



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 10, 2017**

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

TRANSPORTATION: Ride Line 8 from Monterey Transit Plaza (Munras Gate) at 9:15 a.m. or Sand City Station at 9:30 a.m. Request a taxi voucher from MST Customer Service at the board meeting for your return trip (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. There is a time limit of not more than three minutes for each speaker. The Board will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time individually, through staff, or on a subsequent agenda.

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

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

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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 Labor Negotiators, Gov. Code § 54957.6: MSTEА and MST (Heidi Quinn, K. Halcon)
- 3-2. Conference with property negotiators – Parcel # APN 002-164-035-000 (Hunter Harvath)

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 2018-01 recognizing Honesto “Jun” Costales, Utilities Technician as Employee of the Month for July 2017. (Carl Wulf) (Pg. 5)
- 5-2. Minutes of the regular meeting of June 12, 2017. (Jeanette Alegar-Rocha) (Pg.7)
- 5-3. Minutes of the HR Committee June 12, 2017. (Jeanette Alegar-Rocha) (Pg. 13)
- 5-4. Minutes of the Facilities Committee June, 12, 2017 (Jeanette Alegar-Rocha) (Pg. 15)
- 5-5. Financial Report – May 2017. (Lori Lee) (Pg. 17)
- 5-6. Disposal of property left aboard buses. (Sonia Wills) (Pg. 25)
- 5-7. Receive MST Committee Assignments. (Carl Sedoryk) (Pg. 27)
- 5-8. Adopt Resolution of Appreciation 2018-02 for Debbie Merrill (Carl Sedoryk) (Pg. 31)
- 5-9 Ratify MSTEА Memorandum of Understanding (MOU) (Kelly Halcon) (Pg. 33)
- 5-10 Receive Report of Renewal on Excess Workers’ Compensation Insurance (Kelly Halcon) (Pg. 35)
- 5-11. Approve New MAC Appointment (Cristy Subago) (Pg. 37)

5-12. Authorize the Purchase of Service Trucks (Sandra Amorim) (Pg.39)

End of Consent Agenda

6. RECOGNITION AND SPECIAL PRESENTATIONS

6-1. July Employee of the Month – Honesto “Jun” Costales (Carl Wulf)

6-2. 30 Years of Service – Fernando Manansala (Robert Weber)

6-3. Receive presentation on MST’s RealTime advertising campaign
(Lisa Rheinheimer) (Pg. 41)

7. PUBLIC HEARINGS

None

8. ACTION ITEMS

8-1. Authorize CSUMB Funding Contract (Lisa Rheinheimer) (Pg. 45)

8-2. Authorize the Purchase of Toyota Prius Sedans (Sandra Amorim) (Pg. 47)

8-3. Authorize lease of office space in downtown Salinas (Hunter Harvath) (Pg. 49)

9. REPORTS & INFORMATION ITEMS

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

9-1. General Manager/CEO Report –May 2017. (Pg. 51)

9-2. Washington, D.C. Lobby Report – June 2017. (Pg. 75)

9-3. State Legislative Advocacy Update – June 2017. (Pg. 77)

9-4. Staff Trip Reports. (Pg. 79)

9-5. Correspondence.

10. BOARD REPORTS, COMMENTS, AND REFERRALS

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

10-2. Board member comments and announcements.

10-3. Board member referrals for future agendas.

11. ATTACHMENTS

- 11-1. The detailed monthly Performance Statistics and Disbursement Journal for April 2017 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

12. ADJOURN

NEXT MEETING DATE: September 11, 2017

19 Upper Ragsdale Dr., Monterey, Suite 100

NEXT AGENDA DEADLINE: August 29, 2017

**Dates and times are subject to change.*

Please contact MST for accurate meeting date and times or check online at <http://mst.org/about-mst/board-of-directors/board-meetings/>

Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Monterey-Salinas Transit Administration Building at 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940 during normal business hours.

Upon request, Monterey-Salinas Transit will provide written materials in appropriate alternative formats, including disability-related modifications or accommodations, auxiliary aids, or services to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number, description of the requested materials, and preferred alternative format or auxiliary aid or service at least three working days prior to the meeting. Requests should be sent to MST – c/o Clerk to the Board, 19 Upper Ragsdale Dr., Suite 200, Monterey, CA 93940 or clerk@mst.org.



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지원

**HONESTO “JUN” COSTALES
JULY 2017
EMPLOYEE OF THE MONTH**

WHEREAS, each month Monterey-Salinas Transit recognizes an outstanding employee as Employee of the Month; and

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

WHEREAS, Honesto Costales began working at Monterey-Salinas Transit District in February of 1999 as a Utility Service Person. He was later promoted into the Facilities Department in 2006 and then due to re-structuring within the department made a Facilities Technician I in 2015 ; and

WHEREAS, Honesto Costales has been recognized numerous times for his attendance, attention to safety and his work on special projects. Honesto was previously recognized as Employee of the Month in April of 2011 for his outstanding efforts; and

WHEREAS, Honesto Costales has shown tremendous leadership and follow through. He has taken charge of material preparation and logistics for the Next Bus sign project. Honesto was responsible for the demolition of the old Carmel bus stop and the installation of the new one. He was recently a key team member in the repairing and bringing back online a compressor at MST's CJW yard; and

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Honesto “Jun” Costales as Employee of the Month for July 2017; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2018-01 this 10th day of July 2017.

Tony Barrera
Chairperson

Carl G. Sedoryk
Secretary

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MST BOARD OF DIRECTORS

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

MINUTES
June 12, 2017

1. CALL TO ORDER

1-1. Roll Call.

1-2. Pledge of Allegiance.

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

1-3. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

Present:	Tony Barrera	City of Salinas
	Mike LeBarre	City of King
	Luis Alejo	County of Monterey
	Carolyn Hardy	City of Carmel-by-the-Sea
	Kristin Clark	City of Del Rey Oaks
	Robert Bonincontri	City of Gonzales
	Yanely Martinez	City of Greenfield
	Frank O'Connell	City of Marina
	Dan Albert	City of Monterey
	Bill Peak	City of Pacific Grove
	Mary Ann Carbone	City of Sand City
	David Pacheco	City of Seaside
	Anna Velazquez	City of Soledad

Absent:	Ken Cuneo	City of Pacific Grove
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Staff:	Carl Sedoryk	General Manager/CEO
	Hunter Harvath	Assistant General Manager
	Kelly Halcon	Director of HR & Risk Management
	Lisa Rheinheimer	Director of Planning and Marketing
	Mark Eccles	Director of Information Technology

Robert Weber	Chief Operating Officer
Norman Tuatavuki	Deputy Chief Operating Officer
Jeanette Alegar-Rocha	Executive Assistant /Clerk to the Board
Deanna Smith	Compliance Analyst / Deputy Secretary
Eva Perez	Office Administrator
Andrea Williams	General Accounting & Budget Manager
Michelle Overmeyer	Grants Analyst
Sandra Amorim	Purchase Manager
Michelle Di Pretoro	Inventory Control Specialist
Carl Wulf	Facilities & Capital Projects Manager
Alvin Johnson	Contract Transportation Supervisor
Cristy Subago	Mobility Programs Coordinator
Beronica Carriedo	Community Relations Coordinator
Dave Laredo	De Lay & Laredo
Heidi Quinn	De Lay & Laredo
Michael Laredo	De Lay & Laredo
Oscar Lemus	Inventory Clerk

Public: Ken Walker
 Leona Medearis-Deacher
 Jim Fink
 Sharon Smith

Apology is made for any misspelling of a name.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Jim Fink, a resident of Monterey expressed a public safety concern for pedestrians using bus line # 3 at Skyline Boulevard in Monterey and requested that the MST Board and Staff consider installing a bus stop on the side of the Windsor Nursing facility for passengers with disabilities.

Sharon Smith, a resident of Marina, requested a shorter bus route from Preston Park to the Monterey Transit Center.

3. CLOSED SESSION AGENDA

MST General Counsel, Dave Laredo, announced the Closed Session items and Chair Barrera moved to Closed Session.

Public Comment – none

- 3-1. Conference with Legal Counsel – Existing Litigation, Gov. Code § 54956.9: Serrano v. MST.

- 3-2. Conference with Labor Negotiators, Gov. Code § 54957.6: MSTEA and MST.
- 3-3. Conference with Legal Counsel – Anticipated Litigation, Gov. Code § 54956.9(b): AECOM.
- 3-4. Conference with Negotiators regarding term, compensation and benefits for the GM & CEO. (§54957 (b))

4. RETURN TO OPEN SESSION

- 4-1 Report on Closed Session and possible action

Upon return from closed session, Mr. Laredo reported that MST staff provided an update on items 3-1, 3-2 and 3-3. The board provided direction to staff but no reportable action was taken. Mr. Laredo reported that the board unanimously authorized item 3-4 regarding negotiations on term, compensation and benefits for the GM & CEO.

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 2017-35 recognizing Oscar Lemus, as Employee of the Month for June 2017.
- 5-2. Minutes of the regular meeting of May 8, 2017.
- 5-3. Minutes of the Finance Committee May 8, 2017.
- 5-4. Financial Report – May 2017.
- 5-5. Disposal of property left aboard buses.
- 5-6. Approve Revised MST Records Retention Policy and Schedule.
- 5-7. Authorize Lease Renewal of Office Space on 201 Pearl Street, Monterey.
- 5-8. Approve Charter Bus On-Call Pricing list.
- 5-9. Authorize Staff to enter into a Facilities Project Manager Consulting contract with Ed Jenkins in an amount not to exceed \$95,000.
- 5-10. Adopt Revised MST Investment Policy as recommended by the Finance Committee.

- 5-11. Approve Replacement Radios for Automatic Vehicle Location (AVL) system.
- 5-12. Approve Purchase of Automatic Vehicle Location (AVL) - Vehicle Tracking Modems.
- 5-13. Authorize Fare Reduction, Discount Pass Extension and Vehicle Donation for Big Sur Area.
- 5-14. Approve Resolution 2017-37 authorizing the execution of the State Highway Account- Sustainable Communities Planning Grant.
- 5-15. Claim Rejection

Public Comment- None

For questions and further discussion, Director Peake requested to pull item 5-9, Director Velazquez requested to pull item 5-11, and MST Staff requested to pull item 5-13.

