



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

Meeting Date: June 12, 2023
Meeting Time: 10:00 AM Pacific Time (US and Canada)
Location: In-Person and Zoom Conference

MST Board of Directors Participation:

The Regular Meeting of the Monterey-Salinas Transit District Board of Directors in-person meeting will be held on June 12, 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=aFQ0YUdj3Y0eW94WmtRZ1Myc0Vldz09> 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, June 9, 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



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888-678-2871 / Free language assistance / Asistencia de Lenguaje Gratuito /
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Group: Monterey-Salinas Transit District Board of Directors

Directors:	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
	Ariana Rodriguez	City of Greenfield
	Mike LeBarre	City of King City
	Liesbeth Visscher	City of Marina
	Ed Smith	City of Monterey
	Joe Amelio	City of Pacific Grove
	Tony Barrera	City of Salinas
	Dave Pacheco	City of Seaside
	Luis Alejo	County of Monterey
Staff:	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Kelly Halcon	Director of HR and Risk Management
	Norman Tuitavuki	Chief Operating Officer
	Michael Kohlman	Chief Information Officer
	Michelle Overmeyer	Director of Planning and Innovation
Counsel:	David C. Laredo	DeLay & Laredo
	Michael D. Laredo	DeLay & Laredo

1. CALL TO ORDER

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

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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

3. CONSENT AGENDA

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

- 3-1. Adopt Resolution 2023-38 Recognizing Alejandra Chavarin, HR Assistant as Employee of the Month for June 2023. (Kelly Halcon) (Page 7)
- 3-2. Adopt Resolution 2023-39 Recognizing Francisco Castillo, HR Assistant as Employee of the Month for June 2023. (Kelly Halcon) (Page 9)
- 3-3. Approve Minutes of the MST Board Meeting on May 8, 2023. (Jeanette Alegar-Rocha) (Page 11)
- 3-4. Receive Draft Minutes of the MST Board Administrative Performance Committee Meeting on May 8, 2023. (Jeanette Alegar-Rocha) (Page 17)
- 3-5. Financial Reports – April 2023. (Lori Lee) (Page 21)
 - a) Accept Report of April 2023 Cash Flow Presented in Attachment #1
 - b) Approve April 2023 Disbursements Listed in Attachment #2
 - c) Accept report of April 2023 Treasury Transactions Listed in Attachment #3
- 3-6. Receive Report on Lost and Found Items Left on MST Property for the Month of January 2023. (Beronica Carriedo) (Page 29)
- 3-7. Reject Claim by Claimant Pacific Rim Co., LLC. (Lisa Cox) (Page 31)
- 3-8. Reject Claim by Claimant Keith Mitchell. (Lisa Cox) (Page 33)
- 3-9. Authorize the General Manager/CEO to Execute a Contract with Giro Inc. for One Year of System Maintenance in an Amount Not to Exceed \$129,791. (Michael Kohlman) (Page 35)
- 3-10. Authorize the General Manager/CEO to Execute a Contract with Vontas TransitMaster for One Year of System Maintenance in an Amount Not to Exceed \$127,746. (Michael Kohlman) (Page 37)
- 3-11. Receive After Action Report: Monterey County Emergency Operations Center Pineapple Express Winter Storms and Flood Response, March 2023. (Marzette Henderson) (Page 39)

End of Consent Agenda

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

- 4-1. Yanelly Martinez – Recognition of 6 Years of Service on MST Board. (Carl Sedoryk)
- 4-2. Receive Proclamation from County of Monterey for Emergency Services Provided to Residents of Monterey County. (Luis Alejo /Carl Sedoryk)

- 4-3. June 2023 Employee of the Month – Alejandra Chavarin, HR Assistant, (Kelly Halcon)
- 4.4. June 2023 Employee of the Month – Francisco Castillo, HR Assistant, (Kelly Halcon)
- 4-5. 25 Year Service Anniversary – Paul Lopez (Norman Tuitavuki)

5. PUBLIC HEARINGS

- 5-1. FY 2024 – FY 2025 Operating and Capital Budget (Lisa Rheinheimer) (Page 47)
 - a) Receive Presentation on Proposed FY 2024 – FY 2025 Operating and Capital Budget,
 - b) Conduct Public Hearing to Hear Public Comments on the Proposed FYA 2024 – FY 2025 Operating and Capital Budget,
 - c) Adopt Proposed FY 2024 – FY 2025 Operating and Capital Budget,
 - d) Approve Resolution 2023-40 Authorizing the Filing of Federal Grant Applications, and
 - e) Authorize Staff to Apply to the Transportation Agency for Monterey County for Transportation Development Act Local Transportation Funds and State Transit Assistance for FY 2024.

6. ACTION ITEMS

None

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Monthly Report – April 2023 (Page 55)
- 7-2. Federal Legislative Advocacy Report (Page 93)
- 7-3. State Legislative Advocacy Update (Page 95)
- 7-4. Staff Trip Reports – (Pages 99-135)
- 7-5. Correspondence – (Page 137)

8. BOARD REPORTS, COMMENTS, AND REFERRALS

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

8-3. Board Member Referrals for Future Agendas.

9. ATTACHMENTS

9-1. The Detailed Monthly Performance Statistics and Disbursement Journal for April 2023 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

10. 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.

10-1. Conference with Labor Negotiators, Gov. Code § 54957.6: ATU and MSTEA. (Kelly Halcon/Michael D. Laredo)

10-2. Conference with real property negotiator pursuant to Government Code Section 54956.8

Property: Parcel L.2.3 and Parcel L.2.4.1, Northeast Corner Gigling and 8th Ave. former Fort Ord, Monterey County

Negotiating parties: Monterey-Salinas Transit (MST) District (Carl G. Sedoryk)

Property owner: Seaside as the Fort Ord Reuse Authority Environmental Services Cooperative Agreement and Local Redevelopment Authority Successor-in-Interest

Under negotiation: Transfer of property to MST, Terms and Price

11. ADJOURN

NEXT SCHEDULED MEETING DATE: July 10, 2023

10:00 a.m.

NEXT SCHEDULED AGENDA DEADLINE: June 27, 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/>

**ALEJANDRA CHAVARIN
JUNE 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, Alejandra Chavarin began her career with Monterey-Salinas Transit in October of 2021 as a Human Resources Assistant. In that position, she is one of the first people a new hire will meet at MST, and;

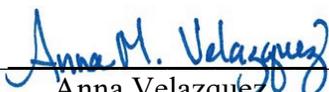
WHEREAS, Alejandra Chavarin is an asset within the Human Resources Department. She has recently taken on the day-to-day administrative duties of MST's leave of absence programs; and

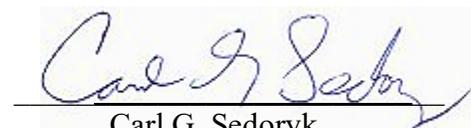
WHEREAS, Alejandra Chavarin was a key component in filling open positions within MST. During COVID, MST staffing levels decreased by 20%. Since focusing on our recruitment efforts, she has helped hire close to 45 new staff members. She is currently working to fill our coach operator positions through her attendance at local job fairs.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Alejandra Chavarin as Employee of the Month for June 2023; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT DISTRICT PASSED AND ADOPTED RESOLUTION 2023-38 this 12th day of June 2023.


Anna Velazquez
Board Chair


Carl G. Sedoryk
Board Secretary

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**FRANCISCO CASTILLO
JUNE 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, Francisco Castillo began his career with Monterey-Salinas Transit in October of 2021 as a Human Resources Assistant. In that position, he is one of the first people a new hire will meet at MST, and;

WHEREAS, Francisco Castillo is an asset within the Human Resources Department. He has recently taken on the day-to-day administrative duties of MST's worker's compensation program; and

WHEREAS, Francisco Castillo was essential in filling open positions within MST. During COVID, MST staffing levels decreased by 20%. Since focusing on our recruitment efforts, he has helped to hire close to 45 new staff members. He is currently working to fill our coach operator positions through his attendance at local job fairs.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Francisco Castillo as Employee of the Month for June 2023; and

BE IT FURTHER RESOLVED that Francisco Castillo 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 2023-39 this 12th day of June 2023.

Anna Velazquez
Board Chair

Carl G. Sedoryk
Board Secretary

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MEETING OF THE MST BOARD OF DIRECTORS

MEETING MINUTES

May 8, 2023

10:00 am (Pacific)

Present:	Anna Velazquez, Chair	City of Soledad
	Mary Ann Carbone, Vice Chair	City of Sand City
	Kim Shirley	City of Del Rey Oaks
	Lorraine Worthy	City of Gonzales
	Ariana Rodriguez	City of Greenfield
	Mike LeBarre	City of King
	Liesbeth Visscher	City of Marina
	Ed Smith	City of Monterey
	Joe Amelio	City of Pacific Grove
	Tony Barrera	City of Salinas
	Alexis Garcia-Arrazola	City of Seaside
	Luis Alejo	County of Monterey
Absent:	Jeff Baron	City of Carmel-by-the-Sea
Counsel:	Michael D. Laredo	De Lay & Laredo
Staff:	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Michael Kohlman	Chief Information Officer
	Norman Tuitavuki	Chief Operating Officer
	Kelly Halcon	Director of HR & Risk Management
	Michelle Overmeyer	Director of Planning and Innovation
	Jeanette Alegar-Rocha	Deputy Secretary/Clerk to the Board
	Andrea Williams	Finance Manager
	Beronica Carriedo	C/S & Community Relations Supervisor
	Cristy Sugabo	Mobility Services Supervisor
	Daniel Bruno	Scheduling Assistant
	Deanna Smith	Civil Rights Officer
	Elena Grigorichina	Operations Specialist
	Emma Patel	Planning Manager
	Ezequiel Rebollar	IT Technician
	Ikuyo Yoneda-Lopez	Marketing & Communications Manager
	Jacqueline Munoz	C/S Representative
	Pamela Aquino	C/S Representative
	Jaime Molina	Communications Systems Specialist

Kaleb Aquino-Lopez	Mobility Specialist
Matthew Deal	Grants Analyst
Marzette Henderson	Transportation Manager
Melissa Valadez	Human Resources Supervisor
Paul Lopez	Facilities Manager
Scott Taylor	IT Manager
Ursulla Scardina	Marketing Assistant
Vince Dang	Project Management Coordinator

Public:	MacGregor Eddy	Member of the Public
	Christopher Wilmot	Member of the Public
	Jasmine Mejia-Cortez	Office of County Supervisor Luis Alejo
	Christina Watson	TAMC
	Chris Duymich	AMBAG

1. CALL TO ORDER

- 1-1. Conduct Swearing-in of New Board Member, Ariana Rodriguez, City of Greenfield. (Carl Sedoryk)
- 1-2. Roll Call. (Jeanette Alegar-Rocha)
- 1-3. Pledge of Allegiance.

Chair Velazquez called the meeting to order at 10:05 a.m. City of Greenfield Councilmember, Arianna Rodriguez was sworn in as a newly appointed MST Board member. Roll call was taken, and a quorum was established. Director Arianna Rodriguez led the pledge of allegiance.

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

Carl Sedoryk reviewed the highlights of the agenda.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

MacGregor Eddy commented that Janet Wilson wanted to speak.

Janet Wilson asked for Pacific Grove bus stops to be restored.

Christopher Wilmot asked for Lines 28 and 29 to be restored and for the return of a San Jose bus line.

MacGregor Eddy asked if MST could advertise the Monterey Airbus an option from Prunedale to San Jose.

3. CONSENT AGENDA

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

- 3-1. Adopt Resolution 2023-34 Recognizing Navin Nischal, Coach Operator as Employee of the Month for May 2023. (Barry Lee/Norman Tuitavuki)
- 3-2. Approve Minutes of the MST Board Meeting on April 10, 2023. (Jeanette Alegar-Rocha)
- 3-3. Receive Draft Minutes of the MST Board Operations Performance Committee Meeting on April 10, 2023. (Jeanette Alegar-Rocha)
- 3-4. Receive Report on Lost and Found Items Left on MST Property for the Month of December 2022. (Beronica Carriedo)
- 3-5. Financial Reports – March 2023. (Lori Lee)
 - 1) Accept Report of March 2023 Cash Flow Presented in Attachment #1
 - 2) Approve March 2023 Disbursements Listed in Attachment #2
 - 3) Accept report of March 2023 Treasury Transactions Listed in Attachment #3
- 3-6. Adopt Resolution 2023-35 for Services Rendered by Yanelly Martinez. (Carl Sedoryk)
- 3-7. Receive Draft Receive Minutes of the Measure Q Oversight Committee Meeting on April 17, 2023. (Jeanette Alegar-Rocha)
- 3-8. Receive Letter from Measure Q Oversight Committee Reporting that FY 2022 Funds Were Spent on Eligible Expenses. (Lisa Rheinheimer)
- 3-9. Receive Draft Receive Minutes of the Mobility Advisory Committee Meeting on March 29, 2023. (Ruben Gomez)
- 3-10. Authorize Disposition of Six (6) MST-Owned Vehicles that Have Reached or Exceeded Their Useful Life. (Norman Tuitavuki)
- 3-11. Adopt Retirement Resolution 2023-37 Recognizing Cindy Urquidez, (Coach Operator), for her 16 years of Service. (Norman Tuitavuki)

End of Consent Agenda

There were no public comments on the consent agenda.

Director Barrera pulled items 3-7 and 3-8 from the consent agenda for review and comment.

Director LeBarre pulled 3-10 from the consent agenda for comment.

On a motion by Director Amelio, seconded by Director Carbone and carried by the following vote, which was conducted by roll call, the Board approved items 3-1 through 3-6, 3-9, and 3-11 on the consent agenda:

AYES: 12 Alejo, Amelio, Barrera, Carbone, Garcia-Arrazola, LeBarre, Rodriguez, Smith, Velazquez, Visscher, and Worthy
NOES: 0
ABSENT: 1 Baron
ABSTAIN: 0

Director Barrera pulled agenda items 3-7 and 3-8 to comment that MST is spending Measure Q funds appropriately. General Manager/CEO, Carl Sedoryk, reviewed Measure Q Oversight for the Board.

Director LeBarre's comment on agenda item 3-10 highlighted opportunities for other cities to utilize MST vehicles dispositioned for repurposing.

On a motion by Director Worthy, seconded by Director Amelio and carried by the following vote, which was conducted by roll call, the Board approved items 3-7, 3-8, and 3-10 on the consent agenda:

AYES: 12 Alejo, Amelio, Barrera, Carbone, Garcia-Arrazola, LeBarre, Rodriguez, Smith, Velazquez, Visscher, and Worthy
NOES: 0
ABSENT: 1 Baron
ABSTAIN: 0

4. RECOGNITIONS AND SPECIAL PRESENTATIONS

4-1. Yanely Martinez – Recognition of 6 Years of Service on MST Board. (Carl Sedoryk)

The MST Board recognized Yanely Martinez for her six years of service on the MST Board and for her outstanding contribution to MST and to the entire community from April 10, 2017 to April 11, 2023.

4-2. May 2023 Employee of the Month – Navin Nischal, Coach Operator. (Barry Lee/Norman Tuitavuki)

The MST Board recognized Navin Nischal, Coach Operator as the May 2023 Employee of the Month for his outstanding contribution to MST and to the entire community.

4-3. Retirement – Cindy Urquidez, 16 Years of Service. (Norman Tuitavuki)

The MST Board recognized Cindy Urquidez, Coach Operator, for her 16 years of service and outstanding contribution to MST and the entire community.

5. PUBLIC HEARINGS

None.

Director Worthy left the meeting at 11:00 a.m.

6. ACTION ITEMS

6-1. Receive Draft Title VI Program Update August 1, 2023 through July 31, 2026 and Adopt Resolution 2023-36 Approving the Title VI Program Update. (Deanna Smith)

Deanna Smith, Civil Rights Officer presented the Title VI Program Update.

There were no public comments on item 6-1.

On a motion by Director Barrera, seconded by Director Amelio and carried by the following vote, which was conducted by roll call, the Board approved Resolution 2023-36 Approving the Title VI Program Update August 1, 2023 through July 31, 2026:

AYES:	11	Alejo, Amelio, Barrera, Carbone, Garcia-Arrazola, LeBarre, Rodriguez, Smith, Velazquez, and Visscher
NOES:	0	
ABSENT:	2	Baron and Worthy
ABSTAIN:	0	

6-2. Review Draft FY24 and FY25 Operating and Capital Budget Summary. (Lisa Rheinheimer)

The MST Board received and reviewed the Draft FY24 and FY25 Operating and Capital Budget Summary.

There were no public comments on item 6-2.

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 – March 2023

7-2. Federal Legislative Advocacy Report

7-3. State Legislative Advocacy Update

7-4. Staff Trip Reports

7-5. Correspondence – None

8. BOARD REPORTS, COMMENTS, AND REFERRALS

- 8-1. Reports on Meetings Attended by Board Members at MST Expense. (AB 1234)
- 8-2. Board Member Comments and Announcements.
 - a) APTA Transit Board Member & Board Administrators Seminars in Birmingham, AL, July 15-18, 2023. Early registration due date is May 26.
- 8-3. Board Member Referrals for Future Agendas.

9. ATTACHMENTS

- 9-1. The Detailed Monthly Performance Statistics and Disbursement Journal for February 2023 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

10. CLOSED SESSION

- 10-1. Conference with Labor Negotiators, Gov. Code § 54957.6: ATU and MSTEA. (Kelly Halcon/Michael D. Laredo)

Legal Counsel Michael D. Laredo confirmed that no closed session was needed for the May 8th board meeting.

11. ADJOURN

With no further business to discuss, Chair Velazquez adjourned the meeting at 11:33 a.m. (Pacific).

Prepared by: 
Jeanette Alegar-Rocha

Reviewed by: 
Carl G. Sedoryk

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

Draft Meeting Minutes

May 8, 2023
9:00 a.m.

Present:	Lorraine Worthy (Chair)	City of Gonzales
	Ed Smith	City of Monterey
	Kim Shirley	City of Del Rey Oaks
	Luis Alejo (Zoom)	County of Monterey
Absent:	Ariana Rodriguez	City of Greenfield
	Dave Pacheco	City of Seaside
Staff:	Carl Sedoryk	General Manager/CEO
	Lisa Rheinheimer	Assistant General Manager
	Norman Tuitavuki	Chief Operating Officer
	Michael Kohlman	Chief Information Officer
	Michelle Overmeyer	Director of Planning & Innovation
	Jeanette Alegar-Rocha	Clerk to the Board
	Andrea Williams	Finance Manager
	Beronica Carriedo	C/S & Community Relations Supervisor
	Daniel Bruno	Scheduling Assistant
	Deanna Smith	Civil Rights Officer
	Elena Grigorichina	Operations Specialist
	Emma Patel	Planning Manager
	Ezequiel Rebollar	IT Technician
	Ikuyo Yoneda-Lopez	Marketing & Communications Manager
	Jacqueline Munoz	C/S Representative
	Pamela Aquino	C/S Representative
	Jaime Molina	Communications Systems Specialist
	Kaleb Aquino-Lopez	Mobility Specialist
	Matthew Deal	Grants Analyst
	Marzette Henderson	Transportation Manager
	Melissa Valadez	Human Resources Supervisor
	Paul Lopez	Facilities Manager
	Scott Taylor	IT Manager
	Ursulla Scardina	Marketing Assistant
	Vince Dang	Project Management Coordinator

Counsel: Michael D. Laredo De Lay & Laredo

Public: Matt Robinson Shaw, Yoder, Antwih, Schmelzer & Lange
Michael Pimentel Shaw, Yoder, Antwih, Schmelzer & Lange
Don Gilchrest Thomas Walters & Associates
Jasmine Cortez-Mejia Office of County Supervisor Luis Alejo
MacGregor Eddy Member of the Public

1. CALL TO ORDER

Chair Worthy called the meeting to order at 9:02 a.m. with the meeting to proceed as a committee of the whole. Committee member Ed Smith arrived at 9:03 a.m., roll call was taken and a quorum was established.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

None.

3. CONSENT AGENDA

- 3-1 Receive Minutes of the Board Administrative Performance / BAPC Committee on September 12, 2022. (Jeanette Alegar-Rocha)
- 3-2 Receive Minutes of the Board Administrative Performance / BAPC Committee on November 14, 2022. (Jeanette Alegar-Rocha)

The Committee received the minutes of the Board Administrative Performance / BAPC Committee Meetings of September 12, 2022 and November 14, 2022.

4. ACTION ITEMS

- 4-1. Review of Administrative Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)
- 4-2. Update on State Legislative Activities. (Michelle Overmeyer/ Matt Robinson)

The Committee received an update on State Legislative activities from State legislative advocates, Matt Robinson and Michael Pimentel of Shaw, Yoder, Antwih, Schmelzer & Lange.

- 4-3. Update on Federal Legislative Activities. (Carl Sedoryk/Don Gilcrest)

The Committee received an update on Federal Legislative Activities from Federal legislative advocate Don Gilchrest of Thomas Walters & Associates.

4-4. Receive Report on MST Recruitment Efforts. (Kelly Halcon)

The Committee received a presentation from Kelly Halcon, Director of Human Resources and Risk Management on MST recruitment efforts.

4-5. Receive Updates on MST Diversity, Equity, and Inclusion Efforts. (Deanna Smith)

The Committee received an update on MST Diversity, Equity, and Inclusion Efforts from Deanna Smith, Civil Rights Officer.

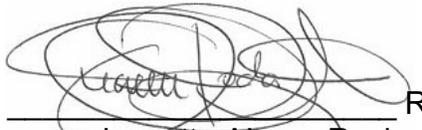
5. CLOSED SESSION

None.

6. ADJOURN

There being no further business, Chair Worthy adjourned the meeting at 10:00 a.m.

Prepared by:


Jeanette Alegar-Rocha

Reviewed by:


Carl G. Sedoryk

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To: Board of Directors
From: Lori Lee, Accountant
Subject: **FINANCIAL REPORTS – APRIL 2023**

RECOMMENDATION:

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

FISCAL IMPACT:

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

Beginning balance April 1, 2023	\$47,972,293
Revenues	8,104,234
Disbursements	<u><3,880,255></u>
Ending balance April 30, 2023	<u><u>\$52,196,272</u></u>

POLICY IMPLICATIONS:

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

DISCUSSION:

By the end of April 2023, using the Board approved FY 2023 Budget, MST had a \$8,106,153 year-to-date surplus to budget on the fixed-route operations and a \$1,135,405 surplus to budget on the MST RIDES operations, resulting in an overall year-to-date surplus of \$9,241,558.

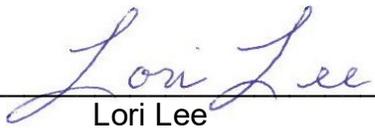
The following fixed-route expenses have negative variances of greater than 5% and have a monetary value greater than \$5,000 as seen in the April Budget vs. Actual reports contained in Attachment #4:

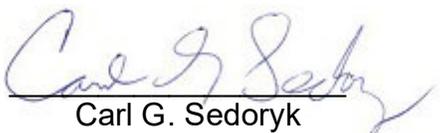
1. Miscellaneous Expenses – This 21.1% Fixed Route negative variance for the month is the result of staff travel and training in the month of April as seen in the Trip Reports in item 7-4. Staff is taking this increase into account for fiscal years 2024 and 2025 as the travel and training category is expected to come in over budget for the remaining of FY 2023. However, as of April the amount of travel and training is only 4.6% or \$19,341 over budget for the year.
2. Labor and Benefits – These RIDES negative category variance for the month of April are due to the recording of a journal entry to reallocate expenses between fund categories. This entry brings the year-to-date totals into balance.

