



TRANSIT DISTRICT MEMBERS:

*City of Carmel-by-the Sea • City of Del Rey Oaks • City of Gonzales • City of Greenfield
City of King • City of Marina • City of Monterey • City of Pacific Grove • City of Salinas
City of Sand City • City of Seaside • City of Soledad • County of Monterey*

Board of Directors Regular Meeting

December 11, 2017

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 or a trip to the destination of your choice up to \$17.00.

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.

Advocating and delivering quality public transportation as a leader within our community and industry.

Transit District Members Monterey County • Carmel-by-the-Sea • Del Rey Oaks • Gonzales • Greenfield • King City • Marina • Monterey
Pacific Grove • Salinas • Sand City • Seaside • Soledad **Administrative Offices** 19 Upper Ragsdale Drive, Suite 200 Monterey, CA 93940

PH 1-888-MST-BUS1 (1-888-678-2871) • FAX (831) 899-3954 • WEB mst.org

- 3-1. Adopt Resolution 2018-10 recognizing Tiziano Minelli, Coach Operator as Employee of the Month for December 2017. (Robert Weber) (pg.5)
- 3-2. Minutes of the regular meeting of November 13, 2017. (Jeanette Alegar-Rocha) (pg.7)
- 3-3. Minutes of the Marketing Committee Meeting of November 13, 2017. (Jeanette Alegar-Rocha) (pg.11)
- 3-4. Financial Report – October 2017. (Lori Lee) (pg.15)
- 3-5. Receive Mobility Advisory Committee Meeting Minutes of September 27, 2017. (Claudia Valencia) (pg.23)
- 3-6. Receive 2018 board calendar and conference schedule (Jeanette Alegar-Rocha) (pg.29)
- 3-7. Receive report on MST Mobility Mileage Reimbursement Pilot Program. (Cristy Subago) (pg.33)
- 3-8. Authorize Lease of MST Property for Verizon Wireless communications tower (Hunter Harvath) (pg.35)

End of Consent Agenda

4. RECOGNITION AND SPECIAL PRESENTATIONS

- 4-1. December Employee of the Month – Tiziano Minelli (Robert Weber)

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

- 6-1. Approve Extension of General Manager/CEO Contract (Kelly Halcon) (pg.37)
- 6-2. Receive presentation of Thomas Walters & Associates and approve 2017 Federal Legislative Program. (Carl Sedoryk and Don Gilcrest) (pg. 39)
- 6-3. Receive and approve 2017 State Legislative Program. (Hunter Harvath) (pg. 45)
- 6-4. Approve expenditure of up to \$420,000 to add employee restroom, demolish existing outdated customer restroom and install a modern “Portland Loo” style public restroom at the Salinas Transit Center. (Hunter Harvath) (pg. 51)

- 6-5. Discuss and Approve proposed January 8 Workshop Agenda.
(Carl Sedoryk) (pg.55)

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 2017. (pg.59)
- 7-2. Washington, D.C. 2017 Year End Lobby Report. (pg.83)
- 7-3. State Legislative Advocacy Update – October 2017. (pg.91)
- 7-4. Staff Trip Reports. (pgs. 93-103)
- 7-5. Correspondence. (pgs. 105-115)

8. BOARD REPORTS, COMMENTS & REFERRALS

- 8.-1 Reports on meetings attended by board members at MST expense.
(AB 1234). (pg. 117)
- 8-2. Board member comments and announcements.
- 8-3. Board member referrals for future agendas.

9. CLOSED SESSION

None

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

10. ATTACHMENTS

- 10-1. The detailed monthly Performance Statistics and Disbursement Journal for October 2017 can be viewed online within the GM Report at
<http://mst.org/about-mst/board-of-directors/board-meetings/>

11. ADJOURN

NEXT MEETING DATE: January 8, 2018

19 Upper Ragsdale Dr., Monterey, Suite 100

NEXT AGENDA DEADLINE: December 26, 2017

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



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지원

**TIZIANO MINELLI
DECEMBER 2017
EMPLOYEE OF THE MONTH**

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, Tim Minelli began his career with Monterey-Salinas Transit District in March of 1988 as a Coach Operator. During his long career, he has recognized for his distinguished service as a Line Instructor, received numerous awards for safety, attendance and customer service. He was recently recognized for 27 years of Safe Driving; and

WHEREAS, Tim Minelli has received the General Manager's Coach Operator Excellence Award in 2011, 2014 and 2015. He has been Employee of the Month in 1999, 2001, and 2013 were two of those years he later was recognized as the Employee of the Year for his outstanding performance; and

WHEREAS, Tim Minelli began his first tour of service within the Operations Department as an Interim Operations Supervisor in August of this year. His has continued to provide valuable support to the Transportation staff, his fellow co-workers and MST's customers. His expertise and experience has been a welcome addition to the transportation team; and

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Tim Minelli as Employee of the Month for December 2017; and

BE IT FURTHER RESOLVED that Tim Minelli 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 2018-10 this 11th day of December 2017.

Tony Barrera
Chairperson

Carl G. Sedoryk
Secretary

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MST BOARD OF DIRECTORS

Frank J. Lichtanski Administrative Building
19 Upper Ragsdale Dr., Suite 100, Monterey 93940

MINUTES
November 13, 2017

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 and was led by Director Carbone

1-3. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

Present:	Carolyn Hardy Kristin Clark Robert Bonincontri Yanely Martinez Mike LeBarre Frank O'Connell Ken Cuneo Tony Barrera Mary Ann Carbone David Pacheco Luis Alejo	City of Carmel-by-the-Sea City of Del Rey Oaks City of Gonzales City of Greenfield City of King City of Marina City of Pacific Grove City of Salinas City of Sand City City of Seaside County of Monterey
Absent:	Dan Albert Anna Velazquez	City of Monterey City of Soledad
Staff:	Carl Sedoryk Hunter Harvath Robert Weber Norman Tuatavuki Kelly Halcon Mark Eccles Lisa Rheinheimer	General Manager/CEO Assistant General Manager Chief Operating Officer Deputy Chief Operating Officer Director of HR & Risk Management Director of Information Technology Director of Planning and Marketing

Jeanette Alegar-Rocha	Executive Assistant /Clerk to the Board
Eva Perez	Office Administrator
Beronica Carriedo	Community Relations Coordinator
Andrea Williams	Accountant and Budget Manager
Zöe Shoats	Marketing Manager
Alvin Johnson	Contract Transportation Supervisor
Cristy Subago	Mobility Services Manager
Edwin Marticorena	Mobility Coordinator
Dave Laredo	De Lay & Laredo

Public: Don Parslow MV Trans
Javier Gomez County of Monterey

Apology is made for any misspelling of a name.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

An anonymous speaker representing the Monterey peninsula requested Measure Q Funds be used to create more frequent bus routes to help transport the elderly to medical appointments. Carl Sedoryk informed that MST staff is available meet and discuss this matter.

3. CONSENT AGENDA

- 3-1. Adopt Resolution 2018-08 recognizing Miriam Gutierrez, Customer Service Representative, Employee of the Month for November 2017.
- 3-2. Minutes of the regular meeting of October 16, 2017.
- 3-3. Minutes of the Planning / Operations Committee Meeting of October 16, 2017.
- 3-4. Financial Report – September 2017.
- 3-5. Disposal of Property Left Aboard Buses – September 2017.
- 3-6. Approve revised Disposal of Lost and Found Policy.
- 3-7. Approve General Manager/CEO Performance Incentive.

Public Comment – none

Director Alejo made the motion to approve all items on the consent agenda and was seconded by Director Carbone. The motion passed unanimously.

4. RECOGNITION AND SPECIAL PRESENTATIONS

Public Comment – none

4-1. November Employee of the Month

Sonia Wills, Customer Services Supervisor recognized Miriam Gutierrez for her outstanding service to MST and the entire community.

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

Public Comment- None

6-1. Approve the expenditure of up to \$300,000 to upgrade the electrical power system at the Clarence J. Wright bus operations and maintenance facility in Salinas to accommodate electric buses.

Public Comment- None

Director Alejo made the motion to approve the expenditure and was seconded by Director LeBarre. The motion passed unanimously.

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 – August 2017.

7-2. Washington, D.C. Lobby Report – September 2017.

7-3. State Legislative Advocacy Update – August 2017.

7-4. Staff Trip Reports.

7-5. Correspondence.

a. CAPSLO - Thank You Letter.

b. The Pacific Bus Museum- Thank You Letter.

8. BOARD REPORTS, COMMENTS, AND REFERRALS

8.-1 Reports on meetings attended by board members at MST expense.
(AB 1234)

Director Martinez attended the APTA Annual Conference in Atlanta, GA.

Director LeBarre attended the CTA Fall Conference in Riverside, CA.

Chair Barrera attended the CTA Fall Conference in Riverside, CA.

8-2. Board member comments and announcements.

Director LeBarre announced that Carl Sedoryk was elected Chair of the California Transit Association for a term of the next two years.

8-3. Board member referrals for future agendas.

Carl Sedoryk announced that MST staff shall be attending board member city council meetings to provide updates and raise more awareness regarding MST.

9. CLOSED SESSION

None

10. ATTACHMENTS

10-1. The detailed monthly Performance Statistics and Disbursement Journal for September 2017 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

11. ADJOURN

There being no further business, Chair Barrera adjourned the meeting at 10:33 a.m.

Prepared by:



Jeanette Alegar-Rocha
Clerk to the Board

Reveiwed by:



Carl G. Sedoryk
General Manager/ CEO

Marketing Committee
19 Upper Ragsdale Drive, Suite 200
Monterey, CA 93940

Minutes

November 13, 2017
9:00 a.m.

Present: Directors: Bonincontri (Chair), Alejo, Carbone, Cuneo, Martinez

Absent: None

Staff: Carl Sedoryk, General Manager/CEO; Hunter Harvath, Assistant General Manager; Kelly Halcon, Director of Human Resources and Risk Management, Lisa Rheinheimer, Director of Planning & Marketing; Dave Laredo, De Lay & Laredo; Jeanette Alegar-Rocha, Clerk to the Board; Zöe Shoats, Marketing Manager, Beronica Carriedo, Community Relations Coordinator, Eva Perez, Office Administrator

Public: None

1. Call to Order.

Chairperson Bonincontri called the meeting to order at 9:00 a.m.

2. Public Comment on Matters Not on the Agenda.

None

3. Received reports on MST marketing campaigns.

Kelly Halcon provided an update on the coach operator recruitment “Drive the Bus with US” print, television and radio advertisement campaign which raised awareness to the community and the public.

Lisa Rheinheimer provided an update on the MST RealTime Campaign which provides bus route and schedule information available via text, phone and MAPS. The results of the campaign overall are positive based on number text sand calls received and usage tracked.

Zöe Shoats provided an update on South County Marketing with the objective to promote MST fixed route service between urban and non-urbanized communities between South County cities, Salinas and San Jose. Marketing campaigns were through radio, television commercial, social media and print advertisements.

Director Martinez commented that she would like to see more outreach in the South County communities to promote MST.

Director Cuneo commented that every city council allows for presentations by which MST staff can provide a presentation on MST.

Carl Sedoryk commented that if the committee provides direction, an announcement can be made at the board meeting to make a request to be added to future individual city council agendas to provide a presentation on MST.

Zöe Shoats provided an update on “Ride the 40s on Us” with the objective to reduce greenhouse gas emissions, improving mobility and a priority to serving disadvantage communities resulted in incremental increased ridership.

4. Received reports Reduced Pricing Bus Passes effort.

Zöe Shoats provided an update on the Highway 68 round about construction project and the reduced bus passes for impacted residences and employees. The objective was to increase ridership and reduce traffic congestion in the construction area and results show that bus pass sales increased due to the discount, however, ridership decreased in the impacted area by 5%.

5. Received update on MST community outreach and social media activities.

Lisa Rheinheimer provided an update on Beronica Carriedo’s efforts on community outreach and campaigns through social media related MST.

The MST Facebook page via the MST website was displayed to the Marketing committee to view what is currently posted specific to the season and current events.

Director Martinez commented that social media users can be encouraged to post more interactive photos on MST Facebook.

Carl Sedoryk suggested that the customers be encouraged to share and post photos seen on their bus rides and Marketing can promote a photo contest.

6. Upcoming MST marketing initiatives.

Lisa Rheinheimer informed that committee that the upcoming MST marketing initiative include the summer bus pass, Ride the 40s on Us, and mobile ticketing.


Zöe Shoats provided informed the committee that in early 2018, MST will receive 2 new electric buses and shared a sample exterior design and logo.

7. Committee Member Comments, Questions, or Referrals.

None.

8. Adjourn.

There being no further business, the meeting was adjourned at 9:54 a.m.

PREPARED BY: 
Jeanette Alegar-Rocha

REVIEWED BY: 
Carl G. Sedoryk

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To: Board of Directors
From: Lori Lee
Subject: Financial Reports – October 2017

RECOMMENDATION:

1. Accept report of October 2017 cash flow presented in Attachment #1
2. Approve October 2017 disbursements listed in Attachment #2
3. Accept report of October 2017 treasury transactions listed in Attachment #3

FISCAL IMPACT:

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

Beginning balance October 1, 2017	\$14,458,443.57
Revenues	3,625,329.45
Disbursements	<u><5,175,107.21></u>
Ending balance October 31, 2017	<u>\$12,908,665.81</u>

POLICY IMPLICATIONS:

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

DISCUSSION:

At the end of the first four months of the fiscal year, the District continues to manage its expenses, resulting with a year-to-date surplus of \$1,347,811 on the fixed-route side of the budget. MST RIDES is also showing a positive variance on revenues, resulting in a \$29,188 surplus year to date.

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

1. **Miscellaneous** – much of the 43.5% negative variance in this category can be attributed to two expenditures in this category: advertising purchases for MST's RealTime program continued in October and travel costs as a large number of staff and three board members attended the once-every-three-years APTA EXPO in Atlanta during the month..

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

(REVENUES & DISBURSEMENTS)

CASH FLOW

Beginning balance 10/01/17		14,458,443.57
Revenues		
Passenger Revenue	548,824.76	
DOD Revenue	129,195.00	
LTF / STA / 5307	1,167,271.14	
Sales Tax	620,900.00	
Grants	1,112,753.43	
Interest Income	1,051.12	
Non Transit Revenue	45,334.00	
Total Revenues		3,625,329.45
Disbursements		
Operations (See Attachment #2)	3,746,467.48	
Capital	1,428,639.73	
Total Disbursements		(5,175,107.21)
Ending balance 10/31/17		<u>12,908,665.81</u>

COMPOSITION OF ENDING BALANCE

Checking - Rabo Bank	385,500.92
Checking(s) - Wells Fargo Bank	-
Local Agency Investment Fund (LAIF)	7,357,948.92
Money Market - Homeland Security	822,154.92
Money Market - Rabo MM	1,889,657.95
Money Market - PTMISEA	815,676.83
Money Market - LCTOP	632,645.50
Money Market - Rabo Prop. 1 B	985,550.32
Bank of America - Escrow	8,985.45
Petty cash fund, STC Coin Machine, and 2 change funds	10,545.00
Total	<u>12,908,665.81</u>

PAYROLL ACCOUNT

October 13 Payroll & Related Expenses	556,133.17	
October 27 Payroll & Related Expenses	688,582.43	
Pers & 457	196,910.31	
Garnishments	<u>5,607.58</u>	
	1,447,233.49	1,447,233.49

GENERAL ACCOUNT

Disbursements on Attached Summary	3,664,198.85	
Paydown loan	13,486.38	
Workers Comp. Disbursements	26,793.62	
Interest expense	5,821.17	
Bank Service Charge	<u>17,573.70</u>	
	3,727,873.72	3,727,873.72

Total Disbursements	<u>5,175,107.21</u>
Less Capital Disbursements & Transfers	<u>(1,428,639.73)</u>
Operating Disbursements	<u>3,746,467.48</u>

DISBURSEMENTS SUMMARY
GENERAL ACCOUNT DISBURSEMENTS FOR October 01, 2017 - October 31, 2017

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 10/03/2017	46517 - 46517	207.00
Accounts Payable 10/06/2017	46518 - 43543	1,094,907.61
Accounts Payable 10/01/2017	43544 - 46620	(19,890.00)
Accounts Payable 10/13/2017	46621 - 46683	1,602,149.27
Accounts Payable 10/16/2017	46684 - 46707	1,443.46
Accounts Payable 10/20/2017	46708 - 46743	505,204.25
Accounts Payable 10/25/2017	46744 - 46744	130,949.97
Accounts Payable 10/27/2017	46745 - 46860	319,724.94
Accounts Payable 10/26/2017	46861 - 46869	29,502.35
TOTAL		<u>3,664,198.85</u>