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

Following further discussion, Director LeBarre made the motion to approve item 5-9 and was seconded by Director Martinez. The motion passed unanimously.

Following further discussion, Director Albert made the motion to approve item 5-11 and was seconded by Director O'Connell. The motion passed unanimously.

Following further discussion, Director Alejo made the motion to approve item 5-13 and was seconded by Director Albert. The motion passed unanimously.

6. RECOGNITION AND SPECIAL PRESENTATIONS

- 6-1. Employee of the Month June – Oscar Lemus.

Sandra Amorim recognized Oscar Lemus, Inventory Clerk, for his excellent service to MST and the entire community.

- 6-2. Certificate of Achievement – Hunter Harvath

Public Comment- None

Carl Sedoryk presented the Certificate of Achievement for Excellence in Financial Reporting to Hunter Harvath and the MST Accounting Staff.

7. PUBLIC HEARINGS

None

8. ACTION ITEMS

Public Comment- None

- 8-1 Receive and adopt proposed FY 2018 Operating & Capital Budget, Action Plan, and Staffing Levels, and authorize grant applications and funding requests.

Director Alejo made the motion to approve 8-1 and adopt Resolution 2017-36 authorizing grant applications and funding requests and was seconded by Director Albert. The motion passed unanimously.

- 8-2. Discontinue sale of \$13 Monterey Peninsula Congestion Relief Deep Discount 31-Day Pass effective July 1, 2017.

Director Albert made the motion to approve item 8-2 and was seconded by Director Alejo. The motion passed unanimously.

- 8-3. Approve Reduction in RIDES ADA Paratransit fares to be funded by Measure Q sales tax revenues.

Director LeBarre made the motion to approve item 8-3 and was seconded by Director Hardy. The motion passed unanimously.

- 8-4. Authorize Purchase of Five Historically Themed Trolleys from Hometown Trolley in an amount not to exceed \$2,188,000.

Director Albert made the motion to approve item 8-4 and was seconded by Director Alejo. The motion passed unanimously.

9. REPORTS & INFORMATION ITEMS

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

- 9-1. General Manager/CEO Report – April 2017
- 9-2. Washington, D.C. Lobby Report –May 2017
- 9-3. State Legislative Report- April 2017
- 9-4. Staff Trip Reports April 2017
- 9-5. Correspondence-

- a. 5th Annual MEarth Day 2017 Letter of Appreciation.
- b. Monterey County Rape Crisis Center Letter of Appreciation for MST Donation.

10. BOARD REPORTS, COMMENTS, AND REFERRALS

10-1. Reports on meetings attended by board members at MST expense.

Vice Chair LeBarre reported his attendance at the CTA Spring Legislative Conference in Sacramento.

Director Martinez announced that she would like to attend the APTA Transit Board Members Seminar in Chicago, IL, July 22-25, 2017 and requested additional information regarding the MST adopt a bus stop program.

Director Hardy announced that the City of Carmel-by-the-Sea received the newly installed Bus Shelter and thanked MST Staff.

10-2. Board member comments and announcements.

- a. Request Measure Q Committee Volunteer to represent
 - i. Monterey County Unincorporated
 - ii. MAC

Carl Sedoryk announced to the Board to identify volunteers for the Measure Q Committee.

10-3. Board member referrals for future agendas.

11. ATTACHMENTS

11-1. The detailed monthly Performance Statistics and Disbursement Journal for March 2017 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

12. ADJOURN

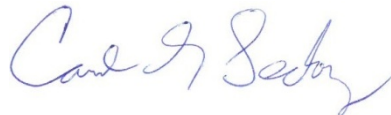
There being no further business, Chair Barrera adjourned the meeting at 11:44 a.m.

Prepared by: _____



Jeanette Alegar-Rocha
Clerk to the Board

Reviewed by: _____



Carl G. Sedoryk, GM/CE

HR Committee

19 Upper Ragsdale Drive, Suite 200
Monterey, CA 93940

Minutes

June 12, 2017

9:00 a.m.

Present: Directors: Clark (Chair), Peake, Pacheco, Velazquez

Absent: None

Staff: Carl Sedoryk, General Manager/CEO; Hunter Harvath, Assistant General Manager; Robert Weber, Chief Operating Officer, Norman Tuitavuki, Deputy Chief Operating Officer, Lisa Rheinheimer, Director of Planning & Marketing; Kelly Halcon, Director of HR & Risk Services; Mark Eccles, Director of Information Technology, Dave Laredo, De Lay & Laredo; Jeanette Alegar-Rocha, Clerk to the Board

Public: None

1. Call to Order.

Chairperson Clark called the meeting to order at 9:02 a.m.

2. Public Comment on Matters Not on the Agenda.

None

3. Closed session.

As permitted by Government Code §54957 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-Millas-Brown Act representative.

Public Comment- None

Director Velazquez arrived 9:10 a.m.

3-1. Conference with Labor Negotiators – Monterey-Salinas Transit Employee Association (MSTEA) and MST (§54957.6)


3-2. Conference with Legal Counsel – Existing Litigation, Gov. Code § 54956.9: Serrano v. MST


3-3. Conference with Negotiators regarding term, compensation and benefits for the GM & CEO (Enclosure) (§54957 (b))

Upon return from closed session, Mr. Laredo reported that MST staff provided an update on items 3-1 and 3-2 but no reportable action was taken. Mr. Laredo reported that item 3-3 was unanimously approved for recommendation to the board.

- 4. Return to open session and report on closed session.**
- 5. Staff and Committee member comments, questions, or referrals.**
- 6. Adjourn.**

There being no further business, the meeting was adjourned at 9:50 a.m.

Prepared by: 
Jeanette Alegar-Rocha
Clerk to the Board

Reviewed by: 
Carl G. Sedoryk, GM/CE

Facilities Committee

19 Upper Ragsdale Drive, Suite 200
Monterey, CA 93940

Minutes

June 12, 2017

Immediately following the MST Board Meeting

Present: Directors: Barrera (Chair) Hardy, Albert, LeBarre, O'Connell

Absent: None

Staff: Carl Sedoryk, General Manager/CEO; Hunter Harvath, Assistant General Manager; Robert Weber, Chief Operating Officer, Norman Tuitavuki, Deputy Chief Operating Officer, Lisa Rheinheimer, Director of Planning & Marketing; Kelly Halcon, Director of HR & Risk Services; Mark Eccles, Director of Information Technology, Dave Laredo, De Lay & Laredo; Jeanette Alegar-Rocha, Clerk to the Board

Public: None

1. Call to Order.

Chairperson Barrera called the meeting to order at 11:47 a.m.

2. Public Comment on Matters Not on the Agenda.

None

3. TDA building rehab project update

Carl Wulf provided an update on the TDA construction project and confirmed that the completion date is on schedule for January 2018.

4. Salinas Transit Center Update

Carl Wulf provided an update on the Salinas Transit Center and the plan for an upcoming remodel, repaint and upgrade. Temporary restrooms were installed for drivers and MST is looking to install a Public Restroom facility similar to the one located at the Monterey Transit Center.

5. South County Facility Update

Lisa Rheinheimer, provided an update on the South County Facility. Consultants are currently drafting technical and environmental studies and conducting traffic analysis for the area.

6. Public access to MST property on the former Fort Ord

Hunter Harvath, provided an update and the concern with public parking and legal liability on the MST property located at the corner of Gigling Road and 8th Street. MST Staff will be working with legal counsel to open dialog with the Bureau of Land Management (BLM) to address the concerns.

7. Review MST Joint Development Policy and recommend changes to the Board of Directors

Hunter Harvath presented the proposed changes to the MST Joint Development Policy for recommendation to the board. Director LeBarre moved to recommend the revised MST Joint Development Policy to the board and was seconded by Director O'Connell.

8. 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.

9. Return to Open Session.

10. Committee member comments, questions, or referrals.

11. Adjourn.


There being no further business, the meeting was adjourned at 12:14 p.m.

Prepared by: _____



Jeanette Alegar-Rocha
Clerk to the Board

Reviewed by: _____



Carl G. Sedoryk, GM/CE

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

RECOMMENDATION:

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

FISCAL IMPACT:

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

Beginning balance May 1, 2017	\$16,507,913.27
Revenues	4,732,825.92
Disbursements	<u><5,787,307.28></u>
Ending balance May 31, 2017	<u>\$15,453,431.91</u>

POLICY IMPLICATIONS:

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

DISCUSSION:

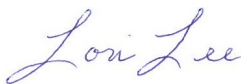
With only one month remaining in the fiscal year, revenues are virtually on budget and expenses are trending 7% below budget, producing a year-to-date surplus of \$2,419,342 for MST Fixed-Route. For the MST RIDES part of the budget, revenues are exceeding expenses by approximately \$22,000 year to date. On the revenue side, a 12% negative variance for the month in passenger fares can be attributed to TAMC's roundabout construction project at the Highway 1 / Holman Highway interchange. To


help address construction-created congestion at this key transportation bottleneck, your Board authorized a deeply discounted transit pass (\$95 per month passes discounted to \$13) for those who work and/or live in the construction impact area. Because of the weather delays over the rainy season, the project is taking longer than originally planned. As such, the deeply discounted pass has been on sale longer than what was originally expected and budgeted.

