1. November 2021 Employee of the Month – Abel Diaz, Facilities Technician. (Paul Lopez)
4-2. New Organizational Announcement – Michael Kohlman, Chief Information Officer. (Carl Sedoryk)

4-3. South County Operations and Maintenance Facility Project – Certificates of Appreciation. (Lisa Rheinheimer)

4-4. 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)

There were no public comments.

The MST Board received a report from the General Manager/CEO on activities related to COVID-19 pandemic incident response and recovery planning.

5. PUBLIC HEARINGS

None.

6. ACTION ITEMS

6-1. Authorize a 3.0% FY 2021 Incentive Pay Pool for Eligible Monterey-Salinas Transit Employee Association (MSTEA) and Confidential Unit Employees per Recommendation from the Board Administrative Performance Committee. (Carl Sedoryk)

There were no public comments.

On a motion by Director LeBarre, seconded by Director Amelio and carried by the following vote, which was conducted by roll call, the Board approved authorizing a 3.0% FY 2021 Incentive Pay Pool for Eligible Monterey-Salinas Transit Employee Association (MSTEA) and Confidential Unit Employees per recommendation from the Board Administrative Performance Committee.

AYES: 13 Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez, Worthy

NOES: 0 None

ABSENT: 0 None

ABSTAIN: 0 None

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 – September 2021

7-2. Federal Legislative Advocacy Report – October 2021
7-3. State Legislative Advocacy Update – September 2021

7-4. Staff Trip Reports

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, RETURN AND REPORT


9-2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code section 54956.9(d)(1).) Keep Fort Ord Wild; The Open Monterey Project v. Monterey-Salinas Transit, Monterey County Superior Court, Case No. 21CV002192.

9-3. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code section 54956.9(d)(1).) SNG Evariste, LLC v. Monterey-Salinas Transit, Monterey County Superior Court, Case No. 21CV002572.

General Counsel David Laredo reported that the Board was provided an update by staff that closed session item 9-1 is now closed.

The Board was provided updates on closed session items 9-2 and 9-3 but no reportable action was taken.

10. ATTACHMENTS

10-1. The Detailed Monthly Performance Statistics and Disbursement Journal for September 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 11:24 a.m. (Pacific)
Board Administrative Performance Committee (BAPC)
ZOOM Teleconference Meeting

Draft Minutes
November 15, 2021
9:00 a.m.

Present:  Mike LeBarre (Chair)  City of King
          Yanely Martinez  City of Greenfield
          David Burnett   City of Marina
          Luis Alejo      County of Monterey
          Dave Pacheco (Vice Chair)  City of Seaside

Absent:  John Gaglioti  City of Del Rey Oaks

Staff:    Carl Sedoryk  General Manager/CEO
          Lisa Rheinheimer  Assistant General Manager
          Norman Tuitavuki  Chief Operating Officer
          Michael Kohlman   Chief Information Officer
          Kelly Halcon      Director of HR & Risk Management
          Michelle Overmeyer  Director of Planning & Innovation
          Jeanette Alegar-Rocha  Clerk to the Board
          Andrea Williams  General Accounting & Budget Manager
          Ikuyo Yoneda-Lopez  Marketing & Customer Service Manager
          Beronica Carriedo  Community Relations Coordinator
          Scott Taylor      IT Manager
          Ezequiel Rebollar  IT Technician
          Lisa Cox          Risk and Safety Manager
          Dave Bielsker     Transit Scheduler
          Matthew Deal      Grants Analyst
          Deanna Smith      Civil Rights Officer

Counsel:  David Laredo  General Counsel, De Lay & Laredo
          Michael D. Laredo  Assistant Counsel, De Lay & Laredo

Public:   Don Gilchrest  Thomas Walters & Associates
          Douglas Thomson  MV Transportation

Apology is made for any misspelling of a name.
1. CALL TO ORDER

Chair LeBarre called the meeting to order at 9:00 a.m. with roll call taken as the meeting was held via ZOOM teleconference. A quorum was established.

2. PUBLIC COMMENTS NOT ON THE AGENDA

There were no public comments.

3. CONSENT AGENDA

3-1. Approve Minutes of the Board Administrative Performance Committee of September 13, 2021.

There were no public comments.

On a motion by Board Committee Director Alejo, seconded by Board Committee Vice Chair Pacheco and carried by the following vote, which was conducted by roll call, the Committee approved the Minutes:

AYES: 5 Alejo, Burnett, LeBarre, Martinez and Pacheco
NOES: 0 None
ABSENT: 1 Gaglioti
ABSTAIN: 0 None

4. ACTION ITEMS

4-1. Review of Administrative Performance.

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

4-2. Receive Draft 2022 State Legislative Program and Recommend Approval to the Board of Directors. (Michelle Overmeyer)

The Committee received the Draft 2022 State Legislative Program.

There were no public comments.

On a motion by Board Committee Director Alejo, seconded by Board Committee Director Martinez and carried by the following vote, which was conducted by roll call, the Committee approved to recommend the Draft 2022 State Legislative Program to the full Board:

AYES: 5 Alejo, Burnett, LeBarre, Martinez and Pacheco
NOES: 0 None
ABSENT: 1 Gaglioti
ABSTAIN: 0 None
4-3. Receive Draft 2022 Federal Legislative Program and Recommend Approval to the Board of Directors. (Carl Sedoryk/Don Gilchrest)

There were no public comments.

On a motion by Board Committee Director Alejo, seconded by Board Committee Vice Chair Pacheco and carried by the following vote, which was conducted by roll call, the Committee approved to recommend the Draft 2022 Federal Legislative Program to the full Board:

AYES: 5 Alejo, Burnett, LeBarre, Martinez and Pacheco
NOES: 0 None
ABSENT: 1 Gaglioti
ABSTAIN: 0 None

5. CLOSED SESSION

None.

6. ADJOURN

There being no further business, Chair LeBarre adjourned the meeting at 9:57 a.m.

PREPARED BY: Jeanette Alegar-Rocha REVIEWED BY: Carl G. Sedoryk
To:       Board of Directors
From:    Lori Lee
Subject: FINANCIAL REPORTS – OCTOBER 2021

RECOMMENDATION:

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

FISCAL IMPACT:

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

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<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Beginning balance October 1, 2021</td>
<td>$35,255,777.98</td>
</tr>
<tr>
<td>Revenues</td>
<td>3,113,021.28</td>
</tr>
<tr>
<td>Disbursements</td>
<td>&lt;4,320,133.34&gt;</td>
</tr>
<tr>
<td>Ending balance October 31, 2021</td>
<td>$34,048,665.92</td>
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</tbody>
</table>

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 October 2021, using the Board Approved FY 2022 Budget, MST had a $2,524,251 year-to-date surplus to budget on the fixed-route operations and a $574,660 surplus to budget on the MST RIDES operations, resulting in an overall year-to-date surplus of $3,098,911.
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 October Budget vs. Actual reports contained in Attachment #4: None to report for October.

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 October, MST spent $23,891 on COVID-19 supplies. This amount includes $10,628 for MV bus sanitation services. 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. October 2021 Cash Flow
2. October 2021 Disbursements
3. October 2021 Treasury Transactions
4. October 2021 Budget vs. Actual

PREPARED BY: ______________________  REVIEWED BY: ___________________

Lori Lee          Carl G. Sedoryk
## CASH FLOW

Beginning balance 10/01/2021 35,255,777.98

### Revenues

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Revenue</td>
<td>155,396.77</td>
</tr>
<tr>
<td>DOD Revenue</td>
<td>9,320.00</td>
</tr>
<tr>
<td>TIFIA Loan</td>
<td>-</td>
</tr>
<tr>
<td>LTF / STA / SGR</td>
<td>1,682,297.81</td>
</tr>
<tr>
<td>Sales Tax</td>
<td>1,110,140.15</td>
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<tr>
<td>Grants</td>
<td>98,743.06</td>
</tr>
<tr>
<td>Interest Income</td>
<td>538.09</td>
</tr>
<tr>
<td>Non Transit Revenue</td>
<td>56,585.40</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>3,113,021.28</strong></td>
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</tbody>
</table>

### Disbursements

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations (See Attachment #2)</td>
<td>4,056,837.13</td>
</tr>
<tr>
<td>Capital</td>
<td>263,296.21</td>
</tr>
<tr>
<td><strong>Total Disbursements</strong></td>
<td><strong>(4,320,133.34)</strong></td>
</tr>
</tbody>
</table>

Ending balance 10/31/2021 34,048,665.92

## COMPOSITION OF ENDING BALANCE

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking - Mechanics Bank</td>
<td>708,440.59</td>
</tr>
<tr>
<td>Local Agency Investment Fund (LAIF)</td>
<td>17,218,417.69</td>
</tr>
<tr>
<td>Money Market - Mechanics Bank MM</td>
<td>13,182,238.81</td>
</tr>
<tr>
<td>Money Market - Mechanics Bank</td>
<td>9,187.58</td>
</tr>
<tr>
<td>Money Market - LCTOP</td>
<td>777,119.28</td>
</tr>
<tr>
<td>Money Market - State of Good Repair</td>
<td>1,648,517.51</td>
</tr>
<tr>
<td>Money Market - FOR A/Other</td>
<td>485,586.35</td>
</tr>
<tr>
<td>Bank of America - Escrow</td>
<td>8,988.61</td>
</tr>
<tr>
<td>Petty cash fund, STC Coin Machine, and 2 change funds</td>
<td>10,169.50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>34,048,665.92</strong></td>
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</tbody>
</table>
## PAYROLL ACCOUNT

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 08 Payroll &amp; Related Expenses</td>
<td>576,949.00</td>
</tr>
<tr>
<td>October 22 Payroll &amp; Related Expenses</td>
<td>593,125.36</td>
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<tr>
<td>PERS &amp; 457</td>
<td>413,851.69</td>
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<tr>
<td>Garnishments</td>
<td>2,584.32</td>
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<tr>
<td>PERS Health Insurance</td>
<td>335,255.77</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>1,921,766.14</strong></td>
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## GENERAL ACCOUNT

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disbursements on Attached Summary</td>
<td>2,260,323.94</td>
</tr>
<tr>
<td>ACH Payments to CDTFA</td>
<td>3,816.00</td>
</tr>
<tr>
<td>Paydown Loans</td>
<td>66,146.44</td>
</tr>
<tr>
<td>Workers Comp. Disbursements</td>
<td>56,594.70</td>
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<tr>
<td>Interest Expense</td>
<td>7,926.65</td>
</tr>
<tr>
<td>Bank Service Charge</td>
<td>3,559.47</td>
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<tr>
<td><strong>Total Disbursements</strong></td>
<td><strong>2,398,367.20</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Disbursements</strong></td>
<td><strong>4,320,133.34</strong></td>
</tr>
<tr>
<td>Less Capital Disbursements &amp; Transfers</td>
<td>(263,296.21)</td>
</tr>
<tr>
<td><strong>Operating Disbursements</strong></td>
<td><strong>4,056,837.13</strong></td>
</tr>
</tbody>
</table>
## DISBURSEMENTS SUMMARY:

**GENERAL ACCOUNT DISBURSEMENTS FOR October 01, 2021 - October 31, 2021**

<table>
<thead>
<tr>
<th>CHECK PRINT DATE</th>
<th>CHECKS</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable 10/01/21</td>
<td>60866 - 60966</td>
<td>407,187.60</td>
</tr>
<tr>
<td>Accounts Payable 10/12/21</td>
<td>60967 - 60972</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Accounts Payable 10/15/21</td>
<td>60973 - 61090</td>
<td>1,256,484.17</td>
</tr>
<tr>
<td>Accounts Payable 10/25/21</td>
<td>61091 - 61097</td>
<td>36,776.20</td>
</tr>
<tr>
<td>Accounts Payable 10/29/21</td>
<td>61098 - 61244</td>
<td>558,875.97</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>2,260,323.94</strong></td>
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</tbody>
</table>

### CHECKS $100,000 AND OVER

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>CHECK AMOUNT</th>
<th>CHECK DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIEDE CONSTRUCTION, INC</td>
<td>401,548.36</td>
<td>9/17/21</td>
</tr>
<tr>
<td>CALIF TRANSIT INS</td>
<td>122,694.64</td>
<td>10/15/21</td>
</tr>
<tr>
<td>MV TRANSPORTATION</td>
<td>663,843.63</td>
<td>10/15/21</td>
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</table>

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

<table>
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<tr>
<th>VENDOR</th>
<th>CHECK AMOUNT</th>
<th>CHECK DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>SC FUELS</td>
<td>60,422.41</td>
<td>10/15/21</td>
</tr>
<tr>
<td>SC FUELS</td>
<td>77,762.33</td>
<td>10/29/21</td>
</tr>
<tr>
<td>EXECUTIVE SERVICES</td>
<td>55,635.77</td>
<td>10/29/21</td>
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</tbody>
</table>

### CURRENT COVID-19 RELATED ACCUMULATED EXPENSES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Expenses paid through 11/05/2021</td>
<td>1,448,707.68</td>
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<tr>
<td>Payroll and benefits for payperiods 3/7/20-11/12/2021 paid</td>
<td>2,642,556.03</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>4,091,263.71</strong></td>
</tr>
<tr>
<td>MV Transportation Inc. - Amendment #7:</td>
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</tr>
<tr>
<td>COVID-19 expenses reimbursed to date</td>
<td>212,381.99</td>
</tr>
<tr>
<td>Total MV COVID-19 expenses reimbursed to date</td>
<td><strong>212,381.99</strong></td>
</tr>
</tbody>
</table>

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 OCTOBER 2021

### LAIF ACCOUNT

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Description</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Balance Forward at 10/01/2021</td>
<td>17,218,417.69</td>
<td></td>
<td></td>
</tr>
<tr>
<td>09/27/21</td>
<td>308</td>
<td>Transfer</td>
<td>17,218,417.69</td>
<td></td>
<td></td>
</tr>
<tr>
<td>09/29/21</td>
<td>308</td>
<td>Transfer</td>
<td>17,218,417.69</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quarterly interest earned</td>
<td>0.24%</td>
<td></td>
<td>17,218,417.69</td>
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</table>

Local Agency Investment Fund:

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Description</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>LAIF Treasury Balance at 10/31/2021</td>
<td>17,218,417.69</td>
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<td></td>
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</table>

### MECHANICS BANK MM ACCOUNT

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Description</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Balance Forward at 10/01/2021</td>
<td>13,849,523.33</td>
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<tr>
<td>10/07/21</td>
<td>687</td>
<td>AP/Payroll</td>
<td>500,000.00</td>
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<td>13,349,523.33</td>
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<tr>
<td>10/15/21</td>
<td>687</td>
<td>AP/Payroll</td>
<td>1,250,000.00</td>
<td></td>
<td>12,099,523.33</td>
</tr>
<tr>
<td>10/21/21</td>
<td>687</td>
<td>LTF</td>
<td>1,682,297.81</td>
<td></td>
<td>13,781,821.14</td>
</tr>
<tr>
<td>10/21/21</td>
<td>687</td>
<td>AP/Payroll</td>
<td>600,000.00</td>
<td></td>
<td>13,181,821.14</td>
</tr>
<tr>
<td>10/31/21</td>
<td></td>
<td>Interest</td>
<td>417.67</td>
<td></td>
<td>13,182,238.81</td>
</tr>
</tbody>
</table>

MECHANICS MM Balance at 10/31/2021 | 13,182,238.81
### Revenue & Expense - Consolidated

**For the Period from October 1, 2021 to October 31, 2021**

(Amounts are in USD)

(Includes Fund: 001004005)

(Includes G/L Budget Name: BUDFY22)

<table>
<thead>
<tr>
<th></th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passenger Fares</td>
<td>214,417</td>
<td>172,875</td>
<td>41,542</td>
<td>805,890</td>
<td>691,500</td>
<td>114,390</td>
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<tr>
<td>Special Transit</td>
<td>300,390</td>
<td>49,583</td>
<td>250,807</td>
<td>487,053</td>
<td>198,333</td>
<td>288,720</td>
</tr>
<tr>
<td>Cash Revenue</td>
<td>5,093</td>
<td>15,841</td>
<td>-10,748</td>
<td>102,879</td>
<td>63,366</td>
<td>39,513</td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>3,669,092</td>
<td>3,669,092</td>
<td></td>
<td>14,676,368</td>
<td>14,676,367</td>
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</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>4,188,993</td>
<td>3,907,391</td>
<td>281,602</td>
<td>16,072,191</td>
<td>15,629,566</td>
<td>442,625</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Labor</td>
<td>1,300,789</td>
<td>1,450,837</td>
<td>-150,048</td>
<td>5,022,933</td>
<td>5,803,351</td>
<td>-780,418</td>
</tr>
<tr>
<td>Benefits</td>
<td>829,718</td>
<td>945,298</td>
<td>-115,580</td>
<td>3,438,294</td>
<td>3,781,201</td>
<td>-342,907</td>
</tr>
<tr>
<td>Advertising &amp; Marketing</td>
<td>8,519</td>
<td>13,667</td>
<td>-5,148</td>
<td>22,013</td>
<td>54,567</td>
<td>-32,554</td>
</tr>
<tr>
<td>Professional &amp; Technical</td>
<td>81,781</td>
<td>79,092</td>
<td>2,689</td>
<td>228,422</td>
<td>316,357</td>
<td>-87,945</td>
</tr>
<tr>
<td>Outside Services</td>
<td>43,577</td>
<td>55,466</td>
<td>-11,889</td>
<td>174,557</td>
<td>221,866</td>
<td>-47,309</td>
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<tr>
<td>Outside Labor</td>
<td>103,021</td>
<td>183,748</td>
<td>-80,727</td>
<td>490,014</td>
<td>734,998</td>
<td>-244,984</td>
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<tr>
<td>Fuel &amp; Lubricants</td>
<td>166,661</td>
<td>218,316</td>
<td>-51,455</td>
<td>825,548</td>
<td>873,266</td>
<td>-47,718</td>
</tr>
<tr>
<td>Supplies</td>
<td>61,963</td>
<td>118,850</td>
<td>-56,887</td>
<td>279,398</td>
<td>475,404</td>
<td>-196,006</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>57,485</td>
<td>83,517</td>
<td>-26,032</td>
<td>245,302</td>
<td>334,057</td>
<td>-88,765</td>
</tr>
<tr>
<td>Marketing Supplies</td>
<td>4,241</td>
<td>3,084</td>
<td>1,157</td>
<td>8,706</td>
<td>12,334</td>
<td>-3,628</td>
</tr>
<tr>
<td>Utilities</td>
<td>52,384</td>
<td>68,605</td>
<td>-16,221</td>
<td>214,830</td>
<td>274,421</td>
<td>-60,591</td>
</tr>
<tr>
<td>Insurance</td>
<td>78,111</td>
<td>89,617</td>
<td>-11,506</td>
<td>322,600</td>
<td>358,467</td>
<td>-35,867</td>
</tr>
<tr>
<td>Taxes</td>
<td>17,869</td>
<td>16,803</td>
<td>1,066</td>
<td>58,014</td>
<td>67,212</td>
<td>-9,198</td>
</tr>
<tr>
<td>Purchased Transportation</td>
<td>348,523</td>
<td>380,950</td>
<td>-32,427</td>
<td>1,501,902</td>
<td>1,523,800</td>
<td>-21,898</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>23,481</td>
<td>33,929</td>
<td>-10,448</td>
<td>111,184</td>
<td>135,713</td>
<td>-24,529</td>
</tr>
<tr>
<td>Interfund transfers</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pass Thru/Behalf of Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Expense</td>
<td>10,416</td>
<td>15,300</td>
<td>-4,884</td>
<td>43,827</td>
<td>61,200</td>
<td>-17,373</td>
</tr>
<tr>
<td>Leases &amp; Rentals</td>
<td>44,041</td>
<td>54,416</td>
<td>-10,375</td>
<td>172,830</td>
<td>217,666</td>
<td>-44,836</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>3,232,780</td>
<td>3,811,495</td>
<td>-578,715</td>
<td>13,164,373</td>
<td>15,246,000</td>
<td>-2,081,627</td>
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<tr>
<td><strong>Operating Surplus (Deficit)</strong></td>
<td>956,213</td>
<td>95,896</td>
<td>860,317</td>
<td>2,907,817</td>
<td>383,566</td>
<td>2,524,251</td>
</tr>
</tbody>
</table>
## MONTEREY-SALINAS TRANSIT DISTRICT

