Board of Directors Regular Meeting  
December 12, 2016

Frank J. Lichtanski Administrative Building  
Board Room, First Floor  
19 Upper Ragsdale Dr., Suite 100, Monterey 93940  
10:00 a.m.

TRANSPORTATION: Ride Line 8 from Monterey Transit Plaza (Munras Gate) at 9:15 a.m. or Sand City Station at 9:30 a.m. Request a taxi voucher from MST Customer Service at the board meeting for your return trip (good for a $17 one-way trip).

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 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.

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 2017-11 recognizing, Edward Goodin, as Employee of the Month for December 2016. (Robert Weber) (Pg. 7)

3-2. Adopt Resolution 2017-12 for CSAC. (Kelly Halcon) (Pg. 9)
3-3. Adopt Resolution of Appreciation 2017-13 for services rendered by Fernando Armenta. (Carl Sedoryk) (Pg. 11)

3-4. Adopt Resolution of Appreciation 2017-14 for services rendered by Libby Downey. (Carl Sedoryk) (Pg. 13)

3-5. Adopt Resolution of Appreciation 2017-15 for services rendered by Dan Miller. (Carl Sedoryk) (Pg. 15)

3-6. Minutes of the MST Board Meeting of November 14, 2016. (Jeanette Alegar-Rocha) (Pg. 17)

3-7. Minutes of the Finance Committee November 14, 2016. (Jeanette Alegar-Rocha) (Pg. 23)

3-8. Minutes of the Mobility Advisory Committee September 28, 2016 (Alvin Johnson) (Pg. 25)


3-10. Disposal of Property left aboard buses. (Sonia Bannister) (Pg. 39)

3-11. Receive 2017 board calendar and conference schedule (Jeanette Alegar-Rocha) (Pg. 41)

3-12. Adopt Resolution 2017-16 recognizing Sally Cota, Customer Service Representative, for her 13 years of service. (Sonia Bannister) (Pg 45)

3-13. Adopt Resolution 2017-17 recognizing Mark Looysen, Coach Operator, for his 10 years of service. (Robert Weber) (Pg. 47)

3-14. Claim Rejection-Conrado Geronimo. (Ben Newman) (Pg. 49)

End of Consent Agenda

4. RECOGNITION AND SPECIAL PRESENTATIONS

4-1. Employee of the Month December – Edward Goodin, Coach Operator (Robert Weber)

4-2. Recognition of Board Member Services (Carl Sedoryk)
   a. Fernando Armenta
   b. Libby Downey
   c. Dan Miller
4-3. Retirement-13 Years of Service- Sally Cota, Customer Service Specialist. (Sonia Bannister)

4-4. Retirement-10 Years of Service- Mark Looyen, Coach Operator. (Robert Weber)

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

6-1. Temporary Facility and Property Lease Status (Michael Hernandez). (Pg. 51)

6-2. Receive and approve proposed January 9 Board Strategic Planning Workshop Agenda. (Carl Sedoryk) (Pg. 53)

6-3. Receive presentation of Thomas Walters & Associates and approve 2017 Federal Lobby Program. (Carl Sedoryk and Don Gilcrest) (Pg. 57)

6-4. Receive and approve 2017 State Lobby Program. (Carl Sedoryk) (Pg. 69)

6-5. Approve procurement of Trapeze™ Paratransit Rapid Response Software Module (Alvin Johnson) (Pg. 75)

7. REPORTS & INFORMATION ITEMS

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

7-1. General Manager/CEO Report – October 2016 (Pg. 77)


7-3. State 2016 Year End Legislative Update – December 2016 (Pg. 87)

7-4. Staff Trip Reports (Pg. 89)

8. 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.
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.


8-2. Conference with Legal Counsel-Pending Litigation-Neal Serrano vs. Monterey-Salinas Transit Corporation, § 54956.9 Monterey County Superior Court Case No. 16CV003496) (K. Halcon)

9. RETURN TO OPEN SESSION

9-1 Report on Closed Session and possible action.

10. BOARD REPORTS, COMMENTS, AND REFERRALS

10-1. Reports on meetings attended by board members at MST expense. (Pg. 91)

10-2. Board member comments and announcements.

   a. The MST Strategic Planning Workshop and Board Meeting will be on January 9, 2016.

10-3. Board member referrals for future agendas.

12. ATTACHMENTS

12-1. The detailed monthly Performance Statistics and Disbursement Journal for October 2016 can be viewed online within the GM Report at http://mst.org/about-mst/board-of-directors/board-meetings/

13. ADJOURN

NEXT MEETING DATE: January 9, 2017
19 Upper Ragsdale Dr., Suite 100, Monterey, CA 93940
Boardroom First Floor
9:00 a.m.

NEXT AGENDA DEADLINE: December 20, 2016
*Dates and times are subject to change.
Please contact MST for accurate meeting date and times or check online at http://mst.org/about-mst/board-of-directors/board-meetings/
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 Administration Building at 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940 during normal business hours.

Upon request, the Monterey-Salinas Transit will provide written agenda 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 and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least three working days prior to the meeting. Requests should be sent to MST – c/o Clerk to the Board, 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940 or clerk@mst.org. Taxi-related materials and information are available on www.mst.org.
WHEREAS, each month Monterey-Salinas Transit recognizes an outstanding employee as Employee of the Month; and

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

WHEREAS, Ed Goodin began his career as a Coach Operator with Monterey-Salinas Transit District in April of 1994. A recipient of multiple safe driving awards and commendation of outstanding performance, he was later promoted to his current position as an Operations Supervisor in March of 2006; and

WHEREAS, Ed Goodin responded to an industrial accident at MST’s TDA Maintenance Facility on September 24, 2016 involving a contracted employee who suffered electrical burns to his face and hands. He quickly assumed the role of MST’s Incident Commander; and

WHEREAS, Ed Goodin worked with MST staff and arranged to immediately clear the TDA bus yard of all coach and secure the front gate to prevent any additional traffic from entering the yard. This allowed for EMS to evaluate the victim efficiently and make the determination the individual needed to medevac to the burn unit at San Jose Valley Medical Center. With Ed’s efficient and quick actions, the helicopter was able to safely land in the yard, load the injured contractor and get him safely to the burn unit center and receive the medical attention required to make a full recovery; and

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Ed Goodin as Employee of the Month for December 2016; and

BE IT FURTHER RESOLVED that Ed Goodin is to be congratulated for his excellent work at Monterey-Salinas Transit District.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2017-11 this 12th day of December 2016.

__________________________ _______________________
Tony Barrera            Carl G. Sedoryk
Chairperson            Secretary
To: Board of Directors

From: K. Halcon, Director of Human Resources-Risk Management

Subject: Resolution of the Monterey-Salinas Transit Board of the Monterey County to join CSAC Excess Insurance Authority

RECOMMENDATION:

Adopt Resolution 2017-12 delegating the General Manager/CEO or his/her designate to enter into an agreement with CSAC Excess Insurance Authority to join the benefit insurance pool.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

None.

DISCUSSION:

A Joint Powers Agreement was entered into creating the CSAC, Excess Insurance Authority, also known as an insurance pool. This pool consists of members representing counties and public entities.

CSAC, Excess Insurance Authority (EIA) has determined that it is necessary for each member to delegate to a person(s) or position(s) to act on each member’s behalf in matters relating to the member and the Authority. In order to update the records, the EIA needs our governing board to designate an individual or position who is authorized to officially act on behalf of and enter into agreements with the EIA. This update will also allow MST’s General Manager/CEO or his/her designate to enter into an agreement with CSAC to administer MST’s dental insurance plan.

Staff recommends that the Board adopt the resolution appointing the General Manager/CEO or his designate to act on behalf of MST in these matters.
APPRECIATION FOR SERVICES RENDERED  
BY FERNANDO ARMENTA

WHEREAS, Fernando Armenta has served on the Board of Directors of Monterey-Salinas Transit from November 1986 to December of 2016; and

WHEREAS, Fernando Armenta has served as Chairperson on the Board of Directors of Monterey-Salinas Transit from March of 2004 to June of 2012; and

WHEREAS, as Fernando Armenta served on the Facilities, Finance, Human Resources, Legislative, Marketing, Adhoc Strategic Planning, Adhoc District Governance Transition Committees; and

WHEREAS, as Fernando Armenta was supportive of MST’s efforts to enact a special countywide sales tax to support transit services for veterans, seniors, and persons with disabilities; and

WHEREAS, as Fernando Armenta was a strong advocate for the citizens of Monterey County who depend upon public transportation; and

WHEREAS, as Fernando Armenta remains a staunch advocate of public transportation; and

WHEREAS, Fernando Armenta has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County.

THEREFORE, BE IT RESOLVED that the Board of Directors gives Fernando Armenta its sincerest thanks and best wishes as he leaves the MST Board of Directors.


_______________________ _______________________
Tony BarreraCarl G. Sedoryk
ChairpersonSecretary
APPRECIATION FOR SERVICES RENDERED
BY ELIZABETH “LIBBY” DONNEY

WHEREAS, Elizabeth “Libby” Downey has served on the Board of Directors of Monterey-Salinas Transit from January of 2005 to December of 2016; and

WHEREAS, as Elizabeth “Libby” Downey served as Vice Chair on the Board of Directors of Monterey-Salinas Transit from July of 2012 to June of 2014; and

WHEREAS, as Elizabeth “Libby” Downey served as Chair on the Board of Directors of Monterey-Salinas Transit from July of 2014 to June of 2014; and

WHEREAS, as Elizabeth “Libby” Downey served as chair on the Facilities and Legislative Committees, from July 2009 to December 2016; and

WHEREAS, as Elizabeth “Libby” Downey was supportive of MST’s efforts to enact a special countywide sales tax to support transit services for veterans, seniors, and persons with disabilities; and

WHEREAS, as Elizabeth “Libby” Downey was a strong advocate for the citizens of Monterey who depend upon public transportation; and

WHEREAS, as Elizabeth “Libby” Downey remains a staunch advocate of public transportation; and

WHEREAS, Elizabeth “Libby” Downey has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County.

THEREFORE, BE IT RESOLVED that the Board of Directors gives Elizabeth “Libby” Downey its sincerest thanks and best wishes as she leaves the MST Board of Directors.

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2017-14 this 12th day of December, 2016.