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

1. **Supplies** – The majority of this 134% negative variance is due to an extremely late bill from the County of Monterey for both last year's and this year's fees for radio transmission that connects the buses with our central control dispatchers.
2. **Vehicle Maintenance** – this 8.8% negative variance can be attributed to MST's aging fleet of buses, which are more expensive to maintain as they get older. In that regard, 25 new diesel buses have already been ordered, as well as two new electric buses. It should be noted that for the year, vehicle maintenance expenses are less than 1% above what was budgeted.
3. **Leases & Rentals** – This 74% negative variance reflects the unbudgeted cost of leasing from the Army the temporary bus maintenance & operations facility at Joe Lloyd Way (JLW) on the former Fort Ord as well as the temporary restroom facilities at that location.
4. **RIDES Purchased Transportation** – This 13% negative variance was generated by greater demand for paratransit services than was originally forecast last year when the budget was created. As an unfunded federal mandate, MST must provide each and every paratransit trip requested as required by the Americans with Disabilities Act.

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: 
Lori Lee, Accountant

Reviewed by: 
Hunter Harvath
Assistant General Manager

(REVENUES & DISBURSEMENTS)**CASH FLOW**

Beginning balance May 1, 2017 16,507,913.27

Revenues

Passenger Revenue	380,919.01	
DOD Revenue	490,155.00	
LTF / STA / 5307	2,873,830.04	
Sales Tax	638,200.00	
Grants	225,787.78	
RTA Reimbursement of Expenses	68,310.97	
TAMC Loan/Rabo LOC advance	-	
Interest Income	1,472.59	
Non Transit Revenue	54,150.53	
Total Revenues		4,732,825.92

Disbursements

Operations (See Attachment #2)	3,848,584.23	
Capital	1,938,723.05	
Property Acquisition –	-	
Total Disbursements		(5,787,307.28)

Ending balance May 31, 2017 **15,453,431.91**

COMPOSITION OF ENDING BALANCE

Checking - Rabo Bank	589,895.27
Checking(s) - Wells Fargo Bank	46.28
Local Agency Investment Fund (LAIF)	9,065,810.16
Money Market - Homeland Security	841,491.96
Money Market - Rabo MM	2,289,980.67
Money Market - PTMISEA	1,055,404.52
Money Market - LCTOP	451,953.07
Money Market - Rabo Prop. 1 B	1,139,319.59
Bank of America - Escrow	8,985.39
Petty cash fund, STC Coin Machine, and 2 change funds	10,545.00
Total	<u>15,453,431.91</u>

PAYROLL ACCOUNT

April 28 Payroll & Related Expenses	111,516.46	
May 12 Payroll & Related Expenses	577,387.66	
May 26 Payroll & Related Expenses	561,532.57	
Pers & 457	224,186.70	
Garnishments	9,901.22	
Payroll adj		
	<hr/>	
	1,484,524.61	1,484,524.61

GENERAL ACCOUNT

Disbursements on Attached Summary	4,233,823.72	
Paydown loan	13,247.79	
Workers Comp. Disbursements	33,686.96	
Interest expense	6,059.76	
Bank Service Charge	15,964.44	
Transfer from WFB	-	
	<hr/>	
	4,302,782.67	4,302,782.67

Total Disbursements	<hr/>	5,787,307.28
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Less Capital Disbursements & Transfer:		<hr/>
		(1,938,723.05)

Operating Disbursements		<hr/> <hr/>
		3,848,584.23

DISBURSEMENTS SUMMARY
GENERAL ACCOUNT DISBURSEMENTS FOR May 1, 2017 - May 31, 2017

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 05/05/17	44861 - 44988	1,309,755.02
Accounts Payable 05/09/17	44989 - 45013	2,104.19
Accounts Payable 05/12/17	45014 - 45075	193,605.46
Accounts Payable 05/19/17	45076 - 45160	304,909.09
Accounts Payable 05/24/17	45161 - 45185	2,423,449.96
TOTAL		<u>4,233,823.72</u>

CHECKS \$100,000 AND OVER

VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
CALIFORNIA PUBLIC EMPLOYEES	Recurring Expense	44881	05/05/17	317,854.53
MV TRANSPORTATION INC.	Recurring Expense Purchased Transportation	44941	05/05/17	644,650.31
BLUE SCOPE CONSTRUCTION	TDA Rehab September 19, 2016	45162	05/24/17	1,938,723.05
CALIFORNIA PUBLIC EMPLOYEES	Recurring Expense	45165	05/24/17	344,321.99

TREASURY TRANSACTIONS
FOR MAY 2017

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 05/01/17					10,065,810.16
Deposit					10,065,810.16
Withdrawal					1,000,000.00
Local Agency Investment Fund: Quarterly interest earned - .68%					9,065,810.16
LAIF Treasury Balance at 05/31/17					9,065,810.16

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 05/01/17					407,332.35
05/08/17	LTF		1,000,000.00		1,407,332.35
05/10/17	To AP			876,000.00	531,332.35
05/19/17	Grants		125,922.17		657,254.52
05/24/17	LCTOP		16,172.44		673,426.96
05/24/17	LTF		1,609,013.60		2,282,440.56
05/24/17	STA		477,357.43		2,759,797.99
05/25/17	To AP			500,000.00	2,259,797.99
05/25/17	from Pass Sales		30,000.00		2,289,797.99
04/30/17	Interest @ 0.30%		182.68		2,289,980.67
RABO MM Balance at 05/31/17					2,289,980.67

ATTACHMENT 4

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

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

(Amounts are in USD)

(Includes Fund: 001|004)

(Includes G/L Budget Name: BUDFY17)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-289,985	-331,205	41,220	-3,304,549	-3,643,255	338,706
Special Transit	-578,167	-489,987	-88,180	-5,691,826	-5,389,857	-301,969
Cash Revenue	-28,383	-23,199	-5,184	-319,201	-255,189	-64,012
Cash Grants & Reimbursement	-2,344,084	-2,447,710	103,626	-26,856,973	-26,924,810	67,837
Total Revenue	-3,240,619	-3,292,101	51,482	-36,172,548	-36,213,111	40,563

NOTES

Expenses

Labor	1,250,702	1,233,488	17,214	13,359,384	13,568,368	-208,984
Benefits	688,825	762,962	-74,137	8,001,750	8,392,582	-390,832
Advertising & Marketing	16,947	14,294	2,653	275,678	157,234	118,444
Professional & Technical	49,007	65,993	-16,986	626,665	725,923	-99,258
Outside Services	30,242	26,321	3,921	325,627	289,531	36,096
Outside Labor	105,166	103,359	1,807	1,007,248	1,136,949	-129,701
Fuel & Lubricants	189,836	305,144	-115,308	1,923,414	3,356,584	-1,433,170
Supplies	164,428	70,129	94,299	847,020	771,419	75,601
Vehicle Maintenance	90,889	83,544	7,345	926,481	918,984	7,497
Marketing Supplies	1,998	4,376	-2,378	35,086	48,136	-13,050
Utilities	33,737	38,598	-4,861	396,816	424,578	-27,762
Insurance	44,896	54,253	-9,357	493,531	596,783	-103,252
Taxes	10,295	17,309	-7,014	136,778	190,399	-53,621
Purchased Transportation	398,114	403,028	-4,914	4,273,296	4,433,308	-160,012
Miscellaneous Expenses	44,438	62,559	-18,121	649,345	688,149	-38,804
Interfund transfers						
Pass Thru/Behalf of Others		6,167	-6,167		67,837	-67,837
Interest Expense	9,370	10,583	-1,213	107,255	116,413	-9,158
Leases & Rentals	42,128	24,212	17,916	304,229	266,332	37,897
Total Operating Expenses	3,171,017	3,286,319	-115,302	33,689,604	36,149,509	-2,459,905
Operating (Surplus) Deficit	-69,602	-5,782	-63,820	-2,482,944	-63,602	-2,419,342

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

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

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY17)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-38,745	-38,909	164	-441,572	-427,999	-13,573
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-299,098	-299,098		-3,290,078	-3,290,078	
Total Revenue	-337,843	-338,007	164	-3,731,650	-3,718,077	-13,573
Expenses						
Labor	9,356	4,770	4,586	79,634	52,470	27,164
Benefits	3,350	3,029	321	47,330	33,319	14,011
Advertising & Marketing						
Professional & Technical	5,800	417	5,383	5,800	4,587	1,213
Outside Services						
Outside Labor	-23	6,584	-6,607	42,042	72,424	-30,382
Fuel & Lubricants	37,870	39,577	-1,707	315,023	435,347	-120,324
Supplies	3,512	1,919	1,593	14,060	21,109	-7,049
Vehicle Maintenance				511		511
Marketing Supplies						
Utilities	40		40	400		400
Insurance						
Taxes						
Purchased Transportation	302,145	268,018	34,127	3,056,135	2,948,198	107,937
Miscellaneous Expenses	13,526	13,693	-167	149,031	150,623	-1,592
Interfund transfers						
Pass Thru/Behalf of Others						
Interest Expense						
Leases & Rentals				1		1
Total Operating Expenses	375,575	338,007	37,568	3,709,968	3,718,077	-8,109
Operating (Surplus) Deficit	37,732		37,732	-21,681		-21,681

NOTES**A**

To: Board of Directors
From: Sonia Wills, Customer Service Supervisor
Subject: Disposal of unclaimed property left on bus

Salvation Army (Seaside)

7 Backpacks	2 Shorts
3 Bike locks	9 Books
1 Notebook	1 Folding chair
9 Cell phones	3 Electronics (mp3, 1 speaker, 1 radio)
5 Pairs of eyeglasses	3 Eyeglass Case
1 Duffle bag	2 Hats
2 Jackets	1 Lunch box
6 Pairs of pants	4 Pairs of shoes
10 Pairs of sunglasses	6 Sweaters
2 Tote bags	2 Tents
11 Umbrellas	6 Wallets
4 Water bottles	Easter eggs
30 Color pens	1 Electric razor
3 Shopping bags	1 Belt
2 Pairs of gloves	1 Baseball cap
1 Scarf	5 Shirts
1 Tote bag	1 Tupperware
1 Thermos	1 Man's watch
1 iPod	

To be disposed

Flyers	keys
Business cards	1 Jacket
Body lotion	2 Credit cards
1 Shirt	Used socks
Keys	Contact lenses
2 Aprons	2 ID's

To be retained
\$ 5.00

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 Wills
Customer Service Supervisor

Reviewed by: 
Carl G. Sedoryk, GM/CEO

To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: MST FY 2018 Committee Assignments

RECOMMENDATION:

Receive Chairperson Barrera's committee appointments for FY 2018.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

According to the MST Bylaws, Article VI., Officers, "The Chair may appoint committees from time to time for any purpose he or she deems proper for the conduct of Board business."