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. April 2023 Cash Flow
2. April 2023 Disbursements
3. April 2023 Treasury Transactions
4. April 2023 Budget vs. Actual

PREPARED BY: 
Lori Lee

REVIEWED BY: 
Carl G. Sedoryk

REVENUES & DISBURSEMENTS

CASH FLOW

Beginning balance 04/01/2023		47,972,293.38
Revenues		
Passenger Revenue	150,277.82	
DOD Revenue	2,800.00	
LTF / STA / SGR	1,471,224.53	
Sales Tax	850,318.92	
Grants	5,564,763.17	
Interest Income	47,808.20	
Non Transit Revenue	17,040.60	
Total Revenues	<u>8,104,233.24</u>	8,104,233.24
Disbursements		
Operations (See Attachment #2)	3,790,747.30	
Capital	89,507.66	
Total Disbursements	<u>(3,880,254.96)</u>	
Ending balance 04/30/2023		<u><u>52,196,271.66</u></u>

COMPOSITION OF ENDING BALANCE

Checking - Mechanics Bank	829,901.78
Local Agency Investment Fund (LAIF)	27,690,701.81
Money Market - Mechanics Bank MM	18,813,282.61
Money Market - Mechanics Bank	9,588.44
Money Market - LCTOP	2,375,778.49
Money Market - State of Good Repair	2,363,232.35
Money Market - FOR A/Other	94,623.99
Bank of America - Escrow	8,989.69
Petty cash fund, STC Coin Machine, and 2 change funds	<u>10,172.50</u>
Total	<u><u>52,196,271.66</u></u>

PAYROLL ACCOUNT

April 07 Payroll & Related Expenses	633,204.75	
April 21 Payroll & Related Expenses	650,426.89	
April 26 Payroll & Related Expenses	1,494.92	
GASB Reports	2,250.00	
PERS & 457	370,272.48	
Garnishments	4,685.66	
PERS Health Insurance	<u>420,628.62</u>	
	2,082,963.32	2,082,963.32

GENERAL ACCOUNT

Disbursements on Attached Summary	1,693,086.72	
Payments to CDTFA	3,165.00	
Paydown Loans	70,745.39	
Workers Comp. Disbursements	24,815.82	
Interest Expense	3,327.70	
Bank Service Charge	<u>2,151.01</u>	
	1,797,291.64	1,797,291.64
Total Disbursements		<u>3,880,254.96</u>
Less Capital Disbursements & Transfers		(89,507.66)
Operating Disbursements		<u><u>3,790,747.30</u></u>

DISBURSEMENTS SUMMARY:
GENERAL ACCOUNT DISBURSEMENTS
For April 01, 2023 - April 30, 2023

CHECK PRINT DATE	CHECKS	TOTAL
Accounts Payable 04/05/2023	66880 - 66880	241.50
Accounts Payable 04/10/2023	66881 - 66742	345.00
Accounts Payable 04/11/2023	66743 - 66890	1,251.12
Accounts Payable 04/14/2023	66891 - 66958	1,223,581.97
Accounts Payable 04/21/2023	66959 - 67052	299,562.99
Accounts Payable 04/24/2023	67053 - 67110	43,618.75
Accounts Payable 04/28/2023	67111 - 67151	124,485.39
TOTAL		<u>1,693,086.72</u>

CHECKS \$100,000 AND OVER

VENDOR	BOARD APPROVED	CHECK	DATE	AMOUNT
MV	Recurring	66929	4/14/23	614,696.20
TRANSPORTATION	Contrac Transportation			
CALIF TRANSIT INS	Recurring	66904	4/14/23	229,041.29
POOL	Quarterly Insurance			
SC FUELS	Recurring	66908	4/14/23	115,127.46
	Fuel Purchases			

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

VENDOR	GENERAL MANAGER APPROVED	CHECK	DATE	AMOUNT
KIMLEYHORN & ASSOCIATES, INC	BRT Surf! Final Design	67000	4/21/23	2,961.00
	Board Approved 10/07/19			
KIMLEYHORN & ASSOCIATES, INC	TOD Planning Study	67000	4/21/23	80,867.37
	Board Approved 06/13/22			

**TREASURY TRANSACTIONS
FOR APRIL 2023**

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 04/01/2023					27,690,701.81
Quarterly interest earned 2.74%					27,690,701.81
Local Agency Investment Fund:					
LAIF Treasury Balance at 04/30/2023					27,690,701.81

MECHANICS BANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Description</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 04/01/2023					14,461,507.63
03/08/23	687	AP/Payroll		900,000.00	13,561,507.63
03/08/23	687	LTF	1,471,224.53		15,032,732.16
03/17/23	687	AP/Payroll		1,600,000.00	13,432,732.16
03/29/23	687	LCTOP	179,859.00		13,612,591.16
03/31/23	687	CalTrans	113,881.17		13,726,472.33
03/31/23	687	AP/Payroll		400,000.00	13,326,472.33
03/31/23	687	FED	124,324.00		13,450,796.33
03/31/23	687	FED 5307	4,776,246.00		18,227,042.33
03/31/23	687	FED 5307	341,455.00		18,568,497.33
03/31/23	687	FED 5339	76,203.00		18,644,700.33
03/31/23	687	FED 5339	132,654.00		18,777,354.33
04/30/23		Interest	35,928.28		18,813,282.61
MECHANICS MM Balance at 04/30/2023					18,813,282.61

Fixed-Route
MONTEREY-SALINAS TRANSIT DISTRICT
Revenue & Expense - Consolidated
Period: 04/01/23..04/30/23

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

Description	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	163,518	197,055	(33,537)	1,757,917	1,970,550	(212,633)
Special Transit	31,434	43,834	(12,401)	677,850	438,340	239,510
Cash Revenue	59,601	24,174	35,427	928,508	241,740	686,768
Cash Grants & Reimbursement	3,632,094	3,632,094	0	36,320,940	36,320,940	0
Total Revenue	3,886,647	3,897,157	(10,510)	39,685,214	38,971,570	713,644
Expenses						
Labor	1,376,532	1,540,950	(164,418)	12,967,139	15,409,500	(2,442,361)
Benefits	881,397	1,054,559	(173,162)	9,732,568	10,545,590	(813,022)
Advertising & Marketing	17,078	15,559	1,519	102,497	155,590	(53,093)
Professional & Technical	73,817	180,925	(107,108)	812,665	1,809,250	(996,585)
Outside Services	54,722	54,175	547	522,561	541,750	(19,189)
Outside Labor	137,064	187,959	(50,895)	1,365,975	1,879,590	(513,615)
Fuel & Lubricants	124,917	351,432	(226,515)	2,211,584	3,514,320	(1,302,736)
Supplies	45,475	114,592	(69,117)	596,972	1,145,920	(548,948)
Vehicle Maintenance	67,742	80,417	(12,675)	590,923	804,170	(213,247)
Marketing Supplies	758	3,167	(2,409)	29,525	31,670	(2,145)
Utilities	64,945	71,521	(6,576)	662,151	715,210	(53,059)
Insurance	107,861	104,167	3,694	1,402,077	1,041,670	360,407
Taxes	9,321	25,922	(16,601)	123,251	259,220	(135,969)
Purchased Transportation	379,930	436,000	(56,070)	3,687,569	4,360,000	(672,431)
1 Miscellaneous Expenses	50,825	41,976	8,849	439,101	419,760	19,341
Interfund transfers	0	0	0	0	0	0
Pass Thru/Behalf of Others	0	0	0	0	0	0
Interest Expense	5,495	12,000	(6,505)	130,696	120,000	10,696
Leases & Rentals	39,047	45,999	(6,952)	443,437	459,990	(16,553)
Total Operating Expenses	3,436,926	4,321,320	(884,394)	35,820,691	43,213,200	(7,392,509)
Operating Surplus (Deficit)	449,721	(424,163)	873,884	3,864,523	(4,241,630)	8,106,153

RIDES
MONTEREY-SALINAS TRANSIT DISTRICT
Revenue & Expense - Consolidated
Period: 04/01/23..04/30/23

Fiscal Start Date: 07/01/22
G/L Budget Filter: FY23, Fund Filter: 002
All amounts are in USD.

Description	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	10,220	15,000	(4,780)	128,955	150,000	(21,045)
Special Transit	11,084	0	11,084	68,910	0	68,910
Cash Revenue	0	0	0	0	0	0
Cash Grants & Reimbursement	557,614	557,614	0	5,576,140	5,576,140	0
Total Revenue	578,918	572,614	6,304	5,774,006	5,726,140	47,866
Expenses						
2 Labor	47,482	11,750	35,732	111,332	117,500	(6,168)
2 Benefits	20,865	6,207	14,658	57,788	62,070	(4,282)
Advertising & Marketing	0	417	(417)	0	4,170	(4,170)
Professional & Technical	0	417	(417)	0	4,170	(4,170)
Outside Services	0	0	0	0	0	0
Outside Labor	2,312	6,500	(4,188)	24,951	65,000	(40,049)
Fuel & Lubricants	36,454	78,750	(42,296)	536,172	787,500	(251,328)
Supplies	613	1,709	(1,096)	12,749	17,090	(4,341)
Vehicle Maintenance	0	0	0	0	0	0
Marketing Supplies	0	167	(167)	0	1,670	(1,670)
Utilities	249	120	129	672	1,200	(528)
Insurance	0	0	0	0	0	0
Taxes	0	0	0	0	0	0
Purchased Transportation	359,008	450,417	(91,409)	3,714,833	4,504,170	(789,337)
Miscellaneous Expenses	17,728	16,161	1,567	180,115	161,610	18,505
Interfund transfers	0	0	0	0	0	0
Pass Thru/Behalf of Others	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0
Leases & Rentals	0	0	0	0	0	0
Total Operating Expenses	484,712	572,615	(87,903)	4,638,611	5,726,150	(1,087,539)
Operating Surplus (Deficit)	94,206	(1)	94,207	1,135,395	(10)	1,135,405

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 January 2023.

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.

January 2023: Item(s) with an estimated fair market value of \$100 or more: None

Prepared by: 
Beronica Carriedo

Reviewed by: 
Carl G. Sedoryk

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To: Board of Directors
From: Lisa Cox, Risk and Security Manager
Subject: Notice of Rejection – Claimant Pacific Rim Co., LLC.

RECOMMENDATION:

Reject claim by claimant Pacific Rim Co., LLC.

FISCAL IMPACT:

The claimant failed to present the claim to MST within six (6) months after the event or occurrence as required by law.

POLICY IMPLICATIONS:

None.

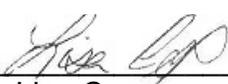
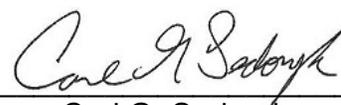
DISCUSSION:

On April 13, 2023, MST received a claim related to an alleged breach of contract for the purchase of approximately two (2) acres located at 280 Reservation Road in the City of Marina. The date of the alleged breach was noted as May 27, 2022.

The claimant states “The contract required Pacific Rim Companies to secure a subdivision of the MST property. Claimant submitted an application for the subdivision; however, the City of Marina has refused to move forward with the application until the completion of the Downtown Specific Plan, which includes the MST property.”

It has been determined that the most recent claim submitted has failed to comply with the California Tort Claims Act and is insufficient due to the notice of the untimely claim after six months. The claimant’s failure to present a timely claim has prompted the recommendation to have this 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:  APPROVED BY: 
Lisa Cox Carl G. Sedoryk

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

RECOMMENDATION:

Reject claim by claimant Keith Mitchell.

FISCAL IMPACT:

The claimant failed to present the claim to MST within six (6) months after the event or occurrence as required by law.

POLICY IMPLICATIONS:

None.

DISCUSSION:

On April 24, 2023, MST received a claim related to an incident when claimant boarded bus #1721. The incident occurred on June 24, 2022.

The claimant states he bumped his head on the right side, exterior mirror after loading his bike and preparing to board the coach. The claimant states the bus driver was not at fault and the extension of the mirror stuck out too far.

It has been determined that the most recent claim submitted has failed to comply with the California Tort Claims Act and is insufficient due to the notice of the untimely claim after six months. The claimant's failure to present a timely claim has prompted the recommendation to have this 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:  APPROVED BY: 
Lisa Cox Carl G. Sedoryk

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To: Board of Directors
From: Michael Kohlman, Chief Information Officer
Subject: Renewal of Giro Inc. HASTUS Software Maintenance Agreement

RECOMMENDATION:

Authorize the General Manager/CEO to execute a contract with Giro Inc. for one year of system maintenance in an amount not to exceed \$129,791

FISCAL IMPACT:

The cost for this contract is \$129,541 plus an escrow fee of \$250. This amount is included in the Board adopted FY 2023 Budget.

POLICY IMPLICATIONS:

Your board approves contracts and expenditures over \$100,000 per MST's Procurement Policy. Additionally, this renewal allows MST to maintain a key system in a current and updated state of operation.

DISCUSSION:

In October 2004, MST implemented the HASTUS software system which is Giro Inc.'s scheduling/runcutting software. The system is used to assign MST coach operators to MST bus schedules. Maintaining this system in a good operational state allows the Planning and Operations Departments to perform these functions in an efficient and productive manner.

Due to the complex and proprietary nature of the system software, MST does not have the ability to retain the services of another vendor for this service.

As such, in accordance with FTA Circular 4220.1F, Section VI-3.i, procurement by noncompetitive proposals may be used when the manufacturer or service provider is the sole provider of the items or services compatible with existing equipment/systems and when the equipment/systems are not interchangeable with similar parts and equipment from other manufacturers. Giro is the principal owner and sole provider of this licensing and software application. Based on this guidance, I.T. recommends renewal of this agreement.

Approval of this item will authorize the General Manager/CEO to execute a contract with Giro Inc. for maintenance and support of the Hastus scheduling system for one year in an amount not to exceed \$129,791.

ATTACHMENT(S):

None

Prepared by:  _____
Michael Kohlman

Reviewed by:  _____
Carl G. Sedoryk

To: Board of Directors
From: Michael Kohlman, Chief Information Officer
Subject: Vontas TransitMaster Software Maintenance Contract Renewal

RECOMMENDATION:

Authorize the General Manager/CEO to execute a contract with Vontas TransitMaster for one year of system maintenance in an amount not to exceed \$127,746.

FISCAL IMPACT:

The amount of this contract is \$127,746. This amount is included in the Board adopted FY 2023 Budget.

POLICY IMPLICATIONS:

Your board approves contracts and expenditures over \$100,000 per MST's Procurement Policy. Additionally, this renewal allows MST to maintain a key system in a current and updated state of operation.

DISCUSSION:

In October 2002, MST implemented the Siemens (now Trapeze ITS) TransitMaster system integrating computer aided dispatching, automatic vehicle location, geographic positioning systems with voice and data communications. The system is used to keep track of MST's fleet of buses and support vehicles and controls critical communications between the MST communications center and employees deployed throughout the service area. Data from the system is used to ascertain on-time performance for specific routes and actual ridership at any bus stop served. To date, TransitMaster data has been instrumental in providing information that is used to serve our communities more efficiently, resulting in MST carrying greater numbers of passengers with fewer hours of service, and greater on-time performance. Maintaining this system in a good operational state allows MST to perform these functions in an efficient and productive manner.

Due to the complex and proprietary nature of the TransitMaster software, MST does not have the ability to retain the services of another vendor for this system.

As such, in accordance with FTA Circular 4220.1F, Section VI-3.i, procurement by noncompetitive proposals may be used when the manufacturer or service provider is

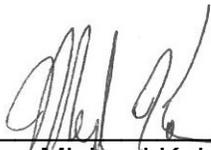
the sole provider of the items or services compatible with existing equipment/systems and when the equipment/systems are not interchangeable with similar parts and equipment from other manufacturers. Vontas is the principal owner and sole provider of this licensing and software application. Based on this guidance, I.T. recommends renewal of this agreement.

Approval of this item will authorize the General Manager/CEO to contract with Vontas for maintenance and support of the TransitMaster logistics system for one year in an amount not to exceed \$127,746.

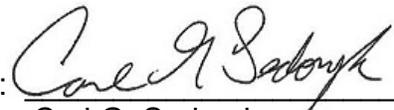
ATTACHMENT(S):

None.

Prepared by: _____


Michael Kohlman

Reviewed by: _____


Carl G. Sedoryk

To: Board of Directors

From: Marzette Henderson, Transportation Manager

Subject: After Action Report: Monterey County Emergency Operations Center Pineapple Express Winter Storms and Flood Response, March 2023

RECOMMENDATION:

Receive After Action Report: Monterey County Emergency Operations Center Pineapple Express Winter Storms and Flood Response, March 2023.

SUMMARY:

The After Action Report details the key events and MST’s participation in the Monterey County Emergency Operations Center (EOC) response to the 2023 Pineapple Express winter storms which occurred in March 2023. Additionally, this document discusses lessons learned from MST’s response to this incident and provides specific recommendations to improve MST’s response to similar incidents that occur in the future.

FISCAL IMPACT:

MST staff is working with FEMA to help defray the cost of \$165,000 for our emergency response efforts.

DISCUSSION:

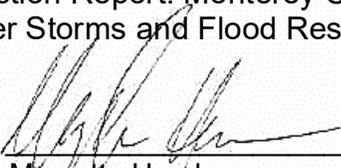
A series of atmospheric rivers (aka Pineapple Express) brought rain and high winds to Monterey County in March 2023, following a series of similar storms that occurred in January 2023. The heaviest rainfall and strongest winds occurred during the period of March 8-13, which caused widespread and localized flooding and road closures throughout the county. The Pajaro community endured most of the devastation due to a levee breach on the Pajaro River that led to extensive flooding in up to 5 feet of water and closed Highway 1 between Salinas Road and Watsonville for five days.

The Monterey County Emergency Operations Center (EOC) was activated to Level 1 status (highest) on March 10, 2023. MST supported the EOC as the Transportation Branch and maintained a presence in the EOC while it was in Level 1 status. MST coordinated with MV Transportation, Yellow Cab, and Santa Cruz Metro to provide evacuation support during Level 1 response and continued to support the EOC with shelter transportation and recovery efforts as the EOC transitioned into lower activation statuses.

In total, MST transported 1,609 riders needing access to/from shelters. In addition, and in support of the Pajaro community, MST has established a free fare zone for bus stops serving Pajaro residents.

ATTACHMENT(S):

After Action Report: Monterey County Emergency Operations Center Pineapple Express Winter Storms and Flood Response, March 2023

Submitted by: 
Marzette Henderson

Reviewed by: 
Carl Sedoryk

AFTER ACTION REPORT: Monterey County Emergency Operations Center Pineapple Express Winter Storms and Flood Response, March 2023

EXECUTIVE SUMMARY:

A series of atmospheric rivers (aka Pineapple Express) brought rain and high winds to Monterey County in March 2023, following a series of similar storms that occurred in January 2023. The heaviest rainfall and strongest winds occurred during the period of March 8-13, which caused widespread and localized flooding and road closures throughout the county. The Pajaro community endured most of the devastation due to a levee breach on the Pajaro River that led to extensive flooding in up to 5 feet of water and closed Highway 1 between Salinas Road and Watsonville for five days.

The EOC was activated to Level 1 status (highest) on March 10, 2023. MST supported the EOC as the Transportation Branch and maintained a presence in the EOC while it was in Level 1 status. MST coordinated with MV Transportation, Yellow Cab, and Santa Cruz Metro to provide evacuation support during Level 1 response and continued to support the EOC with shelter transportation and recovery efforts as the EOC transitioned into lower activation statuses.

The EOC's collaboration with MST ensured the swift and efficient transportation of evacuees and individuals to designated shelters. In total, MST recorded 1,609 boardings, including 33 emergency evacuations in the immediate aftermath of the flooding, and distributed 14 discounted monthly passes at the request of the EOC. Ongoing shelter transportation was provided to shelters in Prunedale, Salinas, and Seaside.

Between March 20-22, 2023, all sheltered residents were relocated to the Santa Cruz County Fairgrounds shelter in Watsonville. MST coordinated with the EOC to implement a daily shuttle that circulated between the fairgrounds to the EOC's Disaster Recovery Center (DRC) at Pajaro Middle School. MST provided shelter transportation until the Fairgrounds shelter was demobilized on May 15, 2023, which marked the end of MST's continuous daily transportation support since the EOC was activated to Level 1 on March 10. The EOC will continue to be in a low-level activation status throughout the next several weeks as many residents remain unsheltered in non-congregate housing and may continue to reach out to MST for support on an as-needed basis.



KEY EVENTS TIMELINE & MST ACTION

- **March 8, 2023:** Monterey County issues a countywide Flood Watch scheduled to go into effect on the afternoon of March 9.
- **March 9, 2023:** Evacuation Warnings were issued for the Pajaro, Carmel River, and Lagoon areas, Bolsa Knolls, Arroyo Seco, Big Sur River, and North Salinas effective immediately due to the incoming storm. High winds and storm damage road closures forced truck route detours in Carmel (Serra Ave and Junipero Ave closed) – Line 5 affected.
- **March 10, 2023:** EOC Level 1 is activated for the March 2023 Pineapple Express weather event. Del Monte Ave. in Monterey is closed due to weather-related storm damage. Ensuing traffic as a result of the road closures and power outages in Monterey and Pacific Grove led to partial Jazz route cancellations along Lighthouse Ave. in Monterey due to excessive delays. Midday service on Line 23 was canceled from noon – 4 pm due to Hwy 1 inundation at Chualar. Line 84 service in Bradley was canceled due to flooding in Bradley.
- **March 11, 2023:** Evacuation Orders were issued for the Pajaro, Carmel Valley, Arroyo Seco, and Salinas River between King City and Gonzales effective immediately due to the incoming storm. Line 28/29 was detoured to Watsonville via Hwy 1 due to Pajaro Evacuation Orders. Evacuation Warnings were issued

for low-lying areas along the Salinas River. Evacuation Orders for Carmel Valley were downgraded to Warnings by the end of the day.

- **March 12, 2023:** Pajaro River Levy breached overnight, and a Flash Flood Warning was issued for the Pajaro River and the Town of Pajaro. Evacuation Orders along the Pajaro River extended to the Pajaro Dunes community. Highway 1 from Salinas Road to Highway 129 is closed due to flooding - Line 28/29 service to Watsonville is canceled due to the Hwy 1 closure. Salinas River Evacuation Orders extended to Spreckels and the coast. MST activates plans for admin staff to work from home the following day due to flood risk. Frontline Operations employees are notified to report to the operating division on their home side of the Salinas River due to Salinas River flooding and possible isolation caused by road/highway inundation.
- **March 13, 2023:** Blanco Road is closed from Reservation Road to Davis Road due to flood levels. Line 20 detour via Hwy 68 and Reservation Road between Salinas and Marina. It is worth noting that Hwy 1 at Castroville was also at risk of being flooded at this time, and Hwy 68 may have been the last road to close if water levels continued to rise.
- **March 14, 2023:** Evacuation Orders around the town of Spreckels are downgraded to Evacuation Warnings; Salinas River begins receding. Weather and wind-related damage temporarily shut down Highway 1 near CHOMP – Lines 5, 8, 91, and 94 are partially canceled until Highway was cleared later in the day.
- **March 15, 2023:** Line 18 detoured via Hwy 1 between Sand City and CSUMB due to Monterey Road closure in Seaside/Fort Ord. Lines 5 and 94 were detoured via the Carmel truck route due to temporary road closures caused by storm/wind damage.
- **March 16, 2023:** Hwy 1 at Pajaro reopens – Line 28/29 service to Watsonville is restored via Hwy 1, but Pajaro remained out of service due to ongoing evacuation orders. Line 18 was restored to the regular route.
- **March 16, 2023 – March 20, 2023:** All Salinas River-adjacent Evacuation Orders and Warnings are lifted during this period. Pajaro River Evacuation Orders remain in effect.
- **March 23, 2023:** Pajaro River Evacuation Orders are lifted – Lines 28/29 restored to regular route. Monterey County EOC requests transportation support between the Santa Cruz County Fairgrounds and the Town of Pajaro to support ongoing community recovery efforts. MST provided recovery transportation support until May 15, 2023.