CHECKS \$100,000 AND OVER				
VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
BLUESCOPE CONSTRUCTION	TDA Rehab September 19, 2016	46625	10/13/17	1,377,866.47
MV TRANSPORTATION SERVICES INC	Recurring Expense	46585	10/6/17	690,840.29
CALIFORNIA PUBLIC EMPLOYEES	Recurring Expense	46714	10/20/17	333,293.47
CALIFORNIA TRANSIT INSURANCE POOL	Recurring Expense	46744	10/25/17	130,949.97

ATTACHMENT 3

TREASURY TRANSACTIONS FOR OCTOBER 2017

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 10/01/17					7,857,948.92
10/4/17	687	to MM Account Rabobank		500,000.00	7,357,948.92
					7,357,948.92
Local Agency Investment Fund: Quarterly interest earned - .92%					-
					7,357,948.92
LAIF Treasury Balance at 10/31/17					7,357,948.92

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 10/01/17					3,052,060.94
10/04/17	LAIF Trust	from Laif Trust	500,000.00		3,552,060.94
10/05/17	308	to AP/Payroll		1,130,000.00	2,422,060.94
10/12/17	308	to AP/Payroll		700,000.00	1,722,060.94
10/26/17	308	to AP/Payroll		1,000,000.00	722,060.94
10/30/17	479	LAIF	1,167,271.14		1,889,332.08
10/31/17		Interest @ 0.30%	325.87		1,889,657.95
RABO MM Balance at 10/31/17					1,889,657.95

MONTEREY-SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from October 1, 2017 to October 31, 2017

(Amounts are in USD)

(Includes Fund: 001|004)

(Includes G/L Budget Name: BUDFY18)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-370,412	-350,659	-19,753	-1,376,250	-1,402,636	26,386
Special Transit	-625,709	-501,121	-124,588	-2,438,020	-2,004,484	-433,536
Cash Revenue	-20,215	-26,936	6,721	-152,039	-107,744	-44,295
Cash Grants & Reimbursement	-2,616,065	-2,616,657	592	-10,464,260	-10,466,628	2,368
Total Revenue	-3,632,402	-3,495,373	-137,029	-14,430,570	-13,981,492	-449,078
Expenses						
Labor	1,407,269	1,340,540	66,729	5,241,648	5,362,160	-120,512
Benefits	732,011	793,407	-61,396	3,026,159	3,173,628	-147,469
Advertising & Marketing	5,944	4,919	1,025	23,258	19,676	3,582
Professional & Technical	71,196	73,361	-2,165	282,363	293,444	-11,081
Outside Services	29,560	35,126	-5,566	118,995	140,504	-21,509
Outside Labor	104,558	106,366	-1,808	353,803	425,464	-71,661
Fuel & Lubricants	226,276	296,927	-70,651	818,583	1,187,708	-369,125
Supplies	55,976	82,842	-26,866	295,902	331,368	-35,466
Vehicle Maintenance	75,723	94,334	-18,611	323,956	377,336	-53,380
Marketing Supplies	903	2,876	-1,973	4,181	11,504	-7,323
Utilities	38,138	44,690	-6,552	149,161	178,760	-29,599
Insurance	53,369	61,074	-7,705	219,325	244,296	-24,971
Taxes	21,647	17,387	4,260	61,737	69,548	-7,811
Purchased Transportation	446,001	443,582	2,419	1,706,755	1,774,328	-67,573
Miscellaneous Expenses	74,144	51,676	22,468	264,831	206,704	58,127
Interfund transfers						
Pass Thru/Behalf of Others		717	-717		2,868	-2,868
Interest Expense	9,227	9,250	-23	37,670	37,000	670
Leases & Rentals	44,725	36,299	8,426	154,432	145,196	9,236
Total Operating Expenses	3,396,665	3,495,373	-98,708	13,082,759	13,981,492	-898,733
Operating (Surplus) Deficit	-235,736		-235,736	-1,347,811		-1,347,811

NOTES

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MONTEREY-SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from October 1, 2017 to October 31, 2017

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY18)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-21,138	-19,454	-1,684	-119,120	-77,816	-41,304
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-363,599	-363,599		-1,454,396	-1,454,396	
Total Revenue	-384,737	-383,053	-1,684	-1,573,516	-1,532,212	-41,304
Expenses						
Labor	17,874	9,573	8,301	46,456	38,292	8,164
Benefits	4,550	4,862	-312	21,391	19,448	1,943
Advertising & Marketing						
Professional & Technical	3,415	417	2,998	3,415	1,668	1,747
Outside Services						
Outside Labor	3,570	7,042	-3,472	14,248	28,168	-13,920
Fuel & Lubricants	40,861	43,378	-2,517	152,327	173,512	-21,185
Supplies	134	2,044	-1,910	1,005	8,176	-7,171
Vehicle Maintenance						
Marketing Supplies						
Utilities	80		80	200		200
Insurance						
Taxes						
Purchased Transportation	322,381	295,650	26,731	1,225,587	1,182,600	42,987
Miscellaneous Expenses	19,940	20,087	-147	79,700	80,348	-648
Interfund transfers						
Pass Thru/Behalf of Others						
Interest Expense						
Leases & Rentals						
Total Operating Expenses	412,805	383,053	29,752	1,544,328	1,532,212	12,116
Operating (Surplus) Deficit	28,068		28,068	-29,188		-29,188

Mobility Advisory Committee
Regular Meeting Minutes
Wednesday, September 27, 2017

1. CALL TO ORDER

Vice Chair Maureen McEachen called the meeting to order at 1:06 p.m. in the conference room of the Transportation Agency of Monterey County (TAMC).

Present:

Maureen McEachen	Visiting Nurse Association
Aimee Cuda	ITN Monterey and Central Coast Senior Services
Alejandro Fernandez	Davita Dialysis
Melissa McKenzie	Carmel Foundation
Kazuko Wessendorf	Interim, Inc.
Reyna Gross	Alliance on Aging
Kurt Schake	Veterans Transition Center
Virginia Murillo	Transportation Agency for Monterey County
Diana Trapani	The Blind and Visually Impaired Center
Maria Magaña	Central Coast Center for Independent Living

Absent:

Ronn Rygg	United Way Monterey County
Laurie Crosby	Consumer
Kathleen Murray-Phillips	Monterey County Department of Social & Employment Services

Staff:

Cristy Sugabo	Mobility Services Manager
Kevin Allshouse	Mobility Specialist
Claudia Valencia	Mobility Specialist/ MAC staff support
Erin Heatley	Mobility Specialist
Ruben Gomez	Mobility Specialist
Lesley VanDalen	Mobility Specialist
Lisa Rheinheimer	Director of Planning and Marketing
Beronica Carriedo	Community Relations Coordinator
Alvin Johnson	Contract Transportation Supervisor
Don Parslow	MV Interim General Manager

Public: Sean Vienna

AMBAG

2. CONSENT AGENDA

2.1 Minutes of the regular meeting of July 26, 2017.

Member Murillo made a motion to approve the minutes and Member Trapani seconded the motion. The motion was passed.

3. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

None.

4. MEMBERSHIP

4.1 MST Mobility Specialist, Kevin Allshouse gave an update to the committee on Kurt Schake's membership. He stated that the committee's recommendation to the board for Mr. Schake's membership was approved by MST Board of Directors.

4.2 Member Trapani made a motion to remove Member Spacher and assign Member Wessendorf as the primary Interim, Inc. representative; the motion was seconded by Member McKenzie.

5. NEW BUSINESS

5.1 Developing a Travel Reimbursement Program

Mobility Programs Manager, Cristy Sugabo gave an overview of the Measure Q that was passed in November of 2014 in Monterey County. The 1/8 cent sales tax funding is to be used for existing transportation services for seniors, veterans, and persons with disabilities, and to create new programs. This 15 year investment plan has identified a short term and long term list of projects, and one of them is the travel reimbursement program.

Ms. Sugabo announced that there will be a 1 year pilot project for a Mileage Reimbursement Program, in which \$90,000 will be allocated for funding. This program will give participants the opportunity to select a volunteer driver to transport them to qualified trips, and MST will reimburse the participant. The goals are to provide alternative transportation for persons with disabilities, seniors, and veterans who have limited access to public transportation, and/or driving limitations. Ms. Sugabo gave the

planning timeline, and she will present a draft to the November MAC meeting to obtain feedback.

5.2 Received report on the draft Measure X-Senior & Disabled Transportation Program Guidelines; and provided input on the draft guidelines

Member Murillo gave a report of the Measure X Senior and Disabled Transportation Services Program Guidelines and timeline. Measure X was passed in 2016 by Monterey County to increase transportation services for seniors and persons with disabilities. This 3/8 cent sales tax funding, has allocated \$15 million over 30 years.

Member Murrillo discussed the draft guidelines, which include Measure X policies for the use of these funds. TAMC staff proposed a multi-year programming for these funds, and also drafted a simplified application. Per Measure X policies, this program is intended to fund non-profit organizations with transportation services that serve Monterey County seniors and persons with disabilities. Transportation Agency staff recommended funding a 3-year cycle covering fiscal years 2018, 2019, and 2020. This program provides capital and operating assistance grants for projects that support mobility options for seniors and people with disabilities. The application will be reviewed and scored by a group composed of some TAMC staff, representatives from the Mobility Advisory Committee and the Excellent Transportation Oversight Committee. Member Murrillo invited everyone to provide comments and feedback.

6. REPORTS

6.1 MV Transit Report

MV General Manager, Don Parslow provided MV RIDES paratransit statistics for the new Fiscal Year 2018. He states there was a drop on the no show and late cancels trips; however, in the next upcoming months there might be an increase in trips due to the fare reduction.

Mr. Parslow stated that currently they are planning different tactic approach to driver shortage so that it does not affect the on-time performance. MV is recruiting more drivers and subcontract RIDES trips with another taxi provider.

Contract Transportation Supervisor, Alvin Johnson, mentioned that there has been a 14% increase in RIDES trips since September 2nd due in part to the fare reduction and the Salinas free zone on weekends and Holidays. On the other hand, there has not been an increase on the Special Medical Trips.

6.2 Update on MST Mobility Programs

MST Mobility Specialist, Erin Heatley provided an update on the Interactive Voice Response (IVR). IVR is a system that gives call outs the night before reminding RIDES clients of their trips. The IVR component is currently not operational due to some technical issues, however, the web booking component is working and has since received good feedback from users. Web booking is available only in English, and the Spanish version is currently being worked on. MST has plans to notify RIDES clients of the functional PASS Web booking component through mass mailing once the Spanish version is ready to use.

Mobility Programs Manager, Cristy Sugabo explained the comparable service between fixed route and MST RIDES. As of September 2nd through August of 2018, bus lines 41, 42, 44, 45, and 49 lines are free on weekends and holidays. Any RIDES trips taken in the same service area of the line 40's are also free of charge. Further, she stated that as of September 2nd the RIDES fare was reduced to 50% from its existing fare. Tickets are available in the increments of \$.50, \$1.00, and \$2.50 denominations. Those who have the \$5.00 tickets are able to exchange them at any of the MST'S customer service locations.

Ms. Sugabo introduced Lesley Van Dalen the new Mobility Specialist for the MST Mobility Department to do community outreach and provide travel training. Moreover, she announced that MST is recruiting for a Mobility Coordinator position, and that the job description is available at mst.org.

7. SUBJECT ITEM REQUEST

A follow up on Taxi Voucher Program complaints

8. ANNOUNCEMENTS AND APPRECIATIONS

Member Magaña reminded everyone that it was National Voters Registration Day, and brought some posters to distribute to anyone that was interested in receiving.

Ms. Sugabo reminded MAC members to email Mobility Specialist/ MAC Staff support Claudia Valencia before November 15th for November agenda items.

Member Trapani announced an annual fundraising event called Country Store & Auction that will be free on Saturday, October 28, 2017.

Member Kurt and Member Gross shared some experiences and complaints that some veterans and seniors encountered with Yellow Cab drivers not accepting taxi vouchers. Mobility Specialist, Kevin Allshouse invited them to have their clients call him or fill out a customer service report.

Mobility Specialist, Erin Heatley, announced that taxi vouchers available for veterans at different locations: Veterans Transition Center, Vocational Rehabilitation Service Inc. in Marina, CSUMB and MPC Veterans Resource Center.

Member Cuda expressed congratulatory to Ms. Sugabo on her new appointment as the new Mobility Services Manager.

Member Gross announced that the Medicare Open Enrollment Period for Part C and D will open up soon.

9. ADJOURN

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



PREPARED BY: _____
Claudia Valencia, Mobility Specialist



APPROVED BY: _____
Cristy Sugabo, Mobility Services Manager

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To: Board of Directors

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

Subject: 2018 Board Calendar and Conference Schedule

RECOMMENDATION:

Receive 2018 MST Board Calendar and Conference Schedule.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

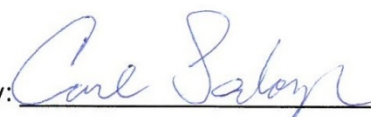
Article V(a) of the MST Bylaws state that "Regular meetings of the Board shall be held the second Monday of each month throughout the year commencing at the hour of 10:00am in the Monterey-Salinas Transit, Thomas D. Albert Division Conference Room at One Ryan Ranch Road, Monterey, California 93940. Regular 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 2018 Board Calendar and Conference Schedule

Prepared by: 
Jeanette Alegar-Rocha, Deputy Secretary

Reviewed by: 
Carl Sedoryk, GM Manager/CEO

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2018 MST Board Meeting Schedule

January 8	MST BOARD MEETING
February 5	MST BOARD MEETING
<i>February 10-12</i>	<i>APTA Transit CEO Seminar, Miami, FL</i>
March 12	MST BOARD MEETING
<i>March 18 – 20</i>	<i>APTA Legislative Conference, Washington, DC</i>
April 9	MST BOARD MEETING
<i>April 9 – 11</i>	<i>APTA Fare Collection & Revenue Management Summit and TransTech Conference, Jacksonville, FL</i>
<i>May 6 – 9</i>	<i>APTA Bus & Paratransit Conference, Tampa, FL</i>
May 14	MST BOARD MEETING
May 23	CTA Spring Legislative Conference, Sacramento, CA
June 11	MST BOARD MEETING
July 9	MST BOARD MEETING
<i>TBD</i>	<i>APTA Transit Board Members Seminar, TBD</i>
August 13	MST BOARD MEETING
September 10	MST BOARD MEETING
<i>September 23-26</i>	<i>APTA Annual Meeting, Nashville, TN</i>
October 8	MST BOARD MEETING
<i>October 24 -- 26</i>	<i>CTA Fall Conference & EXPO, Long Beach, CA</i>
November 12	MST BOARD MEETING
December 10	MST BOARD MEETING

2017 MST Conference Schedule

<i>February 10-12</i>	<i>APTA Transit CEO Seminar, Miami, FL**</i>
<i>March 18 – 20</i>	<i>APTA Legislative Conference, Washington, DC*</i>
<i>May 6 – 9</i>	<i>APTA Bus & Paratransit Conference, Tampa, FL**</i>
<i>May 23</i>	<i>CTA Spring Legislative Conference, Sacramento, CA**</i>
<i>September 23 -- 26</i>	<i>APTA Annual Meeting, Nashville, TN*</i>
<i>October 24 -- 26</i>	<i>CTA Fall Conference & EXPO, Long Beach, CA*</i>

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

2018 RTA Board Meeting Schedule

July 23	RTA BOARD MEETING
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To: MST Board of Directors
From: Cristy Sugabo, Mobility Services Manager
Subject: Mileage Reimbursement Pilot Program

RECOMMENDATION:

Receive report on MST Mileage Reimbursement Pilot Program.

FISCAL IMPACT:

The pilot program is funded by Measure Q and is included in the FY 2018 operating budget.

POLICY IMPLICATIONS:

None

DISCUSSION:

MST offers transportation options for persons with disabilities, seniors, and Veterans. One of the objectives of the Measure Q Transit Investment Plan is to provide transportation alternatives to rural communities within Monterey County that otherwise have no other public transportation options.

Beginning in January 2018, MST's Mobility Department is planning to start a 12 month mileage reimbursement pilot program for persons with disabilities, seniors, and Veterans who reside within these isolated and underserved areas in Monterey County.