Revenue & Expense - Consolidated

For the Period from October 1, 2021 to October 31, 2021

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY22)

<table>
<thead>
<tr>
<th></th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passenger Fares</td>
<td>12,082</td>
<td>9,583</td>
<td>2,499</td>
<td>58,058</td>
<td>38,333</td>
<td>19,725</td>
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<tr>
<td>Special Transit</td>
<td>13,515</td>
<td>13,515</td>
<td></td>
<td>47,657</td>
<td>47,657</td>
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</tr>
<tr>
<td>Cash Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>530,528</td>
<td>530,528</td>
<td>2,122,112</td>
<td>2,122,113</td>
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<td>-1</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>566,126</td>
<td>540,111</td>
<td>16,015</td>
<td>2,227,827</td>
<td>2,160,446</td>
<td>67,381</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Labor</td>
<td>10,152</td>
<td>11,375</td>
<td>-1,223</td>
<td>37,654</td>
<td>45,500</td>
<td>-7,846</td>
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<tr>
<td>Benefits</td>
<td>6,672</td>
<td>6,933</td>
<td>-261</td>
<td>31,554</td>
<td>27,733</td>
<td>3,821</td>
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<tr>
<td>Advertising &amp; Marketing</td>
<td>417</td>
<td>-417</td>
<td></td>
<td>1,657</td>
<td></td>
<td>-1,667</td>
</tr>
<tr>
<td>Professional &amp; Technical</td>
<td>417</td>
<td>-417</td>
<td></td>
<td>1,657</td>
<td></td>
<td>-1,667</td>
</tr>
<tr>
<td>Outside Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outside Labor</td>
<td>7,557</td>
<td>6,500</td>
<td>1,057</td>
<td>29,482</td>
<td>26,000</td>
<td>3,482</td>
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<tr>
<td>Fuel &amp; Lubricants</td>
<td>43,789</td>
<td>45,725</td>
<td>-1,936</td>
<td>166,255</td>
<td>182,900</td>
<td>-16,645</td>
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<tr>
<td>Supplies</td>
<td>643</td>
<td>1,709</td>
<td>-1,066</td>
<td>2,437</td>
<td>6,834</td>
<td>-4,397</td>
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<tr>
<td>Vehicle Maintenance</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Marketing Supplies</td>
<td>75</td>
<td>75</td>
<td>137</td>
<td></td>
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<tr>
<td>Utilities</td>
<td>120</td>
<td>120</td>
<td>480</td>
<td>480</td>
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<td></td>
</tr>
<tr>
<td>Insurance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxes</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Purchased Transportation</td>
<td>326,592</td>
<td>446,309</td>
<td>-119,717</td>
<td>1,294,840</td>
<td>1,785,234</td>
<td>-490,394</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>18,854</td>
<td>16,859</td>
<td>1,995</td>
<td>75,331</td>
<td>67,434</td>
<td>7,897</td>
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<tr>
<td>Interfund transfers</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Pass Thru/Behalf of Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Expense</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Leases &amp; Rentals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>414,455</td>
<td>536,364</td>
<td>-121,909</td>
<td>1,638,170</td>
<td>2,145,449</td>
<td>-507,279</td>
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<tr>
<td><strong>Operating Surplus (Deficit)</strong></td>
<td>141,671</td>
<td>3,747</td>
<td>137,924</td>
<td>589,657</td>
<td>14,997</td>
<td>574,660</td>
</tr>
</tbody>
</table>
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 August.

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.

August 2021
Item(s) with an estimated fair market value of $100 or more: None
To: Board of Directors

From: Jeanette Alegar-Rocha, Executive Assistant/Clerk to the Board

Subject: 2022 Board Meeting Calendar and Committee Meeting Schedule

RECOMMENDATION:

Receive 2022 MST Board Meeting Calendar and Committee Meeting Schedules.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Article V(a) of the MST Bylaws state that “Regular meetings of the Board shall be held the second Monday of each month throughout the year commencing at the hour of 10:00am in the Monterey-Salinas Transit, Thomas D. Albert Division Conference Room at One Ryan Ranch Road, Monterey, California 93940. Regular meetings may also be held on other days, at other times, and places as the business of the Monterey-Salinas Transit District (“District”) requires.”

DISCUSSION:

This year more detail will be provided on MST conferences, delineating which meetings are attended by MST staff and board members or MST staff only. The regularly scheduled meetings of the RTA Board are also included in the calendar for the convenience of those board members who serve on the RTA. All board meetings have been scheduled to accommodate holidays and conferences attended by MST staff and/or board members.

ATTACHMENT(S):

1. 2022 MST Board Meeting Schedule
2. 2022 Committee Meeting Schedule
3. 2022 MST Conference Schedule

Prepared by: ______________________ Reviewed by: ______________________
### 2022 MST Board Meeting Schedule

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Meeting Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>10</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>February</td>
<td>14</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>March</td>
<td>7*</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>April</td>
<td>11</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>May</td>
<td>9</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>June</td>
<td>13</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>July</td>
<td>11</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>August</td>
<td>8</td>
<td>NO MEETING</td>
</tr>
<tr>
<td>September</td>
<td>12</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>October</td>
<td>17*</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>November</td>
<td>14</td>
<td>MST BOARD MEETING</td>
</tr>
<tr>
<td>December</td>
<td>12</td>
<td>MST BOARD MEETING</td>
</tr>
</tbody>
</table>

### 2022 RTA Board Meeting Schedule

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Meeting Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>June</td>
<td>27†</td>
<td>RTA BOARD MEETING</td>
</tr>
</tbody>
</table>

*MST meetings in **boldfaced type** do not occur on second Monday of the month.
†RTA meetings are attended by only some of the MST Board of Directors.
# 2022 Committee Meeting Schedule

*The Calendar Year 2022 MST Board Administrative Performance (BAPC) /Operations Performance (BOPC) Committee Meetings occur alternately every 2nd Monday of every month from 9:00 AM to 10:00 AM (Pacific Time) unless otherwise noted below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 10, 2022</td>
<td>No Committee Meeting</td>
</tr>
<tr>
<td>February 14, 2022</td>
<td>OPS / BOPC</td>
</tr>
<tr>
<td>March 7, 2022*</td>
<td>ADMIN / BAPC</td>
</tr>
<tr>
<td>April 11, 2022</td>
<td>OPS / BOPC</td>
</tr>
<tr>
<td>May 9, 2022</td>
<td>ADMIN / BAPC</td>
</tr>
<tr>
<td>June 13, 2022</td>
<td>OPS / BOPC</td>
</tr>
<tr>
<td>July 11, 2022</td>
<td>ADMIN / BAPC</td>
</tr>
<tr>
<td>August 8, 2022</td>
<td>OPS / BOPC</td>
</tr>
<tr>
<td>September 12, 2022</td>
<td>ADMIN / BAPC</td>
</tr>
<tr>
<td>October 17, 2022*</td>
<td>OPS / BOPC</td>
</tr>
<tr>
<td>November 14, 2022</td>
<td>ADMIN / BAPC</td>
</tr>
<tr>
<td>December 12, 2022</td>
<td>OPS / BOPC</td>
</tr>
</tbody>
</table>
## 2022 MST Conference Schedule

<table>
<thead>
<tr>
<th>Month</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 6</td>
<td>APTA Transit Board Members Seminar, Virtual Event*</td>
</tr>
<tr>
<td>February 2</td>
<td>APTA Transit Board Members Seminar, Virtual Event*</td>
</tr>
<tr>
<td>February 23-24</td>
<td>APTA Marketing &amp; Communications Workshop Virtual Event**</td>
</tr>
<tr>
<td>March 13-15</td>
<td>APTA Legislative Conference, Washington, DC*</td>
</tr>
<tr>
<td>April 9-11</td>
<td>APTA Transit CEO Seminar, Denver, CO**</td>
</tr>
<tr>
<td>April 16-24</td>
<td>CALACT Annual Spring Conference, Newport Beach, CA*</td>
</tr>
<tr>
<td>May 1-4</td>
<td>APTA Mobility Conference, Columbus, OH</td>
</tr>
<tr>
<td>May 8-12</td>
<td>CTAA Spring Legislative Conference and Expo, Louisville, KY*</td>
</tr>
<tr>
<td>May 17-19</td>
<td>CTA Spring Legislative Conference, Sacramento, CA*</td>
</tr>
<tr>
<td>October 9-12</td>
<td>APTA TRANSform Conference &amp; Expo, Seattle, WA*</td>
</tr>
<tr>
<td>October 31-Nov. 4</td>
<td>CALACT Autumn Conference &amp; Expo, Sonoma, CA*</td>
</tr>
<tr>
<td>November 16-18</td>
<td>CTA Fall Conference &amp; Expo, Ontario, CA*</td>
</tr>
</tbody>
</table>

- Conferences marked “*” are attended by some board members.
- Conference marked “**” are attended by the General Manager/CEO.

*MST meetings in **boldfaced type** do not occur on second Monday of the month.
†RTA meetings are attended by only some of the MST Board of Directors.
To: Board of Directors

From: Deanna Smith, Civil Rights Officer

Subject: Results of FTA FY2021 COVID-19 Relief ECHO Drawdown Review

RECOMMENDATION:


FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board is responsible for conducting financial and programmatic oversight regarding MST’s compliance with federal programs, including federal grants management and internal budget and accounting systems.

DISCUSSION:

On March 13, 2020, the President of the United States declared a National Emergency in response to the COVID-19 pandemic. Federal funding provided through the Coronavirus Aid, Relief, and Economic Security (CARES) Act; the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA); and the American Rescue Plan (ARP) allowed for changes in how recipients use the Federal Transit Administration (FTA) funds – specifically – allowing all recipients, regardless of size or urbanized area population, to charge operating expenses to the FTA grants at 100 percent federal share.

Because of the amount of FTA funding and the flexibility FTA allowed to support transit systems during COVID-19, supplemental oversight of the drawdowns from the ECHO system focused on CARES, SRRSAA, and ARP funds. The review period covered January 20, 2020 (when operating expenses were eligible under COVID-19 relief funds) to the date of the review, which commenced in August 2021.

RESULTS OF REVIEW:

Recipients were required to show that cooperating assistance drawdowns were calculated correctly, including: charging only eligible and allowable costs to the award;
calculating the correct federal share; documenting proper segregation of duties; and ensuring timely disbursement of funds. MST received no findings, and no issues were identified for this review. The table below summarizes the ECHO drawdowns subject to this review. FTA’s Final Report and Cover Letter are provided as attachments to this memo.

Table 1: Fiscal Year 2021 ECHO Drawdowns Reviewed with Findings

<table>
<thead>
<tr>
<th>Award Number</th>
<th>Financial Purpose</th>
<th>Transaction Date</th>
<th>Drawdown Amount</th>
<th>Issue</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA-2021-033</td>
<td>Operating</td>
<td>8-Jun-21</td>
<td>$361,570</td>
<td>None</td>
</tr>
<tr>
<td>CA-2020-112</td>
<td>Operating</td>
<td>2-Mar-21</td>
<td>$5,718,215</td>
<td>None</td>
</tr>
<tr>
<td>CA-2020-112</td>
<td>Operating</td>
<td>11-Aug-20</td>
<td>$3,450,430</td>
<td>None</td>
</tr>
</tbody>
</table>

**ATTACHMENT(S):**

1. FTA Cover Letter: FY 2021 COVID-19 Relief ECHO Drawdown Review

PREPARED By: ____________________  REVIEWED: ____________________

Deanna Smith                             Carl G. Sedoryk
November 10, 2021

Mr. Carl Sedoryk  
General Manager/CEO  
Monterey-Salinas Transit District  
19 Upper Ragsdale Dr. Ste 200  
Monterey, CA 93940

Re: Federal Transit Administration  
FY 2021 COVID-19 Relief ECHO  
Drawdown Review – Final Report

Dear Mr. Sedoryk:

I am pleased to provide you with a copy of this Federal Transit Administration (FTA) oversight report. The enclosed final report documents the COVID-19 Relief Electronic Clearing House Operation System (ECHO) Drawdown Review of the Monterey-Salinas Transit District in Monterey, California. This spot financial review is part of the FTA’s supplemental oversight for the funds that Congress appropriated to assist the transit industry with its COVID-19 response and recovery efforts. Although not an audit, this review provides an assessment of compliance with federal requirements, determined by examining a sample of ECHO draws. As such, the review is not intended as, nor does it constitute, a comprehensive and final review of compliance with award requirements.

This final report documents the COVID-19 Relief ECHO Drawdown review process. No issues were identified during this review.

Thank you for your cooperation and assistance during this ECHO Drawdown Review. If you have any questions or comments, please contact Ms. Amitra Mamdouhi at (415) 734-9453, or by email at amitra.mamdouhi@dot.gov.

Sincerely,

Ray Tellis  
Regional Administrator

Enclosure
FINAL REPORT

FISCAL YEAR 2021 COVID-19 RELIEF ECHO DRAWDOWN REVIEW

of

Monterey-Salinas Transit District
MST
Monterey, CA
Recipient ID Number: 1688

Performed for:

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION
REGION 9

Prepared By:

Calyptus Consulting Group, Inc.

Final Report Date: November 10, 2021
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I. Review Background and Process ........................................................................................................... 1
   1. Background .................................................................................................................................... 1
   2. Process ......................................................................................................................................... 1
II. Results of the Review ......................................................................................................................... 2
III. Summary of Issues ............................................................................................................................ 3
IV. Review Participants ........................................................................................................................... 4
V. Appendix .......................................................................................................................................... 5
I. Review Background and Process

1. Background

On March 13, 2020, the President of the United States declared a National Emergency due to the COVID-19 outbreak. The funding provided through the Coronavirus Aid, Relief, and Economic Security (CARES) Act; the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA); and the American Rescue Plan (ARP) allowed for changes in how recipients use the Federal Transit Administration (FTA) funds. The most significant of these changes has been allowing all recipients, regardless of size or urbanized area population, to charge operating expenses to the FTA grants at 100 percent federal share.

Because of the amount of the FTA funding and the flexibilities provided to support transit systems through COVID-19, the FTA is performing supplemental oversight of funds drawn down from the Electronic Clearing House Operation System (ECHO). The FTA’s ECHO Drawdown Review focuses only on CARES, CRRSAA, and ARP funds.

This report documents the FTA COVID-19 Relief ECHO Drawdown Review of the Monterey-Salinas Transit District (MST) of Monterey, California. The review was performed by Calyptus Consulting Group, Inc. (the Reviewer).

2. Process

The COVID-19 Relief ECHO Drawdown Review process includes an ECHO Information Request, documentation review, and recipient interview. The review period is from January 20, 2020, the date from which operating expenses were eligible under COVID-19 Relief funds, to the date of the review. An ECHO Information Request was sent to MST on August 26, 2021, indicating a review would be conducted during Fiscal Year 2021. Requested drawdown documentation was sent to the Reviewer electronically.

The Reviewer evaluated how MST has used CARES, CRRSAA, and ARP operating assistance funding through the review of a sample of three (3) ECHO drawdowns. Upon completion of the review, the FTA and the Reviewer provided a summary of the review to MST.
II. Results of the Review

Basic Requirement: The recipient must calculate operating assistance drawdowns correctly, including: charging only eligible and allowable costs to the award, calculating the correct federal share; documenting proper segregation of duties; and ensuring timely disbursement of funds.

During this review, no issues were found. The following table summarizes the ECHO drawdowns reviewed. The completed ECHO Review Tool spreadsheet is included as an appendix to this report.