KEY FINDINGS

- The activation of the EOC played a vital role in coordinating the response efforts, facilitating effective communication, and ensuring the efficient allocation of resources.
- Timely evacuation warnings and orders were issued for various areas, prioritizing public safety, and minimizing potential risks to residents in high-risk flood-prone regions.
- Road closures and storm damage had significant impacts on transportation services, affecting MST bus routes Lines 5, 18, 20, and 94 on the Monterey Peninsula, Line 28/29 in Pajaro, and Lines 23, and 84 in South County. Detours and cancellations were implemented to ensure public safety and minimize disruptions to services.
- The Salinas River encroachment onto Blanco Road provided some data into which transportation corridors might be the first close and can serve as a historical reference for how MST can consider making advanced preparations to continue providing services if flood levels were to rise to similar levels in the future. Our observations indicate that Blanco Road would be the first corridor to be inundated in our service area. Reservation Road and Hwy 68 remained open during this time. Flood waters also began encroaching near the road surface of Hwy 1 between Salinas River and Castroville during this time. While we do not service this corridor at this time, it provides some insight into where the points of risk of isolation between the Monterey Peninsula and Salinas Valley may be. Hwy 68 at Salinas River appeared to be the last link that would have been inundated, assuming the bridge continued to be safe to travel across.
- Collaboration with Santa Cruz Metro, Yellow Cab, and MV Transportation facilitated the provision of transportation support to aid ongoing community recovery efforts within Santa Cruz County.
- The implementation of work-from-home plans for administrative staff and the strategic deployment of frontline operations employees helped maintain operational continuity despite flood risks and road isolations caused by the storm.



RECOMMENDATIONS

- Ongoing review of MST Continuity of Operations Plan and procedures to ensure they remain relevant and effective.
- Conduct regular training exercises involving MST to enhance their ability and preparedness for supporting evacuation and shelter transportation efforts.
- Enhance communication and coordination with neighboring counties, such as Santa Cruz County, to facilitate seamless transportation and sheltering operations during large-scale incidents. Review the existing Memorandum of Understanding (MOU) with neighboring transit operators to ensure it provides the proper framework and scope of cooperative transportation support during emergencies that impact neighboring counties.
- Evaluate transportation network companies (i.e., Uber Transit) as a mode to expedite the transportation and relocation of affected individuals during emergencies.

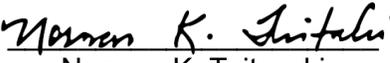
CONCLUSION:

The Pineapple Express Winter Storm event in March 2023 had a significant impact on Monterey County, requiring a robust response from the EOC and close collaboration with MST and our transportation partners ensured the safe transportation and sheltering of affected residents within our community.

The dedication and collective contribution of MST frontline staff played a crucial role in supporting the community during this challenging event. Their commitment to providing transportation services under adverse conditions is worthy of recognition. Additionally, the assistance provided by MV Transportation, Yellow Cab, and Santa Cruz Metro was vital in fulfilling our mission to deliver the necessary transportation support to the EOC.

We express our gratitude to all personnel involved in the response for their dedication, professionalism, and unwavering commitment to the well-being of the community. Their efforts ensured the successful coordination and delivery of transportation services during this challenging time.

Submitted by: 
Marzette Henderson

Reviewed by: 
Norman K. Tuitavuki

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To: Board of Directors
From: Lisa Rheinheimer, Assistant General Manager
Subject: FY 2024 and FY 2025 Operating and Capital Budget

RECOMMENDATION:

1. Receive Presentation on Proposed FY 2024 and FY 2025 Operating and Capital Budget,
2. Conduct Public Hearing to Hear Public Comments on the Proposed FY 2024 and FY 2025 Operating and Capital Budget,
3. Adopt Proposed FY 2024 and FY 2025 Operating and Capital Budget,
4. Approve Resolution 2023-40 Authorizing the Filing of Federal Grant Applications, and
5. Authorize staff to apply to the Transportation Agency for Monterey County for Transportation Development Act Local Transportation Funds and State Transit Assistance for FY 2024.

FISCAL IMPACT:

Every year, MST prepares a 2-year budget to plan for both operating and capital needs, including a revenue forecast and expenditure budget.

The Proposed FY 2024 and FY 2025 Operating and Capital Budget includes both an operating and capital budget for both Fixed Route Bus and MST RIDES (paratransit).

For comparison purposes, the Proposed FY 2024 Operating budget is \$58.4 million, which is a decrease of .5% compared to the FY 2023 budget of \$58.7 million.

The FY 2024 capital budget is \$16.14 million and represents a 57.5% increase over the FY 2023 budget (\$10.25M) largely due to continued support for major capital projects including bus and support vehicle purchases, continued planning and design for the SURF! project, and planning and design for the Salinas Operations and

Maintenance Facility project. Grant revenues make up 73.4% of capital budget expenditures in FY 2024.

This report summarizes the FY 2024 and FY 2025 Operating and Capital Budget with respect to 1) Revenues, 2) Operating Budget, and 3) Capital Budget as described below:

1. Revenues

Overall, revenues are anticipated at \$53.88 million and an increase of .4% as compared to the FY 2023 Budget (\$53.64M). This is a result of an increase in certain categories of revenue that are expected to grow as compared to the FY 2023 Budget. Below is a summary of some of the revenue highlights:

- A. **Partnership revenues from the City of Monterey, Colleges, and University:** The budget assumes that these contributions will increase as compared to FY 2023. Contracts with the colleges and university are modest but continue for 3 years providing stability in funding and providing free transit to students. The City of Monterey has committed \$350,000 in funding for daily Trolley Monterey service between May 27 - September 4. Through a contract between the City of Monterey, the Aquarium has committed to fund its historical 20.9% towards daily service during this time period. The Monterey County Convention and Visitors Bureau has also agreed to contribute a modest amount of funding to support the Monterey Trolley service.
- B. **Measure Q sales taxes and Local Transportation Funds:** Both of these fund sources are collected based on retail sales taxes. The combined collection of sales taxes will increase by 5.4%. The LTF and Measure Q revenue sources make up 55.0% of the operating expenses.
- C. **State Transit Assistance funds:** These funds are estimated to decrease by 3% as compared to FY 2023. State Transit Assistance funds are generated by a State sales tax on diesel fuel and distributed to transit operators based on population as well as revenues generated by the transit agency. While the population of Monterey County will likely not change significantly, the amount of fare revenue generated by MST will decrease. The specific amount available to MST from STA is a best-guess (\$5.1M) in the budget as the amount was not published by the state in time for this budget.
- D. **Federal Transit Administration Funds:** Operations funding from the federal Infrastructure Investment and Jobs Act (5307) represents a 1% increase over FY 2023.
- E. **Interest Earned:** For those funds held in MST's Money Market account, separate from the Local Agency Investment Fund (LAIF) at the State, MST's interest rate was raised to 3% APR in May 2023. This allows MST to earn

interest and reinvest in transit services or capital projects. The amount identified in the budget is a \$714,000 increase as compared to FY 2023.

- F. **Financial Break Even Analysis:** While the budget uses reserves to balance the budget, staff estimates that funding will match revenue in FY 2028. After this break even year, MST will spend more than it receives in revenue. It will be important to carefully track revenues and expenses over the next two years and plan accordingly.

2. Operating Budget

The FY 2024 operating budget does not contemplate fare changes. However, MST is planning a larger marketing campaign to help bring awareness to the contactless fare payment option onboard the bus. The FY 2024 operating budget also assumes the same number of staffing as compared to FY 2023. A summary of the 2-year FY 2024 and FY 2025 budget is included as Attachment 2. Included in the operating budget is additional research and development training/travel needed for MST to gain knowledge about the state of transit technologies and practices in similar smaller urban areas in other countries.

3. Capital Budget

The FY 2024 and FY 2025 capital budgets are taken from the first two years of the updated 5-Year Capital Improvement Program for FY 2024-2028. The CIP is included as an appendix to the Budget. Of the \$58.0 million capital budget for FY 2024 and FY 2025, 13.5% or \$7.8 million is identified from MST's General Fund. Major capital projects include replacement buses with zero-emissions buses, and the final design phase of the SURF! Busway and Bus Rapid Transit project, initiation of a new Salinas Operations and Maintenance Facility.

POLICY IMPLICATIONS:

Each fiscal year, your Board adopts a budget for MST's two service centers: Fixed Route Bus and MST RIDES (paratransit). In addition, your Board adopts a capital budget for vehicle, facilities infrastructure, bus stops and stations, and technology expenditures which generally exceed \$1,000.

Through MST's enabling legislation and Bylaws, the Board is tasked with adopting an annual budget after a public hearing has been conducted and noticed in a newspaper of general circulation. The public hearing notice was circulated in the Monterey Herald and Salinas Californian in English and Spanish at least 15 days prior to the Board public hearing.

RESOLUTION 2023-40

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA, FOR FEDERAL TRANSPORTATION ASSISTANCE GRANTS AUTHORIZED BY 49 U.S.C. CHAPTER 53; TITLE 23, UNITED STATES CODE, OR OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION, FOR FINANCIAL ASSISTANCE.

WHEREAS, the Federal Transit Administrator is authorized to make grants for mass transportation program of projects and budgets; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provisions by it of the local share of project costs in the program; and

WHEREAS, it is the goal of the applicant that minority business be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum opportunity to compete for contracts when procuring construction contracts, supplies, equipment contracts, or consultant and other services; and

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of Monterey-Salinas Transit District:

1. That General Manager / CEO, or their delegate, is authorized to execute and file an application for federal assistance on behalf of Monterey-Salinas Transit District with the Federal Transit Administration for federal assistance to aid in the financing of planning, capital, and operating projects pursuant to Section 5208(f), 5303, 5304, 5305, 5307, 5308, 5309, 5310, 5311, 5311(f), 5312, 5313, 5316, 5317, 5318, 5320, 5322, 5324, 5337, 5339, 5340, and 20005 authorized by 49 U.S.C. Chapter 53, title 23, United States Code, or other federal statutes authorizing a project administered by the Federal Transit Administration, including all discretionary funding programs administered by the federal government.
2. That General Manager / CEO, or their delegate, is authorized to execute and file with its applications the annual certification and assurances and other documents the Federal Transportation Administration requires before awarding a federal assistance grant or cooperative agreement.
3. That General Manager / CEO, or their delegate, is authorized to furnish such additional information as the Federal Transportation Administration may require in connection with the application for the program of projects and budget.

4. That General Manager / CEO, or their delegate, is authorized to set forth and execute affirmative minority business policies in connection with the program of projects and budget procurement needs.

5. That General Manager / CEO, or their delegate, is hereby authorized to execute the grant agreements on behalf of Monterey-Salinas Transit District with the Federal Transportation Administration for aid in the financing of the planning, capital and operating program of projects and budget.

CERTIFICATION

The undersigned duly qualified Carl Sedoryk, General Manager / CEO, acting on behalf of Monterey-Salinas Transit District, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Directors.

Anna Velazquez
Chairperson

Carl G. Sedoryk
Secretary

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT DISTRICT this 12th day of June 2023 by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST: Directors:

Jeanette Alegar-Rocha
Board Secretary (Deputy)

FY 2024 and FY 2025 Operating and Capital Budget Summary

	FY 2023 (\$)	FY 2024 (\$)	FY24/FY23 % Change	FY 2025 (\$)	FY25/FY24 % Change
<i>Fixed Route Bus</i>					
<u>Operating Revenue</u>	<u>46,765,878</u>	<u>46,699,996</u>	<u>-0.1%</u>	<u>47,026,287</u>	<u>0.7%</u>
<u>Capital</u>	<u>10,250,370</u>	<u>16,069,975</u>	<u>56.8%</u>	<u>41,648,933</u>	<u>159.2%</u>
<u>Sub-Total</u>	<u>57,016,248</u>	<u>62,769,971</u>	<u>10.1%</u>	<u>88,675,220</u>	<u>41.3%</u>
<i>MST RIDES</i>					
<u>Operating Revenue</u>	<u>6,871,365</u>	<u>7,176,640</u>	<u>4.4%</u>	<u>7,593,254</u>	<u>5.8%</u>
<u>Capital</u>	<u>0</u>	<u>72,000</u>	<u>#N/A</u>	<u>245,864</u>	<u>241.5%</u>
<u>Sub-Total</u>	<u>6,871,365</u>	<u>7,248,640</u>	<u>5.5%</u>	<u>7,839,118</u>	<u>8.1%</u>
<i>Fixed Route/RIDES Combined</i>					
<u>Operating Revenue</u>	<u>53,637,243</u>	<u>53,876,636</u>	<u>0.4%</u>	<u>54,619,541</u>	<u>1.4%</u>
<u>Capital</u>	<u>10,250,370</u>	<u>16,141,975</u>	<u>57.5%</u>	<u>41,894,797</u>	<u>159.5%</u>
<u>Overall Revenue Total</u>	<u>63,887,613</u>	<u>70,018,611</u>	<u>9.6%</u>	<u>96,514,338</u>	<u>37.8%</u>
<i>Summary</i>					
<u>Operating Revenues</u>	<u>53,637,243</u>	<u>53,876,636</u>	<u>0.4%</u>	<u>54,619,541</u>	<u>1.4%</u>
<u>Operating Expenses</u>	<u>58,727,218</u>	<u>58,446,440</u>	<u>-0.5%</u>	<u>60,023,531</u>	<u>2.7%</u>
<u>Operating/Capital Reserves</u>	<u>-5,089,975</u>	<u>-4,569,804</u>	<u>-10.2%</u>	<u>-5,403,990</u>	<u>18.3%</u>
<i>Cash Balance at Fiscal Yearend</i>					
<u>Projected Unrestricted Cash Balance (June 30)</u>	<u>45,705,701</u>	<u>38,634,945</u>		<u>30,953,666</u>	
<u>15% Required Operating Reserve</u>	<u>8,809,083</u>	<u>8,766,966</u>		<u>9,003,530</u>	
<u>Projected Unrestricted Cash Balance (June 30) available less Reserve</u>	<u>36,896,618</u>	<u>29,867,979</u>		<u>21,950,137</u>	

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To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Monthly Report – April 2023

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

For the five months since the implementation of the Better Bus Network passenger boardings have increased at a rate of 22% over the same period last year. This is double the rate of increase in passenger boardings for the five months preceding the implementation of the new service model.

A decrease in MST RIDES on-time performance at 78% was noted during April due to a combination of staffing issues, scheduling software, and operational issues on behalf of MST's contract service provider MV Transportation. MST staff is providing financial incentives to assist MV coach operator recruitment efforts in combination with disincentives including liquidated damages to encourage improved MV operational performance. MST staff will continue to actively monitor and manage our contractor to ensure MST RIDES on-time performance is comparable to MST fixed-route services.

April 16 – 19, I attended the California Association for Coordinated Transportation spring conference in Olympic Valley, CA where I provided presentations regarding the development and implementation of the MST Better Bus Network, and our experience to date utilizing contactless payments and fare capping.

Attachment #1 – Dashboard Performance Comparative Statistics – April 2023

Attachment #2 – Transportation Department Monthly Report – April 2023

Attachment #3 – Maintenance Department Monthly Report – April 2023

Attachment #4 – Administration Department Monthly Report – April 2023

Attachment #5 – Better Bus Systems Could Slow Climate Change Article

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

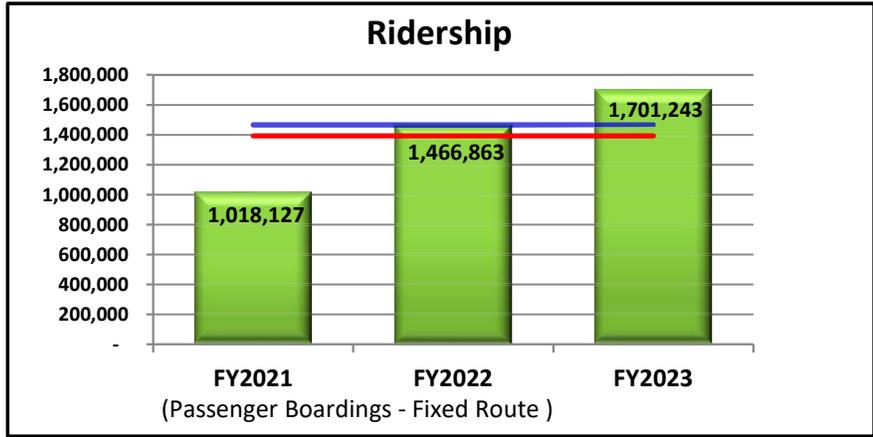
Prepared by: 
Carl G. Sedoryk

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YTD Dashboard Performance Comparative Statistics

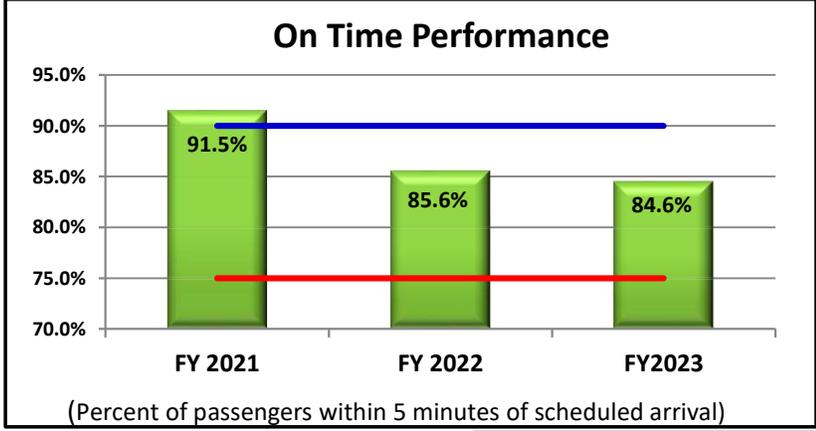
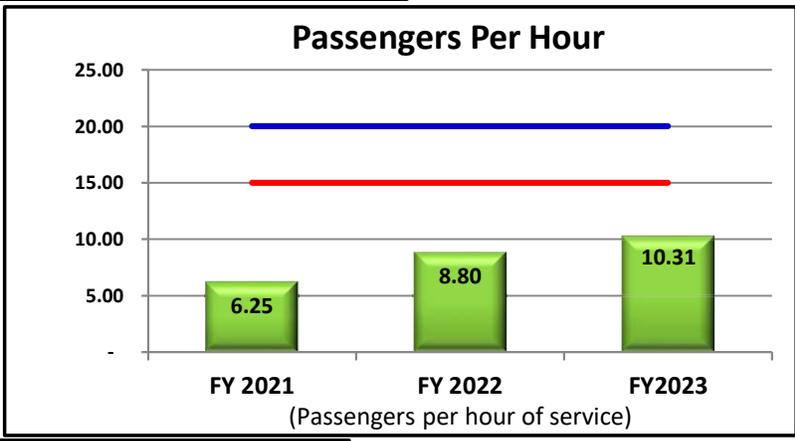
July - April

Fiscal Years 2021-2023



Goal = 20 passengers p/h

Minimum = 15 passengers p/h

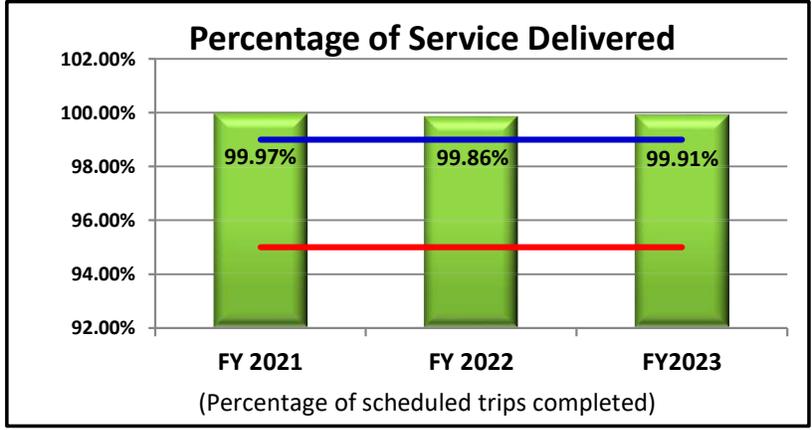


Goal = 90% on time

Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed

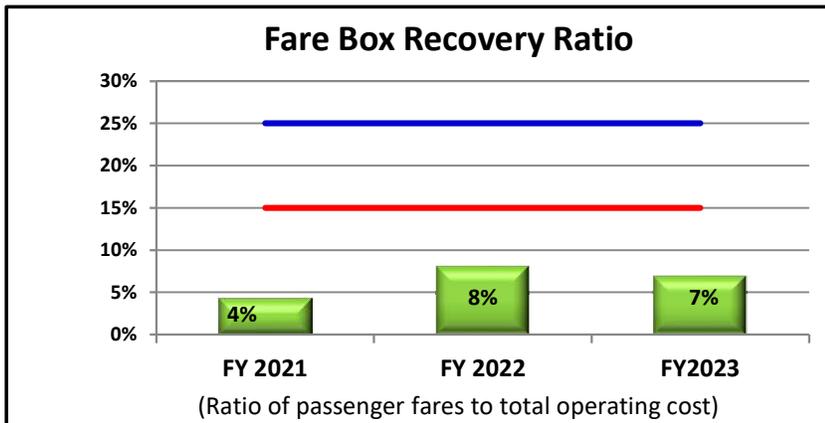


MST Fixed Route

YTD Dashboard Performance Comparative Statistics

July - April

Fiscal Years 2021-2023

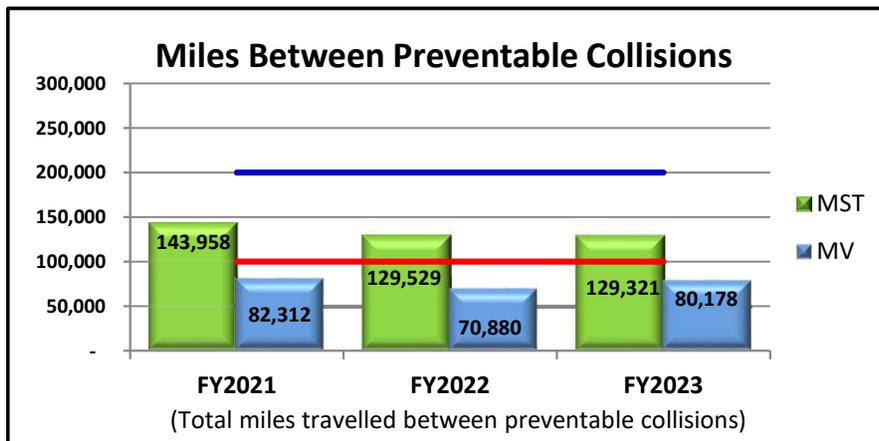
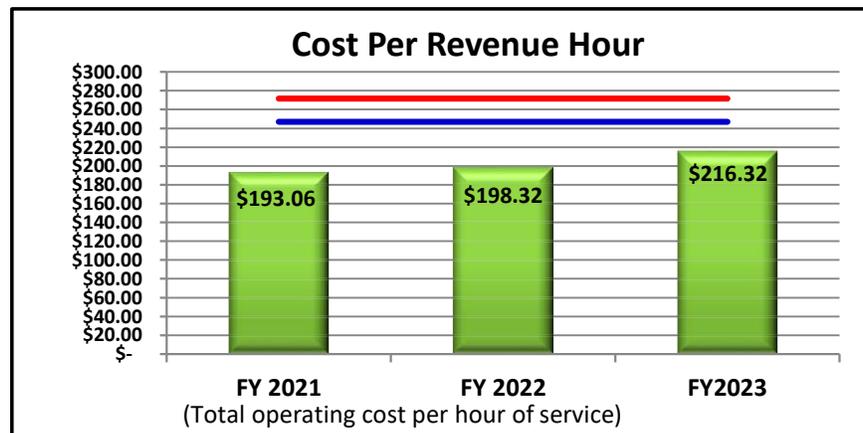


