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

Meeting Date: March 13, 2023
Meeting Time: 10:00 AM Pacific Time (US and Canada)
Location: 19 Upper Ragsdale Drive, Suite 100, Monterey, CA

MST Board of Directors Participation:

The Regular Meeting of the Monterey-Salinas Transit District Board of Directors in-person meeting will be held on March 13, 2023 at 10:00 a.m. at 19 Upper Ragsdale Drive, Suite 100.

Public Participation:

Public participation for the Regular Board Meeting is available in-person at 19 Upper Ragsdale Drive, Suite 100, as well as virtually via Zoom, telephone, and email. To participate virtually, click https://us06web.zoom.us/j/84500836234?pwd=aFQ0YUdjdeY0eW94WmtRZ1Myc0Vldz09 and enter the following:

Meeting ID: 845 0083 6234 and Passcode: 652252.

To attend by telephone, dial (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, March 10, 2023; 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

**TTY/TDD**: 831-393-8111  ●  711 Relay

888-678-2871 / Free language assistance / Asistencia de Lenguaje Gratuito / Libreng tulong para sa wika / Hỗ trợ ngôn ngữ miễn phí / 무료 언어 지원
1. CALL TO ORDER

1-1. Roll Call.

1-2. Pledge of Allegiance.

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

2. 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.

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

2-2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code section 54956.9(d)(1).) SNG Evariste, LLC v. Monterey-Salinas Transit, Monterey County Superior Court, Case No. 21CV002572.

3. 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)

4. CONSENT AGENDA

These items will be approved by a single motion. Anyone may request that an item be discussed and considered separately.
4-1. Adopt Resolution 2023-28 Recognizing Marzette Henderson, Transportation Manager, as Employee of the Month for March 2023. (Norman Tuitavuki) (Page 7)

4-2. Approve Minutes of the MST Board Meeting on February 13, 2023. (Jeanette Alegar-Rocha) (Page 9)


4-4. Receive Report on Lost and Found Items Left on MST Property for the Month of October 2022. (Beronica Carriedo) (Page 21)

   a) Accept reports of January 2023 Cash Flow
   b) Approve January 2023 Disbursements
   c) Accept Report of January 2023 Treasury Transactions

4-6. Receive Draft Minutes of the Mobility Advisory Committee Meeting on January 25, 2023. (Ruben Gomez) (Page 31)

4-7. Reject Claim by the Claimant LaTasha Nichole Weston. (Lisa Cox)(Page 35)

End of Consent Agenda

5. RECOGNITIONS AND SPECIAL PRESENTATIONS

5-1. March 2023 Employee of the Month – Marzette Henderson (Norman Tuitavuki)

5-2. 35 -Year Service Anniversary – Tiziano Minelli (Norman Tuitavuki)

6. PUBLIC HEARINGS

None

7. ACTION ITEMS

7-1. Introduce and Hold a First Reading of an Ordinance Adopting Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities, as Previously Presented at the February 13th Board Meeting. (Carl Sedoryk/ Michael Laredo) (Page 37)

7-2. Adopt Resolution 2023-29 Authorizing Remote Meeting Participation for Members of the Public at All MST Legislative Bodies. (Carl Sedoryk/ Michael Laredo) (Page 45)
7-3. Public Meeting to Review and Consider Comments and Responses on the SURF! Busway and Bus Rapid Transit Project (“Project”) California Environmental Quality Act (CEQA) Exemptions under Senate Bill 922 [2022] (Public Resources Code Section 21080.25) (“CEQA Exemptions”), to Adopt a Resolution Approving CEQA Exemptions for the SURF! Busway and Bus Rapid Transit Project, to Adopt Project Conditions, and to Direct Staff to File a Notice of Exemption. (Lisa Rheinheimer) (Page 49)

8. REPORTS & INFORMATION ITEMS

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

8-3. State Legislative Advocacy Update (Page 81)
8-4. Staff Trip Reports – None
8-5. Correspondence – None

9. BOARD REPORTS, COMMENTS, AND REFERRALS

9-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
9-2. Board Member Comments and Announcements.
9-3. Board Member Referrals for Future Agendas.

10. ATTACHMENTS


11. ADJOURN

NEXT SCHEDULED MEETING DATE- April 10, 2023
10:00 a.m.
NEXT SCHEDULED AGENDA DEADLINE: March 28, 2023
*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/
MARZETTE HENDERSON  
MARCH 2023  
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, Marzette Henderson began his career with Monterey-Salinas Transit as a Communication Systems Specialist in February of 2017. During that short period of time, he has been promoted multiple times and he is currently Transportation Manager; and

WHEREAS, Marzette Henderson successfully lead MST’s emergency response efforts earlier this year during the “atmospheric river” events. He developed and executed emergency transportation plans and worked closely with the Monterey County Emergency Operations Center (EOC). MST evacuated residents who lived in and around the Pajaro and Salinas Rivers; and

WHEREAS, Marzette Henderson worked closely with MST’s Operations staff and Coach Operators to transport residents from both North and South Monterey County to specific locations where they could receive food, water, household supplies, and other human services.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Marzette Henderson as employee of the Month for March 2023; and

BE IT FURTHER RESOLVED that Marzette Henderson 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 2023-28 this 13th day of March 2023.

____________________________    ___________________________
Anna Velazquez            Carl G. Sedoryk
Board Chair                Board Secretary
MEETING OF THE MST BOARD OF DIRECTORS

MEETING MINUTES

February 13, 2023
10:00 am (Pacific)

Present:
Anna Velazquez, Chair  City of Soledad
Mary Ann Carbone, Vice Chair  City of Sand City
Jeff Baron  City of Carmel-by-the-Sea
Kim Shirley  City of Del Rey Oaks
Lorraine Worthy  City of Gonzales
Yanely Martinez  City of Greenfield
Mike LeBarre  City of King
Liesbeth Visscher  City of Marina
Ed Smith  City of Monterey
Tony Barrera  City of Salinas
Dave Pacheco  City of Seaside

Absent:
Joe Amelio (Family Emergency)  City of Pacific Grove
Luis Alejo (Conference)  County of Monterey

Counsel:
Michael D. Laredo  De Lay & Laredo

Staff:
Carl Sedoryk  General Manager/CEO
Lisa Rheinheimer  Assistant General Manager
Norman Tuitavuki  Chief Operating Officer
Michael Kohlman  Chief Information Officer
Kelly Halcon  Director of HR & Risk Management
Michelle Overmeyer  Director of Planning & Innovation
Jeanette Alegar-Rocha  Deputy Secretary/Clerk to the Board
Andrea Williams  Finance Manager
Beronica Carriedo  C/S & Community Relations Supervisor
Claudia Valencia  Mobility Specialist
Cristy Sugabo  Mobility Services Supervisor
David Bielsker  Transit Scheduler
Elena Grigorichina  Operations Analyst
Emma Patel  Associate Planner
Ezequiel Rebollar  IT Technician
Ikuyo Yoneda-Lopez  Marketing & Communications Manager
Juanita Lopez  C/S Representative
Kevin Allshouse  Contract Services Manager
Marzette Henderson  Transportation Manager
1. CALL TO ORDER

1-1. Conduct Swearing-In of New Board member, Kim Shirley, City of Del Rey Oaks

1-2. Roll Call.

1-3. Pledge of Allegiance.

Chair Velazquez called the meeting to order at 10:04 a.m. Roll call was taken, a quorum was established with Directors Alejo (Conference) and Amelio (Family Emergency) noted as absent. City of Del Rey Oaks Councilmember, Kim Shirley, was sworn in as a newly appointed MST Board member. Director Shirley led the pledge of allegiance.

1-4. Review Highlights of the agenda. (Carl Sedoryk)

Chair Velazquez asked if there was objection to moving agenda items 4-3 and 4-4 Resolutions of Appreciation before Public Comments and Consent. Seeing no objection, Chair Velazquez presented the resolution of appreciation to Senator Feinstein for her consistent support of legislation and funding initiatives to improve access to public transit. Senator Feinstein’s staff members, Freda Pachter, Joanne Hewitt-White, and Zac Vader were present to accept the resolution on Senator Feinstein’s behalf.

There was no representation from Senator Padilla’s office for agenda item 4-3.
2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Donna Marks, a transit customer, Monterey Peninsula College (MPC) student, and Seaside resident asked to restore bus line 18 service to MPC to accommodate riders with mobility needs.

David Signer, a transit customer, Monterey Peninsula College (MPC) student, and Pacific Grove resident asked if bus stops in Pacific Grove could be reinstated for riders with mobility needs like himself who use a wheelchair.

Christopher Wilmot a transit customer and MPC student asked for a stop at the top of the MPC hill by the admissions office for riders with mobility needs. He asked that MST advance longer distance routes from Salinas to Gilroy/Santa Cruz/San Jose.

Janet Wilson a blind transit customer and Pacific Grove resident asked for the return of the bus stop in the Del Monte Park neighborhood of Pacific Grove. She addressed the Board two months previous and was provided information on how to use alternative transportation but wants to use fixed-route transit.

Melodie Bahou, an MPC student requested service be restored in front of the college riders with mobility needs and to eliminate a barrier.

Sloan Campi thanked MST for the return of Line 25 service in support of CSUMB students and wants to continue its partnership and coordination with MST.

Jim Fink, a transit rider, asked to restore transit service from Salinas/Monterey to Gilroy/San Jose, Line 43 service to San Joaquin and Pajaro Streets in Salinas, and service on Line 78 Salinas/Santa Cruz.

Chair Velazquez thanked members of the public for their comments and stated that staff will obtain their contact information to follow-up.

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 2023-22 Authorizing Remote Teleconference Meetings. (Carl Sedoryk)

3-2. Adopt Resolution 2023-23 Recognizing Mago Rodriguez, Coach Operator, as Employee of the Month for February 2023. (Norman Tuitavuki)

3-3. Approve Minutes of the MST Board Meeting on December 12, 2022. (Jeanette Alegar-Rocha)

3-4. Receive Minutes of the MST Board Operations Performance Committee Meeting on December 12, 2022. (Jeanette Alegar-Rocha)
3-5. Financial Reports – November and December 2022. (Lori Lee)
a&b. a) Accept reports of November and December 2022 Cash Flow
   b) Approve November and December 2022 Disbursements
   c) Accept Report of November and December Treasury Transactions

3-6. Receive Report on Lost and Found Items Left on MST Property for the Month of September 2022. (Beronica Carriedo)

3-7. Approve Minutes of the MST Board Meeting on January 9, 2023. (Jeanette Alegar-Rocha)

3-8. Authorize the General Manager/CEO to Enter into a Three-Year Agreement with Remix Technologies, LLC., for a Transit Planning Web-Based Platform Subscription in an Amount Not to Exceed $140,000. (Steven Bruno)

3-9. Authorize the General Manager/CEO to Purchase Three (3) Toyota RAV4 Hybrid Vehicles at the Lowest Price/Best Options at the Time of Purchase Utilizing the California Department of General Services (DGS) Contract #1-22-23-23C in an Amount Not to Exceed $102,000. (Norman K. Tuitavuki)

3-10. Approve Resolution 2023-24 Authorizing the General Manager/CEO to Execute Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, and/or Fund Transfer Agreements Which Must Be Executed with the California Department of Transportation Before Such Funds Can Be Claimed. (Matt Deal)

3-11. Adopt Resolution 2023-25 in Appreciation of the Honorable Senator Diane Feinstein for Her Support of Monterey-Salinas Transit District. (Carl Sedoryk)

3-12. Adopt Resolution 2023-26 in Appreciation of the Honorable Senator Alex Padilla for His Support of Monterey-Salinas Transit District. (Carl Sedoryk)

3-13. Adopt Resolution 2023-27 in Appreciation of the Honorable, Congressman Jimmy Panetta for His Support of Monterey-Salinas Transit District. (Carl Sedoryk)

3-14. Receive Minutes of the Mobility Advisory Committee Meeting on September 28, 2022. (Claudia Valencia)

3-15. Appoint Membership of Steve Macias, Jennifer Ramirez, Bobby Merritt, and Maria Magaña to MST’s Mobility Advisory Committee (MAC). (Cristy Sugabo)

3-16. Reject Claim by the Claimant Jacquelin Silva. (Lisa Cox)

3-17. Reject Claim for Insufficiency by the Claimant LaTasha Nichole Weston. (Lisa Cox)
End of Consent Agenda

There were no public comments on the consent agenda items.