<table>
<thead>
<tr>
<th>Award Number</th>
<th>Financial Purpose</th>
<th>Transaction Date</th>
<th>Drawdown Amount</th>
<th>Issue</th>
</tr>
</thead>
<tbody>
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</tr>
<tr>
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<td>Operating</td>
<td>2-Mar-21</td>
<td>$5,718,215</td>
<td>None</td>
</tr>
<tr>
<td>CA-2020-112</td>
<td>Operating</td>
<td>11-Aug-20</td>
<td>$3,450,430</td>
<td>None</td>
</tr>
</tbody>
</table>
### III. Summary of Issues

<table>
<thead>
<tr>
<th>Issue Number</th>
<th>Issue Description</th>
<th>Recommendation</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
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</tbody>
</table>
# IV. Review Participants

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone Number</th>
<th>E-mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monterey-Salinas Transit District</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deanna Smith</td>
<td>Civil Rights Officer</td>
<td>831-264-5878</td>
<td><a href="mailto:dsmith@mst.org">dsmith@mst.org</a></td>
</tr>
<tr>
<td>Carl Sedoryk</td>
<td>General Manager/CEO</td>
<td>831-264-5001</td>
<td><a href="mailto:csedoryk@mst.org">csedoryk@mst.org</a></td>
</tr>
<tr>
<td>Lisa Rheinheimer</td>
<td>Assistant General Manager</td>
<td>831-264-5874</td>
<td><a href="mailto:lrheinheimer@mst.org">lrheinheimer@mst.org</a></td>
</tr>
<tr>
<td>Michelle Overmeyer</td>
<td>Director of Planning &amp; Innovation</td>
<td>831-264-5877</td>
<td><a href="mailto:movermyer@mst.org">movermyer@mst.org</a></td>
</tr>
<tr>
<td>Matthew Deal</td>
<td>Grants Analyst</td>
<td>831-264-9287</td>
<td><a href="mailto:mdeal@mst.org">mdeal@mst.org</a></td>
</tr>
<tr>
<td>Andrea Williams</td>
<td>General Accountant &amp; budget Manager</td>
<td>831-264-5890</td>
<td><a href="mailto:awilliams@mst.org">awilliams@mst.org</a></td>
</tr>
<tr>
<td><strong>FTA</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Darin Allan</td>
<td>Director, Office of Financial Management and Program Oversight</td>
<td>415-734-9470</td>
<td><a href="mailto:Darin.Allan@dot.gov">Darin.Allan@dot.gov</a></td>
</tr>
<tr>
<td>Amitra Mamdouhi</td>
<td>Transportation Program Specialist</td>
<td>415-734-9453</td>
<td><a href="mailto:Amitra.Mamdouhi@dot.gov">Amitra.Mamdouhi@dot.gov</a></td>
</tr>
<tr>
<td>Bernardo Bustamante</td>
<td>Director, Office of Program Management and Project Oversight</td>
<td>415-734-9454</td>
<td><a href="mailto:Bernardo.Bustamante@dot.gov">Bernardo.Bustamante@dot.gov</a></td>
</tr>
<tr>
<td>Roxana Hernandez</td>
<td>Transportation Program Specialist</td>
<td>415-734-9461</td>
<td><a href="mailto:Roxana.Hernandez@dot.gov">Roxana.Hernandez@dot.gov</a></td>
</tr>
<tr>
<td><strong>Calyptus Consulting Group, Inc.</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ellen Harvey</td>
<td>Reviewer</td>
<td>617-577-0042</td>
<td><a href="mailto:eharvey@calyptusgroup.com">eharvey@calyptusgroup.com</a></td>
</tr>
<tr>
<td>Richard Lopez</td>
<td>Reviewer</td>
<td>617-577-0042</td>
<td><a href="mailto:rlopez@lopezllp.com">rlopez@lopezllp.com</a></td>
</tr>
</tbody>
</table>
V. Appendix

Refer to the ECHO Review Tool spreadsheet for details of each drawdown reviewed.
To: Board of Directors

From: Michelle Overmeyer, Director of Planning and Innovation

Subject: 2022 State Legislative Program

RECOMMENDATION:

Approve 2022 State Legislative Program.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board adopts an annual legislative program. The recommended 2022 State Legislative Program is consistent with the mission of advocating and delivering quality public transportation as a leader within our community and industry. The 2022 State Legislative Program will be presented to state legislators and their respective staff members and will direct MST positions on legislative matters throughout the year. The State Legislative Program is used as a guideline for supporting, opposing, or watching legislation when time does not permit official MST Board action on specific legislation.

DISCUSSION:

To monitor and guide transit-related legislation in Sacramento, MST participates in the California Transit Association (CTA) and the California Association of Coordinated Transit (Cal-ACT). MST staff have seats on a variety of CTA committees including Executive, State Legislative, Information Technology, Operations, Maintenance, and the Human Resources Task Force. In non-pandemic conditions, staff makes regular visits to Sacramento to conduct in-person meetings with legislators representing Monterey County as well as staff members of committees with oversight over transportation issues.

Staff will provide a brief summary of state legislative activity for 2021 as well as a look ahead to legislative priorities for 2022. Subsequently, staff is recommending that your Board adopt the 2022 State Legislative Program (Attached) that was reviewed by the Administrative Performance Committee at their meeting of November 15, 2021. The
Administrative Performance Committee voted to recommend approval of the 2022 State Legislative Program by the full Board.

ATTACHMENT(S):

2022 State Legislative Program

PREPARED BY: _______________________ REVIEWED BY: _____________________
Michelle Overmeyer Carl G. Sedoryk
MST 2022 State Legislative Program

1S. Engage in cooperative support among partner organizations.
   a. Support the 2022 Legislative Programs of the California Transit Association (CTA) and California Association of Coordinated Transportation (CalACT).
   b. Support CTA’s efforts to support legislation and administrative strategies to implement a new federal transportation authorization legislation in a way that ensures the best possible outcome for transit operators in California.
   c. Support the 2022 State Legislative Programs for the Transportation Agency for Monterey County (TAMC) and MST member-jurisdictions.
   d. Support other partner agency legislative efforts where common interests exist.
   e. Ensure that state legislative efforts are consistent with and coordinated with the MST federal legislative program.

2S. Support transit-related legislation.
   a. Support legislation and polices that enable transit-supportive development.
   b. Support legislation augmenting programs to fund public transit buses and support vehicles with electric, hydrogen, bio-fuel and other alternative-powered engines and energy storage.
   c. Support legislation that increases safety for transit employees and customers by increasing penalties against those that commit crimes against an operator of a transit vehicle, against the transit riding public, or against property of transit agencies.
   d. Monitor and support efforts to advance racial justice and transportation equity through state transportation policy.

3S. Encourage the state to restore, preserve and augment transportation and transit funding.
   a. Oppose any transfer or expenditure of Transportation Development Act (TDA), Public Transportation Account, Traffic Congestion Relief Fund, and other transit funds to state and local agencies for purposes other than those specified in the Act and existing transit funding law. Monitor the effects of 2010 Proposition 22 and Proposition 26 on transit funding.
   b. Continue to educate the public on the value of SB-1, which comprehensively enhances funding for transportation throughout the state, including public transit. Pursue funds that have been disencumbered from other agencies’ cancelled projects. Ensure that funds are maximized for MST and that the region’s authority to decide how to program any new funds is retained. Work with the Governor’s Administration, the Legislature, the California Transportation...
Commission, Caltrans and others in key decision-making processes. Seek funding for bus operations, maintenance and administration facilities; new bus purchases; zero-emission bus (ZEB) infrastructure and energy storage; transit stations; security improvements to property and buses; bus shelters; innovative fare payment systems; Intelligent Transportation Systems (ITS); Bus Rapid Transit (BRT); and mixed-use transit oriented developments (TODs).

c. As Caltrans is the designated recipient for some of MST’s federal funds, support legislation and administrative strategies to implement the transit programs in FAST Act and the new transportation bill in a way that ensures prompt distribution of funds to small urban and rural operators to yield the best possible outcome for transit.

d. Support and advocate protecting and maximizing transit’s share of Cap & Trade revenues, including additional ongoing, dedicated revenue for transit from the 40 percent of Cap & Trade funds not continuously appropriated pursuant to existing statute.

e. Participate in the development of California Air Resources Board (CARB) Zero Emission Vehicle Investment Plan criteria and apply for funding as appropriate.

f. Support discussions with the Administration and California State Transportation Agency on implementation of the Governor’s executive orders to address climate change through transportation investments to protect transit agencies from any negative impacts, and work to ensure state and federal funds are made available to achieve the goals outlined in the orders.

g. Advocate for additional state funding to address the adverse funding impact of the COVID-19 pandemic on transit agencies.

h. Support MST member-jurisdictions’ efforts to combat homelessness and advocate for transit funding the help get homeless individuals to jobs, medical appointments, and other essential services.

i. Support efforts to bridge the digital divide by funding capital and operating expenses for broadband and Wi-Fi-enabled transit buses.

j. Support legislation to require Medi-Cal managed care plans (MCP) to reimburse public transit agencies for Medi-Cal eligible trips with or without prior MCP approval for the trip.

4S. Support reductions in burdensome legal and/or regulatory requirements.

a. Support exemptions for small operators from financially burdensome new legal or regulatory requirements or minimize their impact on small operators.

b. Continue to participate on the CTA’s TDA Reform Task Force to review existing metrics for the qualification and distribution of TDA revenues, with the possibility for legislation in 2022 to update TDA law.
c. Oppose efforts to mandate benefits or other specific working conditions that would increase MST’s costs and that would be more appropriately addressed through the local collective bargaining process.

d. Monitor ongoing rule-making discussions at the CARB including AB 32, SB 375 and the state’s “Cap and Trade” program, and oppose additional regulatory requirements that do not have a new, dedicated funding source provided for their implementation.

e. Monitor the CARB’s Innovative Clean Transit (ICT) regulation and support the provision of new sources of funding to incentivize the adoption of ZEB technology and energy storage.

f. Support efforts to streamline state-administered federal grant programs to allow funds to be delivered to transit agencies more promptly and/or administered directly by small urban transit operators who already receive and manage federal transit grants, where appropriate.

g. Monitor state implementation of pension reform laws.

h. Support efforts to pursue extensions and expansions of statutory and categorical exemptions under the California Environmental Quality Act (CEQA) for transit projects and transit-oriented developments.

i. Monitor and support continued efforts to expand governing boards’ authority to meet virtually.

5S. Raise MST’s profile and role in state legislative issues.

a. Continue to bring legislators, key Governor Newsom staff and others to MST for a facilities tour and presentation.

b. Develop and maintain positive working relationships with elected state representatives including Governor Newsom, Assemblymembers Rivas and Stone, and Senators Caballero and Laird. Reach out to elected legislative officials during the 2022 session, including those that may be assigned committees with oversight over transportation-related matters.

c. Continue having MST Board and staff participate in transit-related meetings with elected representatives, key transportation and budget committee members and other officials.

December 13, 2021
To: Board of Directors

From: Carl Sedoryk, General Manager / CEO

Subject: 2022 Federal Legislative Program

RECOMMENDATION:

Approve 2022 Federal Legislative Program.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board adopts an annual legislative program. The recommended 2022 Federal Legislative Program is consistent with the mission of advocating and delivering quality public transportation as a leader within our community and industry. The 2022 Federal Legislative Program will be presented to representatives in Congress and their respective staff members and will direct MST positions on legislative matters throughout the year. The Federal Legislative Program is used as a guideline for supporting, opposing, or watching legislation when time does not permit official MST Board action on specific legislation.

DISCUSSION:

MST staff works together with our national, state, and local partners to identify legislative issues important to our region. To inform our federal legislative program, we receive input from our advocacy partners including, but limited to, the American Public Transportation Association, Community Transit Association of America, California Transit Association, California Association for Coordinated Transportation, Transportation Agency for Monterey County, County of Monterey, and The Bus Coalition. A summary of key action items we expect to be included in the proposed Program follows:

- **COVID-19 Relief:** Continue to monitor the disbursement of COVID-19 relief funds and engage Congress and the Administration, as necessary, to address any barriers related to access and use of these funds.

- **Infrastructure Investment and Jobs Act:** If necessary to address inaction in 2021, staff will continue to engage Congress, the Administration, and our state and national partners, among others, to ensure that the federal surface transportation authorization bill grows California’s transit funding and supports the maintenance and development of a fast and efficient transit network in California.
• **Transportation Appropriations**: Staff will continue to support a minimum appropriation level for federal surface transportation programs equal to, at minimum, authorized spending levels, and advocate for the highest possible levels of funding for individual highway, rail, project finance, innovation, safety and transit programs.

• **Public Employees’ Pension Reform Act of 2013**: Staff will continue to monitor litigation related to the implementation of the Public Employees’ Pension Reform Act of 2013 by California’s transit agencies; and may support transferring the transit grant certification process under 49 U.S.C. Section 5333(b) [commonly referred to as “Section 13(c)”) of the federal Urban Mass Transportation Act of 1964 from the United States Department of Labor to the United States Department of Transportation, if necessary.

• **Transit Pass Tax Benefits**: Staff will continue to urge Congress to maintain the transit pass tax benefit and will advocate for retaining permanent equal federal income tax treatment for employer-provided transit passes, vanpool and carpool, benefits and parking spaces.

• **Alternative Fuels Tax Credit**: If necessary to address inaction in 2022, staff will continue to support the permanent reinstatement of the Alternative Fuel Tax Credit and will continue to support extending the credit to include electricity and hydrogen, used in transit vehicles as an eligible alternative transportation fuel.

• **Buy America Requirements**: Staff will continue to request that Congress and the United States Department of Transportation create a unified system for complying and requesting waivers for projects receiving several types of USDOT funding.

• **New Mobility**: Staff will continue to engage state and federal decisionmakers to ensure the priorities of our transit agency and original equipment manufacturer members are included in federal policies related to mobility on demand, automated and connected vehicles and infrastructure.

**ATTACHMENT(S):**

2022 Federal Legislative Program

**SUBMITTED BY:**

Carl G. Sedoryk
MST 2022 Federal Legislative Program

1F. Engage in cooperative support among partner organizations.

   a. Support the 2022 American Public Transportation Association (APTA), and Community Transit Association of America (CTAA) Legislative Programs.

   b. Support APTA’s recommendations on any federal Infrastructure Initiatives that are proposed or considered by Congress and the President. Include transit capital and operating funds as part of any further potential economic stimulus and jobs bills that may be proposed and relieve local agencies from funding match requirements.

   c. Support the 2022 Federal Legislative Programs of the Transportation Agency for Monterey County (TAMC) and MST member-jurisdictions.

   d. Support other partner agency legislative efforts where common interests exist.

2F. Ensure short-term and long-term transit funding stability and expansion.

   a. Ensure a steady stream of needed vehicle and infrastructure funding on an annual basis, seek additional funding for the Federal Transit Administration Section 5339(a) and 5339(b) Bus and Bus Facilities formula and competitive capital grant programs.

   b. Seek federal funding for critical transit projects, including but not limited to new buses, bus equipment/facilities, Bus Rapid Transit (BRT), and zero emission equipment and infrastructure.

   c. Seek maximum annual appropriations for transit programs authorized under surface transportation program legislation.

   d. Protect Mass Transit Account funded programs in surface transportation program authorization legislation against rescission, sequestration or other financial reductions from attempts to solve General Fund imbalance problems with the federal budget. Seek funding from all authorized discretionary and formula funding sources including but not limited to Section 5310/New Freedoms (NF), Small Transit Intensive Cities (STIC), the federal mass transit benefit, homeland security, FTA Section 5309 (including continuation of the Small Starts program), FTA Section 5339(a) and (b), FTA Section 3006(b) (innovative mobility for seniors and disabled), US Department of Agriculture (rural areas), US Department of Health and Human Services (Affordable Care Act), US Department of Defense, US Department of Veterans Affairs, and other programs.

   e. Support strategies to stabilize and increase transportation funding sources in light of the depletion of the federal highway trust fund and transit trust fund, and advocate for a well-funded, swiftly-implemented, multi-year federal transportation program supported by annual, full-year, on-time appropriations of funding by Congress and apportionments by FTA. Support the APTA recommendations on federal public transportation authorizing law.
f. Support California receiving its fair share of its contribution to federal transportation funding.

g. Oppose efforts to reduce or limit federal formula or discretionary transit funds or to eliminate the federal role of funding public transit operations and capital by deleting the program from the Highway Trust Fund.

h. Seek additional funding for elderly and disabled transportation, including the FTA Section 5310 elderly and disabled transit capital funding program, which under FAST Act incorporates funding for projects formerly eligible under the Section 5317 New Freedoms Program.

i. Oppose any efforts to shift current, expanded, or new transit funds or fuel taxes/fees to non-transportation programs or projects.

j. Support initiatives to develop the workforce necessary to successfully deliver transit services, including continued and expanded funding of regional training consortium programs, which provide advanced transit specific training through local community colleges and similar educational institutions.

k. Support federal legislative efforts to provide incentives for zero-emission buses and charging/storage infrastructure equivalent or comparable to the alternative fuels tax credit currently available for compressed and liquefied natural gas.

l. Support increased public transportation funding to reduce vehicles miles travelled and associated greenhouse gas emissions. Ensure that trust fund and general fund transit programs are protected if carbon fees are implemented at the federal level. Support green energy funding and incentives for zero-emission buses and associated charging/storage infrastructure.

m. Increase the Small Transit Intensive Cities (STIC) set-aside to levels that ensure effectiveness of the program.

3F. Support reductions in burdensome legal and/or regulatory requirements.

a. Encourage legislative and regulatory efficiency.

b. Require the Department of Transportation (DOT) to consistently apply the requirement that federal loans be considered local match across all DOT programs.

c. Work to streamline regulations and improve the ability of local and regional agencies to plan and deliver transportation projects and services in a timely, cost-effective manner.

d. Advocate for changes in policies that inhibit MST’s abilities to effectively provide mobility, including inappropriate usage of the 13c provision of the 1964 Federal Transit Act, restrictions of buses based on axle weight, Buy America, and unreasonable spare ratio requirements.

e. Monitor Asset Management, Safety, and Performance requirements on transit agencies being implemented by the Federal Transit Administration and continue
to advocate for exemptions and/or reduced reporting requirements for small operators.

f. Reduce regulatory burden, advocate that any new federal safety regulations should accept the safety programs of public transit agencies that have developed their safety plans/activities as members of large risk pools (e.g., CalTIP).