Goal = 25%

Minimum = 15%

Goal = \$246.83 per RH

Maximum = \$271.52 per RH

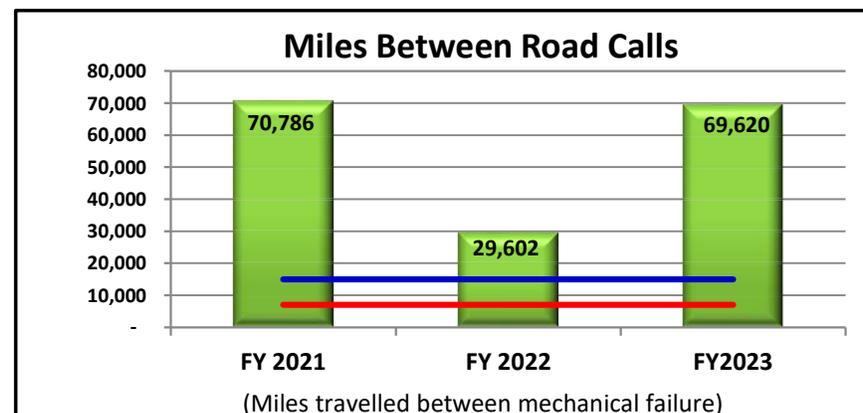


Goal = 200,000 Miles

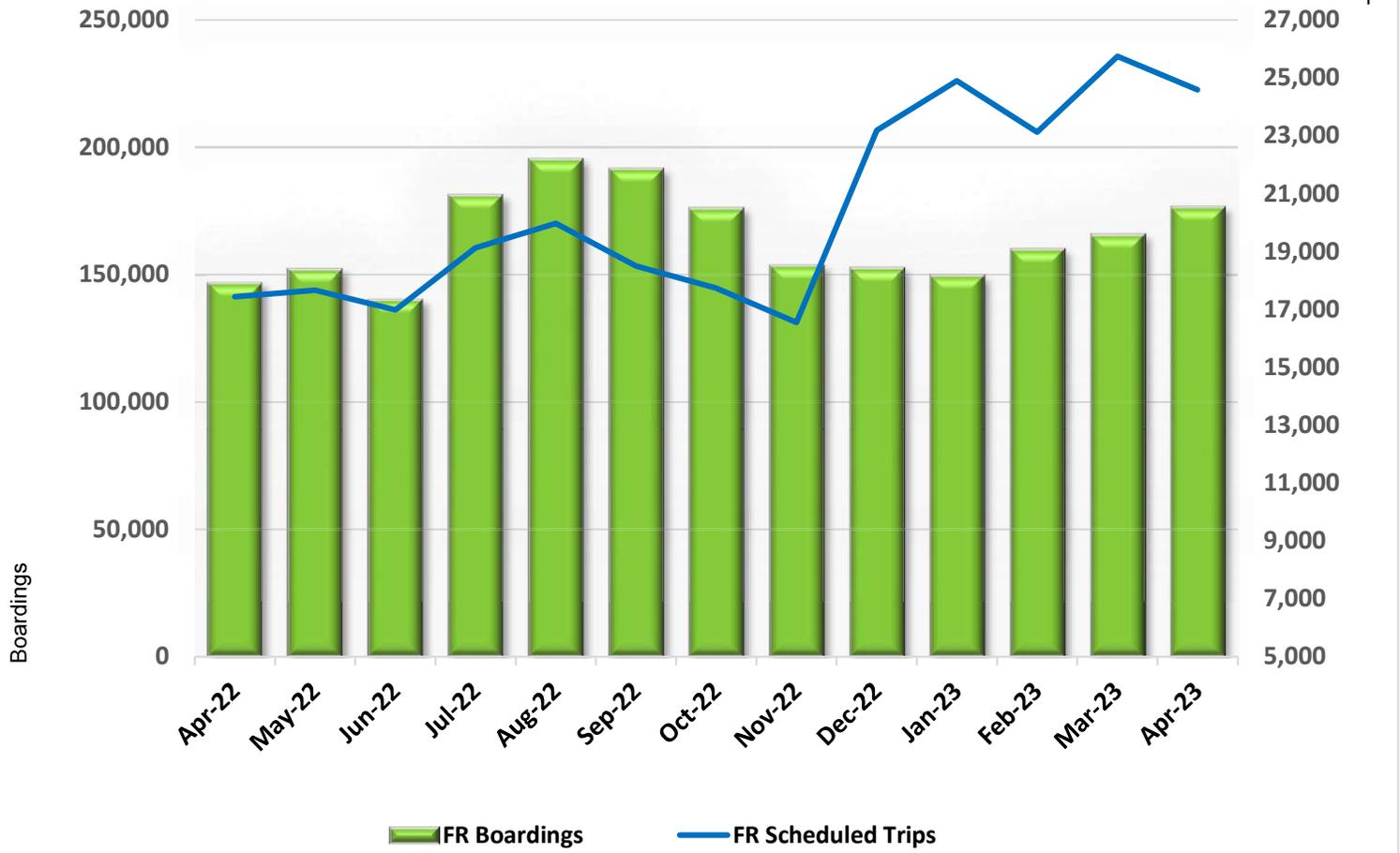
Minimum = 100,000 Miles

Goal = 15,000 Miles

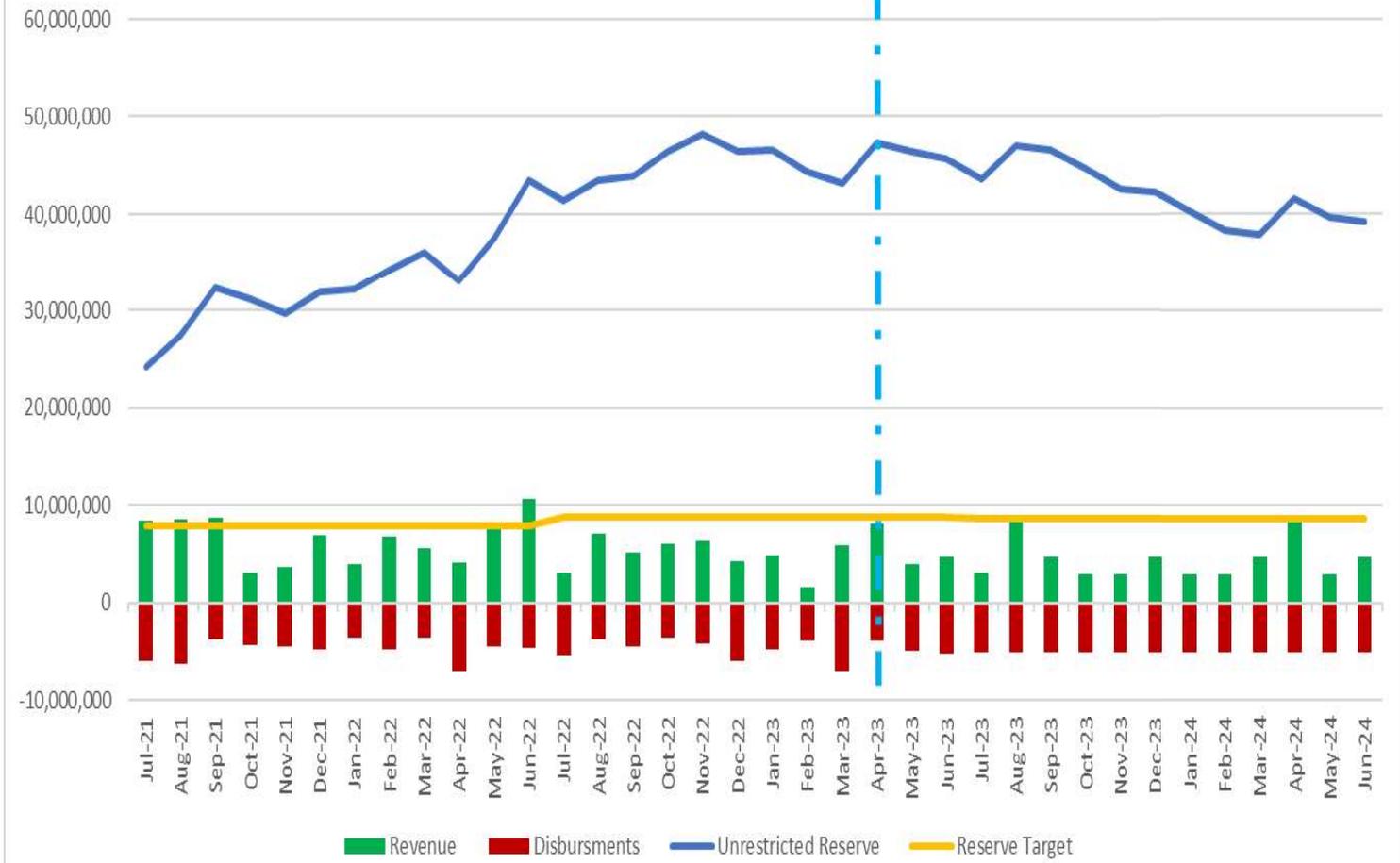
Minimum = 7,000 Miles



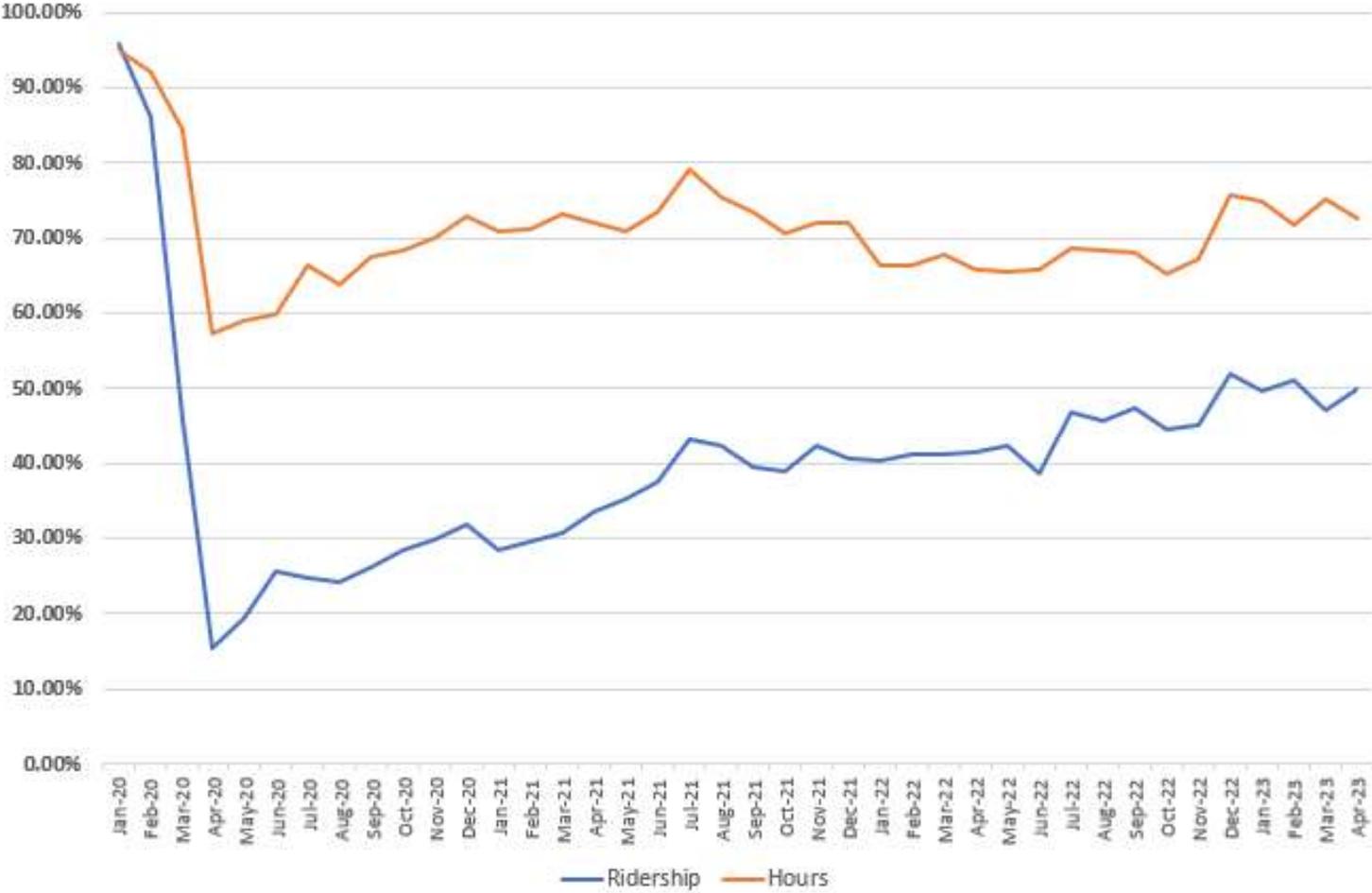
13 Month Rolling Boardings and Scheduled Trips



Cash Flow Projections July 2021 - June 2024



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

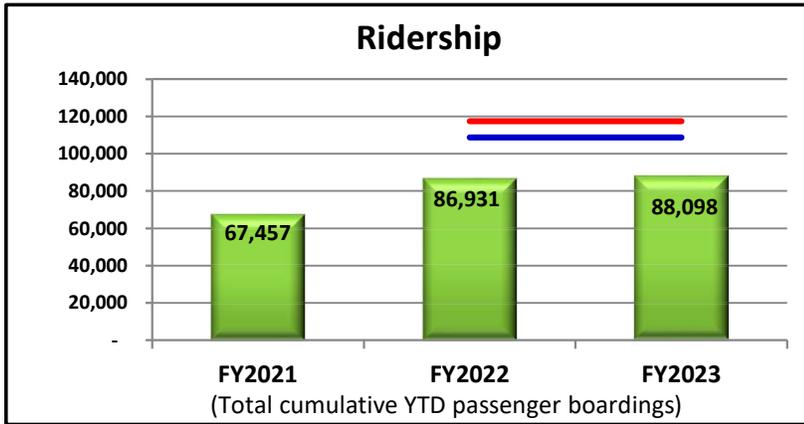


MST RIDES

YTD Dashboard Performance Comparative Statistics

July - April

Fiscal Years 2021-2023

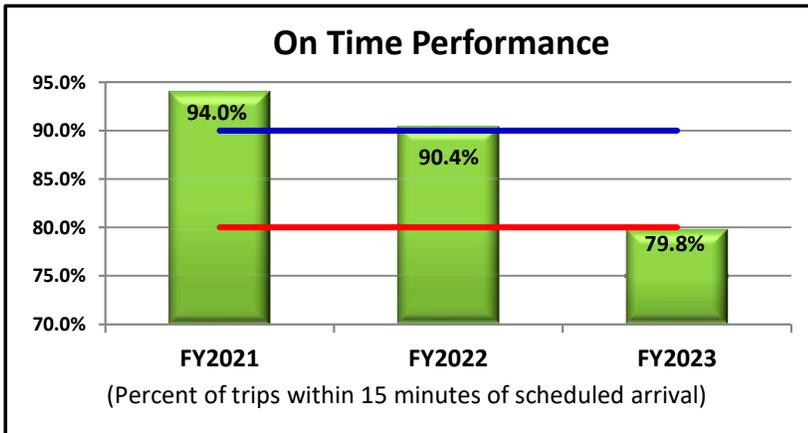
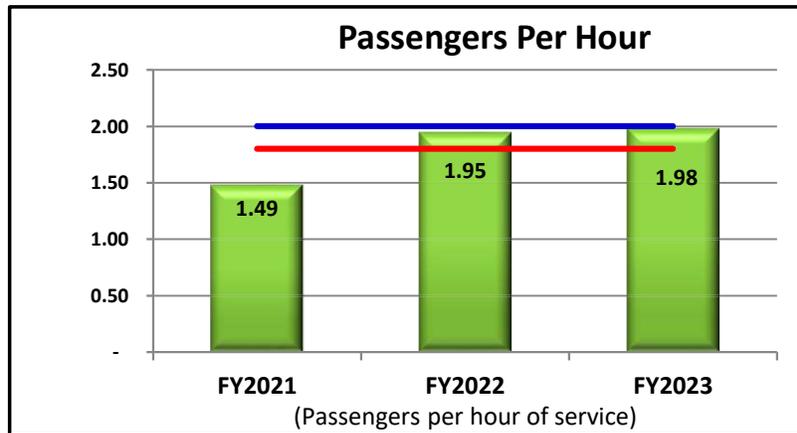


Goal = 108,664 passengers

Maximum = 117,357 passengers

Goal = 2.0 passengers p/h

Minimum = 1.8 passengers p/h

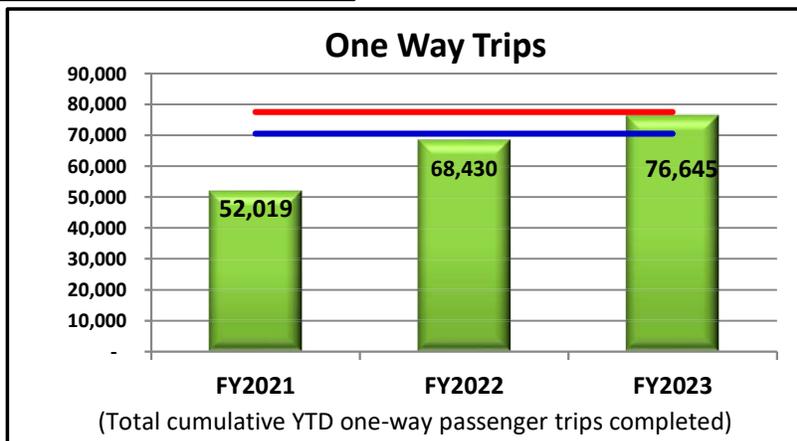


Goal = 90% on time

Minimum = 80% on time

Maximum = 77,531 one-way trips

Goal = 70,483 one-way trips

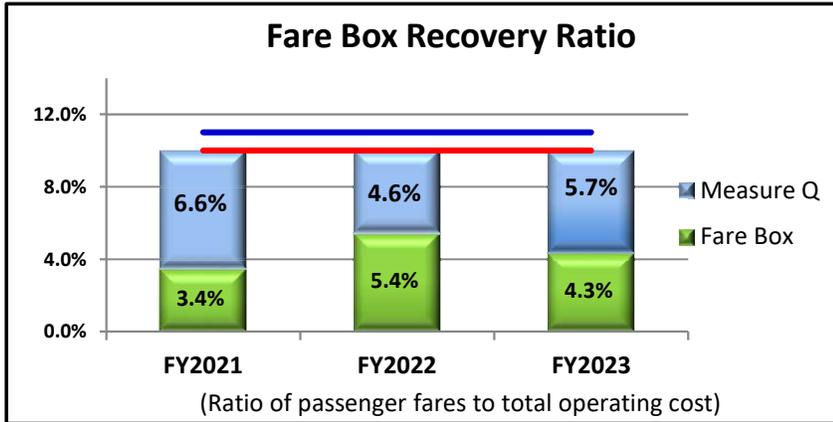


MST RIDES

YTD Dashboard Performance Comparative Statistics

July - April

Fiscal Years 2021-2023

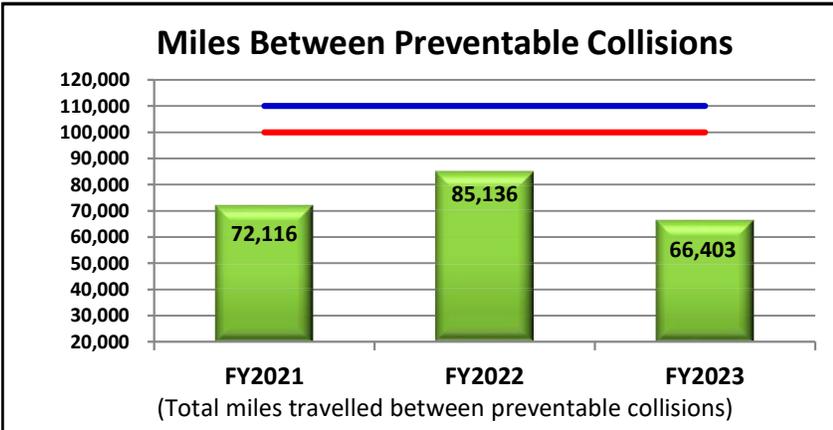
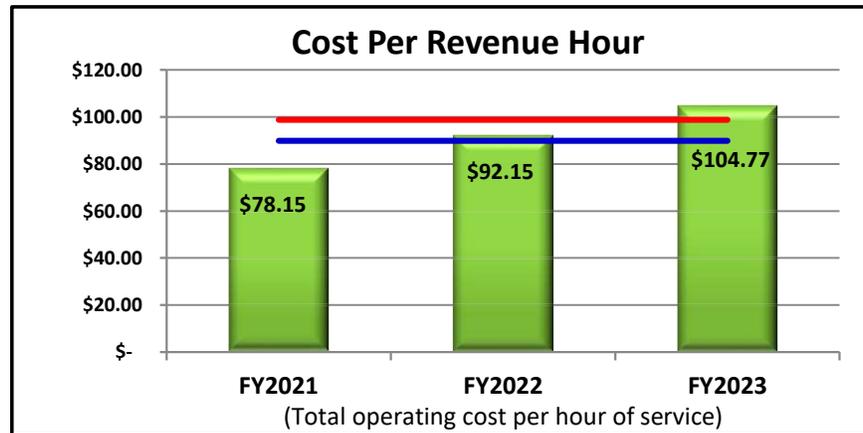