The program will allow participants to identify volunteer driver(s) using privately owned vehicles to provide them transportation. MST will reimburse the participants 40 cents per mile up to 250 miles per month to compensate the volunteer driver(s). There are no restrictions on trip purpose for this program.

How it works:

Interested participants must apply for the program and meet criteria requirements. Criteria to participate:

- a. Complete an eligibility application.
- b. Be a resident of targeted areas within Monterey County.

- c. Provide supporting documents of being 65 years or older, a person with disability, or a Veteran.
- d. Participants identify their own volunteer driver (a caregiver, a friend, or a neighbor).
- e. Participants are required to complete and submit a monthly trip log to MST in order to receive monetary reimbursement.
- f. Participants reimburse their volunteer driver.

An outreach and marketing campaign will begin in January 2018 to introduce the new pilot program. Prior to the conclusion of the pilot period, staff will evaluate the utilization and overall success of the program to determine the practicality of expanding the service to other urban areas throughout Monterey County.

Prepared by: _____ Reviewed by: _____
Cristy Sugabo Carl G. Sedoryk

To: Board of Directors

From: Hunter Harvath – Assistant General Manager

Subject: Lease of MST Property for Verizon Wireless communications tower

RECOMMENDATIONS:

Authorize staff to enter into an option and lease agreement with Verizon Wireless to allow the construction of a communications tower on MST property at One Ryan Ranch Road to improve cellular connectivity on the Monterey Peninsula.

FISCAL IMPACT:

No cost to MST. The initial option revenue would be \$1,500 to MST. If Verizon Wireless is successful in securing all permits to construct the communications tower, \$20,000 per year for 20 years.

POLICY IMPLICATIONS:

Your Board authorizes leases and/or purchases of MST property, including those for non-transportation uses.

DISCUSSION:

Since the first wireless telephones were introduced some 40 years ago, cellular connectivity has become vital in the day-to-day operations of businesses and for the general population as well. In fact, MST extensively utilizes the cellular network to track and communicate with vehicles and staff throughout its service area. Given the unique geography of Monterey County, there are still several locations that are underserved by wireless coverage sufficient to meet the needs of today's consumers, especially those that require large "band-width" capacities such as video streaming and data transfer processes. In order to meet those needs, wireless communication providers are constantly evaluating their networks to ensure their customers have the service and reliability expected in today's marketplace.

In that regard, MST was approached by Verizon Wireless over a year ago with a proposal to install a wireless communication tower on the TDA property located at One Ryan Ranch Road in Monterey. Given the unique geography of the area, representatives of Verizon identified MST's property as a preferred location for an additional tower location to enhance coverage for its customers. Since that initial inquiry, staff members from MST and Verizon, along with each entity's legal counsel, have gradually worked through several drafts of an option and lease agreement that

would satisfy each party, while at the same time ensuring adequate liability protections and access procedures when periodic and emergency maintenance efforts are required.

The proposed lease identifies approximately 400 square feet of MST property in a corner of the TDA facility at One Ryan Ranch Road that could accommodate the Verizon communications tower and related support equipment without adversely impacting the day-to-day bus operations that will soon resume on the property when construction is completed next year. The terms of the option and lease agreement outline an initial \$1,500 payment to MST to secure the option while Verizon attempts to obtain all permits to construct the tower. If Verizon is successful, then once the tower is constructed, MST would receive \$20,000 per year in monthly installments in lease payments for the use of that approximately 400 square-foot portion of the TDA property.

If Verizon is successful in the permitting process, the term of the lease would be approximately 20 years in four, five-year increments. In addition, provisions have been built into the agreement such that if in the unlikely event that the operation of the tower interferes with MST's local technology at TDA, both parties would seek to find a mutually agreeable solution. Given the extensive legal review of the proposed option and lease agreement by MST counsel, as well as by three MST senior staff members, your Board is being asked to authorize the General Manager/CEO to execute this agreement on behalf of the District, thereby allowing Verizon to pursue permitting of the communications tower on MST property with the city of Monterey and any other agency that exercises oversight on this type of project.

Prepared by: 
Hunter Harvath

Reviewed by: 
Carl G. Sedoryk

To: MST Board Members
From: K. Halcon, Director of Human Resources
Subject: Approve Extension of General Manager/CEO Contract

RECOMMENDATION:

Approve the extension of the General Manager/CEO Contract through to February 28, 2018.

FISCAL IMPACT:

The current pay and benefits established in the contract would remain in effect with the extension.

POLICY IMPLICATIONS:

Your Board approves the employment agreement with the General Manager/CEO.

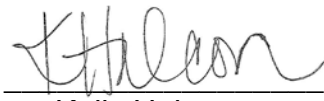
DISCUSSION:

The HR committee is responsible for reviewing the GM/CEO contract. Mr. Sedoryk is asking for an extension of his current contract through to February 28, 2018. Currently, Mr. Sedoryk's contract expired on September 30, 2017 and he is currently under a continuation agreement that was entered into in September of 2017.

The Ad Hoc Committee met with Mr. Sedoryk on November 20, 2017 to start the negotiation process. The next step is for the HR Committee to review the tentative agreement contract changes at the HR Committee meeting directly following the MST Board meeting today in closed session. The MST Board will review the amended contract during close session at the January Board Meeting and then approve the contract at the February board meeting. The extension of the continuation agreement will allow for the additional time to properly negotiate and vet Mr. Sedoryk's contract by the HR Committee and MST Board.

The General Manager/CEO's compensation and benefits would remain as currently stated within the contract through the duration of the extension.

Prepared by:


Kelly Halcon

Approved by:


Carl G. Sedoryk

To: Board of Directors

From: Hunter Harvath, Assistant General Manager

Subject: 2018 Federal Legislative Program

RECOMMENDATION:

1. Receive update on federal legislative issues (Attachment 1).
2. Adopt 2018 Federal Legislative Program (Attachment 2).

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your board adopts an annual legislative program. The recommended 2018 federal legislative program (Attachment 2) is consistent with our mission of advocating and delivering quality public transportation as a leader within our industry. The 2018 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 11th 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 2018 Federal Legislative Program.

Attachment : Draft 2018 Federal Legislative Program

Submitted by _____
Hunter Harvath

MST 2018 Federal Legislative Program

1F. Engage in cooperative support among partner organizations.

- a. Support the 2018 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 Congress and the President. Include transit capital and operating funds as part of any further potential economic stimulus and jobs bills that may be proposed, and relieve local agencies from funding match requirements
- c. Support the 2018 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 authorized under the FAST-Act 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 Section 3006(b) (innovative mobility for seniors and disabled), US Department of Agriculture (rural areas), US Department of Health and Human Services (Affordable Care Act), US Department of Defense, US Department of Veterans Affairs, and other programs.

- 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 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.

DRAFT – October 27, 2017

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To: Board of Directors
From: Hunter Harvath, Assistant General Manager
Subject: 2018 State Legislative Program

RECOMMENDATION:

1. Receive 2018 State Legislative Update.
2. Adopt 2018 State Legislative Program.

FISCAL IMPACT:

None.


POLICY IMPLICATIONS:

Your board adopts an annual legislative program. The recommended 2018 State Legislative Program is consistent with our mission of advocating and delivering quality public transportation as a leader within our industry. The 2018 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, MST staff serves on the CTA Legislative Committee. And, 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 2017 as well as a look ahead to legislative priorities for 2018 is included in Attachment 1. After a verbal update on these matters, staff is requesting that your Board adopt the 2018 State Legislative Program (Attachment 2).

Attachment : Draft 2018 State Legislative Program

Submitted by: 
Hunter Harvath

MST 2018 State Legislative Program

1S. Engage in cooperative support among partner organizations.

- a. Support the 2018 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 2018 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 that state legislative efforts are consistent with and coordinated with the MST federal legislative program.

2S. Support transit-related legislation.

- a. Support legislation and policies 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. Educate the public on the value of the recently enacted SB-1, which comprehensively enhances funding for transportation throughout the state, including public transit. Pursue funds that have been disencumbered from other agencies' cancelled projects. Ensure that funds are maximized for MST and that the region's authority to decide how to program any new funds is retained. Work with the Governor's Administration, the Legislature, the California Transportation

Commission, Caltrans and others in key decision-making processes. Seek funding for bus operations, maintenance and administration facilities; new bus purchases; 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. 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 elected legislative officials during the 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.

DRAFT – October 27, 2017

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To: Board of Directors

From: Hunter Harvath – Assistant General Manager

Subject: Salinas Transit Center Restroom Upgrades.

RECOMMENDATIONS:

Approve expenditure of up to \$420,000 to add employee restroom, demolish existing outdated customer restroom and install a modern “Portland Loo” style public restroom at the Salinas Transit Center.

FISCAL IMPACT:

Up to \$420,000, to be funded from MST’s capital budget.

POLICY IMPLICATIONS:

Your Board authorizes expenditures in excess of \$25,000.

DISCUSSION:

Nearly three decades old, the Salinas Transit Center (STC) is MST’s major transit hub in the downtown area, second in passenger boardings only to the Monterey Transit Plaza in MST’s system. As with any facility used by the public, the frequency and intensity of the activity causes wear and tear that periodically requires refurbishment and/or replacement of the infrastructure. In that regard, it has been slightly more than ten years since a major capital upgrade has been undertaken at STC.

In the last several years, maintaining the public restrooms in a safe and sanitary condition has become increasingly challenging, which at times results in them being out of service until a cleaning crew or MST facilities staff can get them back into clean and working order. These frequent “out of service” situations became so problematic for MST coach operators needing to use the restrooms quickly during a bus stop so they can resume their route keeping on schedule, that MST has rented a temporary portable restroom unit for employees. With your Board’s approval of this project, employee-only restrooms would be constructed in a manner similar to that of the more modern Marina Transit Exchange, which has separate employee and public restrooms.

With regards to public restrooms, the challenges of maintaining a safe and sanitary facility have evolved over the last 30 years since the Salinas Transit Center was designed. Unfortunately, the layout of these restrooms provides opportunities for illegal behavior and vandalism to occur as others are simply trying to use the facilities in

an appropriate way – not an environment MST wishes to provide its customers. While there are cameras monitoring virtually all areas of the STC property and a security guard is on the premises whenever the restrooms are open, the inherent layout of the restrooms would prohibit the installation of cameras indoors out of privacy concerns, and, depending on the sex of the security guard, monitoring one or the other of the restrooms with periodic inspections also is problematic.

In that regard, current city planning approaches for public restroom facilities are moving toward a single occupancy, stand-alone, self-cleaning, unisex freestanding unit that, unlike a traditional “port-a-let,” is tied into the sanitary sewer system. One of the most successful of these models is called the “Portland Loo” and has been installed at the Monterey Transit Plaza for use by MST customers and the general public. This type of facility has features such as an open ankle-level area so a security guard can ensure there is only one person using it at a time, and a self cleaning function so that after every use all areas are sprayed and air dried before the next use. A hand-washing area is provided on the outside of the unit. In addition, the fixtures are made out of more durable stainless steel rather than the traditional porcelain and tile fixtures, which are easier to crack and damage due to vandalism and/or the intense use pattern of a public facility.

MST staff contacted counterparts with the city of Monterey, who reported being pleased with the performance of the Portland Loo. Subsequently, MST’s contract facilities project manager developed a project task list and budget that would involve demolition of the existing restroom facilities and construction of an extension to the existing Customer Service/staff breakroom building to house employee restrooms and a slightly larger employee breakroom. In addition, a Portland Loo would be installed for use by customers. Other features of the project would include upgrades to the HVAC system in the building as well as changing landscaping to low-maintenance/low-water usage plantings and putting a fresh coat of paint on the facility. In that regard, the project budget is as follows:

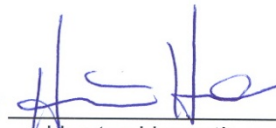
<u>Cost Est.</u>	<u>Expenditure Category</u>
\$20,000	Architecture & Engineering
\$17,825	Permits
\$35,000	Demolition
\$196,500	Construction
\$105,000	Equipment (e.g., Portland Loo unit)
\$374,325	Project Cost Subtotal
<u>\$45,675</u>	Project Contingency (approximately 12%)
<u>\$420,000</u>	Project Cost Grand Total

The active construction period is estimated to not exceed six months. During this time there will be no restrooms facilities available to the public at the Salinas Transit Center and customers will have to use other public facilities located in nearby locations. Staff does not recommend the rental of portable facilities for public usage during the

construction period due to the costs that MST would incur to replace or outright purchase the temporary facilities in the event they were damaged or misused in the same manner as the current permanent facilities.

Staff is asking your approval for a “not to exceed” amount of \$420,000 for the project and then turning over the planning, permitting and construction oversight to MST’s existing contracted construction manager. The project would comply with MST’s bidding and procurement policies as approved by your Board and would comply with all prevailing wage directives as required on public projects. Using the contracted construction manager will allow MST’s capital projects manager to continue focusing on MST’s major facilities, including the \$20 million TDA project at One Ryan Ranch Road and the upcoming \$11 million (approximately) South County bus maintenance and operations facility in King City.

PREPARED BY:



Hunter Harvath

REVIEWED BY:



Carl G. Sedoryk

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To: Board of Directors
From: Carl Sedoryk, General Manager/CEO
Subject: Proposed January 8 Workshop Agenda

RECOMMENDATION:

Discuss and Approve proposed January 8 Workshop Agenda.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:


None.

DISCUSSION:

For the past dozen years, your Board has held a 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 11 board meeting.

Attachment 1: Draft strategic planning workshop agenda

Submitted by: 

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**Monterey-Salinas Transit District
Strategic Planning
January 9, 2018
10:00 a.m. – 12:00 p.m.**

AGENDA

- | | | |
|---|----------------------------------|-------------------|
| I. OVERVIEW OF THE DAY | Carl | 10:00 a.m. |
| II. YTD Performance Update and Action Plan Updates | Carl | |
| III. Department Updates | Executive Leadership Team | |
| IV. Consider Revised MST Committee Structure and provide directions | Carl | |
| V. Discuss role of Alternates in Closed Session and provide direction | Board | |
| VI. Discuss Board Agenda Preparation Process | Board | |
| VII. Discuss Board Member MST Clothing Allowance and provide direction | Board | |
| VIII. ADJOURN | Tony | 12:00 p.m. |
| LUNCH | | 12:00 p.m. |

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To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Monthly Report – October 2017

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for October 2017 (Attachments 1-4).

October 8 - 11 I attended the American Public Transportation Annual Conference and Expo in Atlanta, GA. At the conference I attended committee meetings, workshops, networked with peers and had the opportunity to speak with newly appointed Federal Transit Administration (FTA) Administrator, Jane Williams about issues important to MST.

Year to date MST passenger boardings have improved over the previous year performance, especially in Salinas due to the free-fare weekends promotion. Significant increased boardings have also been seen on military routes and JAZZ routes. Large increases in passenger boardings on MST RIDES program due to reduced fares system wide is starting to have a negative impact on on-time performance of these service and staff are developing strategies to improve these services. All other performance indicators remain within standard.