_______________________    _______________________
Tony Barrera                            Carl G. Sedoryk
Chairperson                                  Secretary
APPRECIATION FOR SERVICES RENDERED
BY DAN MILLER

WHEREAS, Dan Miller has served on the Board of Directors of Monterey-Salinas Transit from January of 2015 to December of 2016; and

WHEREAS, as Dan Miller served on the Human Resources Committee, from January 2015 to December 2016; and

WHEREAS, as Dan Miller was supportive of MST’s efforts to enact a special countywide sales tax to support transit services for veterans, seniors, and persons with disabilities; and

WHEREAS, as Dan Miller was a strong advocate for the citizens of Pacific Grove who depend upon public transportation; and

WHEREAS, as Dan Miller remains a staunch advocate of public transportation; and

WHEREAS, Dan Miller has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County.

THEREFORE, BE IT RESOLVED that the Board of Directors gives Dan Miller its sincerest thanks and best wishes as he leaves the MST Board of Directors.


_______________________ _______________________  
Tony Barrera                       Carl G. Sedoryk  
Chairperson                       Secretary
1. **CALL TO ORDER**

1-1. Roll Call.

1-2. Pledge of Allegiance.

Chair Barrera called the meeting to order at 10:00 a.m. Roll call was taken and the pledge of allegiance followed.

1-3. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

**Present:**

- Fernando Armenta County of Monterey
- Tony Barrera City of Salinas
- Robert Bonincontri City of Gonzales
- Libby Downey City of Monterey
- Carolyn Hardy City of Carmel-by-the-Sea
- Mike LeBarre City of King
- Kristen Clark City of Del Rey Oaks
- Dan Miller City of Pacific Grove
- Frank O’Connell City of Marina
- David Pacheco City of Seaside
- David Pendergrass City of Sand City
- Leah Santibañez City of Greenfield
- Patricia Stephens City of Soledad

**Absent:**

None

**Staff:**

- Carl Sedoryk General Manager/CEO
- Hunter Harvath Asst. GM/Finance & Administration
- Michael Hernandez Asst. GM/COO
- Kelly Halcon Director of HR & Risk Management
- Lisa Rheinheimer Director of Planning and Development
- Andrea Williams General Accounting & Budget Manager
- Mark Eccles Director of Information Technology
2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Judy Blonski, a long-time friend and advocate of Ella Bekker, expressed concern for her safety while riding on the bus. Carl Sedoryk stated that MST staff will speak with Ms. Bekker to resolve the issue.

3. CONSENT AGENDA

3-1. Adopt Resolution 2017-09 recognizing Angelina Ruiz, HR Manager, as Employee of the Month for November 2016. (Kelly Halcon)

3-2. Adopt Resolution of Appreciation 2017-10 recognizing Patricia Stephens, for services rendered. (Carl Sedoryk)

3-3. Minutes of the regular meeting of October 10, 2016. (Jeanette Alegar-Rocha)

3-4. Minutes of the HR Committee October 10, 2016. (Jeanette Alegar-Rocha)


3-6. Disposal of property left aboard buses. (Sonia Bannister)

3-7. Claim Rejections-Barrios. (Ben Newman)

3-8. Approve Salinas Intermodal Transit Union Station MOU. (Hunter Harvath)

3-9. Approve General Manager Performance Incentive. (Kelly Halcon)

Public Comment – none.

Director O’Connell requested that item 3-9 be pulled for discussion. Director Barrera requested to pull item 3-7 to discuss in closed session.
Director Hardy made a motion to approve the remaining items on the Consent Agenda and was seconded by Director Clark. The motion passed unanimously.

Dave Laredo recommended that items 3-7 and 3-9 be discussed in closed session.

4. RECOGNITION AND SPECIAL PRESENTATIONS

4-1. November Employee of the Month – Angelina Ruiz. (Kelly Halcon)

Kelly Halcon recognized Angelina Ruiz, HR Manager, as the November Employee of the Month for her outstanding support of MST Recruitment, Drug and Alcohol Program Compliance and Labor Negotiations. Mr. Sedoryk, commended Ms. Ruiz on her work, family and personal accomplishments.

4-2. Resolution of Appreciation for Services Rendered –Patricia Stephens, City of Soledad. (Carl Sedoryk)

Mr. Sedoryk recognized Patricia Stephens for her service and dedication to the MST Board of Directors and HR Committee. Chairperson Barrera, the MST Board and Staff thanked Director Stephens for her outstanding contribution to MST and the entire community.

5. PUBLIC HEARINGS – none.

6. ACTION ITEMS

6-1. Authorize MST staff to issue a Purchase Order to Gillig Corporation. (Michael Hernandez)

Michael Hernandez, Assistant GM/Chief Operating Office, announced the agenda item and provided an update on the request for approval to authorize MST to purchase twenty five (25) heavy duty coaches from Gillig Corporation.

Director Pendgrass made a motion to authorize MST staff to issue the Purchase Order to Gillig Corporation and was seconded by Director Hardy. The motion passed unanimously.

6-2. Receive update on approved Execution of Property Lease Contract and Temporary Facility Site. (Michael Hernandez)

6-3. Authorize Relocation Expenses for Temporary Facility Relocation. (Michael Hernandez)

Director Stephens made a motion to approve the relocation expenses, not to exceed $25,000, and was seconded by Director Clark. The motion passed unanimously.
6-4. Receive verbal update on election results (Carl Sedoryk)

Mr. Sedoryk provided an update on the local, state and federal elections results and their impacts to MST funding.

Public Comment – none.

7. REPORTS & INFORMATION ITEMS

7-4. Staff Trip Reports.
7-5. Correspondence.

Public Comment – none.

8. CLOSED SESSION

MST General Counsel, Dave Laredo, announced the Closed Session items, which included the pulled Consent Agenda Items 3-7 and 3-9 and Chair Barrera moved to Closed Session.

Public Comment – none.

8-1. Conference with Real Property Negotiators, Gov. Code § 54956.8: (Parcel # AP 026-521-031)

9. RETURN TO OPEN SESSION

9-1. Report on Closed Session and possible action.

Mr. Laredo reported that MST staff and general counsel provided a status report on items 8-1 and 8-4. The board provided direction to staff but no reportable action was taken.

Regarding item 3-7, the motion by the board to reject the claim was passed unanimously.
Regarding item 3-9, Director Armenta made a motion to approve staff’s recommendation and authorize a settlement. The motion was seconded by Director Stephens and passed unanimously by roll call vote.

10. BOARD REPORTS, COMMENTS, AND REFERRALS

10-1. Reports on meetings attended by board members at MST expense (AB 1234).

10-2. Board member comments and announcements.

Director Stephens announced that MST buses will be re-routed on December 3, 2016 to avoid delays caused by the City Of Soledad Annual Christmas Parade.

Carl Sedoryk announced that Director Armenta reached 20 years of service on the MST Board.

Carl Sedoryk announced that Director Downey reached 10 years of service on the MST Board.

Carl Sedoryk announced Directors O’Connell, Pendergrass and Stephens had reached 5 years of service.

Carl Sedoryk announced that due to delays, the TDA groundbreaking will not occur on December 12.

Carl Sedoryk announced that a 2017 Strategic Committee questionnaire was emailed to the subcommittee in preparation for the conference call meeting scheduled for November 21.

Chairperson Barrera requested an end of year potluck following the next Board Meeting on December 12.

10-3. Board member referrals for future agendas.

11. ATTACHMENTS

11-1. The detailed monthly Performance Statistics and Disbursement Journal for April 2016 can be viewed online within the GM Report at http://mst.org/about-mst/board-of-directors/board-meetings/

12. ADJOURN

There being no further business, Chair Barrera adjourned the meeting at 11:53 a.m.
Prepared by: ____________________________
Jeanette Alegar-Rocha, Deputy Secretary
Minutes
November 14, 2016
9:00 a.m.

Present: Directors: O’Connell (Chair), Armenta, Hardy, Santibanez, Stephens
Absent: None
Staff: Carl Sedoryk, General Manager/CEO; Hunter Harvath, Asst. GM of
Finance and Administration; Andrea Williams, General Accounting &
Budget Manager; Michael Hernandez, Asst. GM/COO; Kelly Halcon,
Director of Human Resources and Risk Management, Dave Laredo,
General Counsel; Jeanette Alegar-Rocha, Deputy Secretary to the Board,
Deanna Smith, Compliance Analyst, Eva Perez, Office Coordinator

Public: None

1. Call to Order.
Chairperson O’Connell called the meeting to order at 9:00 a.m. and roll call was
taken.

2. Public Comment on Matters Not on the Agenda.
No public comment.

3. Closed Session
Amalgamated Transit Union (ATU), and MST.
(D. Laredo, K. Halcon)

4. Return to open session and report on closed session.
Dave Laredo reported that Item 8-1 was discussed and no reportable action was
taken.
No public comment.
5. **Review Year End FY 2016 Preliminary Financials.**
   Hunter Harvath provided handouts and an update of the FY2016 Preliminary Financials for MST Fixed Route and MST RIDES.

   No public comment.

6. **Review Year to Date Financials for FY 2017.**
   Hunter Harvath provided handouts and an update of the Year to Date FY2017 Financials for MST Fixed Route and MST RIDES.

   No public comment.

7. **Receive presentation on proposed bus replacement financing plan and make recommendation to the Board of Directors.**
   Hunter Harvath provided handouts for the Bus Purchase Financing Plan and the Fleet Replacement Financial Plan including estimated maintenance cost savings requesting a recommendation to the Board for approval for the purchase of up to 25 new buses to replace older buses.

   No public comment.

   **Director Stephens made the motion to recommend to the Board for approval the finance plan and was seconded by Director Armenta. The motion was passed unanimously.**

8. **Staff and Committee Member Comments, Questions, or Referrals.**

9. **Adjourn.**
   There being no further business, the meeting was adjourned at 9:58 a.m.
Mobility Advisory Committee  
Regular Meeting Minutes  
Wednesday, September 28, 2016

1. CALL TO ORDER

Chair Ronn Rygg called the meeting to order at 1:02 p.m. in the conference room of the Transportation Agency of Monterey County (TAMC).