Goal = 11%

Minimum = 10%

Goal = \$89.82 per RH

Maximum = \$98.80 per RH

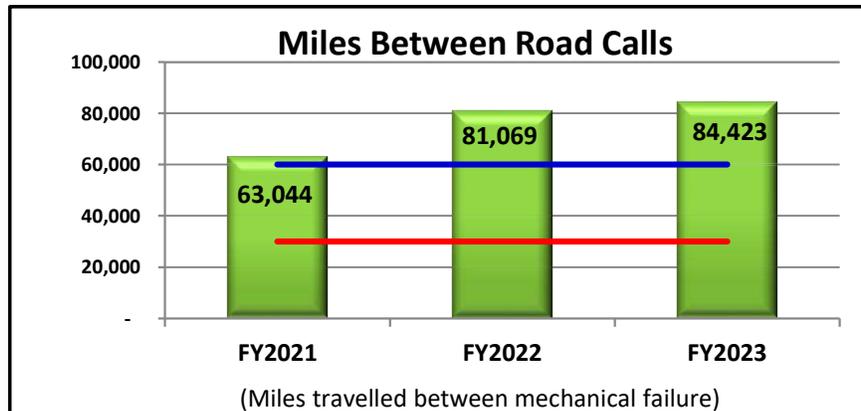


Goal = 110,000 Miles

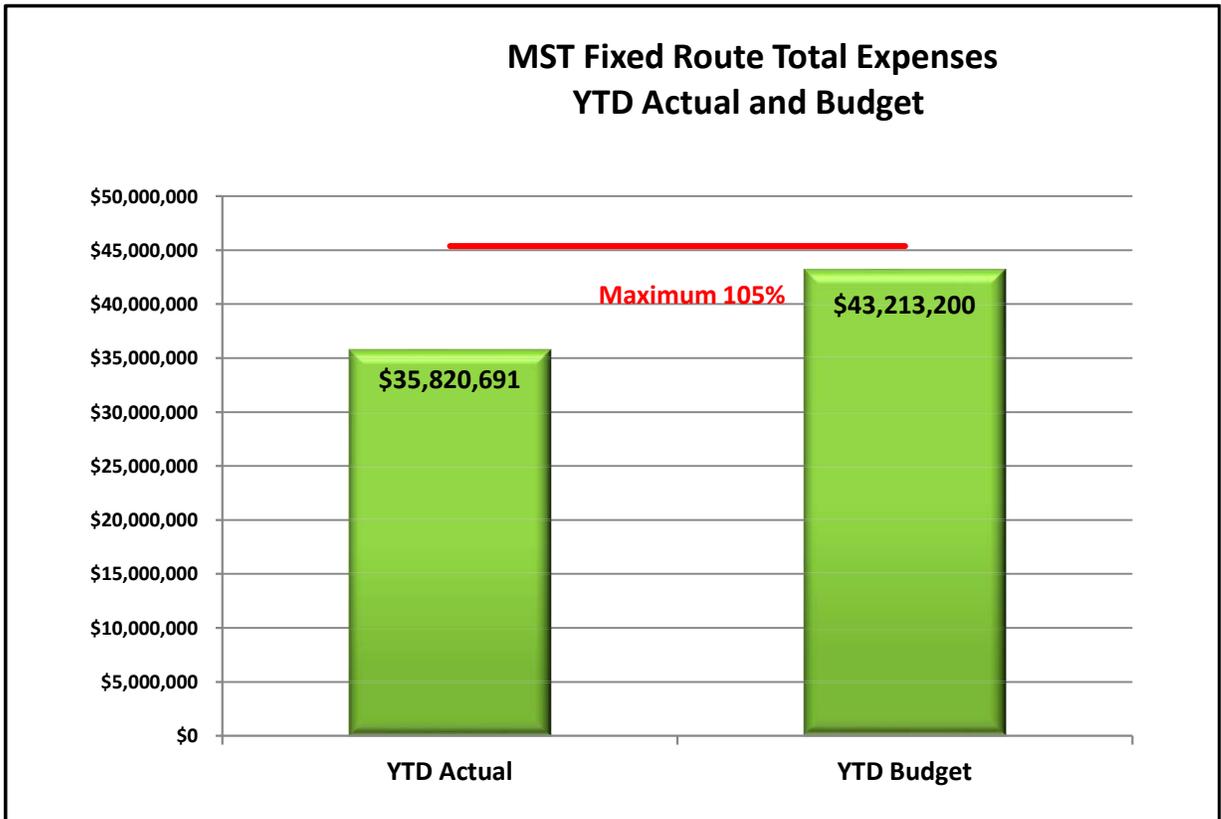
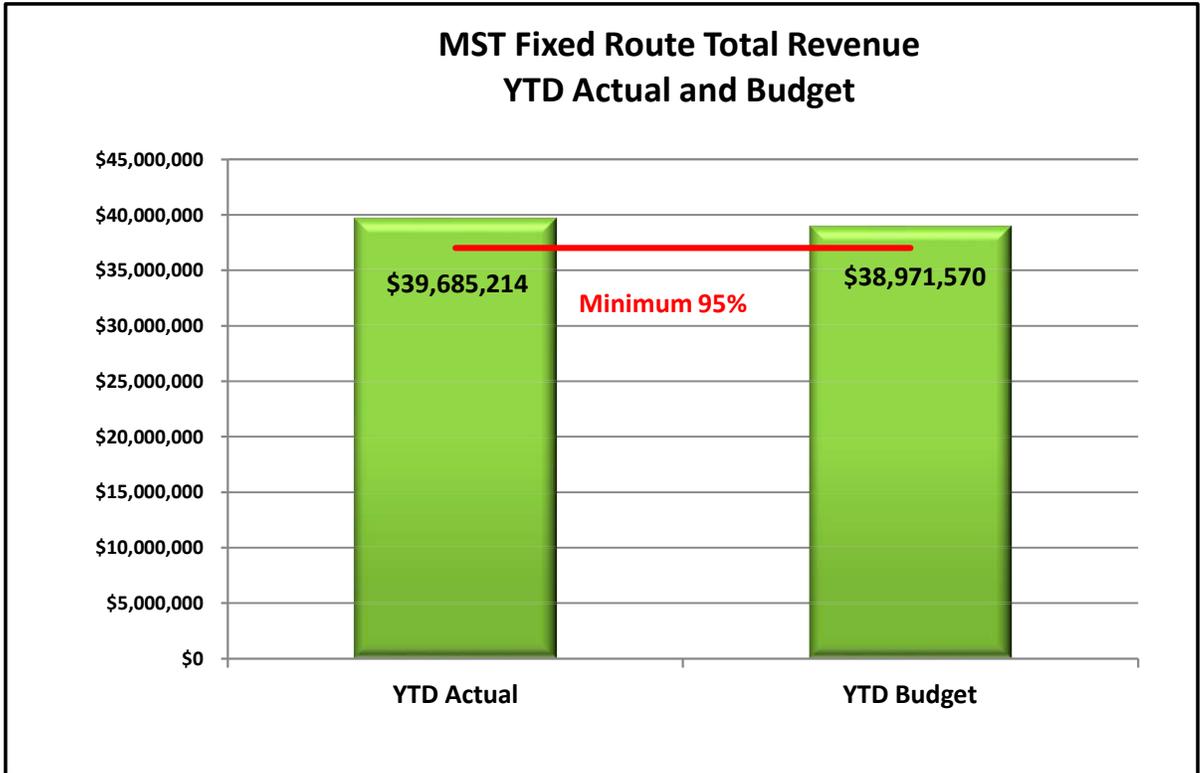
Minimum = 100,000 Miles

Goal = 60,000 Miles

Minimum = 30,000 Miles



MST Fixed Route Financial Performance Comparative Statistics July - April Fiscal Year 2023

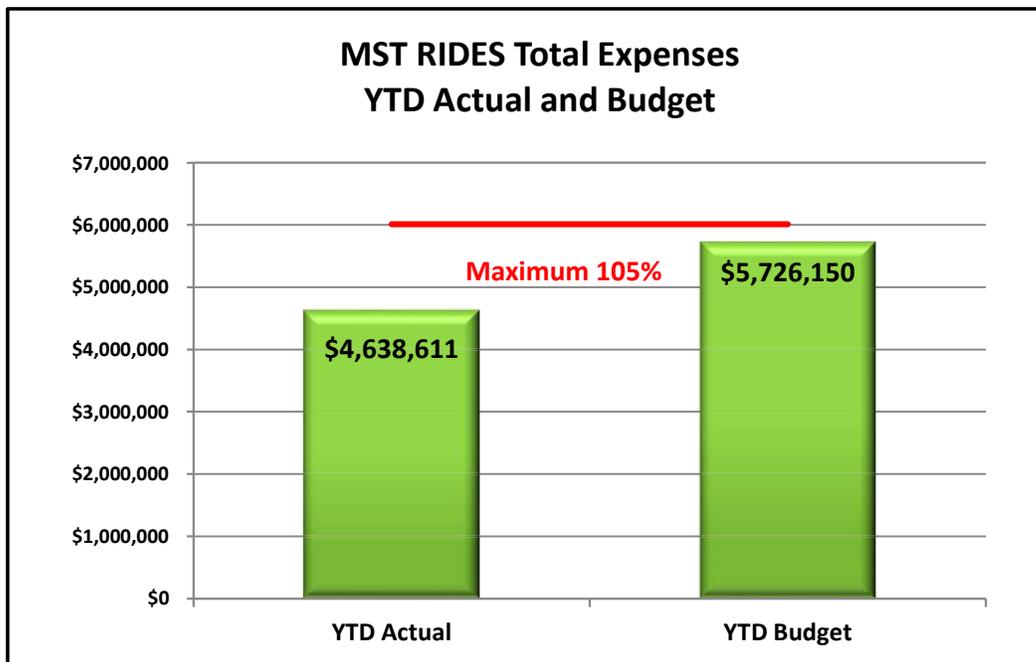
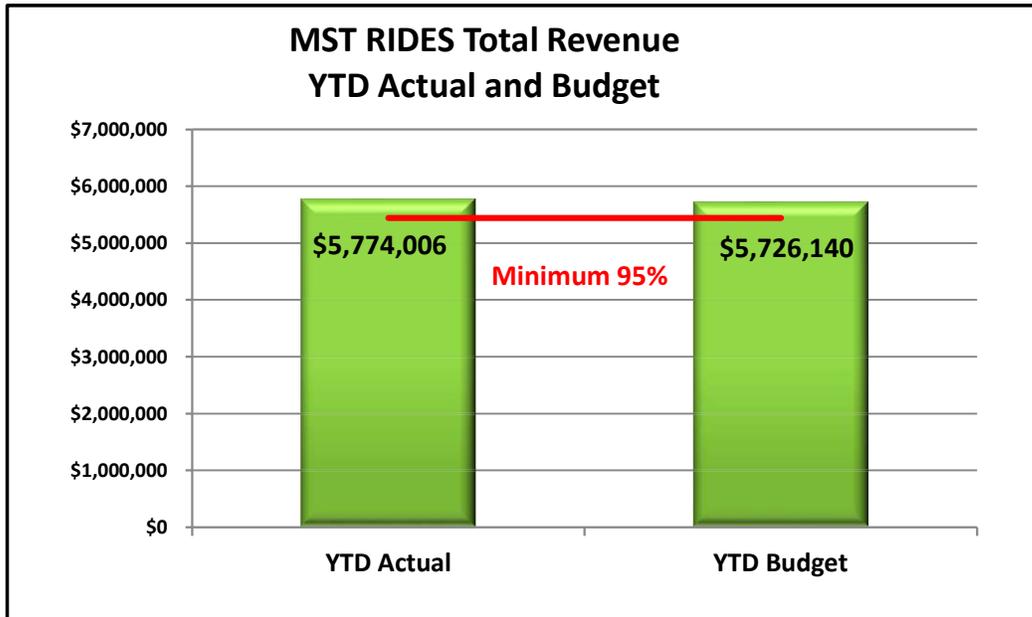


MST RIDES

Financial Performance Comparative Statistics

July - April

Fiscal Year 2023



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Date: May 23, 2023
To: Carl Sedoryk, General Manager / CEO
From: **NKT** Norman K. Tuitavuki, Chief Operating Officer
Subject: **Transportation Department Monthly Report – April 2023**

FIXED ROUTE BUS OPERATIONS:

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

MST’s boarding statistics indicate ridership was 176,524 in April 2023, which represents a 20.44% increase compared to 2022’s ridership of 146,570. For the fiscal year to date, passenger boardings continue to increase overall.

MST’s productivity continues to improve monthly. MST’s productivity increased from 9.3 passengers per revenue hour in April 2022, to 10.2 passengers per revenue hour in April 2023. This represents a 9.6% productivity improvement compared to April 2022.

Supplemental / Special Services:

- Emergency Transportation Trips (Pajaro): 946

System-Wide Statistics:

- Ridership: 176,524
- Vehicle Revenue Hours: 17,278
- Vehicle Revenue Miles: 280,035
- System Productivity: 10.2 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 24,586

On-Time Performance (OTP): Of 91,776 total time-point crossings sampled for December, the Transit Master™ system recorded 14,743 delayed arrivals to MST’s published time points system-wide. As a result, **84%** of all scheduled arrivals arrived on time. (See *MST Fixed-Route Bus ~ On Time Compliance Chart FY 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, MST experienced a total of ten (10) service cancellations in April for both directly operated and contracted services – compared to thirty-five (35) service cancellations in the previous month, March 2023.

Total Revenue Trips Completed: 24,586			
Reason for Service Cancellation	MST	MV	Totals
Accident (MST)	0	0	0
Service Delay	0	0	0
Mechanical Failure	0	1	1
Other	0	0	0
Passenger Incident	0	1	1
Road Closure/Construction	0	0	0
Staff Shortage	1	7	8
Traffic	0	0	0
Weather	0	0	0
Totals	1	9	10

Documented Occurrences: MST requires Coach Operators 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 April 2022 and April 2023:

Occurrence Type	April-22	April-23
Collision: MST Involved	7	1
Employee Injury	0	0
Medical Emergency	0	0
Object Hits Coach	0	2
Passenger Conflict	5	1
Conflict: Passenger VS Passenger	0	0
Passenger Fall	3	3
Passenger Injury	0	0
Other	0	1
Near Miss	0	0
Fuel/Fluid Spill	1	0
Unreported Damage	1	2
Totals	17	10

CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / MST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for April 2023 there were 9,256 passenger boardings. This is an 8.30% decrease in passenger boardings compared to April 2022, (10,094). For the fiscal year – passenger boardings have increased by 1.34% compared to FY 2022.

- Productivity for April 2023 increased from 1.67 to 1.91 passengers per hour compared to the previous month, March 2023.
- For April 2023, 78% of all scheduled trips for the MST RIDES program arrived on time, below the expected on-time performance standard.

COMMUNICATIONS CENTER:

In April, MST's Communications Center summoned public safety agencies on four (4) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number of Responses
Police	Vehicle Accident / Passenger Disturbance / Other	1
Medical	Employee Request / Passenger Request / Other	3
Fire	Employee Request / Passenger Request / Other	0
Totals		4

DEPARTMENT ACTIVITIES:

In April, MST continued to support Monterey County's Office of Emergency Services' efforts to provide special transportation services for Pajaro residents, ensuring safe travel in the Watsonville/Pajaro vicinity. Coach operators, supervisors, maintenance, and facilities employees worked hard to continue supporting this relief effort.

I attended the American Public Transportation Association (APTA) Mobility Conference in Minneapolis, Minnesota along with other MST employees. Together, we attended educational sessions mostly focused on Zero Emission Bus (ZEB) as we continue our transition to ZEB technology. See my trip report in the full Board packet for additional information.

Throughout April, I attended the following virtual meetings on behalf of MST – providing support, professional guidance, and increasing my knowledge:

- APTA Zero Emission Fleet Committee
- APTA-PTAANZ Webinar: "Making the Transition to Zero Emissions"

- California Transit Association (CTA) Fall Conference Committee
- California Transit Training Consortium (CTTC) Strategic Planning Meeting
- CTTC Education Services Committee Meeting
- MST SURF! Bus Rapid Transit Project
- MST Salinas Operations & Maintenance Facility
- Federal Transit Administration (FTA) "Back to TAM Basics" Webinar
- Zero Emission Bus Resource Alliance (ZEBRA)

Prepared by: Norman K. Tuitavuki
Norman K. Tuitavuki

Reviewed by: Carl G. Sedoryk
Carl G. Sedoryk

Date: May 18, 2023
 To: Carl Sedoryk, General Manager/CEO
 From: **NKT** Norman K. Tuitavuki, Chief Operating Officer
 Subject: **Maintenance Department Monthly Report – April 2023**

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

Fuel Budget FY2023	Average Fuel Price April 2023	Average Fuel Price FY2023
Biofuel: \$5.40	\$3.80	\$4.40
Gasoline: \$5.40	\$4.75	\$4.85

Period	Revenue Fleet Operating Cost Per Mile	Revenue Fleet Miles Between Major Mechanical Road Calls: ¹
April 2023	\$1.50	39,418
YTD FY 2023	\$1.51	60,167
FY 2022	\$1.32	24,366
FY 2021	\$1.23	54,756

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

DEPARTMENT ACTIVITIES / COMMENTS:

April 2023’s cost per gallon for gasoline **increased by 2.8 %, an increase of 13 cents**, and the cost per gallon for biofuel **increased by 7.9%, an increase of 28 cents** compared to the previous month, March 2023. For FY23, MST increased its budgeted cost per gallon for both biofuel and gasoline based on the prices realized in the previous fiscal year. As a result, the cost per gallon for biofuel and gasoline remains under budget. Fuel prices continue to fluctuate unpredictably. Staff continues to monitor all movement of vehicles to minimize unnecessary fuel usage.

In April, MST traveled 39,418 miles between major mechanical failures with four major mechanical road calls – exceeding the 15,000-mile goal. MST’s Maintenance department completed 100% 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.

In April, I attended the following virtual meetings and conferences that were specific to Maintenance:

- California Transit Training Consortium (CTTC) Educational Services Committee. This CTTC Committee develops and implements Maintenance specific training programs for CTTC members.
- American Public Transportation Association's (APTA) Mobility Conference. I attended sessions focused on zero-emission bus (ZEB) maintenance and operations. My full trip report can be found in the full Board of Directors packet.

Prepared by: Norman K. Tuitavuki
Norman K. Tuitavuki

Reviewed by: Carl G. Sedoryk
Carl G. Sedoryk

ATTACHMENT 4

Date: May 30, 2023

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; Matt Deal, Grants Analyst; Beronica Carriedo, Customer Service and Community Relations Supervisor.

Subject: **Administration Department Monthly Report – April 2023**

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

Human Resources

A total employment level for April 2023 is summarized as follows:

Positions	Budget FY23	Actual	Difference
Coach Operators Full-Time	126	107	-19
Operations Staff	35	33	-2
Maintenance	60	57	-3
Administrative	38	37	-1
Total	259	234	-25

*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.

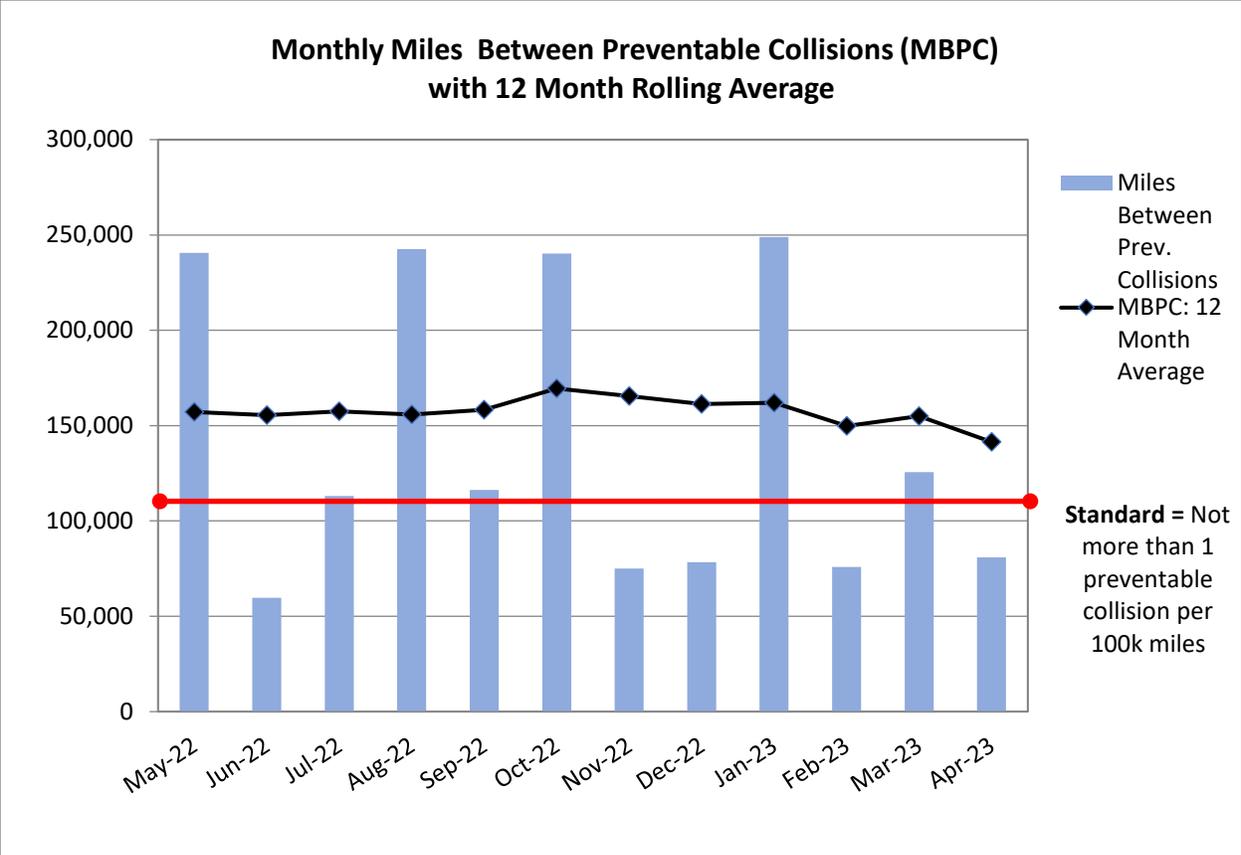
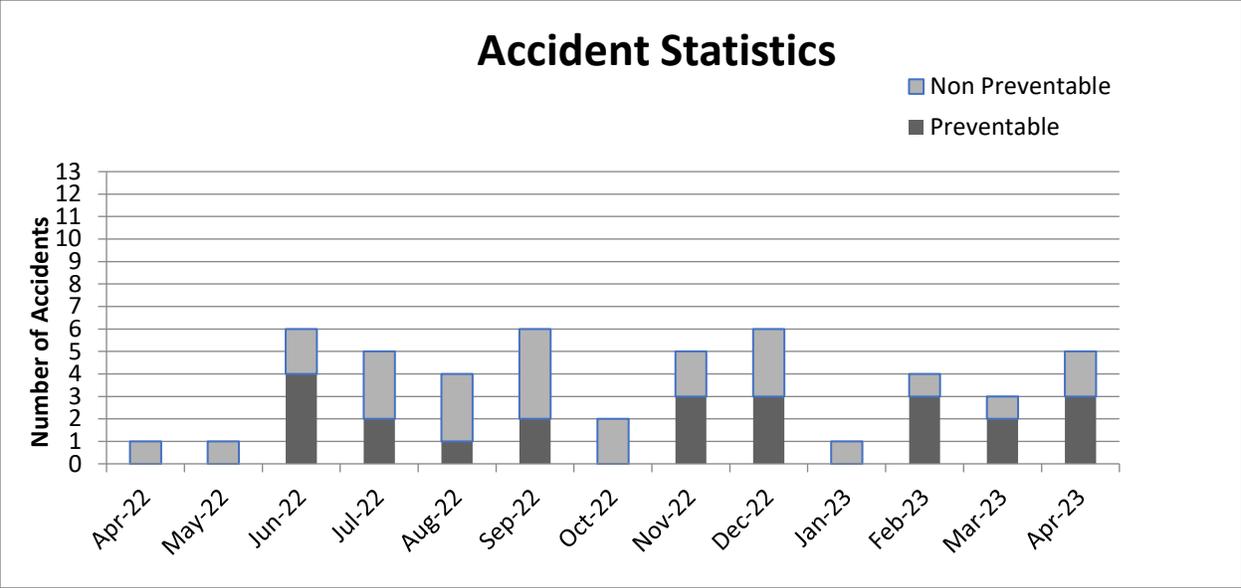
April Worker's Compensation Costs	
<i>Indemnity (paid to employees)</i>	\$15,865.15
<i>Other (includes Legal)</i>	\$2,529.39
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$6,421.28
<i>TPA Administration Fee</i>	\$5,708.33
<i>Excess Insurance</i>	\$9,510.75
Total Expenses	\$40,034.90
Reserves	\$1,364,251.89
Excess Reserved	(\$269,787.07)
<i># Ending Open Claims</i>	40

Training

Description	Attendees
Annual Coach Operator Verification of Transit Training	11
Post-Accident/Incident Re-training	2
In-service training: 2021 Gillig Diesel 40' Low Floor Familiarization/Qualification Training	3
In-service training: Visa contactless fare collection training	3
In-service training: ZONAR	4
In-service training: PPE Kit to prevent COVID-19	3
Harassment prevention for Transit employees	12
Fundamentals of Accident Investigation for Transit Supervisors	1
In-service training: 2022-2023 Model Gillig 40'&35' Diesel Low Floor/Quantum	5
National Transit Institute: Procurement-Orientation to Transit Procurement	1
In-service training: 2018 BYD K7M 30' Battery Electric Bus Refresher Familiarization Training	7
In-service training: 2021 Gillig 40' Battery Electric Zeb Low Floor	7
In-service training: Active Shooter Streaming Video Training Lesson Plan-"Avoid, Deny, Defend"	8
Forklift Certification Training	4
In-service training: 2022 BBN Transit Fare 2 for \$2	4
Human Trafficking Awareness & Prevention for Transit Employees	4
In-service training: Hometown Trolley Familiarization	4
RLS & Associates: Reasonable Suspicion Determination Training	1
In-service training: 2018 Gillig Model 35' Low Floor	4
TSI: Service Stops & ADA Securement	4
In-service training: Salinas Street at West Alisal Successful Right-Hand turn training	4
Liebert Cassidy Whitmore: Family and Medical Care Leaves Act Training	2
Liebert Cassidy Whitmore: Leaves, Leaves, and More Leaves	6

Risk Management

Description	April 2023 Preventable		April 2022 Preventable	
	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	1		0	0
MST Preventable Accidents	2	2	0	1
TOTAL	3	2	0	1