4F. **Raise MST’s profile and role in federal legislative issues.**

a. Continue to bring legislators, key staff, and other federal stakeholders to MST for a facilities tour and presentation.

b. Offer opportunities to educate Congressman Jimmy Panetta and his local and DC staff members about MST and the importance of public transit in the Monterey Bay region, the State of California, and around the entire country.

c. Continue having MST Board and staff participate in transit-related meetings with federal elected representatives, key transportation and budget committee members, and other officials.
To: Board of Directors

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: Monterey-Salinas Transit District’s Zero-Emissions Bus Rollout Plan

RECOMMENDATION:

Adopt resolution no. 2022-18 approving Monterey-Salinas Transit District’s (MST) Zero-Emissions Bus (ZEB) Rollout Plan for submission to the California Air Resources Board (CARB) in compliance with the Innovative Clean Transit (ICT) regulation.

FISCAL IMPACT:

The plan identifies significant unfunded fiscal impacts within the range $71,250,000 to $106,550,00 over 19 years to fully comply with the ICT mandate. This unfunded estimate accounts for ZEB vehicles, equipment, and supporting infrastructure. MST will continue securing grants and seeking other funding opportunities to support MST’s future investments in ZEB infrastructure and ZEB vehicle purchases.

POLICY IMPLICATIONS:

The California Air Resources Board (ARB) requires Monterey-Salinas Transit District (MST) to submit a Board adopted Zero Emissions Bus (ZEB) Roll-Out Plan that complies with the Innovative Clean Transit (ICT) regulation on or before July 1, 2023.

DISCUSSION:

The California Air Resources Board (CARB) adopted the Innovative Clean Transit (ICT) in December 2018 which requires all public transit agencies to gradually transition their fleet of buses to zero-emission technologies by 2029. The ICT regulation applies to all public transit agencies within California that own, operate, or lease buses with a gross vehicle weight rating (GVWR) greater than 14,000 pounds. The ICT applies to standard, articulated, over-the-road, double-decker, and cutaway buses. The ICT regulation requires a percentage of new bus purchases to be zero-emission buses (ZEBs). The ZEB purchase percentage requirement gradually increases with time based on the number of buses operated by the public transit agency. In 2029, 100 percent of all transit agencies’ new bus purchases must be ZEBs, with a goal of a complete transition to ZEBs by 2040.

The ICT regulation requires each transit agency to submit a Zero-Emission Bus Rollout Plan (Rollout Plan) before ZEB purchase requirements take effect. The Rollout
Plan is a living document and is meant to guide MST’s efforts to implement ZEBs per the ICT regulation and to help MST work through potential problems and challenges and explore viable solutions. The Plan includes estimated timelines based on the best available information for future bus purchases, infrastructure upgrades, workforce training, and technology available today. MST must submit its Board approved and adopted Rollout Plan to CARB by July 1, 2023.

Through a Request for Proposal (RFP), MST awarded a contract to HDR, Inc. to perform fleet, facilities, and operational analyses and to help MST create a detailed ZEB Rollout Plan that complies with CARB’s ICT regulation. The attached Rollout Plan (Attachment 2: Exhibit A) and Resolution 2022-18 (Attachment 1) are the results of this project.

SUMMARY OF ROLLOUT PLAN:

The rollout plan examines several different strategies that can be pursued depending on the anticipated range and costs of Battery Electric Buses (BEBs) and Hydrogen Fuel Cell Electric Buses (FCEBs) and supporting infrastructure along with the anticipated availability of funding for these technologies:

- **Strategy 1:** Prioritize BEBs for the near-term vehicle replacements, deployed on the routes/blocks that can be served with vehicles available today.

  *If funding allows, begin replacing eligible diesel-powered buses with BEBs and BEB required infrastructure. BEBs reduced range will increase the total number of vehicles required to operate MST’s fixed-route services. Range limitations do not allow for a 1:1 vehicle replacement.*

- **Strategy 2:** Delay the final vehicle procurement decision for buses and cutaway vehicles starting in the 2027 and 2030 replacement rounds, allowing time for BEB technology to potentially increase in range and decrease in cost.

  *Delay procuring ZEBs until 2027 to allow BEB technology to improve. By 2027, BEB range may improve and allow for a 1:1 bus replacement. Also, FCEB vehicles and the required infrastructure may be a viable solution over BEB.*

- **Strategy 3:** Plan for FCEBs as the alternative technology to BEBs for vehicle replacements beginning in the 2027 and 2030 timeframe.

  *Delay all ZEB purchases until 2027 and begin purchasing and deploying FCEBs instead of BEBs. FCEBs currently have a range of approximately 300 miles per fill and have a refilling time of 10 minutes or less. The cost for FCEB fueling infrastructure is significantly more expensive than BEB.*

- **Strategy 4:** Monitor development of vehicle technology to best inform the decision on what to deploy in 2027 and beyond.
Delay all ZEB purchases. Continue monitoring ZEB technology.

ATTACHMENT(S):

1. Resolution 2022-18
2. Exhibit A to Resolution 2022-18: Monterey-Salinas Transit District Innovative Clean Transit (ICT) Rollout Plan

PREPARED BY: ____________________  REVIEWED:  _____________________
Norman K. Tuitavuki         Carl G. Sedoryk
RESOLUTION NO. 2022-18

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTEREY-SALINAS TRANSIT DISTRICT APPROVING THE ZERO EMISSIONS BUS ROLLOUT PLAN

WHEREAS, California Code of Regulations Title 13, Division 3, Chapter 1, Article 4.3, Part 2023.1 (d) Zero Emissions Bus Rollout Plan Requirements requires that a transit agency’s Zero Emissions Bus Rollout Plan must be approved by its governing Board; and,

WHEREAS, Monterey-Salinas Transit District’s (MST) Zero Emissions Bus Rollout Plan sets forth the District’s plan which meets the following requirements:

- A goal of full transition to zero-emission buses by 2040 with careful planning that avoids early retirement of conventional internal combustion engine buses;
- Identification of the types of zero-emission bus technologies MST is planning to deploy;
- A schedule for construction of facilities and infrastructure modifications or upgrades, including charging, fueling, and maintenance facilities, to deploy and maintain zero-emission buses;
- A schedule for zero-emission and conventional internal combustion engine bus purchases and lease options;
- A training plan and schedule for zero-emission bus operators and maintenance and repair staff; and
- Identification of potential funding sources.

NOW, THEREFORE, BE IT RESOLVED that the MST Board of Directors hereby approves the MST Zero Emissions Bus Rollout Plan as set forth in full in Exhibit A to this Resolution.

BE IT FURTHER RESOLVED that insofar as the provisions of any Ordinance, Resolution, document or previous action of the Board and/or the General Manager/CEO, prior to the date of this Resolution, are inconsistent with the provisions of this Resolution or any policy adopted by this Resolution, this Resolution and the Board Policies adopted herein shall control.

PASSED AND ADOPTED by the Monterey-Salinas Transit District Board of Directors this 13th day of December 2021, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

DAN ALBERT, BOARD CHAIR
MONTEREY-SALINAS TRANSIT DISTRICT

CARL G. SEDORYK, GENERAL MANAGER/CEO
MONTEREY-SALINAS TRANSIT DISTRICT
Monterey-Salinas Transit District

Innovative Clean Transit (ICT) Rollout Plan

December, 2021
## Document Control

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This ICT Rollout Plan will guide the transition to zero-emission buses for Monterey-Salinas Transit District (MST)
19 Upper Ragsdale Drive, Suite 200, Monterey, CA 93940
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Introduction

Monterey-Salinas Transit District (MST) was created by state law AB644 and formed July 1, 2010. The district succeeds Monterey-Salinas Transit Joint Powers Agency formed in 1981 when the City of Salinas joined the Monterey Peninsula Transit Joint Powers Agency which was formed in 1972.

Current members of the district are the Cities of Carmel, Del Rey Oaks, Gonzales, Greenfield, King City, Marina, Monterey, Pacific Grove, Salinas, Sand City, Seaside, Soledad and the County of Monterey. A board of directors with a representative from each member jurisdiction governs the agency and appoints the general manager.

Our Mission: Advocating and delivering quality public transportation as a leader within our community and industry

Fixed Route Fast Facts
- Population Served: 434,061
- Service Area: 295 square miles
- Fleet Size: 134
- Operating Expenses FY 2020: $41,537,574
- Capital Expenses FY 2020: $5,471,730
- Passengers Carried: 3,082,463
- Stops in Service Area: 1,011
- Revenue Miles Traveled: 3,784,919
- Routes: 34
- Employees: 243

Para-transit Fast Facts
- Fleet Size: 39
- Operating Expenses FY 2020: $5,797,274
- Capital Expenses FY 2020: $136,778
- Passengers Carried: 195,762
- Revenue Miles Traveled: 1,081,379

Contact:
Carl Sedoryk
CEO
831.899.2558
csedoryk@mst.org

MST is not part of a Joint Group
(13 CCR § 2023.1(d)(3).
MST’s service area spans 295 square miles and includes the cities of Carmel, Del Rey Oaks, Gonzales, Greenfield, King City, Marina, Monterey, Pacific Grove, Salinas, Sand City, Seaside, Soledad, and the County of Monterey. MST also provides transportation service to nearby regions that include San Jose, Santa Cruz, Paso Robles, and Templeton.

MST operates a total of 56 fixed routes, of which 50 are local routes and 6 are commuter and/or intercity routes. Route lengths vary from less than 1 mile to longer than 120 miles. Approximately 568 daily service hours are directly operated by MST and 272 are contracted with MV Transportation, Incorporated.

MST has two operational facilities for buses, one located at One Ryan Ranch Road in Monterey and the other at 443 Victor Way in Salinas. Both of these facilities are equipped with diesel and gasoline fueling stations. MST constructed a third operating facility in King City. The King City facility was not included in the scope of this study but should be evaluated for zero emissions opportunities. The King City operating facility will house MST’s over-the-road coaches for MST’s “high mileage” routes which are better suited for FCEB’s due to the need for increased mileage and range. MST’s contractor, MV Transportation Inc., currently operates from 4512 Joe Lloyd Way in Seaside. The Seaside location is fully equipped with gasoline fueling stations.

MST operates seven (7) diesel-powered trolleys at the Monterey Division, and MST currently has two electric buses on order from Gillig, Incorporated for production in 2021. MST also has 1 electric trolley that is charged en-route through a WAVE inductive charger near 201 Pearl Street, Monterey, CA 93940.
Community Role

Whether our community members are headed to work, school, shopping or meeting friends, Monterey-Salinas Transit District (MST) is there to connect them. MST provides bus service to the greater Monterey and Salinas areas as far south as Templeton and Big Sur and as far north as Santa Cruz and San Jose. We see ourselves as an important part of each community we serve, and strive to support our community and community members to be successful. Our goal is to provide residents and visitors with high-quality transit service.
ICT Background

The California Air Resources Board (CARB) is the lead agency for climate change programs and is charged with protecting the public from harmful effects of air pollution and developing programs and actions to fight climate change. In December 2018, CARB adopted the Innovative Clean Transit (ICT) Regulation that requires all public transit agencies in the state to gradually transition to 100-percent zero-emission bus fleets by 2040.

Through the deployment of zero-emission technologies, the ICT regulation will provide significant benefits across the state, including:

- Reduce NOx and GHG emissions for all Californians, especially transit-dependent and disadvantage communities. The majority of these benefits will be in the State’s most populated and impacted areas where transit buses are most prevalent.
- Increase penetration of the first wave of zero-emission heavy-duty technologies into applications that are well suited to their use to further achieve emission reduction benefits.
- Save energy and reduce dependency on petroleum and other fossil fuels.
- Expand zero-emission vehicle industry to bring high quality green jobs to local communities and trained workforce to California.
- Provide other societal benefits by encouraging improved mobility and connectivity with zero-emission transportation modes and reduced growth in light-duty vehicle miles traveled.
**MST ICT Rollout**

This document outlines a plan to guide Monterey-Salinas Transit District’s transition from diesel and gasoline-powered vehicles to zero emission by 2040, without early retirement of diesel vehicles. MST anticipates the last purchase of a diesel vehicle will be in 2022, with a full shift to Zero Emissions Buses starting in 2023, depending on available funding.

The ICT Rollout Plan is a coordinating document to assist the planning, design, construction, acquisition, and implementation of zero emission technology. MST’s adoption of zero emission technology will ultimately meet the ICT regulation requirements. The ICT Rollout Plan is approved by the Monterey-Salinas Transit District Board on December 13, 2021; a copy of the approved resolution is located in the attachments (13 CCR§ 2023.1(d)(2)).

The ICT Rollout Plan is divided into the following sections per the ICT requirements:

A Transit Agency Information  
B Rollout Plan General Information  
C Technology Portfolio  
D Current Bus Fleet Composition and Future Bus Purchases  
E Facilities and Infrastructure Modifications  
F Providing Service in Disadvantaged Communities  
G Workforce Training  
H Potential Funding Sources  
I Start-up and Scale-up Challenges

The ICT Rollout Plan was created by Monterey-Salinas Transit District with assistance from HDR, Inc., a planning/engineering consultant.
Technology Options

There are currently two commercially-viable zero emission bus technologies to transit agencies; battery-electric buses (BEB) and hydrogen fuel cell electric buses (FCEB). For Monterey-Salinas Transit District, BEBs are the preferred technology for the initial fleet conversion due to the consistency in vehicles, availability of fuel, cost of infrastructure, operation, and training. The key considerations used to identify a preferred scenario were cost, physical space and performance. FCEB technology remains a viable alternative for long-range routes and for routes of extended duration. FCEB technology is also considered for its operational flexibility during power outages or rolling black outs.
Primary Technology

Battery electric buses are identified as the preferred technology for Monterey-Salinas Transit District’s’s ZEV transition given today’s BEB range, availability, and costs for vehicles and infrastructure. To further understand how this technology will affect current operations, MST recently completed a BEB/FCEB analysis to determine the vehicle options, infrastructure needs, operational considerations, and costs associated with each technology and a combination of the two. The effort included a route power analysis to determine the power usage of the fleet that accounts for weather (temperature), elevation change, and other power consumption elements. This analysis used existing schedules and routes to develop a realistic understanding of the power needs and potential range for each scheduled block, and which blocks may be too long for the current battery capacity.

Some existing routes will require more energy and distance than current battery-electric buses can deliver; therefore, MST is planning to use FCEBs as an alternative on the routes/blocks that cannot be served by a BEB. Because a single fuel type is preferred for a number of reasons, MST is prioritizing the purchase of BEBs for the near-term purchases, and planning for FCEBs for purchases for routes that BEBs cannot service starting in 2027. However, if BEB technology is able to meet the demands of a route or block, then the vehicle purchases starting in 2027 and beyond will prioritize BEB when viable, and FCEB as an alternative.
**Bus Fleet**

MST conducted a route power analysis that models the energy usage on a block-by-block basis of each route. The ability for the BEB vehicles to serve each route is determined on a number of different variables, including ambient temperature, route grade changes, passenger load, traffic, and stops.

Table 1 shows the existing MST bus fleet and Table 2 shows the fleet transition schedule. All of the MST ZEB fleet requirements will be met through the purchase of new vehicles.

### Table 1: Existing bus fleet

<table>
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<td>2015</td>
<td>Diesel</td>
<td>45’ OTR</td>
<td>2</td>
</tr>
<tr>
<td>2015</td>
<td>Battery Electric</td>
<td>Trolley</td>
<td>1</td>
</tr>
<tr>
<td>2018</td>
<td>Diesel</td>
<td>35’ Bus</td>
<td>9</td>
</tr>
<tr>
<td>2018</td>
<td>Diesel</td>
<td>40’ Bus</td>
<td>17</td>
</tr>
<tr>
<td>2018</td>
<td>Battery Electric</td>
<td>30’ Bus</td>
<td>2</td>
</tr>
<tr>
<td>2019</td>
<td>Diesel</td>
<td>35’ Trolley</td>
<td>5</td>
</tr>
<tr>
<td>2019</td>
<td>Diesel</td>
<td>40’ Bus</td>
<td>1</td>
</tr>
<tr>
<td>2021</td>
<td>Battery Electric</td>
<td>40’ Bus</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Fixed Route Fleet** 86
## Table 2: Fleet transition schedule

<table>
<thead>
<tr>
<th>ICT Requirement</th>
<th>Year</th>
<th>Qty</th>
<th>% of Total</th>
<th>Bus Length</th>
<th>Technology</th>
<th>Qty</th>
<th>% of Total</th>
<th>Bus Length</th>
<th>Fuel</th>
</tr>
</thead>
<tbody>
<tr>
<td>0%</td>
<td>2022</td>
<td>7</td>
<td>100%</td>
<td>40' Bus</td>
<td>Diesel</td>
<td>7</td>
<td>100%</td>
<td>40'</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2023</td>
<td>4</td>
<td>100%</td>
<td>35' Bus</td>
<td>Battery - Depot</td>
<td>7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3</td>
<td></td>
<td>40' Bus</td>
<td>Battery - Depot</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2024</td>
<td>2</td>
<td>100%</td>
<td>35' Bus</td>
<td>Battery - Depot</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7</td>
<td></td>
<td>40' Bus</td>
<td>Battery - Depot</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2025</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25%</td>
<td>2026</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2027</td>
<td>7</td>
<td>100%</td>
<td>35' Bus</td>
<td>FCEB*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>11</td>
<td></td>
<td>40' Bus</td>
<td>FCEB*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2028</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100%</td>
<td>2029</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2030</td>
<td>7</td>
<td>100%</td>
<td>40' Bus</td>
<td>FCEB*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>11</td>
<td></td>
<td>35' Bus</td>
<td>FCEB*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2031</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2032</td>
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<td></td>
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<td></td>
<td>2033</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2034</td>
<td>7</td>
<td>100%</td>
<td>40' Bus</td>
<td>FCEB*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**

*Fuel Cell Electric Buses are planned for purchase in these years, although Battery Electric Buses are the preferred option if the vehicles available at the time are able to achieve the range required.

All existing OTR vehicles are being transitioned to 40-foot buses.