Present: Ronn Rygg United Way Monterey County  
Aimee Cuda ITN Monterey  
Virginia Murillo Transportation Agency for Monterey County  
Kazuko Wessendorf Interim, Inc.  
Reyna Gross Alliance on Aging  
Olivia Quezada Central Coast Council for Independent Living  
Kathleen Murray-Phillips Monterey County Department of Social & Employment Services  
Diana Trapani The Blind and Visually Impaired Center of Monterey County

Absent: Melissa McKenzie Carmel Foundation  
Laurie Crosby Consumer  
Terry Bare Veterans Transition Center  
George Dixon MC Military & Veterans Affairs

Staff: Tom Hicks Mobility Services Manager  
Kevin Allshouse Mobility Specialist  
Lisa Rheinheimer Director of Planning and Development  
JR Berke MV Transportation  
Erin Heatley Mobility Specialist  
Claudia Valencia Mobility Specialist

2. CONSENT AGENDA

2.1 Minutes of the regular meeting of July 27, 2016
Member Murillo made a motion to approve the minutes and Member Wessendorf seconded. There was one abstention, but the motion was passed.

3. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

None.

4. NEW BUSINESS

4.1 Measure Q Oversight Committee MAC Designations (Chair)

Laurie Crosby is unable to continue on the Measure Q Oversight Committee, so a new designee will need to be appointed by the Chair. Member Aimee Cuda expressed interest in joining the committee, and was so appointed by Chair Rygg. A brief discussion about the purpose of the committee ensued, and Member Murray-Phillips expressed an interest in being on the committee in the future.

4.2 Review MAC goals and focus (Tom Hicks)

Mr. Hicks commented on the purpose and goals of the MAC, and also about the challenge of reaching quorum. He opened discussion up to suggestions about what other members would like to see the MAC do more, or less, of. Member Murillo asked if there were other similar social service or disability advocacy groups and committees dealing with the issue of reaching quorum, and Mr. Hicks responded that this is a common problem.

Ms. Rheinheimer commented that she also observed a similar problem in San Benito County with their social services advisory committee, and that it had a lot to do with the fact that transportation programs have more secure funding now, and, consequently, the needs of the committees have changed.

Member Cuda commented that she gets a lot out of the meetings because it allows her to see what the transportation challenges are in Monterey County, and it gives her ideas on how to direct the growth of ITN in a thoughtful and collaborative way.

4.3 Member and guest presentations (Tom Hicks)

Mr. Hicks discussed the idea of opening up MAC meetings to more presentations from either MAC members, or guests, as a means for learning more about the various members’ fields, and the challenges they face.
Member Murillo asked the committee if they’d be interested in hearing a presentation on ‘Active Transportation’, and the committee agreed that such a presentation would be fruitful.

5. REPORTS

5.1 MV Transit Report (JR Berke)

Mr. Berke, MV General Manager, provided a spreadsheet breaking down, by trip purpose, 3 months worth of RIDES trips (July, August, and September, 2016). Dialysis and Adult Daycare comprised the largest number of trips, and there’s been a significant increase in trips to and from Greenfield. Mr. Berke mentioned a dialysis summit as a potential solution to the problem of dialysis patients who go to dialysis centers that are so far from their homes.

Utilization of taxis for paratransit service is ongoing, with Yellow Cab comprising the bulk of all taxi-dispatched ambulatory RIDES trips, with Serra Yellow Cab as a distant second. JR anticipates that Serra Yellow Cab will pull out of operating in the area, and they currently have only 1 driver who services the area.

MV is in the process of updating customer files to reflect the needs of clients, specifically as it relates to door to door service, and ensuring the safety of passengers. Diana Trapani offered to provide information and training to MV drivers in how to provide service to passengers who are visually impaired or who have low vision.

5.2 Monterey-Salinas Transit Mobility Report (Tom Hicks)

Mr. Hicks commented on how the web booking function and the IVR system are still not operational. Mobility Specialist Erin Heatley is beta testing the services and is working closely with Trapeze to ensure that all of the bugs are worked out before either service is rolled out to the public.

The Taxi ADA Certification Training (TACT) has commenced. The training is comprised of 5 online courses administered by the Taxi Limousine Paratransit Association (TLPA), as well as approximately 4 hours of classroom training which includes ADA sensitivity, harassment training, and a more in depth look at the Taxi Voucher Program. All drivers must be certified by October 16th in order to continue in both the RIDES and Taxi Voucher Programs, and all certified drivers will be featured on the MST Mobility website, so that the public can check to see if which drivers have received the training. Drivers will also receive a TACT ID with their picture and a unique TACT ID number.
For the Taxi Voucher Program MST will begin assigning customer ID numbers for all clients in order to get more accurate client data, and so that voucher use can be more closely tracked. MST will also be launching a pilot voucher program for veterans through the Veterans Resource Center. The program will be focused on providing veterans greater access to medical appointments, as well as job and housing interviews.

There will also be an expansion of the Taxi Voucher Program for disabled clients. The focus will be for individuals who are in dialysis, or who have a temporary medically related transportation need that can be addressed through the use of vouchers.

MST has sold all of the accessible taxis to local taxi companies.

5.3 Monterey-Salinas Transit Update

MST’s Director of Planning & Marketing, Lisa Rheinheimer, indicated the MST Trolley Service, funded by the City of Monterey, will continue on weekends until Memorial Day, 2017, at which point it will switch to a daily service.

MST has awarded a construction contract for work to be done at the 1 Ryan Ranch Administrative Building, increasing the square footage from 17,000 to 31,000, with a focus on added bus storage and maintenance.

MST was awarded grant funding to purchase two 30 ft. electric vehicles to be deployed in Salinas, as well as replace some older vehicles which have reached their useful life.

Lastly, Ms. Rheinheimer discussed the discounted 31 day basic bus pass, which is available to anyone who either lives or works in the areas affected by the Holman Highway 68 Roundabout construction. The regular fare will be $13.00, and the discounted fare will be $6.50. The goal of the discount is to encourage use of public transportation thereby decreasing the amount of cars on the road.

6. SUBJECT ITEMS TO FOLLOW-UP

None

7. SUBJECT ITEMS TO REQUEST

7.1 Active Transportation Presentation
7.2 Transportation/Governmental Flow Chart
7.3 Update on Measure Q Programs

8. ANNOUNCEMENTS AND APPRECIATIONS

8.1 On Saturday, October 1st at 10:00 AM, there will be an Antique Motorcycle Show at the Moose Lodge in Del Rey Oaks benefitting the Blind and Visually Impaired Center.

8.2 Reyna Gross of Alliance on Aging passed out information regarding some of AOA’s programs, specifically regarding Medicare.

9. ADJOURN

There being no further business, Chair Rygg adjourned the meeting at 2:10 p.m.

PREPARED BY: ____________________________
Kevin Allshouse

APPROVED BY: ____________________________
Tom Hicks
To: Board of Directors

From: Angela Dawson

Subject: Financial Reports – October 2016

RECOMMENDATION:

1. Accept report of October 2016 cash flow presented in Attachment #1
2. Approve October 2016 disbursements listed in Attachment #2
3. Accept report of October 2016 treasury transactions listed in Attachment #3

FISCAL IMPACT:

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

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<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
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<td>Beginning balance October 1, 2016</td>
<td>$16,542,145.08</td>
</tr>
<tr>
<td>Revenues</td>
<td>3,506,418.21</td>
</tr>
<tr>
<td>Disbursements</td>
<td>&lt;3,550,226.94</td>
</tr>
<tr>
<td>Ending balance October 31, 2016</td>
<td>$16,498,336.35</td>
</tr>
</tbody>
</table>

POLICY IMPLICATIONS:

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

DISCUSSION:

With the fiscal year one-third through, revenues overall are almost exactly on budget and expenses are 8% lower than budget, producing a year-to-date surplus of $1,158,064 for both Fixed-Route and RIDES combined. Positive variances for the month are occurring in virtually all categories of expenses, with the exception of the
following negative variances of greater than 5% or with a monetary value greater than $5,000 as seen in the October Budget vs. Actual reports contained in Attachment #4:

1. **Advertising & Marketing** – This 46% negative variance in this category is due to the activities of the South County Marketing Plan, which is currently in high gear of concept development. This project is 100% funded by a federal grant administered by Caltrans. Once this project winds down early in 2017, these marketing expenses are expected to once again be in line with budget.

2. **Miscellaneous** – This 14% negative variance can be attributed largely to one-time costs associated with an ad buy in association with September’s Monterey Jazz Festival using MST’s JAZZ Bus Rapid Transit commercial (previously produced several years ago for the launch of the JAZZ BRT line) as well as the purchase of an emergency alert web-based software system.

# CASH FLOW

## BEGINNING BALANCE

**October 1, 2016**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>16,542,145.08</td>
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## REVENUES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Passenger Revenue</td>
<td>345,011.65</td>
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<tr>
<td>DOD Revenue</td>
<td>464,375.00</td>
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<td>LTF / STA / 5307 / Sales Tax</td>
<td>2,671,968.37</td>
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<td>Grants</td>
<td>547.53</td>
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<td>TAMC Loan/Rabo LOC advance</td>
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<td>Non Transit Revenue</td>
<td>24,515.66</td>
</tr>
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<td><strong>Total Revenues</strong></td>
<td>3,506,418.21</td>
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## DISBURSEMENTS

<table>
<thead>
<tr>
<th>Description</th>
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<tr>
<td>Operations (See Attachment #2)</td>
<td>3,455,191.54</td>
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<tr>
<td>Capital</td>
<td>95,035.40</td>
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<td>Property Acquisition</td>
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<tr>
<td><strong>Total Disbursements</strong></td>
<td>(3,550,226.94)</td>
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## ENDING BALANCE

**October 31, 2016**

<table>
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<tr>
<th>Description</th>
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<td><strong>Total</strong></td>
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## COMPOSITION OF ENDING BALANCE

<table>
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<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Checking - Rabo Bank</td>
<td>500,822.24</td>
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<tr>
<td>Checking(s) - Wells Fargo Bank</td>
<td>60,901.34</td>
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<tr>
<td>Local Agency Investment Fund (LAIF)</td>
<td>4,548,526.79</td>
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<tr>
<td>Money Market - Homeland Security</td>
<td>437,504.77</td>
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<tr>
<td>Money Market - Rabo MM</td>
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<tr>
<td>Money Market - PTMISEA</td>
<td>5,560,400.07</td>
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<tr>
<td>Money Market - LCTOP</td>
<td>565,439.64</td>
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<tr>
<td>Money Market - Rabo Prop. 1 B</td>
<td>1,377,161.29</td>
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<tr>
<td>Bank of America - Escrow</td>
<td>8,984.86</td>
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<tr>
<td>Petty cash fund, STC Coin Machine, and 2 change funds</td>
<td>13,750.00</td>
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<tr>
<td><strong>Total</strong></td>
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### PAYROLL ACCOUNT