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report –October 2017

Attachment #3 – Facilities & Maintenance Dept. Report – October 2017

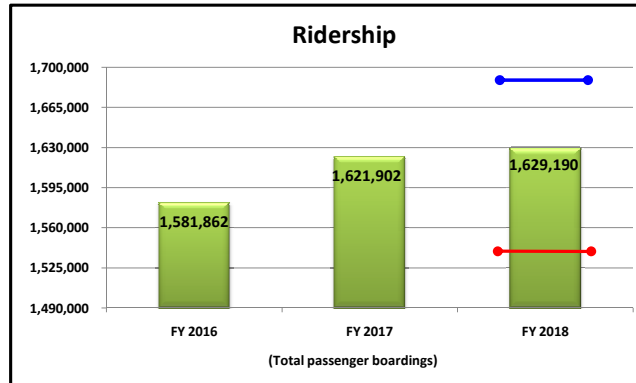
Attachment #4 – Administration Dept. Report – October 2017

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/>

Submitted by: 
Carl G. Sedoryk, General Manager/ CEO

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MST Fixed Route
YTD Dashboard Performance Comparative Statistics
Month of October
Fiscal Years 2016-2018

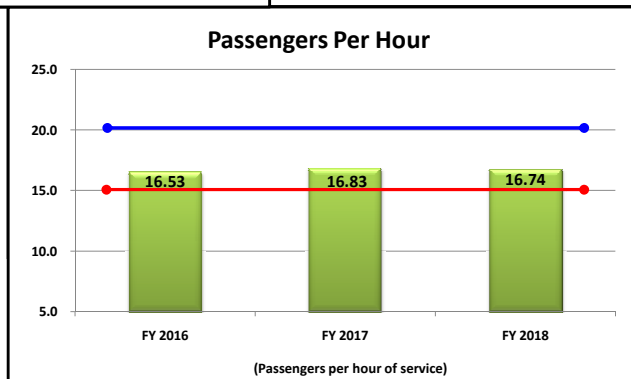


**Goal = 1,694,888
passengers**

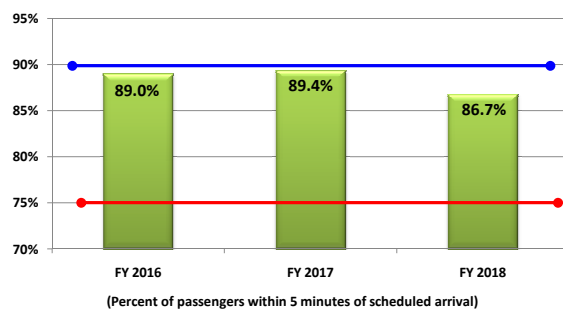
**Minimum = 1,540,807
passengers**

Goal = 20 passengers p/h

Minimum = 15 passengers p/h



On Time Performance

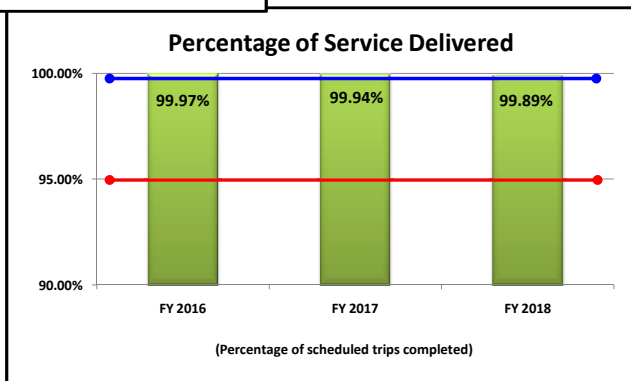


Goal = 90% on time

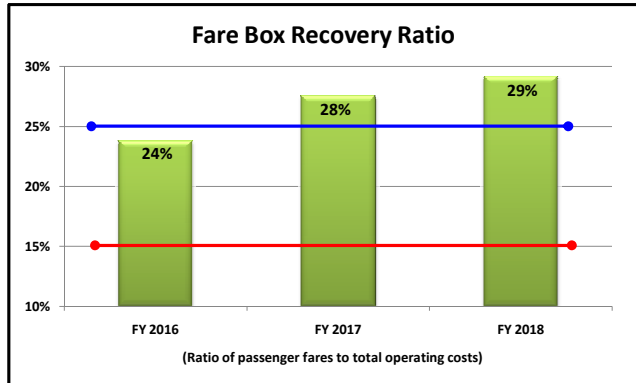
Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed



MST Fixed Route **YTD Dashboard Performance Comparative Statistics** **Month of October** **Fiscal Years 2016-2018**

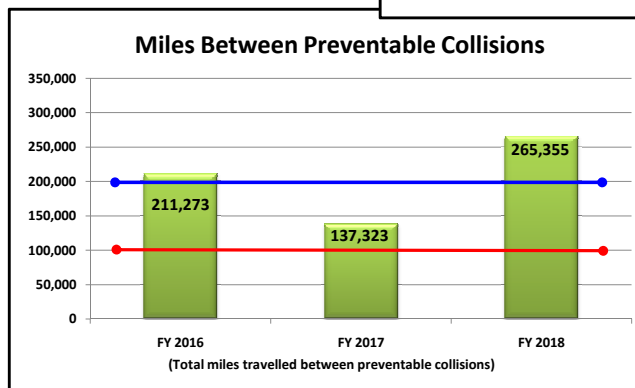
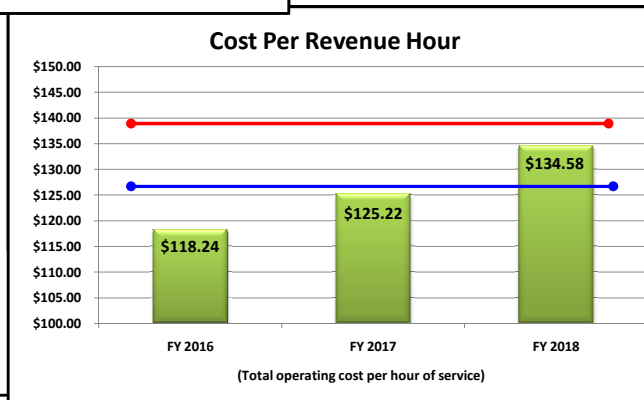


Goal = 25%

Minimum = 15%

Maximum = \$139.10 per RH

Goal = \$126.43 per RH

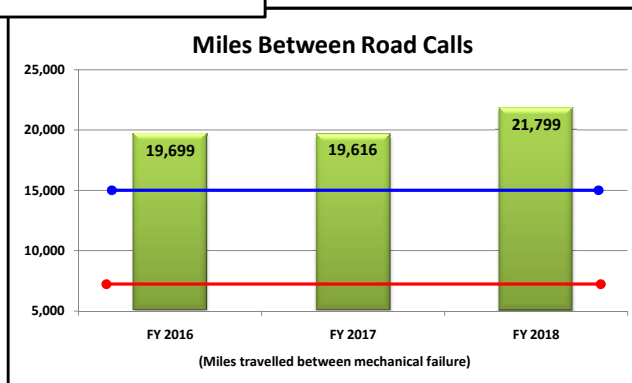


Goal = 200K Miles

Minimum = 100K Miles

Goal = 15K Miles

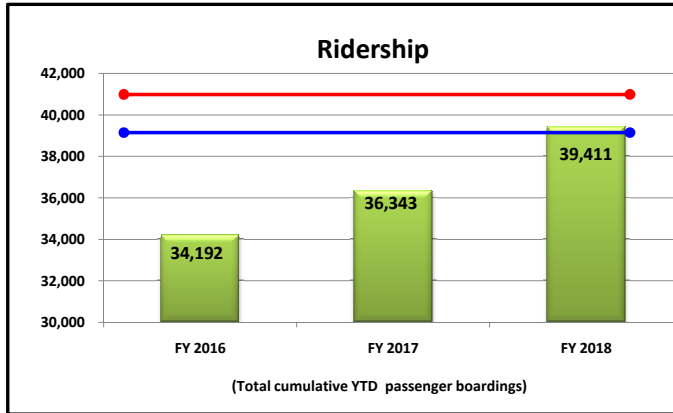
Minimum = 7K Miles



MST RIDES

YTD Dashboard Performance Comparative Statistics

Month of October FY 2016-2018

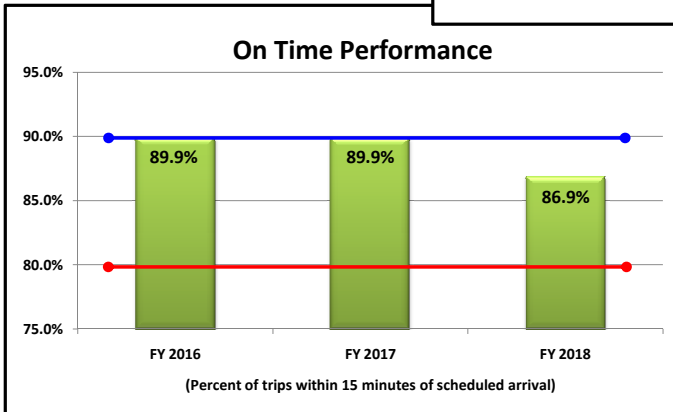
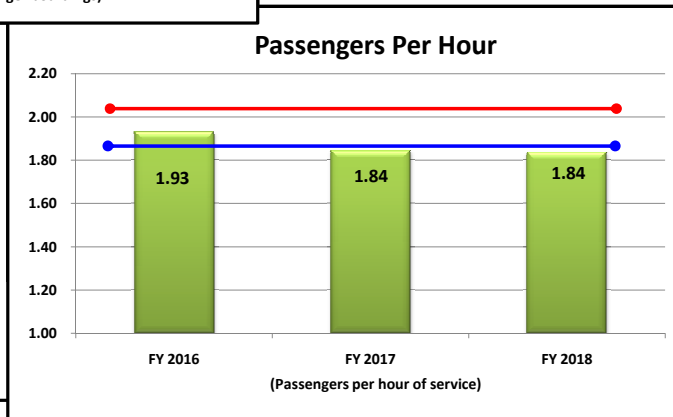


Goal = 37,433 passengers

Maximum = 41,177 passengers

Goal = 1.87 passengers p/h

Maximum = 2.06 passengers p/h

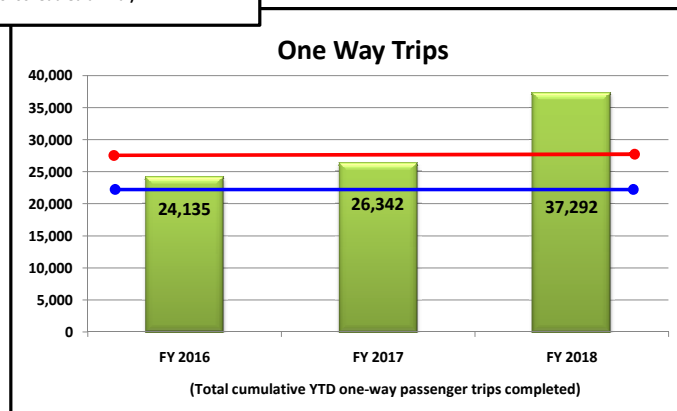


Goal = 90% on time

Minimum = 80% on time

Maximum = 27,132 one-way trips

Goal = 23,791 one way trips

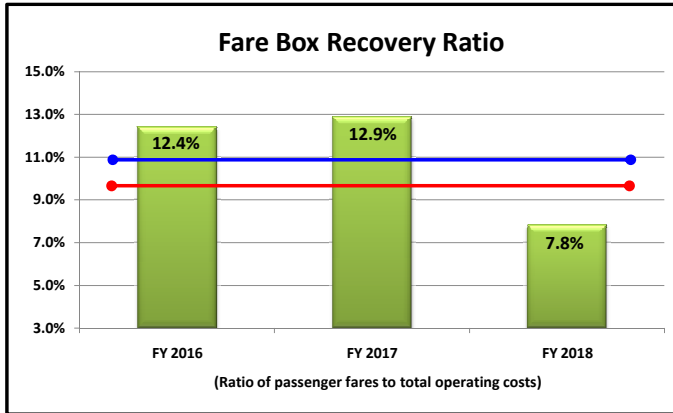


MST RIDES

YTD Dashboard Performance Comparative Statistics

Month of October

FY 2016-2018

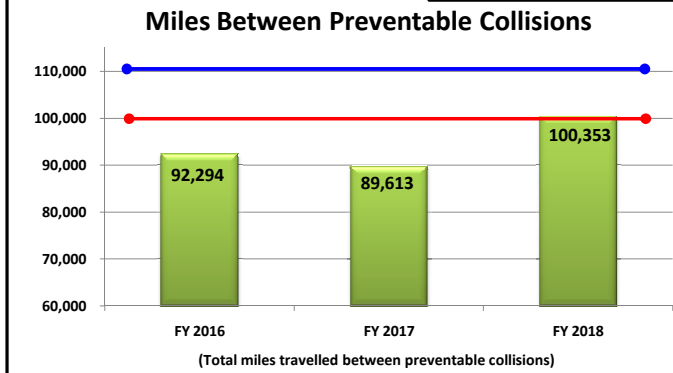
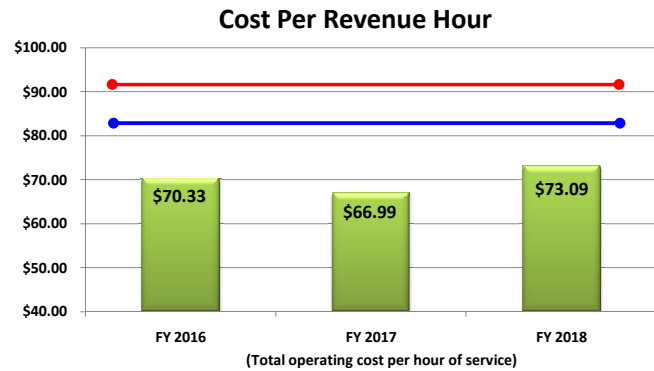


Goal = 11%

Minimum = 10%

Goal = \$82.65

Maximum = \$90.92

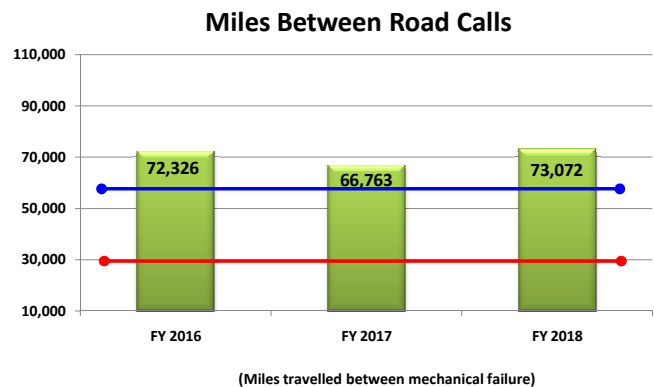


Goal = 110K Miles

Minimum = 100K Miles

Goal = 60,000 miles

Minimum = 30,000 miles

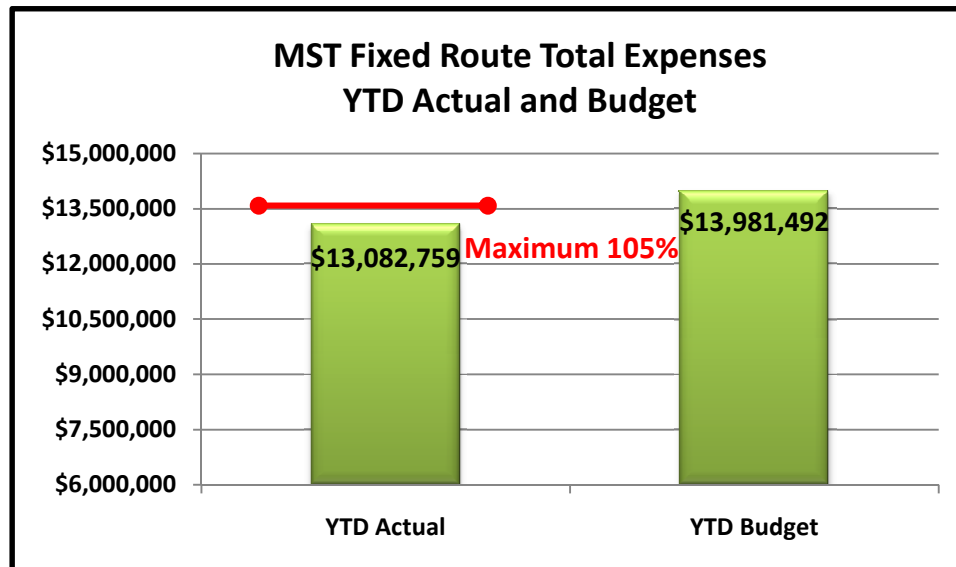
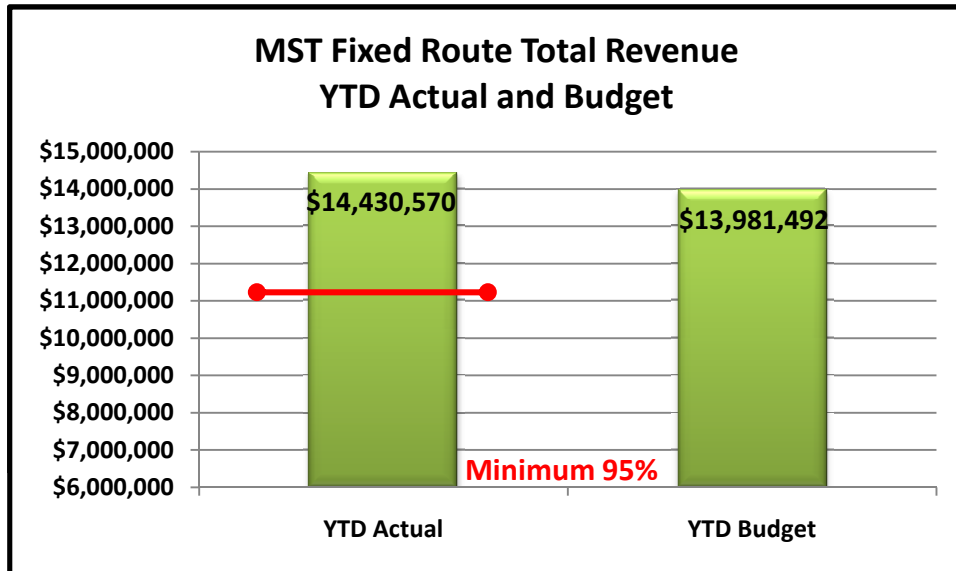


