



MONTEREY-SALINAS TRANSIT DISTRICT BOARD OF DIRECTORS MEETING AGENDA AND NOTICE

Meeting Date: September 12, 2022
Meeting Time: 10:00 AM Pacific Time (US and Canada)
Location: In-Person and Zoom Conference

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

In-Person Participation:

The Regular Meeting of the Monterey-Salinas Transit District Board of Directors in-person meeting will be held on September 12, 2022 at 10:00 a.m. at 19 Upper Ragsdale Drive, Suite 100. *Members of the public are required to wear a face covering and will be socially distanced in the Board room.*

OR

Zoom Participation:

The Regular Meeting of the Monterey-Salinas Transit District Board of Directors Zoom virtual meeting will be held on September 12, 2022 at 10:00 a.m. via Zoom conference, click <https://us06web.zoom.us/j/84500836234?pwd=aFQ0YUdjZ3Y0eW94WmtRZ1Myc0Vldz09> and enter the following:

Meeting ID: 845 0083 6234 and Passcode: 652252.

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

Public comments may be made either in person, via Zoom, or via email. Members of the public may attend the Board Meeting in person and request to speak to the Board when the Chair calls for public comment. Persons who wish to make public comment on an agenda item are encouraged to submit comments in writing by email to MST at clerk@mst.org by 3:00 pm on Friday, September 9, 2022; those comments will be distributed to the MST Board of Directors before the meeting. Written comments may be emailed to clerk@mst.com, and should include the subject line: "Public Comment Item # (insert the agenda item number relevant to your comment)."

MST District Board and Committee Agendas

Accessibility, Language Assistance, and Public Comments

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

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

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

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

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



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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. 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 2023-03 Authorizing Remote Teleconference Meetings. (Carl Sedoryk) (Page 7)
- 3-2. Adopt Resolution 2023-04 Recognizing Rex Sacayanan, Coach Operator as Employee of the Month for August 2022. (Norman Tuitavuki) (Page 9)
- 3-3. Adopt Resolution 2023-05 Recognizing Michelle DiPretoro, Maintenance Analyst as Employee of the Month for September 2022. (Norman Tuitavuki) (Page 11)
- 3-4. Approve Minutes of the MST Board Meeting on July 11, 2022. (Jeanette Alegar-Rocha) (Page 13)
- 3-5a&b. Financial Reports – June and July 2022. (Lori Lee) (Pages 21 & 29)
 - a) Accept reports of June and July 2022 Cash Flow
 - b) Approve June and July 2022 Disbursements
 - c) Accept Report of June and July Treasury Transactions
- 3-6a&b. Receive Report on Lost and Found Items Left on MST Property for the Months of April and May 2022. (Sonia Wills) (Pages 37 & 39)
- 3-7. Receive Minutes of the MST Board Administrative Performance Committee Meeting on July 11, 2022. (Jeanette Alegar-Rocha) (Page 41)

- 3-8. Receive Draft Minutes of the Mobility Advisory Committee (MAC) on July 27, 2022. (Claudia Valencia) (Page 45)
- 3-9. Receive Draft Minutes of the Measure Q Oversight (MQC) Committee Meeting on August 22, 2022. (Jeanette Alegar-Rocha) (Page 49)
- 3-10. Approve Resolution 2023-06 Approving MST Projects Listed, Authorizing the General Manager/CEO to Execute Grant Documents for State Transit Assistance/ State of Good Repair Funds, and Authorizing the Execution of Program Certifications and Assurances. (Matt Deal) (Page 51)
- 3-11. Renew Contract with De Lay & Laredo, Attorneys at Law, for a Term of Three Years. (Carl Sedoryk) (Page 55)
- 3-12. Reject Claim by Cosimo Favaloro. (Lisa Cox) (Page 57)

End of Consent Agenda

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. August 2022 Employee of the Month – Rex Sacayanan, Coach Operator. (Norman Tuitavuki)
- 4-2. September 2022 Employee of the Month – Michelle DiPreto, Maintenance Analyst. (Norman Tuitavuki)
- 4-3. 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)

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

- 6-1. Receive Report on MST Vanpool Program Launch. (Cristy Sugabo) (No Enclosure)

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 – June and July 2022 (Page 59)

- 7-2. Federal Legislative Advocacy Report (Page 111)
- 7-3. State Legislative Advocacy Update (Page 113)
- 7-4. Staff Trip Reports – (Pages 115 & 117)
- 7-5. Correspondence – (Pages 119 & 121)

8. BOARD REPORTS, COMMENTS, AND REFERRALS

- 8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234) – (Page 125)
- 8-2. Board Member Comments and Announcements.
 - a. General Manager/CEO Performance Evaluation (Kelly Halcon)
 - b. View BBC Video on Contactless Tap to Pay
- 8-3. Board Member Referrals for Future Agendas.

9. CLOSED SESSION

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

As permitted by Government Code §64956 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Milias-Brown Act representative.

- 9-1. Conference with Monterey-Salinas Transit and ATU Labor Contract – Gov. Code § 54957.6. (Michael Laredo, Kelly Halcon) (No Enclosure)
- 9-2. Review Incentive Pool for MSTEA and Confidential Unit and Provide Direction. (Carl Sedoryk) (Enclosure)
- 9-3. Conference with Real Property Negotiations (§ 54956.8)
Property: (Parcel # APN 032-171-005)
Agency Negotiation: (C. Sedoryk)
Negotiating Parties: (Pacific Rim Companies)
Under Negotiation: (Price and Terms)
(David Laredo) (Enclosure)

- 9-4. Conference with Legal Counsel – Existing Litigation (§ 54956.9):
Eliodoro Zepeda Torres, et al, representatives for the Estate of Maria Aguilar
De Zepeda v. Monterey Salinas Transit and Monterey-Salinas Transit Corp;
Case No. 22CV002609.

10. ATTACHMENTS

- 10-1. The Detailed Monthly Performance Statistics and Disbursement Journal for
June and July 2022 can be viewed online within the GM Report at
<http://mst.org/about-mst/board-of-directors/board-meetings/>

11. ADJOURN

NEXT SCHEDULED MEETING DATE: October 17, 2022

10:00 a.m.

NEXT SCHEDULED AGENDA DEADLINE: October 4, 2022

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. 2023-03
MONTEREY-SALINAS TRANSIT DISTRICT
REGARDING RALPH M BROWN ACT AND FINDING OF 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 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 “medium” which is still a concerning and serious tier; 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 recommendation for all persons regardless of vaccination statuses; 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 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 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 with an item for the Board to consider making the findings required by AB 361 in order to continue meeting under its provisions; and
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 12th day of September 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**ANNA VELAZQUEZ, BOARD CHAIR
MONTEREY-SALINAS TRANSIT DISTRICT**

**CARL G. SEDORYK, GENERAL MANAGER/CEO
MONTEREY-SALINAS TRANSIT DISTRICT**

ATTEST:

**JEANETTE ALEGAR-ROCHA
CLERK TO THE BOARD**

**REX SACAYANAN
AUGUST 2022
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, Rex Sacayanan began his career with Monterey-Salinas Transit in April 1999 as a coach operator. He has continually demonstrated his skills, abilities, and professionalism. He was previously recognized as Employee of the Month in April of 2010; and

WHEREAS, Rex Sacayanan was operating the Line 23 when he found, secured and eventually returned a cell phone to an MST passenger. A relative of the passenger met him while on duty to thank him for his efforts. The relative tried to provide Rex with a cash reward, but he politely declined. The passenger and their relative shared their wonderful experience with MST and formally commended him; and

WHEREAS, Rex Sacayanan has continued to showcase his skills as he went above and beyond to help the passenger. His efforts continue to enable MST to achieve its mission and fulfill obligations to the communities we serve.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Rex Sacayanan as Employee of the Month for August 2022; and

BE IT FURTHER RESOLVED that Rex Sacayanan 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 2023-04 this 12th day of September 2022.

Anna Velazquez
Board Chair

Carl G. Sedoryk
Board Secretary

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**MICHELLE DI PRETORO
SEPTEMBER 2022
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, Michelle Di Pretoro began her career with Monterey-Salinas Transit in November of 1998. She has held many positions within the Maintenance Department over her career. Michelle has accumulated 45 awards and accomplishments for Safety, Attendance and other transit-related accomplishments; and

WHEREAS, Michelle Di Pretoro has been deeply involved in MST's Enterprise Asset Management (EAM) system upgrade. She leads this project and continues to serve as MST's "single point of contact" coordinating with MST staff and key external stakeholders; and

WHEREAS, Michelle Di Pretoro has worked hard and it has resulted in providing MST's Facilities department with a software-based solution that will allow them to better manage their work. This project required her full focus and attention to detail.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Michelle Di Pretoro as Employee of the Month for September 2022; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT DISTRICT
PASSED AND ADOPTED RESOLUTION 2023-05 this 12th day of September 2022.

Anna Velazquez
Board Chair

Carl G. Sedoryk
Board Secretary

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MEETING OF THE MST BOARD OF DIRECTORS

MEETING MINUTES

July 11, 2022

10:00 am (Pacific)

Present:	Anna Velazquez (Chair)	City Soledad
	Mary Ann Carbone (Vice Chair)	City of Sand
	Jeff Baron	City of Carmel-by-the-Sea
	John Gaglioti	City of Del Rey Oaks
	Lorraine Worthly	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
	Dave Pacheco	City of Seaside
	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
	Scott Taylor	IT Manager
	Daniel Bruno	Scheduling Assistant
	Elena Grigorichina	Operations Analyst
	Emma Patel	Associate Planner
	Ezequiel Rebollar	IT Technician
	Ikuyo Yoneda-Lopez	Marketing & Customer Service Manager
	Jacqueline Munoz	Customer Service Representative
	Kevin Allshouse	Mobility Coordinator

Lesley vanDalen
Lisa Cox
Rolando Munoz
Steven Bruno

Mobility Specialist
Risk and Safety Manager
Customer Service Representative
Purchasing Agent

Counsel: David Laredo
Michael D. Laredo

General Counsel, De Lay & Laredo
Associate Counsel, De Lay & Laredo

Public: Jim Fink
Tate Baugh
Sloan Campi

Member of the Public
Member of the Public
Cal State University Monterey Bay

Apology is made for any misspelling of a name.

1. CALL TO ORDER

1-1. Roll Call.

1-2. Pledge of Allegiance.

Chair Velazquez called the meeting to order at 10:01 a.m. Roll call was taken, and a quorum was established. Director Gaglioti led the pledge of allegiance.

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

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Jim Fink, member of the public, requested that MST return to printing paper versions of the rider's guide for those who do not have access to the internet and requested the return of specific Salinas bus routes, return of bus service to San Jose, Templeton and Paso Robles. Chair Velazquez thanked Mr. Fink for his comments and stated the MST Better Bus Network should address some of his concerns.

Sloan Campi informed the Board that he represents CSU Monterey Bay's department of transportation and looks forward to the partnership with MST in support of public transit.

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 2023-01 Authorizing Remote Teleconference Meetings. (Carl Sedoryk)
- 3-2. Adopt Resolution 2023-02 recognizing Ana Villanueva, Coach Operator, as Employee of the Month for July 2022. (Manager))
- 3-3. Approve Minutes of the MST Board Meeting on June 13, 2022. (Jeanette Alegar-Rocha))
- 3-4. Receive Draft Minutes of the MST Board Operations Performance Committee Meeting on June 13, 2022. (Jeanette Alegar-Rocha)
- 3-5. Financial Reports – May 2022. (Lori Lee)
 - a) Accept reports of May 2022 Cash Flow
 - b) Approve May 2022 Disbursements
 - c) Accept Report of May 2022 Treasury Transactions
- 3-6. Receive Report on Lost and Found Items Left on MST Property for the Month of March 2022. (Sonia Wills)
- 3-7. Authorize Disposal of Seven (7) MST-Owned Vehicles that Have Reached or Exceeded Their Useful Life. (Norman K. Tuitavuki)

End of Consent Agenda

Director Amelio requested to pull item 3-5 for a question on page 25 of the agenda packet related to interest rates on the money market funds and the total revenues.

Jim Fink, a member of the public, requested to pull item 3-6 for a question about if he can recover his MST wallet left on the Sacramento Valley Transit system. Chair Velazquez thanked Mr. Fink for his comments and informed him that if his wallet is recovered by MST, he will be contacted.

On a motion by Director Gaglioti, seconded by Director Albert and carried by the following vote, which was conducted by roll call, the Board approved items 3-1 through 3-4 and 3-7 on the Consent Agenda:

AYES:	13	Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez and Worthy
NOES:	0	
ABSENT:	0	
ABSTAIN:	0	

On a motion by Director Amelio, seconded by Director Gaglioti and carried by the following vote, which was conducted by roll call, the Board approved items 3-5 and 3-6 on the Consent Agenda:

AYES: 13 **Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez and Worthy**
NOES: 0
ABSENT: 0
ABSTAIN: 0

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. July 2022 Employee of the Month – Ana Villanueva, Coach Operator as Employee of the Month for July 2022 (Norman Tuitavuki)
- 4-2. Recognize 35 Years of Service – Fernando Manansala, Mechanic A (Norman Tuitavuki)
- 4-3. 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)

5. PUBLIC HEARINGS

- 5-1. MST Bus Fare Changes (Lisa Rheinheimer) (Page 35)
 - a) Receive Presentation on Proposed Bus Fare Changes,
 - b) Conduct Public Hearing to Hear Public Comments on the Proposed Changes to Bus Fares, and
 - c) Approve New Bus Fare Policy.

Chair Velazquez opened the public hearing and called for public comments on the MST Bus Fare Changes.

Jim Fink, member of the public, inquired about how the new fare changes will affect the monthly discount pass for persons with disabilities and when the changes would go into effect. Lisa Rheinheimer responded that the monthly pass will change from \$95 to \$35. The new fare structure will go into effect no later than the implementation of the Better Bus Network scheduled for December 2022.

Sloan Campi, CSU Monterey Bay, commented that the CSUMB transit community supports the Bus Fare Policy.

On a motion by Director Amelio, seconded by Director LeBarre and carried by the following vote, which was conducted by roll call, the Board unanimously approved the MST Bus Fare Policy.

AYES: 13 **Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez and Worthy**
NOES: 0
ABSENT: 0
ABSTAIN: 0

6. ACTION ITEMS

6-1. Approve Procurement Policy. (Lisa Rheinheimer)

On a motion by Director Albert, seconded by Director Gaglioti and carried by the following vote, which was conducted by roll call, the Board unanimously approved the new Procurement Policy.

AYES: 13 **Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez and Worthy**
NOES: 0
ABSENT: 0
ABSTAIN: 0

6-2. Authorize General Manager/CEO to Enter into Contract with Stantec Architecture Inc. in an Amount not to Exceed \$1,591,627 for a Fixed Facility Analysis, Preliminary Architectural, Planning, Design, and Environmental Services for the Salinas Operations and Maintenance Facility. (Lisa Rheinheimer)

On a motion by Director Amelio, seconded by Director LeBarre and carried by the following vote, which was conducted by roll call, the Board authorized the General Manager/ CEO to enter into contract with Stantec Architecture Inc. in an amount not to exceed \$1,591,627 for a fixed facility analysis, preliminary architectural, planning, design, and environmental services for the Salinas Operations and Maintenance Facility.

AYES: 13 **Albert, Alejo, Amelio, Baron, Barrera, Burnett, Carbone, Gaglioti, LeBarre, Martinez, Pacheco, Velazquez and Worthy**
NOES: 0
ABSENT: 0
ABSTAIN: 0

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 – May 2022
- 7-2. Federal Legislative Advocacy Report
- 7-3. State Legislative Advocacy Update
- 7-4. Staff Trip Reports
- 7-5. Correspondence –

8. BOARD REPORTS, COMMENTS, AND REFERRALS

- 8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
- 8-2. Board Member Comments and Announcements.
 - a) CALACT Autumn Conference & EXPO November 1-4, 2022 in Santa Rosa, CA, Early Registration and Discounted Hotel Room Block Deadline of **July 11, 2022.**
 - b) CTA Fall Annual Conference & EXPO, November 15 -18, 2022 in Ontario, CA. Early Registration Deadline is September 8. 2022.

Board member Martinez congratulated MST Chair Anna Velazquez and Vice Chair Mary Ann Carbone on their recent appointments and thanked the Board and staff for the handling of public comments in today's public hearing and meeting.

- 8-3. Board Member Referrals for Future Agendas.

9. CLOSED SESSION

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

As permitted by Government Code §64956 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Millas-Brown Act representative.

- 9-1 Conference with Monterey-Salinas Transit and ATU Labor Contract – Gov. Code § 54957.6.

Jim Fink, member of the public, asked if the ATU negotiations affect MV RIDES transportation. Mr. Sedoryk responded that the ATU negotiations affect the regular MST coach operators on the fixed route.


Associate Counsel Michael Laredo reported upon returning from closed session that general direction was provided but no reportable action was made by the Board.

10. ATTACHMENTS

- 10-1. The Detailed Monthly Performance Statistics and Disbursement Journal for May 2022 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 Velazquez adjourned the meeting at 12:14 p.m. (Pacific).

Prepared by: 
Jeanette Alegar-Rocha

Reviewed by: 
Carl G. Sedoryk

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To: Board of Directors
From: Lori Lee, Accountant
Subject: **FINANCIAL REPORTS – JUNE 2022**

RECOMMENDATION:

1. Accept report of June 2022 cash flow presented in Attachment #1.
2. Approve June 2022 disbursements listed in Attachment #2.
3. Accept report of June 2022 treasury transactions listed in Attachment #3.

FISCAL IMPACT:

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

Beginning balance June 1, 2022	\$40,722,660.21
Revenues	10,639,325.89
Disbursements	<u><4,611,894.01></u>
Ending balance June 30, 2022	<u><u>\$46,750,092.09</u></u>

POLICY IMPLICATIONS:

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

DISCUSSION:

By the end of June 2022, using the Board Approved FY 2022 Budget, MST had a \$6,887,473 year-to-date surplus to budget on the fixed-route operations and a \$1,544,190 surplus to budget on the MST RIDES operations, resulting in an overall year-to-date surplus of \$8,431,663.

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 June Budget vs. Actual reports contained in Attachment #4:

1. Insurance – This 77.8% negative variances for the month of June can be attributed to a one-time reclass entry to record the Alliant Property Premium payment for fiscal year 2022. For the fiscal year, this category is 7.1% below budget.
2. Fuel & Lubricants – This 79.6% negative RIDES variance for the month of June can be attributed to a reclass entry between Fixed Route and RIDES. This entry was necessary to bring the year-to-date total into balance between the two service centers. For the fiscal year, this category is 6.3% below budget.

The financial impact of the COVID-19 pandemic began in mid-June 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 June, MST spent \$ 27,827 on COVID-19 supplies. This amount includes \$27,362 for MV bus sanitation services and supplies. 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. June 2022 Cash Flow
2. June 2022 Disbursements
3. June 2022 Treasury Transactions
4. June 2022 Budget vs. Actual

Prepared by: 
Lori Lee

Reviewed by: 
Carl G. Sedoryk

(REVENUES & DISBURSEMENTS)**CASH FLOW**

Beginning balance 06/01/2022 40,722,660.21

Revenues

Passenger Revenue	296,402.84	
DOD Revenue	8,473.75	
LTF / STA / SGR	2,174,810.54	
Sales Tax	971,550.18	
Grants	7,082,473.64	
Interest Income	33,079.27	
Non Transit Revenue	<u>72,535.67</u>	
Total Revenues	10,639,325.89	10,639,325.89

Disbursements

Operations (See Attachment #2)	4,471,603.27	
Capital	<u>140,290.74</u>	
Total Disbursements		<u>(4,611,894.01)</u>

Ending balance 06/30/2022 46,750,092.09

COMPOSITION OF ENDING BALANCE

Checking - Mechanics Bank	707,075.44
Local Agency Investment Fund (LAIF)	17,274,187.59
Money Market - Mechanics Bank MM	25,424,113.34
Money Market - Mechanics Bank	9,460.69
Money Market - LCTOP	1,300,813.78
Money Market - State of Good Repair	1,784,367.42
Money Market - FOR A/Other	230,912.24
Bank of America - Escrow	8,989.09
Petty cash fund, STC Coin Machine, and 2 change funds	<u>10,172.50</u>
Total	<u><u>46,750,092.09</u></u>

PAYROLL ACCOUNT

June 03 Payroll & Related Expenses	557,733.73	
June 17 Payroll & Related Expenses	578,051.11	
June 24 Payroll & Related Expenses	7,297.74	
PERS & 457	331,425.62	
Garnishments	2,584.32	
PERS Health Insurance	370,754.52	
Wire Transfer for 07/01/22 Payroll	<u>427,081.93</u>	
	2,274,928.97	2,274,928.97

GENERAL ACCOUNT

Disbursements on Attached Summary	2,202,629.33	
Void prior month checks	(73.97)	
Transfer to Monterey County RTA	1,463.01	
Paydown Loans	68,003.51	
Workers Comp. Disbursements	54,321.23	
Interest Expense	6,069.58	
Bank Service Charge	<u>4,552.35</u>	
	2,336,965.04	2,336,965.04
Total Disbursements		<u>4,611,894.01</u>
Less Capital Disbursements & Transfers		(140,290.74)
Operating Disbursements		<u><u>4,471,603.27</u></u>

DISBURSEMENTS SUMMARY:
GENERAL ACCOUNT DISBURSEMENTS FOR June 01, 2022 - June 30, 2022

CHECK PRINT DATE	CHECKS	TOTAL
Accounts Payable 06/03/2022	63634 - 63683	272,452.77
Accounts Payable 06/10/2022	63684 - 63747	303,785.26
Accounts Payable 06/14/2022	63748 - 63752	628,604.15
Accounts Payable 06/15/2022	63753 - 63753	192.00
Accounts Payable 06/22/2022	63754 - 63845	864,350.88
Accounts Payable 06/27/2022	63846 - 63895	51,206.91
Accounts Payable 06/29/2022	63896 - 63898	82,037.36
TOTAL		<u>2,202,629.33</u>

CHECKS \$100,000 AND OVER

VENDOR	BOARD APPROVED	CHECK CHECK	DATE	AMOUNT
MV TRANSPORTATION	Recurring Expense	63752	6/14/22	627,555.12
ALLIANT INSURANCE	Property Insurance	63781	6/22/22	154,475.92
GIRO, INC	HASTUS Annual Maintenance Board Approved 06/13/22	63799	6/22/22	122,458.00
TRAPEZE SOFTWARE GROUP	VONTAS Annual Maintenance Board Approved 06/13/22	63840	6/22/22	123,451.00
TRAPEZE SOFTWARE GROUP	TRAPEZE Annual Maintenance	63841	6/22/22	129,239.19
KIMLEYHORN & ASSOCIATES, INC	BRT Phase II Surf! Board Approved 10/07/19	63658	6/3/22	112,934.56

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

VENDOR	GENERAL MANAGER APPROVED	CHECK CHECK	DATE	AMOUNT
SC FUELS	Recurring	63644	6/3/22	78,134.38
SC FUELS	Recurring	63692	6/10/22	87,136.47
SC FUELS	Recurring	63693	6/10/22	79,968.72

CURRENT COVID-19 RELATED ACCUMULATED EXPENSES

Expenses paid through 07/22/22	1,590,755.38
Payroll and benefits for payperiods 3/7/20-7/15/22 paid	<u>2,937,503.43</u>
	<u>4,528,258.81</u>
MV Transportation Inc. - Amendment #7:	
COVID-19 expenses reimbursed to date	<u>315,509.25</u>
Total MV COVID-19 expenses reimbursed to date	<u>315,509.25</u>

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

**TREASURY TRANSACTIONS
FOR JUNE 2022**

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 06/01/2022					17,241,907.13
Quarterly interest earned		0.75%	32,280.46		17,274,187.59
Local Agency Investment Fund:					
LAIF Treasury Balance at 06/30/2022					17,274,187.59

MECHANICS BANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 06/01/2022					19,352,847.59
06/03/22	687	AP/Payroll		800,000.00	18,552,847.59
06/15/22	687	AP/Payroll		1,200,000.00	17,352,847.59
06/21/22	687	LCTOP	34,148.41		17,386,996.00
06/24/22	687	AP/Payroll		600,000.00	16,786,996.00
06/24/22	687	Fed ARPA 5307	5,049,500.00		21,836,496.00
06/24/22	687	LTF	1,961,310.34		23,797,806.34
06/30/22	687	Fed ARPA 5307	1,483,470.00		25,281,276.34
06/30/22	687	Fed 5307	95,528.00		25,376,804.34
06/30/22	687	Fed 5307	46,667.00		25,423,471.34
06/30/22		Interest	642.00		25,424,113.34
MECHANICS MM Balance at 06/30/2022					25,424,113.34

Fixed-Route
MONTEREY-SALINAS TRANSIT DISTRICT
Revenue & Expense - Consolidated
Period: 06/01/22..06/30/22

AGENDA #3-5a
ATTACHMENT 4
PAGE 1

Fiscal Start Date: 07/01/21
G/L Budget Filter: FY22, Fund Filter: 001|004|005
All amounts are in USD.

