



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
July 13, 2015**

Monterey Bay Unified Air Pollution Control District
Board Room, 3rd Floor
24580 Silver Cloud Ct., Monterey

10:00 a.m.

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

1. CALL TO ORDER

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

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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

3. CLOSED SESSION

Members of the public may address the Board on any matter related to Closed Session.

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.

- 3-1. Conference with Property Negotiators. (Parcel # APN 259-011-067, 003-171-024, 026-3510-036-000, 002-248-009-010, 259-184-004-000, 259-184-001, 032-171-005, L.2.1, 1.2.4.3, L.2.4.2, L.2.2.1, L.2.2.2, L.2.3, L.2.4.1). (No enclosure) (C. Sedoryk)

- 3-2. Conference with Legal Counsel – Anticipated Litigation, Gov. Code § 54956.9(b): One potential case. (D. Laredo, C. Sedoryk)

4. RETURN TO OPEN SESSION

- 4-1. Report on Closed Session and possible action.

5. CONSENT AGENDA

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

- 5-1. Adopt Resolution 2016-01 recognizing Carl Wulf, Facilities/Capital Projects Manager, as Employee of the Month for July 2015. (Michael Hernandez) (pg. 5)
- 5-2. Minutes of the regular meeting of June 8, 2015. (Deanna Smith) (pg. 7)
- 5-3. Financial Report – May 2015. (Angela Dawson) (pg. 13)
- 5-4. Disposal of Property left aboard buses. (Sonia Bannister) (pg. 21)
- 5-5. Adopt Resolution 2016-02 recognizing Genaro Verba for his 33 years of service. (Michael Hernandez) (pg. 23)
- 5-6. Adopt Resolution 2016-03 authorizing the examination of Measure Q sales and use tax records. (Carl Sedoryk) (pg. 25)
- 5-7. Adopt Reasonable Modification Policy: Transportation for Individuals with Disabilities. (Michelle Overmeyer) (pg. 33)
- 5-8. Adopt Resolution 2016-04 authorizing MST's General Manager/CEO to execute all revised required documents of the Low Carbon Transit Operations Program. (Michelle Overmeyer) (pg. 37)
- 5-9. Adopt Resolution 2016-05 authorizing MST's General Manager/CEO to submit and execute all required documents of the Parks, Open Space and Coastal Preservation Grant Program. (Michelle Overmeyer) (pg. 41)
- 5-10. Adopt new MST Social Media Policy (Kelly Halcon) (pg. 45)
- 5-11. Approve FY 2016 APTA dues. (Hunter Harvath) (pg. 49)

End of Consent Agenda

6. SPECIAL PRESENTATIONS

- 6-1. July Employee of the Month –Carl Wulf. (Michael Hernandez)

6-2. Genaro Verba – Retirement. (Michael Hernandez)

7. COMMITTEE REPORTS

No action required unless specifically noted.

7-1. Minutes of the Human Resources Committee – June 8, 2015.
(Deanna Smith) (pg. 51)

8. MAJOR PROCUREMENTS

8-1. Authorize \$500,000 for the purchase of cameras and associated hardware from SEON to upgrade camera surveillance functionality on the MST fixed route fleet. (Mark Eccles) (pg. 53)

9. PUBLIC HEARINGS

9-1. Hold Public Hearing and adopt Resolution 2015-06 adopting the Final Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, and approve the Monterey Bay Operations and Maintenance Facility Project. (Lisa Rheinheimer) (pg. 57)

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. REPORTS & INFORMATION ITEMS

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

12-1. General Manager/CEO Report – May 2015. (pg. 65)

12-2. Washington D. C. Lobbyist Report – June 2015. (pg. 87)

12-3. State Legislative Advocacy Update – June 2015. (pg. 89)

12-4. Update on FY 2016 Insurance Coverage and Costs. (pg. 91)

12-5. Staff Trip Reports. (pg. 95)

12-6. Correspondence. (pg. 99)

12-7. TAMC Highlights – June 2015. (pg. 111)

12-8. Staff Announcements.

13. COMMENTS BY BOARD MEMBERS

- 13-1. Reports on meetings attended by board members at MST expense (AB1234).
- 13-2. Board member Comments and Announcements.
- 13-3. Board member Referrals for future agendas.

14. ATTACHMENTS

- 14-1. Detailed monthly Performance Statistics and Disbursement Journal, May 2015. *(This item is located online within the GM Report at: <http://www.mst.org/about-mst/board-of-directors/board-meetings/>)*

15. ADJOURN

NEXT MEETING DATE: August 10, 2015

Monterey Bay Unified Air Pollution Control District Board Room, 3rd Floor

NEXT AGENDA DEADLINE: July 28, 2015

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 office at 1 Ryan Ranch Road, Monterey, CA during normal business hours.

Upon request, MST will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least three working days prior to the meeting. Requests should be sent to Deanna Smith, MST, 1 Ryan Ranch Road, Monterey, CA 93940 or dsmith@mst.org.

**CARL WULF
JULY 2015
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 his or her positive contribution to MST and to the entire community; and

WHEREAS, Carl Wulf began his career with Monterey-Salinas Transit as the Facilities/Capital Projects Manager in November 2006, managing MST's capital projects and the maintenance/repair of MST's operating divisions, transit centers, and over 1,200 bus stops; and

WHEREAS, Carl Wulf has successfully managed several major projects including the construction of the Marina Transit Exchange, new Bus Rapid Transit bus stops, and key design and engineering support for several MST facility expansion projects; and

WHEREAS, Carl Wulf recently completed the remodel of MST's new Bus Stop Shop at the Monterey Transit Plaza; and

WHEREAS, Carl Wulf took on the lead role in overseeing the construction of MST's new wireless charging station for the electric trolley.

THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Carl Wulf as Employee of the Month for July 2015; and

BE IT FURTHER RESOLVED that Carl Wulf is to be congratulated for his excellent work at Monterey-Salinas Transit.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2016-01 this 13th day of July, 2015.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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MST BOARD OF DIRECTORS

Monterey Bay Unified Air Pollution Control District
24580 Silver Cloud Ct., Monterey

Minutes

June 8, 2015

1. CALL TO ORDER

1-1. Roll call.

1-2. Pledge of Allegiance.

Chair Downey called the meeting to order at 10:00 a.m., and roll call was taken. Director LeBarre led the pledge of allegiance.

1-3. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

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

Absent: None

Staff:	Carl Sedoryk	General Manager/CEO
	Hunter Harvath	Asst. GM/Finance & Administration
	Michael Hernandez	Asst. GM/COO
	Kelly Halcon	Director of HR & Risk Management
	Robert Weber	Director of Transportation Services
	Lisa Rheinheimer	Director of Planning and Development
	Andrea Williams	General Accounting & Budget Manager
	Mark Eccles	Director of Information Technology
	Tom Hicks	CTSA Manager

Carl Wulf	Facilities Manager
Deanna Smith	Executive Assistant/Clerk to the Board
Alex Lorca	De Lay & Laredo
Sally Cota	MST Customer Service Representative

Public:	Robert Jaques	MST Customer
	MacGregor Eddy	Salinas Californian
	Dale Carson	Complete Coach Works
	Brad Carson	Complete Coach Works
	Ryne Shetterly	Complete Coach Works
	Richard Sullivan	Complete Coach Works
	Celeste Casas	Complete Coach Works
	Leona Peacher	MV Transportation
	Julia Luczau	MST Customer
	Sherna Stewart	MST Customer
	Percy Bryant	MST
	Christina Watson	TAMC
	Ariana Green	TAMC
	Heather Adamson	AMBAG

Apology is made for any misspelling of a name.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

MacGregor Eddy announced that June 18 was Dump the Pump day and asked why the event was not mentioned on the agenda. She thanked Directors Barrera and Beach who have both committed to observing the day.

Robert Jaques stated that this is the second time he has commented on problems with the routing on Line 3 serving CHOMP-Monterey, specifically some of the stops at Del Monte Center, which have still not been addressed. He also thinks the routing on Line 2 serving Carmel could be improved. MST staff will contact Mr. Jaques.

Julia Luczau stated that she is happy that the MST buses are still operating. She has been a long time rider and is a former HOPE Services employee.

Sherna Stewart would like to see the Monterey trolley provide a better visitor's experience by taking a more scenic route and avoiding truck and commuter routes. She provided staff with a handout of suggested route options.

3. CLOSED SESSION

4. RETURN TO OPEN SESSION

5. CONSENT AGENDA

5-1. Adopt Resolution 2015-36 recognizing David Bielsker, Transit Scheduler, as Employee of the Month for June 2015.

5-2. Minutes of the regular meeting of May 11, 2015

- 5-3. Financial Report – April 2015.
- 5-4. Disposal of Property left aboard buses.
- 5-5. Adopt Resolution of Appreciation 2015-37 recognizing U.S. Congressman the Honorable Sam Farr.
- 5-6. Receive update on TAMC multimodal corridor.
- 5-7. Authorize the purchase of one bus engine.
- 5-8. Receive update on the Rail Extension to Monterey County and adopt Resolution 2015-38 reaffirming support for the project.

Chair Downey pulled agenda item 5-8 and requested a brief summary of the Rail Extension project. Director of Planning & Development, Lisa Rheinheimer, introduced Christina Watson of TAMC who handed out a Capitol Corridor Extension brochure and summarized the key benefits of the project.

Director Armenta asked that this item be placed on a future agenda for further discussion.

Public Comment – none.

Director Armenta made a motion to approve the Consent Agenda and was seconded by Director LeBarre. The motion passed unanimously.

6. COMMITTEE REPORTS

- 6-1. Minutes of the Finance Committee – May 11, 2015.

Public Comment – none.

7. MAJOR PROCUREMENTS

8. PUBLIC HEARINGS

9. UNFINISHED BUSINESS

- 9-1. Approve payment of \$338,054.34 to Monterey County Elections Department for Measure Q charges for November 4, 2014, General Election.

Hunter Harvath stated that the Monterey County Election Department has invoiced MST for the cost of putting Measure Q on the November, 2014, ballot. MST is allowed by law to pay for the cost of the sales tax measure out of Measure Q funds.

Public Comment – none.

Director LeBarre made a motion to approve the payment of \$338,054.34 to the Monterey County Elections Department and was seconded by Director Stephens. The motion passed unanimously.

10. NEW BUSINESS

- 10-1. Receive and adopt proposed FY 2016 Operating & Capital Budget, Action Plan, and Staffing Levels, and authorize grant applications and funding requests.

Hunter Harvath reviewed the Fiscal Year 2016 proposed budget. The addition of Measure Q revenue impacted both operating revenue and expenses. RIDES expenses have increased in response to an increase in demand which, by law, must be met. In response to increased demand, the RIDES capital budget has increased to allow for the purchase of four new buses. Overall staffing levels have increased by three positions.

Director Barrera asked what MST staff is doing to keep coach operators informed about the ongoing concern over the Amalgamated Transit Union/Department of Labor (ATU/DOL) dispute with the State of California over public pension reform (PEPRA). Director Beach agreed with the need to get ahead of another possible reduction of service and labor in FY 2016 through extensive communication with MST employees who are represented by the union.

Mr. Sedoryk and Kelly Halcon agreed to make a concerted effort to keep staff and labor informed, and explained some of the legal constraints surrounding certain communication with union members.

Chairperson Downey recognized Congressman Farr and invited him to say a few words about PEPRA.

Congressman Farr explained that the threat of grant funding being withheld has only been averted for FY 2015. Since the issue is between the State of California, ATU, and the DOL the same scenario will likely be faced again in FY 2016. An even larger threat is the lack of congressional action to fund transportation at the federal level. The Highway Trust Fund runs out of money in July of 2015, and there seems to be no will in Congress to raise the gas tax or identify other long term sources of revenue for public transportation.

Public Comment – none.

Director Armenta made a motion to approve the FY 2016 Operating and Capital Budget, Action Plan, and Staffing Levels; approve Resolution 2015-39; and authorize staff to apply to TAMC for Transportation Development Act Local Transportation Funds and State Transit Assistance. The motion was seconded by Director LeBarre and passed unanimously.

11. REPORTS & INFORMATION ITEMS

- 11-1. General Manager/CEO Report – April 2015.

- 11-2. Washington D. C. Lobbyist Report – May 2015.
- 11-3. State Legislative Advocacy Update – May 2015.
- 11-4. Staff Trip Reports.
- 11-5. Correspondence.
- 11-6. Staff Announcements.

Public Comment – none.

12. SPECIAL PRESENTATIONS

- 12-1. June Employee of the Month – David Bielsker.

Lisa Rheinheimer recognized David Bielsker, transit scheduler, for his positive contribution to MST and to the entire community.

- 12-2. Certificate of Achievement for Excellence in Financial Reporting – Hunter Harvath.

Carl Sedoryk recognized Hunter Harvath for receiving the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2014. Hunter Harvath recognized Andrea Williams, general accounting & budget manager, and Angela Dawson, accountant, for their support.

- 12-3. Resolution of Appreciation – U.S. Congressman, the Honorable Sam Farr.

Carl Sedoryk recognized U.S. Congressman Sam Farr for his continued assistance in securing over \$22 million in federal transit funds for MST, and for his support and influence during the dispute between the U.S. Department of Labor and the State of California which threatened over \$6 million in federal grant funds.

Congressman Farr expressed his appreciation for public transit and the service provided in Monterey County.

- 12-4. MST Electric Trolley dedication ceremony.

Carl Sedoryk announced the schedule and transportation options for those attending the Electric Trolley dedication ceremony at 201 Pearl St. Transportation was provided to members of the public as well as legislators and MST staff.

13. COMMENTS BY BOARD MEMBERS

- 13-1. Reports on meetings attended by board members at MST expense (AB1234).

13-2. Board member Comments and Announcements

Director LeBarre requested transit assistance from MST for the Department of Education's summer free lunch program. Mr. Sedoryk will provide information on MST's Summer Youth Pass which provides individuals 18 years and under unlimited rides on all of MST's routes from June 1 through August 31 for only \$38.

Director Barrera passed out copies of the March 2015 APTA Passenger Transport magazine, noting an article on page 6 written by MST General Manager/CEO, Carl Sedoryk.

13-3. Board member Referrals for future agendas.

Director Armenta requested that a presentation on the TAMC Rail Extension to Monterey County be placed on a future agenda.

14. ATTACHMENTS

- 14-1. Detailed monthly Performance Statistics and Disbursement Journal, April 2015. *(This item is located online within the GM Report at:*
[*http://www.mst.org/about-mst/board-of-directors/board-meetings/*](http://www.mst.org/about-mst/board-of-directors/board-meetings/)*)*

15. ADJOURN

There being no further business, Chair Downey adjourned the meeting at 11:22 a.m. and invited everyone to attend the Electric Trolley Dedication Ceremony at 201 Pearl Street in Monterey.

Prepared by:


Deanna Smith, Deputy Secretary

To: Board of Directors
From: Angela Dawson
Subject: Financial Reports – May 2015

RECOMMENDATION:

1. Accept report of May 2015 cash flow presented in Attachment #1
2. Approve May 2015 disbursements listed in Attachment #2
3. Accept report of May 2015 treasury transactions listed in Attachment #3
4. Receive May 2015 Income Statement and Notes in Attachment #4

FISCAL IMPACT:

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

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:

Attachment 4 contains the Consolidated Revenue & Expense statements for MST's fixed-route bus operations (Fund 1) and the MST RIDES program (Fund 2). Significant cost variances from budget are noted below:

1. **Fuel & Lubricants** – Fuel costs are below budget due to the continued low price of diesel.
2. **Vehicle Maintenance** – With new buses being introduced into service and MST's oldest buses being retired, maintenance costs are beginning to moderate.

3. **Insurance** – The month of March 2015 saw a higher than usual number of accidents. The cost for repairs due to those accidents is appearing in the May financials.
4. **Miscellaneous Expenses** – During the month of May, MST received the invoice from the Monterey County Elections Department for the cost of including Measure Q – the MST 1/8-cent sales tax – in the November 2014 election. Measure Q funds can be used to cover this one-time cost.
5. **Pass Thru/Behalf of Others** – MST manages a federal grant for the City of Salinas for the renovation of its train station. This project is nearing completion and major invoices for construction are being received. As MST was the only agency in the county eligible to manage this particular federal grant on behalf of Salinas, these funds pass through MST to Salinas and do not affect MST's general funds.
6. **Purchased Transportation for MST RIDES** – demand for MST RIDES was down for the month (nearly 10% lower than the previous month), which produced a 14% lower expense for purchased transportation in May. This variance is corroborated by an equivalent 14% drop in RIDES fare revenue for the month.
7. **Miscellaneous Expenses** – a portion of the one-time expense of the Measure Q election as detailed above in note 4 is apportioned to the RIDES budget.

Regarding revenues, Measure Q sales tax funds have begun to accrue as of April 1, 2015. In that regard, the year-to-date fixed route operating deficit of \$596,082 for May has shrunk in half since March's statement containing a \$988,213 year-to-date operating deficit. However, May's deficit is 20% higher than April's deficit of \$493,580 due to the one-time charge of \$338,054 for the cost of the Measure Q election billed to MST from the Monterey County Elections Department. Excluding that one-time charge, the fixed-route deficit for May would have been reduced to approximately \$250,000 – a less than 1% variance from the FY 16 Revised Fixed-Route Operating Budget.