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<tbody>
<tr>
<td>September 30 Taxes</td>
<td>158,471.17</td>
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<tr>
<td>October 14 Payroll &amp; Related Expenses</td>
<td>554,569.31</td>
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<td>October 28 Payroll</td>
<td>440,508.60</td>
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<td>Pers &amp; 457</td>
<td>340,067.13</td>
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<td>Garnishments</td>
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<td>Payroll adj</td>
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<td><strong>Total</strong></td>
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### GENERAL ACCOUNT

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<td>Paydown loan</td>
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<td>Workers Comp. Disbursements</td>
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<td>Bank Service Charge</td>
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<td>Wire transfers/ACH debits - PTMISEA</td>
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<td>Transfer from WFB</td>
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<td><strong>Total Disbursements</strong></td>
<td><strong>2,045,724.74</strong></td>
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<td><strong>Less Capital Disbursements &amp; Transfers</strong></td>
<td><strong>(95,035.40)</strong></td>
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<tr>
<td><strong>Operating Disbursements</strong></td>
<td><strong>3,455,191.54</strong></td>
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### LAIF ACCOUNT

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Bank</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward at 10/01/16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,548,526.79</td>
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<tr>
<td></td>
<td>Deposit</td>
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<td></td>
<td>-</td>
</tr>
<tr>
<td>Local Agency Investment Fund:</td>
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<td></td>
<td>-</td>
</tr>
<tr>
<td>Quarterly interest earned</td>
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<td></td>
<td>-</td>
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<tr>
<td>LAIF Treasury Balance at 10/31/16</td>
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<td>4,548,526.79</td>
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</table>

### RABOBANK MM ACCOUNT

<table>
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<th>Date</th>
<th>Account</th>
<th>Bank</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward at 10/01/16</td>
<td></td>
<td></td>
<td>3,253,859.92</td>
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</tr>
<tr>
<td>10/07/16</td>
<td>To A/P</td>
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<td>250,000.00</td>
<td></td>
<td>3,003,859.92</td>
</tr>
<tr>
<td>10/14/16</td>
<td>To P/R</td>
<td></td>
<td>500,000.00</td>
<td></td>
<td>2,503,859.92</td>
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<tr>
<td>10/25/16</td>
<td>STA</td>
<td></td>
<td>938,281.23</td>
<td></td>
<td>3,442,141.15</td>
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<tr>
<td>10/25/16</td>
<td>LTF</td>
<td></td>
<td>1,132,187.14</td>
<td></td>
<td>4,574,328.29</td>
</tr>
<tr>
<td>10/27/16</td>
<td>To P/R &amp; A/P</td>
<td></td>
<td>1,150,000.00</td>
<td></td>
<td>3,424,328.29</td>
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<tr>
<td>10/31/16</td>
<td>Interest @ 0.30%</td>
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<td>517.06</td>
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<td>3,424,845.35</td>
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<tr>
<td>RABO MM Balance at 10/31/16</td>
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<td>3,424,845.35</td>
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</table>
MONTEREY - SALINAS TRANSIT
Revenue & Expense - Consolidated
Budget vs Actual
For the Period from October 1, 2016 to October 31, 2016
(Amounts are in USD)
(Includes Fund: 001[004])
(Includes GL Budget Name: BUDFY17)

<table>
<thead>
<tr>
<th>Notes</th>
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<table>
<thead>
<tr>
<th>Revenue</th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Fares</td>
<td>-316,581</td>
<td>-331,205</td>
<td>14,624</td>
<td>-1,326,910</td>
<td>-1,324,820</td>
<td>-2,090</td>
</tr>
<tr>
<td>Special Transit</td>
<td>-547,344</td>
<td>-488,897</td>
<td>-57,447</td>
<td>-1,996,363</td>
<td>-1,999,848</td>
<td>-36,485</td>
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<tr>
<td>Cash Revenue</td>
<td>-15,933</td>
<td>-23,199</td>
<td>7,266</td>
<td>-137,795</td>
<td>-92,796</td>
<td>-44,999</td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>-2,441,543</td>
<td>-2,447,710</td>
<td>6,167</td>
<td>-9,765,172</td>
<td>-9,790,840</td>
<td>24,668</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor</td>
<td>1,271,961</td>
<td>1,233,488</td>
<td>38,473</td>
<td>4,983,570</td>
<td>4,933,952</td>
<td>49,618</td>
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<tr>
<td>Benefits</td>
<td>562,452</td>
<td>762,962</td>
<td>-100,510</td>
<td>2,838,924</td>
<td>3,051,848</td>
<td>-212,924</td>
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<tr>
<td>Advertising &amp; Marketing</td>
<td>20,882</td>
<td>14,294</td>
<td>6,588</td>
<td>39,404</td>
<td>57,176</td>
<td>-17,772</td>
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<tr>
<td>Professional &amp; Technical</td>
<td>62,824</td>
<td>65,593</td>
<td>-2,769</td>
<td>187,939</td>
<td>263,972</td>
<td>-76,033</td>
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<tr>
<td>Outside Services</td>
<td>27,848</td>
<td>26,321</td>
<td>1,527</td>
<td>113,872</td>
<td>105,284</td>
<td>8,588</td>
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<tr>
<td>Outside Labor</td>
<td>78,777</td>
<td>95,409</td>
<td>-16,632</td>
<td>270,521</td>
<td>381,636</td>
<td>-111,115</td>
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<tr>
<td>Fuel &amp; Lubricants</td>
<td>178,633</td>
<td>305,144</td>
<td>-126,511</td>
<td>662,380</td>
<td>1,220,576</td>
<td>-558,196</td>
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<tr>
<td>Supplies</td>
<td>60,690</td>
<td>70,129</td>
<td>-9,439</td>
<td>310,265</td>
<td>280,516</td>
<td>29,749</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>81,033</td>
<td>83,544</td>
<td>-2,511</td>
<td>343,011</td>
<td>334,176</td>
<td>8,835</td>
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<td>Marketing Supplies</td>
<td>2,974</td>
<td>4,376</td>
<td>-1,402</td>
<td>3,920</td>
<td>17,504</td>
<td>-13,584</td>
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<tr>
<td>Utilities</td>
<td>34,999</td>
<td>38,598</td>
<td>-3,599</td>
<td>141,201</td>
<td>154,392</td>
<td>-13,191</td>
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<td>Insurance</td>
<td>44,856</td>
<td>54,253</td>
<td>-9,397</td>
<td>179,441</td>
<td>217,012</td>
<td>-37,571</td>
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<tr>
<td>Taxes</td>
<td>9,721</td>
<td>17,309</td>
<td>-7,588</td>
<td>45,542</td>
<td>65,236</td>
<td>-23,694</td>
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<tr>
<td>Purchased Transportation</td>
<td>403,646</td>
<td>403,028</td>
<td>618</td>
<td>1,601,961</td>
<td>1,612,112</td>
<td>-10,151</td>
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<tr>
<td>Miscellaneous Expenses</td>
<td>68,988</td>
<td>60,509</td>
<td>8,479</td>
<td>223,995</td>
<td>242,036</td>
<td>-16,041</td>
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<tr>
<td>Interfund transfers</td>
<td>Pass Thru/Behalf of Others</td>
<td>6,167</td>
<td>-6,167</td>
<td>24,668</td>
<td>-24,668</td>
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</tr>
<tr>
<td>Interest Expense</td>
<td>9,794</td>
<td>10,583</td>
<td>-789</td>
<td>39,962</td>
<td>42,332</td>
<td>-2,370</td>
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<tr>
<td>Leases &amp; Rentals</td>
<td>19,320</td>
<td>24,212</td>
<td>-4,892</td>
<td>74,671</td>
<td>96,848</td>
<td>-22,177</td>
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<tr>
<td>Total Operating Expenses</td>
<td>3,039,400</td>
<td>3,276,319</td>
<td>-236,919</td>
<td>12,060,580</td>
<td>13,166,275</td>
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<td>Operating (Surplus) Deficit</td>
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<td>-16,762</td>
<td>-265,509</td>
<td>-1,166,660</td>
<td>-43,128</td>
<td>-1,103,532</td>
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</tbody>
</table>
## MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from October 1, 2016 to October 31, 2016

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY17)

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Cur Mo. Actual</th>
<th>Cur Mo. Budget</th>
<th>Cur Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Fares</td>
<td>-43,163</td>
<td>-38,909</td>
<td>-4,254</td>
<td>-168,850</td>
<td>-155,536</td>
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<tr>
<td>Special Transit</td>
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</tr>
<tr>
<td>Cash Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>-269,098</td>
<td>-299,098</td>
<td>-1,196,392</td>
<td>-1,196,392</td>
<td>-1,196,392</td>
<td>-1,196,392</td>
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<tr>
<td><strong>Total Revenue</strong></td>
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<td><strong>-338,007</strong></td>
<td><strong>-4,254</strong></td>
<td><strong>-1,386,242</strong></td>
<td><strong>-1,382,028</strong></td>
<td><strong>-13,214</strong></td>
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<table>
<thead>
<tr>
<th>Expenses</th>
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<th></th>
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<th></th>
<th></th>
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<td>Benefits</td>
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<td>10,769</td>
<td>12,116</td>
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<td></td>
</tr>
<tr>
<td>Professional &amp; Technical</td>
<td>417</td>
<td>-417</td>
<td></td>
<td>1,668</td>
<td>-1,668</td>
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<tr>
<td>Outside Services</td>
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<td></td>
</tr>
<tr>
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<td>6,584</td>
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<td>17,311</td>
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<td>117,279</td>
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<td>Vehicle Maintenance</td>
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<td></td>
</tr>
<tr>
<td>Marketing Supplies</td>
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</tr>
<tr>
<td>Utilities</td>
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</tr>
<tr>
<td>Taxes</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Purchased Transportation</td>
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<td>268,018</td>
<td>6,554</td>
<td>1,085,745</td>
<td>1,072,072</td>
<td>13,673</td>
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<tr>
<td>Miscellaneous Expenses</td>
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<td>13,693</td>
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<td>54,349</td>
<td>54,772</td>
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<tr>
<td>Pass Thru/Behalf of Others</td>
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</tr>
<tr>
<td>Interest Expense</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leases &amp; Rentals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>328,720</strong></td>
<td><strong>338,007</strong></td>
<td><strong>9,287</strong></td>
<td><strong>1,310,710</strong></td>
<td><strong>1,352,028</strong></td>
<td><strong>-41,318</strong></td>
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<tr>
<td>Operating (Surplus) Deficit</td>
<td>-13,542</td>
<td>-13,542</td>
<td>-54,632</td>
<td></td>
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</tr>
</tbody>
</table>
To: Board of Directors

From: Sonia Bannister, Customer Service Supervisor

Subject: Disposal of unclaimed property left on bus

St. Vincent De Paul (Seaside)
2 books 1 purse
1 coat 1 scarf
1 coin purse 2 sweaters
3 prescription eyeglasses 1 toy
1 set of ear plugs 1 small guitar
1 bath soap 1 wireless speaker
1 blanket 1 tablet
1 jacket 1 speaker
1 sleeping bag 1 wallet
2 cell phones

To be disposed
4 keys 3 food containers
1 bottle prescription medicine 1 box of contact lenses
1 diaper bag 3 ID’s
1 baby clothes 3 wallets
3 pairs of sunglasses 1 bike lock
5 water bottles 6 credit cards

MST makes an attempt to contact the owners of Lost and Found items. If the items are unclaimed after 30 days, they are added to the above list.