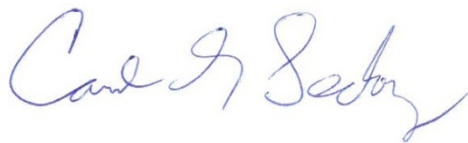
DISCUSSION:

Chairperson Barrera has appointed the following members (Attachment 1) to serve on MST committees for FY 2018. Committee Chairperson designations are also provided.

At a future board meeting staff will make a presentation regarding an alternative committee structure.

ATTACHMENT: Committee appointments for FY 2018

Prepared by: _____



Carl G. Sedoryk, GM/CEO

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2018 MST Committee Assignments

	Facilities	Finance	Human Resources	Legislative	Marketing	Planning/ Operations
Alejo		•		•	•	
Barrera	•			Chair		
Hardy	•			•		
Bonincontri					Chair	•
Clark			Chair	•		•
Albert	•			•		
LeBarre	Chair					•
Cuneo			•		•	
O'Connell	•	Chair				
Pacheco			•			Chair
Carbone				•	•	
Martinez		•			•	
Velazquez		•	•			

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APPRECIATION FOR SERVICES RENDERED BY DEBBIE MERRILL

WHEREAS, Debbie Merrill served as the legislative director for US Congressman Sam Farr, representing the Monterey Bay Region for two decades from 1997 to 2017; and

WHEREAS, Debbie Merrill has continued to serve as legislative director for US Congressman Jimmy Panetta since his taking office after the November 2016 elections; and;

WHEREAS, Debbie Merrill has been a strident advocate for public transportation in Monterey County, assisting Congressman Farr in securing over \$20 million in federal transit funds for MST capital projects such as buses, equipment and facilities; and

WHEREAS, when in 2010 the US Department of Commerce staff proposed changes to urban area designations in the Monterey Bay area that would have resulted in an annual loss of over \$4 million of federal operating funds to MST, Debbie Merrill coordinated Congressman Farr's efforts to convince the Secretary of Commerce to forestall implementation of those changes; and

WHEREAS, Debbie Merrill facilitated Congressman Farr's successful resolution with the US Army regarding funding commitments to support MST's public transit service to Fort Hunter Liggett; and

WHEREAS, Debbie Merrill coordinated Congressman Farr's proactive engagement with the US Secretary of Labor, other members of Congress, and labor unions to release over \$1 billion in federal transit funds to California agencies; and

WHEREAS, Debbie Merrill has made a substantial and enduring contribution to the improvement of public transportation throughout Monterey County;

THEREFORE BE IT RESOLVED that the MST Staff and Board of Directors gives Debbie Merrill their sincerest thanks and appreciation for her outstanding service to MST customers and to all residents of the Monterey Bay region.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2018-02 this 10th day of July, 2017.

Tony Barrera
Chairperson

Carl G. Sedoryk
Secretary

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To: Board of Directors

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

Subject: Memorandum of Understanding (MOU) between Monterey-Salinas Transit Employee Association (MSTEА) and Monterey-Salinas Transit District (MST).

RECOMMENDATION:

Ratify the MOU between MST and MSTEА and provide the same benefits to non-represented, Confidential employees.

FISCAL IMPACT:

The overall cost of the contract is within the FY2018 budget and within the direction given by the Board.

POLICY IMPLICATIONS:

Your Board approves the MOU between MST and MSTEА.

DISCUSSION:

At the June 12, 2017 meeting, your Board provided the labor negotiating team with the financial authority to present a last, best and final offer to the Monterey-Salinas Transit Employee Association. The offer was agreed to and accepted by the negotiating team and the MSTEА members.

The accepted terms of the contract include 3% wage increase effective on July 2017, a 2.75% wage increase scheduled for July 2018 and a 2.5% wage increase scheduled for July 2019. Based on the timing of the ratification of the memorandum of understanding between MSTEА and MST, there will not be a need for retro activity. The two parties also agreed to the same benefit structure that ATU agreed to in their collective bargaining agreement. The term of the memorandum of understanding would be for three years.

It has been a long standing practice for the board to offer the same benefit package provided to MSTEА to those non represented members of MST staff that comprise the confidential unit.

Prepared by:  Reviewed by: 
Kelly Halcon
Director of HR and Risk Management
Carl G. Sedoryk, GM/CEO

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To: Board of Directors
From: K. Halcon, Director of Human Resources/Risk Management
Subject: Excess Workers' Compensation Insurance

RECOMMENDATION:

Receive report of the renewal and procurement of Excess Workers' Compensation insurance.

FISCAL IMPACT:

Not to exceed \$127,000.00 for one year of coverage. The cost of the insurance renewal has been budgeted in the FY2018 budget.

POLICY IMPLICATIONS:

MST is a member of CalTIP Transit Insurance Pool. 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 coverages 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 Insurance, Physical Liability Insurance, Property and Pollution Insurance 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.


Unfortunately, the insurance market in general for the last three years and been hardening and the premiums have been increasing. These increases have been due to the implications of the Affordable Care Act, the cost of future medical for Workers' Compensation claims and insurance carriers pulling out of the market. MST has been aggressive in administering and managing our industrial claims keeping claim costs low. For FY 2016, MST's excess Workers' Compensation premium was \$93,304.00 and the additional administrative costs brought the total expense to \$111,139.00. For FY 2017, MST saw a slight decrease in the Worker's Compensation premium at \$90,145.00 with

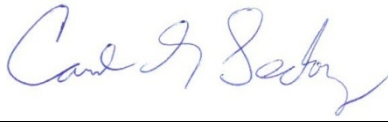
the additional administrative costs bringing the total to \$107,437.00. For FY 2018, MST is receiving an increase to our premium even though we had a historic low in claims made. MST's excess Worker's Compensation premium comes in at \$90,791 with the additional administrative costs bringing the total to \$126,930. The annual increase for MST comes to about 14% which is less than the 20% average increase seen by others in the industry.

Below is an itemized breakdown of the total invoice cost.

Item Description	Cost
Deposit Premium	\$16,485.00
EIA Administrative Fee	\$9,107.00
Pool Premium	\$90,791.00
Broker Fee	\$10,547.00
Total	\$126,930.00

MST staff is informing the Board of this increase in premium cost and administrative fees and recognize it as an ongoing cost of providing service to the public.

Prepared by: 
Kelly Halcon
Director of HR and Risk Management

Reviewed by: 
Carl G. Sedoryk, GM/CEO

To: Board of Directors
From: Cristy Sugabo, Mobility Programs Coordinator
Subject: Mobility Advisory Committee

RECOMMENDATION:

Appoint new member to your Mobility Advisory Committee.

FISCAL IMPACT:

None

POLICY IMPLICATIONS:

Your board appoints members to the MST Mobility Advisory Committee.

DISCUSSION:


The Mobility Advisory Committee (MAC) is a standing advisory committee of the MST Board of Directors. It makes recommendations to MST staff and to your Board regarding the transportation needs of seniors, veterans, persons with disabilities, low income, youth and isolated populations. The Committee acts as a liaison between MST and these communities to assure that their constituents and clients have input into the MST service planning process.

There are currently four (4) vacancies on the MAC and its current members recommend that your Board appoint Alejandro Fernandez to fill one of these vacancies. Alejandro is currently employed by the DaVita Salinas Dialysis Clinic, and he desires to fill the position vacated by his predecessor from DaVita Dialysis.


Approval by your Board of this item shall appoint Alejandro Fernandez to the MST Mobility Advisory Committee.

A current listing of Committee members for the MAC is attached.

PREPARED BY:


Cristy Sugabo,
Mobility Supervisor

REVIEWED BY:


Carl G. Sedoryk, GM/CEO

N	MEMBER	ALTERNATE	ORGANIZATION	ADVOCACY
1	Kate Spacher	Kasuko Wessendorf	Interim, Inc.	Adult Mental Health Services
2	Kathleen Murry-Phillips		Area Agency on Aging	Seniors
3	Diana Trapani		Blind and Visually Impaired Center	Blind and Visually Impaired
4	Ronn Rygg		United Way – 211 Program	I & R – Emergency Services
5	Rayna Gross		Alliance on Aging	Seniors
6	Maureen McEachen		Visiting Nurses Association	Nonprofit Health Care Provider
7	Melissa McKenzie		Carmel Foundation	Senior Services
8	Amiee Cuda		Independent Transportation Network	Nonprofit Senior Transportation Provider
9	Laurie Crosby		Consumer	People with Disabilities
10	Todd Muck	Virginia Murillo	TAMC	Transportation Authority
11	Olivia Quezada		Central Coast Center for Independent Living	People With Disabilities
12	Alejandro Fernandez		DaVita Dialysis Clinic	Health Care Provider
13	Vacant			
14	Vacant			
15	Vacant			

To: Board of Directors
From: Sandra Amorim, Purchasing Manager
Subject: Facilities Service Trucks

RECOMMENDATIONS:

Authorize the purchase of two (2) service trucks at the lowest price/best options at the time of purchase not to exceed \$35,500.00 each.

FISCAL IMPACT:

\$71,000. Funding is available in the Capital Budget.

POLICY IMPLICATIONS:

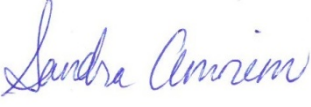
Your Board approves purchases over \$25,000.


DISCUSSION:

MST's Facility staff utilizes trucks and vans to service over 1,200 bus stops between San Jose and Paso Robles and at our transit centers. Facility support vehicles are mission critical and are used to move equipment, benches, and shelters, complete routine bus stop maintenance and repair, update service change signage and clean and maintain bus stops and transit centers. The new vehicles will replace a 2008 Ford F350 truck with 177, 689 miles (#496) that is beyond a reasonably priced repair. (The estimated repair cost by the dealer is \$11,407.) The second vehicle would expand the fleet of facilities vehicles. Facilities will be adding a staff member for FY 2018 as approved by your board.