On a motion by Director Carbone, seconded by Director Worthy and carried by the following vote, which was conducted by roll call, the Board approved items 3-1 through 3-17 on the consent agenda:

AYES: 11 Baron, Barrera, Carbone, LeBarre, Martinez, Pacheco, Shirley, Smith, Velazquez, Visscher, and Worthy
NOES: 0
ABSENT: 2 Alejo and Amelio
ABSTAIN: 0

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

4-1. February 2023 Employee of the Month – Mago Rodriguez, Coach Operator (Norman Tuitavuki)

4-2. 25-Year Service Anniversary – Kim Moore (Norman Tuitavuki)

4-3. Resolution of Appreciation – Senator Diane Feinstein (Carl Sedoryk)

4-4. Resolution of Appreciation – Senator Alex Padilla (Carl Sedoryk)

4-5. Resolution of Appreciation – Congressman Jimmy Panetta (Carl Sedoryk)

4-6. Receive a Presentation on Transit-Oriented Development (TOD) Planning Study. (Michelle Overmeyer)

The MST Board received a presentation from Michelle Overmeyer and Mike Iswalt of Kimley-Horn, on a Transit-Oriented Development (TOD) planning study currently underway to support the SURF! project.

Congressman Panetta arrived at 11:00 a.m. Pacific Time.

Chair Velazquez moved to agenda item 4-5 and presented the Resolution of Appreciation to Congressman Jimmy Panetta.

4-7. 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)

Carl Sedoryk informed the Board that there is no report this month and that no future reports will be provided due to state and federal emergencies planned end.

5. PUBLIC HEARINGS

None
6. ACTION ITEMS


There were no public comments on Action Item 6-1.

On a motion by Director Worthy, seconded by Director Pacheco and carried by the following vote, which was conducted by roll call, the Board approved the termination of MST Resolution 2020-18 Declaration of Fiscal Emergency Response to COVID-19 pandemic in conjunction with the termination of the State of California COVID-19 health emergency planned for February 28, 2023.

AYES: 11 Baron, Barrera, Carbone, LeBarre, Martinez, Pacheco, Shirley, Smith, Velazquez, Visscher, and Worthy
NOES: 0
ABSENT: 2 Alejo and Amelio
ABSTAIN: 0

6-2. Approve Termination of Board Hybrid/In-Person Board Meeting Policy in Conjunction with the End of the State of California COVID-19 Emergency Declaration. (Carl Sedoryk)

There were no public comments on Action Item 6-2.

On a motion by Director Baron, seconded by Director Barrera and carried by the following vote, which was conducted by roll call, the Board approved the termination of the Board Hybrid/In-Person Board Meeting Policy in conjunction with the End of the State of California COVID-19 Emergency Declaration.

AYES: 11 Baron, Barrera, Carbone, LeBarre, Martinez, Pacheco, Shirley, Smith, Velazquez, Visscher, Worthy
NOES: 0
ABSENT: 2 Alejo and Amelio
ABSTAIN: 0

Director Pacheco left the meeting at 11:30 a.m.

6-3. Receive Summary and Direct Staff to Hold Meetings in Accordance with the Brown Act (Gov’t Code § 54953(b)). (Michael Laredo/Carl Sedoryk)

There were no public comments on Action Item 6-3.
On a motion by Director Baron seconded by Director Vischer and carried by the following vote, which was conducted by roll call, the Board approved to hold meetings in accordance with the Brown Act (Gov’t Code § 54953(b)).

**AYES:** 10  
Baron, Barrera, Carbone, LeBarre, Martinez, Shirley, Smith, Velazquez, Visscher, and Worthy

**NOES:** 0

**ABSENT:** 3  
Alejo, Amelio, and Pacheco

**ABSTAIN:** 0

6-4. Introduce and Hold a First Reading of an Ordinance Adopting Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities. (Michael Laredo/Carl Sedoryk)

A motion by Director Baron, seconded by Director Shirley was made to approve Action Item 6-4.

A substitute motion by Director LeBarre, seconded by Director Smith to modify the ordinance requiring a local declaration of emergency to require the use of masks failed due to a lack of the required majority vote conducted by the following roll call:

**AYES:** 6  
Barrera, Carbone, LeBarre, Martinez, Smith, and Worthy

**NOES:** 4  
Baron, Shirley, Velazquez, and Visscher

**ABSENT:** 3  
Alejo, Amelio, and Pacheco

**ABSTAIN:** 0

Director Worthy left the meeting at approximately 12:00 PM.

A motion by Director Baron was made, seconded by Director Shirley to approve a First Reading of an Ordinance Adopting Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities. A vote on the original motion failed due to a lack of a majority vote conducted by the following roll call:

**AYES:** 4  
Baron, Shirley, Velazquez, and Visscher

**NOES:** 5  
Barrera, Carbone, LeBarre, Martinez, and Smith

**ABSENT:** 4  
Alejo, Amelio, Pacheco, and Worthy

**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 Monthly Report – November and December 2022

7-2. Federal Legislative Advocacy Report
7-3. State Legislative Advocacy Update
7-4. Staff Trip Reports
7-5. Correspondence – FTA Categorical Exclusion Letter
7-6. After Action Report- Winter Storms/Atmospheric Rivers-January 2023

8. BOARD REPORTS, COMMENTS, AND REFERRALS

8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
8-2. Board Member Comments and Announcements.
8-3. Board Member Referrals for Future Agendas.

Vice Chair Carbone requested to add the First Reading of an Ordinance Adopting Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities to the March agenda.

9. ATTACHMENTS

9-1. The Detailed Monthly Performance Statistics and Disbursement Journal for November and December 2022 can be viewed online within the GM Report at http://mst.org/about-mst/board-of-directors/board-meetings/

10. CLOSED SESSION

None

11. ADJOURN

With no further business to discuss, Chair Velazquez adjourned the meeting at 12:28 p.m. (Pacific).

Prepared by: Jeanette Alegar-Rocha  Reviewed by: Carl G. Sedoryk
Board Operations Performance Committee (BOPC)

**DRAFT Minutes**
February 13, 2022
9:00 a.m.

**Present:**
Mary Ann Carbone (Chair)  City of Sand City
Jeff Baron  City of Carmel-by the Sea
Mike LeBarre  City of King
Tony Barrera  City of Salinas
Lorraine Worthy  City of Gonzales

**Absent:**
Joe Amelio (Vice Chair) (Family Emergency)

**Counsel:**
Michael D. Laredo  General Counsel, De Lay & Laredo

**Staff:**
Carl Sedoryk  General Manager/CEO
Lisa Rheinheimer  Assistant General Manager
Norman Tuitavuki  Chief Operating Officer
Kelly Halcon  Director of HR and Risk Management
Michael Kohlman  Chief Information Officer
Michelle Overmeyer  Director of Planning and Innovation
Jeanette Alegar-Rocha  Clerk to the Board
Andrea Williams  Finance Manager
Beronica Carriedo  Customer & Community Relations Supervisor
David Bielsker  Transit Scheduler
Elena Grigorichina  Operations Analyst
Emma Patel  Associate Planner
Ezequiel Rebollar  IT Technician
Jacqueline Munoz  Customer Service Representative
Juanita Lopez  Customer Service Representative
Ikuyo Yoneda-Lopez  Marketing & Communications Manager
Kevin Allshouse  Contract Services Manager
Lesley vanDalen  Mobility Services Specialist
Marzette Henderson  Transportation Manager
Matthew Deal  Grants Analyst
Natalie Flores  Assistant Planner
Paul Lopez  Facilities Manager
Scott Taylor  IT Manager
Call to order.

Board Operations Performance Committee Chair, Mary Ann Carbone called the meeting of the Committee to order at 9:00 a.m. Roll was taken and a quorum was established.

1. Public comment on matters not on the agenda.

There were no public comments.

2. CONSENT AGENDA

2-1. Approve Minutes of the Board Operations Performance / BOPC Committee on December 12, 2022. (Jeanette Alegar-Rocha)

There were no public comments on the Consent Agenda.

On a motion by Director Worthy, seconded by Director Barrera and carried by the following vote, which was conducted by roll call, the Committee approved the Minutes of the Board Operations Performance Committee of December 12, 2022:

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

3. ACTION ITEMS

3-1. Review of Operations Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)

Jim Fink, member of the public, commented on weather forecasts and his disbelief in environmental impacts of greenhouse gas emissions.

3-2. Update on Preliminary Better Bus Network Implementation Results including South County Circulators. (Michelle Overmeyer/Lisa Rheinheimer)

The Committee received a presentation from Michelle Overmeyer and Emma Patel on the Better Bus Network Implementation Results. Lisa Rheinheimer provided an update that MST is coordinating with contractors and engineering firms on the South County circulators.
Director Worthy requested a copy of the Better Bus Network Implementation Results. The presentation will be emailed to the Committee.

Director Baron had a question on the Vanpool slide of the presentation related to San Jose service. Carl Sedoryk stated that detailed information on the new vanpool program is found on page 66 of the GM Report https://mst.org/wp-content/media/202302_Detailed-GM-Report-Feb.pdf

Jim Fink, a member of the public and regular transit customer, requested transit service to San Jose and Salinas Valley Memorial Hospital. He also requested that other fixed route service in Salinas be restored.

Melodie Bahou, a Monterey Peninsula College (MPC) student requested a bus stop be restored in front of the college for riders with mobility needs and to eliminate a barrier.

4. CLOSED SESSION

None

5. ADJOURN

There being no further business, Chair Carbone adjourned the meeting at 9:53 a.m.

Prepared by: Jeanette Alegar-Rocha
Reviewed by: Carl G. Sedoryk
To: Board of Directors
From: Beronica Carriedo, Customer Service & Community Relations 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 October 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.

October 2022

Item(s) with an estimated fair market value of $100 or more:

- Cash $202.83 ($50.21 in coins, $100.00 in bills, and 100DEM in foreign currency = $52.62 USD)
To: Board of Directors

From: Lori Lee, Accountant

Subject: FINANCIAL REPORTS – JANUARY 2023

RECOMMENDATION:

1. Accept report of January 2023 cash flow presented in Attachment #1
2. Approve January 2023 disbursements listed in Attachment #2
3. Accept report of January 2023 treasury transactions listed in Attachment #3

FISCAL IMPACT:

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

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning balance January 1, 2023</td>
<td>$51,267,890</td>
</tr>
<tr>
<td>Revenues</td>
<td>4,858,488</td>
</tr>
<tr>
<td>Disbursements</td>
<td>&lt;4,753,823&gt;</td>
</tr>
<tr>
<td>Ending balance January 31, 2023</td>
<td>$51,372,555</td>
</tr>
</tbody>
</table>

POLICY IMPLICATIONS:

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

DISCUSSION:

By the end of January 2023, using the Board approved FY 2023 Budget, MST had a $5,831,365 year-to-date surplus to budget on the fixed-route operations and a $758,192 surplus to budget on the MST RIDES operations, resulting in an overall year-to-date surplus of $6,589,557.
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 January Budget vs. Actual reports contained in Attachment #4:

1. Benefits – This 79.4% negative variance for the month of January can be primarily attributed to a CalPERS reclass journal entry needed to bring the Unfunded Liability account back in line for the year after reconciling the new NEOGOV posting entries. Additionally, due to the timing of the two holidays in the month of January. MST’s holiday benefits are budgeted evenly over the 12 months, which often cause negative variances in months where there are holidays. During these months, a higher than average holiday expense will result. For the fiscal year, this overall category was 7.3% below budget.

2. Interest Expense – This 225.7% negative variance was the result of timing in accordance with the TIFIA loan interest payment terms. These interest payments are made during the months of January and July. For the fiscal year, this category was 35.3% below budget.

3. Leases & Rentals – For January, there was a 54.7% negative variance due to an administrative fee associated with an appraisal needed in extending the current lease with the Military at Joe Lloyd Way in the former Fort Ord. This fee is a onetime occurrence.