PREPARED BY: Sonia Bannister  REVIEWED BY: Carl Sédoryk
To: Board of Directors

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

Subject: 2017 Board Calendar and Conference Schedule

RECOMMENDATION:

Receive 2017 MST Board Calendar and Conference Schedule.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

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

DISCUSSION:

This year more detail has been provided on MST Conferences, delineating which meetings are attended by MST staff and board members or MST staff only. The regularly scheduled meetings of the RTA Board are also included in the calendar for the convenience of those board members who serve on the RTA. All board meetings have been scheduled to accommodate holidays and conferences attended by MST staff and/or board members. Effective July 2016, MST Board and Committee meetings are held at 19 Upper Ragsdale Drive, Suite 100, Monterey, CA 93940 unless otherwise noted.

Attachment 1: Calendar Year 2017 Board Calendar and Conference Schedule

Prepared by: Jeanette Alegar-Rocha, Deputy Secretary

Reviewed by: Carl Sedoryk, GM Manager/CEO
2017 MST Board Meeting Schedule
Location: 19 Upper Ragsdale Drive, Suite 100
Monterey, CA 93940

January 9  MST / RTA STRATEGIC PLANNING REVIEW
February 6  MST BOARD MEETING
February 11-14  APTA Transit CEO Seminar, San Diego, CA
March 6  MST BOARD MEETING
March 12 – 14  APTA Legislative Conference, Washington, DC
April 10  MST BOARD MEETING
April 20 – 21  Transit Board Members Seminar, TBD
May 7 – 10  APTA Bus & Paratransit Conference, Reno, NV
May 15  MST BOARD MEETING
June 12  MST BOARD MEETING
July 10  MST BOARD MEETING
August 14  MST BOARD MEETING
September 18  MST BOARD MEETING
October 8 – 11  APTA Annual Meeting, Atlanta, GA
October 16  MST BOARD MEETING
November 8 - 10  CTA Fall Conference & EXPO, Riverside, CA
November 13  MST BOARD MEETING
December 11  MST BOARD MEETING

- MST Meetings in **boldfaced type** do not occur on second Monday of the month.
2017 MST Conference Schedule

February 11-14        APTA Transit CEO Seminar, San Diego, CA**
March 12 – 14        APTA Legislative Conference, Washington, DC*
May 7 – 10           APTA Bus & Paratransit Conference, Reno, NV**
October 8 – 11       APTA Annual Meeting, Atlanta, GA*
November 8 - 10      CTA Fall Conference & EXPO, Riverside, CA*

• Conferences marked “*” are attended by MST staff and some board members.
• Conference marked “**” are attended by MST staff only

2017 RTA Board Meeting Schedule

January 9            RTA BOARD MEETING & STRATEGIC PLANNING REVIEW – 9:00AM
April 24             RTA BOARD MEETING
July 24              RTA BOARD MEETING
October 23           RTA BOARD MEETING
SALLY COTA
13 YEARS OF SERVICE

WHEREAS, Sally Cota began her career with Monterey-Salinas Transit on July 21 of 2003. During her 13-year career at MST, Sally Cota supported MST’s customer service department and MST customers; and

WHEREAS, Sally Cota is a valued employee and is admired by her fellow employees for her dedication, work ethic, and high standards; and

WHEREAS, Sally Cota was recognized for numerous safety and perfect attendance awards and has received written commendations and customer compliments as a result of her exceptional customer service; and

WHEREAS, after over 13 years of service to MST, Sally Cota retired on December 9, 2016.

THEREFORE BE IT RESOLVED that the board of directors of Monterey-Salinas Transit recognizes and congratulates Sally Cota for her excellent support and service to MST and our customers; and

BE IT FURTHER RESOLVED the board of directors expresses its sincere gratitude to Sally Cota and wishes her success and a satisfying retirement.

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2017-16 this 12th day of December 2016.

Tony Barrera
Chairperson

Carl G. Sedoryk
Secretary
MARK LOOYSEN
10 YEARS OF SERVICE

WHEREAS, Mark Looysen began his career with the Monterey-Salinas Transit in February of 2006. During his 10 year career at MST, Mark Looysen supported MST’s Transportation Department and MST customers, and

WHEREAS, Mark Looysen was recognized for his safety record accumulating more than 8 years of safe driving and has received written commendations and customer compliments as a result of his exceptional customer service, attention to detail, and excellent driving skills; and

WHEREAS, after over 10 years of service to MST and approximately 276,000 miles behind the wheel serving his customers, Mark Looysen retired on December 12, 2016.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes and congratulates Mark Looysen for his excellent support and service to MST and our customers; and

BE IT FURTHER RESOLVED the Board of Directors expresses its sincere gratitude to Mark Looysen and wishes him success and a satisfying retirement.

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2017-17 this 12th day of December 2016.

_______________________     _______________________
  Tony Barrera                  Carl G. Sedoryk
  Chairperson                   Secretary
To: Board of Directors

From: Ben Newman, Risk Manager

Subject: Liability Claim Rejection

RECOMMENDATION:

Reject claim by the claimant below.

FISCAL IMPACT:

Up to $2,931.98

POLICY IMPLICATIONS:

None

DISCUSSION:

The claim was submitted on December 5, 2016 regarding an accident that involved a parked vehicle and an MST bus that occurred on October 6, 2016. There were no injuries associated with this accident.

After conducting a preliminary investigation into this matter, it is determined the Monterey-Salinas Transit District is not liable for the amount in this claim and recommends that it be 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.
To: Board of Directors

From: Michael Hernandez, Assistant General Manager/COO

Subject: Temporary Facility and Property Lease Status

RECOMMENDATION:

Receive staff update on the status of a property lease and temporary facility required during the construction and remodel of MST’s operations and maintenance facility.

FISCAL IMPACT:

None with this action. In September your Board authorized MST’s GM/CEO to execute a property lease up to $354,000 annually.

POLICY IMPLICATIONS:

Your Board approves expenditures over $25,000.

DISCUSSION:

MST staff has been searching for a temporary operations and bus yard required during the construction of MST’s Ryan Ranch facility since March of 2016. In late August MST identified a site on Joe Lloyd Way (JLW), located on the Presidio of Monterey Annex. Since that time, staff has had a dozen site meetings in preparation for the relocation to JLW.

Based on a draft lease document from the Presidio of Monterey in October, the lease was estimated to cost approximately $160,000 annually. However, on November 16 MST learned that local POM staff does not have local authority to execute a lease or set a lease price.

As a result of the delay in obtaining an executed lease the relocation of TDA operations to Joe Lloyd Way and our construction project has been delayed by approximately 30 days until this issue can be resolved. An update with additional details will be provided at the December 12 Board meeting.
To: Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: Proposed January 9 Strategic Planning Workshop Agenda

RECOMMENDATION:

Discuss and Approve proposed January 9 Strategic Planning Workshop Agenda.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

None.

DISCUSSION:

For the past dozen years, your Board has held a strategic planning workshop in January in lieu of a traditional board meeting. During these meetings, staff provides updates on progress made towards strategic goals, and your Board provides input and direction on any tactical changes that may be required.

Attached is a draft agenda based on staff recommendations and input from various board members regarding topics of discussion. Staff will finalize the workshop agenda based on input received at the December 12 board meeting.

Attachment 1: Draft strategic planning workshop agenda

Submitted by: [Signature]
I. INTRODUCTIONS/OVERVIEW OF THE DAY

Tony, Carl and Lisa

9:00 a.m.

II. REVIEW OF ACCOMPLISHMENTS

Carl

• MST Accomplishments and Missed Opportunities and Unforeseen Developments

III. MST’S LANDSCAPE – S. W. O. C.

All

IV. STRATEGIC GOALS, OBJECTIVES AND OUTCOMES

All

• Review and Update of MST Strategic Plan for 2017-2019

V. GOALS IN FOCUS

Hunter, Mark, Kelly, Mike, Lisa, Robert and David

11:10 – 11:50 a.m.

• MST Executive Staff’s Focus
• Legal Issues of Past and Future

VI. NEXT STEPS

Lisa

• Integrate Comments/Prepare Draft MST 2017-2019 Strategic Plan
• Timeline

VII. ADJOURN

Tony

12:00 p.m.

LUNCH

12:00 p.m.
# AGENDA

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Time</th>
<th>Facilitator(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>INTRODUCTIONS/OVERVIEW OF THE DAY</td>
<td>12:00 p.m.</td>
<td>Mary Ann, Carl, Lisa</td>
</tr>
<tr>
<td>II</td>
<td>DISCUSSION OF THE LANDSCAPE</td>
<td>All</td>
<td>Carl</td>
</tr>
<tr>
<td></td>
<td>• Quick Background/Stats Review</td>
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<td></td>
<td>• Challenges and Opportunities</td>
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<td>III</td>
<td>DETERMINING THE FUTURE PURPOSE AND DIRECTION FOR RTA</td>
<td>All</td>
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<td></td>
<td>• Strengths and weaknesses to be aware of for future action</td>
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<tr>
<td>IV</td>
<td>KEY PRIORITIES TO MOVE FORWARD</td>
<td>All</td>
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<td>V</td>
<td>NEXT STEPS</td>
<td>Lisa</td>
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<td>• Timeline</td>
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<tr>
<td>VI</td>
<td>ADJOURN</td>
<td>Mary Ann</td>
<td>2:00 p.m.</td>
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To: Board of Directors
From: Carl Sedoryk, General Manager/CEO
Subject: 2017 Federal Legislative Program

RECOMMENDATION:

1. Receive update on federal legislative issues (Attachment 1).


FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your board adopts an annual legislative program. The recommended 2017 federal legislative program (Attachment 2) is consistent with our mission of advocating and delivering quality public transportation as a leader within our industry. The 2017 Legislative Program will be presented to federal legislators and their respective staff members and will direct MST positions on legislative matters throughout the year. The Legislative Program is also used as a guideline for supporting, opposing, or watching legislation when time does not permit official MST Board action on specific legislation.