Customer Service Update – April 2023

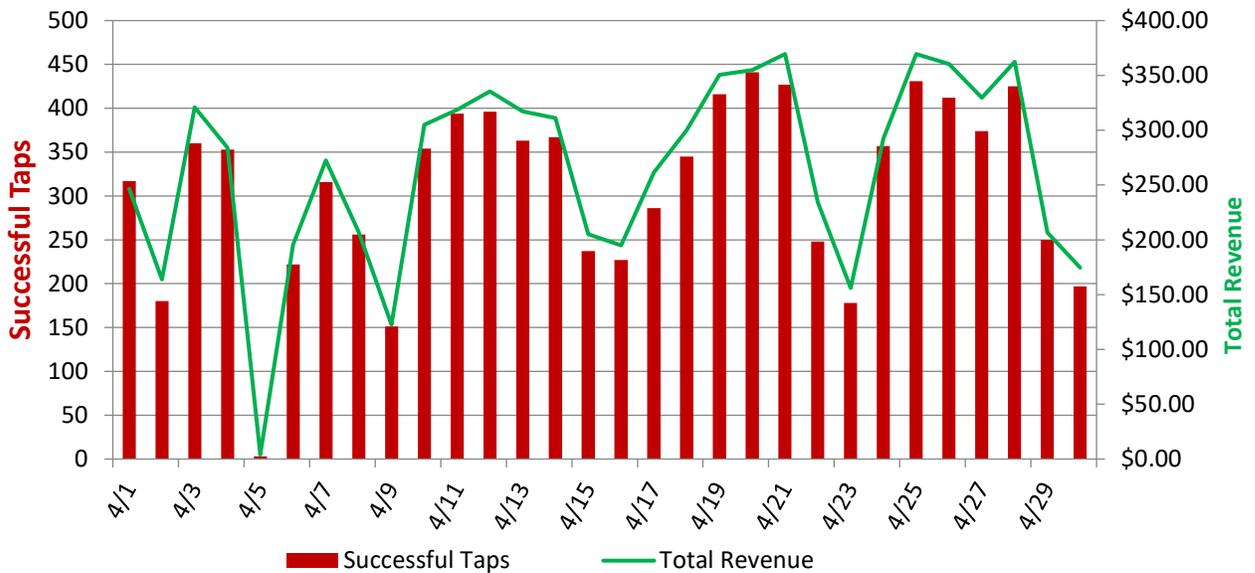
Service Report Type	MST	Other Provider*	# valid reports	% of reports received**	April 2022	% of reports received**
ADA/RM Request	0	0		0.0%	0	0.0%
Agency Policy	0	0		0.0%	0	0.0%
Bus Stop Amenities	7	0	3	10.1%	0	2.4%
Carried By	0	0		0.0%	0	0.0%
Discriminatory behavior by employee	0	0		0.0%	0	0.0%
Early Departure	0	1		1.4%	1	0.0%
Employee Other	0	3	1*	4.3%	8	26.8%
Facilities Vandalism	0	0		0.0%	0	0.0%
Fare / Transfer Dispute	0	0		0.0%	1	2.4%
Full Bus / Left Behind	3	0	2	4.3%	0	7.3%
Harassment by Employee	0	0		0.0%	0	0.0%
Improper Driving	2	6	1/3*	11.6%	3	12.2%
Improper Employee Conduct	2	2	1	5.8%	2	7.3%
Inaccurate Public Information	1	0		1.4%	0	0.0%
Late Arrival	2	6	1/3*	11.6%	1	7.3%
Late Departure	1	1	1*	2.9%	1	4.9%
No Show	2	6	2*	11.6%	1	9.8%
Off Route	0	0		0.0%	0	0.0%
Overcrowding	0	0		0.0%	0	0.0%
Passed By	5	1	2/1*	8.7%	2	7.3%
Passenger Conduct	1	0		1.4%	1	0.0%
Passenger Injury	2	0	1	2.9%	1	0.0%
Reasonable Modification	0	0		0.0%	0	0.0%
Request To Add Service	5	0	3	7.2%	7	2.4%
Request To Reduce Service	0	0		0.0%	0	0.0%
Routing	1	0		1.4%	0	0.0%
Service Animal	0	0		0.0%	0	0.0%
Service Other	5	4	1	13.0%	3	9.8%
Service Schedule	0	0		0.0%	1	0.0%
Taxi	0	0		0.0%	0	0.0%
Title VI Complaint	0	0		0.0%	0	0.0%
Unsafe Conditions	0	0		0.0%	0	0.0%
Vehicle Maintenance	0	0		0.0%	0	0.0%
Subtotal reports	39	30			33	
Grand Total MST and *Other Provider		69		100.0%		100.0%
Employee Compliment		1				
Service Compliment		1				
*Operated by MV Transportation or taxi provider		**Numbers may not add up exactly due to rounding				

Contactless Tap to Pay

During the month of April, MST received a total of 9,283 taps. With the Better Bus Network launch, a new fare structure was introduced removing the need for passengers to tap off when exiting the bus.

Since launching the Contactless Tap to Pay project on May 11, 2021, there have been a total of 174,852 successful taps. Total revenue collected to the end of April from passengers using the contactless payment option was \$238,060. Our partners at Littlepay experienced a technical issue on April 5, causing no data to be available. The issue has since been addressed.

Contactless Tap to Pay Report April



Finance Update – April 2023

General Accounting/Accounts Payable

During the month of April, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. Throughout the month, staff gathered the information necessary to prepare the Fiscal Year 2024 & 2025 Budget to present a draft report to the Board of Directors in May and then the final consideration for approval in June.

Payroll

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

Grants

During the month of April, 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 5311 & 5311(f) Programs
- Federal 5339 Formula
- Federal 5339 Competitive (Low-No & Bus and Bus Facilities)
- Federal COVID relief funding (CARES, ARPA)
- Low Carbon Transit Operations Program
- Transit and Intercity Rail Capital Program (TIRCP)
- CA SB1 State of Good Repair
- CA SB1 Local Partnership Program
- Federal 5309 Capital Investments Grants
- Clean CA Local Grant Program
- Congressionally Designated Spending
- TAMC RSTP 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 financial audit, DBE tracking, and triennial review.

Grants Summary	
Active Grant Funding	\$76,676,779
Grant Funds Pending Award	\$52,192,497

Procurements and Purchasing

Procurement efforts for the month included reviewing invoices, tracking supply requisition forms, and placing supply orders for each MST facility. MST's current contract term with Allied Universal for security guard services expires at the end of June. MST has an option year available, pre-approved by the Board of Directors, and a contract extension was executed. An addendum to MST's contract with MV Transportation has been prepared to include new hire incentives. The addendum is under review by MV Transportation and MST's legal counsel. MST executed a contract with Harris and Associates for design consulting for the South County circulator bus stops. A revised scope of work has been prepared for the upcoming option year for MST's contract with UTA for the automatic passenger counters. The contract extension and new scope of work are being reviewed by UTA and MST's legal counsel.

Information Technology Update

Operations Technology:

- **Contactless Fare System:** Planning and discussion on the transition from SC Soft contactless card readers (PADs) to PADs from KUBA systems is continuing. In order to facilitate a smooth transition, several back-end changes will need to occur with our payments processor (LittlePay) and our current card readers (SC Soft). The programming for these changes is currently in development and will be deployed through a series of updates in the May timeframe. MST, ATT, and KUBA are also working to pre-certify the KUBA PADs with the ATT FirstNet network. Completing the certification could delay the roll-out of the new devices until July, but should reduce the possibility of any transitional issues.

Cybersecurity:

- **Audit and Review of MST Systems:** I.T. is currently in the process of conducting an internal review and asset inventory update at the request of the California National Guard Cyber Network Defense unit in preparation for a systems audit preliminarily planned for the 2nd half of 2023. Preparations for that will continue as part of MST's overall Cybersecurity posture and maintenance program.
- **Identity management:** In conjunction with the project to provide expanded email and communications capability to all staff at MST, I.T. has also been in the process of designing and expanding a tiered identity management system, with the goal of providing a simpler and more secure way of sharing and collaborating information within the organization. This project has moved to a limited deployment phase, with a full implementation goal of 2nd quarter of CY2023.

Marketing Update

MST RealTime Usage:

2022	Text	RealTime Phone	App Sessions	App Users
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
February	4,746	632	145,138	3,121
March	5,334	801	102,535	3,040
April	5,351	684	89,982	3,250

Transit App: For the month of April, there were a total of 421 downloads for the Transit App. The top three most popular routes that users tapped from the home screen were:

1. Line Jazz B– 12,631 taps
2. Line Jazz A– 9,053 taps
3. Line 20 – 7,143 taps

Published news stories include the following:

- “Barbara Monning Obituary” (Monterey Herald, 04/02/2023)
- “Greenfield Councilwoman Censured for Allegedly Abusing Power” (KSBW, 04/05/2023)
- “Federal Disaster Declared, Monterey County Eyes More Help for Those Affected by Storms” (Local News Matters, 04/06/2023)
- “Thursday Morning News Roundup” (SFGate, 04/06/2023)
- “MST Will Not be Charging Any Bus Fares for Stops in Pajaro Until June” (KION46, 04/10/2023)
- “Monterey County Tourism Industry Geared up for Holidays, Special Events” (Monterey Herald, 04/12/2023)
- “Laird Announces State Senate Re-election Campaign” (Press Banner, 04/14/2023)
- “20 Best Things to Do in Carmel by the Sea, California” (WDC News 6, 04/16/2023)
- “State Awards Millions to Expand Green Energy Transportation on Central Coast” (KSBW, 04/24/2023)
- “Salinas Valley News Briefs” (Salinas Valley Tribune, 04/26/2023)
- “TAMC Gets \$2.274M Grant for Pajaro-Watsonville Station Project” (Monterey Herald, 04/26/2023)

- “Monterey Bay F.C. has the Players, the Stadium, and the Look. In Year Two, the Question is Whether the Fans Will Follow” (Monterey County, 04/27/2023)
- “The Buzz 04.27.23” (Monterey County Now, 04/27/2023)

Press releases sent include:

- Monterey-Salinas Transit (MST) Supports Pajaro Community by Offering Free Fares to Residents (4/10/2023)

Projects:

The following activities were undertaken during the month:

- 16th Annual Earth Day Marina
- Hartnell College Annual Career Job & Community Resource Fair
- Seaside Earth Day Celebration & Electric Vehicle Test Fair
- Salinas Amor Earth Day Celebration
- MST Trolley Season Marketing Preparation

External Collaboratives/Meetings/Committees:

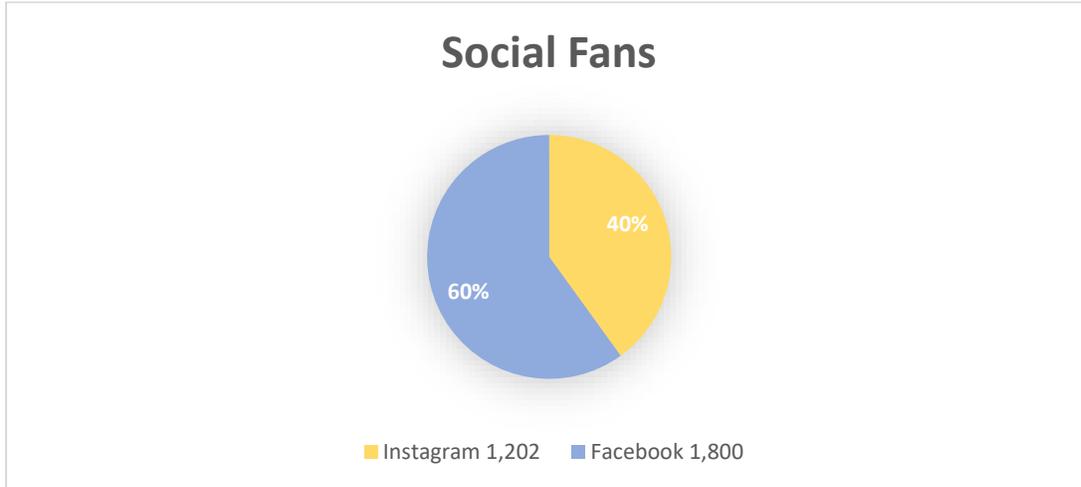
- Cal-ITP Contactless Fare Payment Customer Service, and Operations Meetings
- SURF! Outreach Coordination Meetings
- Marketing, Outreach, and Customer Service Bi-weekly Team Meetings
- Senior Transit Day Planning Meeting #3
- Employee Virtual Townhall Meeting
- MST Board Meeting
- MST Board Performance Committee Meeting
- Littlepay Site Visit with Potential Partners
- MST & Mobility Services Outreach Meeting

Social Media:

Posts & Stories created during the month of April:

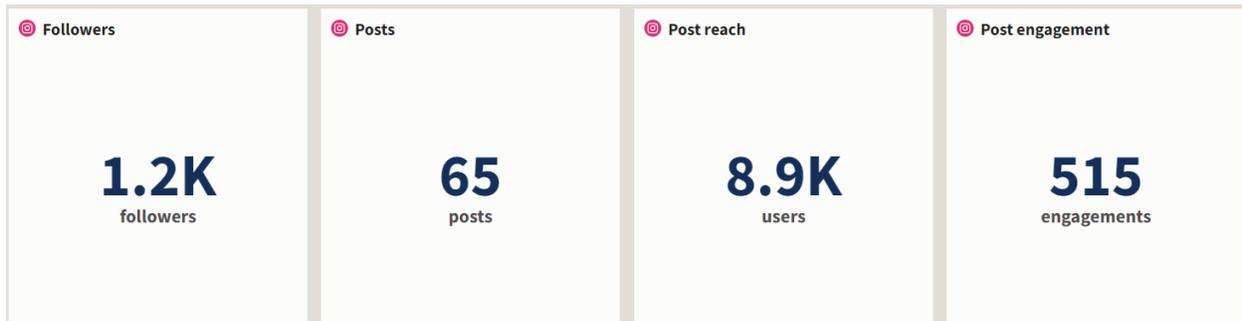
- April Fools
- Welcome Spring – Video and Photo
- Transit Tuesday Facts
- ‘How To’ Posts: ‘How to Take my Bike on the Bus’; ‘How Does a Vanpool Work’
- Visa Promotion
- Announcement of the New Wheelchair Securement System (Quantum)
- Reels
- National Library Week

Social Media Performance:

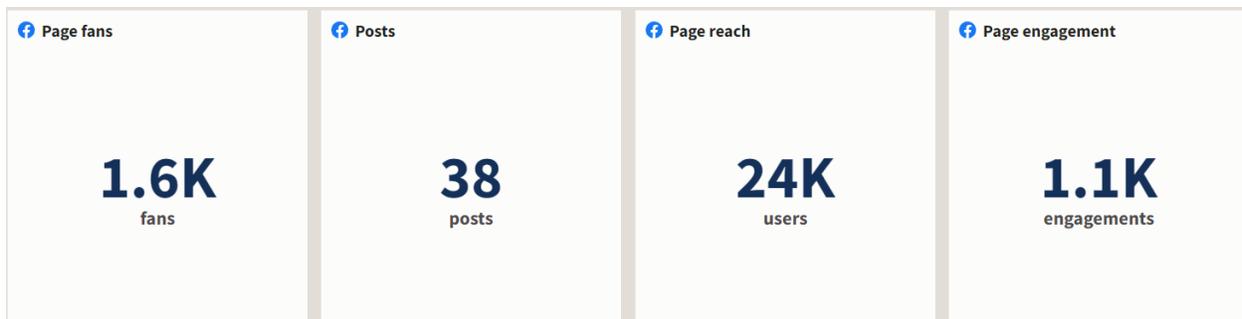


Overview by Social Media Platform:

Instagram



Facebook



Planning Update

Service Planning and Standard Reporting

Throughout the month, planning staff was finalizing work for the May service change to restore trolley service. Two new bus stops were implemented in Pacific Grove. Customer service reports were responded to throughout the month.

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 materials for the draft implementation strategy.

Development Review

During the month of April, staff reviewed and commented on development projects:

- Extended Stay Hotel use at 2110 North Main Street IS/MND (Salinas)
- Site Plan and architectural review for a proposed 20-unit multi-family housing project at 500 Monterey Street (Soledad)

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. Staff also participated in the Visión Salinas 2040 Steering Committee meeting.

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CLIMATE CHANGE

Better Bus Systems Could Slow Climate Change

Electric cars alone can't solve our emissions problem

By Kendra Pierre-Louis on May 1, 2023

Scientific American May 2023 Issue



Credit: Tavis Coburn

For the past decade Seattle has been growing—fast. Between 2010 and 2020 its population swelled by almost a quarter. Growth is generally good for cities, but it is often accompanied by a dreaded problem: traffic. Yet Seattle managed to avert this crisis, cutting traffic in its downtown by 10 percent and reducing greenhouse gas emissions in the process. How did Seattle do it? By turning to an uncommon solution: the humble bus.

Buses are among the most overlooked solutions for decarbonizing the U.S. Transportation is the single largest source of greenhouse gas emissions, making up slightly less than 30 percent, according to the Environmental Protection Agency. In the summer of 2022 more than 5 percent of new auto sales in the U.S. were for all-electric vehicles (EVs), signaling that electric-car ownership had shifted from being a fad of early adopters to a transportation staple. Three of the four car commercials that aired during this year's Super Bowl were for EVs. In January, President Joe Biden tweeted, “On my watch, the great American road trip is going to be fully electrified,” alongside a photograph of himself behind the wheel of an electric Hummer.

The president has supported EVs as part of the nation's climate plan, pledging to reduce emissions by 50 to 52 percent by 2030. This commitment is in line with the aims of the Paris Agreement. But Steven Higashide, director of the Clean Transportation program at the Union of Concerned Scientists, cautions that “electrifying personal vehicles is necessary but not sufficient” for achieving the nation's goals on climate change reduction.

A growing body of research bolsters his point. A 2018 report by the California Air Resources Board found that the state could not meet its 2030 climate goals through vehicle electrification alone. At the time, California aimed to reduce greenhouse gas emissions to 40 percent of the state's 1990 levels by 2030. But according to the report, even if there were 10 times as many EVs on the road, people would still need to reduce their driving by 25 percent for California to reach its target.



An unsafe bus stop in Staten Island, N.Y.: poorly located, lit and maintained, with no sidewalks or crosswalks. Credit: *Scientific American*

The culprit is something known as vehicle fleet turnover—that is, how long it takes to shift the mix of vehicles that are on the road. Even if every new vehicle sold from now on were electric and directly replaced a gas-powered car, it would still be at least 15 years before virtually every car on the road was electric. But sales of new gas cars are still higher than those of EVs, which is why even the more ambitious estimates say roughly a third of cars will still be gas in 2050.

Even if the U.S. could somehow avoid the fleet-turnover problem, swapping gas cars one-for-one with EVs would create new energy needs requiring half of the country's electricity-generating capacity, according to a 2020 analysis in the journal *Nature Climate Change*. This demand would limit the nation's ability to power other things such as air-conditioning that are necessary for health and safety in a warming world. To meet the country's climate goals, Higashide says we'll have to drive less frequently and for shorter distances—and redesign cities and neighborhoods with good mass transit options.

Buses can fill a lot of those needs. It's better if they're powered by electric batteries, but even gas buses reduce emissions with enough riders. On average, cars emit almost one pound of carbon dioxide per passenger mile. Buses, which generally run at about 25 percent capacity, emit 0.64 pound of CO₂ per passenger mile, according to data from the Department of Defense. If they ran full, buses would emit 0.18 pound of CO₂ per passenger mile, making

them comparable to rail but at a much lower cost. “I think the bus is often overlooked as a climate solution,” Higashide says, “because it is overlooked as a solution, period.”

CONVERTING DRIVERS TO RIDERS

Buses have long been maligned in popular imagination. In movies and television shows, scriptwriters often have characters ride the bus to telegraph to viewers that they are facing tough times. On the HBO series *Insecure*, main character Issa Dee's downward spiral begins with her crashing her car and having to ride the bus. In the ultimate bus flick, *Speed*, Annie is on the bus because her driver's license has been revoked—for speeding. Why else would a nice girl like her be riding the bus in Los Angeles?

It would seem that buses are a hard sell in a country that loves the automobile, but research suggests that isn't necessarily true. According to a 2016 analysis led by Higashide that looked at transit-ridership behavior among both car owners and those without cars, people who live near better transit ride it more often regardless of whether they own a vehicle. The problem is that many Americans do not live near better transit. An analysis by the American Society of Civil Engineers found that 45 percent of people in the U.S. lack access to transit at all. Those who do have transit available find it is often slow and unreliable.

The amount of time between buses or trains at a given stop, known as headway, has a huge impact on whether people will actually use the service. “Ten minutes is that magic mark,” says Kari Watkins, an associate professor of civil and environmental engineering at the University of California, Davis. Watkins's research looks at how to expand mobility through methods other than driving. When a bus arrives every 10 minutes or less, riders don't have to think about when the bus is coming. This experience mirrors the main convenience of private car ownership: transportation is available when you need it.

When buses arrive every 15 or 20 minutes, “people are still going to feel like they have to time their trips,” Watkins says. Past that, “anybody who has a choice is not as likely to opt for transit.” Buses that arrive with an unpredictable cadence because of traffic and other factors also turn people away.

In this way, trains have some benefits over buses because they run on a fixed schedule. The two modes are probably best used in a complementary way: rail can carry large numbers of people in denser communities, and buses can serve to funnel people to those rail lines. Even in New York City—a place well known for its subway system—buses shuttle more than one million riders daily. Buses are also much nimbler than trains because they leverage an existing piece of infrastructure: the road. Routes can be adjusted to meet shifting needs, whereas train tracks cannot be moved.

Yet “in many parts of the country, there has been an investment in rail without the corresponding investment in bus service,” Higashide says. He points to Denver: the city has spent billions expanding its light rail and commuter rail systems, but “then you get off the train, and the bus comes every hour.”

David King, a planning professor at Arizona State University, thinks transit service, especially bus transit, is so poor in the U.S. partly because it's treated as a social or public service—a form of government support or assistance for disadvantaged people. Nationwide, transit riders are more likely to have lower incomes than drivers, and among people who ride, those who take the train tend to have higher incomes than bus passengers. Bus riders are more likely to be people with no other option.

“We usually call them transit-dependent riders,” says Candace Brakewood, an associate professor in the department of civil and environmental engineering at the University of Tennessee, Knoxville. “They often are low income, can't afford a car or perhaps have a disability, and can't drive or really don't want to drive.” Research shows, however, that if service is bad enough, even those who are ostensibly transit-dependent will find other ways of getting around, such as walking, biking, hitching rides and using informal transit networks.

In many cities, buses are treated as critical infrastructure. Take Bogotá, Colombia, for instance, which has no metro service and has roughly the same size population as New York City. The bus rapid transit system, TransMilenio, has priority lanes that shuttle passengers faster than private cars during peak traffic periods. Sleek, well-lit stations were carefully planned to be accessible by sidewalk as well as by bicycle. It's estimated that immediately after launching in 2000, TransMilenio helped to cut air pollution by as much 40 percent in certain locales, reduced car fatalities by 92 percent, and even seduced some commuters into giving up their cars—11 percent of riders identify as former drivers.

Higashide points out that when transit is safe, reliable and fast, like it is with TransMilenio, it can feel like a public luxury. That term, whose recent popularity traces back to writer and activist George Monbiot, refers to services and experiences that feel luxurious but are intended for public consumption. Instead of private pools, it's public pools that are clean, properly staffed and open during the hours when you'd actually like to go. It's big, keystone parks such as Griffith Park in Los Angeles and Central Park in New York, but it's also the well-tended neighborhood playground with swings that glide effortlessly. At its core, public luxury is the idea that “the good stuff” doesn't have to be locked up in private ownership. Owning a car, after all, comes with its own set of headaches. A bus system like TransMilenio makes choosing transit over driving almost pleasurable rather than a sacrifice.



An electric bus in Zaragoza, Spain (*left*). In Bogotá, Colombia, the TransMilenio system (*right*) has dedicated bus lanes that run to the airport. Credit: Marcos Cebrian/Europa Press/Getty Images (*left*), ChandraDhas/Getty Images (*right*)

In addition to running fast and frequently, a bus system that feels like a public luxury will have routes that take riders to the places they want to go (the movies, a friend's house, a museum), as well as the places they need to go (work, the doctor's office). Bus stops will be well marked in safe locations, with seating and protection from sun and rain.

Because most riders get to bus stops by walking, sidewalks and other surrounding infrastructure are needed, too. In 2011 a child in Georgia was killed by a hit-and-run driver while he and his family were crossing the street to get to their bus stop. The stop was located directly across from their apartment complex, but crossing the street via the nearest crosswalk would have meant walking an additional two thirds of a mile.

Well-designed bus systems allow people who can't drive or simply don't want to—such as older people and people with certain disabilities—to get around. They also enable older children and teens who are too young to drive to transport themselves from home to school and to extracurricular activities on their own, freeing up parents' time. And riders tend to have a special relationship with buses in part because of their drivers. “If you're doing a trip regularly, it's nice to know the person you're traveling with,” Watkins says. It's the feeling that “they're looking out for you.”