Description	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	189,797	172,875	16,922	2,362,050	2,074,500	287,550
Special Transit	36,578	49,584	(13,006)	762,290	595,000	167,290
Cash Revenue	36,782	15,843	20,939	275,292	190,100	85,192
Cash Grants & Reimbursement	3,669,092	3,669,390	(298)	44,029,104	44,029,099	5
Total Revenue	3,932,249	3,907,692	24,557	47,428,736	46,888,699	540,037
Expenses						
Labor	1,196,949	1,450,838	(253,889)	14,902,769	17,410,054	(2,507,285)
Benefits	898,065	945,292	(47,227)	10,830,513	11,343,600	(513,087)
Advertising & Marketing	4,946	13,666	(8,720)	71,471	164,000	(92,529)
Professional & Technical	76,499	79,091	(2,592)	660,427	949,100	(288,673)
Outside Services	46,519	55,468	(8,949)	579,220	665,600	(86,380)
Outside Labor	159,257	183,753	(24,496)	1,534,680	2,205,000	(670,320)
Fuel & Lubricants	142,696	218,318	(75,622)	2,483,597	2,619,800	(136,203)
Supplies	47,277	118,849	(71,572)	765,658	1,426,210	(660,552)
Vehicle Maintenance	50,582	83,516	(32,934)	463,098	1,002,200	(539,102)
Marketing Supplies	214	3,082	(2,868)	16,806	37,000	(20,194)
Utilities	54,724	68,604	(13,880)	729,504	823,260	(93,756)
1 Insurance	159,362	89,616	69,746	998,559	1,075,400	(76,841)
Taxes	15,833	16,802	(969)	189,518	201,635	(12,117)
Purchased Transportation	332,650	380,950	(48,300)	4,112,874	4,571,400	(458,526)
Miscellaneous Expenses	31,790	33,931	(2,141)	367,311	407,140	(39,829)
Interfund transfers	0	0	0	0	0	0
Pass Thru/Belief of Others	0	0	0	0	0	0
Interest Expense	8,419	15,300	(6,881)	140,725	183,600	(42,875)
Leases & Rentals	41,367	54,418	(13,051)	543,834	653,000	(109,166)
Total Operating Expenses	3,267,149	3,811,494	(544,345)	39,390,563	45,737,999	(6,347,436)
Operating Surplus (Deficit)	665,100	96,198	568,902	8,038,173	1,150,700	6,887,473

RIDES
MONTEREY-SALINAS TRANSIT DISTRICT
Revenue & Expense - Consolidated
Period: 06/01/22..06/30/22

AGENDA #3-5a
ATTACHMENT 4
PAGE 2

Fiscal Start Date: 07/01/21
G/L Budget Filter: FY22, Fund Filter: 002
All amounts are in USD.

Description	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	13,308	9,584	3,724	186,178	115,000	71,178
Special Transit	12,846	0	12,846	99,557	0	99,557
Cash Revenue	0	0	0	0	0	0
Cash Grants & Reimbursement	530,528	530,529	(1)	6,366,336	6,366,340	(4)
Total Revenue	556,682	540,113	16,569	6,652,070	6,481,340	170,730
Expenses						
Labor	10,636	11,375	(739)	118,937	136,500	(17,563)
Benefits	6,825	6,934	(109)	92,454	83,200	9,254
Advertising & Marketing	0	416	(416)	0	5,000	(5,000)
Professional & Technical	0	416	(416)	0	5,000	(5,000)
Outside Services	0	0	0	0	0	0
Outside Labor	4,626	6,500	(1,874)	87,108	78,000	9,108
2 Fuel & Lubricants	82,137	45,725	36,412	513,897	548,700	(34,803)
Supplies	498	1,707	(1,209)	7,203	20,500	(13,297)
Vehicle Maintenance	0	0	0	0	0	0
Marketing Supplies	(13)	0	(13)	124	0	124
Utilities	74	120	(46)	1,297	1,440	(143)
Insurance	0	0	0	0	0	0
Taxes	0	0	0	0	0	0
Purchased Transportation	373,889	446,307	(72,418)	4,035,277	5,355,700	(1,320,423)
Miscellaneous Expenses	13,682	16,857	(3,175)	207,068	202,300	4,768
Interfund transfers	0	0	0	0	0	0
Pass Thru/Belief of Others	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0
Leases & Rentals	(486)	0	(486)	(486)	0	(486)
Total Operating Expenses	491,868	536,357	(44,489)	5,062,880	6,436,340	(1,373,460)
Operating Surplus (Deficit)	64,814	3,756	61,058	1,589,190	45,000	1,544,190

To: Board of Directors
From: Lori Lee
Subject: **FINANCIAL REPORTS – JULY 2022**

RECOMMENDATION:

1. Accept report of July 2022 cash flow presented in Attachment #1
2. Approve July 2022 disbursements listed in Attachment #2
3. Accept report of July 2022 treasury transactions listed in Attachment #3

FISCAL IMPACT:

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

Beginning balance July 1, 2022	\$46,750,092.09
Revenues	3,144,310.29
Disbursements	<u><5,322,378.27></u>
Ending balance July 31, 2022	<u><u>\$44,572,024.11</u></u>

POLICY IMPLICATIONS:

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

DISCUSSION:

By the end of July 2022, using the Board Approved FY 2023 Budget, MST had a \$1,021,464 year-to-date surplus to budget on the fixed-route operations and a \$54,896 surplus to budget on the MST RIDES operations, resulting in an overall year-to-date surplus of \$1,076,360.

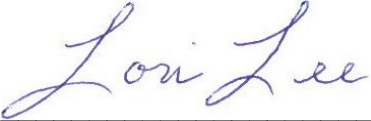
The following fixed-route expenses have negative variances of greater than 5% and have a monetary value greater than \$5,000 as seen in the July Budget vs. Actual reports contained in Attachment #4: None to report for the month.

The financial impact of the COVID-19 pandemic began in mid-July 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 July, MST spent \$10,795 on COVID-19 supplies. This amount includes \$9,411 for MV bus sanitation services and supplies. 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. July 2022 Cash Flow
2. July 2022 Disbursements
3. July 2022 Treasury Transactions
4. July 2022 Budget vs. Actual

PREPARED BY: 
Lori Lee

REVIEWED BY: 
Carl G. Sedoryk

(REVENUES & DISBURSEMENTS)**CASH FLOW**

Beginning balance 07/01/2022 46,750,092.09

Revenues

Passenger Revenue	229,098.51	
DOD Revenue	2,840.50	
LTF / STA / SGR	1,662,530.00	
Sales Tax	1,181,732.56	
Grants	34,580.00	
Interest Income	699.45	
Non Transit Revenue	32,829.27	
Total Revenues	3,144,310.29	3,144,310.29

Disbursements

Operations (See Attachment #2)	4,230,980.59	
Capital	1,091,397.68	
Total Disbursements		(5,322,378.27)

Ending balance 07/31/2022 **44,572,024.11**

COMPOSITION OF ENDING BALANCE

Checking - Mechanics Bank	515,788.01
Local Agency Investment Fund (LAIF)	27,274,187.59
Money Market - Mechanics Bank MM	13,526,528.19
Money Market - Mechanics Bank	9,490.98
Money Market - LCTOP	1,211,523.98
Money Market - State of Good Repair	1,784,424.13
Money Market - FOR A/Other	230,919.58
Bank of America - Escrow	8,989.15
Petty cash fund, STC Coin Machine, and 2 change funds	10,172.50
Total	<u>44,572,024.11</u>

PAYROLL ACCOUNT

July 01 Payroll & Related Expenses	568,609.64	
July 01 Direct Deposit Cleared June 2022	(427,081.93)	
July 15 Payroll & Related Expenses	583,507.64	
July 29 Payroll & Related Expenses	610,209.95	
PERS & 457	360,078.24	
Garnishments	4,067.74	
PERS Health Insurance	<u>374,237.65</u>	
	2,073,628.93	2,073,628.93

GENERAL ACCOUNT

Disbursements on Attached Summary	3,262,363.46	
Voided Checks	(146,582.47)	
Payments to CDFTA	3,827.00	
Paydown Loans	68,458.76	
Workers Comp. Disbursements	51,172.97	
Interest Expense	5,614.33	
Bank Service Charge	<u>3,895.29</u>	
	3,248,749.34	3,248,749.34
Total Disbursements		<u>5,322,378.27</u>
Less Capital Disbursements & Transfers		(1,091,397.68)
Operating Disbursements		<u><u>4,230,980.59</u></u>

DISBURSEMENTS SUMMARY:
GENERAL ACCOUNT DISBURSEMENTS FOR July 01, 2022 - July 31, 2022

CHECK PRINT DATE	CHECKS	TOTAL
Accounts Payable 07/06/2022	63899 - 63898	450.00
Accounts Payable 07/08/2022	63899 - 63980	590,377.24
Accounts Payable 07/12/2022	63981 - 63987	1,252.38
Accounts Payable 07/15/2022	63988 - 64065	1,091,269.04
Accounts Payable 07/22/2022	64066 - 64190	240,743.02
Accounts Payable 07/29/2022	64191 - 64250	1,338,271.78
TOTAL		<u>3,262,363.46</u>

CHECKS \$100,000 AND OVER

VENDOR	BOARD APPROVED	CHECK	CHECK DATE	AMOUNT
MV TRANSPORTATION	Recurring Expense	64020	7/15/22	633,615.31
CALIF TRANSIT INS	Quarterly Liability Ins	64244	7/29/22	229,495.91
PRISM	Excess Workers Comp Ins	64054	7/15/22	135,674.00
	Recurring Expense			
GILLIG	Bus Purchase	64229	7/29/22	534,501.18
	Board Approved 04/05/21			
SC FUELS	Recurring Expense	64241	7/29/22	111,620.62
KIMLEYHORN & ASSOCIATES, INC	BRT Phase II Surf!	63936	7/8/22	197,908.65
	Board Approved 10/07/19			
KIMLEYHORN & ASSOCIATES, INC	BRT Phase II Surf!	64027	7/15/22	99,674.66
	Board Approved 10/07/19			
KIMLEYHORN & ASSOCIATES, INC	BRT Phase II Surf!	64220	7/29/22	152,477.73
	Board Approved 10/07/19			

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

VENDOR	GENERAL MANAGER APPROVED	CHECK	CHECK DATE	AMOUNT
SC FUELS	Recurring	63914	7/8/22	88,406.24
SC FUELS	Recurring	64185	7/22/22	42,646.83
SC FUELS	Recurring	64240	7/29/22	67,202.11
SALINAS YELLOW CAB CO, LLC	Recurring	64200	7/29/22	51,590.00

CURRENT COVID-19 RELATED ACCUMULATED EXPENSES

Expenses paid through 08/22/22	1,593,364.83
Payroll and benefits for payperiods 3/7/20-8/26/22 paid	<u>2,979,414.32</u>
	<u>4,572,779.15</u>

MV Transportation Inc. - Amendment #7:	
COVID-19 expenses reimbursed to date	<u>324,919.81</u>
Total MV COVID-19 expenses reimbursed to date	<u>324,919.81</u>

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

**TREASURY TRANSACTIONS
FOR JULY 2022**

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 07/01/2022					17,274,187.59
07/13/22			5,000,000.00		22,274,187.59
07/14/22			5,000,000.00		27,274,187.59
Quarterly interest earned		0..75%	-		27,274,187.59
Local Agency Investment Fund:					
LAIF Treasury Balance at 07/31/2022					27,274,187.59

MECHANICS BANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 07/01/2022					25,424,113.34
07/06/22	687	AP/Payroll		800,000.00	24,624,113.34
07/12/22	687	AP/Payroll		10,000,000.00	14,624,113.34
07/12/22	687	AP/Payroll		1,450,000.00	13,174,113.34
07/15/22	687	AP/Payroll		500,000.00	12,674,113.34
07/25/22	687	LCTOP	89,330.65		12,763,443.99
07/29/02	687	LTF	1,662,530.00		14,425,973.99
07/29/22	687	AP/Payroll		900,000.00	13,525,973.99
07/31/22		Interest	554.20		13,526,528.19
MECHANICS MM Balance at 07/31/2022					13,526,528.19

Fixed-Route
MONTEREY-SALINAS TRANSIT DISTRICT
Revenue & Expense - Consolidated
Period: 06/01/22..06/30/22

AGENDA #3-5b
ATTACHMENT 4
PAGE 1

Fiscal Start Date: 07/01/21
G/L Budget Filter: FY22, Fund Filter: 001|004|005
All amounts are in USD.

Description	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	189,797	172,875	16,922	2,362,050	2,074,500	287,550
Special Transit	36,578	49,584	(13,006)	762,290	595,000	167,290
Cash Revenue	36,782	15,843	20,939	275,292	190,100	85,192
Cash Grants & Reimbursement	3,669,092	3,669,390	(298)	44,029,104	44,029,099	5
Total Revenue	3,932,249	3,907,692	24,557	47,428,736	46,888,699	540,037
Expenses						
Labor	1,196,949	1,450,838	(253,889)	14,902,769	17,410,054	(2,507,285)
Benefits	898,065	945,292	(47,227)	10,830,513	11,343,600	(513,087)
Advertising & Marketing	4,946	13,666	(8,720)	71,471	164,000	(92,529)
Professional & Technical	76,499	79,091	(2,592)	660,427	949,100	(288,673)
Outside Services	46,519	55,468	(8,949)	579,220	665,600	(86,380)
Outside Labor	159,257	183,753	(24,496)	1,534,680	2,205,000	(670,320)
Fuel & Lubricants	142,696	218,318	(75,622)	2,483,597	2,619,800	(136,203)
Supplies	47,277	118,849	(71,572)	765,658	1,426,210	(660,552)
Vehicle Maintenance	50,582	83,516	(32,934)	463,098	1,002,200	(539,102)
Marketing Supplies	214	3,082	(2,868)	16,806	37,000	(20,194)
Utilities	54,724	68,604	(13,880)	729,504	823,260	(93,756)
1 Insurance	159,362	89,616	69,746	998,559	1,075,400	(76,841)
Taxes	15,833	16,802	(969)	189,518	201,635	(12,117)
Purchased Transportation	332,650	380,950	(48,300)	4,112,874	4,571,400	(458,526)
Miscellaneous Expenses	31,790	33,931	(2,141)	367,311	407,140	(39,829)
Interfund transfers	0	0	0	0	0	0
Pass Thru/Belief of Others	0	0	0	0	0	0
Interest Expense	8,419	15,300	(6,881)	140,725	183,600	(42,875)
Leases & Rentals	41,367	54,418	(13,051)	543,834	653,000	(109,166)
Total Operating Expenses	3,267,149	3,811,494	(544,345)	39,390,563	45,737,999	(6,347,436)
Operating Surplus (Deficit)	665,100	96,198	568,902	8,038,173	1,150,700	6,887,473

RIDES
MONTEREY-SALINAS TRANSIT DISTRICT
Revenue & Expense - Consolidated
Period: 06/01/22..06/30/22

AGENDA #3-5b
ATTACHMENT 4
PAGE 2

Fiscal Start Date: 07/01/21
G/L Budget Filter: FY22, Fund Filter: 002
All amounts are in USD.

Description	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	13,308	9,584	3,724	186,178	115,000	71,178
Special Transit	12,846	0	12,846	99,557	0	99,557
Cash Revenue	0	0	0	0	0	0
Cash Grants & Reimbursement	530,528	530,529	(1)	6,366,336	6,366,340	(4)
Total Revenue	556,682	540,113	16,569	6,652,070	6,481,340	170,730
Expenses						
Labor	10,636	11,375	(739)	118,937	136,500	(17,563)
Benefits	6,825	6,934	(109)	92,454	83,200	9,254
Advertising & Marketing	0	416	(416)	0	5,000	(5,000)
Professional & Technical	0	416	(416)	0	5,000	(5,000)
Outside Services	0	0	0	0	0	0
Outside Labor	4,626	6,500	(1,874)	87,108	78,000	9,108
2 Fuel & Lubricants	82,137	45,725	36,412	513,897	548,700	(34,803)
Supplies	498	1,707	(1,209)	7,203	20,500	(13,297)
Vehicle Maintenance	0	0	0	0	0	0
Marketing Supplies	(13)	0	(13)	124	0	124
Utilities	74	120	(46)	1,297	1,440	(143)
Insurance	0	0	0	0	0	0
Taxes	0	0	0	0	0	0
Purchased Transportation	373,889	446,307	(72,418)	4,035,277	5,355,700	(1,320,423)
Miscellaneous Expenses	13,682	16,857	(3,175)	207,068	202,300	4,768
Interfund transfers	0	0	0	0	0	0
Pass Thru/Belief of Others	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0
Leases & Rentals	(486)	0	(486)	(486)	0	(486)
Total Operating Expenses	491,868	536,357	(44,489)	5,062,880	6,436,340	(1,373,460)
Operating Surplus (Deficit)	64,814	3,756	61,058	1,589,190	45,000	1,544,190

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 April 2022.

FISCAL IMPACT:

There are no fiscal impacts to receiving this report.

POLICY IMPLICATIONS:

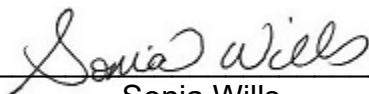
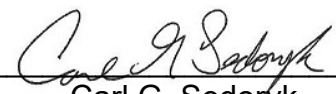
Your Board adopted MST's Disposal of Lost and Found Property Policy.

DISCUSSION:

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

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

Item(s) with an estimated fair market value of \$100 or more: None for April 2022

Prepared by:  Sonia Wills
Reviewed by:  Carl G. Sedoryk

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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 May.

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.

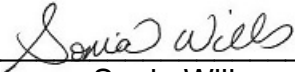

DISCUSSION:

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.

May 2022

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

Prepared by:  Sonia Wills
Reviewed by:  Carl G. Sedoryk

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Board Administrative Performance Committee (BAPC)
In Person/Zoom Meeting

Minutes

July 11, 2022
9:00 a.m.

Present:	Dan Albert (Chair) Dave Pacheco (Vice Chair) Luis Alejo	City of Monterey City of Seaside County of Monterey
Absent:	John Gaglioti Yanely Martinez David Burnett	City of Del Rey Oaks City of Greenfield City of Marina
Staff:	Carl Sedoryk Lisa Rheinheimer Norman Tuitavuki Michael Kohlman Kelly Halcon Michelle Overmeyer Jeanette Alegar-Rocha Andrea Williams Daniel Bruno Deanna Smith Elena Grigorichina Emma Patel Ezequiel Rebollar Ikuyo Yoneda-Lopez Jacqueline Munoz Kevin Allshouse Lesley van Dalen Lisa Cox Rolando Munoz Scott Taylor Steven Bruno	General Manager/CEO Assistant General Manager Chief Operating Officer Chief Information Officer Director of HR & Risk Management Director of Planning & Innovation Clerk to the Board General Accounting & Budget Manager Scheduling Assistant Civil Rights Officer Operations Analyst Associate Planner IT Technician Marketing & Customer Service Manager Customer Service Representative Mobility Coordinator Mobility Specialist Risk and Safety Manager Customer Service Representative IT Manager Purchasing Agent
Counsel:	Michael D. Laredo David C. Laredo	Assistant Counsel, De Lay & Laredo General Counsel, De Lay & Laredo
Public:	Don Gilchrest Jim Fink Tate Baugh	Thomas Walters & Associates Member of the Public Member of the Public

Apology is made for any misspelling of a name.

1. CALL TO ORDER

Chair Albert called the meeting to order at 9:01 a.m. with roll call taken and a Committee of the Whole 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 May 9, 2022.

A quorum was not present to approve the May 9, 2022 meeting minutes.

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.

There were no public comments.

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

The Committee received an update from Michelle Overmeyer on State Legislative Priorities.

There were no public comments.

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

The Committee received an update from Don Gilchrest on Federal Legislative Priorities.

There were no public comments.

4-4. Review Bus Fare Policy. (Lisa Rheinheimer)

The Committee received an update from Lisa Rheinheimer on Board agenda item #5-1 Bus Fare Policy.

Jim Fink, member of the public, asked for clarification on how the proposed bus fare policy affects the monthly and day pass rate. Ms. Rheinheimer responded by providing Mr. Fink with the proposed fares which are also listed on the table provided on July Board agenda Item #5-1, page #36:

	Existing Fares	Proposed Fares				Promotional Fares
		Single Ride/ 2 hours	Day GoPass (Expires 2:00 AM)	Weekly GoPass (7-Days)	Monthly GoPass (31-Days)	
Fixed Route Regular Fare	\$1.50, \$2.50, \$3.50	\$2.00	\$6.00	\$20.00	\$70.00	\$35.00
Fixed Route Discount Fare*	\$.75- \$1.75	\$1.00	\$3.00	\$10.00	\$35.00	\$17.00
ADA RIDES One-Way Fare (2 hours)	\$1.50- \$3.50	\$2.00				
RIDES Booklet of 30, \$2.00, One-Way Trip Tickets	various	\$2.00/ticket, \$60.00/booklet				
Group Discounts 25% (5-20 Monthly GoPass)	\$71.25				\$52.00	
Group Discounts 35% (21+ Monthly GoPass)	\$61.75				\$45.00	
Vanpool Subsidy**					\$450/month	

4-4. Review Procurement Policy. (Lisa Rheinheimer)

The Committee received an update from Lisa Rheinheimer on Board agenda item #6-1 Procurement Policy.

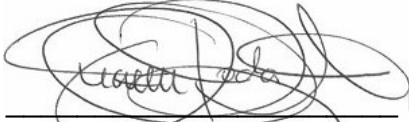

There were no public comments.

5. CLOSED SESSION

None.