MST is eligible to purchase vehicles through the State of California Department of General Services (DGS). Purchasing through the DGS meets MST's purchasing requirements and eliminates the need for MST to independently obtain price quotes. Prior to purchase MST will obtain quotes from local dealerships and if they are able to match pricing from DGS, MST will award to the local supplier as delivery time is greatly improved.

Approval of this item will authorize the purchase of two (2) 2018 Ford F-350 truck chassis from the lowest overall cost dealer.

PREPARED BY: 
Sandra Amorim
Procurement & Contract Manager

REVIEWED BY: 
Hunter Harvath
Assistant General Manager

To: MST Board of Directors

From: Lisa Rheinheimer, Director of Planning and Marketing

Subject: MST RealTime Advertising Campaign

RECOMMENDATION:

Receive presentation on MST's RealTime advertising campaign.

FISCAL IMPACT:

The RealTime advertising campaign has a budget of \$45,000.

POLICY IMPLICATIONS:

MST's menu of tactics under Strategic Goal #2 (Provide Quality Transit and Mobility Management Services) adopted by your Board in June of 2016 includes the following: "Upgrade and enhance technologies to enhance customer experience." In addition, the FY 2017 Action Plan, also adopted by your Board, includes installation of an interactive voice response telephone system, which is an integral part of the MST RealTime customer information package.

DISCUSSION:

People hate waiting for things, whether at the grocery checkout line or at the bus stop. At least at the checkout line, people can visually see their ultimate goal – the checkout process. Studies have shown that waiting for the bus, on the other hand, is particularly frustrating because a passenger cannot see where the bus is located until it's within sight. This wait anxiety is now something of the past with new technologies which provide immediate information in real-time about when the next bus will arrive.

In fact, a study from the University of Washington showed people's perception of their wait time for the next bus was 50 percent longer than what it actually was. Once technology was introduced which provided real-time bus arrival information, people perceived their wait time closer to reality, and, it is hoped, much more satisfied with the bus service provided.

Over the last several years, MST has been working on bringing instant bus arrival information to our passengers to help ease the stress of waiting for the bus. The first such external deployment was the electronic passenger information signs at the various JAZZ Bus Rapid Transit stops on the Peninsula. The new technologies to be more widely deployed will allow virtually all MST passengers to receive GPS-based bus

arrival information at their fingertips no matter which bus line they are waiting for. Branded together as a package, staff has named these technologies “MST RealTime.” Whether by text, phone, app, or Google maps, MST RealTime is real easy.

There are 4 different ways to receive RealTime information: text message, phone call, smart phone application, and Google Maps.

By text, a passenger can send MST a text message by sending the word “Next” with their 4-digit bus stop number to 25370. Within 30 seconds, MST will automatically send the passenger estimated or scheduled bus arrival times.

By phone, a passenger can call MST at 1-888-MST-BUS1 and provide a 4-digit bus stop number to hear voice automated estimated or scheduled arrival times for that bus stop.

By smart phone application, a passenger can install the Transit App for free and receive information about bus routes and times near them.

By Google Maps, individuals can use their desktop or use the Google Maps app on their smart phone for up-to-date arrival information.

How it works: Installed on all MST vehicles is an Automatic Vehicle Locator (AVL) which communicates location information to MST Communications Center through a program called TransitMaster. TransitMaster is used by the Communication Center to monitor all buses in service.

This vehicle location information is used to send predicted bus arrival information for our passengers by text, phone, app, or Google Maps. The information is refreshed and updated every 30 seconds, so the accuracy of bus arrival information is exceptional.

Now that these technologies are ready and in use, MST will be launching an advertising campaign to bring awareness to the options available for bus arrival information. A number of ads have been created including a TV spot with 60 second, 30 second, and 15 second versions. A brochure was created and printed. The MST website will be updated to include a new RealTime page centered on how to use the four different technologies for bus arrival information.

The launch of the ad campaign will be timed with the August back-to-school season including colleges and universities. Advertising will include the following:

- Interior and exterior bus ads
- Brochures on all buses, at transit centers, and at local businesses/organizations
- Rider’s Guide full page spread for September 2nd edition
- MST website – includes brochure and TV ad
- Monterey County Weekly full page ad
- Pop-up booths at customer service locations upon launch

- Paid social media ads
- Paid TV ads
- Press release

In developing the RealTime materials and advertising methods, staff referred to the 2016 Rider and Community Surveys Final Report to ensure that the marketing materials match how our passengers learn about MST services. In this regard, riders hear about MST services through these forms of media:

- Onboard the bus from drivers or written notices - 43.2%
- Signs at transit centers or bus stops – 10.3%
- MST Rider's Guide – 21.4%
- MST website – 7.5%
- Local newspaper – 2.2%
- Google Transit – 8.6%
- MST customer service phone line - .9%
- Social media – 1.4%
- Family/friends – 1.0%
- Other – 3.4%

After the marketing campaign is complete, staff anticipates a reduction in the number of calls received about when the next bus will arrive. And, while not entirely predictable, greater customer satisfaction as well as potential increases in ridership and the fare revenue and associated grant funding levels would be additional positive outcomes for the agency and its annual operating budget.

PREPARED BY:  REVIEWED BY: 
 Lisa Rheinheimer, Carl G. Sedoryk, GM/CEO
 Director of Planning and Marketing

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To: Board of Directors

From: Lisa Rheinheimer, Director of Planning and Marketing

Subject: Authorize Contract for Funding of CSUMB Transit Services

RECOMMENDATION:

Accept a total of \$545,717 from CSUMB for transit services for the 2017-2018 academic year.

FISCAL IMPACT:

A total of \$545,717 in revenue for the seventh year of the partnership.

POLICY IMPLICATIONS:

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

DISCUSSION:


Over the last 3 months, staff has been working with counterparts at CSUMB in order to plan the university sponsored bus routes for the 2017-2018 academic year. With those discussions completed, services are planned to coordinate with when students move in prior to the beginning of classes, August 23. CSUMB has requested a modest increase in the level of services compared to the previous academic year. This increase follows on the heels of one year of decreased levels of service. The level of service amounts to a 12.5% increase from last year's funding level of \$485,111. These services represent a substantial financial appropriation from the University and demonstrate CSUMB's commitment to alternative transportation. This also provides an opportunity for MST to increase ridership on the lines serving the university as well as system-wide. MST's non-CSUMB customers will also benefit by having transit options in the Seaside/Marina/Salinas area as all CSUMB funded services are open and available to all members of the public.

Changes to bus lines funded by CSUMB include the following:

- Line 19 Del Monte Center-CSUMB – Early afternoons on Fridays and Saturdays travel as an “express” between CSUMB, Monterey Transit Plaza, and the Del Monte Shopping Center while nighttime service includes stops at Sand City Station and East Campus Housing

- Line 26 CSUMB-East Campus Express – Minor routing change at the campus

In addition, this contract is also the mechanism through which service on MST's Line 25 CSUMB-Salinas is funded as well as a proportional cost of paratransit services on the MST RIDES program. In exchange for this funding support, all CSUMB students, faculty and staff are able to board MST fixed-route, OnCall, and RIDES buses system-wide for free when presenting a valid CSUMB ID card.

PREPARED BY:  REVIEWED BY: 
Lisa Rheinheimer, Carl G. Sedoryk, GM/CEO
Director of Planning and Marketing

To: Board of Directors

From: Sandra Amorim, Purchasing Manager

Subject: Authorize the Purchase of four (4) Toyota Prius Sedans

RECOMMENDATION:

Authorize MST to purchase four (4) Toyota Prius V hybrid sedans at the lowest price/best options at the time of purchase, not to exceed \$30,500 each.

FISCAL IMPACT:

Not to exceed \$122,000. This purchase is 100% funded through MST's Capital Budget.

POLICY IMPLICATIONS:

Your Board approves all purchases that exceed \$25,000.

DISCUSSION:


Since 2004 MST has purchased various hybrids and/or electric sedans in an effort to reduce fuel consumption and costs, with more than half of the entire support fleet comprised of hybrid or electric vehicles. These four vehicles will be used by MST's Operations Department to provide field support for MST's service which extends north to San Jose and as far south as King City and Paso Robles. The four vehicles will be used to replace the units listed below.

MST ID	MAKE	MODEL	YEAR	MILEAGE
51	Toyota	Prius	2004	344,017
60	Toyota	Prius	2009	191,200
61	Toyota	Prius	2009	169,086
66	Toyota	Prius	2009	178,371

A price quote for July 2017 is currently not available as each Toyota dealership has price variations based on national/state promotions for a specific month and may have additional discounts based on current inventory at the time of quote/purchase.

Approval of this item will authorize staff to obtain price quotes and purchase four (4) Toyota Prius V sedans from local or regional dealerships based on the best price/options at the time of the quote, not to exceed \$30,500 each.

Prepared by: 
Sandra Amorim,
Procurement & Contract Manager

Reviewed by: 
Hunter Harvath
Assistant General Manager,

To: Board of Directors

From: Hunter Harvath, Assistant General Manager

Subject: Authorize the lease of office space in downtown Salinas

RECOMMENDATIONS:

Authorize MST to execute a ten-year lease for office space in downtown Salinas at 25 Lincoln Avenue starting at \$5,425 per month.

FISCAL IMPACT:

An initial cost of \$65,100 for the first year, escalating by 2 percent each year over the ten-year lease period. This cost would be eligible for funding by Measure Q as the primary purpose of the use of the office space would be RIDES eligibility evaluations and travel training for seniors, veterans and persons with disabilities. .

POLICY IMPLICATIONS:

Your Board approves contracts and purchases over \$25,000.