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

Prepared by:  Angela Dawson
Reviewed by:  Hunter Harvath

(REVENUES & DISBURSEMENTS)

CASH FLOW

Beginning balance May 1, 2015		8,410,155.30
Revenues		
Passenger Revenue	382,647.81	
DOD Revenue	127,802.00	
LTF / STA / 5307	6,326,680.75	
Grants	413,616.65	
TAMC Loan/Rabo LOC advance	-	
Non Transit Revenue	206,813.49	
Total Revenues		7,457,560.70
Disbursements		
Operations (See Attachment #2)	1,002,434.52	
Capital	2,626,493.94	
Total Disbursements		(3,628,928.46)
Ending balance May 31, 2015		<u><u>12,238,787.54</u></u>

COMPOSITION OF ENDING BALANCE

Checking - Rabo Bank	434,115.96
Checking(s) - Wells Fargo Bank	8,638.48
Local Agency Investment Fund (LAIF)	42,721.13
Money Market - Homeland Security	2,606,578.82
Money Market - Rabo MM	1,058,276.49
Money Market - PTMISEA	6,338,635.21
Money Market - Rabo Prop. 1 B	1,730,219.31
Bank of America - Escrow	8,977.14
Petty cash fund, STC Coin Machine, and 2 change funds	10,625.00
Total	<u><u>12,238,787.54</u></u>

PAYROLL ACCOUNT

May 1 Payroll & Related Expenses	508,218.88	
May 15 Payroll & Related Expenses	469,504.28	
May 29 Payroll	409,294.45	
Pers & 457	179,876.02	
Garnishments	5,167.74	
Payroll adj	-	
	<hr/>	
	1,572,061.37	1,572,061.37

GENERAL ACCOUNT

Disbursements on Attached Summary	1,951,510.19	
Paydown loan	-	
Workers Comp. Disbursements	99,340.64	
Interest expense	-	
Bank Service Charge	6,016.26	
Transfer from WFB	-	
	<hr/>	
	2,056,867.09	2,056,867.09

Total Disbursements		<u>3,628,928.46</u>
Less Capital Disbursements & Transfers		<u>(2,626,493.94)</u>
Operating Disbursements		<u><u>1,002,434.52</u></u>

DISBURSEMENTS SUMMARY:**GENERAL ACCOUNT DISBURSEMENTS FOR May 1, 2015 - May 31, 2015**

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 05/04/15	38085 - 38091	272,948.35
Accounts Payable 05/06/15	38092 - 38099	400.00
Accounts Payable 05/08/15	38100 - 38218	470,688.56
Accounts Payable 05/11/15	38219 - 38230	1,450.00
Accounts Payable 05/15/15	38231 - 38232	101,247.46
Accounts Payable 05/22/15	38233 - 38343	961,073.94
Accounts Payable 05/27/15	38344	135,806.88
Accounts Payable 05/31/15	38347 - 38350	7,895.00
TOTAL		1,951,510.19

CHECKS \$100,000 AND OVER

VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
PERS-Health	Recurring Expense	38089	05/04/15	266,819.58
Wave	December 17, 2012	38231	05/15/15	101,105.46
MV Transportation	Recurring Expense	38300	05/22/15	565,481.89
City of Salinas	CA030717-Salinas Train Station	38344	05/27/15	135,806.88

TREASURY TRANSACTIONS
FOR MAY 2015

ATTACHMENT # 3

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
	Balance Forward at 05/01/15				42,721.13
	Transfer to checking for payroll				-
	Local Agency Investment Fund:				
	Interest earned -				-
	LAIF Treasury Balance at 05/31/15				42,721.13

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
	Balance Forward at 05/01/15				1,877.75
05/15/15	Transfer		1,678,480.17		1,680,357.92
05/15/15	To P/R			335,000.00	1,345,357.92
05/22/15	To A/P			675,000.00	670,357.92
05/25/15	To A/P			100,000.00	570,357.92
05/28/15	LTF		1,132,825.86		1,703,183.78
05/28/15	To P/R			510,000.00	1,193,183.78
05/28/15	To P/R			135,000.00	1,058,183.78
04/30/15	Interest @ 0.25%		92.71		1,058,276.49
	RABO MM Balance at 05/31/15				1,058,276.49

ATTACHMENT # 4

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from May 1, 2015 to May 31, 2015

(Amounts are in USD)

(Includes Fund: 001|004)

(Includes G/L Budget Name: BUDFY15R)

Fixed Route

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-400,944	-372,653	-28,291	-4,083,241	-4,099,179	15,938
Special Transit	-217,843	-216,659	-1,185	-2,413,416	-2,383,245	-30,170
Cash Revenue	-28,050	-28,949	899	-326,913	-318,442	-8,471
Cash Grants & Reimbursement	-2,498,402	-2,217,773	-280,629	-23,761,755	-24,395,506	633,751
Total Revenue	-3,145,240	-2,836,034	-309,206	-30,585,324	-31,196,372	611,048

NOTES Expenses

Labor	1,096,333	1,064,942	31,391	11,786,614	11,714,363	72,250
Benefits	664,860	637,625	27,235	7,043,748	7,013,878	29,870
Advertising & Marketing	3,645	7,371	-3,726	42,124	81,084	-38,960
Professional & Technical	30,680	37,559	-6,880	372,408	413,153	-40,746
Outside Services	20,661	19,633	1,027	208,893	215,967	-7,074
Outside Labor	58,275	71,061	-12,786	681,068	781,676	-100,608
① Fuel & Lubricants	214,810	267,844	-53,033	2,711,968	2,946,282	-234,315
Supplies	53,076	58,932	-5,856	602,206	648,253	-46,047
② Vehicle Maintenance	53,715	68,713	-14,998	713,851	755,845	-41,994
Marketing Supplies	2,144	2,500	-356	19,923	27,500	-7,577
Utilities	31,146	32,840	-1,694	355,312	361,240	-5,928
③ Insurance	47,402	33,076	14,326	368,641	363,835	4,806
Taxes	12,605	14,459	-1,855	155,701	159,052	-3,350
Purchased Transportation	407,277	403,663	3,614	4,319,225	4,440,292	-121,066
④ Miscellaneous Expenses	403,657	22,778	380,879	596,122	250,561	345,561
⑤ Pass Thru/Benefit of Others	135,807	78,693	57,114	1,080,120	865,620	214,500
Interest Expense		2,167	-2,167	143	23,833	-23,690
Leases & Rentals	11,249	12,176	-927	123,340	133,938	-10,598

Total Operating Expenses	3,247,342	2,836,034	411,308	31,181,406	31,196,372	-14,967
Operating (Surplus) Deficit	102,102		102,102	596,082		596,082

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

RIDES

For the Period from May 1, 2015 to May 31, 2015

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY15R)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-33,099	-38,605	5,507	-434,898	-424,660	-10,238
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-318,005	-226,680	-91,325	-2,402,150	-2,493,475	91,325
Total Revenue	-351,104	-265,285	-85,819	-2,837,048	-2,918,135	81,087
Expenses						
Labor	4,428	4,103	325	46,220	45,129	1,091
Benefits	3,007	2,626	380	28,445	28,890	-445
Advertising & Marketing						
Professional & Technical						
Outside Services						
Outside Labor	3,294	4,292	-998	32,864	47,208	-14,345
Fuel & Lubricants	38,882	34,550	4,332	382,263	380,054	2,208
Supplies		803	-803	1,250	8,837	-7,587
Vehicle Maintenance						
Marketing Supplies						
Utilities						
Insurance						
Taxes						
Purchased Transportation	185,477	217,556	-32,079	2,383,789	2,393,121	-9,331
Miscellaneous Expenses	20,625	1,354	19,271	25,453	14,895	10,558
Interest Expense						
Leases & Rentals				1		1
Total Operating Expenses	255,713	265,285	-9,572	2,900,285	2,918,134	-17,849
Operating (Surplus) Deficit	-95,391	0	-95,391	63,238	-1	63,238

NOTES

6
7

To: Board of Directors

From: Sonia Bannister, Customer Service Supervisor

Subject: Disposal of unclaimed property left on bus

Goodwill

1 apron	1 belt buckle	1 wallet
1 binder	7 shirts	1 garment bag
3 books	9 cell phones	1 camera
5 pairs of eyeglasses	1 pair of sunglasses	1 set of earphones
3 hats	2 sweaters	1 radio
1 baseball glove	1 computer mouse	1 dress
1 bag of CD's	8 bikes	
4 jackets	2 totes	
2 pairs of pants	2 toys	
2 scarves	1 coffee mug	

To be disposed

2 books	1 cloth bag	3 credit cards
5 ID's	1 backpack	1 water bottle
3 sets of keys	2 phones	1 game case
1 wallet	1 shirt	1 binder
1 pair of earphones	2 jackets	

To be retained

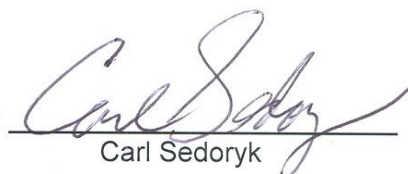
\$1.96 forwarded to accounting for deposit

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

PREPARED BY:


Sonia Bannister

REVIEWED BY:


Carl Sedoryk

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GENE VERBA 33 YEARS OF SERVICE

WHEREAS, Gene Verba began his career with the Monterey-Salinas Peninsula Transit in September of 1981. During his 33 year career at MST, Gene Verba supported MST's Transportation Department and MST customers; and

WHEREAS, Gene Verba was recognized for his safety record of accumulating more than 30 years of safe driving. He was selected as Employee of the Month in January 1989, April 1996, and January 2014 as a result of his excellent performance, assistance to his customers, and excellent driving skills; and

WHEREAS, Gene Verba has a lengthy record of "Above Standard" driving evaluations and also supported MST's training department as a Line Instructor. During his career at MST Gene Verba was recognized with numerous "Outstanding Customer Service" awards; and

WHEREAS, after almost 34 years of service to MST and approximately 875,000 miles behind the wheel serving his customers, Gene Verba retired on July 11, 2015.

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

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2016-02 this 13th day of July, 2015.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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To: MST Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: Adopt Resolution 2016-03 authorizing MST staff to examine Measure Q sales and use tax records

RECOMMENDATION:

Adopt Resolution 2016-03 authorizing the General Manager/CEO, and/or the Assistant GM/CEO of Finance & Administration, and/or the General Accounting & Budget Manager, or other officer or employee of the District designated in writing by the General Manager/CEO to examine Measure Q sales and use tax records.

FISCAL IMPACT:

None. There is no cost to examine sales and use tax records.

POLICY IMPLICATIONS:

The California State Board of Equalization requires that your Board adopt a resolution prior to releasing Measure Q sales and use tax records.

DISCUSSION:

On July 14, 2014, the MST board of directors adopted Ordinance 2015-01 approving the placement of a local transactions and use tax to be used specifically to maintain transit services to seniors, veterans, and persons with disabilities on the November 2014 ballot. In accordance with its bylaws, MST obtained the concurrence of a majority of its member jurisdictions to move forward with a county-wide sales tax measure and requested final concurrence from the Board Of Supervisors (BOS).

On July 22, 2014, the BOS passed and adopted Resolution No. 14-226 ordering an election and approving MST's request to place a one-eighth of one percent county-wide sales tax on the November 4, 2014, ballot. On November 4, 2014, the voters of Monterey County overwhelmingly approved the Measure Q sales tax with a 73 percent super-majority. The Registrar of Voters of the County of Monterey certified the vote on November 24, 2014.

Per Section 7056 of the Revenue and Taxation Code (Section 7056) (Attachment 1), the requested authorization would allow one or more of MST's "officials, employees,

or other designated persons... designated by that resolution, to examine all of the sales or transactions and use tax records of the board pertaining to the ascertainment of those sales or transactions and use taxes to be collected for the county, city and county, city, or district.” Additionally, in order for the BOE to allow MST representatives access to Measure Q sales tax records, the MST Board of Directors must adopt a resolution confirming the authorized designees. The California State Board of Equalization has recommended naming these individuals by title rather than by name to ensure continuity in the event of staff turnover and to avoid having to approve a new resolution naming new staff members as representatives.

A proposed resolution, designating MST’s General Manager/CEO, and/or the Assistant General Manager of Finance & Administration, and/or the General Accounting and Budget Manager is attached for your Board’s adoption (Attachment 2).

The adoption of Resolution 2016-03 will benefit MST by allowing staff to review sales tax revenue by jurisdiction, track fluctuations in revenue, project revenue over the 15-year life of the sales tax, and research potential discrepancies in tax revenue.

Submitted by 

Attachment 1: Section 7056 of the Revenue and Taxation Code

Attachment 2: Resolution 2016-03

CALIFORNIA LAW

REVENUE AND TAXATION CODE [RTC]

DIVISION 2. OTHER TAXES

PART 1. SALES AND USE TAXES

CHAPTER 8. ADMINISTRATION

TABLE OF CONTENTS

Article 1. Administration

Section 7051, 7051.1, 7051.2, 7051.3, 7051.5, 7052, 7053, 7054, 7055, 7056, 7056.5, 7056.6, 7057, 7057.5, 7058, 7060,

Section 7056.

(a) (1) Excepting the information set forth on permits issued under Article 2 (commencing with Section 6066) of Chapter 2, the information set forth on certificates of registration issued pursuant to Section 6226, and the terms of any settlement made pursuant to Section 19442 (as amended by Chapter 138 of the Statutes of 1994), it is unlawful for the board, any person having an administrative duty under this part or any person who obtains access to information contained in, or derived from, sales or transactions and use tax records of the board pursuant to subdivision (b), to make known in any manner whatever the business affairs, operations, or any other information pertaining to any retailer or any other person required to report to the board or pay a tax pursuant to this part, or the amount or source of income, profits, losses, expenditures, or any particular thereof, set forth or disclosed in any return, or to permit any return or copy thereof or any book containing any abstract or particulars thereof to be seen or examined by any person.

(2) It is also unlawful for any person, other than an officer or employee of a county, city and county, city, or district, who obtains access to information contained in, or derived from, sales or transactions and use tax records of the board pursuant to subdivision (b), to retain that information after that person's contract with the county, city and county, city, or district has expired.

(3) Notwithstanding paragraphs (1) and (2), the Governor may, by general or special order, authorize examination by other state officers, by tax officers of another state, by the federal government, if a reciprocal arrangement exists, by the tax officials of Mexico, if a reciprocal agreement exists, or by any other person of the records maintained by the board under this part. The information so obtained pursuant to the order of the Governor shall not be made public except to the extent and in the manner that the order may authorize that it be made public.

(b) When requested by resolution of the legislative body of any county, city and county, city, or district, the board shall permit any duly authorized officer or employee of the county, city and county, city, or district, or other person designated by that resolution, to examine all of the sales or transactions and use tax records of the board pertaining to the ascertainment of those sales or transactions and use taxes to be collected for the county, city and county, city, or district by the board pursuant to contract entered into between the board and the county, city and county, city, or district under the Bradley-Burns Uniform Local Sales and Use Tax Law (Part 1.5 (commencing with Section 7200)) or the Transactions and Use Tax Law (Part 1.6 (commencing with Section 7251)). Except as otherwise provided herein, this subdivision shall not be construed to allow any officer, employee, or other person authorized or designated by a county, city and county, city, or district to examine any sales or transactions and use tax records of any taxpayer. The costs that are incurred by the board in complying with a request made pursuant to this subdivision shall be deducted by the board from those revenues collected by the board on behalf of the county, city and county, city, or district making the request.

(1) The resolution shall certify that any person designated by the resolution, other than an officer or employee, meets all of the following conditions:

(A) Has an existing contract with the county, city and county, city, or district to examine those sales and use tax records.

(B) Is required by that contract to disclose information contained in, or derived from, those sales or transactions and use tax records only to an officer or employee of the county, city and county, city, or district who is authorized by the resolution to examine the information.

(C) Is prohibited by that contract from performing consulting services for a retailer during the term of that contract.

(D) Is prohibited by that contract from retaining the information contained in, or derived from, those sales or transactions and use tax records, after that contract has expired.

(2) Information obtained by examination of board records as permitted in this subdivision shall be used only for purposes related to the collection of local sales or transactions and use taxes by the board pursuant to the contract, or for purposes related to other governmental functions of the county, city and county, city, or district set forth in the resolution.

(c) If the board believes that any information obtained pursuant to subdivision (b) has been disclosed to any person not authorized or designated by the resolution of the legislative body of the county, city and county, city, or district, or has been used for purposes not permitted by subdivision (b), then notwithstanding subdivision (b), the board may impose conditions on access to its sales and use tax records which the board considers reasonable, in order to protect the confidentiality of those records.

(d) Predecessors, successors, receivers, trustees, executors, administrators, assignees, and guarantors, if directly interested, may be given information as to the items included in the

measure and amounts of any unpaid tax or amounts of tax required to be collected, interest, and penalties.

(e) For purposes of this section, "reciprocal agreement" means a formal agreement to exchange information between national taxing officials of Mexico and taxing authorities of the State Board of Equalization, the Franchise Tax Board, and the Employment Development Department. Furthermore, the reciprocal agreement shall be limited to the exchange of information which is essential for tax administration purposes only. Taxing authorities of the State of California shall be granted tax information only on California residents. Taxing authorities of Mexico shall be granted tax information only on Mexican nationals.

Section 7056.5.

(a) Except as otherwise provided by this article or other express provision of law, the information furnished or secured pursuant to this part shall be used solely for the purpose of administering the tax laws or other laws administered by the person or agency obtaining it. Any willful unauthorized inspection or unwarranted disclosure or use of the information by the person or agency, or the employees and officers thereof, is a misdemeanor. For purposes of this section, "inspection" means any examination of confidential information furnished or secured pursuant to this part.

(b) The board shall notify a taxpayer of any known incidents of willful unauthorized inspection or unwarranted disclosure or use of the taxpayer's confidential tax records, but only if criminal charges have been filed for the willful unauthorized inspection or unwarranted disclosure.

Section 7056.6.

(a) Except as otherwise provided by law, any person who is engaged in the business of preparing, or providing services in connection with the preparation of, returns under Chapter 5 (commencing with Section 6451), or any person who for compensation prepares any such return for any other person, and who knowingly or recklessly does either of the following, shall be guilty of a misdemeanor, and, upon conviction thereof, shall be fined not more than one thousand dollars (\$1,000) or imprisoned no more than one year, or both, together with the costs of prosecution:

- (1) Discloses any information furnished to him or her for, or in connection with, the preparation of the return.
- (2) Uses that information for any purpose other than to prepare, or assist in preparing, the return.

(b) Subdivision (a) shall not apply to disclosure of information if that disclosure is made pursuant to the person's consent or pursuant to a subpoena, court order, or other compulsory legal process.

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ATTACHMENT 2

RESOLUTION NO. 2016-03

A RESOLUTION AUTHORIZING THE EXAMINATION OF TRANSACTIONS (SALES) AND USE TAX RECORDS

WHEREAS, pursuant to Ordinance No. 2015-01 of Monterey-Salinas Transit District (hereinafter called District) and Section 7270 of the Revenue and Taxation Code, the District entered into a contract with the State Board of Equalization to perform all functions incident to the administration and operation of the Transactions and Use Tax Ordinance; and

WHEREAS, the District deems it desirable and necessary for authorized representatives of the District to examine confidential transactions and use tax records of the State Board of Equalization pertaining to transactions and use taxes collected by the Board for the District pursuant to that contract; and

WHEREAS, Section 7056 of the Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of Board of Equalization records and establishes criminal penalties for the unlawful disclosure of information contained in or derived from, the transactions and use tax records of the Board;

NOW, THEREFORE IT IS RESOLVED AND ORDERED AS FOLLOWS:

Section 1. That the General Manager/CEO and/or Assistant GM/CEO of Finance & Administration and/or General Accounting & Budget Manager or other officer or employee of the District designated in writing by the General Manager/CEO to the State Board of Equalization (hereafter referred to as Board) is hereby appointed to represent the District with authority to examine transactions and use tax records of the Board pertaining to transactions and use taxes collected for the District by the Board pursuant to the contract between the District and the Board. The information obtained by examination of Board records shall be used only for purposes related to the collection of the District's transactions and use taxes by the Board pursuant to the contract.

Section 2. That the General Manager/CEO and/or Assistant GM/CEO of Finance & Administration and/or General Accounting & Budget Manager or other officer or employee of the District designated in writing by the General Manager/CEO to the Board of Equalization is hereby appointed to represent the District with authority to examine those transactions and use tax records of the Board for purposes related to the following governmental functions of the District:

- a) Budget Planning
- b) Transportation Planning

c) Grant Administration

The information obtained by examination of Board records shall be used only for those governmental functions of the District listed above.

BE IT FURTHER RESOLVED that the information obtained by examination of Board records shall be used only for purposes related to the collection of District's transactions and use taxes by the Board pursuant to the contracts between the District and Board.

PASSED AND ADOPTED BY THE MONTEREY-SALINAS TRANSIT BOARD OF DIRECTORS THIS 13th day of July, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Board Secretary (Deputy)

To: Board of Directors

From: Michelle Overmeyer, Grants and Compliance Analyst

Subject: Transportation for Individuals with Disabilities; Reasonable Modification of Policies and Practices

RECOMMENDATION:

Adopt Reasonable Modification Policy.

FISCAL IMPACT:

Without this policy in place MST will become ineligible to receive annual federal grant funds of \$7-10 million each year.

POLICY IMPLICATIONS:

Your board is responsible for conducting programmatic oversight and compliance regarding MST's federal funded programs. A Reasonable Modification Policy is required for MST to be in compliance with federal regulations.

DISCUSSION:

On March 13, 2015, the U.S. Department of Transportation (DOT) revised its rules under the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, as amended (section 504). The Final Rule was published in the Federal Register and affects 49 CFR Parts 27 and 37. It specifically applies to providers of public transportation.

The ruling requires entities to make reasonable modifications or accommodations to policies, practices, and procedures to avoid discrimination and to ensure that the agency's programs are accessible to individuals with disabilities. DOT recognizes that most reasonable modifications are already being accommodated (e.g., kneeling a bus), but seeks to formalize this process throughout the public transit industry.

One requirement of the guidance is for agencies to have a formal policy regarding the reasonable modification process and to document within this policy how such requests will be administered. Staff has developed a policy to comply with these new requirements and is seeking board approval to implement this new administrative policy.