6. ADJOURN

There being no further business, Chair Albert adjourned the meeting at 9:32 a.m.

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

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MEETING OF THE MOBILITY ADVISORY COMMITTEE (MAC)

DRAFT MEETING MINUTES

July 27, 2022
1:00 pm (Pacific)

Present:	Jennifer Ramirez Jessica McKillip Steven Macias Aaron Hernandez Bobby Merritt Reyna Gross	Partnership for Children ITN Monterey County The Blind and Visually Impaired Center Transportation Agency for Monterey County (TAMC) Veterans Transition Center Alliance on Aging
Absent:	Maria Magaña Alejandro Fernandez Leticia Garcia Diana Jimenez	Central Coast Center for Independent Living (CCCIL) Davita Dialysis The Carmel Foundation AAA-Monterey County Dept. of Social Services
Staff:	Norman Tuitavuki Cristy Sugabo Kevin Allshouse Claudia Valencia Ruben Gomez Marzette Henderson Michelle Overmeyer Beronica Carriedo Michael Kohlman Scott Taylor Ezequiel Rebollar	Chief Operating Officer Mobility Services Manager Mobility Coordinator Mobility Specialist Mobility Specialist Transportation Manager Director of Planning & Innovation Community Relations Coordinator Chief Information Officer Information Technology Manager IT Technician
Public:	Douglas Thomson Gabe Kaster Sloan Campi	MV General Manager Monterey Police Department CSUMB

Apology is made for any misspelling of a name.

1. CALL TO ORDER

1-1. Roll Call.

Chair Ramirez called the meeting to order at 1:00 p.m. with roll call taken as the meeting was via Zoom teleconference. A quorum was established at 1:05 p.m.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

There were no public comments.

3. CONSENT AGENDA

3-1. Approve Minutes of the regular meeting of March 30, 2022.

On a motion by Committee Member McKillip, seconded by Committee Member Hernandez and carried by the following vote, which was conducted by roll call, the Committee approved the March 30, 2022 Minutes:

AYES:	6	McKillip, Ramirez, Macias, Hernandez, Merritt, and Gross
NOES:	0	
ABSENT:	4	Magaña, Fernandez, Garcia and Jimenez
ABSTAIN:	0	

4. NEW BUSINESS

4-1. Received presentation on the Monterey County's 2022 list of Unmet Transit Needs (Aaron Hernandez)

4-2. Received an update on the Measure X Senior and Disabled Transportation Program and Provided input on the draft needs assessment and program guidelines (Aaron Hernandez)

There were no public comments.

5. PRESENTATION

5-1. Presentation by Monterey Police Department Community Action Team was removed from the agenda. Presenter did not attend the meeting. (Sargent Jenkins)

5-2. Received presentation on the Blind and Visually Impaired Center of Monterey County (Steven Macias)

- 5-3. Received presentation on the COA Implementation Measure Q Routes (Michelle Overmeyer)

There were no public comments.

6. REPORTS AND INFORMATION ITEMS

- 6-1. MV Transit- MST RIDES Service Update (Douglas Thomson)
6-2. MST Mobility Programs Updates (Kevin Allshouse)

There were no public comments.

7. SUBJECT ITEM REQUEST

- 7-1. None

8. ANNOUNCEMENTS AND APPRECIATIONS

- 8-1. None

9. ADJOURN

With no further business to discuss, Chair Ramirez adjourned the meeting at 2:27 p.m. (Pacific).

Prepared by: *Claudia L. Valencia*
Claudia Valencia

Reviewed by: *Cristy Sugabo*
Cristy Sugabo

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Measure Q Oversight Committee Meeting
In Person / Teleconference Meeting
Draft Minutes
August 22, 2022
1:00 p.m. (Pacific)

Present: Sid Williams (Chair) Seaside-Marina-Monterey-Urbanized
Bobby Merritt (Vice Chair) Mobility Advisory Committee
Kevin Dayton Taxpayers Association
Steve Macias Mobility Advisory Committee
Juan Pablo Lopez (Vice Chair) Salinas Urbanized Area

Late Arrival: Christine Winge County of Monterey Unincorporated
Sharlene Hughes Non-Urbanized Area

Absent: None

Staff: Lisa Rheinheimer Assistant General Manager
Norman Tuitavuki Chief Operating Officer
Jeanette Alegar-Rocha Deputy Secretary
Cristy Sugabo Mobility Manager
Scott Taylor IT Manager
Ezequiel Rebollar IT Technician

Counsel: Michael D. Laredo De Lay & Laredo

1. Call to Order

Chair Sid Williams called the meeting to order at 1:00 p.m. Roll call was taken. Committee Members Christine Wing and Sharlene Hughes were virtually present but unresponsive; all remaining Committee Members were present. A quorum of the Committee was established.

2. Public Comment on Matters Not on the Agenda

None.

3. Consent Agenda

There were no public comments on the Consent Agenda.

- 3-1. Approve Minutes of the Measure Q Oversight Committee Meeting on March 28, 2022. (Jeanette Alegar-Rocha)

On a motion by Committee member Kevin Dayton, seconded by Committee Vice Chair Bobby Merritt and carried by the following vote, which was conducted by roll call, the Committee approved the March 28, 2022 Measure Q Oversight Committee Meeting Minutes.

AYES:	5	Dayton, Lopez, Macias, Merritt, and Williams
NOES:	0	
ABSENT:	2	Hughes, Winge
ABSTAIN:	0	

At 1:12 p.m., Committee Members Christine Winge and Sharlene Hughes reported as being present.

4. ACTION ITEMS

- 4-1. Review Measure Q FY 2023 AND 2024 Budget Adopted by the MST Board of Directors. (Lisa Rheinheimer) (Enclosure)

There were no public comments.

The Committee received and reviewed the Measure Q FY 2023 and FY 2024 Budget adopted by the MST Board of Directors.

5. CLOSED SESSION

None.

6. STAFF AND COMMITTEE COMMENTS AND QUESTIONS


Kevin Dayton commented that the Transportation Agency for Monterey County (TAMC) Measure X program provides funding for seniors and elderly programs. He confirmed that there is no redundancy spending with Measure Q programs and spending. Mr. Dayton encouraged MST and TAMC to continue to coordinate activities related to Measure Q and Measure X funding.

Norman Tuitavuki announced that Kevin Allshouse was promoted from Mobility Coordinator to Contract Services Manager.


7. ADJOURN

There being no further business, Chair Williams adjourned the meeting at 1:18 p.m. (Pacific).

Prepared by:


Jeanette Alegar-Rocha

Reviewed by:


Carl G. Sedoryk

To: Board of Directors

From: Matthew Deal, Grants Analyst

Subject: SB1 State Transit Assistance / State of Good Repair Grant

RECOMMENDATIONS:

Approve Resolution 2023-06 approving MST projects listed, authorizing the General Manager/CEO to execute grant documents for State Transit Assistance/ State of Good Repair funds, and authorizing the execution of program Certifications and Assurances.

FISCAL IMPACT:

Up to \$879,036 in Senate Bill 1 State Transit Assistance/ State of Good Repair funding would be used as matching funds for projects listed below. These funds are programmed in MST's FY 23-27 Capital Improvement Program.

POLICY IMPLICATIONS:

The terms of the California Department of Transportation (Caltrans) State of Good Repair Program require that your Board authorize the General Manager/CEO, or designee, to enter into contract with Caltrans. Additionally, the Board approved the FY 2023-2027 Capital Improvement Program contained in the FY 2023-2024 Budget at its June 2022 meeting.

DISCUSSION:

On April 28, 2017, Governor Brown signed Senate Bill 1 (SB1) (Chapter 5, Statutes of 2017), known as the Road Repair and Accountability Act of 2017. SB1 will provide over \$50 billion in new transportation funding over the next decade to repair highways, bridges, and local roads, to make strategic investments in congested commute and freight corridors, and to improve transit service. MST is eligible to receive a substantial amount of funding through the SB1 funded programs.

The State of Good Repair (SGR) Program is funded under SB1 and provides approximately \$105 million annually to transit operators in California for eligible maintenance, rehabilitation, and capital projects. The SGR Program is funded under a portion of the Transportation Improvement Fee on vehicle registrations due on or after

January 1, 2018. The SGR Program investments will lead to cleaner transit vehicle fleets, increased reliability and safety, and reduced greenhouse gas emissions and other pollutants.

MST is scheduled to receive \$879,036 in Fiscal Year 2022 SGR Program funds. Staff recommends programming these funds to support MST Capital Improvement Program with the following projects:

- Replacing Vehicles in the Non-Revenue and Revenue Fleets,
- Purchasing Floor Scrubbers,
- Replacing the Fuel Dispensing Equipment at the Salinas Operations and Maintenance Facility,
- Replacing Vehicle Security Cameras,
- Marina Transit Exchange Beautification Project,
- Salinas Transit Center Exterior Improvements,
- Adding Storage Areas at the Salinas Operations and Maintenance Facility,
- Administration Building Generator Work, and
- Installing, Repairing, and Replacing Passenger Shelters as needed throughout the system.

To receive these grant funds, your Board must approve the attached resolution, which approves the project and authorizes the execution of program certifications and assurances.

ATTACHMENT(S):

1. Resolution 2023-06

Prepared by  Reviewed by 
Matthew Deal Carl G. Sedoryk

RESOLUTION 2023-06

Resolution Authorizing the General Manager/CEO to Execute Agreements with the California Department of Transportation for the State Transit Assistance State of Good Repair Program for MST Capital Improvement Projects

WHEREAS, Monterey- Salinas Transit District (MST) is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

WHEREAS, MST would use the Fiscal Year 2022 State Transit Assistant State of Good Repair grant to help fund the following projects:

- Replacing Vehicles in the Non-Revenue and Revenue Fleets,
- Purchasing Floor Scrubbers,
- Replacing the Fuel Dispensing Equipment at the Salinas Operations and Maintenance Facility,
- Replacing Vehicle Security Cameras,
- Marina Transit Exchange Beautification Project,
- Salinas Transit Center Exterior Improvements,
- Adding Storage Areas at the Salinas Operations and Maintenance Facility,
- Administration Building Generator Work,
- Installing, Repairing, and Replacing Passenger Shelters as needed throughout the system; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of MST, authorizes the General Manager/CEO, or designee, to execute all grant documents and any amendments thereto with the California Department of Transportation;

BE IT FURTHER RESOLVED, by the Board of Directors of MST that the fund recipient agrees to comply with all conditions and requirements set forth in the Certifications and Assurances document and applicable statutes, regulations, and guidelines for all SGR funded transit capital projects; and

BE IT FURTHER RESOLVED, that the General Manager/CEO is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair funds and to execute the related grant applications, forms, and agreements.

THE MST BOARD OF DIRECTORS PASSED AND ADOPTED RESOLUTION 2023-06 this 12th day of September 2022.

Anna Velazquez
Chairperson

Carl G. Sedoryk
Secretary

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To: Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: Legal Counsel/Labor Negotiations Contract with De Lay and Laredo

RECOMMENDATION:

Renew contract with De Lay & Laredo, Attorneys at Law, for a term of three years.

FISCAL IMPACT:

Annual Legal Counsel/ labor negotiations expenses for the past 3 years have averaged \$138,500 annually. These expenses are included within the Board approved FY 2023 Operating Budget for general legal and labor negotiation expenses.

POLICY IMPLICATIONS:

Your Board authorizes contracts over \$100,000.

DISCUSSION:

Over the past three decades De Lay & Laredo, Attorneys at Law staff have served MST in a variety of capacities including general counsel to board and lead negotiators for labor agreements with the Amalgamated Transit Union and Monterey-Salinas Transit Employee Association (MSTEA). In addition, they have represented MST in a variety of contractual, employment and real estate related legal matters. MST staff regularly solicits proposals for legal services to ensure we receive the highest quality services at the best price available.

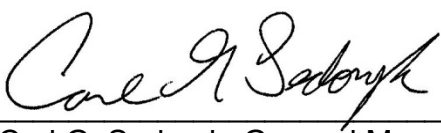
At the September 14, 2015 meeting, the MST Board awarded a contract to DeLay and Laredo to provide legal counsel and labor negotiations services. The award authorized your Board to extend the contract for up to nine additional years. Your board requested to receive a general counsel performance appraisal each year and to have the contract renewal request placed on Consent Agenda for consideration.

At its meeting of September 19, 2016, the board exercised the first one year option extending the agreement through September 30, 2017. At your September 2017 meeting, the board approved a two-year extension through September 30, 2019. In September 2019, the Board approved an additional three-year extension of the contract through September 30, 2022.

The DeLay and Laredo contract may be extended for up to nine (9) additional one-year periods upon satisfactory service through September 30, 2025 without the need for competitive procurement.

Staff has surveyed Board members and executive leadership staff regarding their level of satisfaction with the services provided by the DeLay and Laredo team. The survey results indicate that both Board members and staff remain satisfied with legal services provided by DeLay and Laredo.

Staff seeks authorization to extend the agreement with De Lay and Laredo for an additional three years starting October 1, 2022.

Submitted by 
Carl G. Sedoryk, General Manager/CEO

To: Board of Directors
From: Lisa Cox, Risk and Security Manager
Subject: Notice of Rejection

RECOMMENDATION:

Reject claim by Cosimo Favaloro.

FISCAL IMPACT:

Undetermined amount claimed.

POLICY IMPLICATIONS:

None.

DISCUSSION:

On July 6, 2022, MST received a claim related to an incident that occurred on June 24, 2022. A coach operator reported rear-ending a vehicle as an accident occurred farther ahead, requiring all drivers to immediately apply their brakes.

As of August 30, 2022 the claimant has failed to state the general description of indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation of the claim, prompting the recommendation to have this claim rejected in its entirety.

If any Board member desires further information on this claim, they may request it be discussed in closed session.

ATTACHMENT(S):

g. None

Prepared by:  Approved by: 
Lisa Cox Carl G. Sedoryk

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To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monthly Report – June 2022

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for fiscal year-end June 2022. (Attachments 1 – 6)

For the year ending June 30th, fixed route ridership increased 38% over last year, and MST RIDES increased 32% over last year. Passenger boardings are still less than half of Pre-COVID levels. With reduced ridership, MST fare revenue continues to fall below standard. MST continues to fall within the performance standards for non-financial, and non-ridership related metrics including safety, on-time, and system reliability as described in the Performance Dashboard. Partnerships and associated services with the City of Monterey/Monterey Bay Aquarium, California State University Monterey Bay, Hartnell Community College, and Monterey Peninsula College were reinstated.

Preliminary financial results indicate that by fiscal year-end, MST had a \$6,887,473 year-to-date surplus to budget from fixed-route operations and a \$1,589,190 surplus to budget from MST RIDES operations, resulting in an overall year-to-date surplus of \$8,476,663. This amount exceeds the \$5.0M transferred from reserves to fund the FY2023 budget. MST remains in a strong financial position as of fiscal year ending June 30, 2022 with \$46.9M (93% of budget) of total cash reserves with \$35.7M (69% of budget) of unrestricted cash in excess of the board-adopted cash reserve of 15% of budget. Cash flow projections indicate that MST will be able to maintain adequate cash reserves through FY 2024 as we regain ridership through implementation of the Better Bus Network.

Attachment #1 – Dashboard Performance Statistics – June 2022

Attachment #2 – Operations Department Report – June 2022

Attachment #3 – Maintenance Department Report – June 2022

Attachment #4 – Administration Department Report – June 2022

Attachment #5 – FY 2022 Action Plan Status Update – June 2022

Attachment #6 – Article Los Angeles Times

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/>

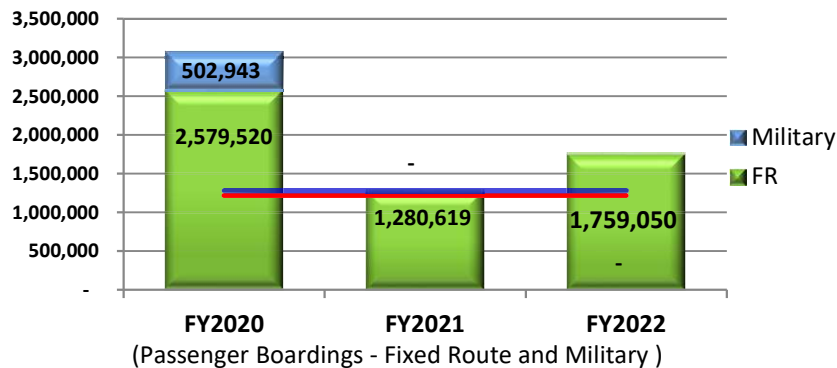
Prepared by: Carl G. Sedoryk
Carl G. Sedoryk

YTD Dashboard Performance Comparative Statistics

July - June

Fiscal Years 2020-2022

Ridership



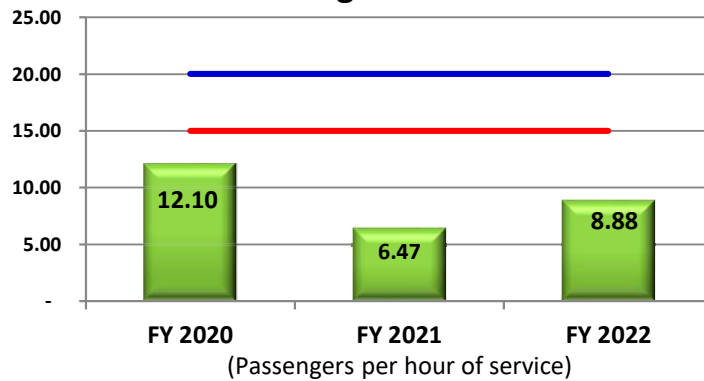
Goal = 1,280,619
passengers

Minimum = 1,216,588
passengers

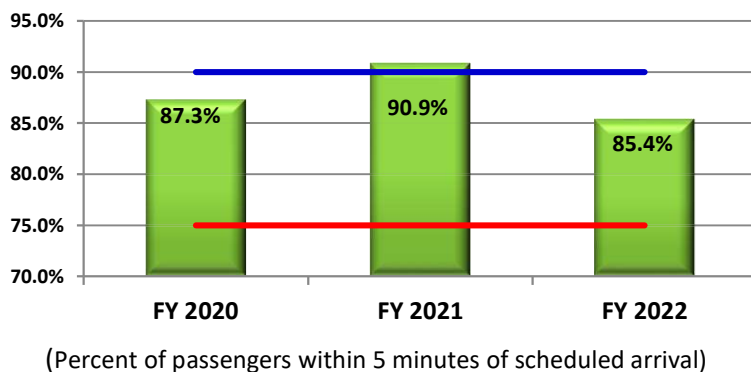
Goal = 20 passengers p/h

Minimum = 15 passengers p/h

Passengers Per Hour



On Time Performance



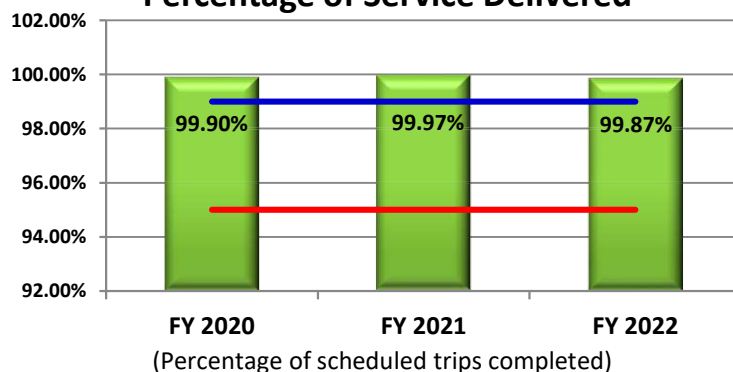
Goal = 90% on time

Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed

Percentage of Service Delivered

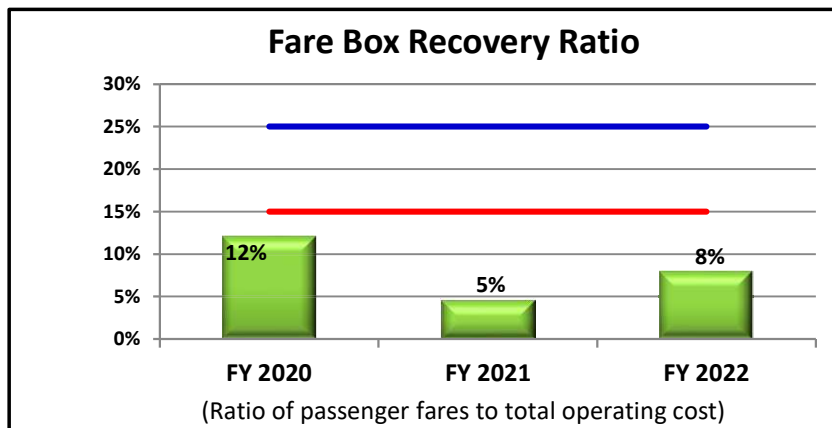


MST Fixed Route

YTD Dashboard Performance Comparative Statistics

July - June

Fiscal Years 2020-2022

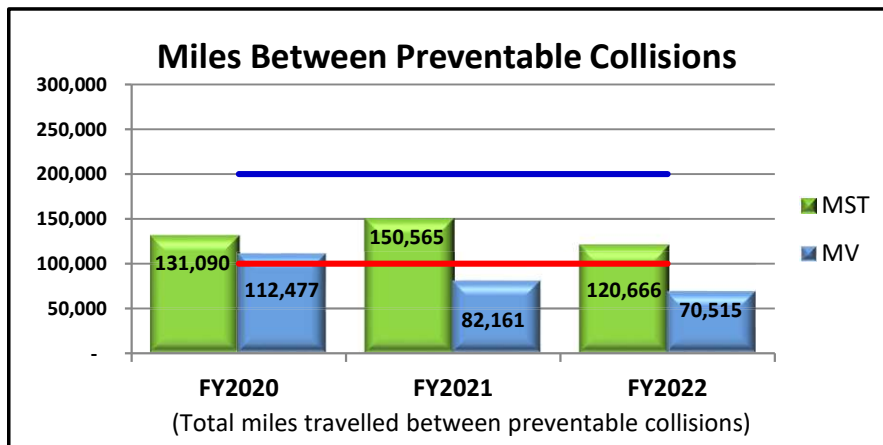
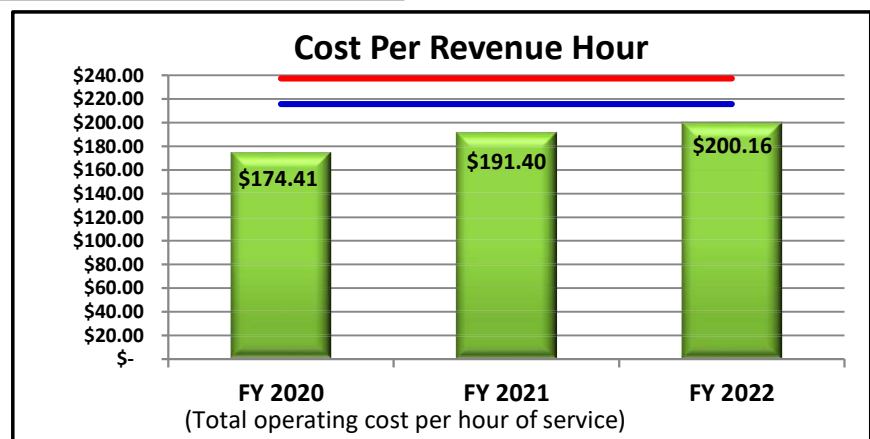