The financial impact of the COVID-19 pandemic began in mid-March 2020 when the agency began ordering sanitizing and cleaning supplies and the Shelter in Place Order was issued by the Monterey County Health Department. During the month of January 2023, MST spent $5,719.45 on COVID-19 supplies. This amount includes no payments 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. January 2023 Cash Flow
2. January 2023 Disbursements
3. January 2023 Treasury Transactions
4. January 2023 Budget vs. Actual

PREPARED BY: _______________  REVIEWED BY: _______________
Lori Lee                  Carl G. Sedoryk
## REVENUES & DISBURSEMENTS

### CASH FLOW

**Beginning balance 01/01/2023**: 51,267,890.17

### Revenues

- **Passenger Revenue**: 197,075.72
- **DOD Revenue**: 2,450.00
- **LTF / STA / SGR**: 3,551,543.37
- **Sales Tax**: 1,039,221.66
- **Grants**: -
- **Interest Income**: 54,031.06
- **Non Transit Revenue**: 14,166.59

**Total Revenues**: 4,858,488.40

### Disbursements

- **Operations (See Attachment #2)**: 4,174,980.67
- **Capital**: 578,842.34

**Total Disbursements**: (4,753,823.01)

### Ending balance 01/31/2023: 51,372,555.56

### COMPOSITION OF ENDING BALANCE

- **Checking - Mechanics Bank**: 382,239.28
- **Local Agency Investment Fund (LAIF)**: 27,505,320.39
- **Money Market - Mechanics Bank MM**: 16,791,624.23
- **Money Market - Mechanics Bank**: 1,912,348.52
- **Money Market - LCTOP**: 2,537,611.22
- **Money Market - State of Good Repair**: 2,130,299.33
- **Money Market - FOR A/Other**: 93,950.58
- **Bank of America - Escrow**: 8,989.51
- **Petty cash fund, STC Coin Machine, and 2 change funds**: 10,172.50

**Total**: 51,372,555.56
## PAYROLL ACCOUNT

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 13 Payroll &amp; Related Expenses</td>
<td>637,384.94</td>
</tr>
<tr>
<td>January 27 Payroll &amp; Related Expenses</td>
<td>632,888.18</td>
</tr>
<tr>
<td>PERS &amp; 457</td>
<td>353,218.51</td>
</tr>
<tr>
<td>Garnishments</td>
<td>4,015.06</td>
</tr>
<tr>
<td>PERS Health Insurance</td>
<td>427,099.52</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,054,606.21</strong></td>
</tr>
</tbody>
</table>

## GENERAL ACCOUNT

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disbursements on Attached Summary</td>
<td>2,584,256.92</td>
</tr>
<tr>
<td>Paydown Loans</td>
<td>69,910.74</td>
</tr>
<tr>
<td>Workers Comp. Disbursements</td>
<td>37,084.05</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>4,162.35</td>
</tr>
<tr>
<td>Bank Service Charge</td>
<td>3,802.74</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>2,699,216.80</strong></td>
</tr>
</tbody>
</table>

Total Disbursements: 4,753,823.01

Less Capital Disbursements & Transfers: (578,842.34)

**Operating Disbursements**: 4,174,980.67
### DISBURSEMENTS SUMMARY:
#### GENERAL ACCOUNT DISBURSEMENTS FOR January 01, 2023 - January 31, 2023

<table>
<thead>
<tr>
<th>CHECK PRINT DATE</th>
<th>CHECKS</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable 01/03/2023</td>
<td>65832 - 65851</td>
<td>53,992.29</td>
</tr>
<tr>
<td>Accounts Payable 01/10/2023</td>
<td>65852 - 65857</td>
<td>1,126.34</td>
</tr>
<tr>
<td>Accounts Payable 01/13/2023</td>
<td>65858 - 65961</td>
<td>982,492.12</td>
</tr>
<tr>
<td>Accounts Payable 01/20/2023</td>
<td>65962 - 66080</td>
<td>787,933.94</td>
</tr>
<tr>
<td>Accounts Payable 01/27/2023</td>
<td>66081 - 66154</td>
<td>758,712.23</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>2,584,256.92</strong></td>
</tr>
</tbody>
</table>

#### CHECKS $100,000 AND OVER

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>BOARD APPROVED</th>
<th>CHECK</th>
<th>DATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>KIMLEYHORN &amp; ASSOCIATES, INC</td>
<td>BRT Phase II Surf!</td>
<td>66121</td>
<td>1/27/23</td>
<td>339,374.87</td>
</tr>
<tr>
<td>KIMLEYHORN &amp; ASSOCIATES, INC</td>
<td>Board Approved 10/07/19</td>
<td>66121</td>
<td>1/27/23</td>
<td>49,620.47</td>
</tr>
<tr>
<td>CALIF TRANSIT INS</td>
<td>CA Transit Indemnity Pool</td>
<td>65969</td>
<td>1/20/23</td>
<td>159,142.15</td>
</tr>
<tr>
<td>CALIF TRANSIT INS</td>
<td>Deductible-Recurring</td>
<td>65970</td>
<td>1/20/23</td>
<td>229,519.06</td>
</tr>
<tr>
<td>FREEWAY TOYOTA OF HANFORD</td>
<td>Purchas 6 Toyota RAV4</td>
<td>65987</td>
<td>1/20/23</td>
<td>183,655.44</td>
</tr>
<tr>
<td>MV TRANSPORTATION</td>
<td>Recurring</td>
<td>65916</td>
<td>1/13/23</td>
<td>623,190.22</td>
</tr>
<tr>
<td>SC FUELS</td>
<td>Recurring</td>
<td>66097</td>
<td>1/27/23</td>
<td>117,372.81</td>
</tr>
<tr>
<td>SC FUELS</td>
<td>Recurring</td>
<td>66098</td>
<td>1/27/23</td>
<td>50,259.07</td>
</tr>
<tr>
<td>SC FUELS</td>
<td>Recurring</td>
<td>65878</td>
<td>1/13/23</td>
<td>60,485.60</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>GENERAL MANAGER APPROVED</th>
<th>CHECK</th>
<th>DATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### CURRENT COVID-19 RELATED ACCUMULATED EXPENSES

Expenses paid through 02/24/23  1,605,487.61
Payroll and benefits for payperiods 3/7/20-1/06/22 paid  3,028,873.34

**Total**  4,634,360.95

MV Transportation Inc. - Amendment #7:
COVID-19 expenses reimbursed to date  333,224.45
Total MV COVID-19 expenses reimbursed to date  333,224.45

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 JANUARY 2023

### LAIF ACCOUNT

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Description</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward at 01/01/2023</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>27,505,320.39</td>
</tr>
<tr>
<td>Quarterly interest earned 2.07%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>27,505,320.39</td>
</tr>
</tbody>
</table>

Local Agency Investment Fund:

LAIF Treasury Balance at 01/31/2023 27,505,320.39

### MECHANICS BANK MM ACCOUNT

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Description</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward at 01/01/2023</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>17,595,728.65</td>
</tr>
<tr>
<td>01/11/23</td>
<td>687</td>
<td>AP/Payroll</td>
<td>1,200,000.00</td>
<td></td>
<td>16,395,728.65</td>
</tr>
<tr>
<td>01/20/23</td>
<td>687</td>
<td>AP/Payroll</td>
<td>750,000.00</td>
<td></td>
<td>15,645,728.65</td>
</tr>
<tr>
<td>01/27/23</td>
<td>687</td>
<td>AP/Payroll</td>
<td>550,000.00</td>
<td></td>
<td>15,095,728.65</td>
</tr>
<tr>
<td>01/27/23</td>
<td>687</td>
<td>LTF</td>
<td>1,655,633.21</td>
<td></td>
<td>16,751,361.86</td>
</tr>
<tr>
<td>01/31/23</td>
<td></td>
<td>Interest</td>
<td>40,262.37</td>
<td></td>
<td>16,791,624.23</td>
</tr>
</tbody>
</table>

MECHANICS MM Balance at 01/31/2023 16,791,624.23
### Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Fares</td>
<td>143,651</td>
<td>197,055</td>
<td>(53,404)</td>
<td>1,286,686</td>
<td>1,379,385</td>
<td>(92,699)</td>
</tr>
<tr>
<td>Special Transit</td>
<td>13,348</td>
<td>43,834</td>
<td>(30,487)</td>
<td>484,136</td>
<td>306,838</td>
<td>177,298</td>
</tr>
<tr>
<td>Cash Revenue</td>
<td>56,841</td>
<td>24,174</td>
<td>32,667</td>
<td>561,089</td>
<td>169,218</td>
<td>391,871</td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>3,632,094</td>
<td>3,632,094</td>
<td>0</td>
<td>25,424,658</td>
<td>25,424,658</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>3,845,933</strong></td>
<td><strong>3,897,157</strong></td>
<td>(51,224)</td>
<td><strong>27,756,569</strong></td>
<td><strong>27,280,099</strong></td>
<td><strong>476,470</strong></td>
</tr>
</tbody>
</table>

### Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor</td>
<td>1,341,280</td>
<td>1,540,950</td>
<td>(199,670)</td>
<td>8,920,401</td>
<td>10,786,650</td>
<td>(1,866,249)</td>
</tr>
<tr>
<td><strong>Benefits</strong></td>
<td><strong>1,892,120</strong></td>
<td><strong>1,054,559</strong></td>
<td><strong>837,561</strong></td>
<td><strong>6,845,538</strong></td>
<td><strong>7,381,913</strong></td>
<td><strong>(536,375)</strong></td>
</tr>
<tr>
<td>Advertising &amp; Marketing</td>
<td>17,813</td>
<td>15,559</td>
<td>2,254</td>
<td>47,083</td>
<td>108,913</td>
<td>(61,830)</td>
</tr>
<tr>
<td>Professional &amp; Technical</td>
<td>134,499</td>
<td>180,925</td>
<td>(46,426)</td>
<td>550,043</td>
<td>1,266,475</td>
<td>(716,432)</td>
</tr>
<tr>
<td>Outside Services</td>
<td>51,500</td>
<td>54,175</td>
<td>(2,675)</td>
<td>366,084</td>
<td>379,225</td>
<td>(13,141)</td>
</tr>
<tr>
<td>Outside Labor</td>
<td>153,522</td>
<td>187,959</td>
<td>(34,437)</td>
<td>958,440</td>
<td>1,315,713</td>
<td>(357,273)</td>
</tr>
<tr>
<td>Fuel &amp; Lubricants</td>
<td>185,517</td>
<td>351,432</td>
<td>(165,915)</td>
<td>1,745,474</td>
<td>2,460,024</td>
<td>(714,550)</td>
</tr>
<tr>
<td>Supplies</td>
<td>61,155</td>
<td>114,592</td>
<td>(53,437)</td>
<td>422,819</td>
<td>802,144</td>
<td>(379,325)</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>43,872</td>
<td>80,417</td>
<td>(36,545)</td>
<td>411,057</td>
<td>562,919</td>
<td>(151,862)</td>
</tr>
<tr>
<td>Marketing Supplies</td>
<td>0</td>
<td>3,167</td>
<td>(3,167)</td>
<td>26,738</td>
<td>22,169</td>
<td>4,569</td>
</tr>
<tr>
<td>Utilities</td>
<td>69,593</td>
<td>71,521</td>
<td>(1,928)</td>
<td>448,388</td>
<td>500,647</td>
<td>(52,259)</td>
</tr>
<tr>
<td>Insurance</td>
<td>107,783</td>
<td>104,167</td>
<td>3,616</td>
<td>777,842</td>
<td>729,169</td>
<td>48,673</td>
</tr>
<tr>
<td>Taxes</td>
<td>14,809</td>
<td>25,922</td>
<td>(11,113)</td>
<td>98,751</td>
<td>181,454</td>
<td>(82,703)</td>
</tr>
<tr>
<td>Purchased Transportation</td>
<td>352,775</td>
<td>436,000</td>
<td>(83,225)</td>
<td>2,554,798</td>
<td>3,052,000</td>
<td>(497,202)</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>43,828</td>
<td>41,976</td>
<td>1,852</td>
<td>284,898</td>
<td>293,832</td>
<td>(8,934)</td>
</tr>
<tr>
<td>Interfund transfers</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Pass Thru/Behalf of Others</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Interest Expense</strong></td>
<td><strong>39,079</strong></td>
<td><strong>12,000</strong></td>
<td><strong>27,079</strong></td>
<td><strong>113,665</strong></td>
<td><strong>84,000</strong></td>
<td><strong>29,665</strong></td>
</tr>
<tr>
<td><strong>Leases &amp; Rentals</strong></td>
<td><strong>71,165</strong></td>
<td><strong>45,999</strong></td>
<td><strong>25,166</strong></td>
<td><strong>322,326</strong></td>
<td><strong>321,993</strong></td>
<td><strong>333</strong></td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>4,580,309</strong></td>
<td><strong>4,321,320</strong></td>
<td><strong>258,989</strong></td>
<td><strong>24,894,345</strong></td>
<td><strong>30,249,240</strong></td>
<td><strong>(5,354,895)</strong></td>
</tr>
<tr>
<td><strong>Operating Surplus (Deficit)</strong></td>
<td><strong>(734,376)</strong></td>
<td><strong>(424,163)</strong></td>
<td><strong>(310,213)</strong></td>
<td><strong>2,862,224</strong></td>
<td><strong>(2,969,141)</strong></td>
<td><strong>5,831,365</strong></td>
</tr>
</tbody>
</table>