MST Fixed Route

Financial Performance Comparative Statistics

Month of October

Fiscal Year 2018

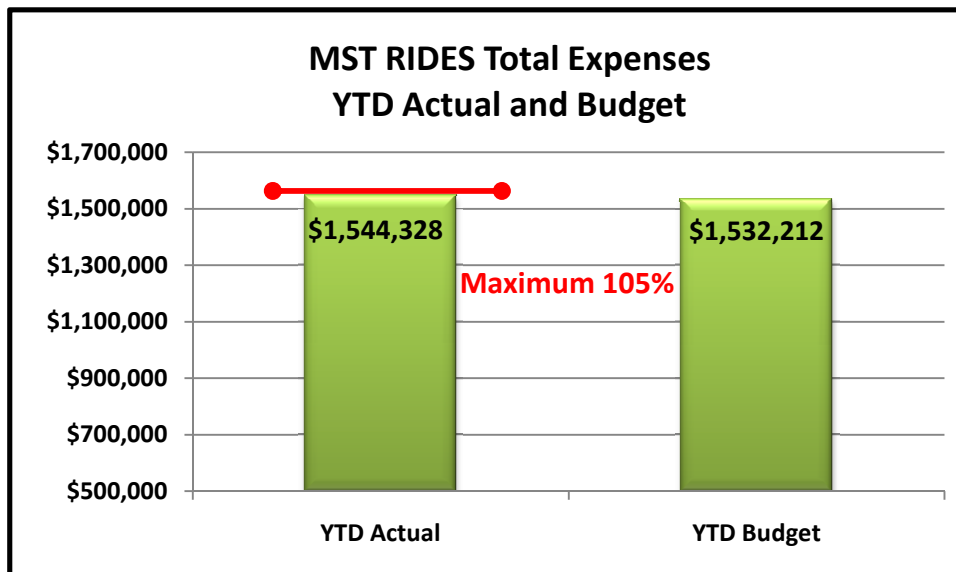
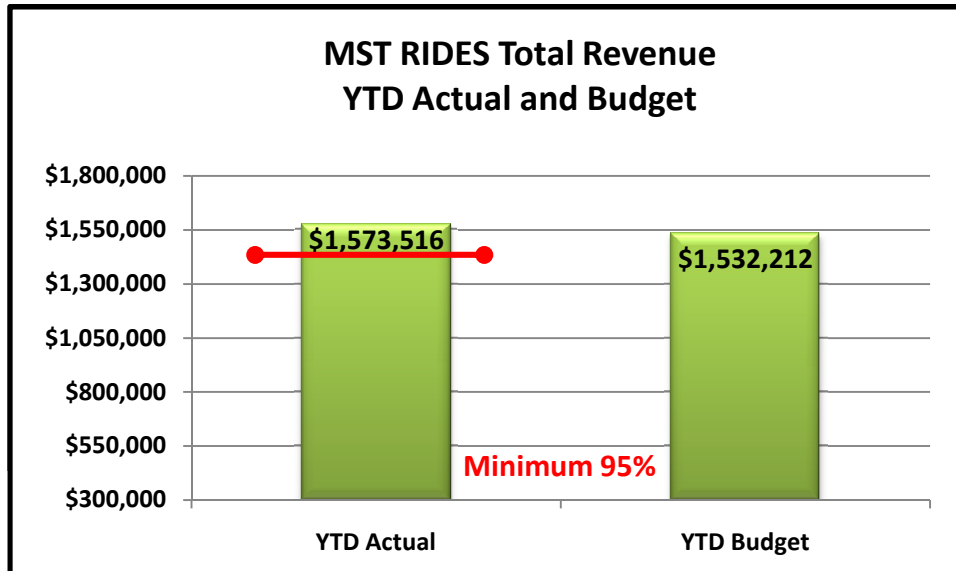


MST RIDES

Financial Performance Comparative Statistics

Month of October

Fiscal Year 2018



November 28, 2017

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

From: Robert Weber, Chief Operating Officer

Cc: MST Board of Directors

Subject: **Transportation Department Monthly Report – October 2017**

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership increased by 10.29% in October 2017, (415,942), as compared to October 2016, (377,134). For the Fiscal year – passenger boardings have increased by 0.63% as compared to last Fiscal year.

Productivity increased from October of last year (15.6) to 16.8 passengers per hour in October of this year.

Supplemental / Special Services:

October 1: In support of the annual Salinas International Airshow, MST deployed supplemental services to transport attendees to / from the event. The service transported 503 passengers during the one day event.

System Wide Statistics:

- Ridership: 415,942
- Vehicle Revenue Hours: 24,649
- Vehicle Revenue Miles: 402,281
- System Productivity: 16.8 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 34,548

Time Point Adherence: Of 137,835 total time-point crossings sampled for the month of October, the Transit Master™ system recorded 19,798 delayed arrivals to MST's published time-points system-wide. This denotes that **85.64%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus ~ On Time Compliance Chart FY 2017 - 2018.*)

Note: Service arriving later than **5** minutes beyond the published time point is considered late. The on-time compliance chart, (attached), reflects system wide “on-time performance” as a percentage to the total number of reported time-point crossings.

Cancelled Trips: As listed below, there were a total of twenty (20) cancelled trips for the month of October for both directly operated and contracted services:

Total Trips Provided: 35,548			
Category	MST	MV	%
Employee Error	0	1	5.00%
Mechanical Failure	7	2	45.00%
Staffing Shortage	7	0	35.00%
Unknown ¹	1	2	15.00%
Totals	15	5	100.00%

¹ Insufficient information.

Documented Occurrences: MST Coach Operators are required to complete an occurrence report for any unusual incident that occurs during their work day. The information provided within these reports is used to identify trends, which often drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for the month(s) of October 2016 and 2017:

Occurrence Type	October-16	October-17
Collision: MST Involved	7	7
Employee Injury	0	1
Medical Emergency	0	0
Object Hits Coach	2	3
Passenger Conflict	7	4
Passenger Fall	5	3
Passenger Injury	1	0
Other	2	3
Near Miss	0	0
Fuel / fluid Spill	2	0
Unreported Damage	1	1
Totals	27	26

CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of October there were 12,296 passenger boardings. This denotes a 19.37% increase in passenger boardings from October of 2016, (10,301). For the Fiscal year – passenger boardings have increased by 9.62% as compared to last Fiscal year.

- Productivity for October of this year was at 1.93 passengers per hour, increasing from October of 2016, (1.81).
- For the month of October, 84.51% of all scheduled trips for the MST RIDES program arrived on time, decreasing from 90.15 % in October of 2016.

COMMUNICATIONS CENTER:

In October, MST's Communications Center summoned public safety agencies on twelve (12) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident / Other	10
EMS	Passenger / Employee Illness / Injury	2

Robert Weber

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To: Carl Sedoryk, General Manager/CEO

From: Robert Weber, Chief Operating Officer

Subject: Monthly Maintenance Operations Report: **October 2017**

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

FY18 Fuel Budget:	Average Fuel Price October 2018:	Average Fuel Price: FY2018
Diesel: \$3.10	\$2.35	\$2.24
Gasoline: \$3.20	\$2.74	\$2.60

Fiscal Year:	Revenue Fleet: Operating Cost Per Mile:	Revenue Fleet: *Miles Between Major Mechanical Road Calls:
October: 2018	\$0.96	35,402
YTD: FY 2018	\$0.89	21,799
FY 2017	\$0.89	18,733
FY 2016	\$0.93	19,862

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

Department Activities/Comments:

The MST revenue fleet travelled 35,402 miles between major mechanical road calls during the month of October. The total number of road-call incidents was 11, with 10 for major mechanical failures ¹ and 1 for other mechanical ² issues. The highest number of major mechanical road calls (30%) was attributed to electrical system failures. Fiscal year to date, average miles traveled between major mechanical road calls has increased by 11.13% from the same period last year.

In October recruitment efforts continued to hire; three Maintenance Technicians and one Utilities Service Worker.

¹ These are failures of a mechanical element of the revenue vehicle that prevents the vehicle from completing a scheduled revenue trip or from starting the next scheduled revenue trip because actual movement is limited or because of safety concerns.

² These are failures of some other mechanical element of the revenue vehicle that, because of local agency policy, prevents the revenue vehicle from completing a scheduled revenue trip or from starting the next scheduled revenue trip even though the vehicle is physically able to continue in revenue service.

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Date: October 1, 2017

To: C. Sedoryk, General Manager/CEO

From: Hunter Harvath, Assistant General Manager – Finance & Administration; Andrea Williams, General Accounting & Budget Manager; Mark Eccles, Director of Information Technology; Kelly Halcon, Director of Human Resources/Risk Management; Lisa Rheinheimer, Director of Planning and Marketing; Zöe Shoats, Marketing Manager; Sonia Wills, Customer Service Supervisor.

Subject: **Administration Department** Monthly Report –October 2017

The following significant events occurred in Administration work groups for the month of October 2017:

Human Resources – October 2017

A total employment level for October 2017 is summarized as follows:

Positions	Budget FY18	Actual	Difference
Coach Operators F/T	148	140	-8
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	1	0	-1
Operations Staff	33	28	-5
Maintenance & Facilities	54	49	-5
Administrative (Interns 1 PT)	30	31	1
Total	266	248	-18

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

October Worker's Compensation Costs	
<i>Indemnity (paid to employees)</i>	\$7,738.72
<i>Other (includes Legal)</i>	\$8,400.50
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$10,563.15
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$8,939.66
Total Expenses	\$40,642.03
Reserves	\$1,850,135.88
Excess Reserved	(\$1,142,922.15)

# Ending Open Claims	37
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Training

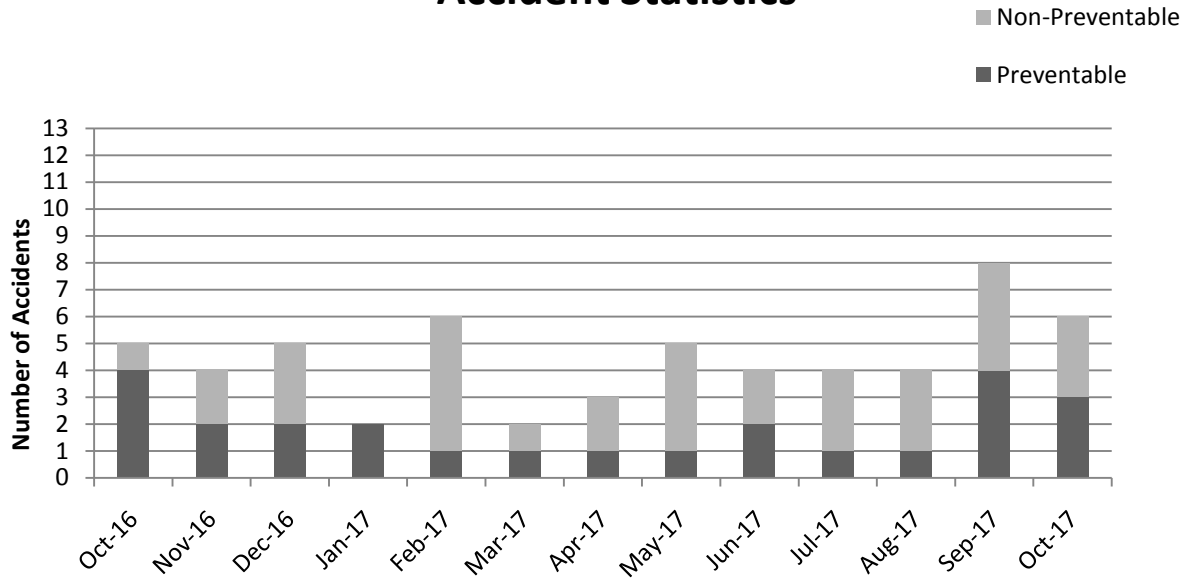
Description	Attendees
Annual Coach Operator Verification of Transit Training	21
In Service Training Report: Situational Awareness & Maintaining Sufficient Clearance	18
Post Accident/Incident Re-training	1
Alliance Career Training Solutions: Access Level 1	1
Electric Trolley Procedures	2
Alliance Career Training Solutions: Excel Level 2	1
American Heart Association: Heartsaver CPR AED	1
SamTrans: Diesel Engine Tune up and Troubleshooting	1
Designated Lead Mechanic Standard Operating Procedures Review	1

Risk Management

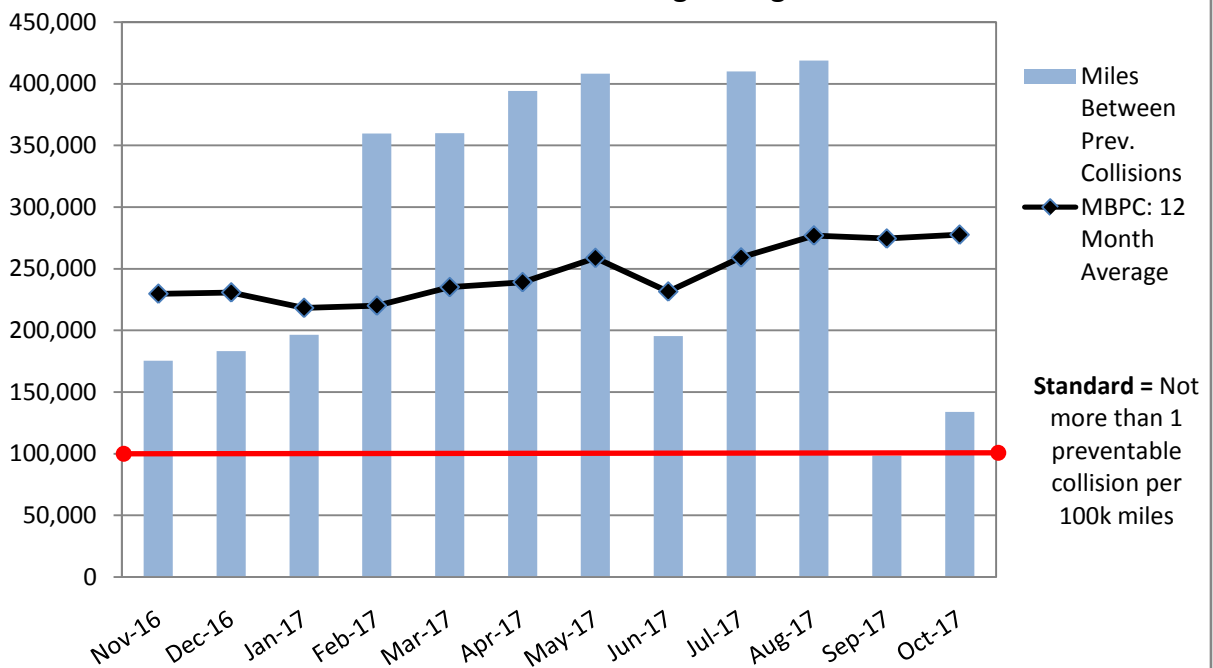
Description	October 2017 Preventable		October 2016 Preventable	
	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	0	3	0	1
MST bus hit stationary object	3	0	4	0
TOTAL	3	3	4	1

During the month of October there were three minor occurrences of a bus making contact with a stationary object.