Goal = 25%

Minimum = 15%

Goal = \$215.79 per RH

Maximum = \$237.36 per RH

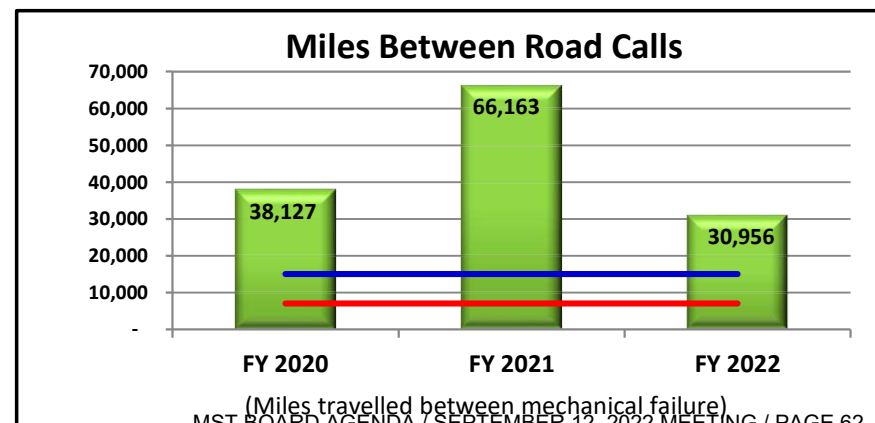


Goal = 200,000 Miles

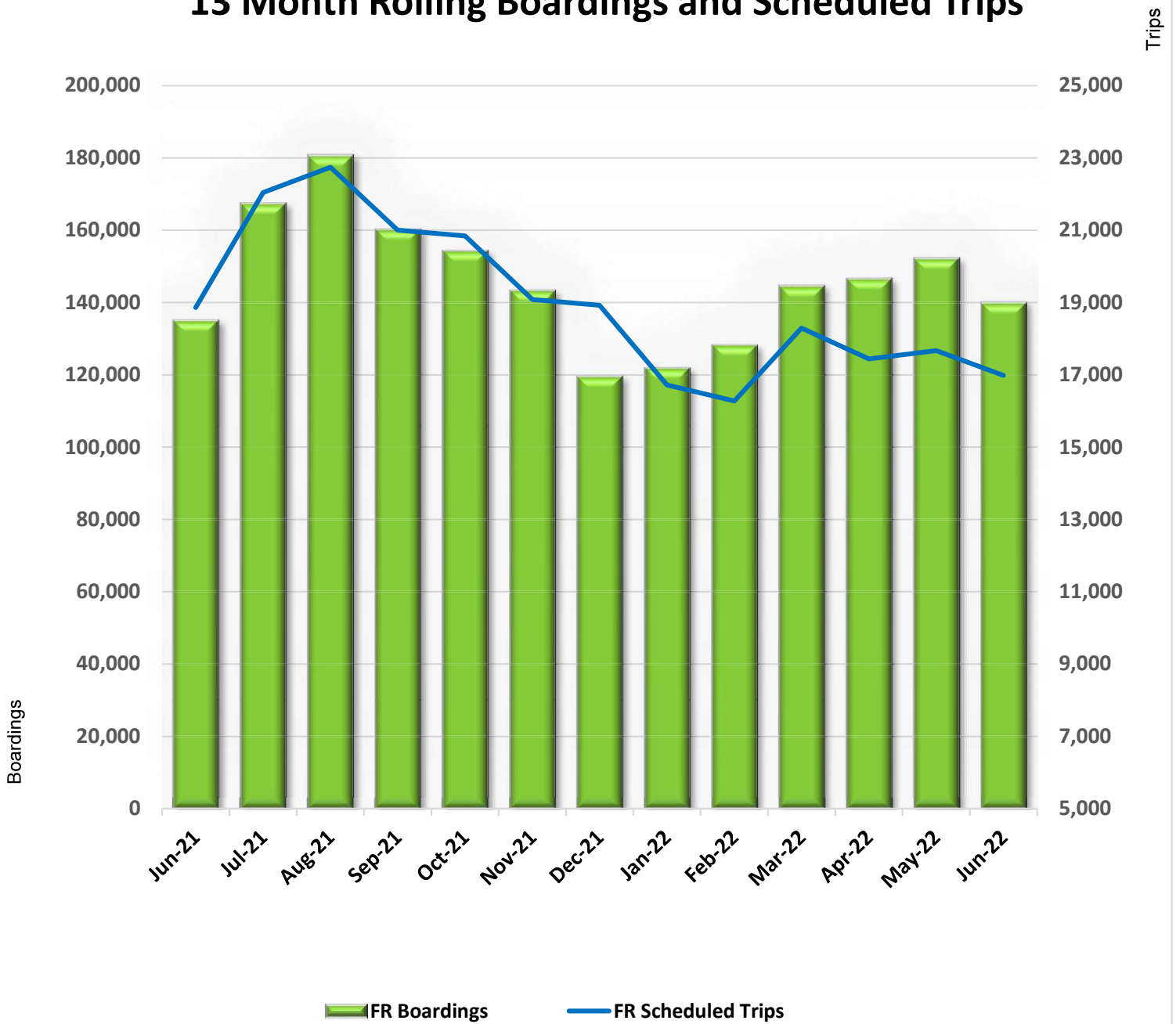
Minimum = 100,000 Miles

Goal = 15,000 Miles

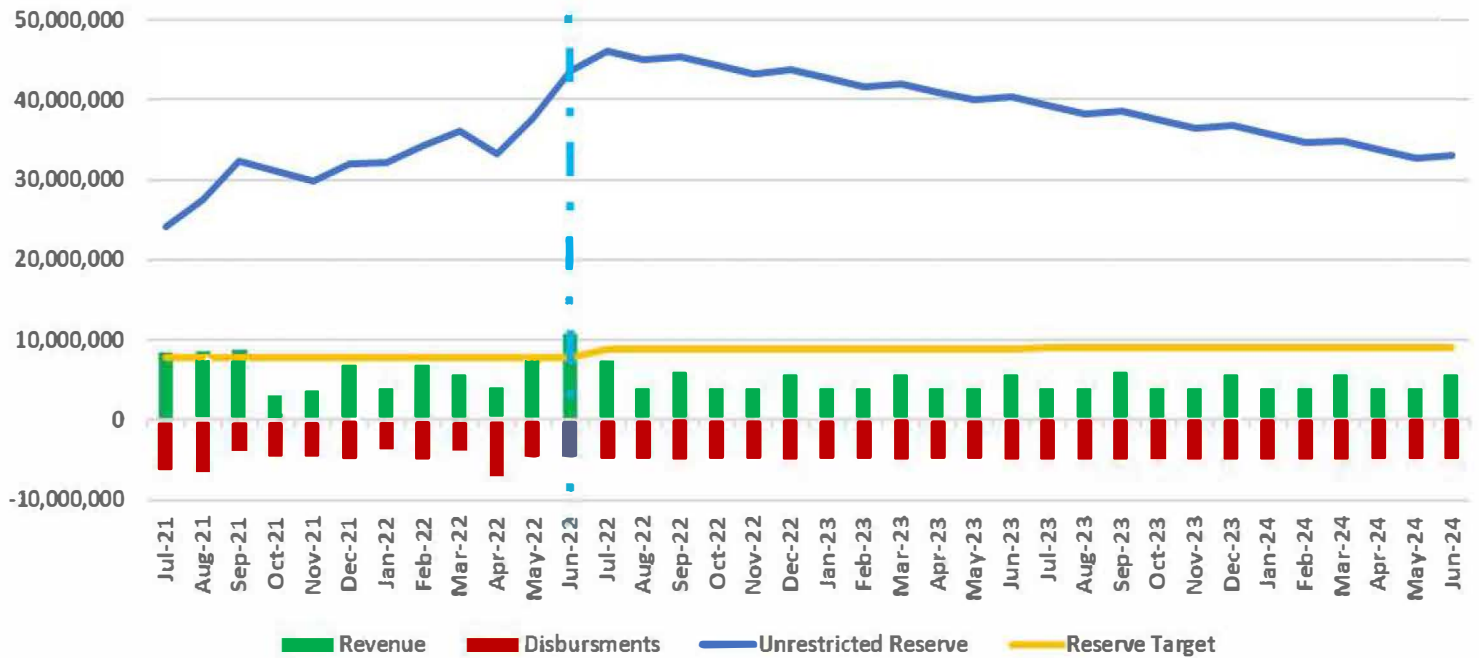
Minimum = 7,000 Miles



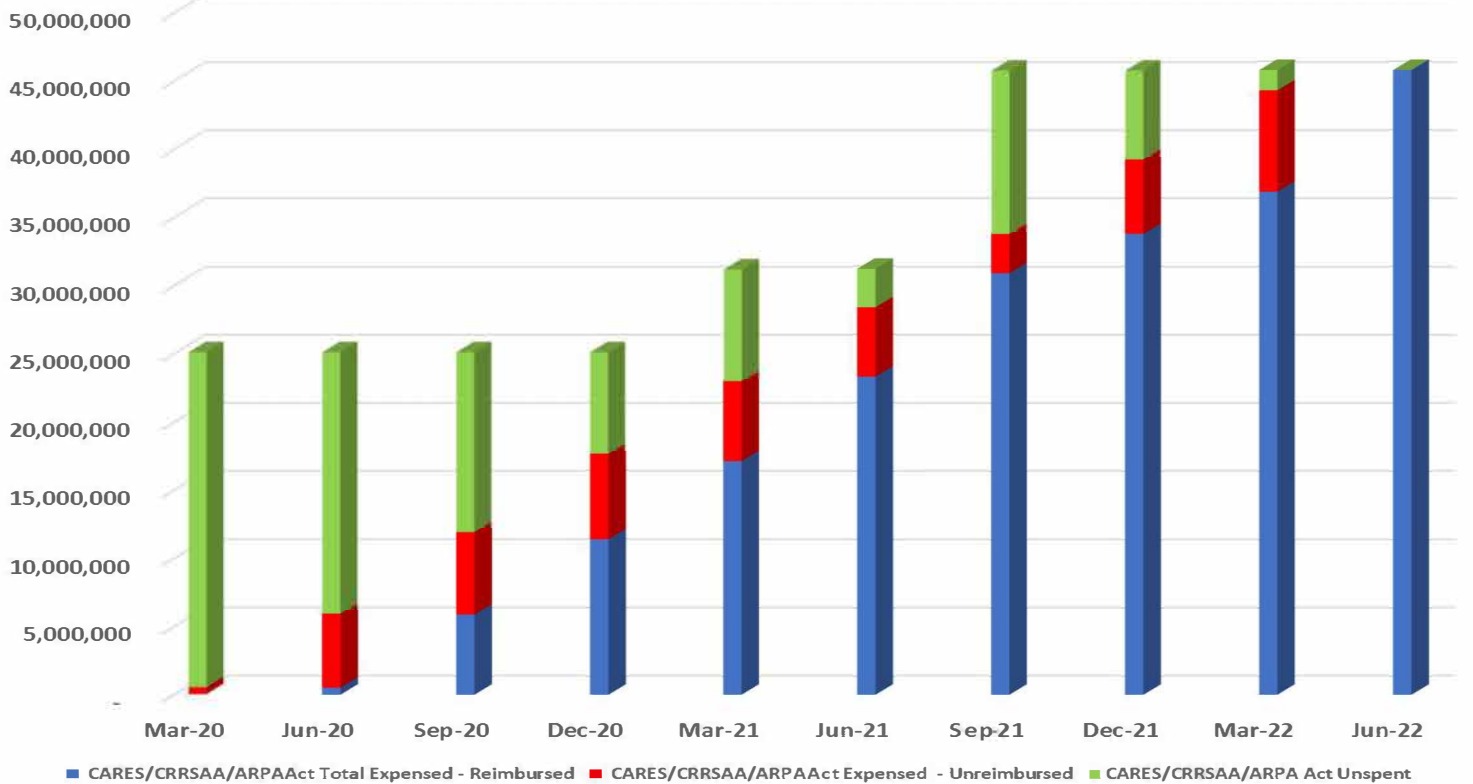
13 Month Rolling Boardings and Scheduled Trips



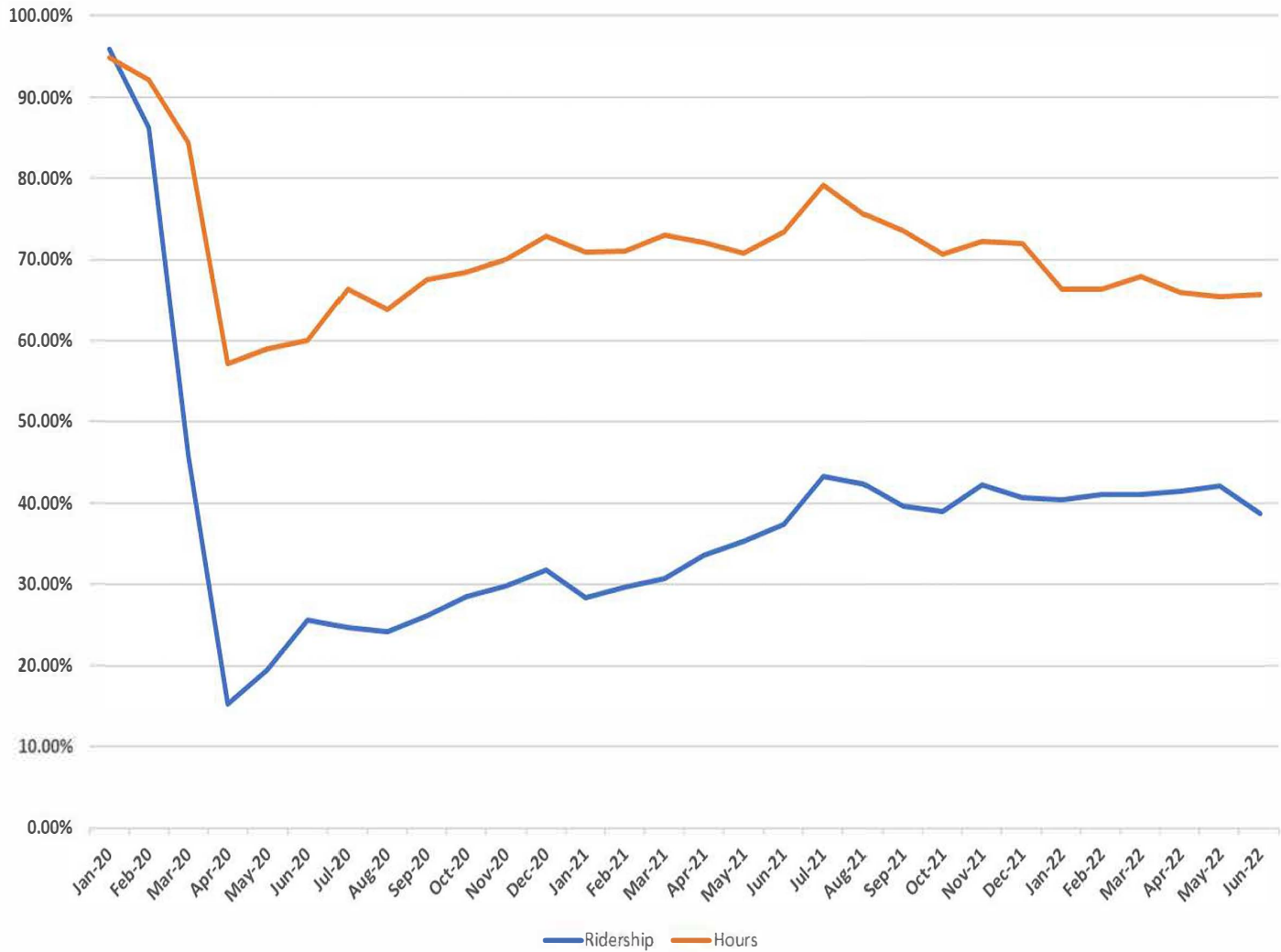
Cash Flow Projections July 2021 - June 2024



CARES/CRRSAA/ARPA Act Funds



Percent of Monthly Ridership and Revenue Hours from CY17-19 Average

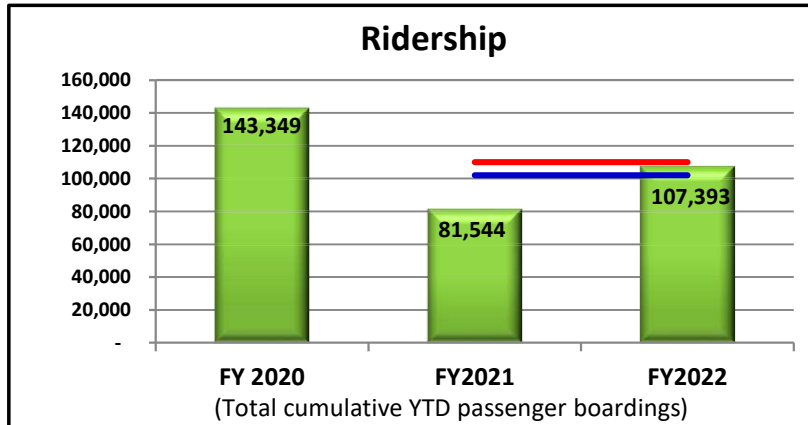


MST RIDES

YTD Dashboard Performance Comparative Statistics

July - June

Fiscal Years 2020-2022

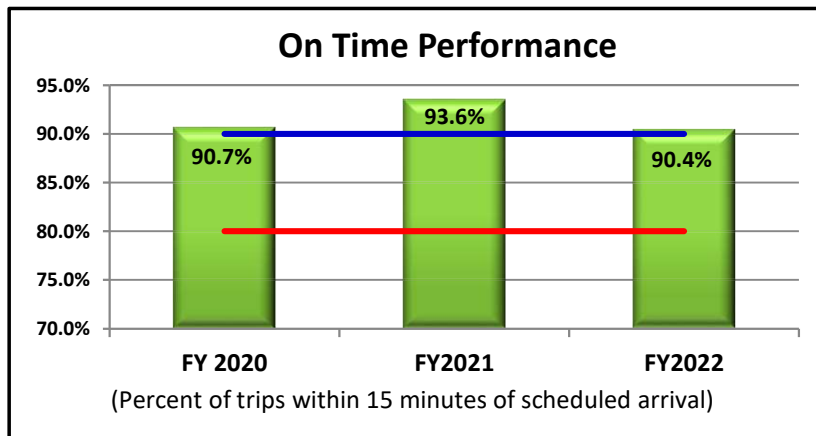
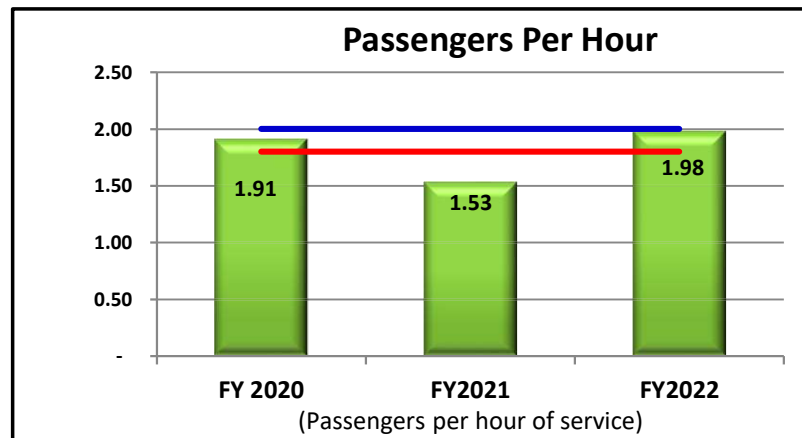