**Fiscal Start Date:** 07/01/22  
**G/L Budget Filter:** FY23, Fund Filter: 001|004|005  
**All amounts are in USD.**
### Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Fares</td>
<td>10,283</td>
<td>15,000</td>
<td>(4,717)</td>
<td>76,402</td>
<td>105,000</td>
<td>(28,598)</td>
</tr>
<tr>
<td>Special Transit</td>
<td>4,101</td>
<td>0</td>
<td>4,101</td>
<td>44,144</td>
<td>0</td>
<td>44,144</td>
</tr>
<tr>
<td>Cash Revenue</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>557,614</td>
<td>557,614</td>
<td>0</td>
<td>3,903,298</td>
<td>3,903,298</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>571,998</strong></td>
<td><strong>572,614</strong></td>
<td><strong>(616)</strong></td>
<td><strong>4,023,845</strong></td>
<td><strong>4,008,298</strong></td>
<td><strong>15,547</strong></td>
</tr>
</tbody>
</table>

### Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor</td>
<td>3,189</td>
<td>11,750</td>
<td>(8,561)</td>
<td>57,205</td>
<td>82,250</td>
<td>(25,045)</td>
</tr>
<tr>
<td>Benefits</td>
<td>6,589</td>
<td>6,207</td>
<td>382</td>
<td>30,668</td>
<td>43,449</td>
<td>(12,781)</td>
</tr>
<tr>
<td>Advertising &amp; Marketing</td>
<td>0</td>
<td>417</td>
<td>(417)</td>
<td>0</td>
<td>2,919</td>
<td>(2,919)</td>
</tr>
<tr>
<td>Professional &amp; Technical</td>
<td>0</td>
<td>417</td>
<td>(417)</td>
<td>0</td>
<td>2,919</td>
<td>(2,919)</td>
</tr>
<tr>
<td>Outside Services</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Outside Labor</td>
<td>3,010</td>
<td>6,500</td>
<td>(3,490)</td>
<td>17,316</td>
<td>45,500</td>
<td>(28,184)</td>
</tr>
<tr>
<td>Fuel &amp; Lubricants</td>
<td>15,584</td>
<td>78,750</td>
<td>(63,166)</td>
<td>383,482</td>
<td>551,250</td>
<td>(167,768)</td>
</tr>
<tr>
<td>Supplies</td>
<td>1,615</td>
<td>1,709</td>
<td>(94)</td>
<td>6,266</td>
<td>11,963</td>
<td>(5,697)</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Marketing Supplies</td>
<td>0</td>
<td>167</td>
<td>(167)</td>
<td>0</td>
<td>1,169</td>
<td>(1,169)</td>
</tr>
<tr>
<td>Utilities</td>
<td>40</td>
<td>120</td>
<td>(80)</td>
<td>343</td>
<td>840</td>
<td>(497)</td>
</tr>
<tr>
<td>Insurance</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Taxes</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Purchased Transportation</td>
<td>468,662</td>
<td>450,417</td>
<td>18,245</td>
<td>2,657,257</td>
<td>3,152,919</td>
<td>(495,662)</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>15,744</td>
<td>16,161</td>
<td>(417)</td>
<td>113,123</td>
<td>113,127</td>
<td>(4)</td>
</tr>
<tr>
<td>Interfund transfers</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Pass Thru/Behalf of Others</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Leases &amp; Rentals</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>514,433</strong></td>
<td><strong>572,615</strong></td>
<td><strong>(58,182)</strong></td>
<td><strong>3,265,660</strong></td>
<td><strong>4,008,305</strong></td>
<td><strong>(742,645)</strong></td>
</tr>
<tr>
<td><strong>Operating Surplus (Deficit)</strong></td>
<td><strong>57,565</strong></td>
<td>(1)</td>
<td><strong>57,566</strong></td>
<td><strong>758,185</strong></td>
<td><strong>(7)</strong></td>
<td><strong>758,192</strong></td>
</tr>
</tbody>
</table>
MEETING OF THE MOBILITY ADVISORY COMMITTEE (MAC)

DRAFT MEETING MINUTES

January 25, 2023
1:00 pm (Pacific)

Present: Jennifer Ramirez Partnership for Children
Diana Jimenez AAA-Monterey County Dept. of Social Services
Steven Macias The Blind and Visually Impaired Center
Aaron Hernandez Transportation Agency for Monterey County (TAMC)
Bobby Merritt Veterans Transition Center
Alejandro Fernandez Davita Dialysis
Reyna Gross Alliance on Aging
Maria Magaña Central Coast Center for Independent Living (CCCIL)

Absent: Jessica McKillip ITN Monterey County
Leticia Garcia The Carmel Foundation

Staff: Jeanette Alegar-Rocha Executive Assistant to the GM/CEO
Norman Tuitavuki Chief Operating Officer
Kevin Allshouse Contract Services Manager
Cristy Sugabo Mobility Services Manager
Ruben Gomez Mobility Coordinator
Claudia Valencia Mobility Specialist
Lesley van Dalen Mobility Specialist
Kaleb Aquino-Lopez Mobility Specialist
Kelly Soriano Mobility Specialist
Marzette Henderson Transportation Manager
Matthew Deal Grants Analyst
Michael Kohlman Chief Information Officer
Scott Taylor Information Technology Manager
Ezequiel Rebollar IT Technician
Jacqueline Munoz Customer Service Representative

Public: David Cox MV Operations Manager
Hillary Theyer Monterey County Library
Alivia Stricklin MST Customer

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 1:02 p.m. with roll call taken as the meeting was held via Zoom teleconference. A quorum was established.

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

Alivia Stricklin, an MST customer expressed concern regarding the changes made to the MST bus services. Ms. Stricklin also expressed her interest in becoming a member of the Mobility Advisory Committee (MAC).

3. **CONSENT AGENDA**

3-1. Approve Minutes of the regular meeting of September 28, 2022.

There were no public comments.

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

| AYES: | 8 Ramirez, Jimenez, Macias, Hernandez, Merritt, and Fernandez, Gross, and Magaña |
| NOES: | 0 |
| ABSENT: | 2 McKillip and Garcia |
| ABSTAIN: | 0 |

4. **PRESENTATION**

4-1. Patrons with Disabilities - Materials and Services Highlight, Monterey County Free Libraries (Hillary Theyer)

4-2. Certificate of Appreciation for Claudia Valencia (Chair)

There were no public comments.

5. **New Business**

5-1. Election of Chair and Vice-Chair for 2023

There were no public comments.

On a motion by Committee Member Jimenez, seconded by Committee Member Merritt and carried by the following vote, which was conducted by roll call, the Committee approved to appoint Committee Member Macias as Chair and Committee Member Ramirez as Vice-Chair for 2023:
AYES: 8  Ramirez, Jimenez, Macias, Hernandez, Merritt, and Fernandez, Gross, and Magaña
NOES: 0
ABSENT: 2  McKillip and Garcia
ABSTAIN: 0

New Chair Macias Proceeded with the meeting.

6. New Membership

6-1. Recommend Jennifer Ramirez to the MST Board of Directors for MAC membership as the representative of Partnership for Children.

6-2. Recommend Steven Macias to the MST Board of Directors for MAC membership as the representative of The Blind and Visually Impaired Center.

6-3. Recommend Bobby Merritt to the MST Board of Directors for MAC membership as the representative of The Veterans Transition Center.

6-4. Recommend Maria Magana to the MST Board of Directors for MAC membership as the representative of the Central Coast Center of Independent Living.

There were no public comments.

On a motion by Committee Member Jimenez, seconded by Committee Member Hernandez and carried by the following vote, which was conducted by roll call, the Committee approved items 6-1 through 6-4:

AYES: 8  Ramirez, Jimenez, Macias, Hernandez, Merritt, and Fernandez, Gross, and Magaña
NOES: 0
ABSENT: 2  McKillip and Garcia
ABSTAIN: 0

7. REPORTS AND INFORMATION ITEMS

7-1. MV Transit- MST RIDES Service Update (Kevin Allshouse/ David Cox)

7-2. MST Mobility Programs Updates (Cristy Sugabo)

8. SUBJECT ITEM REQUEST

8-1. None
9. ANNOUNCEMENTS AND APPRECIATIONS

Committee Member Jimenez expressed appreciation to MST for their involvement during the storm evacuations.

Committee Member Gross shared information regarding Free Taxes for Seniors at Alliance on Aging.

10. ADJOURN

With no further business to discuss, Chair Macias adjourned the meeting at 2:00 p.m. (Pacific Time).

Prepared by:  

Reviewed by:  

Ruben Gomez  

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

RECOMMENDATION:

Reject claim by the claimant LaTasha Nichole Weston.

FISCAL IMPACT:

An amended claim has not been received and the claimant failed to provide the exact amount desired to resolve the claim.

POLICY IMPLICATIONS:

None.

DISCUSSION:

On January 5, 2023, MST received a claim related to an incident that occurred on July 14, 2022.

The claimant states the operator abruptly hit her brakes causing the claimant to hit the seat in front of her. The claimant states she has a knee injury due to the impact of the incident.

It has been determined that the most recent claim submitted has failed to comply with the California Tort Claims Act and is insufficient as the amount claimed is not specific as stated, “Amount to be determined” for pain and suffering, available medical bills, and continuation of the same. The claimant failed to provide the documentation needed to evaluate the value of their claim. The claimant’s failure to provide a specific claim amount has prompted the recommendation to have this amended claim rejected in its entirety.

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

Prepared by: Lisa Cox  Approved by: Carl G. Sedoryk
To: Board of Directors

From: C. Sedoryk, CEO & M. Laredo, General Counsel

Subject: Hold a First Reading of an Ordinance Adopting Rules of Conduct for Attending Meetings of MST Legislative Bodies

RECOMMENDATION:

Introduce and hold a First Reading of an Ordinance Adopting Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities, as previously presented at the February 13th Board meeting.

OPTIONS:

1. Enact as Previously Presented.
2. Provide alternative direction.
3. Do nothing.

FISCAL IMPACT:

None.

DISCUSSION:

The Monterey County Health Department has deferred guidance on masking in Monterey County to the California Department of Public Health. The newest guidance from the California Department of Public Health (CDPH) went into effect on September 23, 2022, shifting from a “strong recommendation” for the general population to mask in all indoor settings at all times, to using the CDC Community Levels to help inform masking recommendations. The CDC Community Levels for every County are updated weekly on Thursday and posted online: https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html. The levels are determined by hospital based metric data (COVID-19 hospital admissions, % inpatient beds occupied with COVID-19, new cases per 100,000 population), and are intended to “provide a broad framework for jurisdictions to use and adapt...based on local needs” and are summarized as follows:

Low – recommendations focus on best practices for prevention and control, vaccinations

Medium – strengthens emphasis on protecting people are immunocompromised, enhanced prevention measures for high-risk settings
High – focus on wearing masks indoors in public and providing added protection to populations at high risk

On October 3, 2022, the CDC Community level for Monterey County was “Low.” The CDPH guidelines when the level is low are:

- Stay up to date with COVID-19 vaccines
- Get tested if you have symptoms
- People may choose to mask at any time
- People with symptoms/positive test/exposure should wear a mask

On January 9, 2023, the MST Board of Directors gave direction to staff to return with updated rules of conduct for attending meetings of legislative bodies at MST facilities to keep our community and members of the public safe and using the guidance from the California Department of Public Health as a broad framework. The new proposed rules of conduct for attending meetings of legislative bodies at MST facilities outlined in the Ordinance are as follows:

Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities.

It is hereby ordered and ordained that the following rules of conduct shall apply to attendance at meetings of Legislative Bodies at MST facilities, as defined herein:

1. MST Facility. For purposes of this Ordinance, the term “MST Facility” or “MST Facilities” means MST’s Administrative offices, located at 19 Upper Ragsdale Road, Monterey 93940, and any other property owned by MST where there is a meeting held of a Legislative Body.

2. Legislative Body. For purposes of this Ordinance, the term “Legislative Body” means the MST Board of Directors and its subsidiary Boards and Committees.