The new policy will:

- Designate a single employee, as required under the ruling, to coordinate all efforts related to compliance
- Ensure materials are developed and available to the public describing how requests for reasonable modifications can be made
- Ensure that requests are received and processed in a timely manner
- Ensure the coach operating training process includes information on reasonable modification requests
- Formalize the complaint process


The final rule requires this policy to be implemented no later than July 13, 2015. Staff recommends your board approve the Reasonable Modification Policy so MST will remain in compliance with federal regulations.

Attachments: Reasonable Modification Policy

PREPARED BY


Michelle Overmeyer

REVIEWED BY


Carl G. Sedoryk

ATTACHMENT 1

REASONABLE MODIFICATION POLICY

Adopted: TBD

OBJECTIVE: To ensure that MST's services are accessible to persons with disabilities, reasonable modifications or accommodations to MST policies, practices and procedures shall be considered.

Background

MST is committed to providing safe, reliable, and accessible mobility and transportation services for the people in Monterey County. To ensure equity and fairness, MST is committed to making reasonable modifications to its policies, practices and procedures to avoid discrimination and ensure programs and services are accessible to individuals with disabilities.

Responsibilities

MST shall designate its Compliance Analyst to manage the reasonable modification/accommodation practices. The Compliance Analyst shall work with appropriate MST staff to ensure the following:

- Develop materials to notify the public that reasonable modifications/accommodations may be requested and outline the process for submitting requests
- With the input of relevant staff (e.g., Director of Transportation, CTSA Manager, Risk/Security Manager), review public requests received, and respond in a timely manner
- Develop a mechanism within MST's formal passenger complaint procedure and process complaints when received
- Ensure coach operating training includes information on reasonable accommodation requests

Transit passengers requiring a reasonable accommodation to access MST's services shall submit a written request to MST following the process developed by the Compliance Analyst.

Any passenger whose request for a reasonable accommodation is denied may submit a complaint following MST's complaint procedures.

Exceptions

Requests for accommodations are not considered reasonable, and will be denied, if:

- 1.** It would fundamentally alter MST's program
- 2.** It would create a direct threat, as defined in 49 CFR 37.3, as a significant risk to the health or safety of others
- 3.** It is not necessary to enable the requestor to receive MST's services
- 4.** It would impose an undue financial or administrative burden upon MST

To: Board of Directors

From: Michelle Overmeyer, Grants and Compliance Analyst

Subject: Resolution 2016-04 Low Carbon Transit Operations Program (LCTOP)

RECOMMENDATION:

Adopt Resolution 2016-04 authorizing MST's General Manager/CEO to execute all *revised* required documents of the Low Carbon Transit Operations Program (LCTOP).

FISCAL IMPACT:

Up to \$345,563 in LCTOP funds to operate a new transit route serving East Salinas. No MST general funds would be required.

POLICY IMPLICATIONS:

The terms of the LCTOP program require that your Board authorize the filing of the revised grant application materials requesting up to \$345,563 from the California Department of Transportation (Caltrans).

DISCUSSION:

This item was originally brought to your board in March 2015 when staff was preparing the grant application materials. At the time, MST was eligible for \$162,869 in Fiscal Year 2014/2015 (FY 14/15) LCTOP funds.

A new program this year, LCTOP will draw from the Greenhouse Gas Reduction Fund to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Under the Fiscal Year 2014/2015 program, California agencies had a small window of time to present a project to Caltrans and the California Air Resources Board (ARB) in order for the program funds to be allocated by the legislative deadline of June 30, 2015. Any funds not allocated to an approved project would be rolled back into the State's general Cap & Trade account with no guarantee on what part of California would get those funds in the future. In that regard, MST requested the Monterey County allocation of funds to start a new transit line connecting East Salinas with Westridge Shopping Center. MST's *Transit Service in East Salinas* project was submitted to Caltrans and approved by ARB.

Santa Cruz Metropolitan Transit District's (SCMTD) submitted an allocation request to Caltrans, but ARB deemed the project ineligible. In an effort to avoid losing their FY 14/15 allocation, SCMTD requested the transfer of its allocation (\$182,694) to MST to be added to the approved *Transit Service in East Salinas* project. Caltrans forwarded this request to the State Controller's Office, and it has been determined that this redirection of funds would be permitted. Therefore, MST's approved *Transit Service in East Salinas* project will be receiving a total amount \$345,563. In return, MST would transfer \$182,694 to SCMTD under a future allocation cycle of LCTOP.

The transfer of funds was found to be the only feasible solution to ensure that \$182,694 in FY 14/15 funds remain within the Monterey Bay Area. In order to complete the transfer, your Board must approve the attached resolution authorizing the agency to receive these funds.

Attachment: Resolution 2016-04

 PREPARED BY _____ Michelle Overmeyer	 REVIEWED BY _____ Carl G. Sedoryk
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ATTACHMENT 1

RESOLUTION 2016-04

**AUTHORIZATION TO RECEIVE ADDITIONAL FISCAL YEAR
2014/2015 FUNDS FROM THE LOW CARBON TRANSIT
OPERATIONS PROGRAM (LCTOP)**

WHEREAS, Monterey-Salinas Transit is an eligible project sponsor and may receive Fiscal Year 2014/2015 state funding for the Low Carbon Transit Operations Program (LCTOP); and

WHEREAS, Monterey-Salinas Transit was allocated \$138,729 under Public Utility Code (PUC) 99313 and \$24,140 under PUC 99314 for a total Fiscal Year 2014/2015 allocation of \$162,869; and

WHEREAS, the LCTOP funds must be applied to a project approved by both the Department of Transportation (Department) and the California Air Resources Board (ARB); and

WHEREAS, Monterey-Salinas Transit proposed its Fiscal Year 2014/2015 allocation to the “Transit in East Salinas” project that was approved by the Department and ARB; and

WHEREAS, the Santa Cruz Metropolitan Transit District (SMTCD), an eligible project sponsor, was allocated \$88,497 under Public Utility Code (PUC) 99313 and \$94,197 under PUC 99314 for a total Fiscal Year 2014/2015 allocation of \$182,694; and

WHEREAS, the ARB was unable to approve the project submitted by SMTCD by the June 30, 2015 legislative deadline; and

WHEREAS, SCMTD is transferring its Fiscal Year 2014/2015 LCTOP allocation, in the amount of \$182,694, to Monterey-Salinas Transit’s approved “Transit in East Salinas” project; and

WHEREAS, Monterey-Salinas Transit will amend its “Transit in East Salinas” project to receive these funds for a total project budget of \$345,563, and

WHEREAS, Monterey-Salinas Transit will transfer \$182,694 of its future LCTOP allocation back to SMCTD.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Monterey-Salinas Transit that the fund transfer is approved.

BE IT FURTHER RESOLVED that the General Manager/CEO, or its designee, is hereby authorized and empowered to execute on behalf of Monterey-Salinas Transit all grant-

related documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT this 13th day of July, 2015 by the following vote:

AYES:

NOES:

ABSENT:

To: Board of Directors

From: Michelle Overmeyer, Grants and Compliance Analyst

Subject: Adopt Resolution 2016-05 Monterey Peninsula Regional Park District Grant Program

RECOMMENDATION:

Adopt Resolution 2016-05 authorizing MST's General Manager/CEO to submit and execute all required documents of the Parks, Open Space, and Coastal Preservation Grant Program.

FISCAL IMPACT:

Up to \$200,000 in Parks, Open Space, and Coastal Preservation Grant Program funds to operate additional transit service between Marina/Seaside and the Big Sur gateway. No MST general funds would be required.

POLICY IMPLICATIONS:

Your Board must authorize the filing of the grant application materials requesting up to \$200,000 from the Monterey Regional Park District's Parks, Open Space, and Coastal Preservation Grant Program.

DISCUSSION:

The Monterey Peninsula Regional Park District (District) has been acquiring lands for the express purpose of preserving open space and providing recreational opportunity since the early 1970s. The District has successfully protected approximately 12,500 acres of open space and acquired or helped to acquire a total of 24 parks and open spaces, most recently the acquisition of Palo Corona Ranch at the gateway to Big Sur. The District's current boundaries cover over 500 square miles and include the seven incorporated cities on the Monterey Peninsula as well as unincorporated areas of Carmel Valley, Pebble Beach, and the Big Sur Coast.

The District has accomplished these successes with funding from a one-half percent allocation of the property tax collected within the District. In 2004, voters in the District approved a ballot measure creating the MPRPD Parks, Open Space, and Coastal Preservation Assessment District. The voters agreed to a small assessment of single family dwelling equivalents in order to provide funding for MPRPD to continue preserving and protecting parks and open space within the District.

Funds collected from the assessment district are distributed annually through the Parks, Open Space, and Coastal Preservation Grant Program to public agencies and community partners to fund capital improvements, coastal preservation, environmental education programs, and increase access to open space. Priority consideration is given to projects that enhance Americans with Disabilities (ADA) accessibility, provide access to parks by youth, enhance coastal preservation efforts, and increase safety.

Staff has met with the District and views the grant program as a good opportunity for MST and the Monterey Peninsula Regional Park District to begin a long-term partnership. MST would be able to provide additional transit service to environmental and recreational opportunities, help improve ADA access, and reduce traffic and parking congestion at park facilities. Both agencies are particularly interested in improving access and increasing transit frequency between disadvantaged communities in Marina and Seaside with Palo Corona Ranch and Point Lobos State Park at the gateway to the Big Sur coast.

To apply for these grants funds, your Board must approve the attached resolution authorizing the General Manager/CEO to submit and execute all required documents of the Parks, Open Space and Coastal Preservation Grant Program.

Attachment: Resolution 2016-05

 PREPARED BY _____ Michelle Overmeyer	 REVIEWED BY _____ Carl G. Sedoryk
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RESOLUTION 2016-05

**AUTHORIZATION TO APPLY FOR ALL MONTEREY
PENINSULA REGIONAL PARK DISTRICT GRANTS FOR
WHICH MONTEREY-SALINAS TRANSIT IS ELIGIBLE**

WHEREAS, Monterey-Salinas Transit's strategic goal of implementing practices that encourage environmental sustainability and resource conservation aligns with the Monterey Peninsula Regional Park District's mission to work with community partners to maintain open space for public benefit, enjoyment and environmental protection; and

WHEREAS, Monterey Peninsula Regional Park District administers the Parks, Open Space and Coastal Preservation Grant Program to assist public agencies in improving, preserving, and increasing access to open spaces; and

WHEREAS, Monterey-Salinas Transit is an eligible project applicant for the Monterey Peninsula Regional Park District Park, Open Space and Coastal Preservation Grant Program; and

WHEREAS, Monterey-Salinas Transit is eligible to apply for grant program funds to improve transit access to park facilities and help reduce traffic congestion.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Monterey-Salinas Transit that the General Manager/CEO, or its designee, is hereby authorized and empowered to execute on behalf of Monterey-Salinas Transit all grant-related documents and any amendments thereto with the Monterey Peninsula Regional Park District.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT this 13th day of July, 2015 by the following vote:

AYES:

NOES:

ABSENT:

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To: Board of Directors

From: Kelly Halcon, Director of Human Resources/Risk Management

Subject: Adopt Social Media Policy

RECOMMENDATIONS:

Approve Monterey-Salinas Transit District's new Social Media Policy.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board approves policies for employees and non-employees. This updated policy will be included in the updated MST Employee Handbook, which the Board last approved in September 2010.

DISCUSSION:

Monterey-Salinas Transit District developed an Employee Handbook to describe some of the expectations of MST's employees and to outline the policies, programs, and benefits available to eligible employees. The MST Employee Handbook was first published in June of 2008 and later revised in September 2011 with Board approval. Currently, the MST Employee Handbook does not address the use of Social Media sites and/or applications for smart phones for our employees or the public.

MST is currently using Facebook and Twitter to promote ridership and public information. In an effort to continue to be responsible in our use of Social Media, MST's Social Media Policy addresses how MST plans to use Social Media to communicate with the public and who within the agency would be responsible for the material featured on those sites.

The Social Media Policy also establishes guidelines for its uses amongst MST employees. It is MST's intention to make it clear that Social Media should not be used as a form of harassment in the workplace. The policy also establishes that if an employee has used Social Media as a form of "bullying" or "harassment" disciplinary action could be taken up to and including termination of their employment. This stance

would be in accordance with our “Zero Tolerance” policy for harassment in the workplace and/or workplace violence.

Staff is recommending the Board adopt MST's Social Media Policy. By adopting this revision, MST would be taking a proactive stance in addressing the ever changing landscape of Social Media.

Attachment: Social Media Policy

Submitted by KHaleem Reviewed by Corey Saboury

SOCIAL MEDIA POLICY

Adopted: TBD

OBJECTIVE: To provide guidelines for a District-wide use social media during working hours and off work hours. The purpose of the policy is to assist employees in making responsible decisions, and to understand limits about the proper use of social media.

POLICY STATEMENT

Monterey-Salinas Transit District (MST) understands that its employees use social media sites and applications to share events in their lives, to communicate, and discuss their opinions with others, including family, friends and co-workers. However the use of social media may present certain risks and carries with it certain responsibilities. The district has established this policy and guidelines for appropriate use of social media. Not all uses are appropriate. Violation of this policy may result in disciplinary action.

In the rapidly expanding world of electronic communication, *social media* can mean many things. In general, social media encompasses the various activities that integrate technology, social interaction, and content creation. Through social media, individuals can create Web content, can organize, edit or comment on content, as well as combine and share content on their own website or on someone else's. Social media uses many technologies and forms, including Web feeds, blogs, wikis, photography, and video sharing, web logs, journals, diaries, chat rooms, bulletin boards, affinity web sites, podcasts, social networking, fansites, mashups, and virtual worlds.

UNDERSTAND YOUR RIGHTS AND RESPONSIBILITIES IN USING SOCIAL MEDIA

Use good and ethical judgment. To the extent your social media use impacts MST, District employees and clients, follow District policies and regulations as applicable, including but not limited to those that protect individual privacy rights, anti-discrimination and harassment policies, the anti-workplace violence policy and other relevant District policies.

Keep in mind that if your conduct adversely affects your job performance, the performance of your co-workers, is detrimental to the mission and function of the District or otherwise adversely affects members of the public served by the District, people who work on behalf of the District or the District's legitimate business interests, the District may take disciplinary action against you up to and including termination.

Keep in mind that you are more likely to resolve work-related complaints by speaking directly with your co-workers or via other channels such as by speaking with the District's Human Resources Department, or by filing an internal complaint or grievances, if applicable. Nevertheless, if you decide to post complaints or criticism, avoid using statements,

photographs, video or audio that reasonably could be viewed as malicious, obscene, or threatening or that might constitute harassment or bullying. Examples of such conduct might include offensive posts that could contribute to hostile work environment on the basis of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or any other status protected by the law of District policy. Examples of threatening conduct include posting material that would make a reasonable person afraid for his or her safety or the safety of his or her family.

Strive for accuracy and full disclosure in any blog or post. Include a link to your sources of information. If you make a mistake, correct the information or retract it promptly.

Never post any information or rumors that you know to be false or possibly true about the District, your co-workers, District clients, or people working on behalf of the District.

Do not disclose information that may violate District, client or employee rights. For example, do not disclose another individual's social security number, medical information, financial information or personal data in a manner that violates that person's rights.

If you publish a blog or post online related to the work you do or subjects associated with the District, make it clear that you are not speaking on behalf of the Districts. It is best to include a disclaimer such as "The postings on this site are my own and do not necessarily reflect the views of the District."

If you want to keep personal life separate from your professional or work life, use privacy settings to restrict personal information on public sites. Consider who you invite or accept to join your social network as those individuals will have access to your profile, photographs, etc.

Understand that even if you have private settings, those you invited into your network can easily, print, save, cut, paste, modify or publish anything you post. Material can be achieved on the Internet even after you remove it.

USING SOCIAL MEDIA AT WORK

You must never use District Electronic Communications Resources, or work time, for your personal social media use. You may use social media only a rest break, during a meal break or during other off-duty time. Do not use District email addresses to register on social networks, blogs or other online tools utilized for personal use.

MEDIA CONTACTS

Employees should not speak to the media on the District's behalf. Direct all question from the media to the District's Public Information Officer. The District's Public Information Officer is the District's General Manager/CEO or an individual they designate.

FOR MORE INFORMATION

If you have questions or need further guidance, please contact the District's Director of Human Resources and Risk Management or Public Information Officer.

To: Board of Directors
From: H. Harvath, Assistant General Manager for Finance and Administration
Subject: FY 2016 APTA Dues

RECOMMENDATION:

Approve the expenditure of \$35,029 for American Public Transit Association (APTA) dues for Fiscal Year 2016.

FISCAL IMPACT:

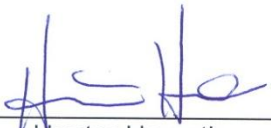
\$35,029 in funds identified for APTA dues as a part of MST's FY 2016 Budget.

POLICY IMPLICATIONS:

Your Board approves expenditures exceeding \$25,000.

DISCUSSION:

The American Public Transportation Association is the national advocacy group for public transit. APTA represents MST's interests on a national level through lobbying and testifying before Congress on transit-related issues, as well as through its transit research programs, publications, industry standards and overall industry image building on behalf of transit. MST staff and members of your Board attend various APTA meetings, functions and conferences throughout the year. APTA dues are based on annual operating expenses for the most recent completed year. For FY 2016, MST's operating budget falls within the \$30 million to \$50 million dues category of \$35,029, resulting in a payment that is the same as last year.

PREPARED BY: 
Hunter Harvath

REVIEWED BY: 
Carl G. Sedoryk

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Human Resources Committee
Monterey Bay Unified Air Pollution Control District
24580 Silver Cloud Ct., Monterey

Minutes
June 8, 2015

Present: Directors: Clark, Miller, Pacheco, Stephens (Chair)

Absent: None

Staff: Carl Sedoryk, General Manager/CEO; Kelly Halcon, Director of HR and Risk Management; Hunter Harvath, Asst. GM of Finance and Administration; Alex Lorca, General Counsel; Deanna Smith, Executive Asst./Clerk to the Board

Public: None

1. Call to order.

Chairperson Stephens called the meeting to order at 9:00 a.m. and roll call was taken.

2. Public comment on matters not on the agenda.

No public comment.

3. Review MST staffing levels for FY 2016.

Kelly Halcon reviewed the proposed staffing levels for FY 2016 which included a total of three new positions: a contract transportation supervisor; a trainer; and a compliance analyst. Filling these positions will take extra workload off of current MST staff who have assumed the duties of these positions since major cuts to staffing levels were made in 2008.

4. HR Security and Safety 101 Presentation.

At staff's request, the presentation was moved to the end of the agenda to allow time for Closed Session items.

5. Review criteria for GM/CEO Classification Study and General Performance Evaluation Process.

Kelly Halcon stated that several board members had expressed dissatisfaction with holding concurrent performance evaluation and contract negotiation/renewal for the

General Manager/CEO. Additionally, last fall she received a request for a thorough compensation study for the General Manager/CEO position. She recommended separating the performance evaluation from the contract review and negotiation process and asked if the committee recommended meeting more frequently to begin a compensation study. The consensus of the committee was that the process seemed to go very smoothly during the last contract review. The committee recommended beginning the performance evaluation in July of 2015, with the compensation study and contract review process to take place simultaneously later in the year.

6. Closed session.

Chair Stephens moved to Closed Session. No public comment was made.

- 3-1. Conference with Legal Counsel Litigation: Morgan v. MST, Monterey Superior Court No. M130164, Gov. Code § 54956.9 (K. Halcon)
- 3-2. Conference with Legal Counsel Litigation: Miele v. MST, R. Calimlim, Monterey Superior Court No. M127189. Gov. Code § 54956.9 (K. Halcon)
- 3-3. Conference with Labor Negotiators. Gov. Code § 54957.6. Amalgamated Transit Union (ATU), Monterey-Salinas Transit Employee Association (MSTEA), and MST. (D. Laredo, K. Halcon)

7. Return to open session and report on closed session.

MST General Counsel, Alex Lorca, reported that all items were discussed and direction was provided to staff. No reportable action was taken.