DISCUSSION:

MST currently leases approximately 2,000 feet of office space at 150 Del Monte Avenue. The lease at this facility extends through November 2017. This location is used as MST's Mobility Management Center and supports the administration of the district's Mobility Management functions including travel training, processing taxi vouchers, and various outreach efforts to seniors and passengers with disabilities. Due to repeated water and sewer leaks from the restaurant above and other problems with the property owner, staff had been contemplating not renewing the lease.

Over the course of operating the MST RIDES program, more clients are now living in the Salinas Valley than do on the Peninsula. In an attempt to serve this population, MST has rented a small cubicle inside the Alliance on Aging on Main Street in downtown Salinas. With the expansion of MST's programs for seniors, veterans and persons with disabilities funded by Measure Q, it became clear that a larger space would be needed. As such, staff had been searching for office space in downtown Salinas to establish a new Mobility Management Center.

After looking at a number of properties for rent, staff has identified space at 25 Lincoln Avenue, which is a short walk from the Salinas Transit Center, across the street

from the Salinas Amtrak and Greyhound stations, and has an MST bus stop directly in front of the property. Additionally, the space is on the first floor of a senior housing complex and there are other senior housing complexes nearby. The space is approximately 3,300 square feet of a single open room, as it has never been occupied since the structure was built. After expressing interest in exploring this location for a potential Mobility Management Center, staff worked with the owner and his architect to design a conceptual floor plan that would accommodate the needs of MST.

The cost per square foot is approximately \$1.65, which is a fair and comparable price for what will be a custom-built office. In addition, the price per square foot includes the tenant improvements, which would be constructed by the property owner, who is a contractor. As Measure Q sunsets after a 15-year period, staff feels comfortable recommending that your Board authorize signing a ten-year lease for the office space at 25 Lincoln Avenue in downtown Salinas for use as a Mobility Management Center that would primarily serve seniors, veterans and persons with disabilities.



Prepared by: _____
Hunger Harvath, Assistant General Manager

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

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

May 4 - 7 I attended the American Public Transportation Association Bus and Paratransit Operations conference in Reno, NV and participated in a variety of board of director committee meetings.

May 16 - 17 I attended the California Transit Association spring legislative conference, associated committee meetings, and visited with members of our local delegation and had meetings with key staff and members of the state Assembly, Senate and Governor's office (Attachment 5)

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report – May 2017

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

Attachment #4 – Administration Dept. Report – May 2017

Attachment #5 - State legislative meetings itinerary - May 16 - 17, 2017

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



Prepared by: _____
Carl G. Sedoryk, General Manager/ CEO

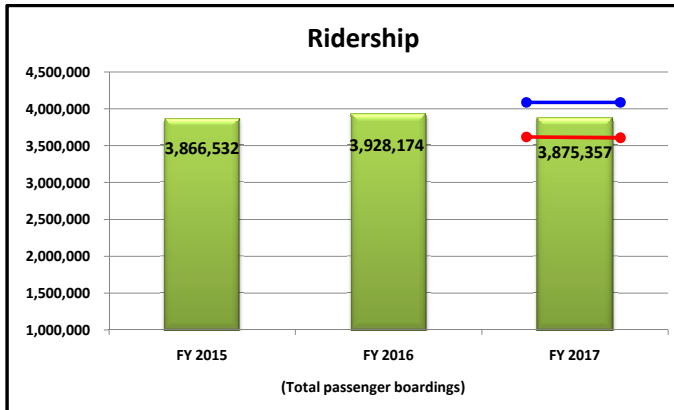
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MST Fixed Route

YTD Dashboard Performance Comparative Statistics

Months of July - May

Fiscal Years 2015-2017

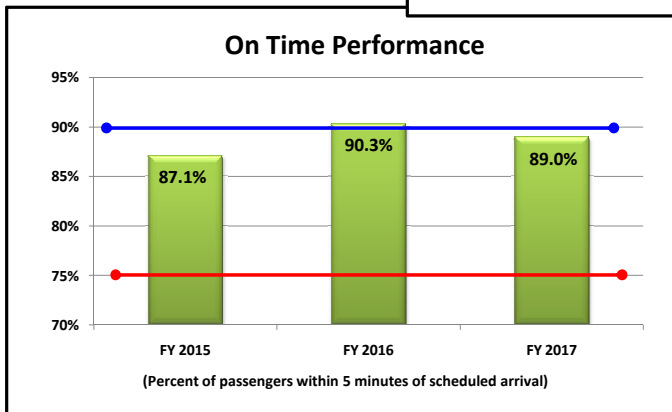
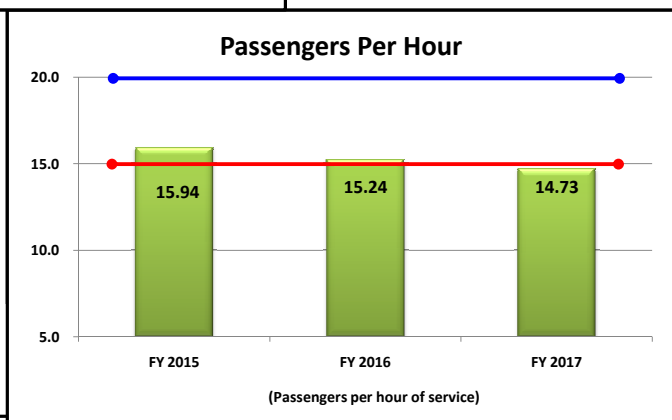


**Goal = 4,085,301
passengers**

**Minimum = 3,535,357
passengers**

Goal = 20 passengers p/h

Minimum = 15 passengers p/h

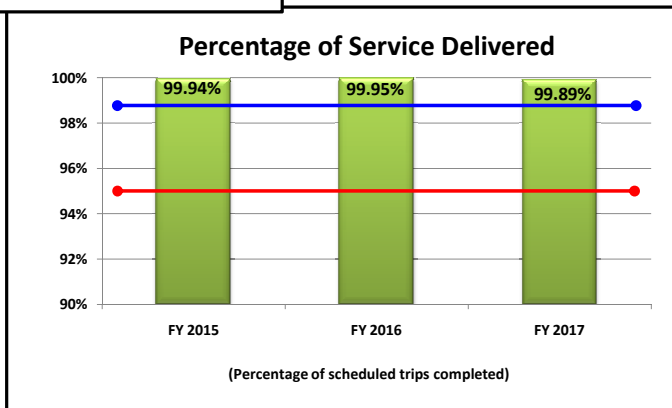


Goal = 90% on time

Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed

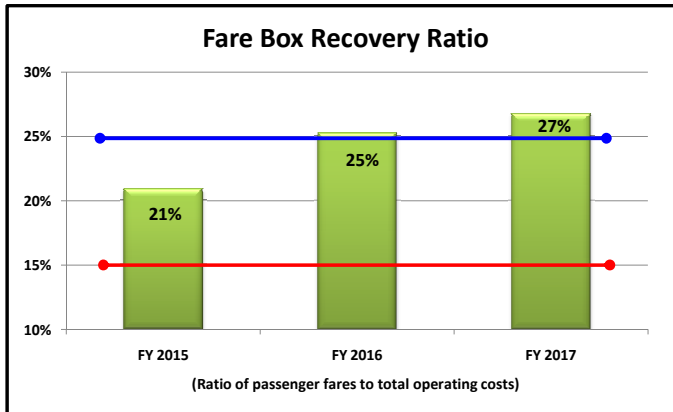


MST Fixed Route

YTD Dashboard Performance Comparative Statistics

Months of July - May

Fiscal Years 2015-2017

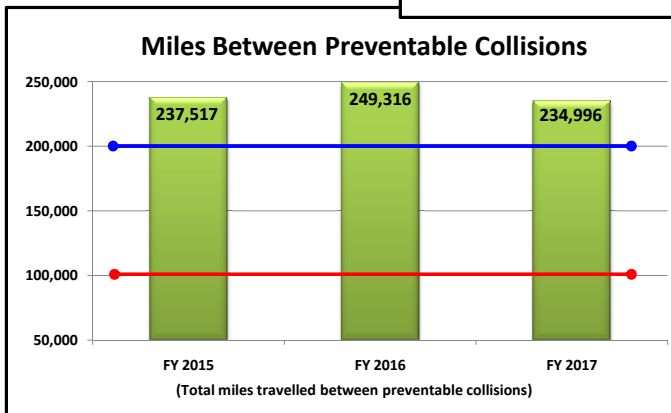
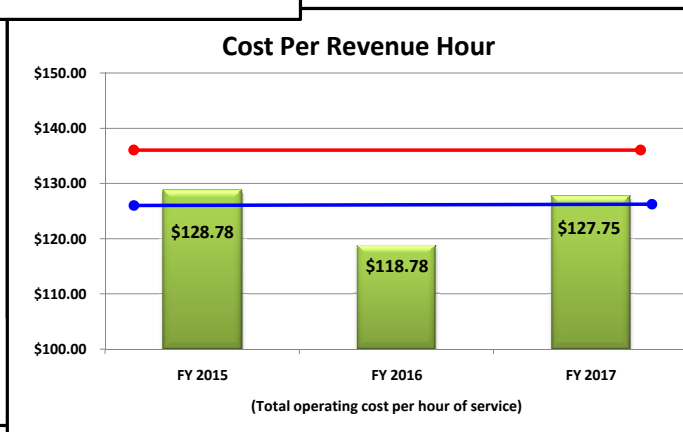