The 2034 purchase round represents the last group of diesel vehicles transitioning to Zero Emissions Vehicles. All years following the 2034 purchase group will be ZEVs.
Para-transit Fleet

Table 3 shows the existing MST’s para-transit fleet and Table 4 shows the para-transit fleet transition schedule. The 22-foot cutaway vehicles are over the 14,000 GVWR, and are the portion of the para-transit fleet that must comply with ICT requirements. MST has identified the following considerations related to transitioning the para-transit fleet to zero-emission vehicles:

- The purchase schedule of cutaway buses are contingent on the success of the fixed route buses. MST will evaluate and implement the effectiveness of the fixed route vehicles and determine the most appropriate course for purchasing and operating zero-emission para-transit vehicles.

- For cutaway purchases after 1/1/2026, vehicle fuel type will depend on status of zero-emission technology development. MST will purchase a ZEB vehicle in this category if the technology can meet its range requirements and vehicles have passed Altoona Testing. If not, MST will purchase gasoline-powered vehicles. MST will consider the purchase of zero-emission cutaways on and after 1/1/2026, once the technology becomes available to comply with the ICT.
Table 3: Existing para-transit fleet

<table>
<thead>
<tr>
<th>Model Year</th>
<th>Fuel Type</th>
<th>Bus Length</th>
<th>Bus Qty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>Gasoline</td>
<td>22’ Cutaway</td>
<td>3</td>
</tr>
<tr>
<td>2015</td>
<td>Gasoline</td>
<td>22’ Cutaway</td>
<td>8</td>
</tr>
<tr>
<td>2016</td>
<td>Gasoline</td>
<td>22’ Cutaway</td>
<td>5</td>
</tr>
<tr>
<td>2018</td>
<td>Gasoline</td>
<td>22’ Cutaway</td>
<td>7</td>
</tr>
<tr>
<td>2019</td>
<td>Gasoline</td>
<td>22’ Cutaway</td>
<td>13</td>
</tr>
<tr>
<td><strong>Total Para-transit Fleet</strong></td>
<td><strong>36</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 4: Para-transit fleet transition schedule

<table>
<thead>
<tr>
<th>ICT Requirement</th>
<th>Year</th>
<th>ZEB Qty.</th>
<th>% of Total</th>
<th>Bus Length</th>
<th>Technology</th>
<th>Conventional Qty.</th>
<th>% of Total</th>
<th>Bus Length</th>
<th>Fuel</th>
<th>Total Purchased</th>
</tr>
</thead>
<tbody>
<tr>
<td>0%</td>
<td>2022</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2023</td>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2024</td>
<td>5</td>
<td>100%</td>
<td>22’ Cutaway</td>
<td>Gasoline 5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2025</td>
<td>10</td>
<td>100%</td>
<td>22’ Cutaway</td>
<td>Gasoline 10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25%</td>
<td>2026</td>
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<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>2027</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2028</td>
<td>9</td>
<td>100%</td>
<td>22’ Cutaway</td>
<td>Battery - Depot</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>100%</td>
<td>2029</td>
<td>12</td>
<td>100%</td>
<td>22’ Cutaway</td>
<td>Battery - Depot</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>2030</td>
<td>5</td>
<td>100%</td>
<td>22’ Cutaway</td>
<td>Battery - Depot</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>2031</td>
<td>10</td>
<td>100%</td>
<td>22’ Cutaway</td>
<td>Battery - Depot</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>2032</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MST Bus Facilities

The 2023 and 2024 BEBs that MST intends to purchase are planned to be split between the Monterey and Salinas Garages, each requiring two shared 150kW chargers multiplexed to charge vehicles stationed at each garage.

For now, long-term planning is focused on FCEBs, and determining the infrastructure needed and associated spatial requirements to support the infrastructure. The infrastructure needed is dependent on the type of hydrogen used, the generation strategy, and available funding. Broadly speaking, the infrastructure can be broken into three parts. First, there is the infrastructure required to produce hydrogen. This infrastructure may not be required if the hydrogen is purchased from a third party. Second, there is the infrastructure required to store the hydrogen until it is needed. This varies based on the type of hydrogen used. Finally, there is the infrastructure required to dispense the hydrogen. This infrastructure must be present at any location where hydrogen is dispensed regardless of where the hydrogen is produced. A breakdown of these components is shown in Table 6.

<table>
<thead>
<tr>
<th>Facility</th>
<th>Address</th>
<th>Main function</th>
<th>Type(s) of infrastructure</th>
<th>Service capacity</th>
<th>Needs upgrade? (yes/no)</th>
<th>Estimated construction timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monterey Garage</td>
<td>1 Ryan Ranch Rd, Monterey, CA 93940</td>
<td>Bus maintenance and storage</td>
<td>Charging Infrastructure, Liquid Hydrogen Infrastructure (if needed)</td>
<td>45 Vehicles</td>
<td>Yes</td>
<td>Completed by 2031</td>
</tr>
<tr>
<td>Salinas Garage</td>
<td>443 Victor Way, Salinas, CA 93907</td>
<td></td>
<td></td>
<td>31 Vehicles</td>
<td>Yes</td>
<td>Completed by 2031</td>
</tr>
<tr>
<td>Seaside Garage (privately operated)</td>
<td>4512 Joey Lloyd Way, Seaside, CA 93955</td>
<td>Para-transit vehicle maintenance and storage</td>
<td>Charging Infrastructure</td>
<td>81 Vehicles</td>
<td>Yes</td>
<td>Completed by 2031</td>
</tr>
</tbody>
</table>
**Monterey Garage**
(not to scale)
1 Ryan Ranch Rd.
Monterey, CA

**Salinas Garage**
(not to scale)
443 Victor Way
Salinas, CA

**Seaside Garage**
(not to scale)
4512 Joey Lloyd Way
Seaside, CA
**Monterey Garage**

*Hydrogen Footprint*

Basic layout shows hydrogen production for all three garages in the hatched area. If liquid hydrogen is trucked and tanked, the blue hatched area would not be required.

---

**Salinas Garage**

*Hydrogen Footprint*

Assumes liquid hydrogen trucked in from Monterey Garage or off-site hydrogen production site.
Table 6: Hydrogen infrastructure components by garage, assuming consolidated H2 production

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Space</th>
<th>Power</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monterey Garage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electrolyzers</td>
<td>9,920 ft²</td>
<td>8,920.8 kW</td>
<td>Water use is 750 gallons/hour</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wastewater is 470 gallons/hour</td>
</tr>
<tr>
<td>Liquefaction</td>
<td>2,480 ft²</td>
<td>2,354.1 kW</td>
<td>177 kg H2 per hour</td>
</tr>
<tr>
<td>Liquid Hydrogen Storage</td>
<td>145 ft²</td>
<td>–</td>
<td>8,000-gallon capacity</td>
</tr>
<tr>
<td>Cryogenic Pump</td>
<td>100 ft²</td>
<td>283.1 kW</td>
<td></td>
</tr>
<tr>
<td>Vaporizer</td>
<td>77 ft²</td>
<td>–</td>
<td></td>
</tr>
<tr>
<td>Fuel Storage</td>
<td>50 ft²</td>
<td>–</td>
<td>120 kg capacity to act as gaseous hydrogen storage buffer</td>
</tr>
<tr>
<td>Station Modules</td>
<td>165 ft²</td>
<td>192 kW</td>
<td></td>
</tr>
<tr>
<td>Dispensers</td>
<td>8 ft²</td>
<td>9.6 kW</td>
<td></td>
</tr>
<tr>
<td><strong>Site Total</strong></td>
<td><strong>0.5 acres</strong></td>
<td><strong>11,759.6 kW</strong></td>
<td></td>
</tr>
<tr>
<td>Salinas Garage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquid Hydrogen Storage</td>
<td>50 ft²</td>
<td>–</td>
<td></td>
</tr>
<tr>
<td>Cryogenic Pump</td>
<td>100 ft²</td>
<td>141.5 kW</td>
<td></td>
</tr>
<tr>
<td>Vaporizer</td>
<td>77 ft²</td>
<td>–</td>
<td></td>
</tr>
<tr>
<td>Fuel Storage</td>
<td>50 ft²</td>
<td>–</td>
<td>120 kg capacity</td>
</tr>
<tr>
<td>Station Module</td>
<td>82.5 ft²</td>
<td>96 kW</td>
<td></td>
</tr>
<tr>
<td>Dispenser</td>
<td>4 ft²</td>
<td>4.8 kW</td>
<td></td>
</tr>
<tr>
<td><strong>Site Total</strong></td>
<td><strong>0.08 acres</strong></td>
<td><strong>242.3 kW</strong></td>
<td></td>
</tr>
<tr>
<td>Seaside Garage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquid Hydrogen Storage</td>
<td>50 ft²</td>
<td>–</td>
<td></td>
</tr>
<tr>
<td>Cryogenic Pump</td>
<td>100 ft²</td>
<td>283.1 kW</td>
<td></td>
</tr>
<tr>
<td>Vaporizer</td>
<td>77 ft²</td>
<td>–</td>
<td></td>
</tr>
<tr>
<td>Fuel Storage</td>
<td>50 ft²</td>
<td>–</td>
<td>120 kg capacity</td>
</tr>
<tr>
<td>Station Module</td>
<td>82.5 ft²</td>
<td>192 kW</td>
<td></td>
</tr>
<tr>
<td>Dispenser</td>
<td>4 ft²</td>
<td>9.6 kW</td>
<td></td>
</tr>
<tr>
<td><strong>Site Total</strong></td>
<td><strong>0.11 acres</strong></td>
<td><strong>484.7 kW</strong></td>
<td></td>
</tr>
</tbody>
</table>

Seaside Garage

Hydrogen Footprint

Assumes liquid hydrogen trucked in from Monterey Garage or off-site hydrogen production site.
Service in Disadvantaged Communities

Overview
Disadvantaged communities are identified by the California Environmental Protection Agency (CalEPA)* as the top 25% most impacted census tracts in CalEnviroScreen 3.0 - a screening tool used to help identify communities disproportionately burdened by multiple sources of pollution and with population characteristics that make them more sensitive to pollution.

There are ten SB535 disadvantaged communities within the MST service area, six in Santa Cruz County and four in Monterey County. The SB535 Disadvantaged Communities are identified by CalEnviroScreen (see Figure 11) are listed below by county:

Santa Cruz County SB535 Disadvantaged Communities:
- 6087110300
- 6087110400
- 6085501600
- 6085512310
- 6085512602
- 6085512603

Monterey County SB535 Disadvantaged Communities:
- 6053010101
- 6053014102
- 6053014500
- 6053000900
MST will actively seek funding to purchase sixteen battery-electric buses in 2024, deployed on the blocks that are viable for BEB technology to operate. Because the deployment of these vehicles is on a per-block, not per-route basis, many vehicles will serve more than one route.

Table 7 shows all the MST routes that intersect with the SB535 communities (several in the San Jose area were removed, as the route is traveling through a freeway). The right column shows the routes that use vehicles operating on the BEB blocks. The red highlight shows where BEB vehicles will operate on routes that serve SB535 communities. BEBs have been prioritized into blocks that are able to accommodate the range limitations of the technology, but many of the SB535 routes will not be affected. While it is the priority of MST to prioritize these routes, the technology limitations at this time will limit how many of the SB535 routes can be served. However, the vehicle purchases made in 2027 and beyond will have the range necessary to serve these routes, and many of the SB535 communities will be prioritized for ZEV buses.

Figures 1-5 show the location of MST routes overlaid with SB535 community boundaries.
Figure 1: SB535 Disadvantaged Communities served by MST
Route data compiled by FTA National Transit Database 2019
Workforce Development

Making the transition to zero emission bus (ZEB) technology involves more than simply buying new buses. Training is required to ensure staff can operate and maintain these vehicles in a safe and efficient manner. Training must also meet any applicable regulatory requirements, such as the Driver Proficiency requirements of California 13 CCR § 1229. While BEBs and FCEBs share many of the same components, FCEBs will require additional training. Both vehicle types have unique components and support equipment that make them significantly different than the diesel buses in use. Training will be needed for both internal staff as well as several external parties who may interact with operations. Proper training is crucial for implementing a smooth, safe transition to these vehicle technologies.

Training Strategy

Trained and skilled BEB and FCEB mechanics are not readily available on the job market due to how new this technology is. This makes it difficult to hire maintenance staff that already have the required technical knowledge and skills for making a transition, and instead each agency will need to develop a strategy for training their existing maintenance staff and any new maintenance staff hired. Additional training is also required for most other staff, including drivers, dispatchers, supervisors, and many other roles within the organization. The strategy outlined here is based on the lessons learned from agencies that have already begun this transition.

The primary source of training initially will be the vehicle, charger, and fueling infrastructure original equipment manufacturers (OEMs), along with their subcomponent suppliers. These equipment providers have already developed
training programs to assist with the deployment of these new types of vehicles. The learning curve for ZEB technology is steep, but it flattens as an agency gains experience and practice. Training from the OEM and subcomponent suppliers should be leveraged early on with the goal of building on this to develop internal training programs in the long run. OEM training is great for understanding the theory and technical specifications for buses, but training based on actual experience in maintenance and operations will be more applicable to a specific deployment.

Both academic and hands-on training are needed, but hands-on training is best for most topics and should be used whenever possible. This allows for an apprenticeship model, where mechanics can learn from an expert. The details of the training that are required from the OEM should be included as a part of the vehicle procurement process and made a part of the RFP and contract. This should cover training hours, aids, materials, special tools, and diagnostic equipment. Along with leveraging both internal and external training, it will also be important to have a strategy for tracking training progress. This system will be a valuable resource for knowing which employees have completed what training, tracking the overall training progress at the individual and group level, and identifying gaps in the skill set across the organization. Training should also be repeated as often as needed, for example quarterly, to maintain proficiency for existing staff and on-boarding of new staff.

**Training Topics**
Basic training courses for familiarization with the vehicles, high voltage safety, and high pressure safety will be required for all groups identified above. This will cover topics such as recognizing high voltage and/or high pressure systems, the use of personal protective equipment (PPE), lockout/tagout procedures, emergency cut-off switches, and emergency response plans. This training will only take a few hours, and it can be completed as just-in-time training as required.

**Training Groups**
Among the groups of people who require training are drivers, mechanics, and operations staff, as well as external parties. Each group has a unique set of training needs that must be addressed. Some topics, such as high-voltage safety, will be required by all groups, but other topics will be specific to only a subset of MST staff. The transition to ZEBs is more difficult for mechanics than it is for other staff, and more training will be required for this group than for any other.

One external group that will require special training for both BEBs and FCEBs are first responders. These vehicles present a unique set of hazards and require a response from emergency personnel that is different than with diesel buses. The vehicle OEM could be responsible for training first responders as a part of the vehicle procurement contract. MST has created a training program for first responders and is prepared to deliver this training to Monterey County first responders. Another external group that must be considered is the towing operator. The process of towing these vehicles is not the same as towing a diesel vehicle. There are certain steps that must be taken for both the safety of the tow truck driver as well as the safety of the vehicle. As soon as ZEBs are delivered, training should be scheduled with the vehicle OEM and the towing operator so that a test towing can be performed.
MST has the appropriate PPE for BEBs and has completed bus and infrastructure training through BEB manufacturers BYD and Gillig. MST has also completed training through the California Transit Training Consortium (CTTC).

Some of the components used in ZEBs are the same as components used in diesel buses and will require the same type of training that already exists. These include items such as the air system, mechanical brakes, power steering, axles, suspension, cooling system, low-voltage systems, controller area network (CAN), doors, and Americans with Disabilities Act (ADA) equipment. Other components are new and will require a new set of training; for BEBs this includes high voltage cables, high voltage junction boxes, high voltage battery energy storage systems (ESS), battery management systems (BMS), high voltage contractors, inverters, electric motors, and DC-DC converters. FCEBs have the same extra components as BEBs, but additionally include high pressure storage tanks and fuel cells. These new systems will require advanced training courses that will need to be completed by mechanics and supervisors. Maintenance staff will also need to be supplied with the proper diagnostic tools and equipment and trained in the use of these tools.

Drivers require training on how to efficiently operate the bus. They need to understand the difference between traditional mechanical brakes and regenerative braking, and how the brakes can feel different depending on the circumstance. Efficiency is also maximized when the optimal amount of acceleration and deceleration is used, and this must be balanced against keeping buses on schedule. Drivers must also be trained of the risks that come from operating a silent vehicle, including pedestrians and bicyclists that don’t hear the vehicle coming or drivers not having the familiar audible clue that the vehicle is running. MST may consider providing incentives to encourage safe and efficient driving behaviors, in addition to the provided training.

Operations staff and planners will need to understand range limitations, seasonal impacts, and refueling/recharging times. Staff needs to know the proper response to different indicator lights, and know which notifications require immediate attention and which are informational or for diagnostics. For BEBs, the concept of state-of-charge (SOC) in place of fuel level must also be understood so operators, dispatchers, and schedulers can make the right decisions based on the SOC.

Chargers have their own set of training requirements in addition to the vehicles. This includes service, diagnostic, and repair training for maintenance personnel. Anyone responsible for vehicle charging (e.g., drivers, attendants) will also need training on the proper operation of the charger and the steps to connect and disconnect the charger and the vehicle. The level of training required will depend on the exact infrastructure that is used (e.g., pantographs vs. plug-in). Chargers present a new set of challenges for maintenance staff, particularly when both depot and en-route chargers are used since they may use different technologies and they won’t be located at the same place.

Hydrogen dispensing equipment will also require special training. The training will need to cover not only the operation of the dispensing equipment, but also service and maintenance. There are many auxiliary systems required to dispense hydrogen, including cryogenic storage tanks, vaporizers,
and pumps that all must be dealt with following proper safety procedures.

The training required for external parties will be less intensive but is still very important. Emergency responders and third-party vendors such as towing operators will need to be familiar with high voltage and high pressure safety procedures, since there is the possibility they will need to interact with those systems on the vehicles. Emergency responders will also need specific training on the location and procedures for operating the high voltage disconnects on the battery packs. Other third-party vendors will need training specific to the operations they perform, such as the proper procedure to put the vehicle into “neutral” before towing.