3. Face Covering. No person shall be permitted to enter or remain in MST Facility at a meeting of a Legislative Body unless that person wears a face covering which covers both the mouth and nose at all times when the CDC Community Level for the County Monterey is medium or high as of the date of posting the agenda for the meeting of the Legislative Body. The agenda will state the CDC Community Level and whether a face covering will be required for attendance at that meeting of the Legislative Body. Upon request, MST will provide anyone seeking to enter MST Facility to attend a meeting of a Legislative Body with a face covering if they do not have one.

4. If anyone is unable or unwilling to comply with the requirements of this Section, they may attend the meeting remotely in the manner described in the Agenda posted for the meeting.
Based upon the foregoing, staff recommends the MST Board hold a first reading of Ordinance No. 2023-01 for the preservation of the public peace, health and safety adopting rules of conduct for attending meetings at MST Facilities.

ATTACHMENT(S):

Ordinance 2023-01

Prepared by: Carl G. Sedoryk                        Michael D. Laredo
ORDINANCE 2023-01

AN ORDINANCE OF THE MONTEREY-SALINAS TRANSIT DISTRICT (MST) ADOPTING RULES OF CONDUCT FOR ATTENDING MEETINGS OF LEGISLATIVE BODIES AT MST FACILITIES

FINDINGS

WHEREAS, public transit provides a lifeline for senior citizens and people with disabilities; and

WHEREAS, many military veterans in Monterey County, including disabled veterans, rely on public transit to access health care, housing, and job placement services; and

WHEREAS, MST desires to establish safe protocols for conduct within MST-owned facilities, including requiring persons wear a face covering at all times covering the mouth and nose, before entry or remaining within MST-owned facilities; and

WHEREAS, the MST further desires to identify certain MST-owned facilities as limited public forums opened to the public for the limited purpose of conducting MST business, that this policy for conduct is intended to prevent disruptive conduct that prevents the efficient processing of MST business by establishing reasonable time, place, and manner requirements for persons wishing to enter or use such MST-owned facilities, and that this policy is not intended to limit rights protected by the First Amendment; and

WHEREAS, CDC Community Levels – are updated weekly on Thursday, and are determined by hospital based metric data (COVID-19 hospital admissions, % inpatient beds occupied with COVID-19, new cases per 100,000 population), and are intended to “provide a broad framework for jurisdictions to use and adapt...based on local needs”; and

WHEREAS, the three CDC Community Levels may be summarized as follows:

   Low – recommendations focus on best practices for prevention and control, vaccinations

   Medium – strengthens emphasis on protecting people are immunocompromised, enhanced prevention measures for high-risk settings

   High – focus on wearing masks indoors in public and providing added protection to populations at high risk
WHEREAS, the recommended Guidance from the CDPH when the level is low are to:

- Stay up to date with COVID-19 vaccines; and
- Get tested if you have symptoms; and
- People with symptoms/positive test/exposure should wear a mask.

WHEREAS, People may choose to wear a mask at any time.

NOW, THEREFORE, the Monterey-Salinas Transit District Board of Directors does ordain as follows:

Section 1: Title.
This Ordinance shall be known as the Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities

Section 2: Incorporation of Findings.
The Board of Directors of the Monterey Salinas Transit District incorporates the Findings above by reference as though fully set forth here.

Section 3: CEQA/Environmental Findings.
The Board of Directors exercises its independent judgment and finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, sections: 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment); 15060(c)(3) (the activity is not a project as defined in Section 15378); and 15061(b)(3), because the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed Ordinance maintains the status quo and prevents changes in the environment pending the completion of the contemplated municipal code review. Because there is no possibility that this Urgency Ordinance may have a significant adverse effect on the environment, the adoption of this Urgency Ordinance is exempt from CEQA.

Section 4: Rules of Conduct for Attending Meetings of Legislative Bodies at MST Facilities.

It is hereby ordered and ordained that the following rules of conduct shall apply to attendance at meetings of Legislative Bodies at MST facilities, as defined herein:
4.1 MST Facility. For purposes of this Ordinance, the term “MST Facility” or “MST Facilities” means MST’s Administrative offices, located at 19 Upper Ragsdale Road, Monterey 93940, and any other property owned by MST where there is a meeting held of a Legislative Body.

4.2 Legislative Body. For purposes of this Ordinance, the term “Legislative Body” means the MST Board of Directors and its subsidiary Boards and Committees.

4.3 Face Covering. No person shall be permitted to enter or remain in MST Facility at a meeting of a Legislative Body unless that person wears a face covering which covers both the mouth and nose at all times when the CDC Community Level for the County Monterey is medium or high as of the date of posting the agenda for the meeting of the Legislative Body. The agenda will state the CDC Community Level and whether a face covering will be required for attendance at that meeting of the Legislative Body. Upon request, MST will provide anyone seeking to enter MST Facility to attend a meeting of a Legislative Body with a face covering if they do not have one.

4.4 If anyone is unable or unwilling to comply with the requirements of this Section, they may attend the meeting remotely in the manner described in the Agenda posted for the meeting.

Section 5: Publication and Application.
This Ordinance shall not cause amendment or republication of any other Rules or Regulations of the Monterey Salinas Transit District. This Ordinance shall be read in conjunction with and complement any of those provisions of the District’s Rules and Regulations.

Section 6: Severability.
If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of Ordinance. Board of Directors declare that it would have passed this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this Ordinance would be subsequently declared invalid or unconstitutional.

Section 7: Effective Date.
This ordinance shall take effect thirty (30) days following adoption on second reading by the Board of Directors.
PASSED AND ADOPTED by the Monterey-Salinas Transit District Board of Directors this 13TH day of March 2023, 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
To: Board of Directors  
From: C. Sedoryk, CEO & M. Laredo, General Counsel  
Subject: Remote Public Participation for MST Legislative Meetings

RECOMMENDATION:

Adopt Resolution 2023-29 authorizing remote meeting participation for members of the public at all MST legislative bodies.

FISCAL IMPACT:

Resolution 2023-29 memorializes current District practices, so there is no additional cost to MST.

POLICY IMPLICATIONS:

The proposed Resolution implements procedures to enhance public participation and government transparency.

DISCUSSION:

Since March 2020, the District and members of the general public have experienced unprecedented shutdowns and interruptions of traditional activity – affecting businesses, schools and institutions, and many different levels of government. To minimize in-person interactions and in accordance with state law, MST facilitated remote meeting procedures for its Board and Committee members as well as for the general public.

During this time, the District saw an increase in public participation through the use of remote procedures (call-in and internet-based options).

As of March 1, 2023, California’s Open Government laws no longer support routine remote attendance of the District’s legislative meetings (Board/Committee meetings) for the District’s Board or Committee members. However, the District desires to maintain remote participation forums for the general public.

At its February 13, 2023 meeting, the District Board of Directors discussed its meeting format and how best to allow participation by the public. The District Board recognized that public access to the proceedings and decision-making processes of its meetings is crucial to the functioning of democracy and stated its commitment to
preserving and nurturing public access and participation in meetings of the District Board and Committees.

District Staff has prepared the attached Resolution to capture the desire and direction of the Board. It intends to maintain remote access for the public to all MST legislative meetings.

ATTACHMENT(S):

Resolution 2023-29

Prepared by: Carl G. Sedoryk          Michael D. Laredo
RESOLUTION NO. 2023-29

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTEREY-SALINAS TRANSIT DISTRICT AUTHORIZING REMOTE
PARTICIPATION AT ALL DISTRICT LEGISLATIVE BODY MEETINGS BY
MEMBERS OF THE PUBLIC

FACTS

1. The Monterey-Salinas Transit (District) is a public entity established under the laws of the State of California (Public Utilities Code Section 106000, et. seq.); and

2. All meetings of District legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and observe District legislative bodies conduct business; and

3. The District Board of Directors met at a duly noticed regular Board meeting on February 13, 2023, to discuss its meeting format and how best to allow participation by the public; and

4. The District Board of Directors recognizes that public access to the proceedings and decision-making processes of its meetings is crucial to the functioning of democracy; and

5. Public participation increased through the use of call-in and internet-based service forums; and

6. The District is committed to preserving and nurturing public access and participation in meetings of the District Board and Committees; and

7. The District Board finds the introduction and adoption of this resolution is not subject to the California Environmental Quality Act (CEQA) as the activity is not a project as defined in Section 15378) of the CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MONTEREY-SALINAS TRANSIT DISTRICT:

SECTION 1. RECITALS. The foregoing Findings are true and correct and are adopted as an integral part of this Resolution by the District Board as though set forth in full.
SECTION 2. REMOTE TELECONFERENCE MEETINGS FOR PUBLIC PARTICIPATION. Each District legislative body shall conduct meetings with public access available via call-in or internet-based service options. When public comment is called by the chair, the public may address the legislative body directly in real time. The agenda for those meetings shall identify and include an opportunity for members of the public to attend via a call-in option or an internet-based service option.

SECTION 3.EMAILED PUBLIC PARTICIPATION. Public comment may be made via email and will be entered into the meeting minutes for all emailed comments received by MST when addressed to the clerk@mst.org if received on or before 3:00 pm of the business day prior to the meeting; those comments shall be distributed to the MST Board of Directors or Committee members at or before the meeting.

SECTION 4. AUTHORITY. The General Manager/CEO, or its designee, is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution in accordance with Government Code and applicable provisions of the Brown Act. This Resolution does not in any way diminish the District’s authority to conduct meetings consistent with the rules and powers granted to the Chair by virtue of this Board’s adoption of Roberts Rules of Order or any special rules of the Board.

SECTION 5. EFFECTIVE DATE OF RESOLUTION. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE BOARD OF THE MONTEREY SALINAS TRANSIT DISTRICT this __________ day of ______________ 2023, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

__________________________________________  
ANNA VELAZQUEZ, BOARD CHAIR  
MONTEREY-SALINAS TRANSIT DISTRICT

ATTEST:

__________________________________________  
CARL G. SEDORYK, GENERAL MANAGER/CEO  
MONTEREY-SALINAS TRANSIT DISTRICT
To: MST Board of Directors

From: Lisa Rheinheimer, Assistant General Manager

Subject: Public Meeting to review and consider comments and responses on the SURF! Busway and Bus Rapid Transit Project ("Project") California Environmental Quality Act (CEQA) Exemptions under Senate Bill 922 [2022] (Public Resources Code Section 21080.25) ("CEQA Exemptions"), to adopt a resolution approving CEQA Exemptions for the SURF! Busway and Bus Rapid Transit Project, to adopt Project conditions, and to direct staff to file a Notice of Exemption.

This Item Will Be Provided Under Separate Cover
To:           Board of Directors  

From:        C. Sedoryk, General Manager/CEO  

Subject:     Monthly Report – January 2023  

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for the month of January 2023. (Attachments 1 – 4).

January 18 – 19, I attended a meeting of the California Hydrogen Business Council (CHBC) in Palm Desert, CA where I toured the hydrogen fuel production and dispensing facilities at Sunline Transit. I also attended presentations from hydrogen fuel transit operators, state funding partners, and private sector business partners. As this conference featured the experience of large urban operators, I lobbied CHBC to host a conference later this year in Monterey to focus on the role of hydrogen fuel in small urban and rural areas.