8. Staff and Committee member comments, questions, or referrals.

Kelly Halcon requested that the HR Security and Safety 101 Presentation be moved to the next Human Resources Committee agenda.

9. Adjourn.

There being no further business, Chair Stephens adjourned the meeting at 9:52 a.m.

Prepared by: 
Deanna Smith, Deputy Secretary

To: Board of Directors

From: M. Eccles, Director of Information Technology

Subject: Purchase surveillance equipment and associated hardware to upgrade camera surveillance functionality on the MST fixed route fleet.

RECOMMENDATION:

Authorize \$500,000 for the purchase of cameras and associated hardware from SEON, a division of Safe Fleet.

FISCAL IMPACT:

\$500,000 to upgrade cameras and Digital Video Recorder (DVR) hardware on the MST fixed route fleet. Funding is available from Prop 1B State of California Bonds and future operational funds for ongoing annual maintenance costs. The funds have been approved and are available in the MST Capital Budget.

POLICY IMPLICATIONS:

Your Board approves expenditures over \$25,000.

DISCUSSION:

MST has had factory-installed security cameras on our vehicles since 2002. As the technology improved, MST upgraded the system as funding became available. The current security system that was installed on two-thirds of the fleet in 2009 is now coming to the end of its useful life. Additionally, there are approximately 25 buses that are still using the initial hardware from 2002. There have also been some failures of the current DVR system, resulting in some accidents/incidents not being recorded.

The functionality of security systems has been greatly enhanced in the intervening years. Disc storage technology has improved as well as High Definition (HD) recording and audio quality.

After conducting two separate three-month trial periods from different vendors, MST has determined that the best system for our needs would be to purchase the SEON system. The SEON system is the least expensive, the DVR has HD quality

capability on the front-facing camera, and every internal camera has a built in audio microphone. This feature will greatly improve the sound recordings lacking in our current system, as well as provide the ability to zoom in with the HD camera for any incident that occurs in front of a bus. The viewing quality has also improved on the additional cameras.

With our current system, whenever an incident or accident occurs, an Operations Supervisor has to physically go to the bus, exchange the DVR Hard Drive and then return to the office to review the DVR. This is a time-consuming task and also can lead to data loss problems if a DVR is not seated correctly in the housing on the bus when it is exchanged. With the proposed system, MST staff can schedule video to download via a WiFi network at our maintenance sites when the bus returns to its home base. There is also the capability of receiving "live" feeds from the bus utilizing the WiFi capability via a cell phone link in the event of an incident occurring while the bus is in service.

There are additional benefits with the SEON system. In November 2015, the current WiFi vendor that MST uses to provide passengers with access to the internet while commuting to work has indicated that they will not be providing this service anymore. Since implementing free WiFi in 2005, the system has been accessed just under 90,000 times. This benefit has enabled commuters to work during the journey to work, increasing ridership and reducing passenger car traffic.

Due to the enhanced functionality of this system, MST had the SEON system installed on the 18 new buses that have been received since March 2015. By authorizing MST to upgrade the remainder of the fleet with this system, it will improve the overall efficiency and lower the operational cost of retrieving video when necessary. Based on the extensive use of the retrieving video since 2002, it is not considered practical to have two different systems in use on buses, due to the lack of compatibility between the reviewing software and the associated hardware.

Onboard security cameras have been an extremely valuable tool for investigating accidents, vandalism, assaults and fraudulent claims against MST. A single camera showing clear evidence that MST was not responsible in a serious accident could save MST up to \$250,000 in self-insured retention costs.

Warranty of the system is covered for three years as part of the purchase price. Years four and five can be prepaid at 2015 costs. The computer server hardware and software will cost approximately \$50,000. Having a DVR spare pool of 10 percent is also recommended.

Fixed Route Surveillance Camera Upgrade (inc tax)	\$325,000
Professional Services (Configuration and Engineering)	\$ 67,000
Extended Warranty Year 4 and 5	\$ 23,650
Server Hardware including enhanced storage (inc tax)	\$ 50,000
Contingency (7.5%)	\$ 34,850
Total	\$500,000

Approval of this item will authorize the purchase and installation of 66 DVR systems from SEON, DVR spare pool and computer server hardware and software, and prepay for extended warranty for years four and five. The total cost is not to exceed \$500,000.

PREPARED BY:  REVIEWED BY: 
Mark Eccles Carl Sedoryk

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To: Board of Directors

From: Lisa Rheinheimer, Director of Planning & Development

Subject: Monterey Bay Operations and Maintenance Facility Project Final Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program

RECOMMENDATION:

1. Hold public hearing on the Final Initial Study/Mitigated Negative Declaration and the Monterey Bay Operations and Maintenance Facility project (Project) pursuant to the California Environment Quality Act (CEQA),
2. Adopt Resolution 2015-06 adopting the Final Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, and
3. Approve the Monterey Bay Operations and Maintenance Facility Project, subject to approval by the City of Monterey Planning Commission and other agency permits.

FISCAL IMPACT:

Holding the public hearing, adopting the resolution and approving the project have no fiscal impact. The cost of preparing this environmental document was \$155,000, funded with money from a settlement with the County of Monterey after the Board of Supervisors rescinded its prior approval of the MST Whispering Oaks bus facility project.

POLICY IMPLICATIONS:

As the CEQA Lead Agency for the Project, MST is responsible for holding a public hearing and certifying the environmental document prepared for the Project.

DISCUSSION:

In November 2013 your Board authorized a contract with AECOM in the amount of \$1,900,000 for final design, architectural/engineering, environmental, permitting and related pre-construction services to expand and rehabilitate the Thomas D. Albert (TDA) facility located at One Ryan Ranch Road, Monterey.

On June 30, 2015, MST was notified that this project was one of only 14 projects selected statewide to receive California Cap and Trade funds through the Transit and Intercity Rail Capital Program. MST will receive \$10,000,000 that can be used towards the construction phase of the \$20,260,000 project.

AECOM's scope of work for this renovation and expansion project includes the redesign of existing facilities for Operations Department staff and increases the number of maintenance bus bays from three to nine. It also includes the replacement of the bus wash and increases fleet parking capacity. To the extent possible, some of the design features for this remodel project were incorporated from AECOM's original design for the Whispering Oaks facility on the former Fort Ord.

The Project intends to improve the efficiency of the existing MST Monterey Bay Operations and Facilities property through site improvements and building and bus parking expansion. The Project would reconfigure the existing facility to focus on operations and would relocate most of the management and administrative functions off-site. Many of the buses that currently operate on Peninsula routes but that are stored and serviced in Salinas would be relocated to the proposed renovated and expanded facility. The primary purpose of this Project is to improve the overall efficiency of operations and ultimately the delivery of transit services to the public.

A Draft Initial Study/Mitigated Negative Declaration was circulated for public comment for the required 30-day review period between May 1, 2015 and June 1, 2015. Public notice was provided to a local newspaper with general circulation within the project area per CEQA Guidelines and MST requirements for public noticing on May 9, 2015. Additionally, the Notice of Intent to adopt an Initial Study/Mitigated Negative Declaration was posted at the entrance to the Monterey Bay Operations and Maintenance Facility at One Ryan Ranch Road in Monterey.

The Project was also presented to the City of Monterey Planning Commission for concept review on May 26, 2015. The Planning Commission provided positive comments about the proposed project. During the conceptual review process, the City of Monterey Planning staff provided comments on the Project that have been incorporated into the project and responses to those comments have been reviewed by City Planning staff.

During the public review period, three comment letters were received from the following agencies: the Monterey Bay Air Pollution Control District; the State of California, Governor's Office of Planning and Research, State Clearinghouse and Planning Unit; and the Monterey Peninsula Water Management District. The Air District and the State Clearinghouse had no comments.

The Monterey Peninsula Water Management District submitted several comments about the anticipated water use at the site and the permitting process. The Water Management District expressed concerns about the methodology for calculating the anticipated water demand of the Project. The Water Management District commented that the proposed project is primarily an office/warehouse use. However, this proposed project is designed primarily as a bus maintenance facility with operations (drivers) and communications as the other uses. The Final Initial Study/Mitigated Negative Declaration fully discloses the anticipated water impacts of the proposed project and further explains the methodology for calculating water use. Based on the Water Use Analysis memo, MST has shown in the Final Initial Study/Mitigated Negative

Declaration that the overall water use is expected to decline slightly as a result of this project. MST will work collaboratively with the Water Management District to obtain a water permit in the coming months according to their water permitting process.

Additionally, MST staff presented the project to the Monterey County Airport Land Use Commission for a consistency determination with the 1987 Comprehensive Land Use Plan for the Monterey Peninsula Airport. At their June 22, 2015, meeting, the Airport Land Use Commission found that the project is consistent with the 1987 Comprehensive Land Use Plan with a condition to grant an aviation easement to the Airport and to gain approval from the Airport Manager on the design of exterior lighting so as not to create interference with Airport lighting.

The next steps and schedule are as follows:

July 13, 2015

MST Board public hearing approving the project and CEQA adoption

July 28, 2015

City of Monterey Planning Commission amended use permit approval and CEQA adoption as responsible agency, pending

August 5, 2015

City of Monterey Architectural Review Committee and Tree Removal Permit approval, pending

July – December 2015

Final design phase and required permits

January – December 2016

Construction phase

A public hearing to approve the project and adopt the environmental document is a necessary part of the approval process under CEQA. This is the opportunity for the MST Board to hold this public hearing, consider any additional input, certify this CEQA document and enable the agency to move forward with this project.

ATTACHMENT 1: Resolution 2016-06

ATTACHMENT 2: Final Initial Study/Mitigated Declaration, Draft Initial Study/Mitigated Negative Declaration, Draft Initial Study/Mitigated Negative Declaration including Appendices A-H, and Mitigation Monitoring and Reporting Program*

**Attachment 2 items for the Board of Directors have been mailed under separate cover due to their size.*

A complete detail of Attachment 2 items can be viewed electronically online at the following link www.mst.org. The full report can also be viewed or obtained at MST, 1

Ryan Ranch Rd., Monterey, 93940, any time between the hours of 8:00 a.m. to 5:00 p.m. Monday-Friday, excluding holidays. To have a copy of the report mailed directly to you, or to pick up a copy, please send your request to clerk@mst.org or call 831-393-8192.

Prepared by:  Approved by: 

ATTACHMENT 1

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTEREY-SALINAS TRANSIT DISTRICT ADOPTING THE FINAL INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM AND APPROVING THE MONTEREY BAY OPERATIONS AND MAINTENANCE FACILITY PROJECT AT ONE RYAN RANCH ROAD, MONTEREY, CALIFORNIA

WHEREAS, the Monterey-Salinas Transit District Monterey Bay Operations and Maintenance Facility is located at One Ryan Ranch Road in Monterey, California; and

WHEREAS, the existing Monterey Bay Operations and Maintenance Facility is in need of renovation and expansion to meet the existing and future bus operations and maintenance needs; and

WHEREAS, an Initial Study and Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program has been prepared Monterey-Salinas Transit per the California Environmental Quality Act, which assesses the potential environmental impacts associated with the expansion and renovation of the Monterey Bay Operations and Maintenance Facility; and

WHEREAS, all potentially significant environmental impacts analyzed in the Initial Study can be either avoided or reduced to a level of insignificance through the implementation of the mitigation measures identified in the Initial Study and the Mitigation Monitoring and Reporting Program; and

WHEREAS, the draft Initial Study and Mitigated Negative Declaration was circulated for comment during the required 30-day public review period from May 1, 2015 through June 1, 2015; and

WHEREAS, one letter was received from the Monterey Peninsula Water Management District, and those comments have been addressed and have not resulted in the identification of any potentially significant impacts or any additional mitigation measures; and

WHEREAS, one letter was received from the Monterey Bay Unified Air Pollution Control District, stating that the District had no comments; and

WHEREAS, one letter was received from the State of California Governor's Office of Planning and Research, State Clearinghouse and Planning Unit, stating that no state agencies had submitted comments; and

WHEREAS, the project was introduced and conceptually reviewed by the City of Monterey Planning Commission on May 26, 2015, during the public review period and

comments were provided. Those comments have been addressed and have not resulted in the identification of any potentially significant impacts or any additional mitigation measures.

NOW, THEREFORE, BE IT RESOLVED, Pursuant to the requirements of California Public Resources Code Section 21000 et seq. (“CEQA”) and Title 14, California Code of Regulations Section 15000 et seq. (the “CEQA” Guidelines), the Monterey-Salinas Transit District hereby finds the following:

1. An Initial Study/Mitigated Negative Declaration has been prepared for the proposed Monterey Bay Operations and Maintenance Facility in compliance with the provisions of the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and all other applicable guidelines.

Evidence: *The relevant documents used in the preparation of the Initial Study and Mitigated Negative Declaration are filed in the project record located at the Monterey-Salinas Transit Districts offices at One Ryan Ranch Road, Monterey, California. Public review of the Initial Study and Mitigated Negative Declaration was conducted from May 1, 2015 to June 1, 2015. The Notice of Availability of the Mitigated Negative Declaration was noticed in a newspaper of general circulation on May 9, 2015. Comments were received as a result of the Initial Study and Mitigated Negative Declaration circulation. The comments have been addressed and have not resulted in the identification of any potentially significant impacts or in any additional mitigation measures.*

2. The Monterey-Salinas Transit District has considered the Initial Study and Mitigated Negative Declaration together with all comments received from the public review process.

Evidence: *The Monterey-Salinas Transit District has considered all evidence presented to it, including any comments and responses regarding this project and its potential environmental impacts.*

3. The Mitigated Negative Declaration reflects the independent judgment of the Monterey-Salinas Transit District.

Evidence: *The Monterey-Salinas Transit District caused to be prepared the Initial Study and Mitigated Negative Declaration. The Monterey-Salinas Transit District considered and reviewed the Initial Study and Mitigated Negative Declaration and considered public comments and any supplemental information presented to it prior to taking action on the Mitigated Negative Declaration and proposed project.*

4. The Monterey-Salinas Transit District has found that there is no substantial evidence that the proposed project will have a significant effect on the environment.

Evidence: *After consideration of the Initial Study and Mitigated Negative Declaration, the Monterey-Salinas Transit District finds that, based on the evidence in the record, the project as proposed, with the adoption and implementation of the Mitigation Monitoring and Reporting Program, would not have a significant effect on the environment.*

BE IT FURTHER RESOLVED, that the Monterey-Salinas Transit District hereby adopts a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Monterey Bay Operations and Maintenance Facility Project; and

BE IT FURTHER RESOLVED, that the Monterey-Salinas Transit District hereby approves the Monterey Bay Operations and Maintenance Facility Project.

THE BOARD OF DIRECTORS MONTEREY-SALINAS TRANSIT DISTRICT PASSED AND ADOPTED RESOLUTION 2016-06 this 13th day of July, 2015.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Monthly Report – May 2015

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for May 2015 (Attachments 1-4).

On May 3-5, I attended the Bus Operations and Paratransit Conference in Fort Worth, TX. While at the conference I attended a variety of committee meetings including the APTA Executive Committee, Board of Directors, Mobility Management Committee, and I was elected to chair the Bus and Paratransit CEO's committee. I was invited to make a presentation as part of a panel discussing the state of the U.S. transit industry, and I attended sessions related to technology, safety/security, financial planning, accessibility and mobility management, and bus rapid transit.

On May 20, I attended the California Transit Association Spring Legislative Conference where leaders in the state legislature and the Governor's staff provided updates on state transit funding programs. I participated on a panel discussion regarding fundraising strategies to develop local sources of transportation funds, and I met with Assembly member Stone to discuss grants for bus-on-shoulder planning activities.

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report – May 2015

Attachment #3 – Facilities & Maintenance Dept. Report – May 2015

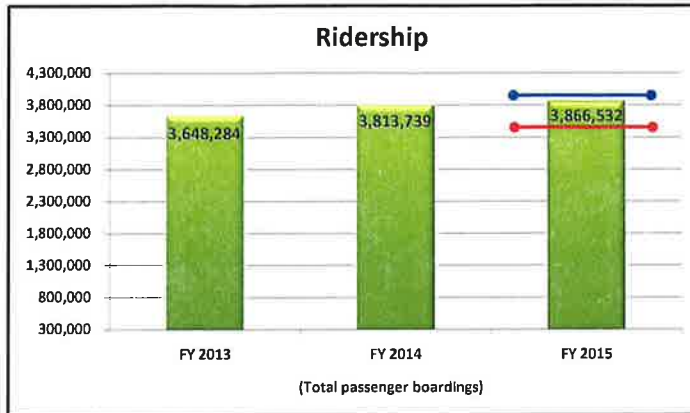
Attachment #4 – Administration Dept. Report – May 2015

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

Prepared by: 

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MST Fixed Route YTD Dashboard Performance Comparative Statistics Months of July - May Fiscal Years 2013-2015



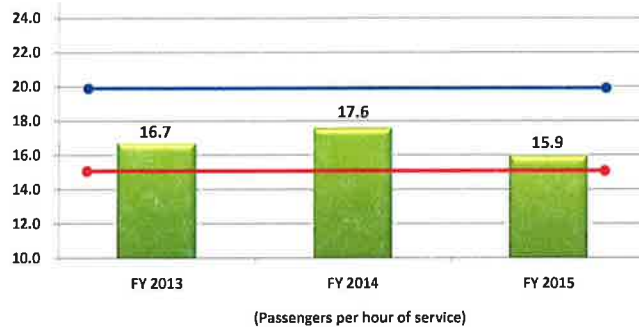
Goal = 3,890,000 passengers

Minimum = 3,432,365 passengers

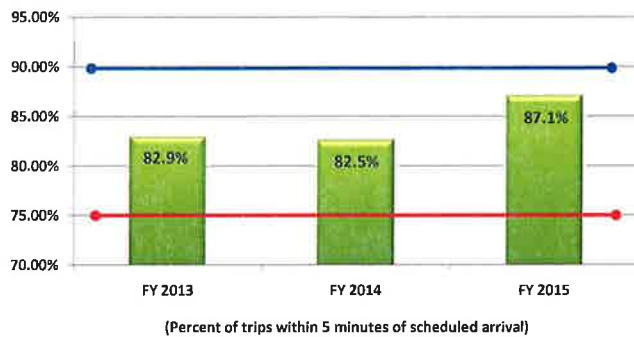
Goal = 20 passengers p/h

Minimum = 15 passengers p/h

Passengers Per Hour



On Time Performance



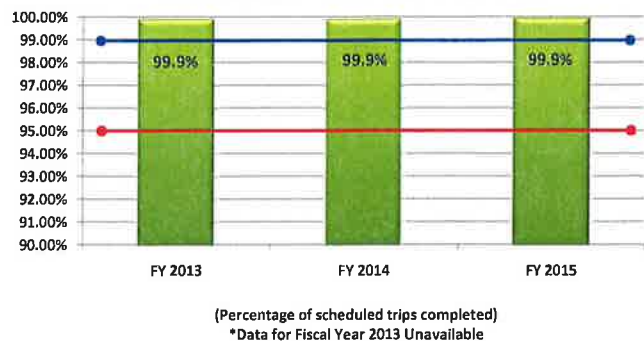
Goal = 90% on time

Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed

Percentage of Service Delivered

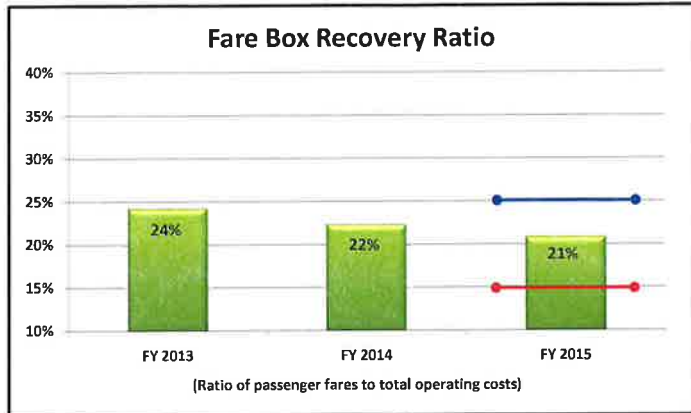


MST Fixed Route

YTD Dashboard Performance Comparative Statistics

Months of July - May

Fiscal Years 2013-2015

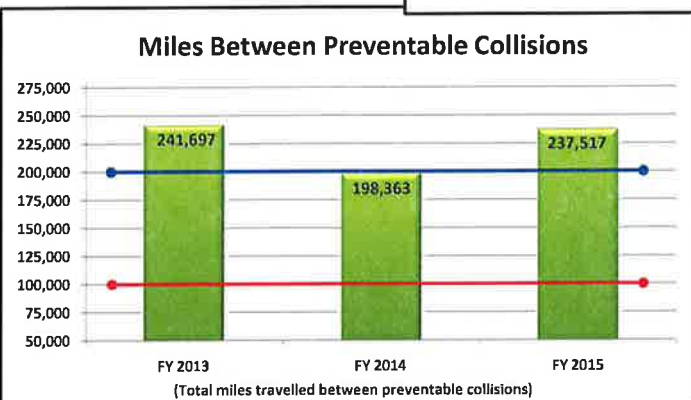
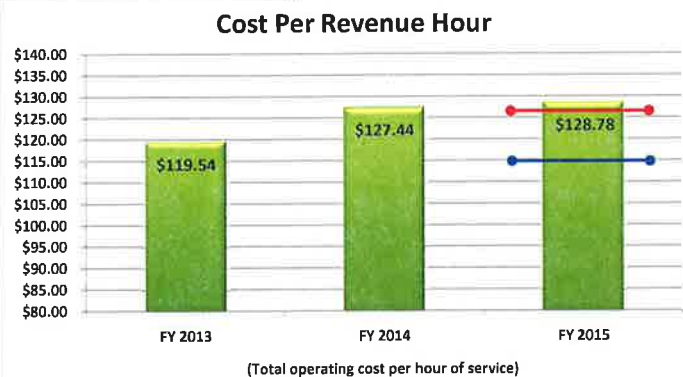