**Goal = 101,930
passengers**

**Maximum = 110,084
passengers**

**Goal = 2.0
passengers p/h**

**Minimum = 1.8
passengers p/h**

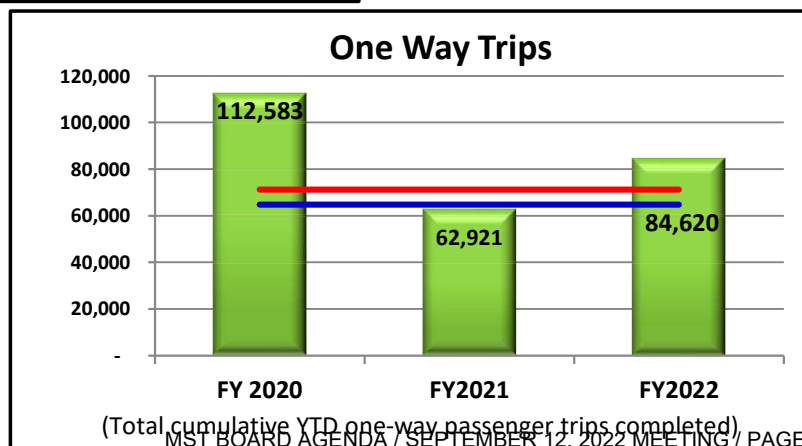


Goal = 90% on time

Minimum = 80% on time

**Maximum = 71,289
one-way trips**

**Goal = 64,809
one-way trips**

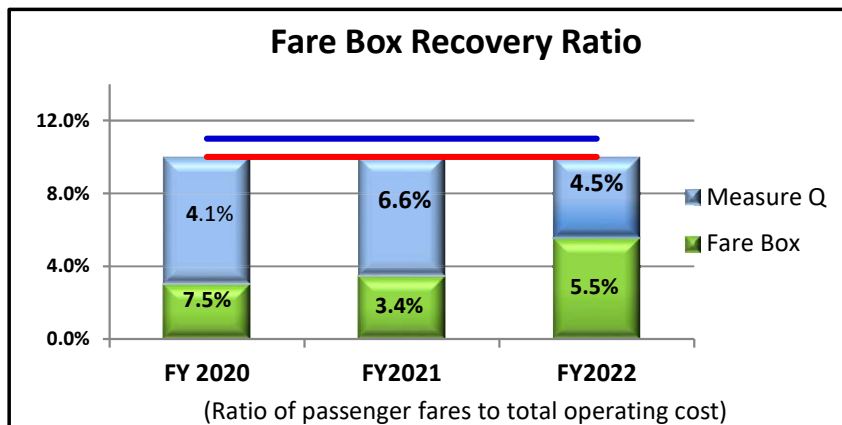


MST RIDES

YTD Dashboard Performance Comparative Statistics

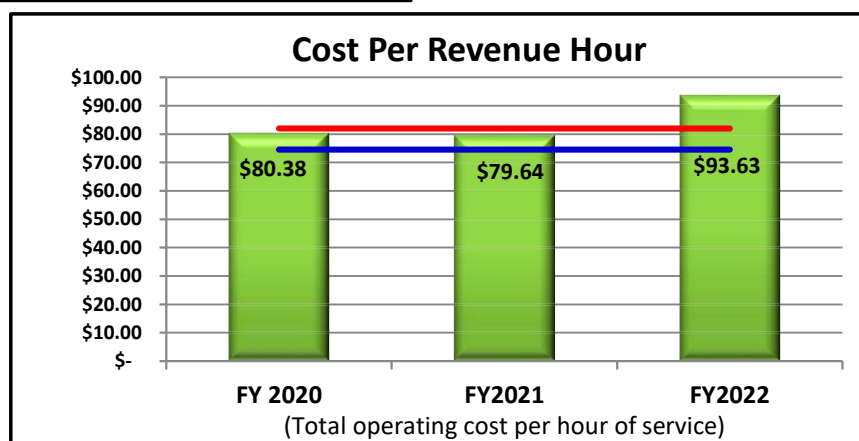
July - June

Fiscal Years 2020-2022



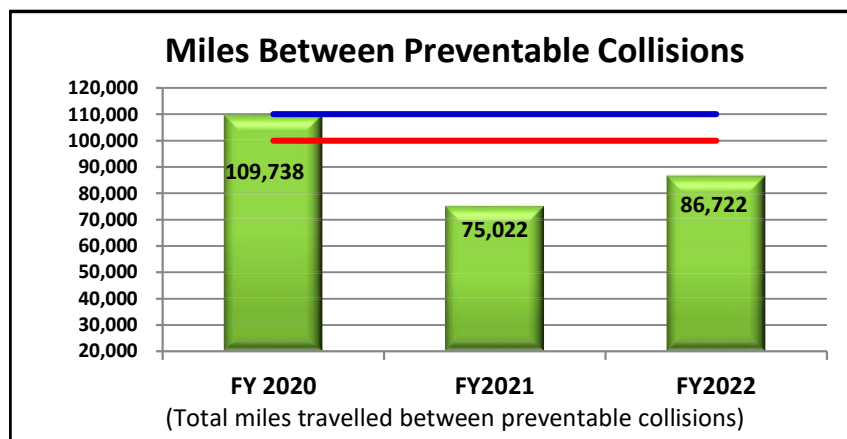
Goal = 11%

Minimum = 10%



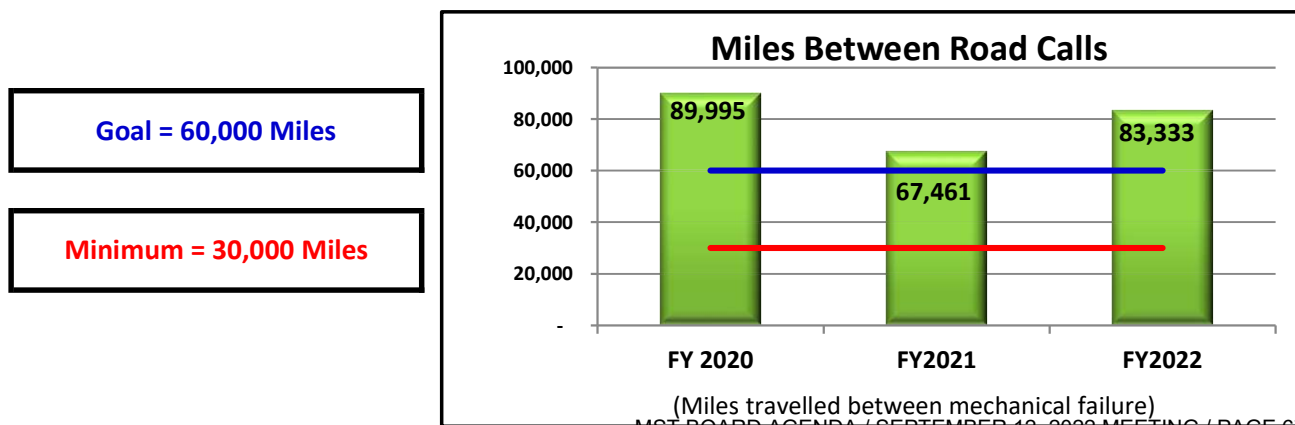
Goal = \$74.53 per RH

Maximum = \$81.98 per RH



Goal = 110,000 Miles

Minimum = 100,000 Miles



Goal = 60,000 Miles

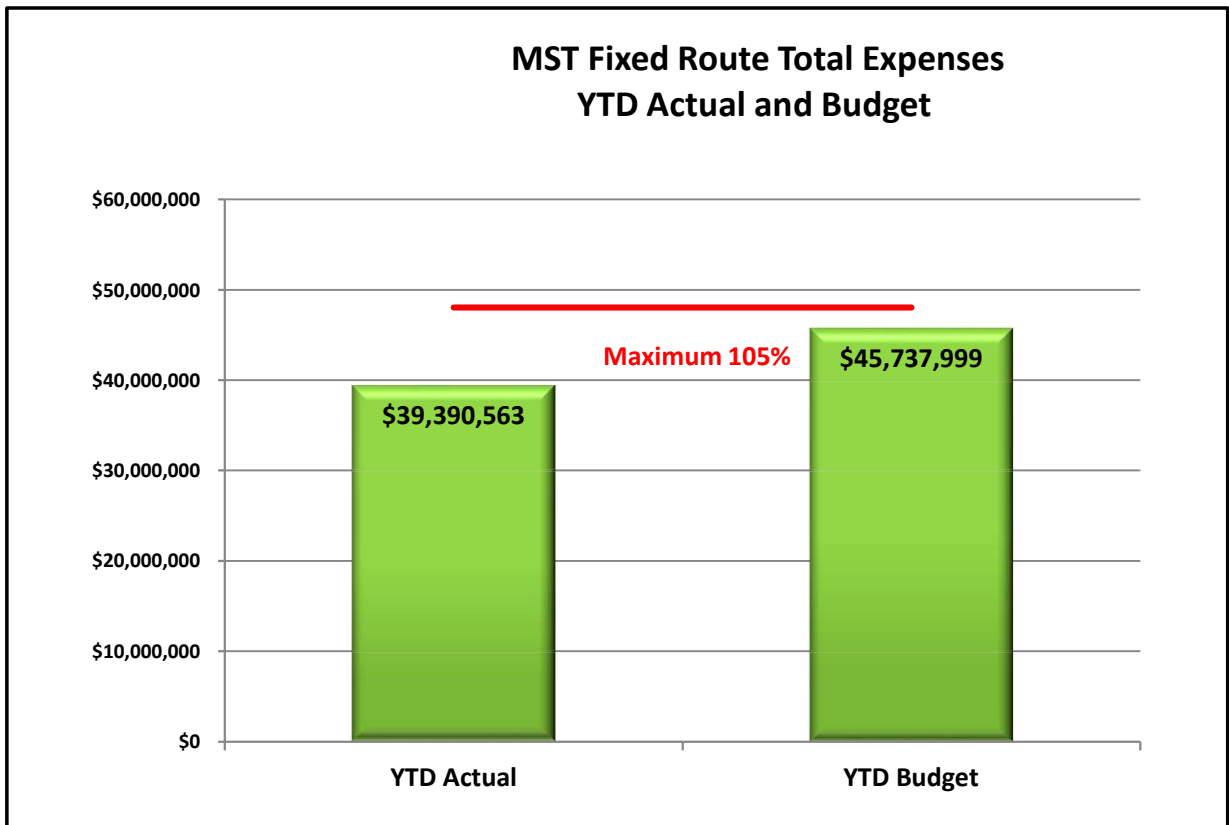
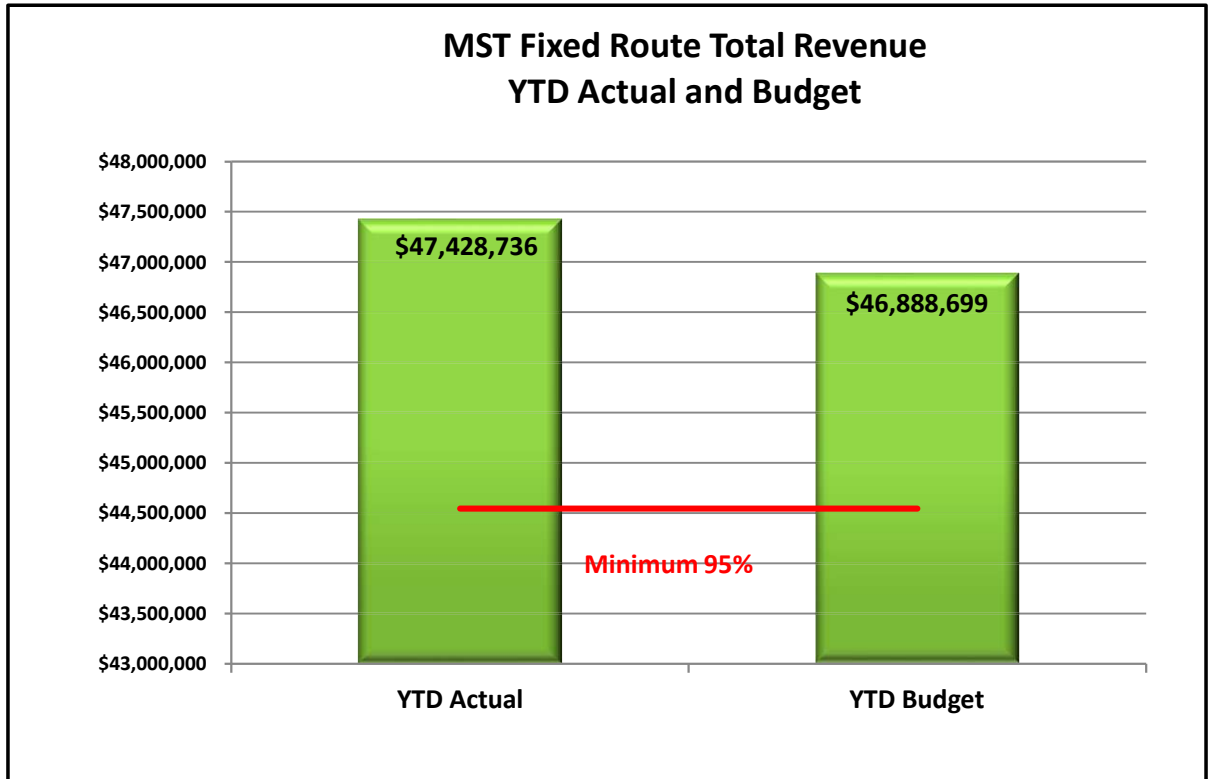
Minimum = 30,000 Miles

MST Fixed Route

Financial Performance Comparative Statistics

July - June

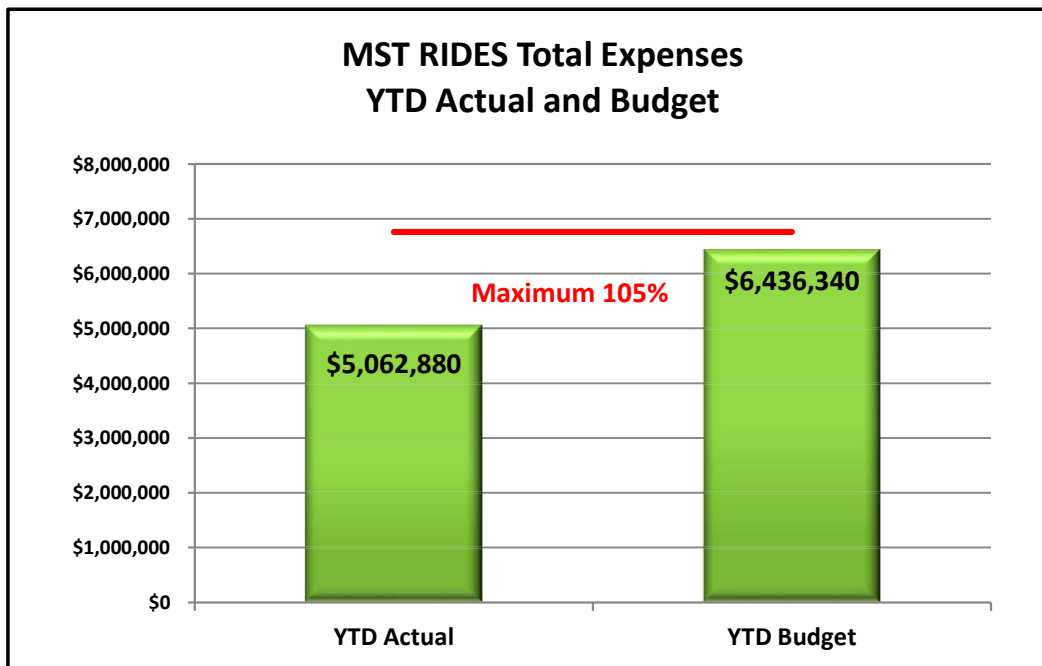
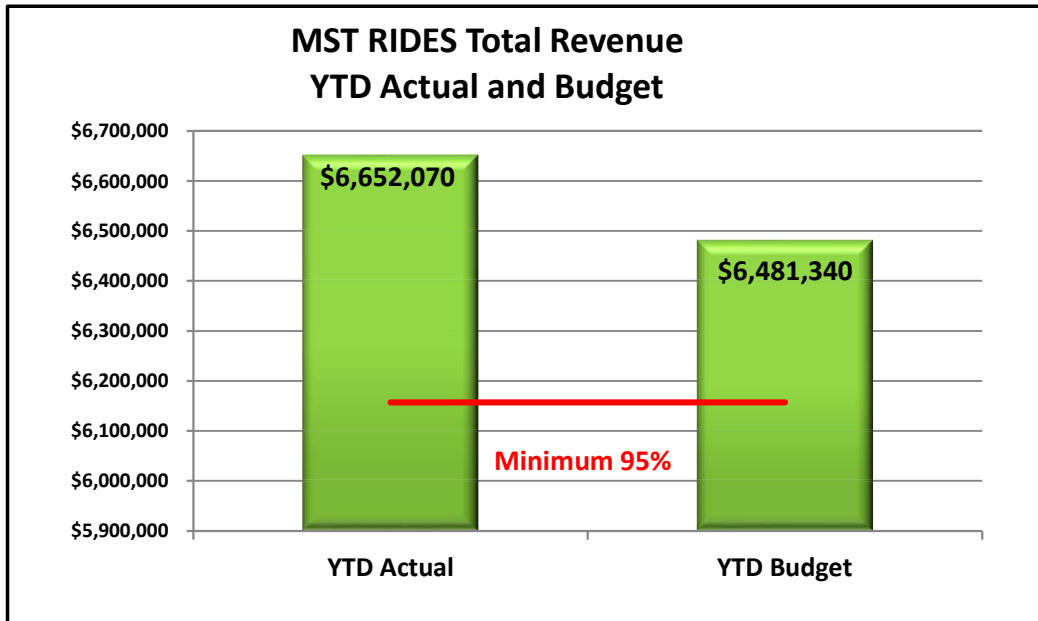
Fiscal Year 2022



MST RIDES

Financial Performance Comparative Statistics


July - June
Fiscal Year 2022



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Date: July 25, 2022

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

From:  Norman K. Tuitavuki, Chief Operating Officer

Subject: **Transportation Department Monthly Report – June 2022**

FIXED ROUTE BUS OPERATIONS:

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

MST's preliminary boarding statistics indicate ridership was 140,023 in June 2022, which represents a 3.7% increase compared to June 2021's ridership of 135,070. For the fiscal year to date, passenger boardings continue to increase overall; however, this positive ridership trend could change as we continue with our COVID-19 recovery efforts.

Month over month, MST's productivity continues to improve. MST's productivity increased from 7.8 passengers per hour in June 2021, to 9.1 passengers per hour in June of this year. This represents a 15.8% improvement compared to the same month, the previous year.

Supplemental / Special Services:

- Monterey Trolley Service (June 25th start): 5,565

System-Wide Statistics:

- Ridership: 140,023
- Vehicle Revenue Hours: 15,444
- Vehicle Revenue Miles: 232,623
- System Productivity: 9.1 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 16,986

On-Time Performance (OTP): Of 82,903 total time-point crossings sampled for June, the Transit Master™ system recorded 13,613 delayed arrivals to MST's published time-points system-wide. As a result, **84%** 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 nine (9) service cancellations in June for both directly operated and contracted services. This was a decrease of ten (10) compared to the previous month, April 2022.

Total Revenue Trips Completed: 16,986			
Reason for Service Cancellation	MST	MV	Totals
Accident (Non-MST)	1	0	1
Mechanical Failure	1	0	1
Other	3	0	3
Staff Shortage	1	3	4
Totals	6	3	9

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 June 2021 and 2022:

Occurrence Type	June-21	June-22
Collision: MST Involved	1	7
Employee Injury	1	0
Medical Emergency	0	3
Object Hits Coach	0	1
Passenger Conflict	2	1
Conflict: Passenger VS Passenger	0	1
Passenger Fall	2	3
Passenger Injury	1	1
Other	2	3
Near Miss	0	1
Fuel/fluid Spill	1	2
Unreported Damage	1	3
Totals	11	26

CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / MST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for June 2022 there were 10,047 passenger boardings. This is a 41% increase in passenger boardings compared to June of 2021, (7,128). For the fiscal year – passenger boardings have increased by 32% compared to FY 2021.

- Productivity for June 2022 was 1.79 passengers per hour, increasing from 1.78 passengers per hour compared to the previous month (May 2022).
- For June 2022, 90% of all scheduled trips for the MST RIDES program arrived on time, exceeding the expected on-time performance standard.

COMMUNICATIONS CENTER:

In June, MST's Communications Center summoned public safety agencies on five (5) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number of Responses
Police	Vehicle Accident / Passenger Disturbance / Other	1
Medical	Employee Request / Passenger Request / Other	4
Fire	Employee Request / Passenger Request / Other	0
Totals		5

DEPARTMENT ACTIVITIES:

In June, I attended the California Transit Training Consortium (CTTC) Annual Board Meeting. I serve on the CTTC's Board of Directors, representing MST and the California Central Coast. We discussed ongoing and new initiatives aimed at increasing opportunities for providing maintenance-specific training. Additionally, we interacted with the CTTC's new executive director, and I participated in other CTTC Board-related discussions and activities.

I attended the California Transit Association's (CTA) Zero Emission Vehicle (ZEV) Task Force Meeting where we discussed all things related to transitioning to ZEV technology. The Task Force welcomed new members from California rail and ferry operators who are also transitioning to zero emissions technology.

I attended the Transit State of Good Repair (SGR) Conference – West in San Francisco. The SGR conference introduced me to concepts and best practices for ensuring MST's transit assets remain in a state of good repair. In addition, I met and interacted with other California transit agencies who are completing their Transit Asset Management (TAM) Plans which are due in October of this year.

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ATTACHMENT 3

Date: July 25, 2022

To: Carl Sedoryk, General Manager/CEO

From:  Norman K. Tuitavuki, Chief Operating OfficerSubject: **Maintenance Department Monthly Report – June 2022**

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

Fuel Budget FY2022	Average Fuel Price June 2022	Average Fuel Price FY2022
Diesel: \$3.40	\$5.74	\$3.99
Gasoline: \$3.40	\$5.49	\$4.39


Period	Revenue Fleet Operating Cost Per Mile	Revenue Fleet Miles Between Major Mechanical Road Calls: ¹
June 2022	\$1.77	25,193
YTD FY 2022	\$1.32	24,366
FY 2021	\$1.23	54,756
FY 2020	\$1.05	30,571

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

Department Activities/Comments:

June 2022's cost per gallon for gasoline **increased 4%, a \$.20 increase**, and the cost per gallon for diesel **increased 10%, a \$.51 increase** compared to the previous month, May 2022. Fuel prices continue to fluctuate unpredictably. Staff continues to monitor all movement of vehicles to minimize unnecessary fuel usage.

In June, MST traveled 25,193 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.

Prepared by: 
Norman K. Tuitavuki

Reviewed by: 
Carl G. Sedoryk

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ATTACHMENT 4

Date: July 26, 2022

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; Beronica Carriedo, Community Relations Coordinator.

Subject: **Administration Department Monthly Report – June 2022**

The following significant events occurred in Administration work groups for the month of June 2022:

Human Resources

The total employment level for June 2022 is summarized as follows:

Positions	Budget FY22	Actual	Difference
Coach Operators F/T	126	120	-6
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	(1)	(0)	(-1)
Operations Staff	33	25	-8
Maintenance & Facilities	55	48	-7
Administrative (Interns 1 PT)	36	28	-8
Total	251	221	-30

*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.

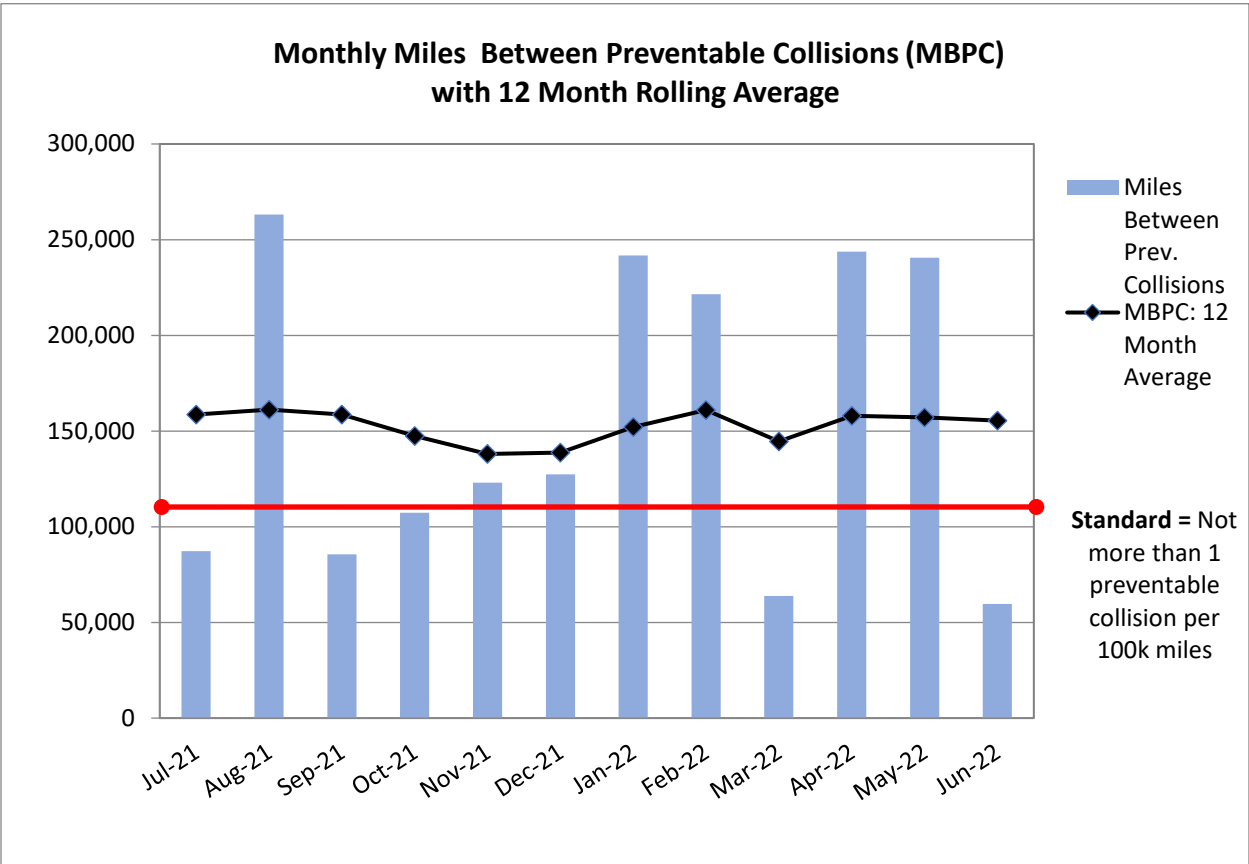
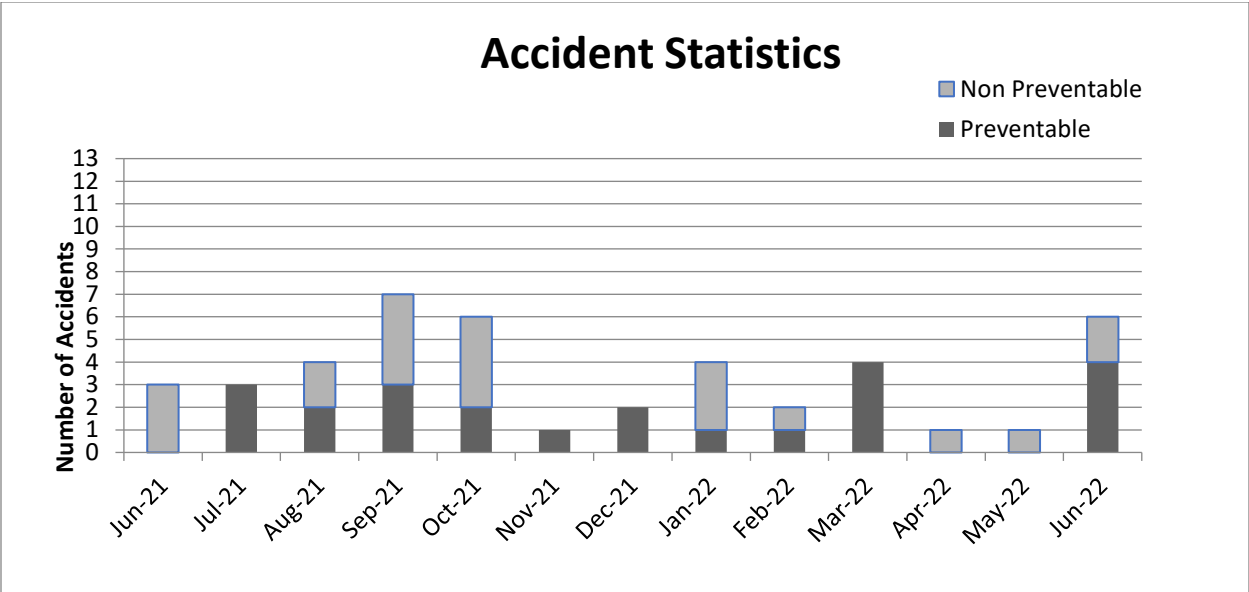
<i>June Worker's Compensation Costs</i>	
<i>Indemnity (paid to employees)</i>	\$25,052.31
<i>Other (includes Legal)</i>	\$17,158.40
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$12,110.52
<i>TPA Administration Fee</i>	\$5,708.33
<i>Excess Insurance</i>	\$8,917.75
<i>Total Expenses</i>	<i>\$68,947.31</i>
<i>Reserves</i>	<i>\$763,013.76</i>
<i>Excess Reserved</i>	<i>(\$53,020.18)</i>
<i># Ending Open Claims</i>	<i>44</i>