Attachment #1 – Dashboard Performance Comparative Statistics – January 2023  
Attachment #2 – Transportation Department Monthly Report – January 2023  
Attachment #3 – Maintenance Department Monthly Report – January 2023  
Attachment #4 – Administration Department Monthly Report – January 2023  

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

Prepared by: Carl G. Sedoryk
MST Fixed Route
YTD Dashboard Performance Comparative Statistics
July - January
Fiscal Years 2021-2023

Ridership

Goal = 1,047,450 passengers
Minimum = 995,078 passengers

Goal = 20 passengers p/h
Minimum = 15 passengers p/h

Passengers Per Hour

Goal = 90% on time
Minimum = 75% on time

Percentage of Service Delivered

Goal = 99% completed
Minimum = 95% completed

(Minimum = 95% completed)
(Minimum = 995,078 passengers)

Goal = 1,047,450 passengers

Goal = 90% on time

Minimum = 75% on time

Goal = 99% completed
Minimum = 95% completed

(Minimum = 95% completed)
(Minimum = 995,078 passengers)

Goal = 1,047,450 passengers
MST Fixed Route
YTD Dashboard Performance Comparative Statistics
July - January
Fiscal Years 2021-2023

Fare Box Recovery Ratio
- Goal = 25%
- Minimum = 15%

Cost Per Revenue Hour
- Goal = $246.83 per RH
- Maximum = $271.52 per RH

Miles Between Preventable Collisions
- Goal = 200,000 Miles
- Minimum = 100,000 Miles

Miles Between Road Calls
- Goal = 15,000 Miles
- Minimum = 7,000 Miles
13 Month Rolling Boardings and Scheduled Trips

Boardings

FR Boardings

FR Scheduled Trips
MST RIDES
YTD Dashboard Performance Comparative Statistics
July - January
Fiscal Years 2021-2023

**Ridership**

<table>
<thead>
<tr>
<th>Year</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>47,016</td>
<td>58,558</td>
<td>62,407</td>
</tr>
</tbody>
</table>

(Total cumulative YTD passenger boardings)

- **Goal =** 73,198 passengers
- **Maximum =** 79,053 passengers

**Passengers Per Hour**

<table>
<thead>
<tr>
<th>Year</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passengers per hour</td>
<td>1.46</td>
<td>1.90</td>
<td>2.00</td>
</tr>
</tbody>
</table>

(Passengers per hour of service)

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

**On Time Performance**

<table>
<thead>
<tr>
<th>Year</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percent of trips within 15 minutes of scheduled arrival</td>
<td>94.3%</td>
<td>90.2%</td>
<td>79.4%</td>
</tr>
</tbody>
</table>

(Percent of trips within 15 minutes of scheduled arrival)

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

**One Way Trips**

<table>
<thead>
<tr>
<th>Year</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total cumulative YTD one-way passenger trips completed</td>
<td>36,283</td>
<td>46,170</td>
<td>54,707</td>
</tr>
</tbody>
</table>

- **Goal =** 47,555 one-way trips
- **Maximum =** 52,311 one-way trips
MST Rides
YTD Dashboard Performance Comparative Statistics
July - January
Fiscal Years 2021-2023

Fare Box Recovery Ratio

- Goal = 11%
- Minimum = 10%

Cost Per Revenue Hour

- Goal = $89.82 per RH
- Maximum = $98.80 per RH

Miles Between Preventable Collisions

- Goal = 110,000 Miles
- Minimum = 100,000 Miles

Miles Between Road Calls

- Goal = 60,000 Miles
- Minimum = 30,000 Miles
MST Fixed Route
Financial Performance Comparative Statistics
July - January
Fiscal Year 2023

MST Fixed Route Total Revenue
YTD Actual and Budget

MST Fixed Route Total Expenses
YTD Actual and Budget
MST RIDES
Financial Performance Comparative Statistics
July - January
Fiscal Year 2023

**MST RIDES Total Revenue**
YTD Actual and Budget

- YTD Actual: $4,023,845
- YTD Budget: $4,008,298
- Minimum 95%

**MST RIDES Total Expenses**
YTD Actual and Budget

- YTD Actual: $3,265,660
- YTD Budget: $4,008,305
- Maximum 105%
Date: February 27, 2023
To: Carl Sedoryk, General Manager / CEO
From: Norman K. Tuitavuki, Chief Operating Officer
Subject: Transportation Department Monthly Report – January 2023

FIXED ROUTE BUS OPERATIONS:

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

MST’s boarding statistics indicate ridership was 149,420 in January 2023, which represents a 23% increase compared to January 2022’s ridership of 121,891. 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.

MST’s productivity continues to improve monthly. MST’s productivity increased from eight (8) passengers per revenue hour in January 2022, to nine (9) passengers per revenue hour in January 2023. This represents a 13% productivity improvement compared to January 2022.

Supplemental / Special Services:

- Winter Storm Emergency Service: 89 boardings

System-Wide Statistics:

- Ridership: 149,420
- Vehicle Revenue Hours: 17,247
- Vehicle Revenue Miles: 277,417
- System Productivity: 9 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 24,898

On-Time Performance (OTP): Of 87,999 total time-point crossings sampled for December, the Transit Master™ system recorded 11,767 delayed arrivals to MST’s published time points system-wide. As a result, 87% of all scheduled arrivals arrived on time. (See MST Fixed-Route Bus ~~ On Time Compliance Chart FY 2022 - 2023.)

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 eight (8) service cancellations in January for both directly operated and contracted services – compared to fourteen (14) service cancellations in the previous month, December 2022.

<table>
<thead>
<tr>
<th>Reason for Service Cancellation</th>
<th>MST</th>
<th>MV</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident (MST)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Service Delay</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Mechanical Failure</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Passenger Incident</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Road Closure/Construction</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Staff Shortage</td>
<td>0</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Traffic</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>2</td>
<td>6</td>
<td>8</td>
</tr>
</tbody>
</table>

**Documented Occurrences:** MST Coach Operators are required to complete an occurrence report for any unusual incident that occurs during their workday. The information provided within these reports is used to identify trends that often drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for January 2022 and January 2023:

<table>
<thead>
<tr>
<th>Occurrence Type</th>
<th>January-22</th>
<th>January-23</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collision: MST Involved</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Employee Injury</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Medical Emergency</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Object Hits Coach</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Passenger Conflict</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Conflict: Passenger VS Passenger</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Passenger Fall</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Near Miss</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fuel/Fluid Spill</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Unreported Damage</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>11</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>
CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / MST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for January 2023 there were 8,015 passenger boardings. This is a 7% increase in passenger boardings compared to January 2022, (7,473). For the fiscal year – passenger boardings have increased by 7% compared to FY 2022.

- Productivity for January 2023 decreased from 1.68 to 1.65 passengers per hour compared to the previous month, January 2022.
- For January 2023, 85% of all scheduled trips for the MST RIDES program arrived on time, below the expected on-time performance standard.

COMMUNICATIONS CENTER:

In January, MST’s Communications Center summoned public safety agencies on six (6) separate occasions to MST’s transit vehicles and facilities:

<table>
<thead>
<tr>
<th>Agency Type</th>
<th>Incident Type</th>
<th>Number of Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police</td>
<td>Vehicle Accident / Passenger Disturbance / Other</td>
<td>2</td>
</tr>
<tr>
<td>Medical</td>
<td>Employee Request / Passenger Request / Other</td>
<td>4</td>
</tr>
<tr>
<td>Fire</td>
<td>Employee Request / Passenger Request / Other</td>
<td>0</td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

DEPARTMENT ACTIVITIES:

In January, the Monterey County Office of Emergency Services activated its Emergency Operations Center (EOC) in response to the “Atmospheric Rivers” affecting California. MST immediately activated its personnel and MST’s Transportation Manager, Marzette Henderson, assumed MST’s position within the EOC. Mr. Henderson played a vital role throughout the event that resulted in flooding throughout the Central California Coast. Mr. Henderson led MST’s emergency response efforts where he ensured MST responded to all inquiries and requests received through the EOC. As a result, MST provided special transportation services for Monterey County residents – ensuring safe travel throughout the County. MST’s full response to this emergency is commendable and was made possible through the efforts of Mr. Henderson and numerous MST employees who worked hard and followed his leadership.

Throughout January, I attended several virtual meetings on behalf of MST where I provided continued support and professional guidance. I also communicated the concerns and needs for MST at the following virtual meetings:

- California Transit Training Consortium (CTTC) Educational Services Committee
Date: February 27, 2023

To: Carl Sedoryk, General Manager/CEO

From: Norman K. Tuitavuki, Chief Operating Officer

Subject: Maintenance Department Monthly Report – January 2023

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

<table>
<thead>
<tr>
<th>Fuel Budget FY2023</th>
<th>Average Fuel Price January 2023</th>
<th>Average Fuel Price FY2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biofuel: $5.40</td>
<td>$4.04</td>
<td>$4.42</td>
</tr>
<tr>
<td>Gasoline: $5.40</td>
<td>$4.03</td>
<td>$4.81</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Period</th>
<th>Revenue Fleet Operating Cost Per Mile</th>
<th>Revenue Fleet Miles Between Major Mechanical Road Calls: ¹</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2023</td>
<td>$1.47</td>
<td>50,763</td>
</tr>
<tr>
<td>YTD FY 2023</td>
<td>$1.59</td>
<td>63,496</td>
</tr>
<tr>
<td>FY 2022</td>
<td>$1.32</td>
<td>24,366</td>
</tr>
<tr>
<td>FY 2021</td>
<td>$1.23</td>
<td>54,756</td>
</tr>
</tbody>
</table>

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

Department Activities/Comments:

January 2023’s cost per gallon for gasoline decreased by 4.1%, a decrease of 16 cents, and the cost per gallon for biofuel increased by 10.4%, an increase of 38 cents compared to the previous month, December 2022. For FY23, MST increased its budgeted cost per gallon for both biofuel and gasoline fuels based on the fuel prices experienced in the previous fiscal year. As a result, the cost per gallon for biofuel and gasoline fuels remains under budget. Fuel prices continue to fluctuate unpredictably. Staff continues to monitor all movement of vehicles to minimize unnecessary fuel usage.

In January, MST traveled 50,763 miles between major mechanical failures with four major mechanical road calls – exceeding the 15,000-mile goal. MST’s Maintenance department completed 99% of their scheduled preventive maintenance inspections (PMI) on time. 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.

I attended and represented MST at the monthly American Public Transportation Association (APTA) Zero Emission Fleet (ZEF) Committee meeting, conducted virtually. Committee members continued their discussions on the challenges of transitioning to a zero-emissions fleet of buses. The committee received two presentations describing the challenges of operating battery electric buses (BEB) in cold weather and warmer weather areas of the United States. The three presenters provided in-depth information and “lessons learned” for operating BEBs in their unique operating jurisdictions of Florida, Arizona, and upstate New York. All three presenters shared similar issues with the heating and air conditioning dramatically affecting the operating ranges of their BEBs.

Prepared by: Norman K. Tuitavuki Reviewed by: Carl G. Sedoryk
To: C. Sedoryk, General Manager/CEO

From: Lisa Rheinheimer, Assistant General Manager; Michelle Overmeyer, Director of Planning/Innovation; Andrea Williams, Finance Manager; Michael Kohlman, Chief Information Officer; Kelly Halcon, Director of Human Resources/Risk Management; Lisa Cox, Risk and Security Manager; Ikuyo Yoneda-Lopez, Marketing and Communications Manager; Beronica Carriedo, Customer Service and Community Relations Supervisor.

Subject: Administration Department Monthly Report – January 2023

The following significant events occurred in Administration work groups for the month of January 2023:

**Human Resources**

A total employment level for January 2022 is summarized as follows:

<table>
<thead>
<tr>
<th>Positions</th>
<th>Budget FY22</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coach Operators F/T</td>
<td>126</td>
<td>117</td>
<td>-9</td>
</tr>
<tr>
<td>Coach Operators Limited Duty</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>CO Occupational Injuries</td>
<td>(1)</td>
<td>(0)</td>
<td>(-1)</td>
</tr>
<tr>
<td>Operations Staff</td>
<td>33</td>
<td>26</td>
<td>-7</td>
</tr>
<tr>
<td>Maintenance &amp; Facilities</td>
<td>55</td>
<td>49</td>
<td>-6</td>
</tr>
<tr>
<td>Administrative (Interns 1 PT)</td>
<td>38</td>
<td>36</td>
<td>-2</td>
</tr>
<tr>
<td>Total</td>
<td>253</td>
<td>228</td>
<td>-25</td>
</tr>
</tbody>
</table>

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

**January Worker’s Compensation Costs**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indemnity (paid to employees)</td>
<td>$19,532.75</td>
</tr>
<tr>
<td>Other (includes Legal)</td>
<td>$11,413.68</td>
</tr>
<tr>
<td>Medical includes Case Mgmt, UR, Rx &amp; PT</td>
<td>$6,137.62</td>
</tr>
<tr>
<td>TPA Administration Fee</td>
<td>$5,708.33</td>
</tr>
<tr>
<td>Excess Insurance</td>
<td>$9,510.75</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$52,303.13</strong></td>
</tr>
<tr>
<td><strong>Reserves</strong></td>
<td><strong>$1,409,987.04</strong></td>
</tr>
<tr>
<td><strong>Excess Reserved</strong></td>
<td><strong>($290,850.38)</strong></td>
</tr>
<tr>
<td><strong># Ending Open Claims</strong></td>
<td><strong>41</strong></td>
</tr>
</tbody>
</table>
Training