DISCUSSION:

To monitor and guide transit-related legislation in Washington, DC, MST participates in the American Public Transportation Association (APTA) and the Community Transit Association of America (CTAA). In addition, MST is represented by Walters & Associates in Washington, DC. This firm provides analysis, advice, staff support, and advocacy regarding federal issues on our behalf and has successfully assisted MST in seeking additional funding for ongoing capital and operating needs. In addition to the report contained in Attachment 1, Don Gilchrest from Thomas Walters & Associates is scheduled to be in attendance at the December 12th meeting of your Board to provide an in-person update on major federal transportation issues. After this presentation staff is requesting that your Board adopt the 2017 Federal Legislative Program.
Attachment 1: Federal Legislative Update – Thomas Walters & Associates

Attachment 2: Draft 2017 Federal Legislative Program

Submitted by [Signature]

December 12, 2016 Meeting, Page 58
MST 2017 Federal Legislative Program

1F. Engage in cooperative support among partner organizations.
   
   a. Support the 2017 American Public Transportation Association (APTA), and Community Transit Association of America (CTAA) Legislative Programs.
   
   b. Support APTA’s recommendations on any federal Infrastructure Initiative that may be enacted into law by the new Congress and President. Include transit capital and operating funds as part of any further potential economic stimulus and jobs bills that may be proposed, and relieve local agencies from funding match requirements.
   
   c. Support the 2017 Federal Legislative Programs for the Transportation Agency for Monterey County (TAMC), the Fort Ord Reuse Authority and MST member-jurisdictions.
   
   d. Support other partner agency legislative efforts where common interests exist.

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

   a. Oppose any tax reform legislation that would eliminate or reduce the Federal Transit Benefit that was enacted into law at equal levels for parking and transit at the end of 2015.

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

   c. Seek federal funding for critical transit projects, including but not limited to new buses, bus equipment/facilities, Bus Rapid Transit (BRT), and Intelligent Transportation System (ITS) technology.

   d. Seek maximum annual appropriations for transit programs and maintain the guaranteed funding levels and “firewalls” established in current legislation that match transportation revenue to transportation expenditures.

   e. Protect Mass Transit Account funded programs in FAST-Act Authorization against rescission, sequestration or other financial reductions from attempts to solve General Fund imbalance problems with the federal budget. Seek funding from all authorized discretionary and formula funding sources including Section 5310/New Freedoms (NF), Small Transit Intensive Cities (STIC), ITS, the federal mass transit benefit, homeland security, FTA Section 5309 (including continuation of the Small Starts program), FTA Section 5339(a) and (b), FTA
f. Participate in planning, discussions and negotiations for any clean-up legislation that may be required after the passage of FAST Act and support the APTA Recommendations on federal public transportation authorizing law.

g. Support strategies to stabilize and increase transportation funding sources in light of the depletion of the federal highway trust fund and transit trust fund, and advocate for a well-funded, swiftly-implemented, multi-year federal transportation program supported by annual, full-year, on-time appropriations of funding by Congress and apportionments by FTA.

h. Support California receiving its fair share of its contribution to federal transportation funding.

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

j. Promote Intelligent Transportation System (ITS) programs and research as a cost-effective means of addressing transportation needs.

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

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

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

n. Support federal legislative efforts to provide incentives for electric and hybrid-electric buses and infrastructure equivalent or comparable to the alternative fuels tax credit currently available for compressed and liquefied natural gas.

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

   a. Encourage legislative and regulatory efficiency.

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

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

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

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

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

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

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

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

From: Don Gilchrest

The following Legislative Update addresses 2016 issues and programs related to your Federal Legislative Agenda and what we can expect as we move into 2017.

2016 LEGISLATIVE ACTIVITY

FY 2017 Budget
The House and Senate Appropriations Committees worked throughout this year to restore “regular order” by drafting individual FY 2017 appropriations bills in order to enact them by the October 1 start of the new fiscal year. Although most of the twelve FY 2017 spending measures have been drafted at the Committee level, progress through the full House and Senate faltered due to factors such as the limited number of days available for floor debate because of the party conventions and subsequent elections, as well as the inclusion of controversial policy riders on the bills. It became increasingly assumed throughout the year that the appropriations process would require some sort of post-election Lame Duck Session to complete an Omnibus Appropriations package or temporary, short-term funding law known as a “Continuing Appropriations Resolution.”

A Continuing Appropriations Resolution (CR) was signed into law to keep the Federal government operating until December 9 when Congress missed the October 1 deadline for FY 2017 funding. Despite concerted efforts by the House and Senate Appropriations Committees to draft the twelve individual appropriations bills, none were signed into law before Congress adjourned for the November elections. Soon after the election-day results became clear, Congressional Leaders announced they would abandon attempts to enact FY 2017 appropriations bills, and would instead simply extend the CR into next year. House Majority Leader McCarthy (R-CA) released a draft CR on December 6 that extends current-year spending levels until April 28.
Transportation Funding
Although Congress failed to enact any of the appropriations bills this year, the House and Senate Appropriations Committees were successful in moving all 12 of the individual funding bills for FY 2017 out of committee in the first part of this year.

The details of the House and Senate versions of the FY 2017 Transportation, HUD and Related Agencies Appropriations (THUD) bill that were drafted generally follow the blueprint laid down by the FAST Act. The House Appropriations Committee approved its version of the THUD bill on May 24 and included full funding for FTA’s bus and transit formula grant programs, as authorized last year by the FAST Act. Capital Investment Grants/New Starts would be funded at $2.5 billion, compared to $2.177 billion last year, and TIGER Infrastructure Grants would be funded at $450 million, $50 million less than last year.

The full Senate passed its version of the FY 2017 Transportation, HUD and Related Agencies Appropriations bill on May 19 and also proposed the full $9.734 billion authorized in the FAST Act for FTA Transit Formula Grants. It would fund the Capital Improvement Grants/New Starts at $2.338 billion, and provide $525 million for TIGER Grants for the discretionary surface transportation projects program.

The 115th Congress could utilize these bills as a starting point for finishing FY 2017 appropriations action when the current CR expires, but may opt to start from scratch with entirely new proposals.

FAST Act Implementation
The Fixing America’s Surface Transportation Act (FAST Act) was signed into law at the end of 2015 and includes $305 billion over five years for transportation programs, including $61.1 billion for transit. In addition to increasing funding for FTA formula programs, the FAST Act included a new Bus and Bus Facilities Discretionary Grant Program, with funding of $268 million in FY 2016, increasing to $344 million in FY 2020.

In late March, FTA released two Notices of Funding Opportunities for the FY 2016 Bus and Bus Facilities program, with $211 million available for bus or bus facilities and $55 million available for low or no emission buses. During the APTA Conference in Washington, DC, we assisted you with meeting with Acting FTA Associate Administrator Bruce Robinson to discuss the new program and to advocate for MST’s project applications. In September, FTA announced that MST would receive two federal grants totaling $7,967,612 from the program to be used to construct a maintenance facility in King City, purchase new full-size buses for long distance routes and for employee training.

Tax Reform
Throughout the year, we worked in coordination with APTA to closely monitor tax reform proposals for any impacts on MST. House Speaker Ryan (R-WI), Ways and Means Chairman Brady (R-TX), and other senior Republicans released a proposed framework
for tax reform on June 24. The House Republican tax plan is focused on corporate tax changes, the estate tax, the alternative minimum tax, and expensing for business investment, but any serious effort to re-write tax laws will attract numerous other provisions. This could include increases or changes to the motor fuels taxes that go into the Highway Trust Fund or the elimination of tax deductions such as the transit commuter benefit or renewable fuels tax credits. Comprehensive tax reform was not enacted in 2016, but is expected to be on the agenda next year.

We arranged and attended meetings for you and your staff to advocate on tax issues with key members of the tax-writing committees, including Senate Finance Committee Chairman Hatch’s personal office and committee staffs, House Ways and Means Committee Tax Counsel, and numerous offices of Representatives and Senators who are members of these committees. Our meetings included a briefing on MST’s Defense Installation Partnership, which uses the Federal Transit Commuter Tax Benefit to provide services to armed services personnel throughout the Central Coast of California, as well as a briefing on MST’s Wireless Power Transfer project for low/no emission vehicles and related proposals for tax credits for electric vehicles. For both of these issues, we requested support for these tax provisions when Congress moves ahead with tax reform or if an energy tax-related legislative package is developed. We also met with Congressman King’s (R-NY) staff to coordinate support for a joint Congressional letter he is leading on the Commuter Tax Benefit.

2017 OUTLOOK

Trump Transition
On November 29, President-elect Trump announced his decision to appoint Elaine Chao as Secretary of Transportation. Secretary-designate Chao is seen as a conventionally conservative, rather than revolutionary, pick to head the agency, based on her previous service as Secretary of Labor in the George W. Bush Administration. Chao has also served successfully in other roles within the DOT as head of the Maritime Administration and as Deputy Secretary. Although this pick has been reassuring to many transportation stakeholders, the direction that DOT takes next year will be significantly impacted by the other officials who are subsequently named to head the various modal agencies.