Goal = 25%

Minimum = 15%

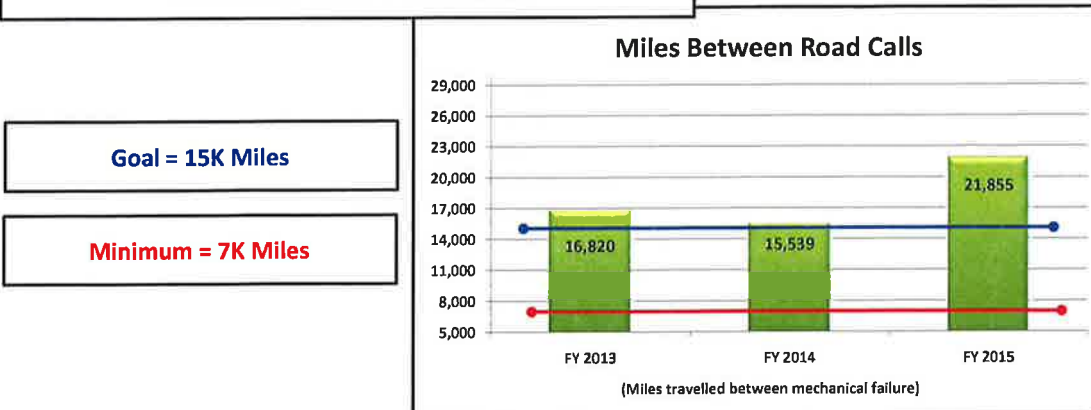
Maximum = \$127.35 per RH

Goal = \$115.78 per RH



Goal = 200K Miles

Minimum = 100K Miles



Goal = 15K Miles

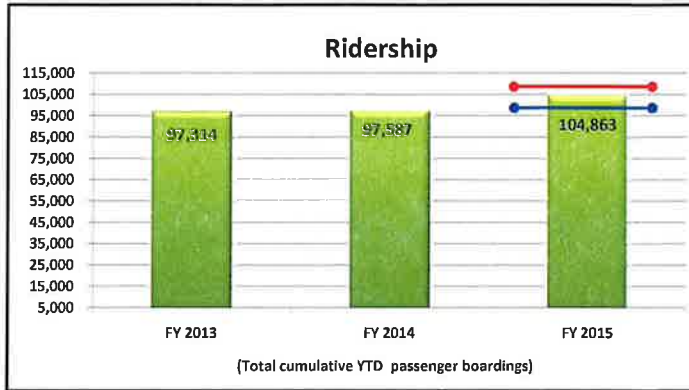
Minimum = 7K Miles

MST RIDES

YTD Dashboard Performance Comparative Statistics

Months of July - May

Fiscal Years 2013-2015

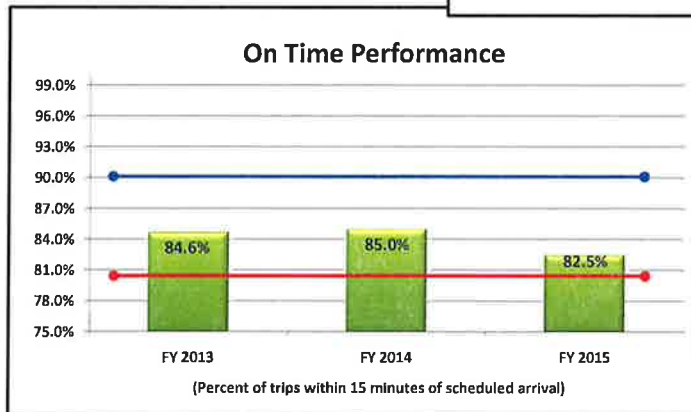
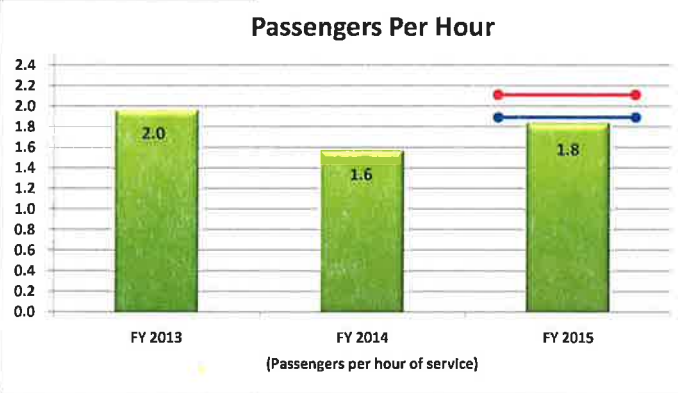


Goal = 99,536 passengers

Maximum = 109,490 passengers

Goal = 1.87 passengers p/h

Maximum = 2.06 passengers p/h

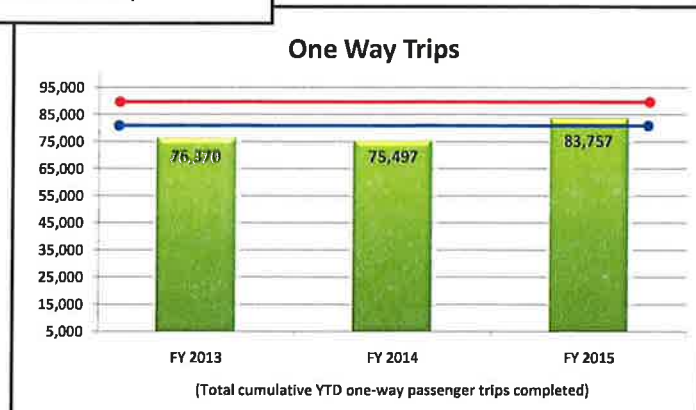


Goal = 90% on time

Minimum = 80% on time

Maximum = 90,448 one-way trips

Goal = 82,225 one-way trips

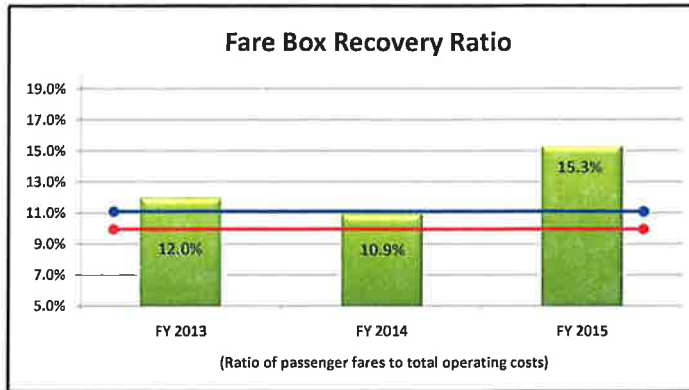


MST RIDES

YTD Dashboard Performance Comparative Statistics

Months of July - May

Fiscal Years 2013-2015

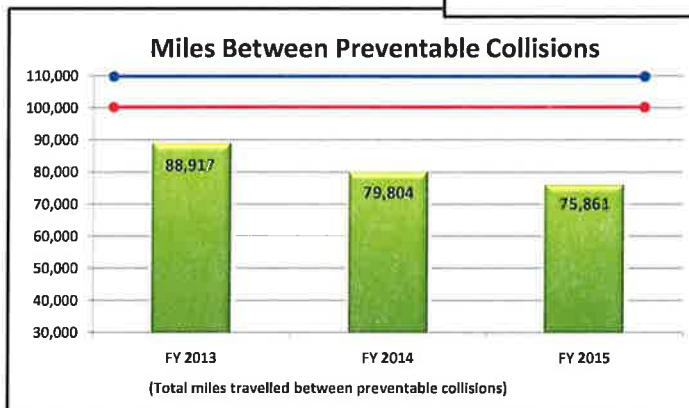
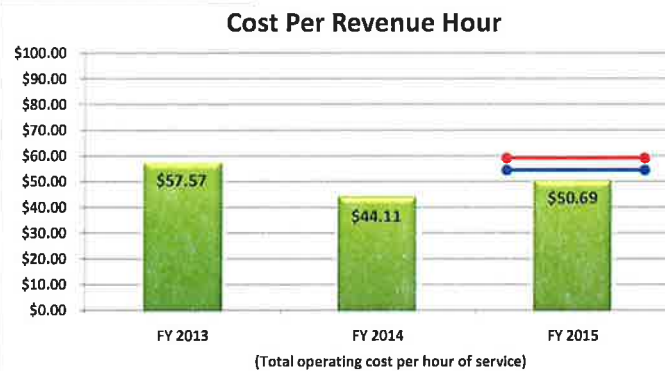


Goal = 11%

Minimum = 10%

Goal = \$54.24

Maximum = \$59.66

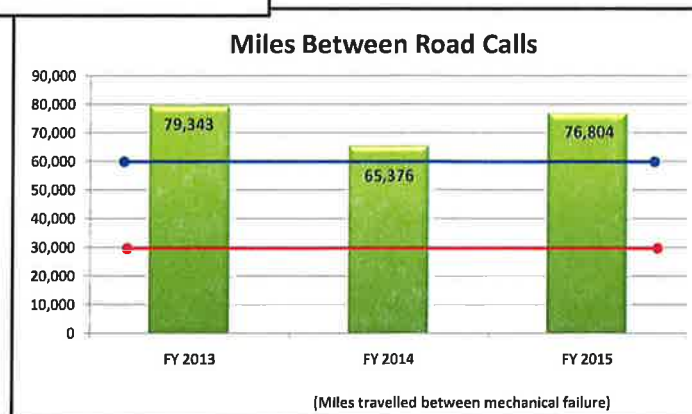


Goal = 110K Miles

Minimum = 100K Miles

Goal = 60,000 miles

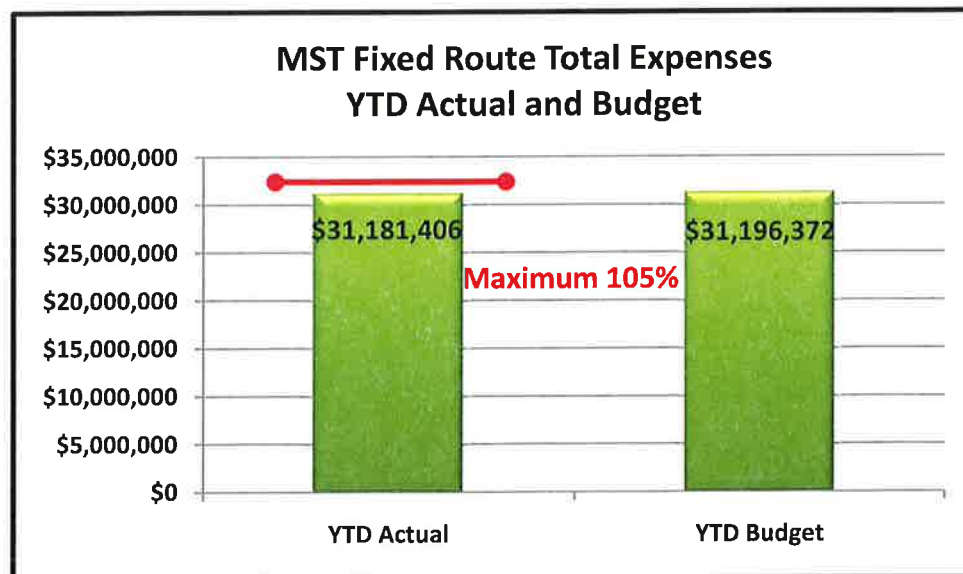
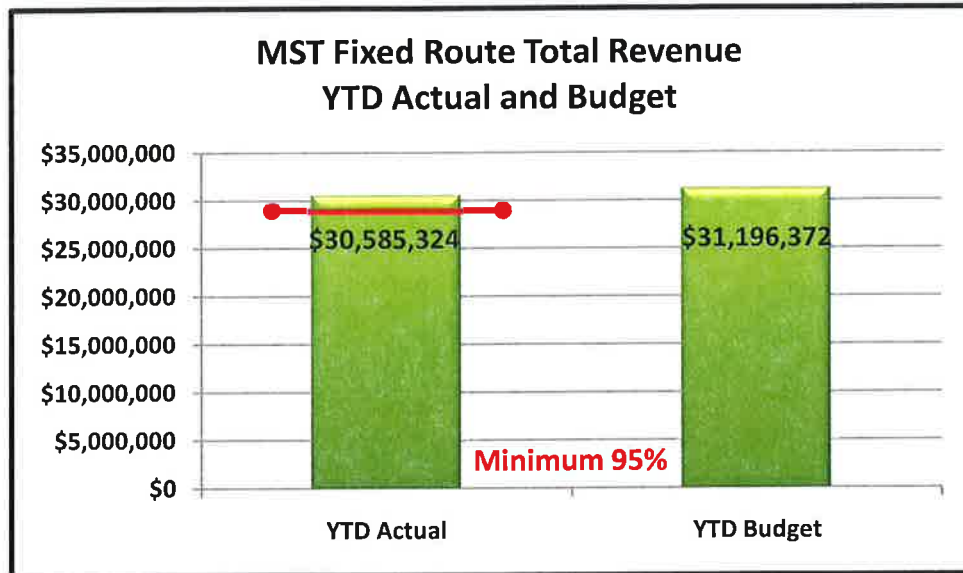
Minimum = 30,000 miles



MST Fixed Route

Financial Performance Comparative Statistics

July through May
Fiscal Year 2015

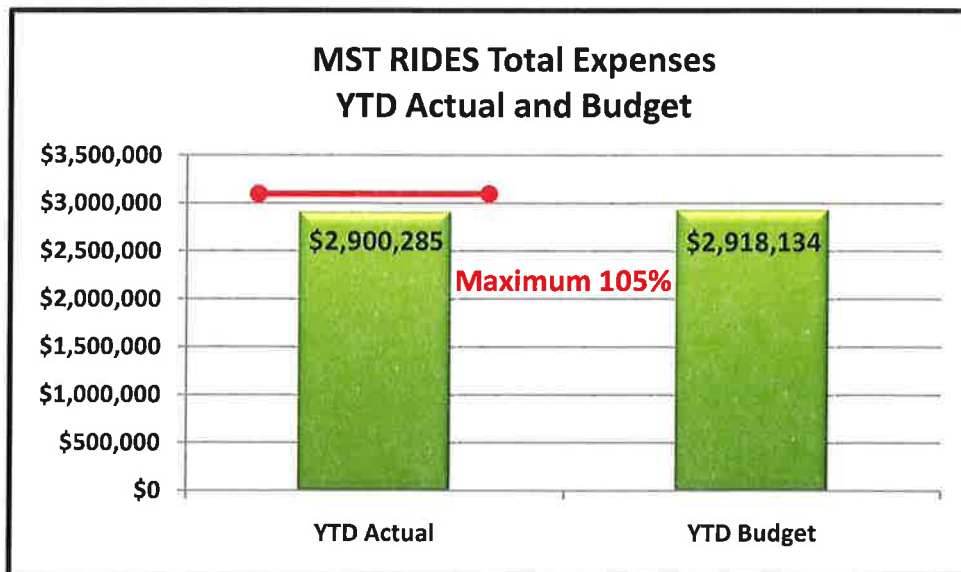
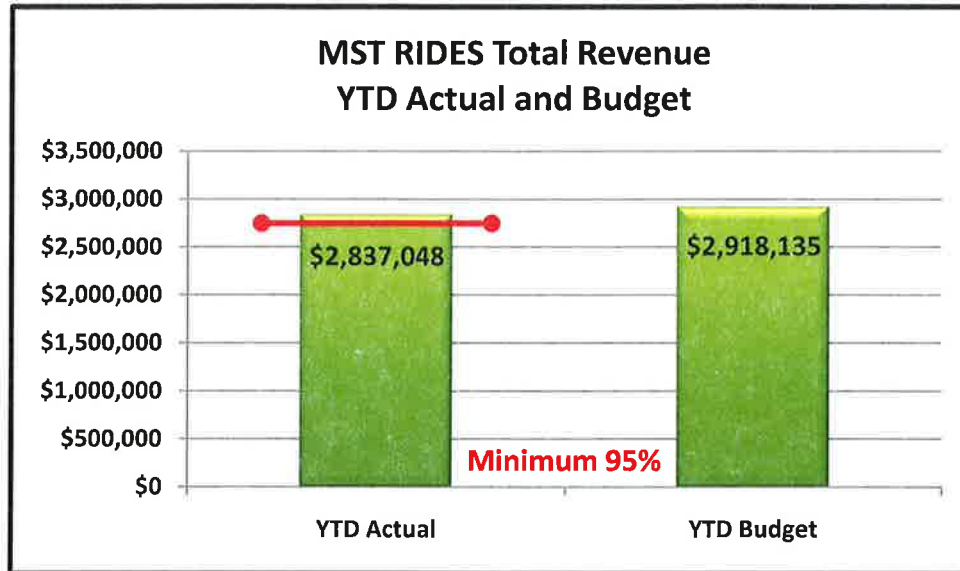


MST RIDES

Financial Performance Comparative Statistics

July through May

Fiscal Year 2015



ATTACHMENT 2

June 30, 2015

To: Mike Hernandez, Assistant General Manager / C.O.O.

From: Robert Weber, Director - Transportation Services

Cc: MST Board of Directors

Subject: **Transportation Department Monthly Report – May 2015**

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership decreased by 1.38% in May 2015, (352,351), as compared to May 2014, (357,295). Fiscal year to date, passenger boardings have increased by 1.38%.