<table>
<thead>
<tr>
<th>Description</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Coach Operator Verification of Transit Training</td>
<td>12</td>
</tr>
<tr>
<td>Post-Accident/Incident Re-training</td>
<td>3</td>
</tr>
<tr>
<td>In-Service Training: BBN Familiarization of 2 hrs. for $2</td>
<td>2</td>
</tr>
<tr>
<td>In-Service: Quantum securement training and familiarization</td>
<td>98</td>
</tr>
<tr>
<td>In-Service Training: BBN Route Familiarization</td>
<td>2</td>
</tr>
<tr>
<td>Forklift and Recertification Training</td>
<td>3</td>
</tr>
<tr>
<td>In-Service Training: Qualification training on BYD coaches</td>
<td>1</td>
</tr>
<tr>
<td>Return to Work from leave of absence training</td>
<td>2</td>
</tr>
<tr>
<td>Alvarez Group: 2023 Cyber Manager Training</td>
<td>3</td>
</tr>
<tr>
<td>DeLay and Laredo: Ethics 1234 Training</td>
<td>3</td>
</tr>
<tr>
<td>Mineta Transportation Institute: Combating Human Trafficking in Transportation</td>
<td>1</td>
</tr>
<tr>
<td>Alvarez Group: Cybersecurity Training</td>
<td>5</td>
</tr>
<tr>
<td>Alliance Career Training Solutions: Excel Level 2</td>
<td>1</td>
</tr>
<tr>
<td>New Hire: Drug and Alcohol (SS), Title VI, EEO Training</td>
<td>5</td>
</tr>
</tbody>
</table>

Risk Management

<table>
<thead>
<tr>
<th>Description</th>
<th>January 2023 Preventable</th>
<th>January 2022 Preventable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>POV Vehicle hits MST Vehicle</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>MST Preventable Accidents</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>
**Accident Statistics**

<table>
<thead>
<tr>
<th>Month</th>
<th>Preventable</th>
<th>Non-Preventable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan-22</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Feb-22</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Mar-22</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Apr-22</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>May-22</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Jun-22</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Jul-22</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Aug-22</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Sep-22</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Oct-22</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Nov-22</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Dec-22</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Jan-23</td>
<td>3</td>
<td>2</td>
</tr>
</tbody>
</table>

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

- **Standard** = Not more than 1 preventable collision per 100k miles
## Customer Service Update – January 2023

<table>
<thead>
<tr>
<th>Service Report Type</th>
<th>MST</th>
<th>Other Provider*</th>
<th># of valid reports</th>
<th>% of reports received*</th>
<th>Jan-22</th>
<th>% of reports received**</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADA/RM Request</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Agency Policy</td>
<td></td>
<td></td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Bus Stop Amenities</td>
<td>2</td>
<td>0</td>
<td>2.9%</td>
<td>1</td>
<td>2.4%</td>
<td></td>
</tr>
<tr>
<td>Carried By</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Discriminatory behavior by employee</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Early Departure</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Employee Other</td>
<td>1</td>
<td>0</td>
<td>1.4%</td>
<td>7</td>
<td>26.8%</td>
<td></td>
</tr>
<tr>
<td>Facilities Vandalism</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Fare / Transfer Dispute</td>
<td>2</td>
<td>1</td>
<td>4.3%</td>
<td>1</td>
<td>2.4%</td>
<td></td>
</tr>
<tr>
<td>Full Bus / Left Behind</td>
<td>3</td>
<td>0</td>
<td>4.3%</td>
<td>1</td>
<td>7.3%</td>
<td></td>
</tr>
<tr>
<td>Harassment by Employee</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Improper Driving</td>
<td>2</td>
<td>0</td>
<td>2.9%</td>
<td>2</td>
<td>12.2%</td>
<td></td>
</tr>
<tr>
<td>Improper Employee Conduct</td>
<td>4</td>
<td>2</td>
<td>8.7%</td>
<td>1</td>
<td>7.3%</td>
<td></td>
</tr>
<tr>
<td>Inaccurate Public Information</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Late Arrival</td>
<td>4</td>
<td>2</td>
<td>8.7%</td>
<td>1</td>
<td>7.3%</td>
<td></td>
</tr>
<tr>
<td>Late Departure</td>
<td>1</td>
<td>1</td>
<td>2.9%</td>
<td>0</td>
<td>4.9%</td>
<td></td>
</tr>
<tr>
<td>No Show</td>
<td>2</td>
<td>8</td>
<td>2/4*</td>
<td>14.5%</td>
<td>9.8%</td>
<td></td>
</tr>
<tr>
<td>Off Route</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Overcrowding</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Passed By</td>
<td>3</td>
<td>0</td>
<td>4.3%</td>
<td>3</td>
<td>7.3%</td>
<td></td>
</tr>
<tr>
<td>Passenger Conduct</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Reasonable Modification</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Request To Add Service</td>
<td>4</td>
<td>1</td>
<td>7.2%</td>
<td>1</td>
<td>2.4%</td>
<td></td>
</tr>
<tr>
<td>Request To Reduce Service</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Routing</td>
<td>1</td>
<td>0</td>
<td>1.4%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Service Animal</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Service Other</td>
<td>12</td>
<td>11</td>
<td>8/7*</td>
<td>33.3%</td>
<td>9.8%</td>
<td></td>
</tr>
<tr>
<td>Service Schedule</td>
<td>1</td>
<td>1</td>
<td>2.9%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Taxi</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Title VI Complaint</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Unsafe Conditions</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal reports</strong></td>
<td>42</td>
<td>27</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>*<em>Total MST and <em>Other Provider</em></em></td>
<td>69</td>
<td>24</td>
<td>100.0%</td>
<td>100.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee Compliment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Compliment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>
Contactless Tap to Pay:
During the month of January, MST received a total of 7,881 taps. With the BBN launch, a new fare structure was introduced removing the need for passengers to tap off when exiting the bus.

Since launching the demonstration project on May 11, 2021, there have been a total of 147,646 successful taps. Total revenue collected to the end of January from passengers using contactless payment was $212,041.

Finance Update

General Accounting/Accounts Payable
During the month of January, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. Additionally, staff prepared and distributed the IRS-required W-2s and 1099 forms as

**Payroll**

Routine changes and adjustments to payroll records were maintained along with reviewing all 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 months of January, 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 5310 Competitive
- Federal 5311 & 5311(f) Programs
- Federal 5339 Formula
- Federal COVID relief funding (CARES, CRRSAA, ARPA)
- Low Carbon Transit Operations Program
- Transit and Intercity Rail Capital Program (TIRCP)
- MST Capital Improvement Program
- CA SB1 State of Good Repair
- CA SB1 Local Partnership Program
- Federal 5309 Capital Investments Grants
- Caltrans Sustainable Transportation Planning Grants
- Clean CA Local Grant Program

In addition to attending webinars for future grant opportunities, staff also participated in several meetings regarding current and future projects, bus procurements, and other capital projects. Update meetings with internal staff were ongoing to address status changes to various active or pending grants and requests for reimbursements. Staff also worked internally to provide information for MST’s annual National Transit Database submission, financial audit, DBE tracking, and triennial review.

<table>
<thead>
<tr>
<th>Grants Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Grant Funding</td>
</tr>
<tr>
<td>Grant Funds Pending Award</td>
</tr>
</tbody>
</table>
Procurements and Purchasing

Procurement efforts for the month included reviewing invoices, tracking supply requisition forms, and placing supply orders for each MST facility. A contract was executed between MST and Kuba, Inc. for contactless fare transmitters as approved by the Board. A draft Request for Quotes has been prepared to be sent to qualified design consultants for bus stop design for South County circulators. This RFQ will be sent out once the City Council for the City of Gonzalez approves the list of consultants gathered through their own Request for Qualifications where MST was a piggyback option.

Information Technology Update

Governance:

- **I.T. Steering Committee:** The I.T. Steering resumed meeting for CY2023 on January 17th. At that time, the committee was updated on the 2-year projected timeline of I.T. projects, as well as discussed any new concerns or observations since the Committee break. The next meeting is scheduled for February 21st.

Operations Technology:

- **Contactless Fare System:** With the recommendation and Board approval of the deployment of contactless payment devices to be provided by KUBA Group Ltd. I.T. and KUBA are continuing to test these systems for integration into our payments processing provider (LittlePay) as well as a preliminary timeline for a full deployment. The current target for testing is now planned to continue through April of 2023, with a projected transition completion by the end of June 2023.

- **HASTUS Planning and Scheduling System:** I.T. and Planning have begun early discussions with GIRO to replace our current HASTUS system with the most current version of their product. Both an on-premise system upgrade, as well as a cloud-based full-replacement, are being evaluated with a projected decision on an appropriate system to be made in the 2nd QTR of 2023 and a system transition to likely occur in the 1st QTR of 2024.

Cybersecurity:

- **MS-ISAC:** the most recent meetings with MS-ISAC (Multi-State Information Sharing and Analysis Center) have noted a concerning increase in Ransomware attacks targeting U.S. Agencies and Higher Education, which has been reflected in a number of recent successful attacks in our region. In light of that MST, has been increasing our internal testing at the staff level and will be investigating the option of conducting additional 3rd party audits in CY2023.

Marketing Update

**MST RealTime Usage:**

<table>
<thead>
<tr>
<th></th>
<th>Text</th>
<th>RealTime Phone</th>
<th>App Sessions</th>
<th>App Users</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>3,460</td>
<td>455</td>
<td>91,708</td>
<td>2,281</td>
</tr>
</tbody>
</table>
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  
July      |  4,037  |  847  |  105,717  |  2,603  
August    |  4,761  |  871  |  143,536  |  3,350  
September |  5,841  |  689  |  161,032  |  3,341  
October   |  7,947  |  778  |  135,989  |  3,022  
November  |  6,047  |  771  |  136,873  |  3,084  
December  |  6,375  |  1,030|  112,856  |  2,990  
January   |  4,889  |  906  |  157,511  |  3,190  

**Transit App:** For the month of January, there were a total of 435 downloads for the Transit App. The top three most popular routes that users tapped from the home screen were:
1. Jazz B – 16,217 taps
2. Jazz A – 11,897 taps
3. Line 20 – 9,556 taps

**Published news stories include the following:**
1. “Flash Flood Warnings Issued; Free Bus Transportation to Evacuation Locations is Offered” (Monterey County NOW, 01/04/23)
2. “Evacuation Advisories are Back in Effect as Winter Storms Continue, and Officials Urge Residents to be Ready” (Monterey County NOW, 01/03/23)
3. “Federal Appropriations Bill Earmarks $1M for Highway Project in Salinas Valley” (King City Rustler, 01/16/23)
4. “With Appointments to Regional Boards, Newly Elected Officials Realign” (Monterey County NOW, 01/19/23)
5. “Government Agencies Converge to Create a Storm Recovery Resource Center” (Monterey County NOW, 01/20/23)
6. “Looking Back at the Year in Local Transportation” (Monterey Herald, 01/21/23)
7. “What to Know about the Disaster Assistance Center in Monterey County” (KSBW, 01/21/23)
8. “Monterey County Requests More Federal Disaster” (King City Rustler, 01/25/23)
9. “Grant Will Help Transport Rancho Cielo Students” (Monterey Herald, 01/27/23)
10. “Local Assistance Center Moves Location” (Big Sur Kate, 01/27/23)
11. “Monterey County is Reopening its Storm Assistance Center at a New Location in Salinas” (Monterey County NOW, 01/27/23)
12. “Salinas Valley News Briefs | Jan.30, 2023” (King City Rustler, 01/30/23)

**Press releases sent include:**
1. “MST Bus Service on Martin Luther King Jr. Day” (01/11/23)
2. “MST Provides Transportation to Evacuation Shelter Locations and Local Assistance Center During Recent Winter Storm Event” (01/23/23)

Projects:
The following activities were undertaken during the month:
- Contactless Payment Visa Promotion
- Tabling at Monterey Bay Aquarium Community Open House
- Annual Report Mailing/Website Upload
- Non-Rider Survey Launch

External Collaboratives/Meetings/Committees:
- Cal-ITP Contactless Fare Operations and Customer Service Weekly
- SURF! Bus Rapid Transit/TOD Study Bi-Weekly
- Training: “AB 1234 Public Service Ethics Education”
- Training: “AB1825 Harassment Prevention Education and Training”
- Group Training for Updated Customer Service Telephone System
- Training: Littlepay - Merchant Portal
- Central Coast Transit Summit (San Luis Obispo)

Planning Update

Community Meetings
Planning department staff participated in two community meetings held in Pacific Grove to provide members of the public an opportunity to learn more about the Better Bus Network and make suggestions for improved bus stops.

Transit-Oriented Development Planning Study
Work continued work on the Transit-Oriented Development (TOD) planning study in support of the SURF! Busway and Bus Rapid Transit project. Staff worked with the consultant to review the draft Existing Conditions Report.