Infrastructure
The Trump Administration is proposing to spend between $500 billion and $1 trillion on various infrastructure projects over 5-10 years. Very little is known about the details of this proposal, other than that the plan will be revenue-neutral and will rely heavily on tax credits and private sector investment. One plan that has received some attention is to utilize repatriated overseas corporate earnings, public-private partnerships and bonding as a way to support a $550 billion transportation infrastructure program. Democratic Congressional Leaders have expressed a strong interest in working with President-elect Trump on his infrastructure plan, but are insisting on billions of dollars of increased Federal spending and not just tax credits to secure their support.
FY 2017 and FY 2018 Federal Funding
The 115th Congress that convenes on January 3, 2017, will be faced with the need to finish the FY 2017 funding process, while simultaneously beginning work on the FY 2018 funding bills. President-elect Trump has said that increasing spending for defense programs will be a budget priority for him, which would violate the spending caps put into place by the Bipartisan Budget Act of 2013. In the past, Congressional Democrats have opposed amending the spending caps unless equal consideration is given to domestic (non-defense) spending. In addition, many Conservative Republicans oppose amending the budget deal out of a desire to continue reducing the Federal budget deficit. Much more detail about this potentially rancorous debate will be known when the new President submits his budget to Congress in early February to lay out his proposals.

Highway Trust Fund
The Highway Trust Fund is projected to be solvent until the expiration of the FAST Act in 2020, due to the infusion of $70 billion that was transferred to the Fund from a variety of offsetting “pay-fors,” providing the additional funding needed for the five years of the bill. However, the FAST Act still does not provide a permanent solution to the Highway Trust Fund’s recurring shortfalls, and the revenue deficit will actually increase in the next reauthorization bill. It would be unusual for Congress to address this type of problem before it becomes a crisis, but the infrastructure and tax reform debates expected next year will provide unusual opportunities to modify or add to the Trust Fund.

Mass Transit Account
2.86 cents per gallon of the motor fuels taxes that are put into the Highway Trust Funding are transferred to a dedicated Mass Transit Account, which is used to fund many of the programs at FTA, including the formula programs upon which MST relies. In recent years, some conservative Republicans in Congress made concerted efforts to eliminate the Mass Transit Account, which would force FTA programs to rely in the vagaries of the annual appropriations process for funding. If the FAST Act is amended in 2017, or legislation is drafted that impacts the HTF, MST will want to closely monitor any impacts on the Mass Transit Account and work with other stakeholders to protect funding for public transportation.

FAST Act Implementation
FAST Act programs will continue to provide opportunities for MST to compete for discretionary grants at DOT, including FTA’s bus and bus facilities programs, new starts/small starts programs that could be used for Bus Rapid transit, and TIGER infrastructure grants. In addition, DOT will continue the process of issuing regulatory and programmatic guidance for the many new FAST Act provisions, which we will monitor for any impacts on MST.

Buy America
The FAST Act increased Buy America requirements for DOT projects, and stakeholders are still working through how that will be implemented. President-elect Trump is
expected to stress job creation and domestic content for projects, which may increase these requirements further. For example, Trump has stated that he wants to ensure that only American steel is used in infrastructure projects.

**Tax Reform**
Potential issues for tax reform include possible increases or changes to the motor fuels taxes that go into the Highway Trust Fund or the elimination of tax deductions such as the transit commuter benefit or renewable fuels tax credits. Any revenue-neutral tax overhaul bill in 2017 would require the elimination of at least some tax breaks to pay for lower overall tax rates, so we will continue to look for opportunities to lobby Congress and work with other stakeholders on these tax provisions.
To: Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: 2017 State Legislative Program

RECOMMENDATION:


2. Adopt 2017 State Legislative Program.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your board adopts an annual legislative program. The recommended 2017 State Legislative Program is consistent with our mission of advocating and delivering quality public transportation as a leader within our industry. The 2017 State Legislative Program will be presented to state legislators and their respective staff members and will direct MST positions on legislative matters throughout the year. The Legislative Program is also used as a guideline for supporting, opposing, or watching legislation when time does not permit official MST Board action on specific legislation.

DISCUSSION:

To monitor and guide transit-related legislation in Sacramento and Washington, DC, MST participates in the California Transit Association (CTA), and the California Association of Coordinated Transit (Cal-ACT). In addition, staff makes regular visits to Sacramento to conduct in-person meetings with legislators representing Monterey County as well as staff members of committees with oversight over transportation issues. A brief summary of state legislative activity for 2016 as well as a look ahead to legislative priorities for 2017 is included in Attachment 1. After a verbal update on these matters, staff is requesting that your Board adopt the 2017 State Legislative Program (Attachment 2).
Attachment 1: 2016 State Legislative Update and 2017 State Legislative Preview

Attachment 2: Draft 2017 State Legislative Program

Submitted by [Signature]
MST 2017 State Legislative Program

1S. Engage in cooperative support among partner organizations.
   
   a. Support the 2017 Legislative Programs of the California Transit Association (CTA) and California Association of Coordinated Transportation (CalACT).
   
   b. Support CTA’s efforts to support legislation and administrative strategies to implement the current “FAST Act” federal transportation authorization legislation in a way that ensures the best possible outcome for transit operators in California.
   
   c. Support the 2017 State Legislative Programs for the Transportation Agency for Monterey County (TAMC), the Fort Ord Reuse Authority (FORA), and MST member-jurisdictions.
   
   d. Support other partner agency legislative efforts where common interests exist.
   
   e. Ensure state legislative efforts are consistent with and coordinated with the MST federal legislative program.

2S. Support transit-related legislation.
   
   a. Support legislation and polices that enable transit-supportive development.
   
   b. Support legislation augmenting programs to fund public transit buses and support vehicles with electric, bio-fuel and other alternative-powered engines.
   
   c. Support legislation that increases safety for transit employees and customers by increasing penalties against those that commit crimes against an operator of a transit vehicle, against the transit riding public, or against property of transit agencies.

3S. Encourage the state to restore, preserve and augment transportation and transit funding.
   
   a. Oppose any transfer or expenditure of Transportation Development Act, Public Transportation Account, Traffic Congestion Relief Fund, and other transit funds to state and local agencies for purposes other than those specified in the Act and existing transit funding law. Monitor the effects of 2010 Proposition 22 and Proposition 26 on transit funding.
   
   b. With the recent drop in funding levels for State Transit Assistance (STA), support the development of a long-term STA fix that would augment the program and ensure the long-standing methodology for calculating STA share will continue beyond 2017 – 2018. Pursue funds that have been disencumbered from other agencies’ cancelled projects. Ensure that funds are maximized for MST and that the region’s authority to decide how to program any new funds is retained. Work
with the Governor’s Administration, the Legislature, the California Transportation Commission, Caltrans and others in key decision-making processes. Seek funding for bus operations, maintenance and administration facilities; new bus purchases; electric charging infrastructure; transit stations; security improvements to property and buses; bus shelters; ticket vending machines; Intelligent Transportation Systems (ITS); Bus Rapid Transit (BRT); and mixed-use transit oriented developments (TODs).

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

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

e. If there is another extraordinary legislative session on transportation as well as in other venues throughout the year, advocate for enactment of comprehensive long-term transit funding programs to: increase operating revenue; create new transit capital funding programs; enact transit-supportive development funding; add revenue needed to comply with air quality requirements.

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

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

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

b. Oppose efforts to mandate benefits or other specific working conditions that would increase MST’s costs and that would be more appropriately addressed through the local collective bargaining process.

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

d. Ensure a positive outcome for transit in the California Air Resources Board’s (ARB) proposed Advanced Clean Transit regulation. Oppose any ZEB purchase mandate that would place undue burden on transit agencies, and support the provision of new sources of funding to incentivize the adoption of ZEB technology.

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

f. Monitor state implementation of pension reform laws.

g. Support efforts to include certain types of transit projects in CEQA reform measures.

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

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

b. Maintain positive working relationships with elected state representatives including Governor Brown, Assemblymembers Caballero and Stone, and Senators Monning and Canella. Reach out to any newly elected legislative officials during the new 2017-2018 session, including those that may be assigned committees with oversight over transportation-related matters.

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

From: Alvin Johnson, Contract Transportation Supervisor

Subject: Approve the procurement of Trapeze ™ Paratransit Rapid Response Software Module

RECOMMENDATION:

Authorize the purchase Rapid Response Paratransit Module from Trapeze ™.

FISCAL IMPACT:

$131,005, which includes 4 Years of software maintenance and is fully funded by Measure Q dollars.

POLICY IMPLICATIONS:

Your Board approves all purchases greater than $25,000.

DISCUSSION:

The Paratransit Emergency Response Module, Rapid Response by Trapeze ™ has been identified as an approved project within the Measure Q Transit Investment Plan, which was authorized by your Board in February of 2016.

The Trapeze ™ Rapid Response module will support MST in managing Paratransit service disruptions and civil evacuations during local and regional emergencies or natural disasters. Whether faced with regular service disruptions such as construction and traffic accidents, semi-regular disruptions such as storms and power outages, or less common natural disasters such as earthquakes, Paratransit operators need to react in a dynamic manner to effectively respond to adverse operational conditions while ensuring the safety, security, and general welfare of their passengers.

Trapeze ™ Rapid response is a comprehensive incident managing software tool, which has been designed to allow the dispatch office to quickly classify impacted areas within MST’s Paratransit service area – allowing for the immediate re-routing of passengers away from impacted areas, or performing targeted evacuations for individuals with disabilities.

Additionally, the Rapid response module will fully integrate with MST’s Interactive Voice Recognition system to notify registered passengers of trip cancellations, routing
deviations, or help to identify passengers who may need to be evacuated from affected areas.

Rapid Response also includes standard reports and user definable reporting capabilities to report and justify reimbursement expenses through FEMA or the California Governor's Office of Emergency Services in the event of a Federal or State disaster declaration.

This shall be a *sole source* procurement as the Trapeze ™ Rapid Response Module integrates exclusively with MST’s existing Trapeze ™ Paratransit scheduling software.

Approval of this item authorizes staff to purchase the Trapeze Rapid Response Module and 4 Years of Software Maintenance at a cost not to exceed $131,005.
To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monthly Report – October 2016

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for October 2016 (Attachments 1-5).

October 18-21 I travelled to New York, NY to attend a meeting of the American Public Transit Association Executive Committee.