Training

Description	Attendees
Annual Coach Operator Verification of Transit Training	7
Post-Accident/Incident Re-training	3
In-Service Training: 2021 Gillig Zeb Low Floor Familiarization Training	7
In-Service Training: Salinas Street @ W. Alisal Street Right hand turn	1
In-Service Training: BYD Zero Emission Low Floor Familiarization Training	2
In-Service Training: 4500 MCI Familiarization Training	6
Human Trafficking Prevention and Awareness for Transit Employees	5
TSI-Assault Awareness for Transit Employees	5
In-Service Training: 2021 Gillig Diesel 40' Low Floor Familiarization Training	6
In-Service Training: Giro Self Service Bid Web Training	5
In-Service Training: Personal Protective Equipment Protocol for Essential Workers	5
In-Service Training: VISA contactless Fare Payment System Training	5
In-Service Training: Hometown Trolley Familiarization Training	28
In-Service Training: 2018 Model Gillig Low Floor Model	5
Maintenance Safety Training: Transit System Security	5
In-Service Training: Giro Self-Service and Bid Web Training	5
Pryor Learning: Project Management Workshop	1
Harassment Prevention and Anti-Bullying Training	1
Alliance Career Training Solutions: Access Level 1	1
In-Service Training: Zonar EVIR Report Training	5
Human Trafficking Awareness and Prevention for Transit Employees	5
In-Service Training: Drug and Alcohol Refresher	10

Risk Management

	June 2022 Preventable		June 2021 Preventable	
Description	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	0	2	0	0
MST Preventable Accidents	4	0	0	3
TOTAL	4	2	0	3



Customer Service Update

Service Report Type	MST	Other Provider*	# of valid reports	% of reports received**	June 2021	% of reports received
ADA Compliance	0	0		0.0%	0	0.0%
Agency Policy	0	0		0.0%	0	0.0%
Bus Stop Amenities	2	0	1	4.0%	0	0.0%
Carried By	0	0		0.0%	0	0.0%
Discriminatory behavior by employee	0	0		0.0%	0	0.0%
Early Departure	1	0		2.0%	0	0.0%
Employee Other	3	0	1	6.0%	7	13.0%
Facilities Vandalism	0	0		0.0%	0	0.0%
Fare / Transfer Dispute	1	1	1	4.0%	3	5.6%
Full Bus / Left Behind	0	1	1*	2.0%	4	7.4%
Harassment by Employee	0	0		0.0%	0	0.0%
Improper Driving	2	2	1/1*	8.0%	4	7.4%
Improper Employee Conduct	1	2	1/1*	6.0%	7	13.0%
Inaccurate Public Information	0	1	1*	2.0%	0	0.0%
Late Arrival	1	6	2*	14.0%	2	3.7%
Late Departure	1	0		2.0%	0	0.0%
No Show	0	2	1*	4.0%	1	1.9%
Off Route	0	0		0.0%	0	0.0%
Overcrowding	0	0		0.0%	0	0.0%
Passed By	2	0	1	4.0%	4	7.4%
Passenger Conduct	0	0		0.0%	2	3.7%
Passenger Injury	0	0		0.0%	1	1.9%
Reasonable Modification	0	0		0.0%	0	0.0%
Request To Add Service	3	2	2/2*	10.0%	5	9.3%
Request To Reduce Service	0	0		0.0%	0	0.0%
Routing	0	0		0.0%	0	0.0%
Service Animal	0	0		0.0%	0	0.0%
Service Other	11	4	4	30.0%	13	24.1%
Service Schedule	0	0		0.0%	1	1.9%
Taxi	0	0		0.0%	0	0.0%
Title VI Complaint	0	0		0.0%	0	0.0%
Unsafe Conditions	0	0		0.0%	0	0.0%
Vehicle Maintenance	0	1	1*	2.0%	0	0.0%
Sub total reports	28	22				
Grand Total MST and *Other Provider		50		100.0%	54	100.0%
Employee Compliment	1				3	
Service Compliment						

*Operated by MV Transportation or taxi provider **Numbers may not add up exactly due to rounding

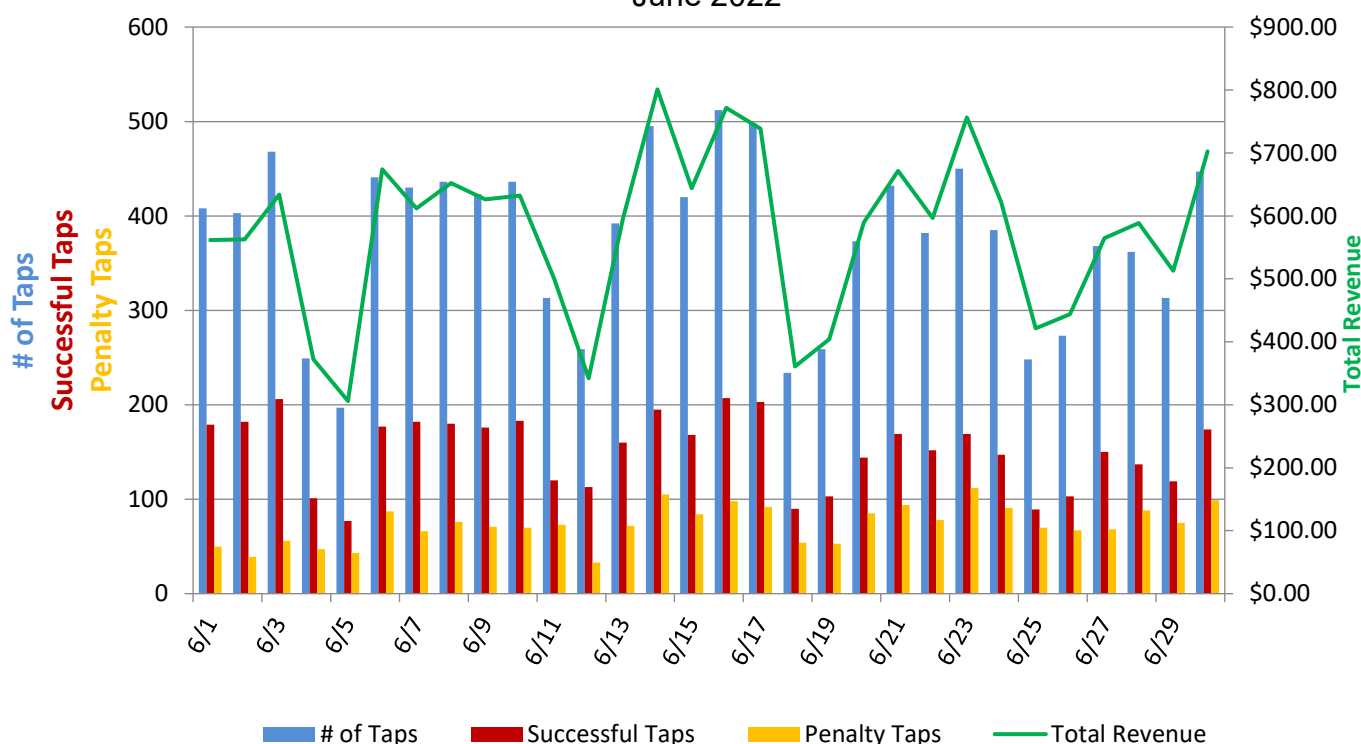
Contactless Tap to Pay:

During the month of June, MST received a total of 11,306 taps. There were 4,555 successful journeys where the passenger tapped on when they boarded and again when they got off. There were 2,196 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 contactless demonstration project in May 2021, there have been a total of 94,253 taps, of which 39,821 trips were successful. Total revenue collected to the end of June from passengers using contactless payment was \$136,779.

It appears that passengers are getting comfortable with the new technology, and it is staff's hope that this will be their preferred method of payment.

Contactless Tap to Pay Report
June 2022



Finance Update

General Accounting/Accounts Payable

During the month of June, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. Additionally, staff continues to make progress with the new accounting system called Microsoft Dynamics 365 Business Central (BC) implementation and with the Time and Attendance module within the NEOGOV Human Resources Information and Payroll System. Throughout the month, staff gathered and compiled information in preparation

of MST's June 30th fiscal year-end close.

Payroll

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 June, staff drafted, followed up on, responded to, and submitted pending applications, requests for reimbursement, and program reporting under the following programs:

- Federal 5307 Traditional
- Federal Covid relief funding (CARES, CRRSAA, ARPA)
- Low Carbon Fuel Standard
- Low Carbon Transit Operations Program
- Transit and Intercity Rail Capital Program (TIRCP)
- Caltrans Consolidated Grant Application
- Active Transportation Program
- Environmental Enhancement Mitigation Program

In addition to attending webinars for future grant opportunities, staff also participated in several meetings regarding current and future projects and bus procurements. Update meetings with internal staff were ongoing to address status changes to various active or pending grants and requests for reimbursements.

Grants Summary	
Active Grant Funding	\$92,567,898.67
Grant Funds Pending Award	\$25,815,106.74

Procurements and Purchasing

Procurement efforts during the month included reviewing invoices, creating Blanket Purchase Orders for the FY2023, and placing supply orders based on staff requests and a weekly inventory of the kitchen and supply room at LAB. A contract for a Market Research Survey has been executed and a notice to proceed has been issued. In addition, a contract for vanpool services was issued for signatures. Staff also coordinated with the consultant team and TAMC on developing an RFP for construction management/general contractor services for the SURF! Project.

Information Technology Update

Governance:

- **I.T. Steering Committee:** I.T. Steering Committee met on June 8th and June 22nd. During those two discussion sessions, the committee worked on gathering feedback from their respective MST operational groups and built a preliminary list of

Information Technology needs where MST would gain from focusing on as part of an I.T. Strategic Plan. At the conclusion of the June 22nd meeting, 17 areas of focus were identified. However, the technology projects identified as having the highest potential for impact were:

- A modern, centralized, and accessible Electronic Document Management System.
- Advanced Data Reporting and Analytics tools that better leverage our current (and any future) data and logistics systems.
- A comprehensive Electronic Business Continuity solution.

Moving forward, the Committee will work to identify the need for any working groups to assist with building out the functional requirements for these potential projects as well as to identify what additional assistance is needed from MST staff to build draft plans for evaluation of solutions, costing, and timelines that can be presented to the Executive Leadership Team.

The next committee meetings are scheduled for July 6th and July 20th.

- **Technology Infrastructure Review and Mapping Project:** As part of an overall effort to build a comprehensive set of documentation of the current state of the MST technology systems, I.T. is working with our technology partners to review and “map” our ecosystem, beginning with the hardware, (or infrastructure) topology. Work on this project has been completed, with I.T. having received that documentation from Alvarez Technology on June 24th and it is being reviewed by I.T. staff. With this documentation in-place, I.T. will be using this as guidance for future projects as well as maintaining our security posture.

Administrative Technology:

- **Tangicloud:** MST continues to move forward with our new accounting system, with discussions moving into leveraging some of the features that were not available in the previous accounting platform as well as beginning to investigate adding connectivity to and improving a number of processes with other data systems.

Operations Technology:

- **HASTUS Upgrade:** I.T. and Planning are currently working with the software vendor for HASTUS (GIRO) to build a needs assessment and plan for the upgrade of this system.
- **Leads times on various operations technology items:** *(carried over from the June report as the concern remains elevated and ongoing)* I.T. is continuing to see long lead times with obtaining replacement or updated technology items that impact our overall operations. This appears to be spanning not just physical

replacement equipment (which is rooted in the lack of manufacturing capacity and world-wide logistics challenges) but digital items as well (software license renewals, software updates, support and replacement projects that are being delayed due to a shortage of personnel on the vendor side. While the physical items issue can be somewhat mitigated by increasing stock-on-hand of certain items (at a short-term budget impact), projects impacted due to a lack of human resources on the part of our vendors and outsourced services will continue to be difficult to predict and plan for in FY 2022/23

- **Contactless Fare System:** Beginning in early June, I.T. began observing an issue with the hardware used for our Contactless Payment System. Units already installed on coaches and in operation began losing connectivity. This was corroborated by a statistical drop in processed payments via financial reporting. During the course of the investigation, I.T. also discovered that newly received units that had been configured and activated by the vendor at our location in May were no longer connecting to the data service provider (AT&T) as well. This issue was escalated with both the hardware vendor (SC Soft) as well as the data service provider (AT&T) during the week of June 20th, at which time the preliminary diagnosis was that a number of the Contactless Payment Units were configured to operate on AT&T's 3G network, which is in the process of being retired.

As of June 30th, this issue has not been resolved and escalation continues with all parties involved with this demonstration system.

CIO Note: Service was fully restored the week of July 4th, with I.T. using the reduced service period during the holidays to restore the units to functionality. A follow-up to this incident will be in the July Board I.T. update.

Cybersecurity:

- **Ukraine/Russia Conflict:** *(carried over from the June report as the concern remains elevated and ongoing)* CISA (Federal Cybersecurity & Infrastructure Agency) continues to advise that they are seeing an elevated level of reconnaissance activity against U.S. infrastructure, including transportation. However, as of this Board Report, there are no indications of any increased or coordinated attacks. I.T. is continuing to monitor these and other reports as a part of overall cybersecurity posture.
- **May Advisories:** Overall, the MS-ISAC (Multi-State Information Sharing and Analysis Center) issued approximately 20 cybersecurity advisories in June of 2022 that were considered potentially critical to public agencies. Ransomware attacks continue to be the most prevalent issue, however, there are indications

that probing of firewalls and web sites for vulnerabilities is on the increase.

Marketing Update

MST RealTime Usage:

2021	Text	RealTime Phone	App Sessions	App Users
June	2,671	598	62,839	1,699
July	3,344	550	69,264	1,895
August	4,477	580	104,216	2,616
September	4,330	448	117,301	2,630
October	3,635	472	113,472	2,554
November	3,884	522	94,267	2,274
December	3,776	485	87,553	2,113
2022				
January	3,460	455	91,708	2,281
February	3,539	484	102,577	2,237
March	3,460	664	117,212	2,529
April	3,869	567	116,347	2,579
May	4,311	766	112,898	2,736
June	4,025	844	97,975	2,536

Transit App: For the month of June, there were a total of 366 downloads for the Transit App. The top three most popular routes that users tapped from the home screen were JAZZ B with 6,381 taps, JAZZ A with 5,186 taps, and Line 41 with 5,165 taps.

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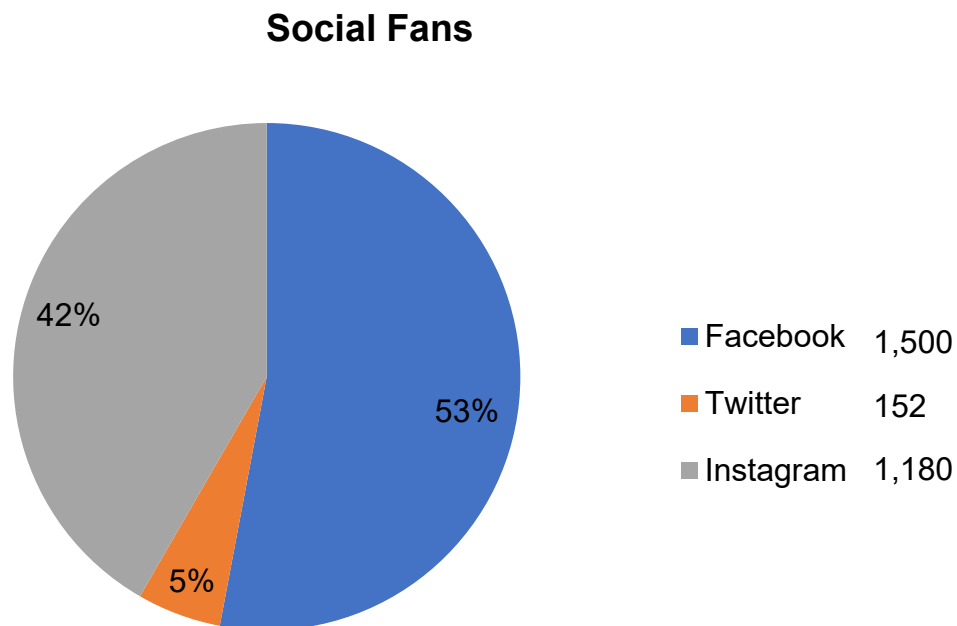
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Overview by Social Media Platform:

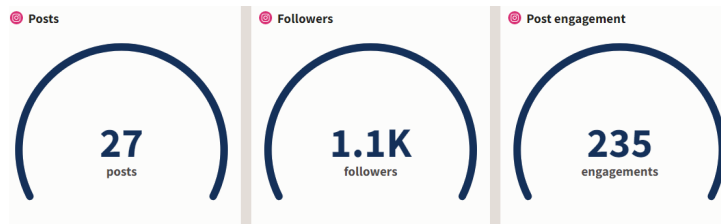
Twitter



Facebook



Instagram



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ATTACHMENT 4

Date: July 26, 2022

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; Beronica Carriedo, Community Relations Coordinator.

Subject: **Administration Department Monthly Report – June 2022**

The following significant events occurred in Administration work groups for the month of June 2022:

Human Resources

The total employment level for June 2022 is summarized as follows:

Positions	Budget FY22	Actual	Difference
Coach Operators F/T	126	120	-6
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	(1)	(0)	(-1)
Operations Staff	33	25	-8
Maintenance & Facilities	55	48	-7
Administrative (Interns 1 PT)	36	28	-8
Total	251	221	-30

*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.