Productivity remained unchanged from 15.5 passengers per hour (May 2014) to 15.5 in May of this year.

Supplemental / Special Services:

05/02/15: MST provided special service from the Santa Cruz Metro Center to the Monterey Bay Aquarium for its “Free to Learn” program. The service transported 119 passengers.

05/15/15: MST provided special service from the Sally Griffin Senior Center Pacific Grove to Sherwood Hall in Salinas. 24 passengers were transported during this event.

05/30/15 – 05/31/15: MST provided shuttle services between Monterey Peninsula College and the Monterey County Fairgrounds in support of the annual Artichoke Festival. The service transported 2,351 passengers during this two day event.

System Wide Statistics:

- Ridership: 352,351
- Vehicle Revenue Hours: 22,725
- Vehicle Revenue Miles: 366,671
- System Productivity: 15.5 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 31,331

Time Point Adherence: Of 126,148 total time-point crossings sampled for the month of May, the TransitMaster™ system recorded 14,998 delayed arrivals to MST’s published

time-points system-wide. This denotes that **88.11%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus ~ On Time Compliance Chart FY 2015.*)

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 eight (8) cancelled trips for the month of May for both directly operated and contracted services:

Total Trips Provided: 31,331			
Category	MST	MV	%
Accident	0	1	12.50%
Employee Error / Other	0	0	0.00%
Equipment Shortage	0	0	0.00%
Mechanical	4	3	87.50%
Other ¹	0	0	0.00%
Passenger Incident	0	0	0.00%
Staffing Shortage	0	0	0.00%
Traffic	0	0	0.00%
Totals	4	4	100.00%

¹ Insufficient information provided – cause(s) still under review

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 May 2014 and 2015:

Occurrence Type	May-14	May-15
Collision: MST Involved	6	5
Employee Injury	0	0
Medical Emergency	3	0
Object Hits Coach	0	2
Passenger Conflict	2	6
Passenger Fall	3	6
Passenger Injury	1	1
Other	3	5
Near Miss	0	5
Fuel / fluid Spill	3	1

Unreported Damage	0	0
Totals	21	31

CONTRACTED SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of May there were 9,231 passenger boardings. This denotes a 9.19% decrease in passenger boardings from May of 2014, (10,165). Fiscal YTD boardings have increased by 7.48%.

- Productivity for May of this year was at 1.86 passengers per hour, which has decreased from May of 2014, (1.90).
- For the month of May, 87.22 % of all scheduled trips for the MST RIDES Program arrived on time, increasing from 81.22 % in May of 2014.

COMMUNICATIONS CENTER:

In May, MST's Communications Center summoned public safety agencies on *eight* (8) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident / Other	4
EMS	Passenger Illness	4

Robert Weber

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ATTACHMENT 3

June 28, 2015

To: Carl G. Sedoryk, General Manager/CEO

From: Michael Hernandez, Assistant General Manager/COO

Subject: Monthly Maintenance/Facilities Report for May 2015

This monthly report summarizes the activities of the Maintenance and Facilities Departments as well as fuel prices during the past month.

FY15 Fuel Budget:	Average Fuel Price May 2015:	Average Fuel Price: FY2015
Diesel: \$3.60	\$2.53	\$2.62
Gasoline: \$3.90	\$3.08	\$2.76

Fleet Status:	Operating Cost Per Mile:	* Miles Between Major Mechanical Road Calls:
May 2015:	\$.94	19,214
FY2015 - YTD:	\$1.03	21,855
FY2014:	\$1.20	15,539 YTD Comparison

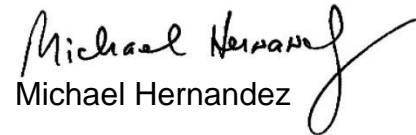
Minimum: 7,000 Miles; **Goal:** 15,000 Miles

Department Activities/Comments:

Miles between road calls for May were 19,214 for the fleet with 16 road calls categorized as "major mechanical" and four road calls as a result of minor or non-mechanical issues. The highest major road call categories were due to electrical issues (10). Scheduled preventative maintenance (PMs) fell to 74% during the month of May due to several incidents of vehicle mileage not updating correctly within the maintenance software system; staff is working to correct the issue.

The electric trolley power supply at the downtown Monterey charging station was finished in late May after PG&E completed the installation of the transformer. Service with the Electric Trolley commenced on Saturday, May 23rd.

Work continued during the month to finish construction at the new Bus Stop Shop at 201 Pearl Street; restroom access was provided to Coach Operators beginning May 30th.


Michael Hernandez

ATTACHMENT 4

Date: July 13, 2015

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; Zoe Shoats, Marketing Manager; Sonia Bannister, Customer Service Supervisor.

Subject: **Administration Department** Monthly Report – May 2015

The following significant events occurred in Administration work groups for the month of May 2015:

Human Resources

A total employment level for May 2015 is summarized as follows:

Positions	Budget FY15 (Revised)	Actual	Difference
Coach Operators / Trainees	136	138	2
C/O on Long Term Leave *	6	0	-6
Coach Operators Limited Duty	1	0	-1
Operations Staff	29	29	0
Maintenance & Facilities	44	43	-1
Administration (Interns 2 PT)	25	24	-1
Total	241	234	-7

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

<i>May Worker's Compensation Costs</i>	
<i>Indemnity (paid to employees)</i>	\$33,649.40
<i>Other (includes Legal)</i>	\$2,819.95
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$21,486.19
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$7,341.08
<i>Total Expenses</i>	<i>\$70,296.62</i>
<i>Reserves</i>	<i>\$1,625,328.92</i>
<i>Excess Reserved</i>	<i>(\$600,083.30)</i>
<i># Ending Open Claims</i>	38

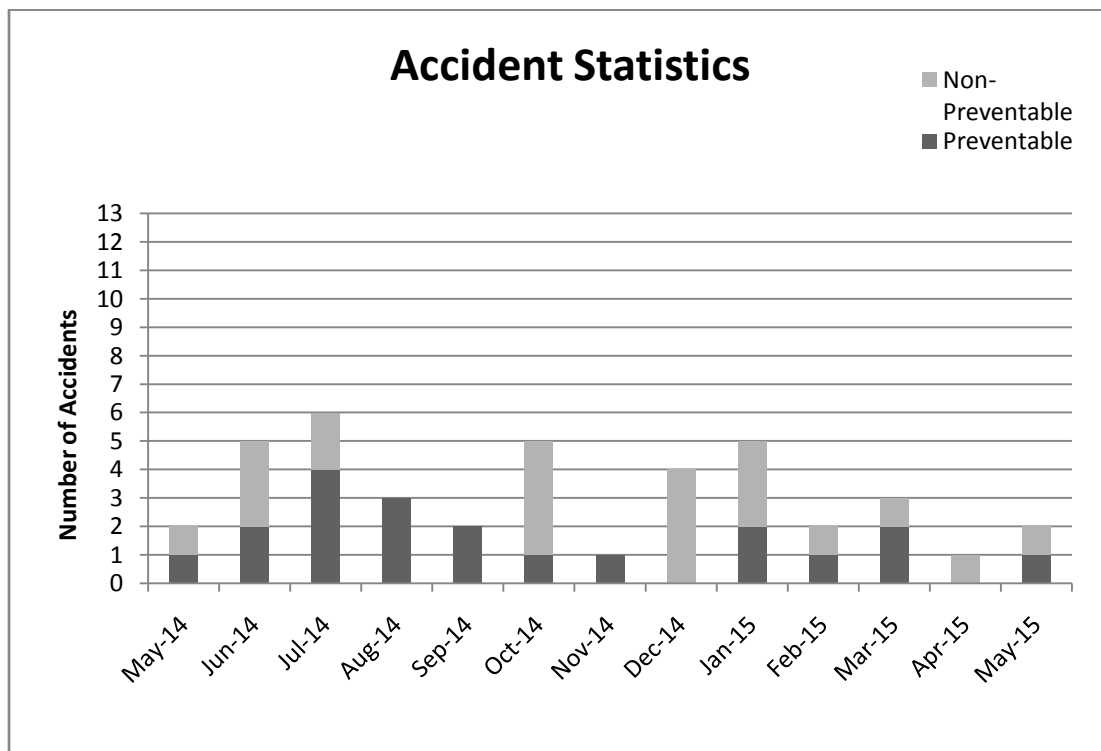
Training

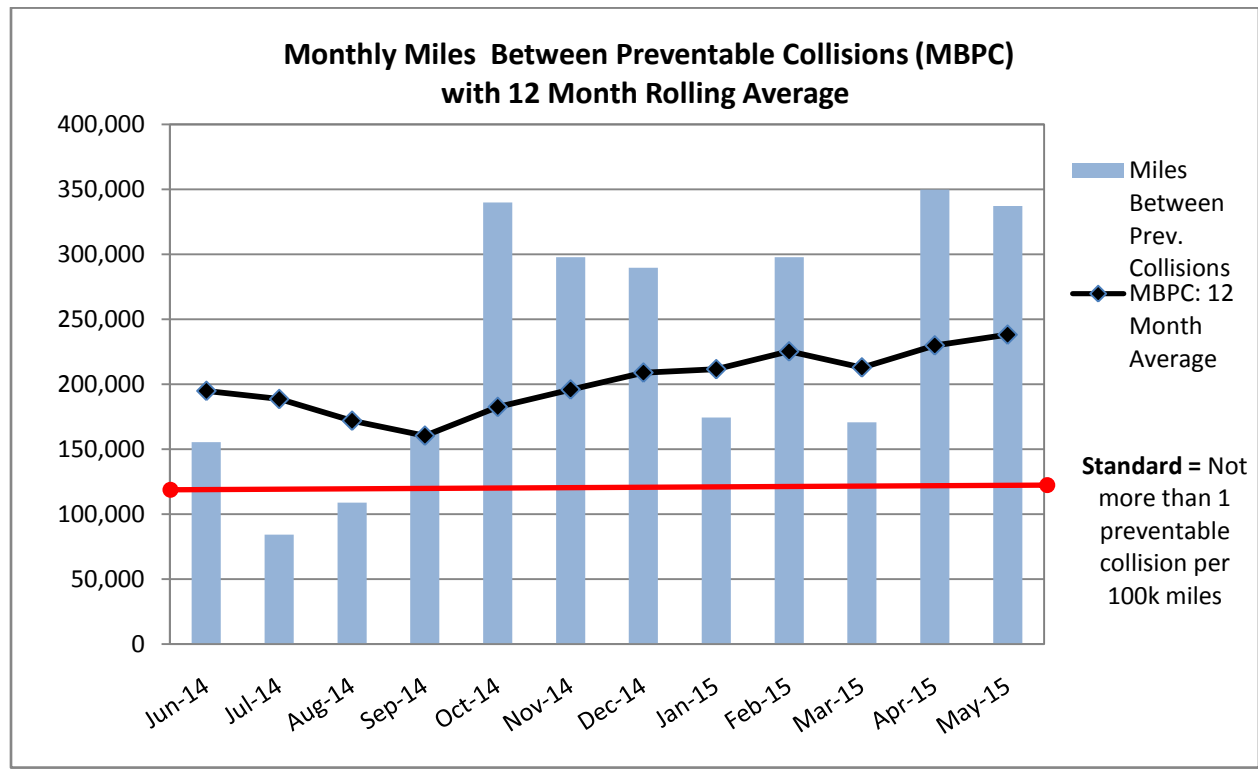
Description	Attendees
Annual VTT Training	12
Line Instructor Training	0
Supervisor D&A Reasonable Suspicion Training	1
Re-training – Post Collision/Incident	2
Electric Trolley Training	45

Risk Management Update

Description	May 2015 Preventable		May 2014 Preventable	
	Yes	No	Yes	No
Vehicle hits bus	0	1	0	1
Bus hit stationary object	1	0	1	0
TOTAL	1	1	1	1

During the month of May, 2015, there was one preventable collision when a bus made contact with a traffic signal.





There were no claim recoveries during this period and no claims paid.

Customer Service Update

Service Report Type	MST	*Other Provider	# of valid reports	% of reports received	May '14	% of reports received
Improper Driving	2	2	1	11.8%	1	4.0%
Late Arrival	1	1	1*	5.9%	0	0.0%
Passed By	1	0		2.9%	1	4.0%
Improper Employee Conduct	1	1	1*	5.9%	2	8.0%
Bus Stop Amenities	1	0		2.9%	0	0.0%
Late Arrival	0	0		0.0%	2	8.0%
No Show	2	4	3*	17.6%	1	4.0%
Request to add service	0	0		0.0%	1	4.0%
Unsafe Conditions	0	1	1*	2.9%	0	0.0%
Service Other	2	6	1/6*	23.5%	2	8.0%
Agency Policy	0	0		0.0%	2	8.0%
Early Departure	0	1	1*	2.9%	4	16.0%

Late Departure	0	0		0.0%	1	4.0%
Service Schedule	0	0		0.0%	1	4.0%
Employee Other	4	0	1	11.8%	4	16.0%
Inaccurate public information	1	1	1*	5.9%	1	4.0%
Passenger Injury	0	1	1*	2.9%	1	4.0%
Routing	1	0		2.9%	1	4.0%
Total Complaints	16	18		100.0%	25	100.0%
Employee Compliment	1	0			0	
Service Compliment	0	0			0	

Finance Update

General Accounting/Accounts Payable

During the month of May, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analyses. Departments within MST, along with MV, have united their efforts in reconciling the monthly invoicing activity process. By utilizing the system information and reducing tedious manual calculations this will be a time-saving win for all involved. Staff will continue to work together to apply this technique where possible.

Payroll

Staff updated payroll schedules and rosters for new Coach Operator sign-ups effective May 26. 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 May, staff submitted the FTA Section 5311(f) grant application for new service in south Monterey County, as well as continued funding of Lines 82 and 83. The annual FTA Section 5311 application for rural operating assistance was submitted on time. Staff worked with AMBAG staff to program funds for inclusion in the amendment to the Metropolitan Transportation Improvement Plan (MTIP).

Purchasing

During the month of May, staff was busy with ordering parts and maintaining low inventory levels where possible. By the end of the month, there was only a marginal decrease in inventory value. The month closed with inventory of parts with a value of \$207,969, which represents a negligible decrease over April. Parts purchases continue to increase as major components fail on our aging fleet. However, with the receipt and in processing of 11 new Gillig buses we anticipate that as the old fleet is retired inventory may slightly decrease.

IT Update

Staff monitored the hardware and software for the Trapeze Group TransitMaster system. Staff worked with maintenance department colleagues on the installation of the TM system hardware on new full size and contractor operated revenue vehicles.

Staff configured the upgraded Trapeze Enterprise Asset Management (EAM) vehicle maintenance system. Staff arranged training for all affected MST personnel for this new version of the software, and continued to support the users of the Serenic Navision accounting/payroll system.

Staff monitored the functionality of the Customer Service database. Staff liaised with the County of Monterey Information Technology department regarding the radio hardware to be installed to extend data/radio coverage to include San Jose, Paso Robles, and other outlying areas of service. Staff continued working on the configuration of the virtual computer system.

Staff continued to support other MST staff members as needed, proactively ensuring all were supported fully with their IT needs.

Marketing and Sales Update

Published news stories include: "MST named 2015 Outstanding Transportation Agency by CalACT" (Monterey County Business Council's Friday Facts, 5/1/15); "New bike racks debut on MST buses, around Salinas area" (The Californian, 5/3/15); "MST layoffs and cuts to service avoided, federal funding released" (KION, 5/6/15); "Monterey-Salinas Transit gets federal funds, averts layoffs" (Monterey County Herald, 5/6/15); "Monterey-Salinas Transit to receive federal funds" (The Californian, 5/7/15); "MST to receive federal funds, service reductions and potential layoffs averted" (Monterey County Business Council's Friday Facts, 5/8/15); "MST gets last minute funding reprieve to avoid service cuts, layoffs" (The Pine Cone, 5/8/15); "California transit funding fight spreads as layoffs, cutback options loom" (San Jose Mercury News, 5/9/15); "Donated bikes put to good use in Monterey County" (The Californian, 5/10/15); "Monterey-Salinas Transit will get its \$4.5M on 'technicality'" (Monterey County Herald, 5/12/15); "New van sparks house fire on Sharon Drive in Salinas" (The Californian, 5/13/15); "California climbs to 8th most bike-friendly state" (The Californian, 5/17/15); "Marina Police Log: Wanted person on bus" (The Californian, 5/20/15); "Holiday closings" (The Californian, 5/21/15); "The Zen of bicycle repair" (The Californian, 5/24/15); "Multimodal project to put Salinas on 'road diet'" (The Californian, 5/30/15); "Monterey County cuts cord with wireless electric trolley" (The Californian, 5/31/15).

Press releases sent include: "MST to receive federal funds – service reductions / potential layoffs averted" (5/6/15); "MST bus service on Memorial Day" (5/18/15).

Marketing activities: Attended Pacific Grove Chamber of Commerce 100th Anniversary Celebration; prepared Rider's Guide files and planned community outreach for potential emergency service reductions; sent out email invitations and continued planning for the electric trolley "cord cutting" event; created taxi feedback form in print and on mryrta.org; began planning efforts to institute FTA's new ruling on reasonable

modifications; planned campaign to market Summer Youth GoPass; updated website with seasonal service modifications effective 5/23/15; ordered dedication plaque for new Bus Stop Shop; prepared for future updates to Measure Q information on website; re-installed electric trolley vehicle graphics; delivered trolley brochures to visitor's center, Monterey Bay Aquarium, City of Monterey Parking Division, and area hotels; installed window decals at new MST Bus Stop Shop and Monterey Mobility Management Center; updated fin signs at Monterey Mobility Management Center; customer service representative attended Rancho Cielo job fair to pass out schedule information to job seekers in attendance; designed graphics for electric trolley charging station wrap; coordinated arrangements for bus service to Artichoke Festival; continued work to improve customer service agency-wide with new customer service training module; managed MST website content, Facebook page, and Twitter account.

Planning

During the month of May, staff continued to monitor the revenues and expenses for the military partnerships after implementation of the July 2014 Presidio reductions that were required because Congress allowed the expanded federal transit benefit to be reduced by nearly 50% effective December 2013. Revenues received from the federal transit benefit have stabilized and increased during recent months so that revenues match or exceed expenses. During the month the Presidio, with assistance of MST Business Development Planner, Mike Gallant, continued its targeted recruitment efforts to maximize military and civilian participation in the federal transit benefit program. This effort is intended to stabilize and grow revenues for MST to continue operating the military-funded routes. During the month there were 948 military participants, up 176 participants since February of this year.

In May, staff redirected planning efforts from planning for emergency service reductions to planning for service changes scheduled for the month of July. The summer changes will include services associated with new funding beginning in FY 2016, including Line 84 Soledad-Paso Robles, which will provide first ever fixed-route transit service to the community of San Ardo, as well as when the area's schools, colleges, and universities return to session.

Planning staff continued coordination efforts with CSUMB to review routes serving the campus and to plan for any changes to those routes when school begins in August. In addition, staff met with CSUMB in an effort to include transit service to the new Promontory housing. Planning staff met with City of Watsonville and Santa Cruz Metro to discuss removing the bus stop at the Salinas Road Park and Ride lot for Lines 27, 28, and 78 due to safety concerns. Staff also met with Camp Roberts in southern Monterey County to review bus stop options on base to serve the installation. And, staff met with the Salinas Unified School District (SUSD) to evaluate the possibility of installing a shelter at a popular bus stop near Hartnell College at West Alisal and Homestead. As the shelter would be located partially on SUSD property, MST staff was encouraged by the support and enthusiasm voiced by the SUSD representative to this proposal. In response, MST staff offered to look into the regulatory requirements for moving forward with installing a shelter at this location.