Accident Statistics



Monthly Miles Between Preventable Collisions (MBPC) with 12 Month Rolling Average



Customer Service Update – October 2017

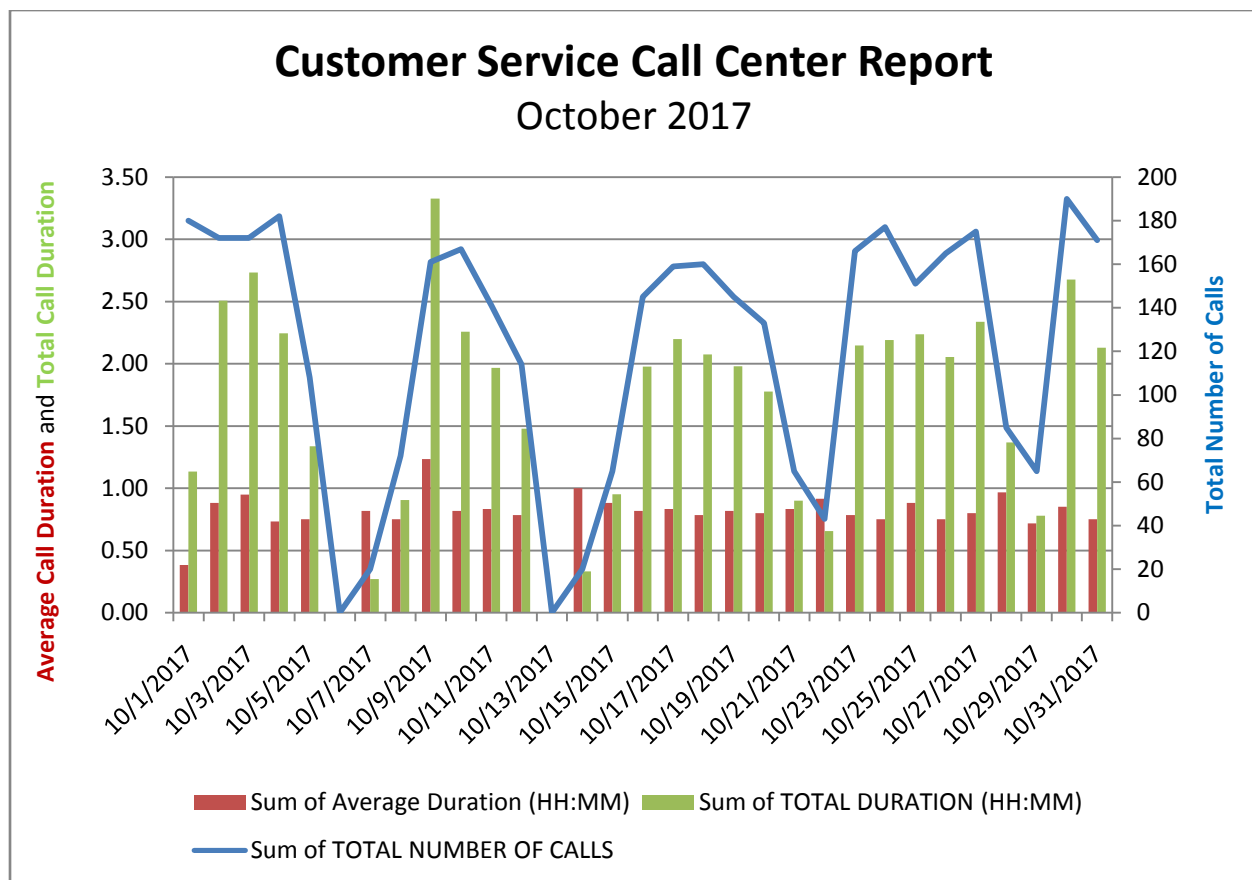
Service Report Type	MST	*Other Provider	# of valid reports	% of reports received	October '16	% of reports received
Improper Driving	10	0	3	12.3%	10	10.2%
Request To Add Service	1	0	1	1.2%	3	3.1%
Request To Reduce Service	0	1	1*	1.2%	0	0.0%
Passed By	11	0	4	13.6%	14	14.3%
Improper Employee Conduct	8	3	1/2*	13.6%	17	17.4%
Bus Stop Amenities	3	1		4.9%	0	0.0%
Late Arrival	3	3	3*	7.4%	6	6.2%
Fare / Transfer Dispute	1	1		2.5%	2	2.1%
No Show	5	0	2	6.2%	7	7.2%
Late Departure	2	0	1	2.5%	0	0.0%
ADA Compliance	0	0		0.0%	0	0.0%
Service Other	2	3	1/2*	6.2%	20	20.4%
Passenger Conduct	0	0		0.0%	2	2.1%
Early Departure	6	2	2/1*	9.9%	5	5.1%
Passenger Injury	2	1	2/1*	3.7%	0	0.0%
Off Route	1	0	1	1.2%	0	0.0%
Employee Other	3	0		3.7%	4	4.1%
Unsafe Conditions	1	0	1	1.2%	0	0.0%
Vehicle Maintenance	0	0		0.0%	0	0.0%
Carried By	0	0		0.0%	0	0.0%
Inaccurate Public Information	0	1		1.2%	6	6.2%
Agency Policy	0	0		0.0%	0	0.0%
Routing	1	0	1	1.2%	0	0.0%
Service Schedule	3	1	2/1*	4.9%	2	2.1%
Taxi	0	1	1*	1.2%	0	0.0%
Total Complaints	63	18		100.00%	98	100.0% ⁺
Employee Compliment	3				1	
Service Compliment	1					

* Due to rounding, percentages shown may not add up precisely to 100%.

*Operated by MV or taxi provider

Customer Service Call Center Report:

During the month of October 2017, MST received a total of 3,769 calls which lasted a total of 50 hours and 56 minutes. AT&T had a server malfunction that caused their system to crash and unfortunately, they were unable to restore call center data for October 6 and 13. The average call duration was forty-nine (49) seconds. MST received the most number of calls on Monday, October 30 at 190. Of the total number of calls, 1,306 were routed to RealTime bus arrival information. Call volume was heaviest during the weekdays and lightest during the weekends, although average call duration spikes on the weekends due to the fact that there are no customer service representatives on duty. Rather, customers are attempting to get information from MST's pre-recorded automated system, which appears to take more time.



Finance Update – October 2017

General Accounting/Accounts Payable

During the month of October, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. In addition, staff began preparing and submitted the required annual reporting

to the National Transit Database which aids in the appropriation of FTA formula funds to transit agencies.

Payroll

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

Grants

During the month of October, staff assisted with the annual report for National Transit Database and participated in workshops for 5310 and SB1 funding. The monthly invoice to Caltrans for reimbursement on TDA Construction activities was prepared and submitted. Update meetings with internal staff were ongoing to address the status of various grants. Local, state and federal quarterly reports were submitted by the end of the month.

Purchasing

During the month of October staff worked on a number of procurement and inventory management objectives. Parts staff worked diligently placing orders and managing inventory levels at both CJW and JLW locations. Our inventory value has been on a steady decrease. The space constraints of JLW and the new buses added to the fleet in 2016 have created a downward pressure on our inventory value. Staff has also been working on large projects such as the Design and Build procurement of our future South County Maintenance Facility located in King City.

Information Technology Update –October 2017

Staff worked with Operations and Maintenance Department personnel in monitoring the Intelligence Transportation Systems (ITS) equipment installed on the vehicles. These include the hardware and software for the Trapeze Group Automatic Vehicle Location system on the fixed route and Paratransit fleets.

Staff liaised with Trapeze Software Group in the implementation of the Fixed-Route Interactive Voice Response (IVR) and Short Messaging System (SMS) systems. Staff monitored the Fixed Route RealTime bus arrival system data.

Staff monitored the Trapeze Group Enterprise Asset Management (EAM) vehicle maintenance system. Staff continued to support the users of the Serenic Navision accounting/payroll system. Staff monitored the functionality of the customer service database. Staff monitored and configured the WiFi systems installed on 15 buses used on the commuter routes.

Staff worked with Giro and MST staff in the ongoing implementation of the latest modules in the Hastus system.

Staff liaised with the County of Monterey Information Technology Department

and Trapeze Group regarding the maintenance of the radio/data communications in the MST service area. Staff monitored and configured the AT&T-managed Voice Over Internet Protocol (VOIP) telephone system. Staff continued to support other MST staff members as needed, proactively ensuring that all were supported fully with their IT requirements.

Marketing Update – October 2017

RealTime Usage:

2017	Text	Phone	App Sessions	App Users
August	3,959	1,332	70,282	4,552
September	5,297	1,379	99,289	4,919
October	6,168	1,306	112,114	5,381

Published news stories include: “Lack of activity worse than obesity, study shows” (The Californian, 10/5/17); “South County poorly represented on Bike and Pedestrian Committee” (The Californian, 10/12/17); “Full Lapis Road parking ban vote set for next week” (Monterey County Herald, 10/17/17); “SQUIDFRY: Park n Fight” (Monterey County Weekly, 10/19/17); “Monterey County Jail job fair connects inmates to outside opportunities” (Monterey County Herald, 10/19/17); “Quick Bites: Pizza rebirth, HalloWINE fire benefit, Taste of P.G.” (Monterey County Weekly, 10/24/17).

Press releases sent include: “MST’s Line 22 Big Sur resumes operation of full route with Pfeiffer Canyon Bridge opening” (10/10/17).

Marketing activities: Ordered wall photos for administration building conference room and board closed session room; reorganized wall art, to include historical photos, at the Bus Stop Shop in Monterey; continued work creating bus exterior design to include paint scheme and all graphic elements for two new all-electric buses arriving in 2018; organized re-wrap of MST’s community outreach vehicle with vendor; made updates to Line 22 Big Sur brochure after Pfeiffer Canyon Bridge re-opening; decorated customer service locations for Halloween; dropped off brochures to Monterey Visitors’ Center; began work on 2017 annual report; created signage and collateral material for bus service for CalACT conference attendees; began creation of signage for free parking permits at MST-owned property located at 8th & Gigling, in Monterey County; compiled ridership and pass sales data for November Board of Directors marketing committee meeting campaign topics; updated online employment application form on website; staff managed MST’s website content, Facebook page, Twitter account, and Instagram page.

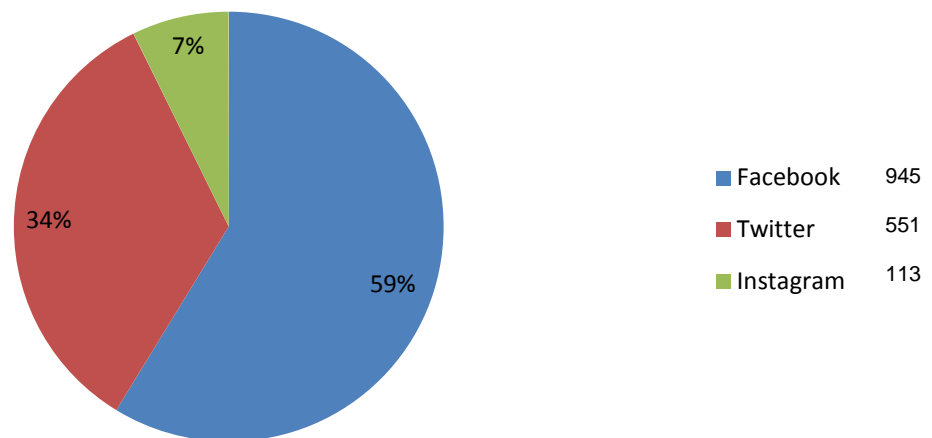
Community outreach: Staffed information booth at Employee Health & Wellness Fair in Salinas; staffed information booth at Monterey County Jail Resource Fair in Salinas;

staffed information booth at Marina Senior Center; staffed information booth at Chamber Community Resource Fair in King City; staffed information booth at Ciclovía in Salinas; staffed informational booth at the 5th Annual Veteran Appreciation Job Fair; staffed a radio station pop-up booth at Cesar Chavez Library with Tricolor to promote 'Ride the 40s on Us'; staffed informational booth at the Annual Bi-National Health Fair in Salinas; staffed information booth at Goodwill in Salinas; staffed informational booth at Salvation Army in Sand City; attended Monterey Peninsula Chamber of Commerce Business Expo to promote Group Discount program among local employers.

Presentations: Parents from La Paz Middle School in Salinas; seniors from Del Meza in Monterey.

Collaboratives, meetings, and committees: Attended the Alisal Vibrancy Plan Vision community meeting; attended ACOMI collaboration meeting in Salinas; attended SCORE collaboration meeting in Camphora.

Social Fans



Overview by Social Media Platform:

Twitter



Facebook



Instagram



Notes: On Twitter, "following" someone means that you will see their tweets (Twitter updates) in your personal timeline. Twitter lets you see who you follow and also who is following you. Followers are people who receive other people's Twitter updates.

A Facebook "fan" is a user who likes a particular Facebook page. Users who "like" a page are able to receive updates from that page's administrator through status updates, posted content, and event invitations. A list of pages a fan has liked will appear on his or her profile page.

"Engagement" is the sum of likes and comments received by all posts.

"Traffic" is the total number of clicks on all the links posted.

Planning Update – October 2017

During the month of October, staff continued to monitor the revenues and expenses for the military partnerships and visited the Presidio approximately one day each week to assist with the program. Revenues received from the federal transit benefit have stabilized and increased during recent months so that revenues are matching expenses and have fully made up for previous losses. Staff has been actively advocating for this program during its Congressional visits to ensure that it continues in case a comprehensive tax reform bill is passed that could reduce or eliminate a number of tax breaks and benefits. As such, staff will continue discussions with the Presidio to reevaluate the program with some expansions possible for the future. Staff also worked with the Presidio on identifying locations for new bus stop shelters, which have been delivered from the supplier. The Presidio staff was waiting until after the beginning of the federal fiscal year (October 1, 2017) to do the required site work to allow installation of the shelters.

In October, staff continued a bi-weekly check-in meeting with the consultant and Santa Cruz METRO for the Bus Operations on Highway 1 Shoulders and the Monterey Branch Line Feasibility Study. Staff conducted an internal planning effort to identify alternative routes along the Highway 1 corridor and forwarded the information to the consultant for consideration during the cost-benefit analysis.

Staff continued planning efforts in support of California Environmental Quality Act (CEQA) environmental analysis for the South County Operations and Maintenance Facility. An administrative draft National Environmental Policy Act and California Environmental Quality Act document was submitted to the US Department of Agriculture, Federal Transit Administration, and City of King City for review and comment in August. Multiple comments have been received from USDA and FTA which we have incorporated into the NEPA documentation. The environmental document submitted was under the category of Categorical Exclusion/Exemption.

Throughout the month, staff continued participating in meetings with various local agencies, including the Transportation Agency for Monterey County, Association of Monterey Bay Area Governments, Salinas Valley Chamber of Commerce Government Relations Committee, Monterey County Business Council, and the Fort Ord Reuse Authority. Staff also attended the County's IMC Strategy Maps Launch where transportation serves a critical role in the health and prosperity of our residents.

REPORT

Thomas Walters & Associates, Inc.



November 28, 2017

Monterey-Salinas Transit Legislative Update

To: Carl Sedoryk

From: Don Gilchrest

SUMMARY

2017 Federal actions to date of significance to Monterey-Salinas Transit include the following:

- Congress enacted legislation on May 5 to provide fiscal year 2017 appropriations, allowing FTA to do a full-year apportionment of MST's Federal formula funds.
- The second year of the Fixing America's Surface Transportation Act was implemented, providing the authorization for FTA formula and discretionary grant programs.
- President Trump submitted his first full Budget Proposal to Congress on May 23. Although some DOT programs were proposed for significant reductions, FTA's transit formula programs were kept intact.
- A Continuing Resolution was enacted on September 8 to fund the Federal government through December 8, 2017. Congressional leaders and President Trump are currently attempting to negotiate a year-end funding deal.
- The Federal debt ceiling was extended through December 8, temporarily avoiding economic disruption.

- Numerous meetings and hearings have been held to lay the groundwork for a Federal Infrastructure Initiative, but most work on this issue remains to be done next year.

This year may be characterized as one of the most chaotic in recent memory for both a new Administration and a new Congress. Plagued from the start by the variety and number of both external and internal distractions, President Trump's Administration has been slow to come up to speed, and productive interactions with the various Federal agencies are made difficult by the relative dearth of confirmed personnel at the decision-making level. The aura of disarray has similarly affected Capitol Hill, where, despite retaining both Houses of Congress and with a member of their party now in the White House, Congressional Republican leaders have had difficulty in moving forward with their legislative priorities, most prominently displayed by the turmoil surrounding efforts to repeal and replace the Affordable Care Act and the lack of progress on funding legislation for Fiscal Year 2018.

Within this context, we have worked to aggressively advocate MST's Federal agenda and priorities. We lobbied these issues with Congressional members, staff and Administration representatives. MST Board Chair Barrera, Vice Chair LeBarre, and MST Staff met with Congressman Panetta and his staff during the spring APTA Washington, DC, Legislative Conference. This meeting provided Board Members the opportunity to brief the Congressman on your Federal legislative agenda and discuss pending issues before Congress, including the budget and the infrastructure plan. We also arranged and attended meetings for MST staff to advocate your Federal agenda throughout the year, including coordination with the California Transit Association and APTA.