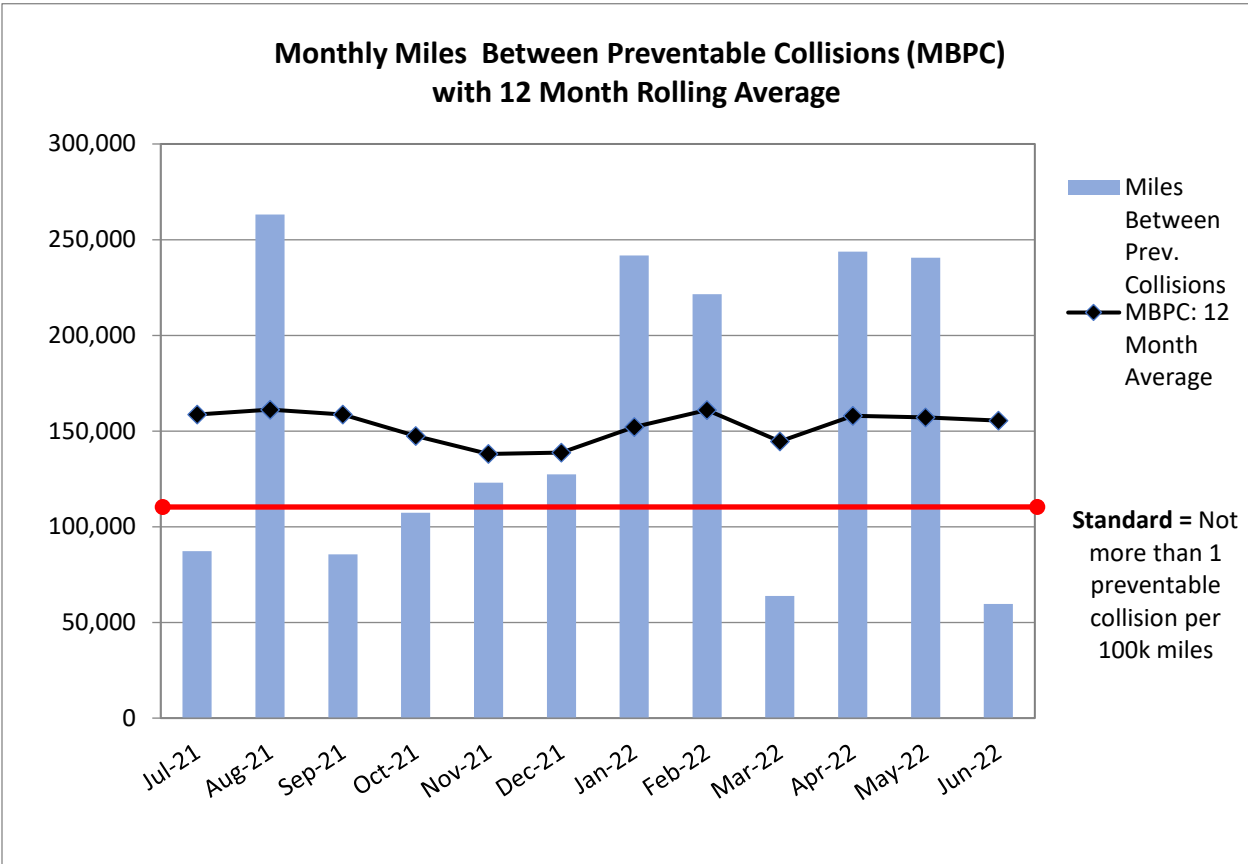
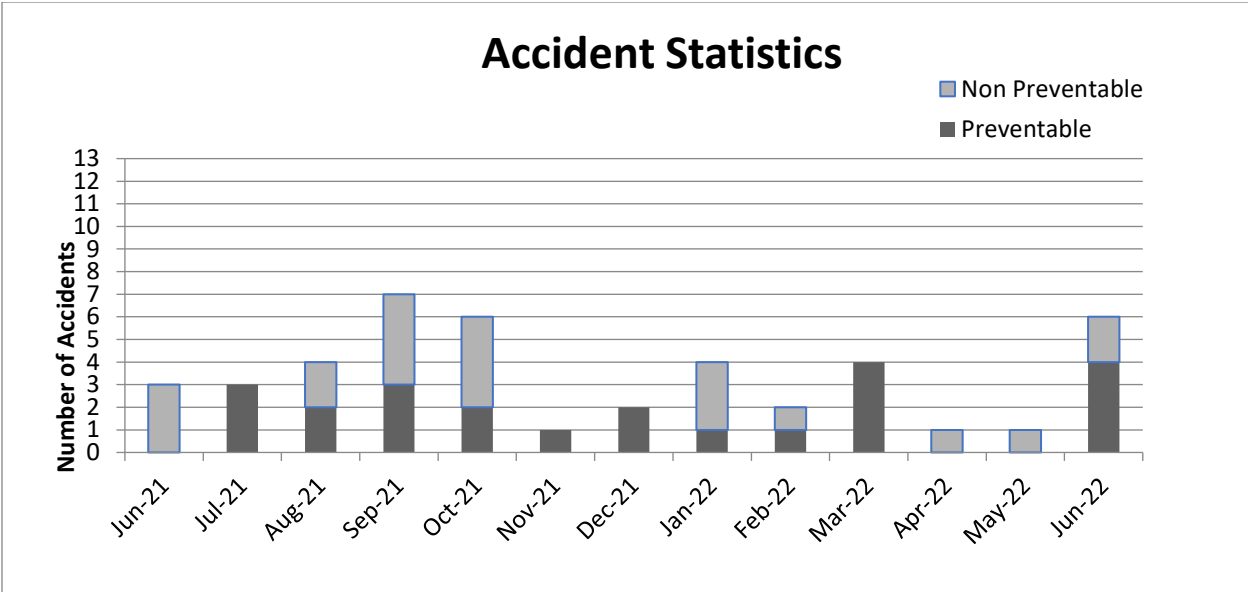
<i>June Worker's Compensation Costs</i>	
<i>Indemnity (paid to employees)</i>	\$25,052.31
<i>Other (includes Legal)</i>	\$17,158.40
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$12,110.52
<i>TPA Administration Fee</i>	\$5,708.33
<i>Excess Insurance</i>	\$8,917.75
<i>Total Expenses</i>	\$68,947.31
<i>Reserves</i>	\$763,013.76
<i>Excess Reserved</i>	(\$53,020.18)
<i># Ending Open Claims</i>	44

Training

Description	Attendees
Annual Coach Operator Verification of Transit Training	7
Post-Accident/Incident Re-training	3
In-Service Training: 2021 Gillig Zeb Low Floor Familiarization Training	7
In-Service Training: Salinas Street @ W. Alisal Street Right hand turn	1
In-Service Training: BYD Zero Emission Low Floor Familiarization Training	2
In-Service Training: 4500 MCI Familiarization Training	6
Human Trafficking Prevention and Awareness for Transit Employees	5
TSI-Assault Awareness for Transit Employees	5
In-Service Training: 2021 Gillig Diesel 40' Low Floor Familiarization Training	6
In-Service Training: Giro Self Service Bid Web Training	5
In-Service Training: Personal Protective Equipment Protocol for Essential Workers	5
In-Service Training: VISA contactless Fare Payment System Training	5
In-Service Training: Hometown Trolley Familiarization Training	28
In-Service Training: 2018 Model Gillig Low Floor Model	5
Maintenance Safety Training: Transit System Security	5
In-Service Training: Giro Self-Service and Bid Web Training	5
Pryor Learning: Project Management Workshop	1
Harassment Prevention and Anti-Bullying Training	1
Alliance Career Training Solutions: Access Level 1	1
In-Service Training: Zonar EVIR Report Training	5
Human Trafficking Awareness and Prevention for Transit Employees	5
In-Service Training: Drug and Alcohol Refresher	10

Risk Management

	June 2022 Preventable		June 2021 Preventable	
Description	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	0	2	0	0
MST Preventable Accidents	4	0	0	3
TOTAL	4	2	0	3



Customer Service Update

Service Report Type	MST	Other Provider*	# of valid reports	% of reports received**	June 2021	% of reports received
ADA Compliance	0	0		0.0%	0	0.0%
Agency Policy	0	0		0.0%	0	0.0%
Bus Stop Amenities	2	0	1	4.0%	0	0.0%
Carried By	0	0		0.0%	0	0.0%
Discriminatory behavior by employee	0	0		0.0%	0	0.0%
Early Departure	1	0		2.0%	0	0.0%
Employee Other	3	0	1	6.0%	7	13.0%
Facilities Vandalism	0	0		0.0%	0	0.0%
Fare / Transfer Dispute	1	1	1	4.0%	3	5.6%
Full Bus / Left Behind	0	1	1*	2.0%	4	7.4%
Harassment by Employee	0	0		0.0%	0	0.0%
Improper Driving	2	2	1/1*	8.0%	4	7.4%
Improper Employee Conduct	1	2	1/1*	6.0%	7	13.0%
Inaccurate Public Information	0	1	1*	2.0%	0	0.0%
Late Arrival	1	6	2*	14.0%	2	3.7%
Late Departure	1	0		2.0%	0	0.0%
No Show	0	2	1*	4.0%	1	1.9%
Off Route	0	0		0.0%	0	0.0%
Overcrowding	0	0		0.0%	0	0.0%
Passed By	2	0	1	4.0%	4	7.4%
Passenger Conduct	0	0		0.0%	2	3.7%
Passenger Injury	0	0		0.0%	1	1.9%
Reasonable Modification	0	0		0.0%	0	0.0%
Request To Add Service	3	2	2/2*	10.0%	5	9.3%
Request To Reduce Service	0	0		0.0%	0	0.0%
Routing	0	0		0.0%	0	0.0%
Service Animal	0	0		0.0%	0	0.0%
Service Other	11	4	4	30.0%	13	24.1%
Service Schedule	0	0		0.0%	1	1.9%
Taxi	0	0		0.0%	0	0.0%
Title VI Complaint	0	0		0.0%	0	0.0%
Unsafe Conditions	0	0		0.0%	0	0.0%
Vehicle Maintenance	0	1	1*	2.0%	0	0.0%
Sub total reports	28	22				
Grand Total MST and *Other Provider		50		100.0%	54	100.0%
Employee Compliment	1				3	
Service Compliment						

*Operated by MV Transportation or taxi provider **Numbers may not add up exactly due to rounding

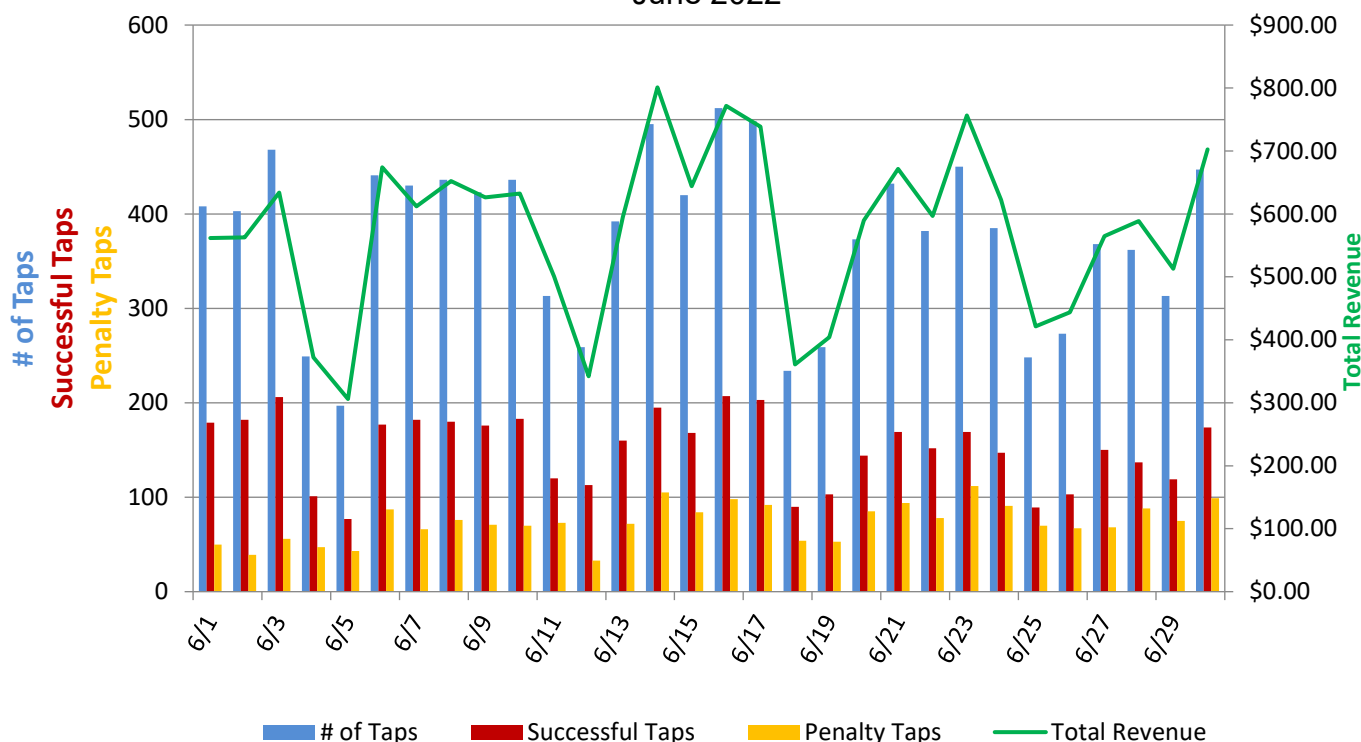
Contactless Tap to Pay:

During the month of June, MST received a total of 11,306 taps. There were 4,555 successful journeys where the passenger tapped on when they boarded and again when they got off. There were 2,196 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 contactless demonstration project in May 2021, there have been a total of 94,253 taps, of which 39,821 trips were successful. Total revenue collected to the end of June from passengers using contactless payment was \$136,779.

It appears that passengers are getting comfortable with the new technology, and it is staff's hope that this will be their preferred method of payment.

Contactless Tap to Pay Report
June 2022



Finance Update

General Accounting/Accounts Payable

During the month of June, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. Additionally, staff continues to make progress with the new accounting system called Microsoft Dynamics 365 Business Central (BC) implementation and with the Time and Attendance module within the NEOGOV Human Resources Information and Payroll System. Throughout the month, staff gathered and compiled information in preparation of MST's June 30th fiscal year-end close.

Payroll

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 June, staff drafted, followed up on, responded to, and submitted pending applications, requests for reimbursement, and program reporting under the following programs:

- Federal 5307 Traditional
- Federal Covid relief funding (CARES, CRRSAA, ARPA)
- Low Carbon Fuel Standard
- Low Carbon Transit Operations Program
- Transit and Intercity Rail Capital Program (TIRCP)
- Caltrans Consolidated Grant Application
- Active Transportation Program
- Environmental Enhancement Mitigation Program

In addition to attending webinars for future grant opportunities, staff also participated in several meetings regarding current and future projects and bus procurements. Update meetings with internal staff were ongoing to address status changes to various active or pending grants and requests for reimbursements.

Grants Summary	
Active Grant Funding	\$92,567,898.67
Grant Funds Pending Award	\$25,815,106.74

Procurements and Purchasing

Procurement efforts during the month included reviewing invoices, creating Blanket Purchase Orders for the FY2023, and placing supply orders based on staff requests and a weekly inventory of the kitchen and supply room at LAB. A contract for a Market Research Survey has been executed and a notice to proceed has been issued. In addition, a contract for vanpool services was issued for signatures. Staff also coordinated with the consultant team and TAMC on developing an RFP for construction management/general contractor services for the SURF! Project.

Information Technology Update

Governance:

- **I.T. Steering Committee:** I.T. Steering Committee met on June 8th and June 22nd. During those two discussion sessions, the committee worked on gathering feedback from their respective MST operational groups and built a preliminary list of Information Technology needs where MST would gain from focusing on as part of an

I.T. Strategic Plan. At the conclusion of the June 22nd meeting, 17 areas of focus were identified. However, the technology projects identified as having the highest potential for impact were:

- A modern, centralized, and accessible Electronic Document Management System.
- Advanced Data Reporting and Analytics tools that better leverage our current (and any future) data and logistics systems.
- A comprehensive Electronic Business Continuity solution.

Moving forward, the Committee will work to identify the need for any working groups to assist with building out the functional requirements for these potential projects as well as to identify what additional assistance is needed from MST staff to build draft plans for evaluation of solutions, costing, and timelines that can be presented to the Executive Leadership Team.

The next committee meetings are scheduled for July 6th and July 20th.

- **Technology Infrastructure Review and Mapping Project:** As part of an overall effort to build a comprehensive set of documentation of the current state of the MST technology systems, I.T. is working with our technology partners to review and “map” our ecosystem, beginning with the hardware, (or infrastructure) topology. Work on this project has been completed, with I.T. having received that documentation from Alvarez Technology on June 24th and it is being reviewed by I.T. staff. With this documentation in-place, I.T. will be using this as guidance for future projects as well as maintaining our security posture.

Administrative Technology:

- **Tangicloud:** MST continues to move forward with our new accounting system, with discussions moving into leveraging some of the features that were not available in the previous accounting platform as well as beginning to investigate adding connectivity to and improving a number of processes with other data systems.

Operations Technology:

- **HASTUS Upgrade:** I.T. and Planning are currently working with the software vendor for HASTUS (GIRO) to build a needs assessment and plan for the upgrade of this system.
- **Leads times on various operations technology items:** *(carried over from the June report as the concern remains elevated and ongoing)* I.T. is continuing to see long lead times with obtaining replacement or updated technology items that impact our overall operations. This appears to be spanning not just physical replacement equipment (which is rooted in the lack of manufacturing capacity

and world-wide logistics challenges) but digital items as well (software license renewals, software updates, support and replacement projects that are being delayed due to a shortage of personnel on the vendor side. While the physical items issue can be somewhat mitigated by increasing stock-on-hand of certain items (at a short-term budget impact), projects impacted due to a lack of human resources on the part of our vendors and outsourced services will continue to be difficult to predict and plan for in FY 2022/23

- **Contactless Fare System:** Beginning in early June, I.T. began observing an issue with the hardware used for our Contactless Payment System. Units already installed on coaches and in operation began losing connectivity. This was corroborated by a statistical drop in processed payments via financial reporting. During the course of the investigation, I.T. also discovered that newly received units that had been configured and activated by the vendor at our location in May were no longer connecting to the data service provider (AT&T) as well. This issue was escalated with both the hardware vendor (SC Soft) as well as the data service provider (AT&T) during the week of June 20th, at which time the preliminary diagnosis was that a number of the Contactless Payment Units were configured to operate on AT&T's 3G network, which is in the process of being retired.

As of June 30th, this issue has not been resolved and escalation continues with all parties involved with this demonstration system.

CIO Note: Service was fully restored the week of July 4th, with I.T. using the reduced service period during the holidays to restore the units to functionality. A follow-up to this incident will be in the July Board I.T. update.

Cybersecurity:

- **Ukraine/Russia Conflict:** *(carried over from the June report as the concern remains elevated and ongoing)* CISA (Federal Cybersecurity & Infrastructure Agency) continues to advise that they are seeing an elevated level of reconnaissance activity against U.S. infrastructure, including transportation. However, as of this Board Report, there are no indications of any increased or coordinated attacks. I.T. is continuing to monitor these and other reports as a part of overall cybersecurity posture.
- **May Advisories:** Overall, the MS-ISAC (Multi-State Information Sharing and Analysis Center) issued approximately 20 cybersecurity advisories in June of 2022 that were considered potentially critical to public agencies. Ransomware attacks continue to be the most prevalent issue, however, there are indications that probing of firewalls and web sites for vulnerabilities is on the increase.

Marketing Update

MST RealTime Usage:

2021	Text	RealTime Phone	App Sessions	App Users
June	2,671	598	62,839	1,699
July	3,344	550	69,264	1,895
August	4,477	580	104,216	2,616
September	4,330	448	117,301	2,630
October	3,635	472	113,472	2,554
November	3,884	522	94,267	2,274
December	3,776	485	87,553	2,113
2022				
January	3,460	455	91,708	2,281
February	3,539	484	102,577	2,237
March	3,460	664	117,212	2,529
April	3,869	567	116,347	2,579
May	4,311	766	112,898	2,736
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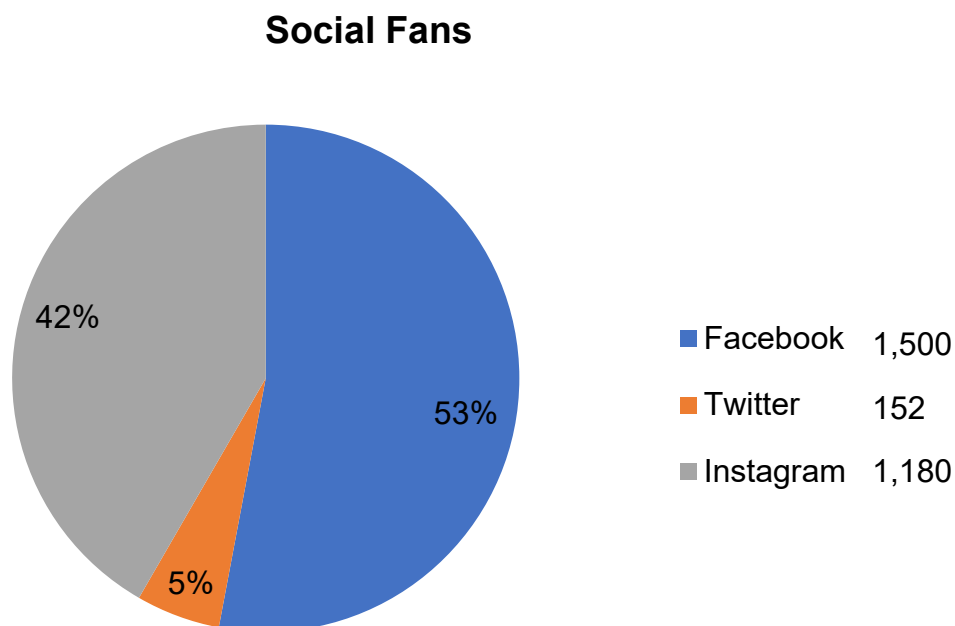
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**FY 2021/22 and 2022/23
Project Action Plan Update
June 30, 2022**

ATTACHMENT 5

1. Finalize Comprehensive Operational Analysis (COA) and begin implementation of board approved service changes along with supporting staffing plan. June 2022

Status: COA Plan adopted and service changes are being incrementally implemented as staffing levels allow with Better Bus Network scheduled to go live December 2022.

2. Renew and redefine post-COVID partnership programs for Hartnell College, Monterey Peninsula College, CSUMB, City of Monterey/Monterey Bay Aquarium and Presidio of Monterey. July 2022.

Status: Complete. University and community college EcoSmart pass program approved by Board at May 14 meeting and 3 year contracts with participants have been executed. City of Monterey/Monterey Bay Aquarium Summer 2022 service agreement in place June 25 – Labor Day weekend 2022. Presidio of Monterey partnership contract has terminated with little interest shown by POM to renew.

3. Begin implementation of ZEB equipment and infrastructure and develop long term funding plan to include public private partnerships. December 2021.

Status: Completed. ZEB Transition Plan adopted by Board and approved by State. Adopted district capital budget includes a ZEB transition sinking fund.

4. Complete construction and commence operations from South County Operations and Maintenance Facility. December 2021

Status: Construction completed August 2021 and operations commenced December 2021.

5. Complete environmental and preliminary engineering (July 2021), begin final design, and continue documentation for FTA Capital Investment Grant (CIG) project evaluation, rating, and approval for SURF! Busway and Bus Rapid Transit Project. June 2022

Status: Environmental documentation and 60% construction plan complete, CIG application to be submitted August 2022. Staff conducting multiple community outreach events. Project is 75% funded.

6. Complete demonstration of contactless fare payment and mobile ticketing solution and determine future deployment of technology. October 2021

Status: Extension of demonstration was granted through September 2022. Statewide procurement completed. Due to success of demonstration staff intends to continue use of contactless technology.

7. Conduct fixed facility review for location new/rehabilitated Salinas Operations and Maintenance Facility. June 2022

Status: Staff has selected a vendor for required federal reviews with completion of review due Winter 2023.

8. Develop and implement MST Branding initiative per Marketing Plan. July 2021

Status: Complete. Staff is phasing implementation through September 2022 to coincide with MST 50th anniversary.

9. Execute contract for purchased transportation services to include Fixed Route, On Call, and RIDES Paratransit service. May 2022.

Status: Completed. Staff currently working with vendor to ensure new scheduling software meets customer needs.

10. Upgrade/replace MST voice communication systems. December 2021

Complete. TransitMaster radio communications systems upgraded to most current level. Staff is actively considering replacement of legacy system as part of longer term IT plan

11. Promote and participate in planning efforts for autonomous vehicle infrastructure where such technology would best support MST operations. June 2023

Status: Staff have attended industry conference session regarding autonomous vehicles, held meetings with vendors regarding AV opportunities in Monterey County, and provided input on state legislation regulating AV technology implementation..

12. Initiate East Alisal Bus Rapid Transit and Salinas Transit Center Relocation Study as funding allows. September 2022

Status: Delayed as latest federal and state funding efforts were unsuccessful. A local public-private funding agreement to proceed with STC Relocation Study has been agreed to in principal with Taylor Farms, City of Salinas and MST. Staff is waiting on Taylor Farms to provide a draft written agreement.

13. Initiate research to determine levels of community support for local funding initiatives to support long term investments including fixed route operations, bus rapid transit and zero emission bus equipment/infrastructure investments. June 2023

Status: Preliminary discussions with consultants have occurred. No discrete action taken to date.

14. Seek opportunities to identify how MST services and amenities can better support the mobility needs of Monterey County homeless populations. September 2022

Status: MST staff offered surplus buses to local jurisdictions and nonprofits to be used for homeless support activities with some interest generated from City of Salinas Project Home Key, and City of Monterey staff. Staff continues to coordinate with Veterans Transition Center on support for homeless veterans and to coordinate transit services with Project Home Key installations.

15. Initiate comprehensive campaign to promote increased diversity, inclusion, and employment of underrepresented sectors of the MST workforce. September 2021

Status: MST Civil Rights Officer is working on multiple fronts to seek job applicants from more diverse locations; partnering with project managers of the SURF! Busway and BRT and the Comprehensive Operations Analysis to analyze the impacts of major MST projects on disadvantaged and underrepresented communities; and, participating in the MST Branding effort to ensure we recognize issues of diversity, equity and inclusiveness.