Goal = 25%

Minimum = 15%

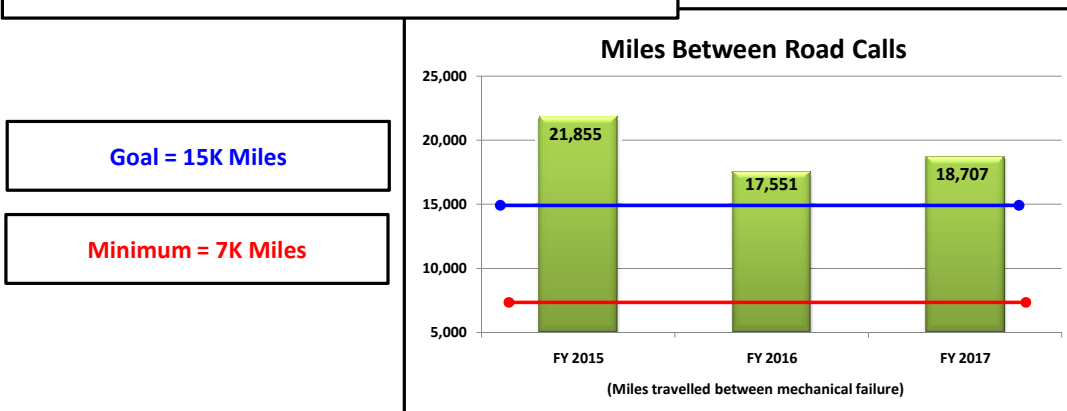
Maximum = \$139.70 per RH

Goal = \$127.04 per RH



Goal = 200K Miles

Minimum = 100K Miles



Goal = 15K Miles

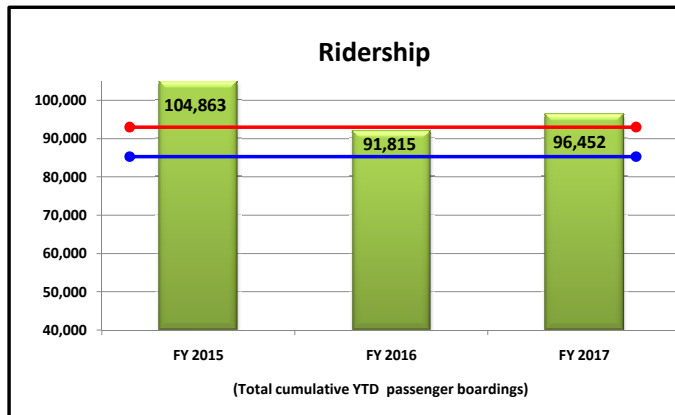
Minimum = 7K Miles

MST RIDES

YTD Dashboard Performance Comparative Statistics

Months of July - May

Fiscal Years 2015-2017

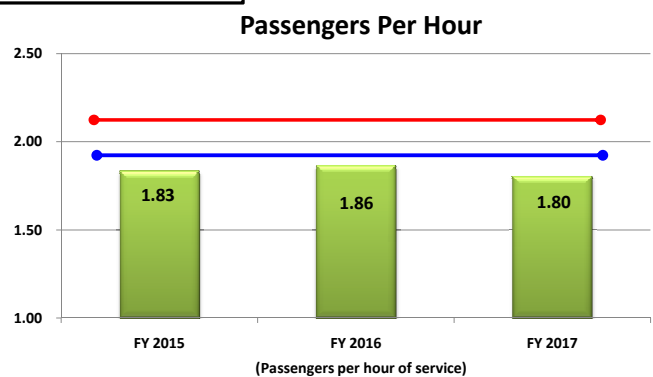


Goal = 85,623 passengers

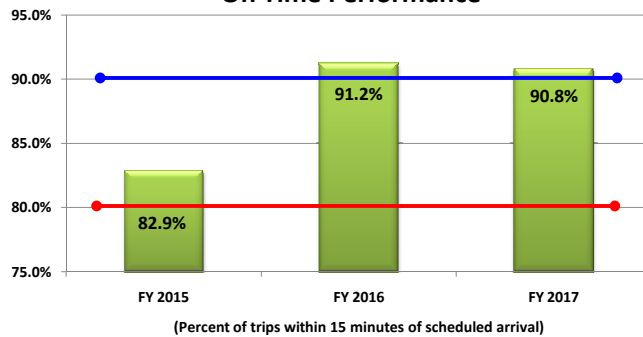
Maximum = 94,185 passengers

Goal = 1.87 passengers p/h

Maximum = 2.06 passengers p/h



On Time Performance

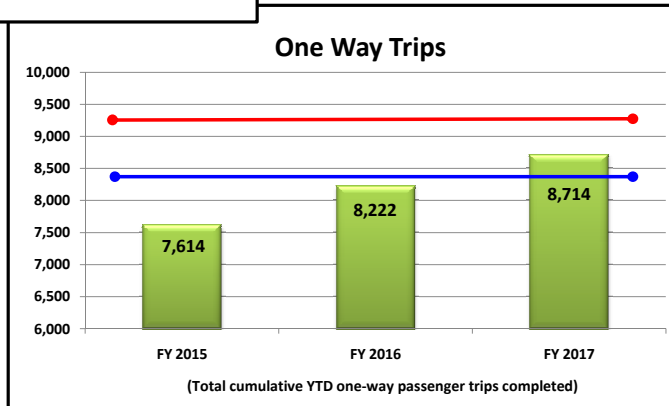


Goal = 90% on time

Minimum = 80% on time

Maximum = 9,316 one-way trips

Goal = 8,469 one way trips

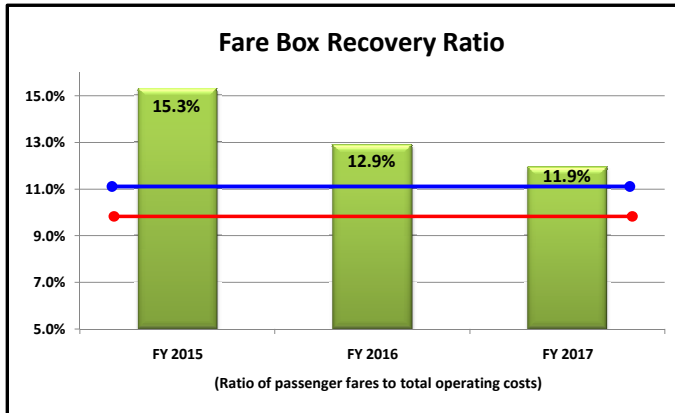


MST RIDES

YTD Dashboard Performance Comparative Statistics

Months of July - May

Fiscal Years 2015-2017

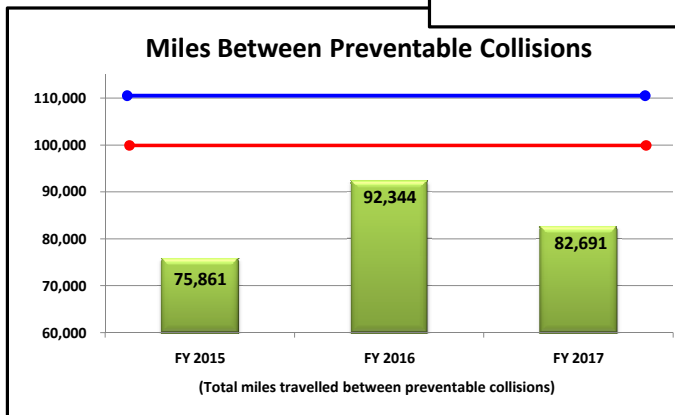
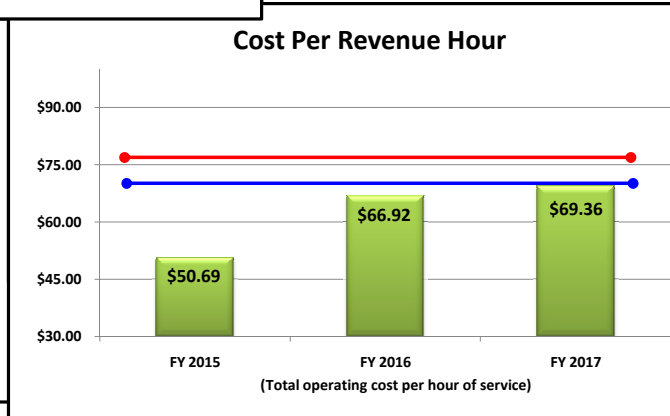