Current Federal funding authority will expire on December 8, so the final month of 2017 is likely to be jammed with disputes over Federal spending. Health care, immigration, tax reform and national security issues potentially will provide additional opportunities for impasse.

LEGISLATIVE UPDATE

The following Legislative Update provides additional information on 2017 issues and programs related to your Federal Legislative Agenda and what we can expect as we move into 2018.

2017 LEGISLATIVE ACTIVITY

FY 2017 Funding

One of the after-effects of President Trump's victory in the November 2016 elections was the decision to defer the completion of the FY 2017 appropriations process until he was inaugurated and the 115th Congress was in place. With Republicans main-

taining control of both the House and Senate, a Continuing Resolution was passed in the December 2016 Lane Duck session keeping Federal agencies and programs operational at existing levels through April 28, 2017, in order to give the new Administration the opportunity to provide input into final funding levels. The FY 2017 Consolidated Appropriations Act was eventually approved at the beginning of May, and provided full funding of \$9.734 billion for transit formula programs, as authorized by the FAST Act. The omnibus bill provided \$2.413 billion for the capital investment grants program, compared to the \$1.7 billion proposed by President Trump, and funded TIGER Grants at \$500 million, rather than zeroing the program out as proposed by the Administration. MST advocated for enactment of full-year appropriations legislation to obtain the funding increases authorized in the FAST Act, since the alternative of a further continuing resolution would have simply extended current-year funding levels.

FY 2018

President Trump submitted a very broad overview of his FY 2018 Budget Proposal to Congress on March 16, and the full Budget Proposal was not released until May 23. It is common for new Administrations to delay their initial budget proposal beyond the traditional February release date, but this year's delays were unusual even by that standard.

The President's FY 2018 budget proposals included a \$54 billion increase in defense spending and a corresponding cut of \$54 billion in nondefense programs. The potential impacts on DOT included elimination of the TIGER Grant program and a gradual phase-out of spending for rail and bus rapid transit "New Starts" through FTA's Capital Investment Program. FTA's transit formula programs, which are funded out of the Highway Trust Fund, were kept intact.

As the October 1 start of the new Federal fiscal year neared, it became clear that none of the twelve annual appropriations bills to fund the Federal government in FY 2018 would be enacted. Soon after returning from the August Recess, President Trump and Congress agreed on a plan to provide \$15 billion in emergency disaster response, and fund the government and suspend the debt ceiling through December 8. This "Continuing Resolution" allows lawmakers more time to work on a full fiscal 2018 spending measure and avoided a partial government shutdown.

The three-month extension only put off the decisions that now must be resolved by the end of the year. Some of the issues complicating these negotiations include disputes over funding the border wall, extending or amending the Deferred Action for Childhood Arrivals Program, whether to attach spending cuts to a longer debt ceiling extension, and how much money to spend on defense and domestic programs. In addition, Congress is looking at various steps that could be taken on health care, including possible market stabilization and/or repeal of the Affordable Care Act's insurance mandate.

Transportation Funding

Although partisan issues have prevented enactment of any of the twelve annual appropriations bills so far, the House was able to move the process forward in September by packaging together an omnibus appropriations measure. This measure included the *FY 2018 Transportation, Housing and Urban Agencies Appropriations Act (THUD)* that was reported by the House Appropriations Committee in July, and provides funding for FTA's Transit Formula programs at the \$9.733 billion level authorized by the FAST Act.

The President's FY 2018 Budget proposed to reduce funding for New Starts/Capital Investment Grants by half, from \$2.3 billion to \$1.2 billion. The House bill includes \$1.753 billion, but up to \$400 million of that total would be directed towards the Gateway Program of passenger rail infrastructure projects in New Jersey and New York. The potential reduction in funding for New Starts/Capital Investment Grants could impact MST's future participation in the program. During MST staff advocacy meetings in Washington, DC, we have successfully urged our local Delegation to contact the Appropriations Committees urging that the program be fully funded.

The Senate THUD bill, reported by the Appropriations Committee on July 17, would also fully fund the Transit Formula Programs and would provide \$2.133 billion for New Starts. Further action on transportation appropriations was put off until a larger funding agreement can be reached.

Infrastructure Initiative

We maintained close contact with the Congressional Committees of jurisdiction as they began consideration of President Trump's proposal to invest \$1 trillion over ten years to address the country's aging infrastructure. Both the House Transportation and Infrastructure and Senate Environment and Public Works Committees held a series of hearings to explore and develop potential alternatives for the plan, pending receipt from the Administration of a specific proposal or proposals.

When President Trump released his FY 2018 Budget Request, it included a \$200 billion proposal for new Federal spending for the Infrastructure Initiative, with the proposal continuing to emphasize targeted Federal investments to incentivize non-Federal resources. The proposal was light on details, but broad principles were included in a fact sheet that accompanied the budget proposal. The fact sheet does offer insight into the types of activities to be included, and we provided it to MST staff for analysis. There is a particular emphasis on using targeted Federal investments to incentivize non-Federal resources – including the private sector – and encourage local self-help efforts.

MST has emphasized the importance of direct Federal spending on transit projects, since the private investment envisioned by the Trump proposal would have limited application for public transportation in Monterey County. Senators Feinstein and Harris, Congressman Panetta, and key committee staff in Congress all continue to express support for direct Federal funding, and have found information about specific programs and projects to be helpful. This would be very important for MST if additional funding is added to FTA's existing formula programs, the bus and bus facilities grant program, or the new starts program.

Throughout the year, it became increasingly apparent that the success of the Infrastructure Initiative will be dependent on development of a funding stream. The lack of any further progress on this aspect of the Plan ensures that this will be an issue that carries over into 2018.

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, and increased the formula take-down for the Small Transit Intensive Cities program, which gives funding to agencies that are providing disproportionately higher levels of service. MST staff have advocated in coordination with CTA and APTA for full implementation of the FAST Act programs and funding levels to provide maximum opportunities for improving public transportation.

Tax Reform

Throughout the year, we closely monitored tax reform proposals for any impacts on MST. Specific areas that MST staff have lobbied include the potential for an increase in the motor fuels taxes that go into the Highway Trust Fund, protecting tax deductions such as the transit commuter benefit, and renewable fuels tax credits that could benefit MST's future operation of electric buses.

President Trump and Republican Congressional Leaders released a Tax Reform Framework in late September that proposed major reductions in both Corporate and Individual income tax rates, partially offset by eliminating many deductions. The adoption of the FY 2018 Budget Resolution on October 26 set up the process for the House and the Senate to use a budget reconciliation bill to enact tax reform using expedited legislative procedures similar to those attempted regarding health care. For example, in the Senate, a simple majority will be needed for passage, instead of the sixty votes usually needed to bring legislation to the floor.

H.R. 1, the *Tax Cuts and Jobs Act*, was approved by the full House on November 16. As passed, it would allow deduction of State and local property taxes (SALT) up to

\$10,000, but would eliminate the itemized deduction for State and local income taxes. While H.R. 1 mostly leaves intact the deductibility of interest earned on municipal bonds, it would eliminate tax benefits for Private Activity Bonds (PABs), which are a tool used for some Public-Private Partnerships for transportation projects. The Senate Finance Committee has also approved a draft tax restructuring bill that eliminate the itemized deduction for SALT, but does not impacts PABs. Both the House and Senate versions would eliminate the tax deductibility of transportation fringe benefits provided to employees. Neither bill includes provisions to shore up the Highway Trust Fund or increase tax incentives for renewable/alternative energy.

Although the Senate bill is similar in scope to the House bill, it is very different on the details. President Trump continues to press for a final bill by the end of the year, but the complicated nature of this issue could mean that it will carry over into 2018.

Trump Transition

So far, only six out of a possible 16 Trump appointees to the Department of Transportation have been confirmed by the Senate, with the most recent, Under Secretary of Transportation for Policy Derek Kan, being confirmed on November 13. The Administration has not yet sent a nominee for FTA Administrator to the Senate, and the nominees for Federal Highways Administrator and Federal Railroads Administrator are pending and have not been scheduled for a vote.

The causes of these delays include a lack of planning for the transition by the Trump campaign and a high level of partisan discord in the Senate. The direction that DOT takes throughout the rest of the Trump Administration will be significantly impacted by the officials who are eventually named to these key positions. The lack of progress has also had impacts on development of key policy areas, including the Infrastructure Initiative.

Regulatory Review

Throughout this year, the new Administration and Congress have stressed the elimination of unnecessary and burdensome regulations as a way to increase government effectiveness and promote economic growth. In February, President Trump signed an executive order aimed at repealing or simplifying excessive federal regulations. The Enforcing the Regulatory Reform Agenda Executive Order created a task force and regulatory reform officer at each federal agency charged with reviewing all regulations and identifying costly and unnecessary regulations. DOT initiated a regulatory review in May that is intended to target regulations that impede job growth, impose costs greater than their benefit or are simply outdated or ineffective. This was in addition to an executive order previously signed by the President requiring agencies to repeal two rules for every new rule they issue, and

another imposing a freeze on and review of the rules that the previous administration had finalized, but that had not yet taken effect.

PEPRA Impacts

We continued to work this year in coordination with the California Transit Association to seek review of the legislation that requires the Department of Labor to approve FTA grants before they can be released to recipients. In the past, objections filed by unions to FTA grants in California because of the Public Employees' Pension Reform Act (PEPRA) held up MST grants and threatened service reductions and employee layoffs. As part of this effort, we arranged meetings in Washington, DC, so that MST staff could brief Congressional offices and committee staff for their oversight responsibilities on this issue, including updates about the Federal District Court ruling in favor of MST.

Debt Ceiling

Over the summer, Treasury Secretary Mnuchin called on Congress to raise the Federal debt ceiling by September in order to prevent default on Federal financial obligations. This issue has the potential for extension economic disruption, as well as the specter of a government shut-down. The Trump Administration was pushing for a "clean" debt ceiling increase, but many Congressional Republicans supported attaching spending cuts to the measure. The bipartisan agreement reached in late September to provide short-term Federal funding through a Continuing Resolution also included a provision to extend the debt ceiling through December 8, thus ensuring that the issue will be part of the end-of-year negotiations over the budget.

2018 OUTLOOK

Infrastructure

The President's proposed Infrastructure Initiative was side-tracked this year by the lack of a defined funding mechanism and the crowded legislative calendar of bills, including health care, appropriations and tax restructuring legislation. Because of the high-profile nature of this issue, it is likely that attempts to restart the Initiative will take place in 2018. MST's advocacy on this topic continues to stress the importance of new direct Federal spending, instead of solely relying on public-private partnerships or tax incentives. A glimmer of hope on funding occurred in October when the Director of the White House National Economic Council urged Republican House members to consider increasing the Federal tax on motor fuels.

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 debate expected next year could provide an opportunity to modify or add to the Trust Fund.

FAST Act Implementation

Protecting FAST Act funding levels will ensure that these programs 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.

Tax Reform

This issue could easily carry over into 2018 due to the complicated nature of the legislation under consideration and the close partisan divides that exist in Congress. 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: Receive State Legislative Update

Staff worked with the California Transit Association Legislative subcommittee to develop policy goals and objectives for the association. Association advocacy effort objectives of our are aimed at:

- Ensuring that existing transit funds are protected.
- Securing new funds for transit.
- Pursuing laws and regulations supporting transit and defeating those impeding transit's ability to meet the public's mobility needs.
- Using public and private partnerships to successfully influence favorable policy outcomes.
- Enhancing public awareness of transit and its daily positive impact on the lives of all Californians.

The following summarizes the highest priority policy goals the California Transit Association will pursue in 2018, including sponsored legislation:.

- **Protect Existing State Transit Funds:** Pursue strategies to protect existing funding sources including new SB 1 (Beall and Frazier) [Chapter 5, Statutes of 2017] funding, TDA, PTA, and Cap and Trade revenues for transit, from being eliminated, terminated, shifted or otherwise used for non-transit purposes, without specific repayment terms, and restore or obtain repayment of all previous loans or shifts of transit funds
- **Cap and Trade Funding:** Pursue additional dedicated funding from the Greenhouse Gas Reduction Fund (GGRF), secure policy changes to the Affordable Housing and Sustainable Communities Program, and ensure continued funding from the GGRF for low and zero-emission bus deployment.

- **Transit Electrification:** Oppose any zero-emission bus (ZEB) purchase mandate that would place undue burden on transit agencies. Work with the Association's ZEB Task Force and our ZEB leadership team to develop and advocate for the adoption of a regulatory or legislative framework that supports transit electrification by providing transit agencies with flexibility and additional funding. Continue to monitor the California Public Utilities Commission's proceedings on transportation electrification and pursue, as necessary legislation related to the procurement of electricity by transit systems.
- **Three-Position Bike Racks:** Pursue legislation to amend existing law related to the use of bike racks on 60- foot articulated buses to accommodate the use of three-position bike racks.
- **Transit-Only Lane Enforcement (TOLE) Expansion:** Work with interested transit agencies to discuss expanding the use of cameras for the enforcement of parking violations within or at transit facilities and explore a legislative solution for the expanded authorization.
- **AB 1113 (Bloom) [Chapter 86, Statutes of 2017] Implementation:** Ensure the successful implementation of the State Transit Assistance program.
- **Bus on Shoulder Expansion:** Support Association members as they define and seek an expansion of the existing, very limited bus on shoulder statutory authorization granted to Monterey-Salinas Transit District and Santa Cruz Metropolitan Transit District by AB 946 (Stone) [Chapter 426, Statutes of 2013].

Submitted by _____



November 27, 2017

To: Carl Sedoryk

From: Hunter Harvath, AICP – Assistant General Manager

Subject: TRIP REPORT – October 2017

From October 7th through October 11th, I traveled to Atlanta, GA to participate in the American Public Transportation Association's 2017 Annual Meeting and EXPO. As the EXPO occurs once every three years, I spent much of my time on the convention center floor visiting many of the over 600 vendors that were displaying their products, vehicles and services. In addition to the EXPO, I attended several committee meetings and learning sessions, including:

- APTA Legislative Committee
- APTA Small Operators Committee
- APTA Bus & Paratransit CEO's Committee
- Integrated and Innovative Mobility Management
- Innovations in Planning and Implementing Transit Oriented Development
- US Department of Transportation Secretary Elaine L. Chao – Keynote Speaker

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Hunter Harvath

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October 17, 2017

To: Carl Sedoryk, General Manager - CEO

From: Robert Weber, Chief Operating Officer

Subject: TRIP REPORT – October 2017

From October 7th through 11th, I traveled to Atlanta Georgia to attend the annual APTA Conference & Expo. While at the conference I attended several break-out sessions and other events relevant to public transit operations, mobility, and administration which included;

Technical Tour: MARTA Integrated Operations Center & Emergency Operations Center: *On site tour of MARTA's new state-of-the-art Operations Center and EOC, which includes centralized dispatch & control of Train; Fixed Route Bus, Paratransit, and Transit police operations.*

Bus Operations Committee Meeting: *Topics Included: Operator Assault, APTA peer review program, and the industry-wide technical skills deficit in maintenance operations.*

Mobility Management Committee Meeting: *Topics included: Leveraging technology, FTA initiatives to integrate Transportation Network Companies into the public transportation matrix and the new FTA automation "sandbox".*

Operations Control Center: Technical Forum: *Discussion of the use of new and emerging technologies in public transit control centers to include; artificial intelligence, augmented reality, and drone technologies.*

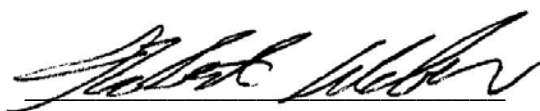
Transit System Overhauls: Break Out Session: *Case studies reviewed three transit systems that completely overhauled the service schedules and routes to improve; ridership, frequency, productivity, and on time performance.*

Resilience in a Time of Uncertainty, Managing Emergencies: Break out Session: *Discussions included; continuity of operations planning, transit emergency operations centers, recovery planning, and other initiatives to improve the public transit industry's resilience in times of disaster.*

Leading the Way: Small Operations Best Practices and Innovative Solutions: Break out Session: *Discussions included; transit fleet electrification, distance education and learning management systems for transit maintenance technicians.*

Integrated and Innovative Mobility Management: Break out Session: *King County Metro, Jacksonville Transportation Authority, and the International Association of Public Transit provided examples of integrated mobility initiatives that have been implemented within the U.S. and Europe.*

Closing General Session: A Conversation with USDOT Secretary Elaine L. Chao: *Secretary Chao discussed America's aging infrastructure, which is failing to keep pace with the advancement in technology, and the Federal Government's investment over the next ten years to re-build the nation's infrastructure, (to include public transportation). Also discussed was the need to utilize emerging technologies in public transportation (I.E. autonomous vehicles, zero emission Vehicles, Etc) and to continue to pursue opportunities to integrate automation and innovation in America's public transportation systems.*

A handwritten signature in black ink, appearing to read "Robert Weber", written over a horizontal line.