BETTER BUSES, BETTER CITIES

Beyond emissions, there are other reasons to want fewer people driving. In addition to the climate crisis, we also have “a justice crisis, a safety crisis and an economic crisis, all of which come together on our roadways,” King says. Their solutions, he adds, can come from the roadways, too.

It's no mystery that significant investment is needed to make bus transit viable. In 2022 Antelope Valley in northeastern California became the first municipality to unveil an all-electric bus fleet. The upgrade cost roughly \$80 million, or about \$1 million per bus. But the

Antelope Valley Transit Authority notes that the upgrades came with savings—the electric fleet's first 10 million miles saved the agency \$3.3 million in avoided fuel costs. The new buses also emitted 59 million fewer pounds of CO₂ over the same distance.

Municipalities aren't the only ones saving money. Cars have long been considered a ticket to the middle class partly because it's difficult to find work in most places without one. On average, Americans spend about 13 percent of their income on transportation; those with the lowest incomes spend nearly 30 percent. Nationwide, car debt totals more than \$1.4 trillion and is projected to grow. Buses can reduce economic pressures and increase access to opportunity.

Fewer drivers on the road will also save lives. More than 40,000 people are killed in motor vehicle crashes every year in the U.S. Compared with their gas counterparts, EVs are heavier and can accelerate faster.

Political will—the risk of angering drivers by giving up public roadways to public transit in particular—is often the biggest hurdle to implementing changes. But Seattle has shown it can be done. “King County Metro in Seattle had a whole group dedicated to speed and reliability,” Watkins says. Between 2010 and 2017 the city's ridership grew, bucking nationwide trends that saw bus ridership decline by 15 percent between 2012 and 2018.

At a time when we need to collaboratively act on climate change, Higashide says that riding the bus reminds us that “we're making decisions that affect each other.”

*This article was originally published with the title "Let's Take the Bus" in Scientific American 328, 5, 74-79 (May 2023)
doi:10.1038/scientificamerican0523-74*

ABOUT THE AUTHOR(S)



Kendra Pierre-Louis is a climate reporter focusing on the science and social impacts of climate change. She has worked for *Gimlet*, the *New York Times* and *Popular Science*. Pierre-Louis is based in New York City. *Credit: Nick Higgins*

Recent Articles by Kendra Pierre-Louis

Bats Benefit from Green Roofs

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Thomas Walters & Associates, Inc.
Washington, DC

May 30, 2023

TO: Carl Sedoryk

FROM: Don Gilchrest

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

Debt Ceiling Agreement

The House and Senate plan to vote this week on legislation negotiated by President Biden and Speaker McCarthy (R-CA) to increase the federal debt limit. The recently released draft of the *Fiscal Responsibility Act of 2023* would suspend the debt limit until January 1, 2025, at which time the limit will be re-set to accommodate any additional debt generated through that date. Because some conservative Republican members are already expressing opposition to the deal, the legislation is expected to need at least some Democratic support to pass the House and proceed in the Senate.

House Republicans were successful in attaching some conditions to the debt limit increase, but the White House was successful in scaling back the proposed spending limits and policy add-ons. The agreement includes spending caps for the next two years of appropriations. When veterans care is excluded, FY 2024 nondefense funding would be cut by over \$40 billion (about 7 percent) to \$583 billion. The defense side of discretionary spending would be increased by \$28 billion, or 3.3 percent. FY 2025 funding would increase by 1 percent and the spending caps for the two years would be enforced through automatic spending cuts if the limits are breached.

Several policy provisions are included in the debt agreement that impact programs such as student loans and federal nutrition assistance. The package also includes provisions intended to streamline the federal permitting process by enacting changes to the environmental review process. These changes include a narrowing of the considerations that federal agencies review and time limits of one year for environmental assessments and two years for environmental impact statements. It also includes specific permitting provisions for energy storage projects that are intended to make it much easier to implement those types of projects.

The package includes \$28 billion in rescissions from previously enacted COVID-19 assistance legislation. Pandemic assistance for transit agencies is not impacted. However, \$2.2 billion enacted in the FY 2021 appropriations legislation for highway infrastructure programs would be permanently rescinded by the agreement.

FY 2024 Appropriations

The overall spending caps that are included in the debt limit legislation will have a significant impact on the appropriations process for next year. Because the House and Senate Appropriations Committees will be operating under an agreement over the topline numbers for both defense and nondefense programs, it will be much easier for them to draft bills and bring them up for floor consideration. In addition, the debt agreement includes a provision that will reduce the spending caps by 1 percent if appropriations legislation is not enacted by January 1, 2024. This provision is intended to decrease reliance on interim funding provided by long-term continuing appropriations resolutions.

Once the debt agreement is enacted, the House and Senate Appropriations Committees will move forward in earnest to draft their proposed bills for FY 2024. In the House, this means that the *FY 2024 Transportation, Housing and Urban Development Appropriations Act* will probably be approved at the Committee level in mid-June. The Senate Appropriations Committee may not draft its version of the transportation funding bill until July. It is very likely that significant differences between the funding bills drafted by the House and Senate will cause the appropriations process to go beyond the October 1 start of the new federal fiscal year, with at least some short-term funding extensions needed to complete the process.

As the Committees work towards drafting the funding bills, we are continuing to advocate in coordination with the Bus Coalition and the California Transit Association in support of key MST funding priorities, including:

- \$14 million for MST's SURF! Busway and BRT Project that was proposed in the Biden FY 2024 budget.
- Supplemental funding for bus and bus facilities grant opportunities.
- Additional funding for the Capital Investment Grants Program.
- Additional grant opportunities such as the RAISE multimodal grant program.
- Congressionally Designated Spending for the MST hydrogen facilities improvements.

May 24, 2023

TO: Board of Directors, Monterey-Salinas Transit District

FROM: Matt Robinson, Partner
Michael Pimentel, Legislative Advocate



RE: **STATE LEGISLATIVE UPDATE – June 2023**

Legislative Update

The fiscal committees had until May 19 to hear and report bills with a fiscal impact to the state to their respective floors. June 2 is the House of Origin deadlines, meaning bills must cross over to the other house or become two-year bills. As we have previously reported, the Legislative Calendar, which sets the deadlines for the year and can be viewed [here](#).

MST's Sponsored Bill

MST's legislative proposal to increase its procurement threshold for simple acquisitions of services, supplies, materials, and equipment – [SB 304 \(Laird\)](#) – passed the Senate Floor on 37-0. The bill is now in the Assembly Local Government Committee, but has not been set for hearing. We anticipate SB 304 will be heard in Committee after June 5. The text of the bill is now in print and can be found at the link above.

Governor Releases May Revise

On Friday, May 12, Governor Newsom released the semi-annual update to the January budget proposal, known as [the May Revise](#). Traditionally, the May Revise is timed to capture the state's income tax filings and uses those as the basis for updating California's fiscal position, as well as provide an opportunity for the Governor to revisit his fiscal priorities. However, because the tax filing period was extended for most of the counties in California from April 15, 2023 to October 16, 2023, it may be difficult for the Governor to know the state's true fiscal position until later this year.

As a reminder, in January, Governor Newsom projected a \$30 billion deficit, reduced to \$22.5 billion if certain budget action were taken, including reducing the amount of Transit and Intercity Rail Capital Program (TIRCP) funding from \$4 billion to \$2 billion, postponing the grade separation program, and zeroing out the amount of General Fund money and replacing it with other sources (Cap and Trade, State Highway Account) for zero-emission vehicles, and other programs (ATP, Climate Adaptation).

It comes as no surprise that Governor Newsom continues to project a significant budget shortfall, now pegging the deficit for Fiscal Year 2023-24 at \$31.5 billion. The Governor maintains the January reductions he proposed to the various transportation programs,

but is not proposing to reduce funding any further. In the Governor's May Revision Summary, the Administration states:

"While the state's transit agencies have benefitted from large infusions of capital dollars, both state and federal, post-pandemic ridership trends have resulted in significant operating challenges for many of the state's transit agencies, particularly as federal relief dollars begin to run out. The Administration welcomes discussion with the Legislature on potential near- and long-term solutions to support the viability of transit across the state."

State Transit Assistance Program estimates are updated at the May Revision and now project \$1.09 billion for the STA in FY 2023-24, a \$30 million increase over the January Budget estimate and a \$50 million decrease over the final FY 2022-23 projection of \$1.14 billion. These STA estimates are historical considering the STA received \$830 million in FY 2021-22 and has never crossed the \$1 billion threshold.

Governor Newsom Releases Proposals to Expedite Infrastructure Projects

As he signaled in his May Revision, on May 19, Governor Newsom announced a [package of budget trailer bills](#) and executive actions to help expedite infrastructure projects in California and leverage additional federal funding from the Infrastructure Investment and Jobs Act (IIJA). The proposals from the Governor include CEQA judicial streamlining for transportation projects, NEPA delegation authority for state and local projects, truncating the administrative record process for CEQA litigation, and expanding progressive design-build authority for Caltrans projects, amongst several others.

The language is now available on the Department of Finance [website](#) under the Infrastructure Package header. Each proposal has an accompanying fact sheet. The proposed trailer bills must be negotiated with the Legislature in the weeks ahead to be included in the final budget package. Because these are proposed as trailer bills, they can be passed anytime this summer before the Legislature adjourns in mid-September, and once signed by the Governor, become law immediately.

Bills of Interest

SB 304 (Laird) MST Procurement Threshold (MST 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).

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 10 months before commencing the process, plan, or deployment. The bill would require the public transit employer, following a written request 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 316 (Aguiar-Curry) Heavy Duty Autonomous Vehicles

This bill would prohibit the operation of an autonomous vehicle with a gross vehicle weight of 10,001 pounds or more on public roads for testing purposes, transporting goods, or transporting passengers without a human safety operator physically present in the autonomous vehicle at the time of operation and to provide deactivation and collision reports to the Department of Motor Vehicles.

AB 463 (Hart) Electricity Prioritization for Public Transit Vehicles (MST SUPPORT)

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. **This bill was held in the Assembly Appropriations Committee.**

AB 557 (Hart) Brown Act – Extension of Existing Authority (MST SUPPORT)

Beginning on January 1, 2024, this bill would extend the existing teleconferencing/remote-meeting authority that can be used when a declared state of emergency is in effect and would also extend the period for a legislative body to make the required findings related to the continuing state of emergency and social distancing from 30 days to 45 days after the first teleconferenced meeting, and every 45 days thereafter, in order to continue to meet.

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.

AB 817 (Pacheco) Brown Act (MST SUPPORT)

The Brown Act casts a wide net when it comes to defining legislative bodies to include any “commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory.” This bill would provide flexibility for advisory bodies that can take no action, or establish policy on behalf of a local elected body by allowing them to continue to meet remotely without having to follow the specific quorum, location notification, and accessibility requirements required by the Brown Act. **This is now a two-year bill.**

ACA 1 (Aguiar-Curry) Lower-Vote Threshold (MST SUPPORT)

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.

To: Carl Sedoryk, General Manager/CEO
From: Kelly Halcon, Director of Human Resources/Risk Management
Subject: **TRIP REPORT** CalTIP Spring Board Meeting

SUMMARY:

Attend California Transit Indemnity Pool (CalTIP) Spring Board Meeting in Sacramento, CA was held on April 13-14, 2023.

GOAL/PURPOSE:

The purpose of the Spring Board Meeting was to adopt the new budget for the pool and review open liability claims.

ATTENDEES:

CalTIP has 34 participating members. Members are transit district, agencies, city or county transportation departments based on size.

AGENDA:

During the CalTIP board meeting, members took action on approving the pool's draft operating budget. The board also took action on adopting updated language on existing governing documents to address limits. The board reviewed open liability claims and approved newly appointed committee members.

Submitted by: _____


Kelly Halcon

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To: Carl Sedoryk, General Manager/CEO

From: Steven Bruno, Purchasing Agent

Subject: **TRIP REPORT:** National Transit Institute: Procurement I – Orientation to Transit Procurement
April 10, 2023 – April 13, 2023 in Phoenix, Arizona

SUMMARY:

The National Transit Institute Procurement I – Orientation to Transit Procurement course was held in Phoenix, Arizona from April 10, 2023 through April 13, 2023. The overall objective of the course was to provide FTA recipients an overview of transit procurement, specifically 2 CFR 200, the FTA Circular 4220.1F, and emphasize “best practices” for procurement. The course was conducted over the course of four days, each a full day of instruction. The course was executed in 6 modules:

- Module 1: Functions and Principles of Procurement
- Module 2: Mechanics of the Procurement Process – Planning and Specifications
- Module 3: Mechanics of the Procurement Process – Solicitation and Selection
- Module 4: Selected Contract Clauses – Understanding the Impact
- Module 5: Mechanics of the Procurement Process – Awarding the Contract and Performance
- Module 6: Federal Oversight of Transit Procurement

GOAL/PURPOSE:

The goal of the course was to enhance the understanding of the principles of procurement, examine and discuss the procurement process, assist FTA recipients in adequate procurement documentation, and review federal procurement requirements.

ATTENDEES:

Procurement professionals in the transit industry from across the United States.

AGENDA:

Day 1:

- Welcome and Introductions
- Module 1: Functions and Principles of Procurement
- Group Learning Activity Regarding Individual Conflict of Interest

- Begin Module 2: Mechanics of the Procurement Process – Planning and Specifications
- Group Learning Activity Regarding Options and Piggybacking
- Group Learning Activity Regarding Procurement Planning

Day 2:

- Continue and Complete Module 2: Mechanics of the Procurement Process – Planning and Specifications
- Group Learning Activity Regarding Contract Types
- Critical Thinking Group Learning Activity on Hypothetical Scenarios of Contract Requirements Being Met
- Begin Module 3: Mechanics of the Procurement Process – Solicitation and Selection
- Group Learning Activity Regarding the Selection of Procurement Method
- Group Learning Activity Regarding Small Purchases

Day 3:

- Continue and Complete Module 3: Mechanics of the Procurement Process – Solicitation and Selection
- Group Learning Activity Regarding the Receipt of Bids
- Group Learning Activity Regarding Sealed Bids
- Group Brainstorming Activity Regarding Procurement Method Selection
- Group Learning Activity Regarding Procurement Evaluation Criteria
- Group Learning Activity Regarding Determining Competitive Range

Day 4:

- Module 4: Selected Contract Clauses – Understanding the Impact
- Group Learning Activity Regarding Contract Clauses
- Module 5: Mechanics of the Procurement Process – Awarding the Contract and Performance
- Group Learning Activity Regarding Determination of Responsibility
- Group Learning Activity Regarding Price Analysis Development
- Module 6: Federal Oversight of Transit Procurement

Submitted by: _____

Steven Bruno, Purchasing Agent

To: Carl Sedoryk, General Manager/CEO
From: Christine Church, Communications Systems Supervisor
Subject: **TRIP REPORT: 2023 Think Transit Conference**

SUMMARY:

The Think Transit Conference was held on April 2-5, 2023, in Nashville, Tennessee.

GOAL/PURPOSE:

I attended the conference sessions to increase my knowledge of the Vontas TransitMaster Computer-Aided Dispatch (CAD) system. My goal was to learn all the new features associated with our recent upgrade to V21 of the Vontas TransitMaster system. This report describes the daily events and workshops I attended.

ATTENDEES:

Public transit agencies and Trapeze/Vontas customers from across the world attended the conference. Besides me, MST's IT Manager, Facilities Manager, ITS Technician, Communications Systems Specialist, and Maintenance Analyst attended the conference.

AGENDA / MEETINGS ATTENDED:

Sunday, April 2, 2023.

AA flight from Monterey, to Dallas, then onto Nashville. Checked into the Omni Hotel & Resorts Nashville. Checked into Hotel & ThinkTransit Conference for welcome ceremony & meal.

Monday, April 3, 2023.

7am-8am: Breakfast

8am-9:45am: Opening keynote speaker-Dr. Karen Philbrick from San Jose/Exec. Director of the Mineta Transportation Institute.

9:45am-11am: Implementing Turn-by-Turn at Guelph Transit

11:15am-12:30pm: Service Adjustments 201-New tools and real-world scenarios

12:30pm-1:30pm: Lunch

1:45pm-2:45pm: Making the switch to enhanced route tracking

3:30pm-4:30pm: Vontas OnBoard

4:45pm-5:30pm: OnRoute V22 and beyond!

Tuesday, April 4, 2023.

7am-8am: Breakfast

8am-9:45am: Product showcase

9:45am-11am: Planning for EV scheduling

11am-12:30pm: Lunch

1:45pm-2:45pm: BusOps Layouts: one tool for many users

3pm-4pm: Times are Changing!

7pm-9pm: Vontas Dinner with Sean Walcott at The Southern Steak & Oyster.

Wednesday, April 5, 2023.

7am-8am: Breakfast

8am-9:45am: Awards of Excellence with WeGo Public Transit & Keynote speaker: Burke Nihill, President & CEO of Tennessee Titans/Nissan Stadium

9:45am-12:00pm: WeGo Technical Tour: Nestor Yard

12:15pm-1:45pm: Lunch

1:45pm-2:45pm: Real-Time Disruption Management-Be at your best!

6pm-10pm: Closing Reception @ Hard Rock Cafe

Thursday, April 6, 2023.

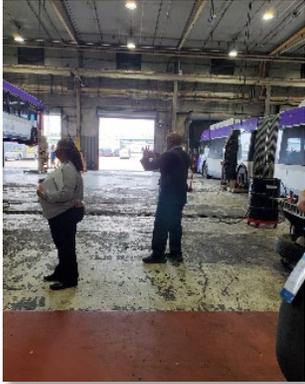
AA Flight from Nashville, onto Dallas, then Monterey. Arrived in Monterey at 9:15pm.

SUMMARY:

First and foremost, “Thank you” again for allowing me to attend my second ThinkTransit conference. With MST’s most recent upgrade of TransitMaster from Version 14 to Version 21, it was nice to see some upcoming upgrades, check out upgrades we have not yet taken part in, hear about troubles that other agencies are experiencing around the states, and make new, important contacts within our industry. Communications Systems Specialist, Jacob Newman and I were able to touch base with Vontas’ hands-on instructors to show them in person some issues we are experiencing with TransitMaster currently.

I was able to receive more information on the “Turn by Turn” upgrade and understand better how it would enhance the operators’ experience handling detours and mapping and hopefully reduce radio calls coming into MST’s Communications Center. During the tour of WeGo Transit at their Nestor yard, I was able to see how WeGo uses TransitMaster Turn by Turn, their Radio Room (which is our Communication Center), and many other WeGo departments including their bus wash which is indoor due to weather conditions in Nashville. I was also able to see WeGo’s Print shop and how it worked as they are a transit company that prints its signage.

WeGo Maintenance Facility and Articulated Bus Bays



Sign Shop



Dispatch Office



Maintenance Bays



Maintenance Shop



Prepared by: Christine Church
Christine Church

Reviewed by: Norman K. Tuitavuki
Norman K. Tuitavuki

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To: Carl Sedoryk, General Manager/CEO
From: Paul J. Lopez, Facilities Maintenance Manager
Subject: **TRIP REPORT: 2023 Think Transit Conference**

SUMMARY:

The Think Transit Conference was held on April 2-5, 2023, in Nashville, Tennessee.

GOAL/PURPOSE:

I attended the conference sessions to increase our knowledge of the Enterprise Asset Management (EAM) system for Facilities maintenance. I was a featured speaker at this conference where I presented MST's experience with implementing and transitioning to EAM.

ATTENDEES:

Public transit agencies and Trapeze customers from across the world attended the conference. Besides me, MST's IT Manager, Communications Systems Supervisor, ITS Technician, Communications Systems Specialist, and Maintenance Analyst attended the conference.

AGENDA / MEETINGS ATTENDED:

- **Lesson Learned from Facilities Go Live (Metrolink)** – During this session, Metrolink Transit Manger shared lessons learned from their recent facilities maintenance transition from Net Facilities to Trapeze EAM. Metrolink staff described how they overcame several challenges (data, change management), on their way to realizing improved facility workflows, key performance indicators (KPI), standardization, and use of EAM Mobile.
- **5 Ways EAM Helps You Do More** – this session described how solutions, workflow automation, EAM PM scheduling, work order, and service requests work. Brett Koenig offered to help agencies "do more with less" as transit agencies nationwide are experiencing a maintenance staff shortage crisis. From this session, I learned how to set up pre-work orders for the MST tech's workday to complete certain job repair tasks and to monitor their workflow and work progress.

- **Cleaning Las Vegas: How RTC Manages Crews In EAM** – In this session, presenters discussed how they use EAM to manage custodial tasks across the Las Vegas Valley. I learned how RTC leverages advanced EAM and MobileFocus functions such as Crew Management and Work Assignment Profiles to manage a substantial volume of work orders across a large geography with a mobile workforce. I enjoyed this session. I discussed with Jen Lilore and Tina Howell, EAM System Analysts from RTC, their difficulties implementing EAM mobile with their employees and how MST was able to train its facilities team without any issues. I provided my contact information to them.
- **You Can Have Your Cake and Eat It Too** – in this session, I learned how Denver RTD went live with EAM in 2007 and how RTD used its asset data to continuously refine its Preventative Maintenance (PM) program. RTD discussed how they optimized their PM scheduling and decision-making process by adjusting their bus and rail PM intervals and creating reports to forecast upcoming PMs (factoring in manpower and inventory availability).
- **Pre-Trip Inspection – No More Paper** In this session, Trapeze, and Zonar discussed paperless approaches to pre-trip vehicle inspections. Brett Koenig (Trapeze) and MATT Dickey (Zonar) explored the use of various digital technologies (handhelds, mobile data terminals, etc.) to electronically capture and sync inspection results into EAM. They gave examples of how vehicle defects identified using Zonar's handhelds Electronic Vehicle Inspection Reports (EVIR) can automatically generate service requests/work orders through native integration with EAM.
- **How WeGo Improved the Rider Experience with Digital Signage** – In this session, I learned how Nashville Metropolitan Transit (WeGo) and Message Point Media's (MPM) wayside sign project modernized both their Hillsboro Transit Center and the adjacent roadway infrastructure. WeGo transitioned their signs to full-matrix, color wayside signs that provide route information directly from WeGo's Vontas ITS solution and Google's GTFS real-time protocol to deliver a premium experience for riders.
- **AI-Driven Predictive Maintenance: From Reactive to Proactive at MATA** – In this session, I learned how Memphis Area Transit Authority (MATA) partnered with Preteckt to deploy their AI-driven vehicle prognostics tool to improve system reliability by proactively removing buses from service before they fail. With the massive shortage of technicians, MATA was seeking ways to use new tools and technologies to assist. They described how new workflow efficiencies were gained by integrating actionable vehicle prognostics and work plans into Trapeze EAM. MST contact information was provided to the vendor to reach out to the MST maintenance department.
- **Charging Forward! Electric /Low Emission Vehicles a panel discussion** – This session was about the adoption of electric vehicles and the challenging aspects of transit. Maryland Transit explained their challenges with the high costs of

installation, communication with the grid and charge station companies and the compatibility of vehicle chargers, and procurement to EV-friendly modifications of infrastructure and how this all impacted their agency.

- **Mobile: EAM 'On the Go At MST at Monterey Salinas Transit** – I was a featured speaker in this session. I gave a presentation that described how MST transformed its facilities maintenance program using EAM Mobile to track all PM and repair work orders for multiple buildings, transit stations, and bus stops. The topics I covered included key success factors and lessons learned – including how MST facility assets were defined, what task code structure MST used, and how EAM Mobile was configured for maximum use by MST and its technicians.

Prepared by: 
Paul J Lopez

Reviewed by: 
Norman K. Tuitavuki

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To: Carl Sedoryk, General Manager/CEO
From: Michelle Di Pretoro, Maintenance Analyst
Subject: **TRIP REPORT: 2023 Think Transit Conference**

SUMMARY:

The Think Transit Conference was held on April 2-5, 2023, in Nashville, Tennessee.

GOAL/PURPOSE:

I attended the conference sessions to increase our knowledge of the Enterprise Asset Management (EAM) system for Facilities maintenance.

ATTENDEES:

Public transit agencies and Trapeze customers from across the world attended the conference. Besides me, MST's Facilities Manager, IT Manager, Communications Systems Supervisor, ITS Technician, and Communications Systems Specialist attended the conference.