**Training Timing**

Training needs to be completed before the new vehicles are deployed. Some training items may be scheduled just-in-time when vehicles are delivered. Introductory safety training, for example, will typically be less than an hour long and can be easily scheduled and performed on an as needed basis. However, other training that has a longer duration will need to be planned in advance of vehicle arrivals. For mechanics, it can be useful to train on the high-voltage and drivetrain systems of diesel hybrid buses if possible. These share several components with BEBs and FCEBs and can provide a training platform before these new technologies are available. Anything that allows for the initial training to be completed before the delivery of vehicles will accelerate the deployment timeline.

ZEB training will need to be a continuous and on-going part of normal operations. In addition to the initial orientation and safety training, special training may be needed for maintenance that occurs at different time periods including monthly, quarterly, annually, and even less frequent preventative maintenance. It is best for personnel to have recently completed the training they will need when they undertake these less frequent operations for the first time. The size of the training program should also be scaled to match the size of the ZEB deployment. A small deployment may need fewer trained staff initially. The number of trained staff can be increased as the additional ZEBs are purchased. This provides the opportunity for those involved in the first round of training to become internal experts and develop customized training programs that are specific to MST that can be used for training the rest of the staff. The timing and ramp-up of training should correlate with the timing and ramp-up of the ZEB deployment.
Funding

MST is intending to use a variety of funding sources to acquire zero-emissions vehicles and required infrastructure, including regional, state, and federal sources. Examples of funding sources are as follows:

- Transit and Intercity Rail Capital Program (TIRCP)
- Low Carbon Transit Operation Program (LCTOP)
- FTA Funds
  - 5307 Funds
  - Section 5339 Bus and Bus Facilities Program
  - Low-No Program
- SB1 Local Partnership Program (LPP)
- Affordable Housing and Sustainable Communities Program (AHSC)
- Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP)
- Caltrans State of Good Repair (STA SOGR)

Other potential funding sources have been identified, but not included in the planned budget. These sources could be utilized at a future time to acquire either ZE vehicles or infrastructure.

- Volkswagen Environmental Mitigation Trust
Table 8: Anticipated Program Costs per Option

<table>
<thead>
<tr>
<th></th>
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<tr>
<td></td>
<td></td>
<td>Centralized</td>
<td>Distributed</td>
<td>Truck and Tank</td>
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<td></td>
<td></td>
<td>Generation –</td>
<td>Generation –</td>
<td>– SMR</td>
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<td></td>
<td>Electrolyzer</td>
<td>Electrolyzer</td>
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<td><strong>Infrastructure &amp; Equipment Costs (in millions 2021 dollars)</strong></td>
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Start-up and Scale-up Challenges

The Road Ahead

The approach to building the zero emissions transition strategy is identified below. A key challenge is balancing the needs of MST with the limitations of emerging vehicle technologies, cost, complexity, and availability. The approach has four basic components as outlined below:

- Calculate how much energy is required to operate each vehicle block;
- Determine which of the existing blocks can be operated unchanged with today’s vehicles;
- Identify the potential transition approaches for blocks that cannot be operated with today’s vehicles;
- Create an infrastructure and procurement strategy that meet’s MST’s needs, ICT requirements, and is feasible with the technology available.

MST has learned there are still many unknowns and unexpected challenges to overcome. However, the strategy outlined below is intended to guide the agency through the transition period, allowing MST to use the technology that can provide the best level of service at the most competitive cost.

Strategy 1: Prioritize Battery Electric Buses (BEBs) for the near-term vehicle replacements, deployed on the routes/blocks that can be served with vehicles available today.

Beginning in 2023 MST can prioritize vehicle replacements as BEBs, split evenly between the two depots. These vehicles would require the addition of two chargers located at each base (four total) and deployed on the routes/blocks that can accommodate a one-to-one replacement with diesel buses.
Strategy 2: Delay the final vehicle procurement decision for buses and cutaway vehicles starting in the 2027 and 2030 replacement rounds, allowing time for BEB technology to potentially increase in range and decrease in cost.

Delaying the decision can allow BEB technology to progress, and potentially allowing the technology to deploy on more routes. However, MST will need to identify the decision points that determine which technology will ultimately be used for the 2027 and 2030 vehicle purchases.

Strategy 3: Plan for Hydrogen Fuel Cell Electric Buses (FCEBs) as the alternative technology to BEBs for the 2027 and 2030 vehicle replacements.

The routes/blocks that cannot be served by a BEB should have a FCEB deployed instead. FCEBs will require additional infrastructure to deploy, and planning for that infrastructure can begin today. Planning for FCEB should recognize the following considerations:

- If possible, consolidate FCEBs into one base. This will lower the amount of infrastructure needed, reducing spatial requirements, redundancy, and cost.
- Plan for liquid hydrogen to be purchased from a third party. Hydrogen can potentially be manufactured on-site, but the energy, infrastructure, water source, space, and cost are prohibitive at this scale and location. Purchasing liquid hydrogen reduces the infrastructure to essentially storage tanks and dispensers.
- Fleet-wide transition to FCEB is not optimal, as the lower price of BEB vehicles and infrastructure should be considered. Additionally, FCEB vehicles

Strategy 4: Monitor development of vehicle technology to best inform the decision on what to deploy in 2027 and beyond.

By monitoring the development of zero emissions technologies, MST can deploy the best possible technology available in terms of price, maturity, availability, reliability, fuel availability, and infrastructure needs.

It is important to note, the MST’s ZEB Rollout Plan is a living document meant to guide the implementation of zero-emission bus fleets and help the agency work through many of the potential challenges to explore solutions. The Plan provides estimated timelines based on best available information for bus purchases, infrastructure upgrades, workforce training, or any other timelines in the Plan. MST may update the Plan as needed with the most current information and industry best practices.
To: Board of Directors

From: Lisa Rheinheimer, Assistant General Manager
Sandra Amorim, Procurement & Contracts Manager

Subject: SURF! Busway and Bus Rapid Transit (BRT) Final Design

RECOMMENDATION:

Authorize General Manager/CEO to execute a contract with Kimley-Horn for SURF! Busway and Bus Rapid Transit (BRT) Project final design services in an amount not to exceed $5,000,000 pending execution of a Measure X funding agreement with the Transportation Agency for Monterey County, certifying that a skilled and trained workforce will be used for the SURF! Busway and BRT Project, and directing Kimley-Horn to incorporate such requirements into the bidding process, as provided in Attachment 1.

FISCAL IMPACT:

The FY 2022 adopted Budget contemplates this expenditure, however, at a lower amount. Funds to pay for this expense are from the TMC Measure X program and a funding agreement is scheduled to go before the TMC Board of Directors in late January.

Additionally, MST staff evaluated the proposal cost against a previously developed independent cost estimate and reviewed hourly rates for fairness and reasonableness. Staff found the proposal cost to be fair and reasonable based on current market conditions. Staff from the Transportation Agency for Monterey County reviewed the cost proposal and concurred with this assessment.

POLICY IMPLICATIONS:

Your Board approves contracts and expenditures over $100,000. Additionally, this project is included in the Board adopted two-year Action Plan, FY 2022-2023.

DISCUSSION:

The SURF! Busway and Bus Rapid Transit project is a major MST effort currently transitioning from the preliminary design to final design phase of work. The project constructs a new bus-only roadway within the publicly-owned TMC rail/transportation corridor parallel to Highway 1 between Marina and Seaside/Sand City with a transit station/stop at the publicly-owned MST property at 1st and Quartermaster. Once
operational, bus riders will bypass the heavily congested stretch of Highway 1 on their way to and from local jobs on the Monterey Peninsula including Marina and beyond.

MST staff have been monitoring highway congestion along the corridor and over the last several months, traffic has slowed to a crawl during the morning commute on most days. The span of traffic congestion has also extended earlier and later. With a single traffic accident, travel speeds lower to less than 9 miles per hour impacting schools, essential workers, and businesses.

MST has made significant progress in moving the project forward including completing the CEQA environmental determination in July 2021. Preliminary design plans are also complete to the 35% level.

MST staff are continuing to meet with stakeholders and hear feedback from our jurisdictional partners and permitting agencies. The next phase of work over the next two-years includes final design also described as plans, specifications, and estimates. The scope of work is outlined below.

A Request for Proposals (RFP) seeking qualified firms to provide professional and technical services for final design was issued on October 5th with proposals due November 12th. The scope of work generally includes the following:

1. Civil Infrastructure Design
2. Stormwater and Hydrology Design and Permitting
3. ITS/Signal Infrastructure Design
4. Platform and Facilities Design
5. Landscape Design
6. General Stakeholder Permitting and Coordination
7. Caltrans DEER Permitting and Coordination
8. Phasing and Implementation Design
9. Mitigation, Monitoring and Reporting Program
10. Geotechnical Investigation
11. Utility Coordination
12. Independent Cost Estimate
13. CM/GC Support
14. Bid Phase Support
15. Design Services During Construction
16. Communications and Marketing
17. Public Outreach, Reaction, Education and Marketing for Designs

Public outreach, reaction, education, and marketing in this design phase includes a robust effort to bring in community partners, business leaders, residents, and stakeholders as the team reviews options for urban design, landscaping, station area features, etc. The scope includes up to 40 meetings with these interest groups and additional meetings with city staff and stakeholders.
During the final design phase, the project team will conduct a value engineering process where an independent team will review the project design for potential cost savings on the $55.8 million project (current estimate).

The completed project is expected to open in 2027 and benefit existing riders while also, attracting new transit passengers. This first step will help build sustained ridership demand that could support longer-term rail operations.

While MST previously certified that the project would use a skilled and trained workforce through its annual FTA Certifications and Assurances as well as the MST Procurement Policy, staff recommends that the Board further direct the consultant to ensure that during the bid phase support, bid documents will specify that a skilled and trained workforce will be used as further certified in Attachment 1.

In response to the RFP, MST received one proposal from Kimley-Horn, the consulting firm hired to complete the preliminary engineering and environmental documentation phase. Pricing and overall evaluation are listed below.

Staff independently reviewed and scored the proposal basing their scores on the firms':

- Organizational Management and Business Plan
- Past Performance and Quality of Services
- Quality Assurance
- Comments Received from Past and Current Customers

Through this process, staff recommends that Kimley-Horn be selected to perform the work. Kimley-Horn performed well during preliminary design phase as well as work for our application to the FTA in the Capital Investments Grant funding program so the team and firm has existing in-depth knowledge about the project.

Your Board's action will authorize staff to award a contract to Kimley-Horn & Associates, Inc. in an amount not to exceed $5,000,000 for consulting, support, and assistance going through the final design phase. Final design work will span multiple years.

**ATTACHMENT(S):**

MST Board Certification

PREPARED BY: Lisa Rheinheimer

REVIEWED: Carl G. Sedoryk
MST Board Certification

MST, as the public lead agency for the SURF! Busway and Bus Rapid Transit Project, certifies that the project will be completed by a skilled and trained workforce in accordance with Chapter 2.9 (commencing with Section 2600) of Part 1 of Division 2 of the Public Contract Code, and further directs Kimley-Horn to incorporate such requirements in bid documents and any qualifying positions, including bids for construction contracts, including those for contractors and subcontractors at every tier, as well as contracts that fall within an apprenticeship occupation in the building and construction trades.
To: Board of Directors

From: Michelle Overmeyer, Director of Planning and Innovation

Subject: California State University, Monterey Bay Free Fare Program

RECOMMENDATION:

Authorize General Manager/CEO to execute a contract with California State University, Monterey Bay (CSUMB) for a free fare program in an amount not to exceed $120,000 for the spring 2022 semester.

FISCAL IMPACT:

CSUMB will fund $120,000 for students, faculty, and staff to continue boarding MST’s services for free in the Spring 2022 semester.

POLICY IMPLICATIONS:

Your Board authorizes expenditures of more than $100,000. Additionally, these types of partnerships are identified in the Board’s Strategic Plan - Action Plan.

DISCUSSION:

Each year staff has been working with counterparts at CSUMB to plan the university-sponsored bus routes for the academic year. The contract has historically covered operations for Lines 19, 25, and 26, for an agreed upon cost depending on the total number of service hours provided. In the 2019-2020 school year, the total contract was set at $588,000. Free fares for students, faculty, and staff are included in the contract which allows for boarding all MST service with a valid CSUMB identification card. Most of that 2019-2020 school year was completed before the COVID-19 pandemic began after which CSUMB courses went virtual. As a result, CSUMB and MST decided to suspend Lines 19, 25, and 26 in March 2020.

The entire 2020-2021 school year was virtual. Because very little activity took place on campus and in the campus housing area, and because CSUMB did not have a revenue source to pay for MST service, the University opted to forego a contract with MST to start the school year. Lines 19, 25 and 26 remained suspended that entire school year.
CSUMB resumed activity on campus for the 2021-2022 school year, and students are living in campus housing again. The University, however, was only interested in a fall semester contract with MST because they were in the process of seeking a 5-year contract with a service provider to operate the service MST has historically provided. Lines 19, 25 and 26, as well as the CSUMB free fare program, resumed in August 2021 at the start of the fall semester, and it was clear that a spring semester contract would be dependent on the outcome of their procurement.

MST submitted a proposal to CSUMB for the 5-year contract, set to start in January 2022, but MST was not awarded the contract. MST Lines 19 and 26 will be discontinued after the fall semester ends. Line 25, which was previously identified as an Unmet Transit Need under the Transportation Development Act process for identifying transit needs, will continue to operate in the Spring 2022 semester and will be funded by Transportation Development Act Local Transportation Funds, also considered general fund monies.

The current fall 2021 contract with CSUMB is set to end December 19, 2021. Staff has been working with CSUMB over the last several weeks to estimate spring 2021 CSUMB ridership and the cost to MST to provide free trips on fixed route and RIDES. The estimated cost to continue to the program through the end of the spring 2022 semester is $120,000. Staff recommends the Board authorize the General Manager/CEO to execute a contract with CSUMB to continue the program through the end of the school year.

ATTACHMENT(S):

None.

PREPARED BY Michèlle Overmeyer
REVIEWED BY Carl G. Sedoryk
To: Board of Directors

From: K. Halcon, Director of Human Resources/Risk Management on behalf of MST Board Chair, Dan Albert

Subject: Recommend General Manager/CEO Performance Incentive

RECOMMENDATION:

Approve the recommendation of the General Manager Performance Evaluation Ad Hoc Committee of 4.7% incentive pay for the General Manager/CEO.

FISCAL IMPACT:

Wages are included in the approved FY 2022 Budget.

POLICY IMPLICATIONS:

Your Board approves and negotiates the wages and benefits of the General Manager/CEO. This action is consistent with the current contract with the GM/CEO which states "incentive pay shall be paid to EMPLOYEE based upon performance in accordance with achievement of Board adopted goals and objectives."

DISCUSSION:

The General Manager Performance Evaluation Ad Hoc Committee met and discussed the performance of Carl Sedoryk, General Manager/CEO. The Ad Hoc committee is recommending the MST Board approve a 4.7% incentive pay for Mr. Sedoryk in open session at the December board meeting. Per the existing contract with the CEO the payment is a one-time payment and shall not increase the employee's base pay.

PREPARED BY: __________________ APPROVED BY: _______________________
Kelly Halcon                                Carl G. Sedoryk
To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monthly Report – October 2021

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

October 5th, staff provided an on-site tour of the SURF! Busway and Bus Rapid Transit project with Senator John Laird, Assemblymember Mark Stone, and their respective staff.

October 11th, staff hosted over 70 local, regional, state, and federal representatives and local media to the ribbon cutting of the South County Operations and Maintenance Facility in King City. October 21st, the CEO met with Salinas City Manager, Monterey County Administrative Officer, and various members of the Taylor Farms management team to discuss the possible relocation of the Salinas Transit Center.

October 26th – 29th, MST acted as host to over 450 transit professionals attending the California Association for Coordinated Transportation that was held at the Monterey Plaza Hotel. MST staff was able to participate and present at a variety of workshops.

Attachment #1 – Dashboard Performance Statistics – October 2021
Attachment #2 – Operations Dept. Report – October 2021
Attachment #3 – Facilities & Maintenance Dept. Report – October 2021
Attachment #4 – Administration Dept. Report – October 2021
Attachment #5 – Letter from Congressman Jimmy Panetta
Attachment #6 – Sacramento Bee News Articles

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
MST Fixed Route
YTD Dashboard Performance Comparative Statistics
July - October
Fiscal Years 2020-2022

**Ridership**

- FY2020: 1,252,095 passengers
- FY2021: 417,968 passengers
- FY2022: 662,592 passengers

**Goal = 417,968 passengers**

**Minimum = 397,070 passengers**

**Goal = 20 passengers p/h**

**Minimum = 15 passengers p/h**

**Passengers Per Hour**

- FY2020: 16.97 passengers p/h
- FY2021: 6.54 passengers p/h
- FY2022: 9.24 passengers p/h

**Goal = 90% on time**

**Minimum = 75% on time**

**On Time Performance**

- FY2020: 84.5% on time
- FY2021: 91.1% on time
- FY2022: 84.8% on time

**Goal = 99% completed**

**Minimum = 95% completed**

**Percentage of Service Delivered**

- FY2020: 99.90%
- FY2021: 99.99%
- FY2022: 99.82%

**Goal = 99% completed**

**Minimum = 95% completed**
MST Fixed Route
YTD Dashboard Performance Comparative Statistics
July - October
Fiscal Years 2020-2022

Fare Box Recovery Ratio

Goal = 25%
Minimum = 15%

Cost Per Revenue Hour

Goal = $215.79 per RH
Maximum = $237.36 per RH

Miles Between Preventable Collisions

Goal = 200,000 Miles
Minimum = 100,000 Miles

Miles Between Road Calls

Goal = 15,000 Miles
Minimum = 7,000 Miles
13 Month Rolling Boardings and Scheduled Trips

Boardings


FR Boardings

FR Scheduled Trips

Trips

0 5,000 10,000 15,000 20,000 25,000

0 20,000 40,000 60,000 80,000 100,000 120,000 140,000 160,000 180,000 200,000

MST BOARD AGENDA / DECEMBER 13, 2021 MEETING / PAGE 113
MST RIDES
YTD Dashboard Performance Comparative Statistics
July - October
Fiscal Years 2020-2022

- **Ridership**
  - Goal = 34,594 passengers
  - Maximum = 37,361 passengers

- **Passengers Per Hour**
  - Goal = 2.0 passengers p/h
  - Minimum = 1.8 passengers p/h

- **On Time Performance**
  - Goal = 90% on time
  - Minimum = 80% on time

- **One Way Trips**
  - Goal = 21,952 one-way trips
  - Maximum = 24,148 one-way trips

- Total cumulative YTD passenger boardings
  - FY 2020: 59,249
  - FY 2021: 27,675
  - FY 2022: 34,427

- Total cumulative YTD one-way passenger trips completed
  - FY 2020: 46,948
  - FY 2021: 21,313
  - FY 2022: 27,007

- Percent of trips within 15 minutes of scheduled arrival
  - FY 2020: 89.4%
  - FY 2021: 94.0%
  - FY 2022: 90.1%
MST RIDES
YTD Dashboard Performance Comparative Statistics
July - October
Fiscal Years 2020-2022

Ridership

Goal = 34,594 passengers
Maximum = 37,361 passengers

Goal = 2.0 passengers p/h
Minimum = 1.8 passengers p/h

On Time Performance

Goal = 90% on time
Minimum = 80% on time

Maximum = 24,148 one-way trips
Goal = 21,952 one-way trips

One Way Trips

(Total cumulative YTD one-way passenger trips completed)
MST Fixed Route
Financial Performance Comparative Statistics
July - October
Fiscal Year 2022

MST Fixed Route Total Revenue
YTD Actual and Budget

MST Fixed Route Total Expenses
YTD Actual and Budget
MST RIDES
Financial Performance Comparative Statistics
July - October
Fiscal Year 2022

MST RIDES Total Revenue
YTD Actual and Budget

MST RIDES Total Expenses
YTD Actual and Budget
Date: November 29, 2021

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

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: Transportation Department Monthly Report – October 2021

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate ridership reached 154,244 in October, which represents a 37% increase compared to October 2020’s ridership of 112,734. For the fiscal year to date, passenger boardings continue to increase year over year; however, this positive ridership trend could change depending on the pandemic as we continue our recovery efforts.