Regional Planning
Throughout the month, staff continued participating in meetings with various local agencies, including the Transportation Agency for Monterey County and Association of Monterey Bay Area Governments.
February 28, 2023

TO: Carl Sedoryk

FROM: Don Gilchrest

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

**Project Funding**
The House and Senate Appropriations Committees are moving forward with allowing Senators and Representatives to request Community Project Funding/Congressionally Directed Spending for projects in the FY 2024 appropriations bills. The Senate Appropriations Committee guidelines, which were released on February 16, outline a process that is very similar to that of the previous two years. However, House Republicans have pledged to implement additional restrictions on the project request process and that guidance is expected in the near future.

We are working with MST staff and your local delegation to develop project requests, with a view towards the following deadlines:

- Most requests to Senator Padilla are due by March 3rd.
- Requests to Senator Feinstein are due by March 13th.
- The deadlines for requests to Representative Panetta and Representative Lofgren are not yet determined and will depend on what the House Appropriations Committee decides.

**FY 2024 Appropriations**
President Biden will send his FY 2024 Budget Proposal to Congress on March 9, which will kick off the annual appropriations process in earnest. Although it is only the opening round in a long process, the President’s budget helps set the parameters of the debate over funding levels for federal programs and is often used by Administrations to roll out policy or programmatic initiatives. House Republicans have already announced that their agenda for this year will include lower funding levels for non-defense discretionary programs. Under their plans to draft appropriations bills that propose funding at or close to the levels that were enacted in fiscal year 2022, approximately 8 percent, or $131 billion would need to be cut from discretionary programs. The Senate Appropriations Committee is likely to take a different approach that resists these spending reductions, which will set the stage for budget conflicts throughout this year. Once we review the President’s proposals, we will provide MST’s priorities and requests to the House and Senate Appropriations Committees and to your local congressional delegation. Throughout the year, we will consult with other representatives of public transportation such as the California Transit Association and the Bus Coalition to coordinate our lobbying on funding issues for maximum effectiveness.
February 23, 2023

TO: Board of Directors, Monterey-Salinas Transit District

FROM: Matt Robinson, Partner
Michael Pimentel, Legislative Advocate

RE: STATE LEGISLATIVE UPDATE – February 2023

Legislative Update
February 17 marked the bill introduction deadline for the first year of the 2023-24 Regular Session. This year, more than 2,500 bills were introduced by state legislators. In the coming weeks, many of the bills that were introduced to meet this legislative deadline will be significantly amended to meet the legislative deadline for amending “spot bills” of March 13. The Legislature will adjourn for Spring Recess on March 30, and reconvene on April 10. As we have previously reported, the Legislative Calendar, which sets the deadlines for the year, was released and can be viewed here.

MST Legislative Proposal on Procurement Thresholds Introduced
We are pleased to share that, since we last reported to you, MST’s legislative proposal to increase its procurement threshold for simple acquisitions of services, supplies, materials, and equipment was introduced by Senator Laird as SB 304. The bill has been referred to the Senate Transportation Committee; however, no hearing date has been set. As the bill is set for hearing, we will support MST by meeting with the committee members and staff.

Statewide Effort on Transit Operations Funding
MST continues to assist the statewide effort, led by the California Transit Association, to secure transit operations funding in the state budget. In February, the Association adopted a set of principles that will serve as the basis of the transit industry’s forthcoming budget request. The principles commit to a two-track process, focused on addressing the industry’s short- and long-term operations funding needs. Under the principles, any short-term transit operations funding the industry secures must be available to address budget shortfalls that would lead to service cuts and/or layoffs as well as to address ridership retention and growth strategies. Any long-term transit operations funding the industry secures must be flexible and available to address a broad range of service needs. In the coming weeks, the Association will review and vet potential funding solutions.

Update on Governor’s Proposed FY 2023-24 State Budget – ZEV Funding
In January, we reported that the Governor’s proposed FY 2023-24 state budget includes proposed cuts to zero-emission vehicle (ZEV) program funding. These proposed cuts
would reduce the five-year investment of $10 billion for ZEV programs, approved in the FYs 2021-22 and 2022-23 Budget Acts, to $8.9 billion. These proposed cuts reflect a proposed $2.5 billion General Fund cut across various ZEV programs, which would be partially offset by approximately $1.4 billion in proposed fund shifts using Cap and Trade discretionary revenues. At the time that we submitted our last report, additional details on the exact programs and project types that would see funding cuts were not available. These details have now been released by the Administration in the document found here.

**Bills of Interest**

**SB 304 (Laird) MST Procurement Threshold (SPONSOR)**
This bill would increase the threshold for procurements by Monterey-Salinas Transit (MST) for services, supplies, equipment, and materials in order to adhere to guidance issued by the Federal Transit Administration (FTA), reflect the threshold applied to other California transit agencies, and keep pace with the consumer price index (CPI). Support letters are attached.

**AB 96 (Kalra) Autonomous Transit Vehicles**
This bill would require a public transit agency to provide written notice to the exclusive employee representative of the workforce affected by autonomous transit vehicle technology of its determination to begin, or its substantive progress toward initiating, any procurement process or a plan to acquire or deploy the technology for public transit services that would eliminate job functions or jobs of the workforce 12 months before commencing the process, plan, or deployment. The bill would require a public transit agency, upon a written request of the exclusive employee representative, to provide specified information to the exclusive employee representative, including the potential gaps in skills that may result from the new service. The bill would require the public transit employer, following the written request for information by the exclusive employee representative, to engage in collective bargaining on subjects that include creating plans to train and prepare the affected workforce to fill new positions created by the technology.

**AB 463 (Hart) Electricity: Prioritization of Service: Public Transit Vehicles**
This bill would provide transit agencies with priority access to electricity when facing grid disruptions caused by natural or man-made disasters, rolling blackouts, utility company “Public Safety Power Shutoffs” (PSPS), and increasing demand on California’s electrical grid.

**AB 610 (Holden) Youth Transit Pass Pilot Program: Free Youth Transit Passes**
This bill would create the Youth Transit Pass Pilot Program for the purposes of awarding grants to transit agencies for the costs of creating, designing, developing, advertising, distributing, and implementing free youth transit passes to persons attending certain educational institutions, providing free transit service to holders of those passes, and administering and participating in the program. The bill would authorize a transit agency to submit a grant application in partnership with one or more educational institutions and would also authorize grant funds to be used to maintain, subsidize, or expand an existing fare-free program.
AB 761 (Friedman) Transit Transformation Task Force
This bill would require the Secretary of the California State Transportation Agency, on or before July 1, 2024, to establish and convene the Transit Transformation Task Force to include representatives from the department, the Controller’s office, various local agencies, academic institutions, nongovernmental organizations, and other stakeholders. The bill would require the task force to develop a structured, coordinated process for early engagement of all parties to develop policies to grow transit ridership and improve the transit experience for all users of those services. The bill would require the secretary, in consultation with the task force, to prepare and submit a report of findings based on the task force’s efforts to the appropriate policy and fiscal committees of the Legislature on or before January 1, 2025.

ACA 1 (Aguiar-Curry) Lower-Vote Threshold
This measure would authorize a local government, including a special district, to impose, extend, or increase a sales and use tax or transactions and use tax imposed, or a parcel tax, for the purpose of funding the construction, rehabilitation, or replacement of public infrastructure, defined to include improvements to transit and streets and highways and projects for the protection of property from the impacts of sea level rise, as well as for affordable housing, if the proposition proposing that tax is approved by 55% of its voters.

ATTACHMENT(S):
   SB 304 Support Letters
February 9, 2023

The Honorable John Laird
California State Senate
1021 O Street, Suite 8720
Sacramento, CA 95814

RE: SB 304 (Laird): Monterey-Salinas Transit District Procurement Threshold Increase - Support

Dear Senator Laird:

We are proud to SPONSOR SB 304 (Laird), which would increase the threshold for procurements by Monterey-Salinas Transit (MST) for services, supplies, equipment, and materials in order to adhere to guidance issued by the Federal Transit Administration (FTA), reflect the threshold applied to other California transit agencies, and keep pace with the consumer price index (CPI). MST’s current threshold was established in 2010 and has not been adjusted in more than a decade.

Under Section 106057 of the Public Utilities Code, MST is currently required to purchase all supplies, equipment, and materials by contract, let to the lowest responsible bidder, or by best value, through a formal solicitation when the expenditure required exceeds $100,000. This threshold allows small, routine purchases under the $100,000 threshold to be carried out expeditiously without the necessity of going through a formal bid process, allowing MST to conserve time and resources. Over the last decade, the costs for supplies, equipment, and materials have risen significantly while MST’s procurement limits have remained constant. This means that minor repairs, projects or supply purchases (such as bus parts and facilities equipment) increasingly exceed the limits, requiring a lengthy formal bid process, adding more time and requiring more resources to conduct routine procurements. Additionally, MST has seen certain small services engagements, for things like a consultant to prepare a zero-emission bus transition plan, subjected to lengthy procurements that slow responsiveness and present operating challenges.

This bill would increase, from $100,000 to $150,000, the point at which purchases of supplies, equipment, and materials are subjected to a formal bid process. This threshold is in-line with Federal Transit Administration (FTA) procurement standards and mirrors similar provisions in other transit districts’ procurement statutes. The bill’s revised threshold also keeps pace with inflationary adjustments, tracking closely with CPI over the last 12 years. This bill also raises the requirement for MST to obtain at least three quotations on smaller purchases to anything exceeding $10,000 (up from the current level of
Finally, the bill would subject the procurement of any “services” obtained valued at less than $150,000 to the streamlined process.

We firmly believe that modernizing MST’s procurement practices will provide parity with its federal partners, while achieving time and cost savings. For these reasons, we are pleased to support SB 304. If you have any questions, please contact Michelle Overmeyer at movermeyer@mst.org or 831-264-5877.

Sincerely,

Carl G. Sedoryk
General Manager/CEO

CC:  Assembly member Robert Rivas, District 29
     Assembly member Dawn Addis, District 30
RE: SB 304 (Laird) Monterey-Salinas Transit District (MST) Procurement Threshold Increase – Support

Dear Senator Laird:

On behalf of County of Monterey, we support SB 304 (Laird) MST’s request for proposed legislation, which would increase the threshold for procurements by Monterey-Salinas Transit (MST) for services, supplies, equipment, and materials in order to adhere to guidance issued by the Federal Transit Administration (FTA), reflect the threshold applied to other California transit agencies, and keep pace with the consumer price index (CPI). MST’s current threshold was established in 2010 and has not been adjusted in more than a decade.

Under Section 106057 of the Public Utilities Code, MST is currently required to purchase all supplies, equipment, and materials by contract, let to the lowest responsible bidder, or by best value, through a formal solicitation when the expenditure required exceeds $100,000. This threshold allows small, routine purchases under the $100,000 threshold to be carried out expeditiously without the necessity of going through a formal bid process, allowing MST to conserve time and resources. Over the last decade, the costs for supplies, equipment, and materials have risen significantly while MST’s procurement limits have remained constant. This means that minor repairs, projects or supply purchases (such as bus parts and facilities equipment) increasingly exceed the limits, requiring a lengthy formal bid process, adding more time and requiring more resources to conduct routine procurements. Additionally, MST has seen certain small services engagements, for things like a consult to prepare zero-emission bus transition plan, subjected to lengthy procurements that slow responsiveness and present operating challenges.

This bill would increase, from $100,000 to $150,000, the point at which purchases of supplies, equipment, and materials are subjected to a formal bid process. This threshold is in-line with Federal Transit Administration (FTA) procurement standards and mirrors similar provisions in other transit districts’ procurement statutes. The bill’s revised threshold also keeps pace with inflationary adjustments, tracking closely with CPI over the last 12 years. This bill also raises the requirement for MST to obtain at least three quotations on smaller purchases to anything exceeding $10,000 (up from the current level of $2,500). Finally, the bill would subject the procurement of any “services” obtained valued at less than $150,000 to the streamlined process.
For these reasons, Monterey County strongly supports this proposed legislation. Should you have any questions, please feel free to contact Monterey County’s Public Policy Advisor, Ashley Walker of Nossaman LLP at 916-442-8888.

Sincerely,

Luis A. Alejo, Chair
Monterey County Board of Supervisors

Cc: Hon. Anna Caballero, 14th Senate District
Hon. Robert Rivas, 29th Assembly District
Hon. Dawn Addis, 30th Assembly District
California State Association of Counties (CSAC)
Rural County Representatives of California (RCRC)