AGENDA / MEETINGS ATTENDED:

From April 2 to 6, 2023, I attended the Think Transit Conference in Nashville, Tennessee. My goal was to learn and bring back new information to MST.

Sunday, April 2, 2023

- AA flight: 6:13a to 2:38p.
- Welcome Reception

Monday, April 3, 2023

- **Welcome and Keynote**
- **What's New and Roadmap.** This session focused on the new features and modules of the Enterprise Asset Management (EAM) suite.
- **Parts & Materials: Warranty & Rebuild Workflows; Vendor Process Included.** This session covered Warranty and Internal rebuild workflows. Included is the

transition of parts suffixes and how Work Accomplished Codes (WAC) affect them. Vendor contracts and Vendor parts are key to this process.

- **Data loader – OOB Template Report V 23.** This session covered the use of the new Out of Box (OOB) Data loader report coming in EAM version 23. I learned how to insert, update, and delete simple table entries. I also learned the basics for creating a shortcut for running the tool along with the proper steps to create the XML file used for processing the changes.
- **Solution Center** – the same group would meet up when time permitted. During this time, I talked with other Transit agencies about their experience with Ad Hoc reports, work orders, PM tasks, inventory counting, and using tablets for our Facilities. Here is a list of the different agencies RFTA, RTC, Metro, The Ride, and Valley Metro.
- **MAXQueue - Best Practice - Troubleshooting 101 with Year.** This session covered best practices for troubleshooting MaxQueue integrations and process automation. This included directions for setting up an out-of-the-box process to automate year-end processes for EAM.
- **Extending EAM with API and MAXQueue.** This session explains the various methods available to extend and leverage EAM data and capabilities to other systems through the API and MaxQueue. Included is an overview of how EAM integrations are used today, and the role APIs play with integrations. You will learn how to weigh the pros and cons of using a MaxQueue integration compared to a direct EAM API call along with example scenarios.

Tuesday, April 4, 2023

- **Solution Center** - The same group would meet up at the Solution Center when time permitted. During this time, I talked with other Transit agencies on Ad Hoc reports, work orders, PM tasks, inventory counts, and using tablets for our Facilities. Other groups included staff from RFTA, RTC, Metro, The Ride, and Valley Metro.
- **PM Basics Class - Setting up PMs, Inspections, and Checklists.** This session provides participants with an understanding of the various types of PM and Inspection services available in EAM. Participants will walk through the steps required to set up a service as well as the associated checklist items. Attendees should have experience with navigation within EAM including the use of the Web Screens (Enterprise Portal).
- **Mobile Focus - Setup and Troubleshooting.** This session focused on the process of setting up the UWP version of Mobile Focus and some of the tips and tricks that can be used to troubleshoot the Mobile Focus device.
- **System Admin 101 - Users and Permissions.** This session focused on the various settings involved when setting up users and user groups so that they have proper access to what they need, but not access to things they don't.

- **System Admin 201 - Activity Logs Usage.** This session described how a system admin can use built-in logging to track system usage and troubleshoot any issues that arise.

Wednesday, April 5, 2023

- **Ad Hoc Reporting.** This session focused on some of the not-so-common functionality that can be utilized when creating Ad hoc reports such as advanced use of the columns.)
- **Asset Configuration Management.** Asset Configuration Management helps users ensure that all complex assets remain up to date with the latest approved configurations (hierarchies, components, software/firmware versions). In this session I learned how ACM runs configuration checks, highlights all assets that are out of compliance, and generates campaigns to get assets back into full compliance.
- **Mobile: EAM ‘On the Go’ at Monterey Salinas Transit.** MST’s IT Manager, Facilities Manager, and I attended this session and answered questions regarding our experience with Mobile Focus and implementing EAM. The Facilities Manager was a featured speaker at this session.

Thursday, April 6, 2023

- AA flight: 11:00a to 9:00p.

I want to thank MST for allowing me to attend the conference. Talking with the different Transit agencies and attending the various sessions at the conference gave me great information and it was a great learning trip.

Michelle Di Pretoro

Prepared by: _____

Michelle Di Pretoro

Norman K. Tuitavuki

Reviewed by: _____

Norman K. Tuitavuki

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To: Carl Sedoryk, General Manager/CEO
From: Cristy Sugabo, Mobility Services Manager
Subject: **TRIP REPORT:** CalAct Spring Conference & Expo April 17-20, 2023

SUMMARY:

The CalAct 2023 Spring Conference & Expo was held in Olympic Valley, California April 17-20, 2023

GOAL/PURPOSE:

The CalAct Spring Conference & Expo brings together small, rural, and specialized transportation professionals to network and learn from peers on best practices to continue serving riders in the transportation industry. The conference theme was Redefining How We Move Communities. I presented in one of the sessions: Moving Communities through Mobility Management, and while at the conference, I networked with colleagues from other transit agencies.

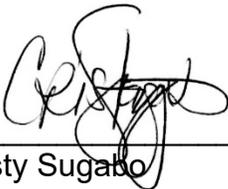
ATTENDEES:

Transit operators from small and large systems, planning and government agencies, social services agencies, suppliers, and consultants.

AGENDA:

- Procurement In a Nutshell
- Moving Communities Through Mobility Management Services
- Post-COVID Service Planning: Where do we go now?
- Access for All Cycle 1 Funding and Implementation
- Lessons Learned from COVID 19 and Next Steps for ADA Eligibility Certification Assessments
- What's Next for Transit Training in Your Community
- Passenger Safety in Transit

Submitted by: _____


Cristy Sugabo

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To: Carl Sedoryk, General Manager/CEO
From: Kelly Halcon, Director of Human Resources/Risk Management
Subject: **TRIP REPORT** CalACT Spring 2023 Conference

SUMMARY:

Attended CalACT Spring 2023 Conference in Olympic Valley from April 17-20, 2023.

GOAL/PURPOSE:

The CalACT Spring Conference brought together various transportation professionals from all over California to learn about ZEB and other technologies as well as best practices at our peer agencies. I was asked to be speaker on the “Innovative Program to Attract and Maintain Employees” panel.

ATTENDEES:

The spring conference was attended by various transit professionals from rural and urban transit properties. There were over 400 individuals in attendance.

AGENDA:

I attended the following sessions:

- Reasonable Suspicion Training
- Communicating Effectively with Your Team
- Annual Awards Luncheon-MST received the “Above and Beyond Award”
- Post-COVID Service Planning: Where do we go now? (Carl presented)
- Innovative Programs to Attract and Maintain Employees (Speaker)
- Public Transit and the Unhoused
- Attended the Expo

Submitted by: _____



Kelly Halcon

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To: Carl Sedoryk, General Manager/CEO
From: Ruben Gomez, Mobility Coordinator
Subject: **TRIP REPORT:** CALACT Spring Conference & Expo April 17-20, 2023

SUMMARY:

The CALACT Spring Conference & Expo was held in Olympic Valley, California April 17-20, 2023.

GOAL/PURPOSE:

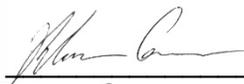
The CALACT Spring Conference & Expo brings together transportation professionals, vendors, and advocates from California and across the United States to network with their peers as well as obtain training and education to continue serving riders in California.

ATTENDEES:

Transit operators from small and large systems, planning and government agencies, social services agencies, suppliers, and consultants.

AGENDA:

- Procurement In a Nutshell
- Moving Communities Through Mobility Management Services
- Post-COVID Service Planning: Where do we go now?
- Lessons Learned from COVID 19 and Next Steps for ADA Eligibility
- What's Next for Transit Training in Your Community
- Providing Discounts/Benefits on Bank Cards

Submitted by: 

Ruben Gomez

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To: Carl Sedoryk, General Manager/CEO

From: Norman K. Tuitavuki, COO

Subject: **TRIP REPORT:** American Public Transportation Association (APTA) Mobility Conference 2023

SUMMARY:

The 2023 APTA Mobility Conference was held on April 25-26, 2023, in Minneapolis, Minnesota.

GOAL/PURPOSE:

The Mobility Conference addressed critical challenges and priorities MST and other public transit agencies are facing with their bus and paratransit operations. My goal was to learn more about the challenges, solutions, and ideas that could benefit MST. Additionally, the Operations team who attended the Conference participated in as many zero-emissions bus (ZEB) sessions and educational opportunities as their schedules allowed them to increase their ZEB knowledge as MST executes its ZEB Rollout Plan.

ATTENDEES:

Public transit agencies from across the nation and transit industry business members from around the world attended the conference. Cities, counties, and other public entities also attended the conference.

AGENDA / MEETINGS ATTENDED:

- Bus Operations Committee
- Zero Emission Fleet Committee
- Opening General Session – featuring Maja Kazazic
- C-Suite Executive Round Table: Workforce Challenges, Successes, and Moving Forward
- Bus Display and Expo
- Coordinated Services Across Community Mobility Programs
- General Session – We All Belong: Making Public Transportation Safe and Welcoming for Everyone
- Learning from Workforce Challenges: Strategies, Solutions, Bragging Rights Workshop
- TOUR: Metro Transit’s Busiest Transit Station “Behind the Scenes”
- Closing Session – Strategies for Decarbonizing Transportation
- TOUR: Metro Transit’s Battery-electric Bus (BEB) Pilot Program

The 2023 Mobility Conference was the highest attended APTA Mobility Conference in 15 years. The sessions and in-person tours provided good insight for consideration. The two tours I participated in allowed me to see Metro Transit's Operation with in-depth explanations describing their Operation. The BEB tour was valuable. Metro deploys 60-foot articulated BEBs with overhead opportunity charging infrastructure at a major transfer center. We also toured Metro's BEB garage where they charge, maintain, and store their BEBs. The garage was designed well but Metro pointed out some issues they discovered after building the infrastructure. These discoveries will be resolved in future infrastructure projects for BEBs.



Submitted by: *Norman K. Tuitavuki* Reviewed by: *Carl G. Sedoryk*
Norman K. Tuitavuki Carl G. Sedoryk

To: Carl Sedoryk, General Manager / CEO
From: Marzette Henderson, Transportation Manager
Subject: **TRIP REPORT** American Public Transportation Association (APTA) Mobility Conference on April 23-26, 2023.

SUMMARY:

The APTA Mobility Conference was held in Minneapolis, MN on April 23-26, 2023.

GOAL/PURPOSE:

I attended the APTA Mobility Conference 2023 with the purpose of acquiring knowledge and insight from peer agencies and industry experts on battery electric and fuel cell bus and infrastructure solutions. I also attended sessions to learn and stay up to date on mobility trends and ways to improve the customer experience.

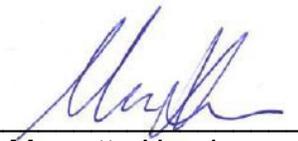
ATTENDEES:

Representatives from transit agencies across the United States and organizations that operate within the transit industry.

AGENDA:

- General Sessions
- What's New and What's Next: Micro-mobility, Microtransit, MaaS, and Mobility Hubs
- Bus Operator Assault Prevention and Management
- Lessons Learned in Procuring Autonomous Vehicles
- Hydrogen Fueling for your Fuel Cell Bus Fleet
- Metro Transit (Minnesota) facilities tours, including their new operations and maintenance facility, their busiest transit station, and their battery electric bus pilot program implementation within their system.

Submitted by: _____


Marzette Henderson

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To: Carl Sedoryk
From: Tiziano Minelli, Operations Superintendent
Subject: **TRIP REPORT:** APTA 2023 Mobility Conference

SUMMARY:

The APTA Mobility Conference was held in Minneapolis, Minnesota April 23-26, 2023.

GOAL/PURPOSE:

The conference provided a combination of education, professional and technical training, and networking for public transportation professionals at all levels. In addition, I was able to connect with colleagues from peer transit agencies across the country. I attended many sessions to increase and improve my knowledge of workforce management strategies, zero-emission bus implementations, and other related sessions.

ATTENDEES:

Transit operators from across the country.

AGENDA:

- Opening General Session.
- Creative Solutions to Scaling Up Your BEB Infrastructure.
- Keys to Prioritizing Public Safety.
- Bus Operators Assault Prevention and Management: FTA/ Transit Agency Programs, Technology and The Bus of The Future.
- TOUR: Metro Transit's Busiest Transit Station: A Behind the Scenes Tour at The Mall of America Transit Station.
- TOUR: BEB Below Zero: Metro Transit's Battery- Electric Bus Pilot Program.
- Closing General Session: Strategies for Decarbonizing Transportation: Transit's Central Role.

Submitted by: 

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To: Carl Sedoryk, General Manager/CEO

From: Paul J. Lopez, Facilities Maintenance Manager

Subject: **TRIP REPORT:** 2023 American Public Transportation Association (APTA) Mobility Conference

SUMMARY:

The 2023 APTA Mobility Conference was held on April 25-26, 2023, in Minneapolis, Minnesota.

GOAL/PURPOSE:

I attended the conference sessions to increase our knowledge of Zero emission infrastructure for our Facilities.

ATTENDEES:

Public transit agencies across the world attended the conference. Besides me, MST's AGM, COO, Transportation Manager, Maintenance Manager, Operations Superintendent, and Project Management Coordinator attended the conference.

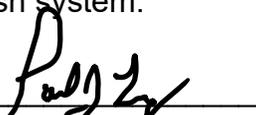
AGENDA / MEETINGS ATTENDED:

- **Opening General Session and Keynote Speaker Maja Kazazic** – APTA leadership and host Metro Transit shared the relevant information you would see over the next three days. Keynote speaker Maja Kazazic a Bosnian war genocide war survivor and a mental health expert. She told her story about how she survived a rocket-propelled grenade losing her leg and killing 5 of her friends. Maja was left with PTSD which left her living through constant panic attacks and night terrors. Maja adopted a dog Rosie (Great Dane) also an amputee. Her lifelong friend, Rosie helps her with her PTSD caused by her trauma from the war. Maja and Rosie's stories have given hope and inspiration to countless people with limb loss and those struggling with adjustment and depression.
- **Creative Solutions to Scale Up Your BEB Infrastructure** – In this session Transit agencies San Diego Transit System (MTS) and Metro Transit described solutions, for transit agencies preparing to operate large fleets of battery electric buses (BEB) have to think differently about how to manage the charging infrastructure rollout and energy usage and also, to plan out your infrastructure

rollout and facility modification so your project is sustainable, cost-effective, equitable and resilient for the long term.

- **Sustain Your ZEB Transitions From Pilot to 100% Zero Emissions Fleet** – In this session, three transit agencies AC Transit, Capital Metropolitan Transportation Authority, and Charlotte Area Transit Systems, Panelist talked about the pilot project and focused on understanding the technology and early-stage deployment projects focused on introducing new operational and maintenance practices. The agencies talked about how important it was to focus on institutionalizing best practices for sustaining the technology and workforce for the long term.
- **Bus Rapid Transit (BRT) Workshop** –this 4-hour session, was to provide guidance to planners, transit agencies, local governments, developers, and others interested in developing new BRT systems or enhancing existing BRT systems. This Recommended Practice is part of a series of APTA documents covering the key elements that may comprise a BRT system. Because BRT elements perform best when working together as a system, each Recommended Practice may refer to other documents in the series. Agencies were advised to review all relevant guidance documents for their selected elements for their BRT.
- **Hydrogen Fueling for your Fuel Cell Buses** - as many transit agencies are evaluating the feasibility of integrating fuel cell electric buses into their fleet to meet the goal of reducing emissions for those agencies on this pathway. Identifying a hydrogen fuel option could be daunting. Al Cioffi VP of Sales (Plug Power) explained the different choices of Hydrogen fueling options from Industrial scale to V modular solutions, delivery vs onsite generation.
- **Closing Session: Strategies for Decarbonizing Transportation: Transit Central Role** – In this Closing Session. Federal partners described the multi-modal, multi-sector, and public-private partnership approach required to make big strides to reduce greenhouse gas emissions The initiative has a strong focus on the impact on transit and affordability it has on transport demands.
- **TOUR: Metro Transit’s Newest Operating Facility (North Loop Garage)**
Three years into the making of this beautiful facility Metro Transit opened its newest garage on March 18th, 2023. The 350,000 sq. ft garage with capacity to house more than 200 buses on an 11-acre site. This garage is electric bus ready. Featured an exterior solar thermal wall extensive daylighting into work areas and a state-of-the-art rainwater recovery system that is used as part of their bus wash system.

Submitted by: _____


Paul J Lopez

Reviewed by: _____


Norman K. Tuitavuki

To: Carl Sedoryk, General Manager/CEO
From: Vince Dang, Project Management Coordinator
Subject: **TRIP REPORT:** APTA Mobility Conference and FTA BRT Roundtable

SUMMARY:

I attended the APTA Mobility Conference, and FTA BRT Roundtable held in Minneapolis, Minnesota, from April 23-April 28, 2023.

GOAL/PURPOSE:

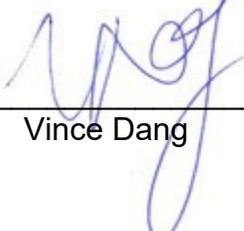
The APTA Mobility Conference and FTA BRT Roundtable provided educational and networking opportunities with a strong focus and emphasis on how BRT is poised to meet the ever-changing demands of our communities. The many discussions with BRT implementors offered valuable lessons learned that can be used on our SURF! project.

ATTENDEES:

APTA members and FTA staff from around the country.

AGENDA:

- Opening General Session – Keynote Speaker Maja Kazazic – Hero’s Message
- Fast, Frequent, Reliable & Comfortable: A Growing Network of Bus Rapid Transit Lines
- Open Data Utilization for Informed Decision Making in Public Transit
- General Session: Federal Transit Administration Update
- Bus Rapid Transit (BRT Tuesday) Workshop
- Metro Transits Busiest Transit Station: A behind the scenes tour of the Mall of America Transit Station
- Hydrogen Fueling for your Fuel Cell Bus Fleet
- Closing General Session: Strategies for Decarbonizing the Transportation: Transits Central Role
- BEB’s Below Zero: Metro Transit’s Battery Electric Pilot Program
- Metro Gold Line BRT Construction Tour
- Panel Discussion and Lessons Learned
- Buy America Build America

Submitted by:  _____
Vince Dang

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To: Carl Sedoryk, General Manager/CEO
From: Frank Marcos, Maintenance Manager
Subject: **TRIP REPORT: 2023 APTA Conference April 23 – 26, 2023**

I attended the APTA Mobility Conference on April 23 – 26, in Minneapolis, Minnesota. The following summarizes the sessions I participated in:

April 23 Registration

April 24 Maintenance Managers Workshop 8:00 am – 3:30 pm

This workshop featured four sessions devoted to Zero Emissions Bus (ZEB) maintenance issues. Industry leaders spoke about the challenges of converting to a zero-emission fleet. There were discussions about technician training and the future goals for the agencies the panel members represented.

April 25 Workforce Challenges: Strategies, Solutions Workshop

Industry and fleet leaders discussed the challenges of long-term hiring and retaining the workforce in a rapidly changing environment. The discussion led to creative ways to provide a bonus to employees and incentives to attract and retain employees.

Facility Tour: Metro Transit offered a tour of their newest garage – a 350,000 square foot space with the latest technology to conduct fleet maintenance and store their fleet indoors.

April 26 Closing General Session

This session talked about ways to “decarbonize” transportation.

Tour: BEB Below Zero: Metro Transit offered a tour of their zero-emissions battery-electric bus pilot program.

Along with gaining more knowledge about the future of zero-emission vehicles, I was also able to connect with industry leaders that will help guide MST into the future of an all-zero-emissions fleet.

Submitted by: *Frank Marcos*
Frank Marcos

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To: Carl Sedoryk, General Manager/CEO
From: Lisa Rheinheimer, Assistant General Manager
Subject: **TRIP REPORT:** APTA Mobility Conference and FTA BRT Roundtable

SUMMARY:

I attended the APTA Mobility Conference, and FTA BRT Roundtable held in Minneapolis, Minnesota, from April 22-28, 2023.

GOAL/PURPOSE:

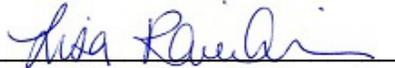
The APTA Mobility Conference and FTA BRT Roundtable provided educational and networking opportunities with a strong focus and emphasis on how BRT is poised to meet the ever-changing demands of our communities. The many discussions with BRT implementors offered valuable lessons learned that can be used on our SURF! project.

ATTENDEES:

APTA members and FTA staff from around the country.

SESSIONS ATTENDED:

- Small Operators Committee
- Opening General Session – Keynote Speaker Maja Kazazic – Hero’s Message
- Tour: Fast, Frequent, Reliable & Comfortable: A Growing Network of Bus Rapid Transit Lines
- Open Data Utilization for Informed Decision Making in Public Transit
- General Session: Federal Transit Administration Update
- Bus Rapid Transit (BRT Tuesday) Workshop
- New CEOs: Building the Foundation for Success
- Community Engagement with an Equity Lens: What It Takes to Make It Meaningful
- Closing General Session: Strategies for Decarbonizing the Transportation: Transits Central Role
- Getting Equity Assessments Right: Ensuring Impactful Outcomes for the Underserved and Underrepresented
- Metro Gold Line BRT Construction Tour
- BRT Panel Discussion and Lessons Learned
- Buy America Build America

Submitted by: 
Lisa Rheinheimer

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To: Carl Sedoryk, General Manager/CEO

From: Daniel Bruno, Transit Scheduling Assistant

Subject: **TRIP REPORT:** Introduction to Transit Operations Planning Course, April 24–27, 2023 in Las Vegas, Nevada, USA

SUMMARY:

“Introduction to Transit Operations Planning Course.” The Introduction to Transit Operations Planning Course was held April 24–27, 2023 in Las Vegas, Nevada to introduce operations planning and scheduling to new transit planners and schedulers in the transit industry. The focus of the course was conventional, fixed-route bus operations. The course was conducted in a series of lectures and workshop sessions. Topics of the lecture/workshop sessions included:

- Service Area & Route Characteristics
- Goals, Objectives, Measures & Standards
- Data Collection
- Service Analysis
- Service Improvement Concepts
- Schedule Preparation
- Cost Allocation & Cost Estimation
- Demand & Revenue Estimation
- Service Change Implementation

GOAL/PURPOSE:

The purpose of this four-day course was to introduce operations planning to new professionals in the transit industry (planning, marketing, scheduling, and operations). Transit operations planning is broadly defined as a collection of activities which together assure that transit services are cost effectively provided to meet the short-term mobility needs of a community. The specific objectives of this course are as follows: To introduce a service planning and evaluation framework, and to teach the concepts and analytical techniques needed for service planning. The course was developed with guidance from an Advisory Review Panel of experts. Its members represented transit operators, planning agencies and professional organizations. The course was formerly sponsored by the Federal Transit Administration (FTA). Over 3,600 transit professionals from more than 200 transit agencies have attended this course.

ATTENDEES:

Professionals in the transit industry from across the country.

AGENDA:

Day 1:

- Introduction
- Transit Functions
- Service Area & Route Characteristics
- Goals, Objectives, Measures, and Standards
- Case Study: Goals, Objectives, Measures, and Standards

Day 2:

- Data Collection
- Case Study; Data Collection
- Service Analysis
- Case Study: Service Analysis
- Service Improvement Concepts

Day 3:

- Case Study: Service Improvement Concepts
- Scheduling: Headway Development and Blocking
- Case Study: Scheduling
- Scheduling: Run Cutting and Rostering
- Case Study: Scheduling
- Cost Estimation

Day 4:

- Case Study: Cost Estimation
- Demand & Revenue Estimation
- Case Study: Demand & Revenue Estimation
- Service Change Implementation

A handwritten signature in black ink, appearing to read 'Daniel Bruno', written over a horizontal line.

Submitted by: Daniel Bruno

Thank you
MST!
Karen

Thank you to all at
MST,
Mayor Bruce
Belgard

Go MST!!!
Thanks so much!!!
Scott

Dear Berenica,
On behalf of Citizens for
Sustainable Marina (CFSM),
thank you for helping to
make Marina's Earth Day
a very special event!

We really appreciated
everything that your team
did to make it a success.

Thank you! Laura

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