Robert Weber



October 18, 2017

To: Robert Weber – Chief Operating Officer (COO)

From: Norman K. Tuitavuki –Deputy COO

Subject: APTA TRIP REPORT – October 2017

I attended the American Public Transportation Association's (APTA) Annual Conference and tri-annual Expo from October 8 – 11, in Atlanta along with MST's Executive Leadership Team (ELT).

Hundreds of public transportation vendors filled the EXPO and offered products and services to assist and improve Operations, Maintenance, and Administrative activities. In addition, the Conference offered many learning opportunities.

The following, highlights some of the APTA Committees and Educational Sessions:

- Bus Operations Committee – discussed bikes and transportation providers – best practices and findings for operating safely, sharing roads and lanes of traffic, creating bike friendly access, and training operators and cyclists to co-exist.
- Bus Technical Maintenance Committee – discussed industry needs and problems, developing workforce and future leaders, technical training opportunities, existing work groups focused on training, and upcoming webinars for members.
- Zero Emissions Bus (ZEB) Deployment Best Practices – discussed operating and maintenance experience from agencies across the nation and in the United Kingdom. AC Transit in Oakland provided an overview of their experience operating hydrogen fuel-cell buses. The panel provided guidance for implementing ZEB technology

The following is a “short list” of vendors and manufacturers I met with to discuss existing MST technology or to learn more about their products or services:

- Gillig Bus – announced they are collaborating with Cummins to begin manufacturing an all-electric ZEB. We are under contract to purchase 25 buses.
- Hanover Signs – we recently switched to this manufacturer of electronic destination signs because of their cost, parts availability, and ease of maintenance.
- ZEF – we recently purchased their “EZ-Steer” component for our upcoming bus build.
- AVAIL – provides CAD/AVL solutions for transit agencies.
- BYD – we are under contract for two all-electric ZEBs with a delivery in February or March 2018.
- Proterra – an American manufacturer of all-electric ZEBs who recently announced their “dual motor” bus, which traveled over 1,000 miles on a single charge.
- Zonar – offers technology for improving vehicle inspection and other related processes.
- I/O Controls – is one of Gillig’s largest technology providers. They will be providing electronic (tablet, smartphone, etc.) based troubleshooting and diagnostics.

This conference allowed me to learn more about available technology, processes, and procedures, and best practices for operating and maintaining MST’s fleet of buses. Additionally, I was able to have in-depth discussions with public transportation vendors and manufacturers to learn about solutions to existing problems and future technologies that may help reduce costs, provide a better riding experience for our customers, and/or improve maintenance practices.


 Norman Tuitavuki



November 1, 2017

To: C. Sedoryk, General Manager/CEO

From: Mark Eccles – Director of Information Technology

Subject: Trip Report – APTA Annual Meeting and Exposition 10/7 - 10/11/17

I traveled to the APTA Annual Meeting and Exposition in Atlanta GA. I attended several sessions as well as exploring the Exposition floor. I was able to evaluate new technological advances that would be useful for enhancing MST operations and maintenance systems. Automatic Passenger Counters (APCs) have been deemed to be an essential tool that will replace the current MST system of using the GFI fare boxes to count passenger boardings. APCs will replace the need for MST operators to manually interact with the fare box to count passengers who have passes or travel on any free service, thus decreasing the possibility of inadvertent mistakes.

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Mark Eccles

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October 31, 2017

To: Carl Sedoryk

From: Lisa Rheinheimer, Director of Planning and Marketing

Subject: TRIP REPORT – October 2017

Between October 7-11, 2017, I attended the American Public Transportation Association's 2017 Annual Conference and EXPO in Atlanta, GA. I spent most of my time exploring the EXPO where hundreds of vendors displayed transit vehicles, products, and services. I was able to ask questions about products and services which MST is exploring for future implementation including mobile ticketing and Automatic Passenger Counters. I attended the general sessions, one of which featured the US Secretary of Transportation Elaine Chao where she spoke about red-tape in environmental compliance, an issue MST faces when using federal monies for projects requiring compliance with the National Environmental Policy Act.

Overall, the APTA conference was very useful in gaining knowledge and understanding of issues facing MST and the transit industry.

I was able to use Atlanta's transit system to travel from and to the Airport, a practice of mine for conferences I attend.

A handwritten signature in blue ink, reading "Lisa Rheinheimer", is written over a horizontal line.

Lisa Rheinheimer

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November 15, 2017

To: Carl Sedoryk

From: Michelle Overmeyer– Grants Analyst

Subject: TRIP REPORT – October 2017

I travelled to San Francisco on October 16, 2017 to attend a full-day pre-summit briefing at the 3rd EVs & the Grid conference. I attended the following sessions:

- Transit Authorities Perspectives and Plans
- Instilling Confidence for Medium-Heavy Weight Fleets
- Electric Bus Depot Charging- Challenges and Possible Solutions
- Electric Vehicles in the Navy
- Infrastructure Planning- Transportation Revolution Meets Smart Cities Meets Grid Planning
- Electrifying Shared Mobility- Opportunities and Challenges
- Induction Charging and Other Concepts for Autonomous Vehicles

MST has a strategic goal to research, implement and promote policies and practices that encourage environmental sustainability and resource conservation. Attending this conference provided me with a broader understanding of opportunities and issues facing the transportation sector as it transitions to electric technology. I can use the information from this conference in future grant applications to help make MST more competitive when applying for limited state and federal grants that fund zero-emission technology.

A handwritten signature in black ink, appearing to read "Michelle M. Overmeyer", is written over a horizontal line.

Michelle M. Overmeyer

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CA: After Hacker Attack, Sacramento Transit District Restores Website and Gets Help From Feds

TONY BIZJAK ON NOV 22, 2017
SOURCE: MCCLATCHY

Nov. 21--Sacramento Regional Transit restored its website Tuesday following a weekend cyberattack and began meeting with federal security experts on ways to reduce the chance of future breaches.

SacRT officials said the agency has recovered 80 percent of the destroyed internal systems data so far via back-up devices, with more retrieval expected in the coming days.

"We don't anticipate losing much of anything," SacRT operations chief Mark Lonergan said.

Federal Department of Homeland Security officials visited SacRT headquarters Tuesday to review the incident and offer analytical and security expertise, Lonergan said. The agency also filed a crime report with the Sacramento Police Department.

A DHS federal spokesman, Scott McConnell, confirmed his agency's involvement, but declined comment, saying DHS' work with local agencies is confidential.

An initial review found that no data was stolen, Lonergan said. Train and bus service was not affected.

However, Betsy Cooper, a national security expert and former DHS attorney, said it typically takes days or weeks of analysis to fully understand the nature of the attack and its impacts, including whether any data was taken.

"I hope it is true that no customer data was accessed," said Cooper, who is head of the UC Berkeley Center for Long-Term Cybersecurity. "But it takes a bit of time to know what the hacker did."

The attack was the first major cyber assault on the transit agency, Lonergan said. He described SacRT's computer systems protection layer as strong, but said the agency intends to improve the system.

"Once fully restored, we intend to go through a deeper forensic look to make sure we didn't miss anything," he said.

Lonergan and other SacRT officials described a dramatic moment Sunday morning when their computer security system alerted officials that large amounts of data were being mysteriously erased.

At about that time, the agency received a private Facebook message from an anonymous hacker demanding that SacRT pay a one bitcoin ransom, worth over \$8,000 as of Tuesday.

The message read: "hello, I will always attack your website, we are hackers. we can do everything. Pay us now to stop attacking."

SacRT officials said they did not respond to the hacker and did not pay the ransom. They were able to shut down their systems quickly to prevent further erasures. Most of the erased data had been recently backed up, Lonergan said.

UC Berkeley cybersecurity expert Cooper said such attacks are growing as companies move more operations onto computers. Hackers typically go after the systems that are easiest to infiltrate, she said.

"Companies should expect there are going to be increasing attempts to test out their networks and see whether they are vulnerable, and they should have security built in so they aren't the low-hanging fruit that hackers can attack," Cooper said.

She said she recommends that companies increase cybersecurity training for employees, who sometimes allow a virus into the company system by clicking on a hacker's link. She also recommends companies use two-factor authentication for all sensitive products, and that companies compartmentalize their data so that system breaches can be contained.

Numerous private sector companies have been hit by major cyberattacks. Uber executives revealed on Tuesday that 600,000 names and driver's license numbers were stolen last year from cloud-based storage the company uses. Earlier this year, credit reporting agency Equifax fell victim to a hacker who reportedly obtained personal data for nearly 150 million consumers.

San Francisco's bus and rail agency suffered a similar cyberattack a year ago that forced the agency to shut down its fare vending machines as a precaution.

Lonergan said the cyberattack threat is pervasive. "There are two kinds of businesses, those who have been hacked and those that will be hacked."

Tony Bizjak: 916-321-1059, @TonyBizjak

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CA: Petition Kicks Off to Repeal Increase in California Gasoline Tax

ROB NIKOLEWSKI ON NOV 28, 2017

SOURCE: MCCLATCHY

Nov. 27--An effort to repeal an increase in gasoline taxes in California kicked off Monday afternoon, with supporters saying the hike overburdens motorists while critics say a reversal would blunt a \$52 billion effort to shore up the state's roads and bridges.

At the beginning of this month, the first iteration of Senate Bill 1 or the Road Repair and Accountability Act started to go into effect, raising the state excise taxes on gasoline by 12 cents to 41.3 cents a gallon. By the time the legislation is fully in force in July 2019, that number will climb to 47.3 cents per gallon.

"We need to stop the car and gas tax hikes because, number one, it's hurting working families," said Carl DeMaio, a former member of the San Diego City Council and now a talk radio host who has helped spearhead the repeal. "Secondly, the money is being diverted time and time again from road repairs and road expansion to any special interest project the politicians have."

To be placed on a statewide ballot in November 2018, the petition needs 585,407 signatures from registered voters by March.

The tax hike is expected to raise \$5.2 billion a year over the next decade.

The increase also affects diesel fuel. The state's diesel excise tax went up 20 cents a gallon and the diesel sales tax will see a 5.75 percent increase.

Vehicle registration fees will also go up between \$25 to \$175 per year, depending on the value of the car. The tax also establishes a \$100 annual registration fee for zero-emission vehicles, starting in July 2020.

Supporters say the increase is needed to upgrade the state's transportation infrastructure, as well as reduce traffic jams, improve mass transit and expand bike lanes.

According to state estimates, a \$130 billion backlog in transportation repair and replacement projects has piled up. Analysis of Senate Bill 1 said rough roads result in each driver in California spending about \$700 a year in extra vehicle repairs.

Groups including the California Chamber of Commerce, the Southern California Association of Governments and the Fix Our Roads Coalition, a collection of business and labor groups and transportation advocates, came out in favor of SB1.

"I think we reached a tipping point last year when we had all of that heavy rain, washouts on the roads and situations across the state where Caltrans was closing highways and this was because of decades of neglected infrastructure," said Michael Quigley, executive director of the California Alliance for Jobs, one of the members of the coalition.

Passed by the Legislature, which is dominated by Democrats, Senate Bill 1 has been controversial from the moment Gov. Jerry Brown signed it into law in April.

Republican critics say revenue from previous gas tax increases have been diverted to other spending programs. Democrats say SB1 has protections in place to prevent misuse of the money and voters can enshrine the protections into law in June 2018.

The bill has also resulted in DeMaio leading an effort to recall state Sen. Josh Newman, D-Fullerton, for voting in favor of SB1. Newman was elected last year in a close race and his removal would threaten the Democrats' super-majority in Sacramento.

Last month, radio ads targeted a pair of Democrats in the Assembly who voted yes. The ads were paid for by a group representing farmers who say the gas tax increase will cost them more to get crops to market.

Advocates for repeal at Monday's news conference included City of Vista City Council Member Amanda Young Rigby, Escondido Mayor Sam Abed and Rancho Santa Fe businessman John Cox, who is running as a Republican for governor in 2018.

"People do want roads repaired, they do want money spent on infrastructure," Cox said. "But they know that the money is being wasted."

The group said the gas tax increase costs a typical family of four \$779 a year.

"California collects (the) most money in the nation for road repairs and freeways," Abed said, "and yet we have the worst freeways and roads in the nation."

But backers of SB1 say repeal would be a mistake.

"They just want to see us go backward," Quigley said. "Those bills for dilapidated and deficient infrastructure are going to come due for future generations and it will only be more expensive."

The measure backed by DeMaio and others would repeal the tax increase and require that any future raise in gasoline taxes be approved by voters.

Monday's announcement does not represent the only effort to repeal the gasoline tax.

Assemblyman Travis Allen, R-Huntington Beach, has introduced a ballot measure that would simply get rid of SB1. Allen has also announced he is running for governor in 2018.

"I'm not worried about any confusion," DeMaio said. "People know we will get to the ballot with this initiative."

California has one of the highest prices for a gallon of gasoline in the country. According to AAA, the average price of regular in California on Monday was \$3.191 a gallon. Only Alaska (\$3.256) and Hawaii (\$3.241) are higher.

Prior to the passage of SB1, California had the seventh-highest taxes and fees on gasoline in the nation.

At 59.3 cents per gallon, Pennsylvania has the highest gas tax in the nation, according to the Washington, D.C.-based Tax Foundation. But by 2019, it's estimated California will be just one cent behind Pennsylvania, provided that the gas taxes in other states remain the same.

rob.nikolewski@sduniontribune.com

(619) 293-1251 Twitter: @robnikolewski

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rob.nikolewski@sduniontribune.com

(619) 293-1251 Twitter: @robnikolewski

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November 28, 2017

To: C. Sedoryk, General Manager/CEO

From: Mark Eccles – Director of Information Technology

Subject: MST Cyber Security systems

Based on the news that Sacramento Regional Transit District's computer systems had been the victim of a cyber hack attack, I would like to let you know how MST is prepared and the computer security systems that we have in place to deter this from occurring to our computer infrastructure.

As MST outsources the hosting of the www.mst.org website, any potential hackers would not be able to access the MST computer network via the same route that occurred in Sacramento. However, there is still a potential threat from MST employees clicking on links whilst browsing the internet from their workstations. To alleviate this vulnerability, the MST IT department updates our firewall with real-time intrusion monitoring and web access restrictions. The spam/virus server monitors all incoming email before being distributed to staff. The network virus server has ransomware detection. We also run local backups with a copy in cloud.

The one thing I would suggest is to look at having our email hosted off-site, as that is an open port on our network. I will look to budget this for the new fiscal year.

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December 11, 2017

November 12, 2017

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

From: Mike LeBarre, City of King

Subject: Trip Report APTA 2017 Annual Expo and Conference, Atlanta, Georgia

I attended the American Public Transportation Association (APTA) annual Expo and Conference in Atlanta, Georgia from October 8th thru the 10th.

The conference theme is “Where Innovation and Technology Converge”. This is the big expo held every 3 years and definitely provided the ability to see a wide range of products and services.

There were great speakers and educational sessions and I really appreciated APTA’s increased focus on emerging technologies.

I attended the following committee meetings, sessions, and workshops:

- **Emerging Technology** Subcommittee
- **Emerging Transportation Systems** Subcommittee
- **Legislative** Committee
- **Rail Standards Policy & Planning** Committee
- **Transit Board Members** Committee
- **Transit Board Members Legislative** Subcommittee
- **Opening General Session:** Transformational Times for Transportation
- **General Session:** Opportunity Is Knocking Forward Looking Solutions for Challenging Times
- **Federal Legislative Overview** with U.S. Congress Staff

This was a positive and informative conference that focused on trends in the industry and emerging technologies that will change the way we do business. Highlights for me were exploring the Expo, hearing from FTA and legislative officials, my APTA committee meetings, and riding an autonomous bus.

Submitted by: Mike LeBarre, Vice Chair

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