Planning staff met with residents of Glenwood Circle after several members of the public offered comments at the April MST Board meeting requesting additional service to the area. The MST Mobility Department will be conducting surveys of the residents to help planning staff better understand where people want to go. Results of the surveys from residents of Glenwood Circle will also help inform MST's Measure Q 15-Year Plan, currently under way. Planning staff also met with AMTRAK to review a request from Greyhound to share a gate at Diridon Station in San Jose.

Throughout the month, staff continued participating in TAMC's Wayfinding Planning Advisory Committee, as well in meetings with various local agencies, including Monterey County Convention & Visitors Bureau, Monterey County Vintners and Growers Association, Salinas Valley Chamber of Commerce, Transportation Agency for Monterey County, Association of Monterey Bay Area Governments, the Monterey County Hospitality Association, and Fort Ord Reuse Authority

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Monterey-Salinas Transit
Washington, D.C. Office

June 30, 2015

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

FY 2016 Budget

While President Obama has indicated that he will not sign into law any appropriations bills that adhere to the sequester-level budget caps put in place by the Budget Control Act of 2011, the House and Senate Appropriations Committees continue to draft FY 2016 spending measures using those parameters. The House of Representatives approved its version of the *FY 2016 Transportation, Housing and Urban Development (HUD), and Related Agencies Appropriations* bill on June 9 and provided \$8.595 billion for FTA transit formula grants, the same as last year, and \$1.92 billion for Capital Investment Grants (new starts/small starts), a 9.4 percent reduction compared to last year. The Senate Appropriations Committee approved its version of the bill on June 25 and included the same funding for FTA formula programs as the House, but only \$1.585 billion for new starts.

Surface Transportation Legislation Reauthorization

On June 24, the Senate Environment and Public Works Committee approved a bipartisan six-year surface transportation reauthorization bill, S. 1647, the *Developing a Reliable and Innovative Vision for the Economy Act (DRIVE Act)*. The legislation would authorize \$278 billion for highway programs, a slight increase of about \$16 billion above baseline (inflation-adjusted) spending levels. The Environment and Public Works Committee only has jurisdiction over highway programs, and additional action by the Banking, Commerce, and Finance Committees is necessary before the bill can be voted on by the full Senate. The Finance Committee is particularly crucial because it must develop a mechanism for long-term funding for transportation infrastructure. The Senate Banking Committee has jurisdiction over transit programs and is not likely to release its draft until a revenue total is known.

Highway Trust Fund

The shortfall in Highway Trust Fund receipts remains the most significant obstacle to MAP-21 reauthorization. An estimated \$92 billion in new revenue or general fund transfers to the HTF would be needed to pay for a level-funded six-year surface transportation reauthorization bill.

However, the proposed Inhofe-Boxer DRIVE Act would actually increase funding beyond base levels and would require about \$103 billion above current tax levels.

In May, Congress provided a two-month “patch” for the Highway Trust Fund and extended authority for surface transportation programs to July 31. With an outright increase in the Federal gas tax off the table, House and Senate leaders continue to debate next steps. Senate Finance Committee Chairman Hatch has suggested that his committee could find enough revenue offsets to do a multi-year bill, with the possibility that the length might be shorter than the traditional six years. House Ways and Means Committee Chairman Ryan and other House leaders have been pushing a plan to find \$11 billion in new money, which would support an extension of MAP-21 through the end of 2015. That would allow them to keep working towards a multi-year bill and tax reform package.

PEPRA

We continued to work with the California Transit Association, the California Congressional Delegation and relevant Committees to closely monitor the impacts of objections filed by the Amalgamated Transit Union to FY 2015 FTA grants in California. A letter was sent by eleven members of the California Congressional Delegation to the Department of Labor on June 25 advocating for the immediate certification of these federal transit grants. Congressman Calvert (R-CA) initiated the joint letter, which was also co-signed by Congressman Farr.

In addition, the House Appropriations Committee included language in its Committee Report for the *FY 2016 Labor, Health and Human Services, and Education Appropriations* bill that directs the DOL to act in accordance with the court ruling to certify the grants. Committee Report language provides direction to the agencies implementing the appropriations bills, but is not as binding as the actual statutory language in the bills themselves. The Senate Appropriations Committee did not include similar language in its version of the bill/committee report, so the issue will be a subject for negotiation in the end-of-year budget debate.

Tax Extenders Legislation

Congressman King (R-NY) introduced H.R. 990, the *Commuter Parity Act of 2015*, to raise the amount of pretax dollars that public transportation users can use to pay for their commuting costs to \$235 per month from the current \$130. This would achieve parity for transit users compared to parking, and provide a higher level of funding for MST’s Military Commuter Service. Congressman Farr agreed to co-sponsor the bill. So far this year, the House Ways and Means Committee has not scheduled H.R. 990 for any action, preferring to hold all such tax measures for possible inclusion in a larger tax reform measure. A bipartisan move is underway in the Senate, however, to put together a two-year tax extenders package this summer, which could be added to the transportation bill.

TPW:dwg

To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: State Legislative Update – June 2015

On Friday, June 19, the California Legislature sent Governor Brown the final 2015-16 state budget and remaining trailer bills (enacting various policy aspects of the budget) for his action. Among the trailer bills is AB 95 (Committee on Budget and Fiscal Review), which continues an exemption from the State Transit Assistance program's eligibility criteria requirements until June 30, 2016, of certain performance standards for public transit operators. Additionally, the State Transit Assistance program estimate for Fiscal Year 2015-16 was updated, projecting diesel sales tax revenue to decrease by \$37 million compared to the January estimate, from \$387 million to \$351 million, primarily due recent declines in oil prices. If this reduced estimate holds true through the entire fiscal year it will result in \$185,000 of decreased revenue to MST.

In the closing days of the budget debate, Governor Brown called for the Legislature to convene a special session to address the state's multibillion-dollar backlog of deferred transportation infrastructure maintenance, and proposed the Legislature "enact pay-as-you-go, permanent and sustainable funding to: adequately and responsibly maintain and repair the state's transportation and critical infrastructure; improve the state's key trade corridors; and complement local infrastructure efforts." The Legislature responded by convening Extraordinary Session 1 on June 19; no legislative actions were taken at that time, but the Legislature is now organized to address this high priority issue.

Finally, the Legislature postponed discussions on the non-continuously appropriated portion of Cap-and-Trade revenues until later this session. (The 60 percent of all Cap-and-Trade revenues already dedicated to transit, high-speed rail, and affordable housing will flow for programming at the start of the fiscal year.) The remaining 40 percent will be subject to ongoing negotiations between the Legislature, the Governor, and various stakeholders, including the Association.

Prepared by: 

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To: Board of Directors
From: K. Halcon, Director of Human Resources/Risk Management
Subject: Receive Update on FY 2016 Insurance Coverage and Costs

RECOMMENDATION:

No action is required. This memo is to inform the MST Board of Directors of the renewal and procurement of insurance of General Liability, Vehicle Damage and Workers Compensation insurance through the California Transit Indemnity Pool (CalTIP).

FISCAL IMPACT:

Not to exceed \$379,811 for one year of coverage. The cost of the insurance renewal has been budgeted in the FY2016 budget.

POLICY IMPLICATIONS:

Since 1987 MST has been a member of the CalTIP pool in order to control insurance costs and to receive more favorable rates for insurance than MST could receive on its own. CalTIP has a contract with Driver Alliant to act as the broker agent to procure liability insurance for the Member Transit Agencies.

DISCUSSION:

The California Transit Indemnity Pool (CalTIP) is the result of the cooperative efforts of public transit operators acting collectively to meet their insurance needs. In the mid-1980's, public transit operators faced an insurance crisis of increasing premiums, decreasing coverage, and increasing deductibles. In 1986, California's public transit operators banded together and formed a joint powers authority for the purpose of creating a self-funded insurance pool. As part of the pool, CalTIP provides the following insurance policies for MST: general liability, physical liability, property and pollution, and excess workers' compensation. CalTIP contracts with Driver Alliant to act as the broker agent to negotiate and broker insurance coverage and rates for the member transit agencies. A breakdown of insurance coverage descriptions for FY 2016 and their costs is contained on the following pages.

Prepared by 
Kelly Halcon

Reviewed by 
Carl Sedoryk

General Liability

- Provided by CalTIP
- Insurance Broker: Driver Alliant
- Risk Manager: CSAC
- Third Party Claims Administrator: York
- Other ancillary coverages: Directors and Officers Insurance, Property Insurance, Pollution Insurance and Cyber Insurance.
- Total coverage limit up to \$25 million.

Coverage Level	Insurance Underwriter	Premium Cost
Self-insured	MST	Responsible to pay up to the first \$250,000.00
Cost over \$250k up to \$1million	CalTIP Pooled Layer	Inclusive of total premium
Costs over \$1 million up to \$2 million	Government Entities Mutual	Inclusive of total premium
Costs over \$3 million up to an additional \$2 million	Munich Re	Inclusive of total premium
Costs over \$5 million up to an additional \$5 million	Munich Re	Inclusive of total premium
Costs over \$10 million up to an additional \$10 million	Ironshore	Inclusive of total premium
Costs over \$20 million up to an additional \$5 million	Allied World	Total Premium: \$248,395.00

Vehicle Physical Liability

- Provided by CalTIP
- Insurance Broker: Driver Alliant
- Risk Manager: York
- Third Party Claims Administrator: York
- Total coverage limit up to \$25 million
- This program will reward for a Transit Agency for a good driver year. CalTIP will credit your program and apply the credit to an agencies total premium.

Coverage Level	Insurance Underwriter	Premium Cost
Deductible	MST	Responsible to pay the deductible of \$5,000.00
Cost over \$5k up to \$100,000.00	CalTIP Pooled Layer	Inclusive of total premium
Costs over \$100k up to an additional \$19.9 million.	Alterra Excess & Surplus Insurance Co.	Inclusive of total premium
Costs over \$20 million up to an additional \$5 million	Maxum Indemnity/Hiscox	Premium: \$44,753.00 Credit: (\$24,476.00) Total Premium: \$20,277.00

Excess Workers' Compensation

- Provided by CalTIP and CSAC
- Insurance Broker: Driver Alliant
- Risk Manager: CSAC
- Third Party Claims Administrator: Pacific Claims Management
- Total coverage limit up to \$50 million

Coverage Level	Insurance Underwriter	Premium Cost
Self-Insured	MST	Up to \$350,000.00
Cost over \$350k up to an additional \$5 million.	CSAC EIA Pool/Reinsured by Wesco Insurance Company (AmTrust Group)	Inclusive of total premium
Costs over \$5 million up to an additional \$45 million.	Excess Insurance Layer/ACE American Insurance Company	Inclusive of total premium
Costs over \$45 million up to an additional \$5 million.	Excess Insurance Layer/National Union Fire Insurance Company (AIG)	Total Premium: \$93,304.00



July 6, 2015

To: Carl Sedoryk

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

Subject: TRIP REPORT – May 2015

From May 2nd to 6th, I traveled to Fort Worth to attend the American Public Transportation Association's 2015 Bus & Paratransit Conference. While at the conference, I attended several sessions and meetings, including:

- Bus & Paratransit CEOs Committee
- Opening General Session – Where Public Transportation Goes, Community Grows
- Small Operators Innovations and Best Practices
- Update from US Dept. of Transportation
- Real-Time Information & Intelligent Transportation Systems
- New Bus Display
- Portions of the “BRT Tuesday” series of meetings

From May 19th to 20th, I traveled to Sacramento to attend the California Transit Association's 2015 Spring Legislative Conference. While at the conference I attended the following meetings and sessions:

- CTA Executive Committee
- CTA Legislative Committee
- Start the Conversation: Transit in California, featuring Senate President Pro Tempore Kevin de Leon
- Advance the State Conversation, featuring Will Kempton, Executive Director of the California Transportation Commission, as well as the Chairs of the Senate and Assembly Transportation Committees.
- Change the Federal Conversation – Advocacy in Washington DC
- State Legislative & Funding Update
- Capturing the Value in Social Media

In addition to attending the conference sessions, I also met with representatives of Assemblymember Luis Alejo and Senator Bill Monning, and participated in a group meeting with Assemblymember Mark Stone, his staff and representatives of Santa Cruz Metropolitan Transportation District to discuss “Bus On Shoulder” and potential funding sources.

Hunter Harvath



June 16, 2015

To: C. Sedoryk, General Manager/CEO

From: Mark Eccles – Director of Information Technology

Subject: Trip Report – Trapeze Group User Conference

I attended the Trapeze Group user conference on the 9th – 14th May, 2015 in Orlando, FL. As the Trapeze Group is now the vendor of three of the systems that are used by MST, it was a great opportunity to meet with the various Trapeze personnel who configure all of the systems and who support the many MST staff that use these systems. I liaised with other Transit agency personnel who also use Trapeze Group Intelligent Transportation Systems (ITS) solutions that are in use throughout not just California, but nationally.

I attended the Executive Track, aimed at bringing transit system managers together to discuss current and future needs within our industry, as well as attending hands-on sessions regarding our recently upgraded maintenance and AVL systems. MST will be in a work relationship with Trapeze Group for the foreseeable future.

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Congress of the United States

Washington, DC 20515

AGENDA # 12-6

June 23, 2015

The Honorable Thomas E. Perez
Secretary of Labor
200 Constitution Ave. NW
Washington DC 20210

Dear Mr. Secretary:

As the state of California faces an impending halt of federally funded transit operations, we respectfully request certification of all pending transit grants, without condition, to the state's mass transit providers.

Local agencies across the state have made it clear that delays in federal transit funding will result in layoffs, deferrals of preventive maintenance, delays in planned service expansions and capital improvements, and service cuts. Without question, the Department of Labor's (DOL) actions have been and will continue to be disastrous to the every day function of the state's transportation system.

The state law at issue, California's 2012 bipartisan pension reform law, the Public Employees' Pension Reform Act (PEPRA) [Chapters 296 and 297, Statutes of 2012], was an important step forward in ensuring the health of statewide public employees pensions at the time of their retirement. In difficult economic times, such meaningful reforms were a necessary action, considering the continuous underfunding of pension accounts. We wholeheartedly support the state's passage of legislation that both protects employee's rights while also ensuring employee's livelihoods are not threatened.

Moreover, we are particularly concerned with the DOL's position that the most effective way to make the case for carving transit workers out of PEPRA is withholding the certification of transit grants. The application of the Urban Mass Transportation Act of 1964 in such a case is harmful to states' rights to make difficult but necessary reforms as they see fit. We believe that the federal government has overstepped its bounds; the best authority for negotiating for a specific state's employee's bargaining rights is in fact the state itself.

It is absolutely imperative that the DOL allow states to act in their best interest to ensure that important accounts remain stable, including public employee pensions. Compromising the state's right to do so, by withholding grants, puts service providers in the difficult position of laying off the many transit workers the DOL insists it is trying to protect.

Furthermore, though the dispute continues, we support the December 2014 ruling by the United States Eastern District Court against the DOL, in the *State of California and Sacramento Regional Transit District v. DOL*, regarding the DOL's absence of authority to decline certification of transit grants. In echoing the sentiments of assigned U.S. District Judge,

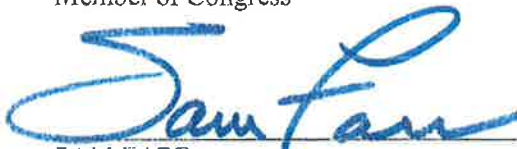
Kimberly Mueller, the application of the Urban Mass Transportation Act of 1964 in this case was "arbitrary" and "capricious" and in violation of the federal Administrative Procedure Act.

Once again, we appreciate your consideration of this important request to immediately certify all transit grants, vital and due funding, as local transit authorities provide necessary services essential to our state's economy.

Sincerely,


KEN CALVERT
Member of Congress


COL. PAUL COOK (RET.)
Member of Congress


SAM FARR
Member of Congress


DUNCAN HUNTER
Member of Congress


STEVE KNIGHT
Member of Congress


DOUG LIMALFA
Member of Congress


TOM MCCLINTOCK
Member of Congress


DEVIN NUNES
Member of Congress


DANA ROHRABACHER
Member of Congress


EDWARD R. ROYCE
Member of Congress


MIMI WALTERS
Member of Congress



Congress of the United States
House of Representatives
Washington, D.C. 20515

June 30, 2015

The Honorable Bill Shuster
Chairman
Committee on Transportation and
Infrastructure
2165 Rayburn House Office Building

The Honorable Peter A. DeFazio
Ranking Member
Committee on Transportation and
Infrastructure
2163 Rayburn House Office Building

The Honorable Sam Graves
Chairman
Subcommittee on Highways and Transit
1415 Longworth House Office Building

The Honorable Eleanor Holmes Norton
Ranking Member
Subcommittee on Highways and Transit
2136 Rayburn House Office Building

Dear Chairman Shuster, Ranking Member DeFazio, Chairman Graves, and Ranking Member Norton:

As Members of the California Delegation, we write to respectfully request that the surface transportation bill include provisions that are important to our state. We greatly appreciate your ongoing work in drafting a long-term reauthorization bill that will rebuild our crumbling infrastructure and invest in our future. We ask for your strong consideration of these proposals that will benefit our nation.

The provisions include: 1) **Providing for a long-term, well-funded transportation bill**, 2) **Increasing transit funding**, 3) **Investing in passenger rail**, 4) **Creating a funded freight program**, 5) **Maintaining the Railway-Highway Crossings Program** 6) **Allowing for a local hiring preference on transportation projects**, 7) **Including local transportation agencies as eligible recipients of grant funds**, 8) **Reinstating dedicated funding for local on-system bridges**, 9) **Opposing efforts to require or incentivize the outsourcing of public engineering, design, and inspection services on transportation projects**, 10) **Creating an America Fast Forward Bonds program**, 11) **Increasing funding for transportation alternatives such as walking and biking**, 12) **Improving the Surface Transportation Project Delivery Program**, 13) **Allowing for park and ride relinquishment**, 14) **Reforming HOV access and degradation rules**, 15) **Allowing for electric vehicle charging stations at public rest stops**, 16) **Reauthorizing the electric vehicle charging property tax credit** 17) **Providing pre-tax transportation benefit parity**, 18) **Continuing the alternative transit fuel tax credit**, 19) **Rural Broadband Deployment**, 20) **Improving the Small Transit Intensive Cities (STIC) Program**, and 21) **Re-establishing the High-Risk Rural Roads Program**.

1) Long-Term and Well-Funded Transportation Bill

We strongly support the implementation of a 6 year reauthorization bill that funds our roads, bridges, highways, transit systems and rail lines at the President's Grow America Act funding level of \$478 billion. Providing long-term, robust investment will allow states, cities and rural communities the certainty they need to plan and execute transportation improvements for the future.

2) Increase Transit Funding

We support the President's proposal to increase transit funding by 76% to \$115 billion over 6 years to support the 3.5 million Californians who use transit every day. Transit ridership is dramatically growing across the country and we must invest in buses, rail systems and ferries to meet the increasing demand. Transit is an important part of our national transportation system as it relieves our highways of congestion, increases safety, and improves air quality.

3) Passenger Rail Investment

We strongly support the Grow America Act proposal to provide \$29 billion over six years to improve rail safety and invest in a National High-Performance Rail System. California has 3 of the top 5 Amtrak corridors in the Country - the *Pacific Surfliner*, *San Joaquin*, and *Capitol Corridor*. Our state is also home to two of the busiest commuter rail systems with Metrolink in Southern California and Caltrain in Northern California. Making these necessary investments in passenger rail will help agencies implement positive train control and other safety measures to prevent deadly crashes that we have experienced recently in California and across the country.