Attachment #1 – Dashboard Performance Statistics
Attachment #4 – Administration Dept. Report – October 2016
Attachment #5 - Annual Action Plan Update - October 2016
Attachment #6 – CTA Federal Lobby Day Schedule - October 2016

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

Prepared by: [Signature]
MST Fixed Route
YTD Dashboard Performance Comparative Statistics
Months of July - October
Fiscal Years 2015-2017

Ridership

Goal = 1,613,499 passengers
Minimum = 1,423,458 passengers

Passengers Per Hour

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

On Time Performance

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

Percentage of Service Delivered

Goal = 99% completed
Minimum = 95% completed
MST Fixed Route
YTD Dashboard Performance Comparative Statistics
Months of July - October
Fiscal Years 2015-2017

Fare Box Recovery Ratio

<table>
<thead>
<tr>
<th>Year</th>
<th>Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2015</td>
<td>21%</td>
</tr>
<tr>
<td>FY 2016</td>
<td>24%</td>
</tr>
<tr>
<td>FY 2017</td>
<td>28%</td>
</tr>
</tbody>
</table>

(Ratio of passenger fares to total operating costs)

Goal = 25%
Minimum = 15%

Cost Per Revenue Hour

<table>
<thead>
<tr>
<th>Year</th>
<th>Cost (per RH)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2015</td>
<td>$130.47</td>
</tr>
<tr>
<td>FY 2016</td>
<td>$118.24</td>
</tr>
<tr>
<td>FY 2017</td>
<td>$125.22</td>
</tr>
</tbody>
</table>

(Total operating cost per hour of service)

Maximum = $153.28 per RH
Goal = $139.35 per RH

Miles Between Preventable Collisions

<table>
<thead>
<tr>
<th>Year</th>
<th>Miles (K)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2015</td>
<td>118,582</td>
</tr>
<tr>
<td>FY 2016</td>
<td>220,670</td>
</tr>
<tr>
<td>FY 2017</td>
<td>126,969</td>
</tr>
</tbody>
</table>

(Total miles travelled between preventable collisions)

Goal = 200K Miles
Minimum = 100K Miles

Miles Between Road Calls

<table>
<thead>
<tr>
<th>Year</th>
<th>Miles (K)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2015</td>
<td>24,373</td>
</tr>
<tr>
<td>FY 2016</td>
<td>22,269</td>
</tr>
<tr>
<td>FY 2017</td>
<td>17,116</td>
</tr>
</tbody>
</table>

(Miles travelled between mechanical failure)

Goal = 15K Miles
Minimum = 7K Miles
MST RIDES
YTD Dashboard Performance Comparative Statistics
Months of July - October
Fiscal Years 2015-2017

Ridership

Goal = 39,059 passengers
Maximum = 42,964 passengers

Passengers Per Hour

Goal = 1.87 passengers p/h
Maximum = 2.06 passengers p/h

On Time Performance

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

One Way Trips

Maximum = 8,723 one-way trips
Goal = 7,930 one-way trips
MST RIDES
YTD Dashboard Performance Comparative Statistics
Months of July - October
Fiscal Years 2015-2017

Fare Box Recovery Ratio

Goal = 11%
Minimum = 10%

Cost Per Revenue Hour

Goal = $75.12
Maximum = $82.63

Miles Between Preventable Collisions

Goal = 110K Miles
Minimum = 100K Miles

Miles Between Road Calls

Goal = 60,000 miles
Minimum = 30,000 miles
MST Fixed Route
Financial Performance Comparative Statistics
July - October
Fiscal Year 2017

MST Fixed Route Total Revenue
YTD Actual and Budget

- YTD Actual: $6,533,336 (Minimum 95%)
- YTD Budget: $6,584,202

MST Fixed Route Total Expenses
YTD Actual and Budget

- YTD Actual: $5,896,381 (Maximum 105%)
- YTD Budget: $6,552,638
MST RIDES
Financial Performance Comparative Statistics
July - October
Fiscal Year 2017

MST RIDES Total Revenue
YTD Actual and Budget

Minimum 95%

MST RIDES Total Expenses
YTD Actual and Budget

Maximum 105%
TO: Carl Sedoryk

FROM: Thomas P. Walters

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

**Budget Process and Outlook**
The Federal Government has been operating under a temporary, short-term funding law, or "Continuing Appropriations Resolution" (CR) that will keep the government open until December 9. Despite concerted efforts by the House and Senate Appropriations Committees to draft the twelve individual appropriations bills to fund the Federal government, none were signed into law before Congress adjourned for the November elections. Soon after the election-day results became clear, House and Senate Republican Leaders announced they would abandon attempts to enact FY 2017 appropriations bills, and would instead simply extend the CR into next year. The most likely scenario is a CR that extends current-year spending levels until April 28, but a later date has been under discussion and is still possible.

**Tax Reform**
During APTA's recent Washington, DC, Committee Meetings, we arranged and attended meetings for MST staff to continue your advocacy of tax provisions important to your agency. We met with House Ways and Means Committee staff to brief them on the MST WAVE project and request their support for a tax credit for electric vehicles. We also briefed staff on MST's Defense Installation Partnership, which uses the Federal Transit Commuter Tax Benefit to provide services to armed services personnel throughout the Central Coast of California, including meeting with Congressman King's (R-NY) staff to coordinate support for a joint Congressional letter he is leading on this subject.

House Speaker Ryan (R-WI) and Senate Finance Committee Chairman Hatch (R-UT) continue to reiterate their intent to move tax reform proposals in the future. We continue to watch for any proposals that would impact transportation fuels taxes that support the Highway Trust Fund or any moves to eliminate tax exemptions or credits that potentially impact MST.
Lobbying Strategies & Opportunities
The 115th Congress that convenes on January 3, 2017, will be faced with the need to finish the FY 2017 budget while simultaneously beginning work on the FY 2018 funding bills. In addition, an aggressive calendar is being planned by Congressional Leaders to work on President-elect Trump’s agenda. The specific agenda for 2017 is short on details but could potentially impact program funding, budget and tax issues that are critical to MST. Accordingly, we are recommending advocacy meetings early in the year for MST staff to advocate on issues that are specific to your agency’s Federal Agenda.

TPW:dwg
To: Board of Directors  
From: Carl Sedoryk, General Manager/CEO  
Subject: State 2016 Year End Legislative Update

The following is a summary of significant state legislative activities for the past year:

**Special Session on Transportation Infrastructure**

In early 2015 Governor Brown called for a Special Legislative Session on Transportation Infrastructure to address the growing backlog of transportation funding needs. The leading transportation funding bills, SBX1 1 (Beall) and ABX1 26 (Frazier), authored by Senate Transportation and Housing Committee Chair Jim Beall and Assembly Transportation Committee Chair Jim Frazier, respectively, include significant new investments in public transit.

On November 22, 2016 Governor Jerry Brown, Senate President pro Tempore Kevin de Leon and Assembly Speaker Anthony Rendon issued a joint letter which ended the Special Session without identifying any new funding for transportation. The letter affirms the commitment of the Administration, the Senate and the Assembly to addressing our state’s critical transportation infrastructure needs – and with it, the spirit of the Special Session – in 2017.

In the coming year staff through the CTA and CalACT will continue to advocate for the Governor, Legislative leaders and stakeholder groups in the New Year to ensure that the transportation funding package that arrives on the Governor’s desk supports the needs of California’s transit agencies and the transit-riding public.

**State Transit Assistance Formula Modification**

In January 2016 the State Controller’s Office, without notice or input from public transit operators or our state representatives, dramatically changed the methodology utilized to distribute State Transit Assistance Funds. This created dramatic fluctuations of revenue to public transit operators from this source in some many counties.

The California Transit Association introduced and passed SB 838 which effectively “hits the pause” button on the changes to the STA program allocation methodology by immediately and retroactively directing the Controller to use its old methodology –
starting with any remaining allocations for FY 2015-16 and for FY 2016-17, with needed adjustments going forward to make up for the allocations already issued under the new rules. In the meantime, the California Transit Association and other affected stakeholders are taking time to consider more deliberatively – through the legislative process – any needed changes to STA law and regulations going forward.

SB 824 (Beall) Low Carbon Transit Operations Program

The LCTOP was created as a formula-based program by SB 862 (Committee on Budget and Fiscal Review) [Chapter 36, Statutes of 2014] to provide operating and capital assistance to transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. This bill which was sponsored by the California Transit Association and passed in to law creates greater flexibility in the Low Carbon Transit Operations Program (LCTOP) to allow, among other things, a recipient transit agency to: retain its funding share over multiple years for use in a subsequent fiscal year; and, loan and/or transfer its funding share with other recipient transit agencies within its region; and, apply for a Letter of No Prejudice to receive reimbursement for the front-loaded use of local funds which will allow recipient transit agencies to direct the investment of their funds in ways that bring projects online sooner.
November 28, 2016

To: Carl Sedoryk

From: Hunter Harvath, AICP – Assistant General Manager – Finance & Administration

Subject: TRIP REPORT – October 2016

From October 24 through 25, I traveled to Sacramento to attend the 2016 Local Agency Investment Fund (LAIF) Conference. MST currently has approximately $4.5 million in deposits in the state’s LAIF. During the conference I attended the following sessions:

- Global and Domestic Economic and Interest Rates Outlook
- Pooled Money Investment Account Update
- LAIF Update
- Governmental Accounting Standards Board (GASB) Update
- The Evolution of Crime and the Internet
- California Debt and Investment Advisory Commission – Local Agency Investment Guidelines
- Update on the State Budget and Impact on Local Agencies

Hunter Harvath
To: Carl Sedoryk, General Manager/CEO; MST Board of Directors

From: Mike LeBarre, City of King

Subject: Trip Report CTA 2016 Annual Conference, Oakland, California

I attended the California Transit Association (CTA) annual conference in Oakland, CA. from November 15th thru the 18th, 2016. The conference theme was “Transit Rising”. The focus this year was on Healthcare, Disaster Preparedness, and reshaping the public image of Transit.

There were several great speakers, notably, Lt. General Honoree, who managed the aftermath of Hurricane Katrina. He spoke of disaster preparedness and the importance of transit systems during emergencies. He relayed a very important tip that I could easily see could be forgotten during a disaster; fill out FEMA or State Aid forms immediately, otherwise you won’t be reimbursed. He was very informative and funny. “Don’t do Stupid” was his phrase of the day as he imparted how important preparation and practice is before an emergency.

I attended the following sessions:

- **Performance Indicators and Best Practices**
  An overview of the industry and how to make better decisions managing assets and resources to maximize benefit to the community

- **Developing Policies to Promote Social Responsibility, Equity, and Engagement**
  This session discussed how agencies meet and exceed legal mandates and develop innovative policies to meet the needs of the community

- **Continuity of Operations and Disaster Response**
  Lt General Honoree went into more details regarding being prepared and related real world issues he dealt with Hurricane Katrina and lessons learned

  This was a positive and informative conference that focused on the importance of Healthcare, Disaster Preparedness, and reshaping the public image of Transit to better serve our communities.

Submitted by: Mike LeBarre