16. Develop plan to address outdated information technology legacy systems and continue implementation of 2019 – 2021 Information Strategic Action Plan. December 2021

Status: Legacy transit communications, enterprise asset management, payroll, human resource, and general accounting systems were upgraded or replaced during the year. A more comprehensive plan to address legacy systems will be addressed by 2022 calendar year end.

17. Investigate an MST vanpool program to supplement existing fixed-route and mobility services. June 2022

Status: Complete. MST participated in a multi county joint procurement and has executed an agreement with Commute with Enterprise for subsidized vanpool services starting in September 2022.

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Latest: **COVID-19** Virus tracker Hospitalizations Vaccines Newsletter

CALIFORNIA

These California workers were hit hard by COVID-19, new study shows



Passengers make their way through Delta Airlines Terminal 2 at Los Angeles International Airport on April 19. (Gary Coronado / Los Angeles Times)

BY RONG-GONG LIN II, LUKE MONEY

AUG. 18, 2022 **UPDATED** 3:57 PM PT

COVID-19 hit [public transit emp](#)
a new study by California health

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g to

The study, led by the California Department of Public Health and published Thursday by the U.S. Centers for Disease Control and Prevention, provides an overview of the toll the pandemic has taken on transportation workers, raising fresh questions about the role of [public health interventions, including masks](#), in these settings.

Employees in the public transit and air industries were far more likely to have COVID-19 outbreaks at their job sites compared with workers in general, the study found.

And compared with employees in all industries, [workers for bus](#) and rail services were twice as likely to die from COVID-19.

“Workers in public transportation industries are at higher risk for COVID-19 workplace outbreaks and mortality than the general worker population in California and [should be prioritized](#) for COVID-19 prevention strategies, including vaccination and enhanced workplace protection measures,” the report said.

CALIFORNIA

Concerns over accuracy of COVID rapid test results when first sick

Aug. 17, 2022

Though she hadn’t read the study herself as of Thursday afternoon, L.A. County Public Health Director Barbara Ferrer said there’s been “other evidence that’s accumulated over the course of the pandemic that indicated that transit workers were experiencing higher case rates and higher illness severity” — likely due to unavoidable on-the-job exposures and less-than-robust ventilation in some work settings.

The study identified 340 [confirmed outbreaks](#) of COVID-19 in California public transportation industries over a 29-month period, from the start of the pandemic through May. Scientists identified 5,641 coronavirus cases associated with those outbreaks and 537 COVID-19 deaths.

During that time frame, there we
California industries combined, t
much worse.

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There were 87.7 outbreaks for every 1,000 workplaces in air transportation over the same time period, and a whopping 129.1 outbreaks for every 1,000 workplaces in the bus service and urban transit industry.

In other words, COVID-19 outbreaks were 3½ times as likely in the air transportation industry and five times as likely on bus service and urban transit workplaces compared with California industries overall, according to the study's findings.

CALIFORNIA

Coronavirus cases soar at L.A. County workplaces, complicating back-to-office push

July 16, 2022

Cumulative COVID-19 death rates were much higher among some [public transportation industries](#). Specifically, workers for rail transportation; bus service and urban transit; and transportation support services such as maintenance, airport cargo and airport terminal service employees were twice as likely to die during the period examined in the study compared with California industries overall.

For all industries in the state, scientists found 114.4 [COVID-19 deaths](#) for every 100,000 employees. By comparison, there were 211.5 deaths for every 100,000 workers in the bus service and urban transit industry; 237.4 deaths for every 100,000 workers in transportation support services; and 241.8 deaths for every 100,000 workers in the rail industry.

However, workers in air transportation were less likely to die from COVID-19 than those in California industries overall. There were 91.3 COVID-19 deaths for every 100,000 air transportation employees in the state.

SCIENCE & MEDICINE

Here's the CDC's new advice for protecting yourself against COVID-19

Aug. 11, 2022

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The study used outbreaks reported in the [state's COVID-19 case registry](#) that were matched to death certificate data, which include

1e

information about a decedent's occupation.

Of the 340 COVID-19 outbreaks identified, the vast majority of them — 57% — occurred in bus and urban transit workplaces.

But the largest share of cases occurred in the air industry. Of the 5,641 coronavirus cases associated with outbreaks in the transit industry, 43% occurred in air transportation.

And the largest share of deaths — just over 50% — occurred among workers in the transportation support services sector.

In terms of outbreaks, the highest monthly number was reported in December, during the [first Omicron wave](#).

The highest monthly number of deaths in the transportation industry occurred during the pandemic's initial [fall-and-winter wave](#), when there were more than 80 per month. The next highest tally was during the peak of the Delta wave last September, when there were nearly 50.

During the height of the first Omicron wave in January, there were fewer than 30 monthly deaths.

By comparison, the number of outbreaks was highest during the first full month of the fall-and-winter Omicron surge, when there were nearly 80. That sum was far larger than the prior monthly peak, when there were more than 40 outbreaks in December 2020.

SCIENCE & MEDICINE

Omicron is considered a milder coronavirus, but scientists aren't so sure

Aug. 12, 2022

The authors noted that outbreak data collected in 2021 may be more complete than 2020 figures, in part because of a California public health order requiring employers to report workplace clusters of three or more coronavirus cases. The report also notes that the state's outbreak-reporting requirement:

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“Regardless of whether exposures occur from interactions with the public, co-workers, or other sources, these observations indicate that public transportation workers represent a vulnerable group who should be prioritized for COVID-19 prevention strategies,” the authors wrote. “Such strategies can include targeted vaccination efforts, access to antiviral treatments, public health messaging, and enhanced workplace protection measures, such as improved ventilation and use of [well-fitted masks](#) or respirators (e.g., N95s) by workers and members of the public.”

Most parts of California no longer require masking on public transportation. However, [L.A. County continues to require](#) face coverings on public transit and indoor transportation hubs, including Los Angeles International Airport and Hollywood Burbank Airport.

SCIENCE & MEDICINE

Omicron-specific COVID-19 booster may be available in a few weeks, officials say

Aug. 18, 2022

The [San Francisco](#) Bay Area Rapid Transit system also requires masks to be worn on its 131-mile, 50-station commuter rail network.

Ferrer said L.A. County is not planning, at this moment, to lift its masking rules in indoor transit hubs or aboard public transportation.

County health officials believe those are higher-risk settings where it’s beneficial to require masking. Face coverings also remain required in healthcare and long-term-care facilities, emergency shelters, cooling centers, jails and prisons.

“We continue to consider transit and transit hubs as places where we really should add in an extra layer of protection, particularly when transmission is high,” Ferrer said.

CALIFORNIA

COVID-19 PANDEMIC

COVID-19

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Thomas Walters & Associates, Inc.
Washington, DC

August 30, 2022

TO: Carl Sedoryk

FROM: Don Gilchrest

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

Budget Reconciliation Package

On August 16, President Biden signed into law H.R. 5376, the *Inflation Reduction Act*, which brought to a conclusion almost a year of behind-the-scenes negotiations by Senate Democrats over the FY 2022 budget reconciliation package. Some of the main provisions in the legislation include corporate tax reform, prescription drug pricing reform, investment in energy security and climate change, expanded Affordable Care Act premium subsidies, and \$300 billion in budget deficit reduction.

H.R. 5376 is a much-reduced version of the Build Back Better Plan, which was passed by the House last November. The final legislation does not include many of the transportation provisions of the original bill, such as the proposal for \$10 billion program for mass transit that supports affordable housing. However, H.R. 5376 does include the following transportation-related provisions:

- \$3.2 billion for neighborhood access and equity grants;
- \$297 million for alternative aviation fuels;
- \$2 billion to promote the use of low-carbon materials in transportation projects;
- \$100 million to expedite permitting reviews;
- \$1 billion for grants for municipalities to buy clean heavy-duty vehicles;
- \$3 billion for grants to ports to reduce air pollution; and
- \$3 billion for the US Postal Service to buy electric vehicles

We are also reviewing the climate change and green energy provisions in the legislation for any programs that would be supportive of MST's operations or capital needs. The Environmental Protection Agency will be implementing several new programs to reduce greenhouse gas emissions, including a \$27 billion Greenhouse Gas Reduction Fund and a \$5 billion Climate Pollution Reduction Grant Program. We will be closely monitoring the implementation of these programs in the coming months for any funding opportunities for your agency.

Transportation Appropriations

In an effort to accelerate the fiscal year 2023 appropriations process, the House passed on July 20 H.R. 8294, a multi-bill package of six of the 12 annual bills, which included the *FY 2023 Transportation, Housing and Urban Development, and Related Agencies Appropriations Act*. The House appropriations measure includes funding for several MST priorities:

- \$3 million for the Monterey-Salinas Transit District Zero Emission Bus and Microgrid Project, which was included at the request of Representative Panetta.
- FTA formula programs are funded at \$13.63 billion, a \$279 million increase over last year. This continues the large funding increase enacted in the Bipartisan Infrastructure Law.
- An additional \$275 million for bus and bus facilities programs, above authorized levels.
- A total of \$4.6 billion for Capital Investment Grants (which includes the \$1.6 billion enacted in the infrastructure legislation).

However, the Senate Appropriations Committee has moved much slower due to the lack of an agreement on overall spending limits and how spending will be divided between defense and non-defense categories. Without a bipartisan agreement on these funding targets, the Senate cannot make progress on appropriations bills because at least some Republican support is needed to reach the 60-vote threshold required under Senate rules.

Just before the start of the August recess, the Senate Appropriations Committee released the “Chairman’s mark” of the 12 appropriations bills. Although there is currently no plan to actually mark them up at the Committee level, these draft bills will become the de facto Senate Democratic versions of the legislation for purposes of negotiating with the House.

Despite this progress, it is becoming increasingly clear that at least some of the bills will not be enacted by the October 1 start of the new federal fiscal year. Unless these divisions can be bridged by a bicameral, bipartisan agreement in September, a post-election *Lame Duck Session* of Congress will once again be required to enact the funding measures.

To: Board of Directors

From: Michelle Overmeyer, Director of Planning and Innovation

Subject: State Legislative Update

New appointments have been made to some key organizations that oversee policy or funding impacting public transit.

- **California Air Resources Board-** Dr. Steven Cliff has been appointed as Executive Officer. The California Transit Association (CTA) has a close relationship with him and he's been a transit ally for compliance with the state's ICT Regulation when he was previously the Deputy Executive Officer. Dr. Cliff is sympathetic to the challenges the industry faces, and we believe this is a good role for him.
- **California Environmental Protection Agency-** Amelia Yana Garcia Gonzales has been appointed as Secretary. She previously served as Special Assistant to Attorney General Rob Bonta.
- **Infrastructure Advisor to the State of CA-** The Governor has appointed former Los Angeles Mayor Antonio Villaraigosa to work with local, state and federal leaders to identify priority projects and maximize access to federal funding across the state. This new role is specifically geared toward identifying ways California can access the new federal Infrastructure Investment and Jobs Act and Inflation Reduction Act funds. CTA will be working on getting a presentation from Mr. Villaraigosa for the fall conference.

Updates to legislation MST is tracking:

Legislation	Discussion	Position	Status
AB 1919 (Holden)	The intent of the bill is to ensure all public school pupils and all students attending the California State University, the University of California, and the California Community Colleges receive free and unfettered access to student transit passes.	Support	Passed out of Assembly floor; no funding stream has been identified

AB 2441 (Kalra)	This bill would require public transit agencies to analyze and collectively bargain the procurement of autonomous transit vehicles outside of normal collective bargaining processes.	Oppose	Passed out of Senate and heading to Governor
AB 2622 (Mullin)	This bill would extend the sales and use tax exemption for specified zero-emission technology transit buses from January 1, 2024 until January 1, 2026.	Support	On Senate floor awaiting vote
SB 674 (Durazo)	A California Jobs Plan to incentivize awarding of contracts to businesses in the state. It went through several iterations and resulted in exclusions of a number of industries so that all that was left was transit and public school transportation contracts. It aims to support the creation and retention of quality, permanent and full-time jobs through transportation-related public contracts.	Watch	On Assembly floor awaiting vote
SB 922 (Wiener)	This bill would provide expanded statutory exemptions for certain transit projects.	Support	On Governor's desk awaiting signature
SB 942 (Newman)	Provides flexibility to transit operators to use Low Carbon Transit Operations grant program funds for reduced or free fare transit programs, continuously.	Support	On Senate floor awaiting concurrent vote

Prepared by:  Reviewed by: 
Michelle Overmeyer Carl G. Sedoryk

Date: July 25, 2022

To: Carl Sedoryk, General Manager/CEO

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: 2022 TRANSIT STATE OF GOOD REPAIR – WEST

I attended the Transit State of Good Repair (SGR) – West conference on June 28 and 29 in San Francisco, CA. The following summarizes the key topics discussed during the conference:

- **SGR Funding, Infrastructure Investment and Jobs Act (IIJA)** – moderators and speakers focused their information delivery on the importance of maintaining SGR at the agency level to ensure funding eligibility. Additionally, speakers discussed upcoming funding opportunities related to federal infrastructure bill (IIJA). Agencies should review the various funding/grant programs related to IIJA – especially as it relates to Zero Emissions Bus (ZEB) technology and requirements.
- **Latest Standards and Guidance for TAM and SGR** – session speakers compared and contrasted previous Transit Asset Management (TAM) plans. Agencies should know there are no “fundamental” differences to note at this time. TAM plans should focus on State of Good Repair (SGR) with an “eye” to the future. For California (and other) agencies – speakers suggested including verbiage in their TAM plans that recognize any/all state mandates such as the Innovative Clean Transit (ICT) regulation.
- **Preventive and Predictive Maintenance** – speakers discussed their experiences implementing innovative technologies to improve their abilities to “predict” and “prevent” mechanical failures. MST’s preventive maintenance inspection programs are consistently reviewed and analyzed to understand and identify opportunities to prevent mechanical failures while a vehicle is in revenue service. It was refreshing to hear and learn from industry colleagues about their experiences. LA Metro, in particular, uses sophisticated software programs that help identify trends. MST has had discussions with our provider about predictive maintenance and will continue monitoring opportunities for consideration.

Prepared by: Norman K. Tuitavuki
Norman Tuitavuki

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Date: July 25, 2022

To: Carl Sedoryk, General Manager/CEO

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: HYDROGEN SUMMIT 2022 – NORTH AMERICA

I attended the Hydrogen Summit 2022 – North America conference on July 15 in San Francisco, CA. The following summarizes the key topics discussed during the conference:

- **Hydrogen Manufacturing and Fueling** – several hydrogen industry experts discuss the need for adding manufacturing and fueling facilities throughout North America, specifically on the West Coast. Plug Power is in constructing a hydrogen manufacturing facility in Mendota, CA. just a few hours east of Monterey County. The Plug Power facility will begin manufacturing in late 2023 with expected deliveries to customers beginning in early 2024. Additionally, it was recognized that public fueling infrastructure provides additional funding opportunities for public transit agencies to seek.
- **Hydrogen Fuel Cell Vehicle Technology** – this session included speakers who spoke about current and future vehicle technologies in the hydrogen fuel cell space. Cummins (our current diesel-engine manufacturer) discussed their efforts on the private side and how their efforts will result in advances in public transit technologies. Other speakers provided an overview of their solutions and how hydrogen can play a role in their full conversion to zero emissions. The city of Lancaster, CA. provided an overview of their transition to a city that is no longer dependent on fossil fuels. Finally, a representative from New Mexico discussed their zero emissions plans and compared their plans to other zero emissions plans throughout the United States.

Prepared by: Norman K. Tuitavuki
Norman Tuitavuki

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June 24, 2022

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Mr. Carl Sedoryk
Monterey Salinas Transit
19 Upper Ragsdale Drive, Suite 200
Monterey, CA 93940

Dear Carl:

Thank you for your very generous In Kind gift of Fifty (50) Bus Passes. Your investment is giving our students the ability to concentrate on their education and not have to worry about how they will get to and from our campus. What an incredible gift. Thank you!

As our 2021-2022 school year is coming to a close, we are celebrating our students and staff who have all overcome a lot of changes and faced challenges related to COVID-19. As we navigate through this new way of life, we continue to be humbled by our students' passion to elevate their abilities and meet goals.

Here's what's happening on campus:

Auto/Diesel Repair students are taking a "learn by doing" approach as they get their hands dirty conducting vehicle tune-ups while recording "service invoices" as they would in a business setting. **Drummond Culinary Academy** students are displaying proper food safety techniques and how to circumnavigate a professional kitchen setting. **Construction Academy** students are mastering architectural plans, structural carpentry, tool identification and knowledge as well as following general safety guidelines. **Ag Mechanics & Electrical** students continue learning programming, data collection and analysis, soil science and much more. **Silver Star Youth Program** and their MCOE Instructors are balancing diploma education with outdoor activities. **Youth Corps** participants are continuing to learn new skills while maintaining this incredible 100 acres.

All of our vocational program students spend half of their time in a classroom setting with a John Muir Charter School Instructor obtaining the remaining credits needed to achieve a High School Diploma.

Thank you for supporting our students on their journey to success. Your gift is priceless.

Sincerely,



Chris Devers
CEO

Rancho Cielo Youth Campus, a 501 (c)(3) non-profit organization as described by the IRS, received your contribution of Fifty (50) Bus Passes on 5/13/2022. No goods or services were provided in exchange for your contribution. You may use this letter of your donation for tax purposes. Rancho Cielo's Tax ID is Federal ID #77-0555859.

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Good morning!!

Even though this item is beyond the written comment period, I want to let you know that I personally applaud MST for this fare restructure.

I was recently in the Palm Springs area and used their transit system. The fare for a “senior citizen”, a person over 60 years old was \$.50 to ride on their bus route.

MST’s proposed fare restructure will make utilizing MST as their mode of transportation more affordable, especially for households who do not have their transportation costs subsidized by a social services program.

Thank You!!

Regards,

Thom

CalSAWS | THE POWER OF 58

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From: Ikuyo Yoneda-Lopez <ilopez@mst.org>
Sent: Thursday, June 23, 2022 1:28 PM
To: Ikuyo Yoneda-Lopez <ilopez@mst.org>
Subject: PUBLIC HEARING NOTICE - PROPOSED BUS FARE CHANGES

[CAUTION: This email originated from outside of the County. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

FOR IMMEDIATE RELEASE

23 June 2022

Contact: Ikuyo Yoneda-López
Marketing and Customer Service Manager
(831) 264-5880

PUBLIC HEARING NOTICE - PROPOSED BUS FARE CHANGES

Monterey-Salinas Transit (MST) is proposing to change bus fares as follows:

	Current Bus Fare	Proposed NEW Bus Fare
Regular	\$1.50, \$2.50, or \$3.50	\$2.00 for 2 hours
<i>Discount</i>	<i>\$.75, \$1.25, or \$1.75</i>	<i>\$1.00 for 2 hours</i>
Daily GoPass	\$10	\$6
<i>Daily Discount</i>	<i>\$5</i>	<i>\$3</i>
Weekly GoPass	\$25 basic, \$50 super	\$20
<i>Weekly Discount</i>	<i>\$12 basic, \$25 super</i>	<i>\$10</i>
Monthly GoPass	\$95 basic, \$190 super	\$70
<i>Monthly Discount</i>	<i>\$47 basic, \$95 super</i>	<i>\$35</i>

MST will hold 3 public hearings to receive public comments on the proposed fare changes. The effective date of the change would be Fall 2022. The public hearings will be held at the following times, on the following days, and at the following locations:

Monday, June 27, 2022
6:00 PM – 7:00 PM
Greenfield Civic Center
599 El Camino Real
Greenfield, CA

Monday, July 11, 2022
10:00 AM
MST Administration Office
Board Room, Suite 100
19 Upper Ragsdale Dr.
Monterey, CA

Wednesday, June 29, 2022
6:00 PM – 7:00 PM
Montage Wellness Center
Marina Conference Room
2930 Second Ave.
Marina, CA

Interested persons who wish to comment but are unable to attend the public hearings may submit written comments to the address below.

MST Board of Directors
19 Upper Ragsdale Dr., Suite 200
Monterey, CA 93940
Fax to 831-899-3954 or email: mst@mst.org

The deadline for submission of written comments is Friday, July 8 at 10:00 a.m. Please visit www.mst.org for more information.

For more information, visit www.mst.org or call MST toll free at 1-888-MST-BUS1 (1-888-678-2871). For RealTime bus arrival information, text “Next” and your four-digit bus stop ID (example, “Next 9103”) to 25370, call 1-888-MST-BUS1 with your four-digit bus stop ID, download the free Transit App, or use Google Maps. Follow MST on Twitter at www.twitter.com/mst_bus for the latest service alerts.

###

Ikuyo Yoneda-Lopez
Marketing/Customer Service Manager
831.264.5880
ilopez@mst.org



Monterey-Salinas Transit
19 Upper Ragsdale Drive, Suite 200
Monterey, CA 93940
www.mst.org

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From: Yanely Martinez <ymartinez@ci.greenfield.ca.us>
Sent: Thursday, August 18, 2022 11:51 AM
To: Jeanette Alegar-Rocha
Subject: APTA Board Conference Report

[EXTERNAL EMAIL NOTICE]

CAUTION: This email originated from outside of the MST organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Transit Board Members and Transit Board Administrators Seminar July 30 - August 2, 2022 Salt Lake City, UT

First I want to start my report by expressing how I felt prior to signing up for this conference. I found myself in a place where I had lost the passion to sit on the MST board. I had shared this information with an amazing fellow board member and friend Mayor LaBarre, I told him how I felt out of place and felt like I was not being productive in the meetings. I also expressed to him how I might be leaving the board because I wanted to make room for others. When I read about the conference I decided to give it one last try and it was the best decision I could have made.

Our first session was learning about the Utah transit Authority Board and leadership. We learn about the rapid growth of the city, state and transit system becoming something unlike any other across the nation. We heard an APTA Advocacy Update - A view from Washington. The main take away was make sure we tell a local story and making sure we are making those connections between the federal funding and our valued customer service. Putting the allocated funding to good use. The focus was also on Grassroots advocacy and local partnerships. As funding from Bipartisan Infrastructure Law becomes available, how do agencies plan to communicate the benefits locally. Many of the conversation was About asking what our riders priorities are, earning the trust of the community. Many great ideas like station soccer in Atlanta, transforming unused land into soccer fields near the bus stops. Art included in bus stops and transit stations. Our job as board members for local transit making sure we e corolas to ride the bus.

I will finalize by saying that one of the last and more powerful facilitators was Dr. Kenston J. Griffin, founder and CEO, Dream Builders Communication, Inc. I had opportunity to speak a little with him before the session started and he asked me a powerful question " if not you, who"? That made me remember why I wanted to join MST on the first place not for the name recognition or to warm up a chair and space but because I was an MST rider myself and I wanted my and other's voices to be heard. If I'm not asking questions at every meeting that's ok, if I don't know it all that's ok. I just need to remember who I represent the local riders our valued customers and remember that we all bring something diverse and unique to the table. We all need and deserve knowledge, empowerment and the feeling of belonging to the board.

I was proud to see our madam Chair Velasquez representing MST and always listening and asking information. I saw the dedication from past chair Albert to guide Mayor Velasquez during the conference. I want to thank both Anna and Dan for the time spent at the conference, the words of encouragement and the opportunity getting to know each other more as individuals. Thank you to Jeanette and all those at MST who made this trip possible.

- Board Member Martinez

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