4) Freight Program

We support the Committee's efforts to include a funded freight program in the next transportation bill. We believe the best ideas for a freight program can be found in the proposals introduced by Members of our delegation in HR 935, the National Freight Network Trust Fund Act of 2015 by Rep. Hahn, and HR 1308, the Economy in Motion: The National Multimodal and Sustainable Freight Infrastructure Act by Rep. Lowenthal. These bills expand and modernize our freight system while simultaneously improving air quality, reducing congestion, increasing safety and efficiency, and strengthening our nation's economic competitiveness. This is especially important in California where over 45% of the nation's exports and imports transit through our state. Improving goods movement will increase business opportunities, reduce consumer prices, and mitigate the impacts that freight has on local communities. A freight program will also assist local agencies in achieving federal clean air standards which will improve the health of millions of Americans who are adversely impacted by the rapidly growing volume of freight movement in our country.

5) Railway-Highway Crossings Program

We support maintaining funding for the Railway-Highway Crossings Program (Section 130), which funds safety improvements to reduce the number of fatalities, injuries, and crashes at public grade crossings. According to the California Public Utilities Commission, there are over 10,000 open grade crossings in our state. It is critically important that the federal government

maintains its commitment to improve safety at these crossings. We urge the Committee to retain the program and to ensure it is funded at the highest possible level.

6) Local hire Preference for Transportation Agencies

The Transportation bill should include HR 3620, the Local Hire Act, which was legislation introduced in the 113th Congress by our colleague Rep. Karen Bass. This bill would allow local agencies to create a local hiring preference on transportation projects. A similar provision was passed by unanimous consent in the House in the FY 2015 Transportation and Housing Appropriations bill.

For over 50 years federal law has prohibited local hiring preferences when one dollar in federal funds is used on a project. This outdated law comes from a time when 80% of the funds spent on major transportation projects were federal. Today, over 80% of the funds spent on transportation projects are local. Local taxpayers should be given an incentive to be hired for projects that they are paying for. This is especially important in California where many jurisdictions have local transportation revenues.

7) Eligibility of Local Transportation Agencies for Grant programs within the bill

We respectfully request that language is included in the “eligible applicants” section for any transportation grant program within the bill to make eligible “a public authority”. In California there are many public transportation agencies that are created by coalitions of cities to solve local transportation problems. Examples of this include grade separation agencies that are formed by groups of cities impacted by a rail corridor, transit construction agencies that are formed in a specific region to construct a transit project, and highway expansion agencies that are formed by cities along a congested highway to construct additional lanes. Because these local public agencies are not one city or state or Metropolitan Planning Organization (MPO), they often are not eligible for federal grant programs although they are some of the most important local transportation agencies in our state.

Using the term “public authority” along with cities, states, transit agencies and MPOs is necessary to ensure that all local transportation agencies are eligible to receive funding. The term “public authority” is also consistent with language used in the Senate DRIVE Act.

8) Local On-system Bridges

The bill should provide a dedicated funding stream for locally owned bridges on Federal-aid highways. Prior to MAP-21, all structurally deficient or functionally obsolete bridges, regardless of ownership, were eligible for funding under the Highway Bridge Program (HBP). MAP-21 eliminated the program, and shifted a majority of HBP funding to the National Highway Performance Program (NHPP). However, just 23 percent of the nation’s bridges are eligible for assistance under the NHPP, as the program only supports bridge projects that are a part of the National Highway System (NHS).

The problem is that locally owned bridges on Federal-aid highways lost a direct funding source. Many of the bridges in California that are structurally deficient or functionally obsolete fall into

this category. These bridges are integral to our national transportation system and should be able to receive dedicated funding from the federal government.

9) Oppose Efforts to Require or Incentivize the Outsourcing of Engineering, Design, and Inspection work

We ask that you do not include language in the bill that would require or incentivize the outsourcing of engineering, design and public inspection services on transportation projects. California and many other states employ public engineers and inspectors that are key to ensuring the safe design and construction of our bridges, highways, and other transportation projects. There have been efforts in previous transportation reauthorization bills to require or incentivize states to outsource their public engineering, design and inspection services. States should be allowed the flexibility to have these services performed by engineers employed by the people and loyal to the public. We should not force states to outsource this work if they believe it is better performed by their own employees.

10) Creating an American Fast Forward Bond Program

The Transportation Bill should include an American Fast Forward (AFF) Bond Program that would allow state and local agencies to issue Qualified Tax Credit Bonds for transportation projects. Through this program state and local agencies that have a long-term transportation revenue stream, such as dedicated sales taxes, could issue bonds tied to that revenue stream in order to build the projects quickly and save inflationary costs. The bonds would be interest free to the local and state transportation agencies because the federal government would provide tax credits to the bondholders equal to the interest payments. This is a low cost way for the federal government to invest in additional infrastructure projects and create jobs.

11) Transportation Alternatives Program

We support increased investment in the Transportation Alternatives Program (TAP) which provides funding for pedestrian and bicycle facilities, recreational trail projects, and safe routes to school projects. The Transportation Alternatives Program (TAP) is incredibly important to California as it creates opportunities for our constituents to walk and bike to work, to school, and to commerce. It also provides important recreational opportunities that improve the health and well-being of our communities.

12) Surface Transportation Project Delivery Program – NEPA-CEQA Delegation

MAP-21 created a permanent program for Caltrans (and other state DOT's) to assume FHWA's responsibilities under NEPA in order to combine both NEPA and our state's environmental review process (CEQA). This blended approach to implementing both federal and state environmental reviews has been very successful at removing duplicative requirements, speeding up the process, and reducing costs. Caltrans has been able to take advantage of this project delivery program when they are the lead agency on implementing a transportation project.

The improvements provided by the project delivery program have not been fully recognized by local agencies when they take the lead role on a transportation project funded by both the state

and federal government. Local agencies should be provided with a more efficient environmental review process when they are working on parts of CEQA and NEPA that are the same.

13) Park and Ride Relinquishment

We ask that the Committee amend current law to allow states to relinquish Park and Ride lots located on federal-aid highways to local agencies when they can better maintain and invest in these facilities. Park-and-Ride facilities are integral parts of a multimodal transportation system. These facilities enhance the livability and sustainability of communities by supporting transit, carpools and vanpools. In many instances, California MPOs and local and public agencies have expressed interest in taking over Caltrans-owned Park-and-Ride facilities located along Federal-aid routes. Pursuant to Caltrans' relinquishment of these facilities, these agencies plan to make capital improvements, integrate them fully into the regional transit systems, and in some cases, construct Transit-Oriented Developments around them.

However, current federal regulations (23 CFR § 620 Subpart B) do not permit Caltrans to relinquish Park-and-Ride facilities to another agency. Congress should facilitate local investment in public transportation facilities and promote transit usage by providing greater regulatory flexibility for Federal-aid right-of-way relinquishment transactions.

14) HOV Access and Degradation

We ask that the Committee revise the current High Occupancy Vehicle (HOV) degradation standard, and provide more flexibility for state and local agencies to comply. Current federal law (23 USC § 166) authorizes state or local governments to allow low emission, energy-efficient vehicles and toll-paying vehicles to access High Occupancy Vehicle (HOV) lanes without meeting occupancy requirements. This is a powerful tool for managing congestion and promoting important public policy objectives. California allows HOV lane access to low emission and energy-efficient vehicles to incentivize their use and promote the state's sustainability and climate preparedness objectives. This has been incredibly successful in our state.

Federal law also requires state and local governments using this authority to monitor their HOV lanes and ensure that performance has not been degraded. An HOV lane is considered degraded if it fails to maintain a minimum average operating speed of 45 mph 90 percent of the time over a consecutive 180-day period during weekday morning or evening peak hour periods. If an HOV lane is degraded, the state or local operating agency must take steps to bring the facility back into federal compliance – such as disallowing HOV access to low emission and energy-efficient vehicles. The degradation standard is intended to prevent “recurrent congestion” in a specific HOV lane.

The most recent data indicates that almost 60 percent of California's HOV network is degraded under the current federal standard, but it also indicates that “recurrent congestion” is not a primary source of degradation in California. Other variables such as inclement weather, traffic incidents, or unforeseeable nonrecurring congestion have a greater impact on HOV lane performance in California. Since degraded facilities must be brought back into compliance, the high levels of degradation in our state will require scarce resources to correct a problem that, in

the majority of cases, is relatively infrequent and unpredictable. This will also unnecessarily limit California's ability to use HOV access to promote green technologies.

The most appropriate solution would be to change the HOV performance threshold to correlate HOV degradation more closely to daily recurrent congestion. We support amendments proposed by Caltrans to change the degradation standard so that the 45 mph average speed requirement needs to be met 50 percent of the time over a 180-day period. This means that an HOV facility would be considered degraded if it fails the performance standard, on average, 10 or more weekdays per month, or roughly 2 to 3 times a week. This change would allow resources and actions to be more appropriately focused on those facilities where there is the greatest need for performance improvements because of recurrent congestion.

15) Electric Vehicle Charging Stations and Public Rest Stops

The Transportation bill should allow states to create public-private partnerships to deploy zero-emission vehicle infrastructure at Safety Rest Areas and Park-and-Ride facilities along Interstate and Federal-aid highways. California has adopted a policy of encouraging the development and success of zero-emission vehicles, achieving a zero-emission vehicle infrastructure that will support up to one million vehicles by 2020, and promoting private sector investment in zero-emission vehicle infrastructure (California Executive Order B-16-2012).

The problem is that current federal restrictions on commercial activity along Interstate right-of-ways (23 U.S.C. § 111), and fees that can be charged at facilities on Federal-aid highway right-of-ways (23 U.S.C. § 137), may inhibit states from constructing electric vehicle charging stations at rest stops. We need to amend these current restrictions to encourage private investment in zero-emission vehicle infrastructure and facilitate its successful deployment along Interstate and Federal-aid highways.

16) Electric Vehicle Charging Property Tax Credit

In addition to encouraging private investment along Interstate and Federal-aid highways, we support the reauthorization of the electric vehicle charging property tax credit which expired in 2014. Expanding our charging station network at homes, businesses, Safety Rest Areas and Park-and-Ride locations will continue to lower our reliance on foreign energy resources while improving emissions goals.

We support policy that reauthorizes tax credits which promote the installation of charging stations and amends the expired credit to take advantage of new charging technologies, such as Rep. Hahn's H.R. 1697. This policy is widely supported by electric vehicle producers and trade groups.

17) Pre-Tax Transportation Benefit Parity

We request that the Committee work with the Ways and Means Committee to increase the pre-tax transportation benefit for transit users and vanpoolers so that it is equal to the parking benefit. There should be parity between all modes of commuting. It is especially important not to have a disincentive for transit and vanpool usage since these modes reduce congestion and improve air quality.

18) Alternative Fuel Tax Credit

We request that the Committee work with the Ways and Means Committee to continue the Alternative Fuel Tax Credit that is very beneficial to the transit agencies in our state that are investing in clean fuel fleets and infrastructure.

19) Rural Broadband Deployment

Broadband access is essential to the nation's global competitiveness. Today, many communities in California and across the country still lack adequate access to broadband, while others require facility upgrades to accommodate growing traffic volumes. We support policies to increase deployment of broadband in rural areas by providing states adhering to best practices with the flexibility to use funding from the National Highway Performance Program and the Surface Transportation Program for the installation of broadband corridors on Federal-aid highway projects in unserved or underserved areas. Such efforts would also foster better coordination between stakeholders at the federal, state, and local levels to expand the use of highway rights-of-way to accommodate broadband infrastructure. This policy is included in the GROW AMERICA Act.

20) Small Transit Intensive Cities (STIC) Program

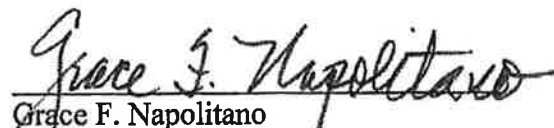
Congress developed the STIC program to help address the public transportation needs of smaller cities with high transit service consumption levels. This program has been extremely successful across California by providing smaller urbanized areas with assistance to increase efficiency and capacity. We support increasing STIC apportionments from 1.5% to 3% of the Urbanized Area (5307) formula fund.

21) High-Risk Rural Roads Program


This program was eliminated by MAP-21, requiring rural road safety projects to compete for Highway Safety Improvement Program funding. California's rural counties have disproportionately high traffic fatality rates. It is estimated that over 50 percent of California traffic fatalities occur on the local road system, yet California's counties receive less than 35 percent of all available HSIP safety project funding for local high-risk rural roads. We support dedicated federal funding for high-risk rural roads and a program that ensures safety funding is invested in local jurisdictions with the greatest safety needs.


Thank you for your consideration of these requests.

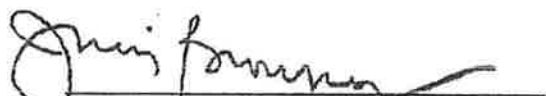
Sincerely,


Grace F. Napolitano
Member of Congress



John Garamendi
Member of Congress


Janice Hahn
Member of Congress


Jared Huffman
Member of Congress

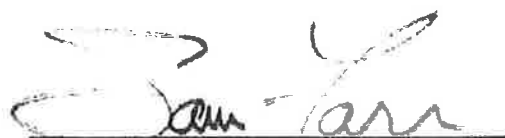

Julia Brownley
Member of Congress



Maxine Waters
Member of Congress

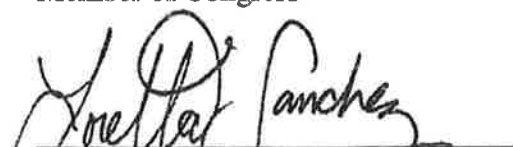

Xavier Becerra
Member of Congress



Anna G. Eshoo
Member of Congress



Lucille Roybal-Allard
Member of Congress



Sam Farr
Member of Congress

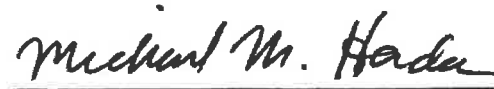

Zoe Lofgren
Member of Congress


Loretta Sanchez
Member of Congress


Brad Sherman
Member of Congress



Mike Thompson
Member of Congress

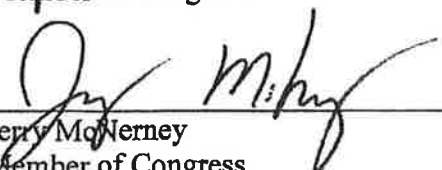

Susan A. Davis
Member of Congress


Michael M. Honda
Member of Congress

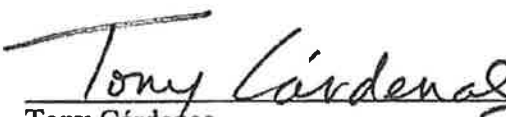

Adam B. Schiff
Member of Congress


Linda T. Sánchez
Member of Congress

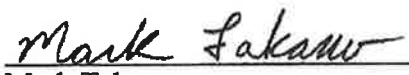

Jim Costa
Member of Congress

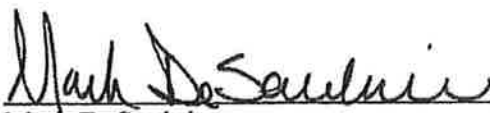

Jerry McNerney
Member of Congress

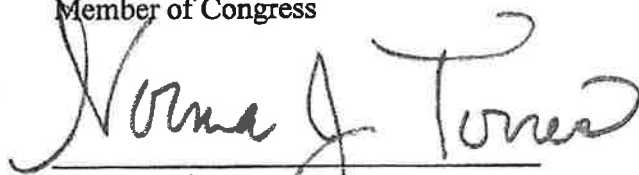

Karen Bass
Member of Congress

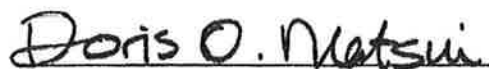

Tony Cárdenas
Member of Congress

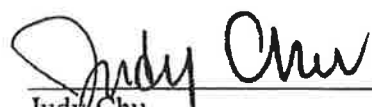

Raul Ruiz
Member of Congress



Mark Takano
Member of Congress


Mark DeSaulnier
Member of Congress

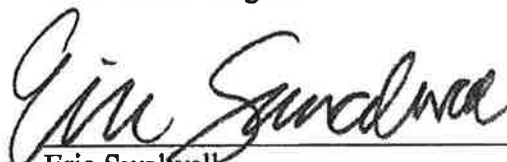

Norma J. Torres
Member of Congress

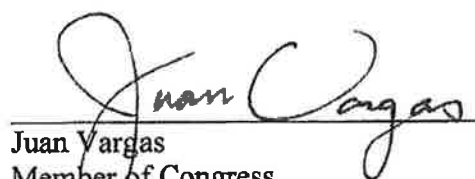

Doris O. Matsui
Member of Congress

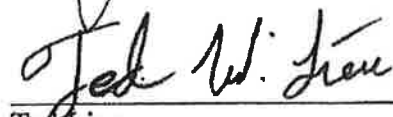

Judy Chu
Member of Congress



Ami Bera
Member of Congress

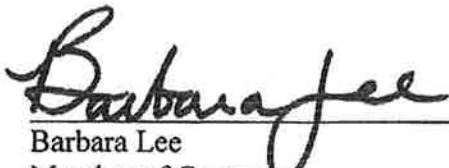

Alan S. Lowenthal
Member of Congress


Eric Swalwell
Member of Congress


Juan Vargas
Member of Congress


Ted Lieu
Member of Congress


Jackie Speier
Member of Congress


Barbara Lee
Member of Congress


Lois Capps
Member of Congress

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

June 24, 2015

TAMC Board Approves Funds to Install Flashing Radar Feedback Signs on Hwy 156

The Transportation Agency for Monterey County Board of Directors approved funding to install two radar feedback signs on Highway 156. The Radar feedback signs are one of the six near term improvements identified through the Agency's engagement with the public to help find immediate safety solutions while tolling is being considered to fund a new four-lane expressway adjacent to the existing Highway 156.

The County of Monterey Public Works staff will purchase and install the flashing radar speed limit signs at each end of the corridor, with the Transportation Agency reimbursing them for their cost up to \$40,000. Caltrans will issue an encroachment permit and work with County staff to install the signs on along the highway. Agency staff will continue to work with Caltrans to see if it is feasible to implement any other near term safety improvements on Highway 156.

TAMC Board Adopts the Marina-Salinas Multimodal Corridor Plan

The Agency's Board of Directors adopted the draft Marina-Salinas Multimodal Corridor Plan to connect Salinas and Marina with a roadway designed to meet the needs of all road users. The plan identified roadway improvements, transit improvements, and bicycle/pedestrian safety improvements that could be made by enhancing existing roadway projects and improve regional travel by coordinating transit, bicycle, pedestrian and automobile projects. The plan provides a long-term vision to develop the corridor incrementally as funding becomes available for individual projects.

Some of the proposed improvements identified in the plan include: widening existing roadways to increase capacity for cars, trucks, transit buses and bicyclists; building roundabouts along Imjin Parkway; adding bicycle facilities, such as lanes, paths and bicycle phase signals; adding sidewalks and multiuse paths, transit stops, shelters; transit prioritization at signalized intersections; dedicated bus rapid transit facilities and pedestrians crossing enhancements.

Program Funds for Complete Street Projects in Carmel and Marina

The TAMC Board of Directors approved funding for the County of Monterey and for the City of Marina to repave and add bicycle lanes on projects on Rio Road between Highway 1 and Atherton Drive in unincorporated Monterey County near Carmel and Imjin Parkway in Marina. The County's budget could only cover the cost of repaving Rio Road between the fog lines. The remainder of the street, to the gutter or edge of current pavement would have been left uneven and in poor condition. TAMC's allocation of \$55,000 allows the County to repave the whole road and install bicycle lanes.

The City of Marina would receive \$411,000 to repave and install bicycle lanes on Imjin Parkway between 2nd Avenue and Imjin Road, to provide improvements and safety enhancements for bicyclist traveling through this major corridor, which serves as alternative route for commuters traveling between Salinas and the Monterey Peninsula. The installation of the bicycle lanes provides a critical link that's been missing in the bicycle route network. Both projects are scheduled to be completed this summer.