Month over month, MST’s productivity has improved. Productivity increased from 6.7 passengers per hour in October 2020, to 8.9 passengers per hour in October of this year. This represents a 32% improvement compared to the same month, year over year.

Supplemental / Special Services:

- No Service

System-Wide Statistics:

- Ridership: 154,244
- Vehicle Revenue Hours: 17,366
- Vehicle Revenue Miles: 254,767
- System Productivity: 8.9 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 20,845

On-Time Performance (OTP): Of 98,344 total time-point crossings sampled for October, the Transit Master™ system recorded 16,387 delayed arrivals to MST’s published time-points system-wide. As a result, 83% of all scheduled arrivals arrived on time. (See MST Fixed-Route Bus ~ On Time Compliance Chart FY 2021 - 2022.)
**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, there were a total of ten (20) service cancellations in October for both directly operated and contracted services:

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<tr>
<td>Road Closures/Construction</td>
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<td>Staff Shortage</td>
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<td><strong>Totals</strong></td>
</tr>
</tbody>
</table>

**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 the month(s) of October 2020 and 2021:

<table>
<thead>
<tr>
<th>Occurrence Type</th>
<th>October-20</th>
<th>October-21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collision: MST Involved</td>
<td>3</td>
<td>7</td>
</tr>
<tr>
<td>Employee Injury</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Medical Emergency</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Object Hits Coach</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Passenger Conflict</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Passenger Fall</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Near Miss</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fuel / fluid Spill</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Unreported Damage</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>22</td>
<td>23</td>
</tr>
</tbody>
</table>

**CONTRACTED TRANSPORTATION SERVICES:**

**MST RIDES ADA / ST Paratransit Program:**

Preliminary boarding statistics for the MST RIDES program reflect that for October 2021 there were 9,020 passenger boardings. This denotes a 36% increase in
passenger boardings compared to October of 2020, (7,246). For the fiscal year – passenger boardings have increased by 24% compared to FY2021.

- Productivity for October 2021 was 1.74 passengers per hour, increasing from 1.69 passengers per hour compared to the previous month (September 2021).
- For October 2021, 90% of all scheduled trips for the MST RIDES program arrived on time, meeting the expected on-time performance standard.

COMMUNICATIONS CENTER:

In October, MST’s Communications Center summoned public safety agencies on eleven (11) separate occasions to MST’s transit vehicles and facilities:

<table>
<thead>
<tr>
<th>Agency Type</th>
<th>Incident Type</th>
<th>Number of Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police</td>
<td>Vehicle Accident / Passenger Disturbance / Other</td>
<td>11</td>
</tr>
<tr>
<td>Medical</td>
<td>Employee Request / Passenger Request / Other</td>
<td>5</td>
</tr>
<tr>
<td>Fire</td>
<td>Employee Request / Passenger Request / Other</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td><strong>Totals</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

ATTACHMENTS:

MST Fixed-Route Bus ~~ On Time Compliance FY 2022
MST Fixed-Route Bus ~~ Boarding Statistics FY 2022
MST Trolley ~~ Boarding Statistics FY 2022
MST RIDES ~~ On Time Compliance FY 2022
MST RIDES ~~ Boarding Statistics FY 2022
Operations Summary Report – October 2022
Mobility Management Report – October 2022
Date: November 29, 2021

To: Carl Sedoryk, General Manager/CEO

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: Maintenance Department Monthly Report – October 2021

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

<table>
<thead>
<tr>
<th>Fuel Budget FY2022</th>
<th>Average Fuel Price October 2021</th>
<th>Average Fuel Price FY2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diesel: $3.40</td>
<td>$3.49</td>
<td>$3.19</td>
</tr>
<tr>
<td>Gasoline: $3.40</td>
<td>$3.95</td>
<td>$3.87</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Period</th>
<th>Revenue Fleet Operating Cost Per Mile</th>
<th>Revenue Fleet Miles Between Major Mechanical Road Calls:¹</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 2021</td>
<td>$1.29</td>
<td>27,197</td>
</tr>
<tr>
<td>YTD FY 2022</td>
<td>$1.27</td>
<td>21,154</td>
</tr>
<tr>
<td>FY 2021</td>
<td>$1.23</td>
<td>63,934</td>
</tr>
<tr>
<td>FY 2020</td>
<td>$1.05</td>
<td>20,916</td>
</tr>
</tbody>
</table>

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

Department Activities/Comments:

In October 2021, the cost per gallon for gasoline increased by .09 cents and the cost per gallon for diesel also increased by .39 cents. As the cost for fuel continues to rise, staff continues to seek and implement strategies to mitigate this negative trend.

In October, MST traveled 27,197 miles between major mechanical failures – exceeding the 15,000-mile goal. MST has continued to meet or exceed the stated goal within this area of performance.

It should be noted that MST has dramatically reduced the overall number of revenue miles traveled to conform with current ridership demands and other factors resulting from the COVID-19 pandemic. As MST continues to increase service, we expect an increase in the number of miles traveled between major mechanical failures.
MST’s operating cost per mile for October 2021, decreased to $1.29 per mile from $1.52 per mile in September 2021. Staff continues to focus their efforts on cleaning, disinfecting, repairing, and maintaining all MST vehicles.

MST’s Maintenance Management team continues working closely with Human Resources to recruit for several open positions within the Maintenance department to fill current vacancies and to staff the South County Operations and Maintenance facility. On October 11, 2021, MST held a “Ribbon Cutting” to recognize the completion of the King City construction project. The entire Operations department continues focusing their efforts on opening and operating the South County facility in King City.

I attended the 2021 Fuel Cell Electric Vehicle Deployment and Hydrogen Fuel Station Network webinar online where I learned more about operating and maintaining hydrogen fuel cell vehicles and the required infrastructure. I also attended the CalACT Fall Conference and Expo held locally, in Monterey. The Conference provided several learning opportunities for me and other staff members who attended.

Prepared by: Norman Tuitavuki  Reviewed by: Carl G. Sedoryk
Date: November 30, 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; Michael Kohlman, Chief Information Officer; Kelly Halcon, Director of Human Resources/Risk Management; Ikuyo Yoneda-Lopez, Marketing and Customer Service Manager; Sonia Wills, Customer Service Supervisor.

Subject: Administration Department Monthly Report – October 2021

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

**Human Resources**

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

<table>
<thead>
<tr>
<th>Positions</th>
<th>Budget FY22</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coach Operators F/T</td>
<td>126</td>
<td>116</td>
<td>-10</td>
</tr>
<tr>
<td>Coach Operators Limited Duty</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>CO Occupational Injuries</td>
<td>1</td>
<td>0</td>
<td>-1</td>
</tr>
<tr>
<td>Operations Staff</td>
<td>33</td>
<td>29</td>
<td>-4</td>
</tr>
<tr>
<td>Maintenance &amp; Facilities</td>
<td>55</td>
<td>48</td>
<td>-7</td>
</tr>
<tr>
<td>Administrative (Interns 1 PT)</td>
<td>36</td>
<td>31</td>
<td>-5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>251</strong></td>
<td><strong>224</strong></td>
<td><strong>-27</strong></td>
</tr>
</tbody>
</table>

*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.

**October Worker’s Compensation Costs**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indemnity (paid to employees)</td>
<td>$25,194.56</td>
</tr>
<tr>
<td>Other (includes Legal)</td>
<td>$15,192.44</td>
</tr>
<tr>
<td>Medical includes Case Mgmt, UR, Rx &amp; PT</td>
<td>$16,207.70</td>
</tr>
<tr>
<td>TPA Administration Fee</td>
<td>$5,708.33</td>
</tr>
<tr>
<td>Excess Insurance</td>
<td>$8,917.75</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$71,220.78</strong></td>
</tr>
<tr>
<td>Reserves</td>
<td><strong>$773,418.84</strong></td>
</tr>
<tr>
<td>Excess Reserved</td>
<td>(0)</td>
</tr>
<tr>
<td># Ending Open Claims</td>
<td>39</td>
</tr>
</tbody>
</table>
## Training

<table>
<thead>
<tr>
<th>Description</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Coach Operator Verification of Transit Training</td>
<td>0</td>
</tr>
<tr>
<td>Post-Accident/Incident Re-training</td>
<td>1</td>
</tr>
<tr>
<td>In-Service Training: 2021 Gillig Zeb Battery Electric Bus</td>
<td>7</td>
</tr>
<tr>
<td>Maintenance Safety Training: Accident preventability, fire safety and fire extinguisher, forklift safety</td>
<td>5</td>
</tr>
<tr>
<td>In-Service Training: Zonar familiarization</td>
<td>6</td>
</tr>
<tr>
<td>In-Service Training: GIRO Self Service/Bid Web</td>
<td>5</td>
</tr>
<tr>
<td>In-Service Training: Drive safely at all times and accident prevention targeting left hand turns</td>
<td>5</td>
</tr>
<tr>
<td>Harassment Prevention for Transit Employees</td>
<td>5</td>
</tr>
<tr>
<td>Assault Awareness and Prevention for Transit Employees</td>
<td>5</td>
</tr>
<tr>
<td>In-Service Training: VISA Training Report Contactless Fare System</td>
<td>5</td>
</tr>
<tr>
<td>Liebert, Cassidy Whitmore: Leaves, Leaves and More Leaves</td>
<td>2</td>
</tr>
<tr>
<td>Drug and Alcohol Training for New Hires</td>
<td>5</td>
</tr>
<tr>
<td>In-Service Training: MST Personal Protective Equipment Protocol for Essential Workers</td>
<td>5</td>
</tr>
<tr>
<td>EEO Training for New Hires</td>
<td>3</td>
</tr>
<tr>
<td>Title VI Training for New Hires</td>
<td>3</td>
</tr>
<tr>
<td>Human Trafficking/Modern Day Slavery for Transit Employees</td>
<td>4</td>
</tr>
<tr>
<td>In-Service Training: Salinas Street at W. Alisal Successful Right-Hand Turn</td>
<td>5</td>
</tr>
<tr>
<td>CalTIP: Behavioral Threat Assessment</td>
<td>5</td>
</tr>
<tr>
<td>CalTIP: Responding to Aggressive Behavior in the Workplace</td>
<td>4</td>
</tr>
<tr>
<td>Maintenance Safety Training: Fall Protection</td>
<td>5</td>
</tr>
<tr>
<td>In-Service: Proficiency and Authorization Training for Hometown Trolley</td>
<td>4</td>
</tr>
<tr>
<td>American Substance Abuse Professionals: A supervisor's guide to substance abuse awareness and reasonable suspicion</td>
<td>4</td>
</tr>
<tr>
<td>In-Service: BYD Bus Familiarization</td>
<td>5</td>
</tr>
<tr>
<td>In-Service: 2018 Gillig Model 35' Low Floor</td>
<td>5</td>
</tr>
</tbody>
</table>
Risk Management

<table>
<thead>
<tr>
<th>Description</th>
<th>October 2021 Preventable</th>
<th>October 2020 Non-Preventable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>POV Vehicle hits MST Vehicle</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td>MST Preventable Accidents</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>2</td>
<td>4</td>
</tr>
</tbody>
</table>

Accident Statistics

- Non Preventable
- Preventable
**Monthly Miles Between Preventable Collisions (MBPC)**

*with 12 Month Rolling Average*

- **Miles Between Prev. Collisions**
- **MBPC: 12 Month Average**

**Standard** = Not more than 1 preventable collision per 100k miles
## Customer Service Update

<table>
<thead>
<tr>
<th>Service Report Type</th>
<th>MST</th>
<th>Other Provider*</th>
<th># of valid reports</th>
<th>% of reports received**</th>
<th>October 2020</th>
<th>% of reports received**</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADA Compliance</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>ADA/RM Request</td>
<td>1</td>
<td>0</td>
<td></td>
<td>1.9%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Agency Policy</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Bus Stop Amenities</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>3.7%</td>
<td>2</td>
<td>5.9%</td>
</tr>
<tr>
<td>Carried By</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Discriminatory behavior by employee</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Early Departure</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Employee Other</td>
<td>3</td>
<td>1</td>
<td>1/1*</td>
<td>7.4%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Facilities Vandalism</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Fare / Transfer Dispute</td>
<td>2</td>
<td>2</td>
<td>2/1*</td>
<td>7.4%</td>
<td>1</td>
<td>2.9%</td>
</tr>
<tr>
<td>Full Bus / Left Behind</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1.9%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Harassment by Employee</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Improper Driving</td>
<td>4</td>
<td>3</td>
<td>3/3*</td>
<td>13.0%</td>
<td>6</td>
<td>17.6%</td>
</tr>
<tr>
<td>Improper Employee Conduct</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>11.1%</td>
<td>6</td>
<td>17.6%</td>
</tr>
<tr>
<td>Inaccurate Public Information</td>
<td>1</td>
<td>0</td>
<td></td>
<td>1.9%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Late Arrival</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>3.7%</td>
<td>1</td>
<td>2.9%</td>
</tr>
<tr>
<td>Late Departure</td>
<td>4</td>
<td>0</td>
<td>3</td>
<td>7.4%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>No Show</td>
<td>0</td>
<td>1</td>
<td></td>
<td>1.9%</td>
<td>5</td>
<td>14.7%</td>
</tr>
<tr>
<td>Off Route</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Overcrowding</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>1</td>
<td>2.9%</td>
</tr>
<tr>
<td>Passed By</td>
<td>3</td>
<td>0</td>
<td>2</td>
<td>5.6%</td>
<td>3</td>
<td>8.8%</td>
</tr>
<tr>
<td>Passenger Conduct</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>3.7%</td>
<td>1</td>
<td>2.9%</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Reasonable Modification</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Request To Add Service</td>
<td>7</td>
<td>0</td>
<td>6</td>
<td>13.0%</td>
<td>1</td>
<td>2.9%</td>
</tr>
<tr>
<td>Request To Reduce Service</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Routing</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Service Animal</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Service Other</td>
<td>2</td>
<td>6</td>
<td>2/1*</td>
<td>14.8%</td>
<td>6</td>
<td>17.6%</td>
</tr>
<tr>
<td>Service Schedule</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1.9%</td>
<td>1</td>
<td>2.9%</td>
</tr>
<tr>
<td>Taxi</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Title VI Complaint</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Unsafe Conditions</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>0</td>
<td>0</td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Sub total reports</td>
<td>40</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grand Total MST and *Other Provider</td>
<td>54</td>
<td></td>
<td></td>
<td>100.0%</td>
<td>34</td>
<td>100.0%</td>
</tr>
<tr>
<td>Employee Compliment</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Contactless Tap to Pay:

During the month of October, MST received a total of 6,776 taps, an increase of 2% from September. There were 2,921 successful journeys where the passenger tapped on when they boarded and again when they got off. There were 934 penalty taps where the customer only tapped on and did not tap off, resulting in a $3.50 penalty fare being assessed.

Since launching the demonstration project on May 11, there have been a total of 27,176 taps, of which 11,584 trips were successful. Total revenue collected to the end of October from passengers using contactless payment was $38,061. The numbers are steadily increasing and it is staff’s hope that as passengers get used to using the technology, tapping will be their preferred method of payment.
Finance Update

General Accounting/Accounts Payable

During the month of October, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. In addition, staff prepared and submitted the required annual reporting to the National Transit Database which aids in the appropriation of FTA formula funds to transit agencies. Additionally, staff is continuing to track all COVID-19 related expenses necessary to claim expense reimbursements from federal assistance in the next coming months.

Payroll

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

Grants

During the month of October, staff drafted, followed up on, responded to, and submitted pending applications and requests for reimbursement under the 5307 Traditional, 5307 CRRSAA, 5307 CARES Act, LCTOP, 5339 Bus and Bus Facilities, TIFIA programs, Caltrans Planning Grant, 5307 ARP Act, and ARP Additional Funding Program. In addition to attending several webinars for future grant opportunities, staff also participated in webinars regarding the Local Partnership Program, Caltrans Planning Grant, and FTA 5339 Bus and Bus Facilities Programs. Staff also participated in several meetings regarding current and future projects including bus procurements and the South County Operations and Maintenance Facility. Update meetings with internal staff were ongoing to address status changes to various active or pending grants and requests for reimbursements. Staff also worked to provide requested documentation for the annual financial audit, National Transit Database Reporting, and COVID-19 audit. During the last week of October, staff also attended and volunteered at the CalACT Conference hosted at the Monterey Plaza Hotel.

Purchasing

During the month of October, staff provided support and direction to staff on a variety of procurement activities. Staff managed internal transactions for ordering and receiving goods and services, and handling procurement data. Staff worked to improve the efficiency of transactional flow, reporting, and assisting project managers with support for vendor engagement and contracting processes. Staff also worked on large procurements, including Enterprise Resourcing Planning (ERP) software, an RFP for Universal Mobile Ticketing, and an RFP for final design of the SURF! Busway and Bus Rapid Transit project. Staff has also worked on evaluating the proposals received for the Contract Transportation Services RFP. Staff also spent time reviewing minor agreements for services and products. Staff is currently reviewing the MST Procurement Manual for updates and revisions, and meeting with MST counsel to develop a procurement training program for staff. Staff met with various non-profits to review surplus vehicles and identify those that may be donated to aid in providing services for the public good.
Information Technology Update

With the arrival of a new Chief Information Officer on November 1st, there have been a series of I.T staff meetings and discussions, both to gain familiarity with the operations at MST, as well as obtain feedback and insight needed to enhance the overall technology strategy of the organization moving forward. Those discussions will continue at a somewhat higher level initially with a long-term goal of building out working groups that can provide regular feedback on technology plans and deployments.

In preparation for deployment, the Trapeze test environment has been upgraded to the current supported version (21.1.1). In addition, the planned production TransitMaster virtual environment has been completed and final configuration of the software is set to begin in the coming weeks.

As part of the South County Operations and Maintenance Facility deployment, the phones systems have been installed and tested.

Work on the implementation and refinement of the EAM Facilities module continues.

Work on supporting and refining the contactless fare technology system continues ahead of a planned increase in hardware deployments in the beginning of 2022. In conjunction with the technical work being performed on the contactless fare system, I.T. is collaborating with several departments on extracting and refining the data from the Velocity system to ensure that the appropriate fare discounts are applied for our customers.

Targeted upgrades of staff workstations continue as part of an overall move to implement a planned lifecycle management routine for systems and software.

Initial work has begun with AT&T on deployment of the FirstNet Control Center.

Marketing Update

MST RealTime Usage:

<table>
<thead>
<tr>
<th></th>
<th>Text</th>
<th>RealTime Phone</th>
<th>CSR Phone</th>
<th>App Sessions</th>
<th>App Users</th>
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</thead>
<tbody>
<tr>
<td>2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>2,031</td>
<td>413</td>
<td>2,380</td>
<td>54,396</td>
<td>1,601</td>
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<td>November</td>
<td>1,752</td>
<td>397</td>
<td>1,206*</td>
<td>51,661</td>
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<td>December</td>
<td>1,758</td>
<td>330</td>
<td>2,087</td>
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<tr>
<td>2021</td>
<td></td>
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<tr>
<td>January</td>
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<td>303</td>
<td>1,998</td>
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<td>2,468</td>
<td>61,562</td>
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<tr>
<td>Month</td>
<td>Calls</td>
<td>Technical Difficulties</td>
<td>Calls</td>
<td>Fare Collection</td>
<td>Attendance</td>
</tr>
<tr>
<td>---------</td>
<td>-------</td>
<td>------------------------</td>
<td>-------</td>
<td>----------------</td>
<td>------------</td>
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<tr>
<td>May</td>
<td>2,349</td>
<td>164**</td>
<td>2,379</td>
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<td>1,770</td>
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<tr>
<td>June</td>
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<td>472</td>
<td>N/A</td>
<td>113,472</td>
<td>2,554</td>
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</table>

*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.

**For the period between May 5-26, MST was in the process of upgrading the telephone system, and therefore, no calls were reported.

**Transit App:** For the month of October, there were a total of 289 downloads for the Transit App. The top three most popular routes that users tapped from the home screen were JAZZ B with 4,629 taps, JAZZ A with 4,523 taps, and Line 18 Monterey-Marina with 4,360 taps.

**Published news stories include the following:** “Good Week/Great Week” (Monterey County Weekly, 10/8/22), “More blight coming down in Marina” (Monterey Herald, 10/18/21), “Demolition clears way for future Marina development” (Monterey County Business Council, 10/22/21), “MST’s South Monterey County operations facility opens” (The King City Rustler, 10/25/21).

**Press releases sent include:** “Monterey Salinas Transit (MST) Plans Celebration for Completion of Its South County Operations and Maintenance Facility in King City on Monday, October 11, 2021.” (10/04/21).

**Projects:** Continue to support Human Resources department with posting of vaccination clinics and testing sites in Monterey County on Employee Only Instagram page, as well as, sharing on other social media pages; assist Human Resources in recruitment efforts through internal and external bus advertising, at outreach events, and via social media; provide outreach and marketing support related to the Comprehensive Operational Analysis – Network Redesign; continue to reach out to school districts regarding the School Pass Pilot Program; monitor performance of the Contactless Fare Payment Demonstration Project; attend and manage informational tabling for Salinas Ride and Drive Event; assist with registration table at CALACT Conference in Monterey; and, coordinate ribbon cutting event for South County Operations and Maintenance Facility.

**Collaborative/Meeting/Committees:** Attended a workshop for the Blue Zones project; planning meetings for the South County Operations and Maintenance Facility Ribbon Cutting event; attended the MST Board Meeting; attended internal Marketing, Outreach and Customer Service Team meetings, Mobility Outreach meeting, and CAL-ITP Contactless Fare Payment Demonstration Project meetings; hosted Annual Report planning meetings; and, attended the monthly MST Employee Townhall meeting.
Social Media Performance:

Social Fans

- Facebook: 1,460
- Twitter: 129
- Instagram: 1,128

Overview by Social Media Platform:

Twitter

- Tweets: 38
- Followers: 129
- Engagement: 93

Facebook

- Posts: 43
- Fans: 1,500
- Page engagement (all): 600

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 October, staff efforts continued to be focused on adjusting service with a reduced number of coach operators as a result of the COVID-19 pandemic. A December 11th service change was being drafted with bus schedules adjusted to match staffing levels. Staff responded to several customer service reports related to the service change.

CSUMB announced they had selected another contractor to operate campus bus service beginning in January 2022, so staff began coordination for a limited Spring 2022 contract with CSUMB.

Staff is beginning to engage Public Works department staff for the Cities of Gonzales, Soledad, Greenfield, and King City to refine the scopes of work for the installation of new bus stops to serve new circulator routes. Staff is requesting cost estimates for installation of the bus stops and will work with the cities individually to accomplish the construction of sidewalk work and installation of bus stop shelters.

Staff is continuing to work internally and with the contractor for the Automatic Passenger Counters (APC) to improve the overall yield of data for the MST MV-operated fleet. National Transit Database (NTD) staff informed MST that they must increase the data yield on the MV-operated fleet to report APC figures for the next NTD annual report. The NTD annual report for FY 2020-21 used General Farebox (GFI) ridership data.

Staff continued to coordinate with MST staff, TAMC staff and the consulting team on the SURF! Busway and Bus Rapid Transit Project. Staff also hosted a brief site visit with our State representatives.
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.
November 5, 2021

Mr. Carl Sedoryk  
General Manager and Chief Executive Officer  
Monterey-Salinas Transit  
19 Upper Ragsdale Dr, Suite 200  
Monterey, CA 93940-7808

Dear Mr. Sedoryk,

Thank you for inviting me to join you at the Monterey-Salinas Transit South County Operations and Maintenance Facility ribbon cutting ceremony. It was an honor to celebrate the completion of this new facility, as it marked the country's first rural initiative low-interest loan project through the Transportation Infrastructure Finance and Innovation Act.

As your representative in Congress, I look forward to continuing to work to provide the overdue investment in surface transportation and public transit infrastructure to meet the needs of our communities.

Thanks again, and please contact my office if I can be of assistance in the future.

Sincerely,

[Handwritten Signature]

Jimmy Panetta  
United States Representative  
20th Congressional District, California
Biden administration blocks billions in California transit money, citing pension law

BY WES VENTEICHER AND DAVID LIGHTMAN
UPDATED NOVEMBER 11, 2021 1:50 PM

A bus passes by under Sacramento Regional Transit lines behind the Sacramento County Main Jail at H and 7th streets Tuesday, Nov. 2, 2021, in downtown Sacramento. XAVIER MASCAREÑAS XMASCARENAS@SACBEE.COM
The U.S. Labor Department determined California is ineligible for federal money for public transit, putting in jeopardy about $12 billion in grants including a portion of the infrastructure spending Congress approved last week.

The Labor Department’s determination targeted a 2013 state pension law that the department said eroded public transit employees’ rights to negotiate over their pay and benefits.

A 1964 federal law says that before state and local agencies may receive federal grants for mass transit, the department must certify the agencies are protecting the interests of any affected employees. California, by restricting pension benefits for any new employees hired after Jan. 1, 2013 with its Public Employees’ Pension Reform Act, ran afoul of those federal protections, according to the Labor Department’s Oct. 28 determination.

The determination would affect about $9.5 billion Congress earmarked for California public transit agencies in the infrastructure bill the U.S. House of Representatives approved Friday, said Michael Pimentel, executive director of the California Transit Association, a nonprofit representing public transit agencies in the state. In total, the $1.2 trillion bill included about $45 billion for California.

Also affected would be about $2.5 billion in American Rescue Plan Act grants for public transit in California, which several agencies have already applied for, Pimentel said.
“This relief funding has served as a lifeline for them, and in the absence of these federal dollars flowing to California transit agencies, we will absolutely see a reduction in service and losses in our workforce, making it more difficult for agencies to rebound,” Pimentel said.

Pimentel said the dollar figures are estimates, and that the amount could ultimately be smaller depending on how the Labor Department implements its determination.

**GAVIN NEWSOM ASKS TO FREE UP FUNDING**

Gov. Gavin Newsom urged Labor Secretary Marty Walsh in a [letter Wednesday](#) to reverse the decision, which he said is legally flawed and would harm transit agencies and their riders.

“Public transit agencies rely more than ever on these federal grants just to keep trains and buses running and their workforces employed,” Newsom said in the letter. “The grants being withheld also help provide vital mobility to low-income seniors, individuals with disabilities, and other transit-dependent riders.”

As an example, Newsom said a project expanding Bay Area Rapid Transit service — the Transbay Corridor Core Capacity Program — could not be completed as planned without more federal money.

California Sens. Dianne Feinstein and Alex Padilla also [urged Walsh](#) on Wednesday to restore California’s access to the federal grants, saying the department’s determination was “at odds with multiple state and federal court decisions and past Labor Department precedent.”

The Labor Department’s determination reverses its own position from 2019 on California’s pension law.

The determination, written by Deputy Director Andrew Auerbach, said the department initiated a new review after President Joe Biden’s election.

**TRANSIT UNION CONTESTED CALIFORNIA PENSION LAW**

The dispute over the state pension law goes back further.

In 2012, the Sacramento Regional Transit District and Caltrans — on behalf of Monterey-Salinas Transit — submitted applications for federal transit grants, according to background information in the determination.

The Amalgamated Transit Union, representing employees at the agencies, objected, saying PEPRA harmed their members in a way that violated the 1964 federal law. The Labor Department agreed, and blocked the money.

California and the transit agencies sued. The U.S. District Court for the Eastern District of California ruled in their favor in 2014, saying the agencies should get the money and that their employees’ collective bargaining rights remained intact.
The court's 2014 ruling was restricted to the Sacramento Regional Transit District and Monterey-Salinas Transit, according to the department’s determination letter. Its new determination affects prospective grant disbursements.

Pimentel said it’s not clear if the court’s ruling means the Sacramento and Monterey-Salinas agencies can still receive new federal money or if the ruling applies only to the funds they applied for in 2012.

The 2013 pension law, among other things, increased employees’ required contributions to their pensions and made pension accrual formulas less generous. In the Labor Department’s view, since those changes were imposed by law rather than through collective bargaining, they were improper, according to the determination letter.

Newsom’s letter argued the court’s ruling set a precedent that the department shouldn’t overturn.

He also said the fact that public employee unions in California have successfully negotiated new contracts since 2013 show collective bargaining remains intact.

The department’s letter, however, says PEPRA “continues to interfere with the collective bargaining process regardless of the specific terms of workers’ collective bargaining agreements now in existence.”

This story was originally published November 10, 2021 7:35 PM.

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WES VENTEICHER

Wes Venteicher anchors The Bee’s popular State Worker coverage in the newspaper’s Capitol Bureau. He covers taxes, pensions, unions, state spending and California government. A Montana native, he reported on health care and politics in Chicago and Pittsburgh before joining The Bee in 2018.

💬 COMMENTS ▼
TO: Carl Sedoryk  
FROM: Don Gilchrest  

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

**FY 2022 Transportation Funding**
The Federal government is operating under short-term funding authority that will expire on December 3 and legislation is expected this week to extend that funding into next year. House Appropriations Committee Chair DeLauro (D-CT) is proposing a Continuing Resolution that will run through January, while Republican Senators are pushing for a longer CR that would run into February or March. As Congress works to finish up the annual funding bills, we are continuing to advocate for enactment of a full-year appropriations bill for transit programs to ensure continuity in the funding that MST receives through the FTA. We are also urging the highest possible funding for key programs such as the bus and bus facilities competitive and formula programs.

**Infrastructure Legislation**
President Biden signed H.R. 3684, the *Infrastructure Investment and Jobs Act*, into law on November 15. H.R. 3684 reauthorizes surface transportation programs and provides about $550 billion of new funding for transportation, water, and broadband initiatives. We are in regular contact with the Office of Intergovernmental Affairs at the White House and the Department of Transportation to track implementation of the legislation to maximize MST’s access to this new funding.

H.R. 3684 includes $41.1 billion for transit above the current baseline funding levels. Funding to public transportation agencies through Federal Transit Administration formulas will be increased from $10.15 billion per year to $16.692 billion by fiscal year 2026. Bus and Bus Facility programs will see significant increases, including a total of $5.6 billion for no- or low-emission buses. The Capital Investment Grants Program/New Starts will receive $8 billion of guaranteed funding with an additional $15 billion authorized for possible future appropriations.
The Biden Administration is seeking to implement the infrastructure bill as quickly as possible. Under H.R. 3684, FTA formula programs will receive a 34 percent increase in the first year of the legislation, which should be apportioned early in 2022. Additional funding increases will be implemented when competitive grant opportunities from the legislation are announced soon after the formula distributions.

**Budget Reconciliation**
President Biden is continuing to press for Congressional action to pass the *Build Back Better Plan* to implement additional aspects of his domestic policy agenda. House Democrats took a significant step in this process on November 19 by passing their version of the package as H.R. 5376, the *Build Back Better Act*, a $2.2 trillion bill focused on climate change mitigation, resiliency and enhancing the social safety net. As passed by the House, H.R. 5376 includes the following programs to support transportation:

- $10 billion for a Federal Transit Administration program to promote enhanced mobility for affordable housing.
- $10 billion for intercity passenger rail.
- $4 billion to support neighborhood equity, safety, and affordable transportation access, including reconnecting communities divided by existing infrastructure barriers.
- $4 billion for Department of Transportation carbon reduction project grants.

Senate Democrats plan to take up the legislation in December and some modifications to the House-passed version are expected in order to obtain the support of all 50 Democratic Senators.

**SURF! Busway and Bus Rapid Transit**
We participated in a meeting with FTA Associate Administrator Felicia James and her staff so that you could discuss the *SURF! Busway and Bus Rapid Transit Project*. MST is seeking $14.3 million through the Capital Investment Grants/New Starts program for construction of the project and Associate Administrator James responded favorably to your briefing. MST previously utilized the New Starts program to obtain support for your Jazz BRT project.
November 8, 2021

To: Carl Sedoryk

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: TRIP REPORT – November 2021

From November 1-4, I attended the California Transit Association’s Fall Conference and Expo which was held in Sacramento, CA and hosted by Sacramento Regional Transit District (SacRT). This year’s theme was “Embracing Change: New Era. New Vision.” Held over three days, I attended the following Conference learning opportunities:

- New ZEB Start-Ups
- Adopting New Technologies
- Post-COVID Success: From Plan to Performance
- The Next-Gen Mechanic

I also participated in a site tour of the Siemens Manufacturing facility where SacRT’s light rail vehicles are manufactured. The tour provided an in-depth look at how light and heavy rail vehicles are manufactured. In addition to the learning opportunities, I participated in, I met with several vendors that create products and provide services for MST to learn about future products and services that might bring value to MST. This year’s Conference and Expo were well attended by public transit operators from across California.

PREPARED BY: Norman K. Tuitavuki
REVIEWED BY: Carl G. Sedoryk
To: Carl Sedoryk

From: Lisa Rheinheimer, Assistant General Manager

Subject: TRIP REPORT – November 2021

I traveled to Sacramento, California to participate in the California Transit Association’s 2021 Fall Conference November 1st through 4th. The conference theme was *Embracing Change: New Era. New Vision*. I attended all three (3) keynote presentations and was a presenter at the session entitled “Reimagining Transit from the Rider Perspective: Faster and Better Transit.”

I also attended the following sessions:

- Free Fares: Just How Free Are They?
- Digital Storytelling in 30-Seconds
- What’s New in Federal and State Legislation?

I was able to reconnect with colleagues from peer transit agencies across the state. The conference sessions and networking opportunity provided me with information and professional contacts that I will use in my day-to-day duties.

Submitted by: Lisa Rheinheimer
To: Carl Sedoryk

From: Michelle Overmeyer, Director of Planning and Innovation

Subject: TRIP REPORT – November 2021

I traveled to Sacramento, California to participate in the California Transit Association’s 2021 Fall Conference November 1st through 4th. The conference theme was Embracing Change: New Era. New Vision. I attended the following sessions:

- Free Fares: Just How Free Are They?
- Keeping our Best and Brightest Motivated
- Reimagining Transit from the Rider Perspective: Faster and Better Transit
- What’s New in Federal and State Legislation?

I was able to reconnect with colleagues from peer transit agencies across the state. The conference sessions and networking opportunity provided me with information and professional contacts that I will use in my day-to-day duties as Director of Planning and Innovation.

Submitted by: Michelle Overmeyer