Goal = 11%

Minimum = 10%

Goal = \$69.39

Maximum = \$75.64

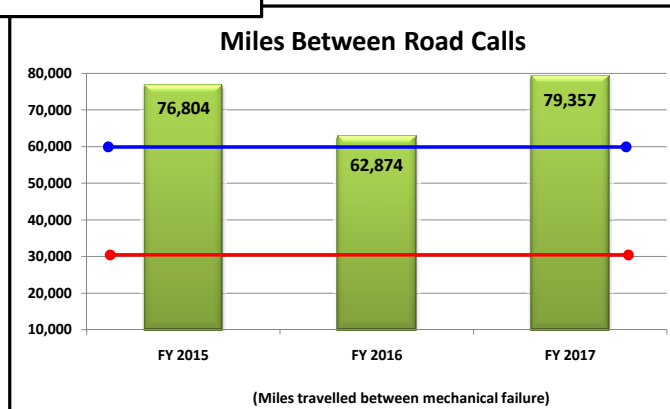


Goal = 110K Miles

Minimum = 100K Miles

Goal = 60,000 miles

Minimum = 30,000 miles

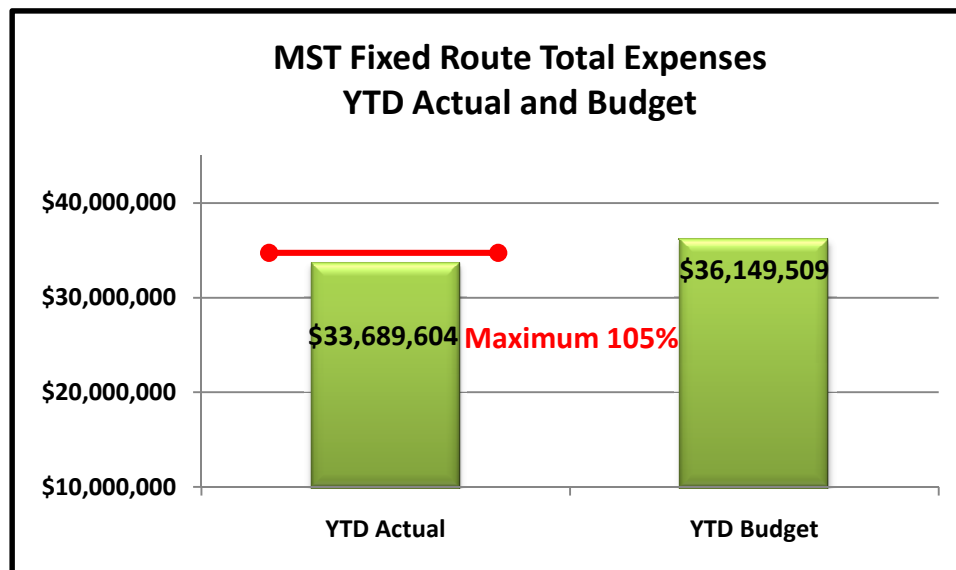
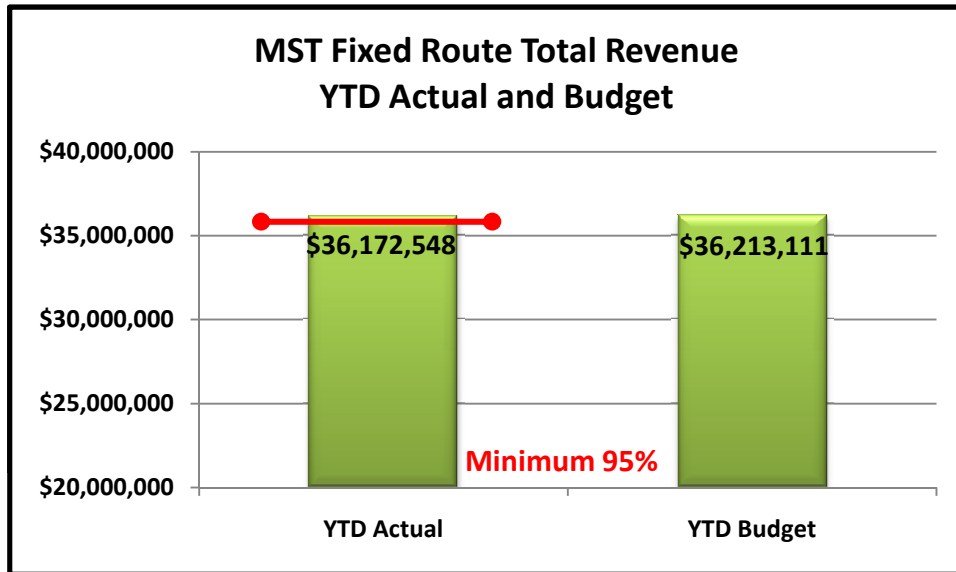


MST Fixed Route

Financial Performance Comparative Statistics

July - May

Fiscal Year 2017

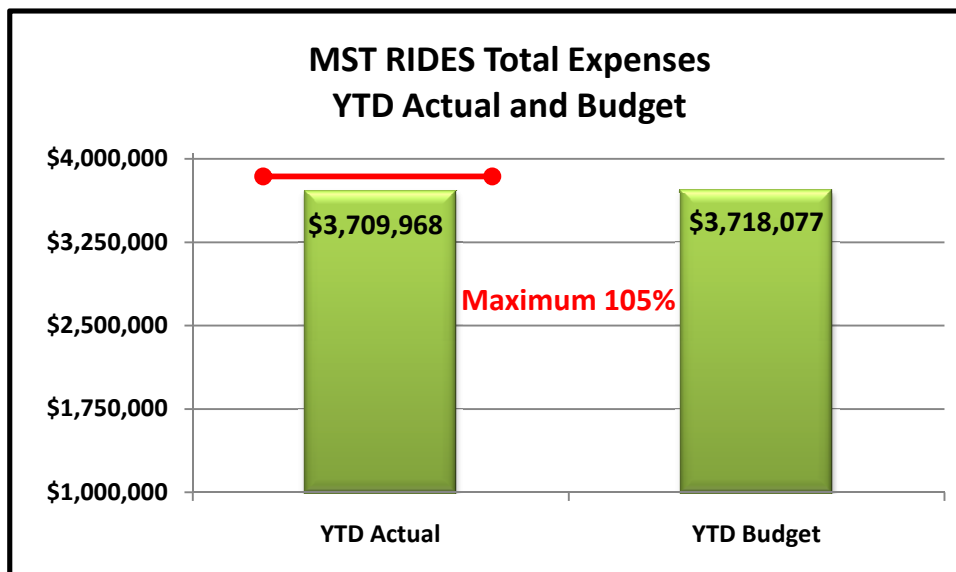
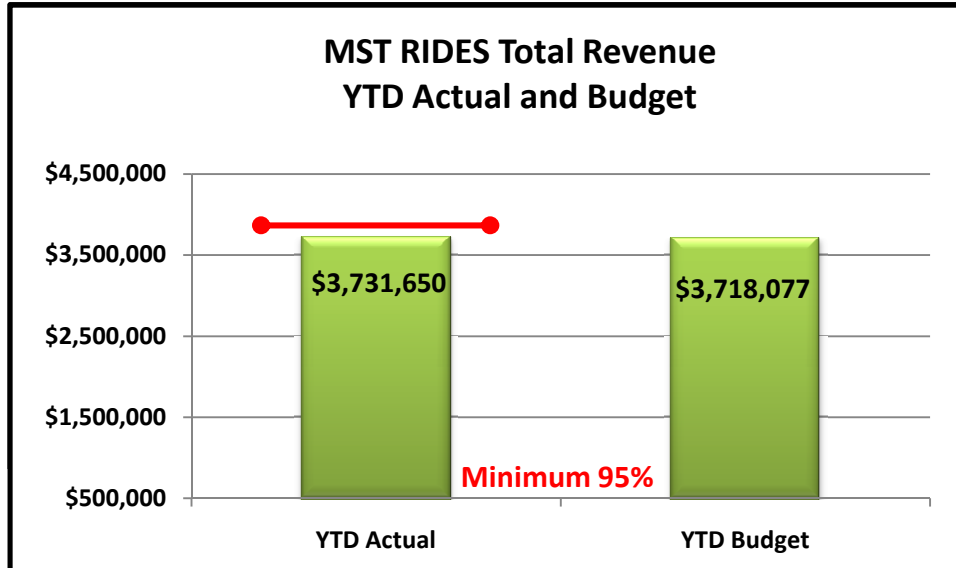


MST RIDES

Financial Performance Comparative Statistics

July - May

Fiscal Year 2017



June 23, 2017

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

From: Robert Weber, Chief Operating Officer

Cc: MST Board of Directors

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

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership decreased by 5.07% in May 2017, (358,439), as compared to May 2016, (377,591). Fiscal year to date – passenger boardings have decreased slightly by 1.34% as compared to the same period last year.

Productivity decreased from May of last year (15.9) to 14.9 passengers per hour for May of this year.

Supplemental / Special Services:

May 6: MST provided services for the Free to Learn project transporting 143 passengers between the Santa Cruz Transit Center, and the Monterey Bay Aquarium.

May 19: MST provided special shuttle services from the Sally Griffin Center in Pacific Grove to Sherwood Hall in Salinas. The service transported 20 senior passengers to the event.

System Wide Statistics:

- Ridership: 358,439
- Vehicle Revenue Hours: 23,932
- Vehicle Revenue Miles: 391,571
- System Productivity: 14.9 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 32,972

Time Point Adherence: Of 129,637 total time-point crossings sampled for the month of May, the Transit Master™ system recorded 19,802 delayed arrivals to MST's published time-points system-wide. This denotes that **84.73%** of all scheduled arrivals at published time-points were on time. (*See MST Fixed-Route Bus ~ On Time Compliance Chart FY 2017.*)

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

Cancelled Trips: As listed below, there were a total of twenty three (23) cancelled trips for the month of May for both directly operated and contracted services:

Total Trips Provided: 32,972			
Category	MST	MV	%
Collision	1	0	4.35%
Employee error	0	1	4.35%
Equipment Shortage	4	0	17.39%
Mechanical Failure	4	1	21.74%
Staff Shortage	11	0	47.83%
Traffic Congestion	1	0	4.35%
Totals	21	2	100.00%

¹ Insufficient information available.

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 2016 and 2017:

Occurrence Type	May-16	May-17
Collision: MST Involved	4	9
Employee Injury	0	0
Medical Emergency	2	0
Object Hits Coach	2	1
Passenger Conflict	3	2
Passenger Fall	5	3
Passenger Injury	0	1
Other	3	1
Near Miss	1	0
Fuel / fluid Spill	0	2
Unreported Damage	1	0
Totals	21	19

CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of May there were 10,811 passenger boardings. This denotes a 7.59% increase in passenger boardings from May of 2016, (10,048). Fiscal year to date – passenger boardings have increased by 5.87% as compared to the same period last year.

- Productivity for May of this year was at 1.79 passengers per hour, decreasing from May of 2016, (1.86).
- For the month of May, 91.22% of all scheduled trips for the MST RIDES program arrived on time, increasing from 90.68 % in May of 2016.

COMMUNICATIONS CENTER:

In May, MST's Communications Center summoned public safety agencies on ten (10) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident / Other	6
EMS	Passenger Illness / Injury	4

Prepared by:



Robert Weber, Chief Operating Officer

Reviewed by:



Carl G. Sedoryk, GM/CEO

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Date: July 10, 2017

To: C. Sedoryk, General Manager/CEO

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

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

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

Human Resources – May 2017

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

Positions	Budget FY17	Actual	Difference
Coach Operators F/T	139	141	2
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	1	0	-1
Operations Staff	31	28	-3
Maintenance & Facilities	49	48	-1
Administrative (Interns 1 PT)	30	32	2
Total	250	249	-1

*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>	\$11,478.92
<i>Other (includes Legal)</i>	\$9,770.05
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$12,437.99
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$7,512.08
<i>Total Expenses</i>	<i>\$46,199.04</i>
<i>Reserves</i>	<i>\$1,941,823.85</i>
<i>Excess Reserved</i>	<i>(\$1,182,540.35)</i>
<i># Ending Open Claims</i>	<i>37</i>

Training

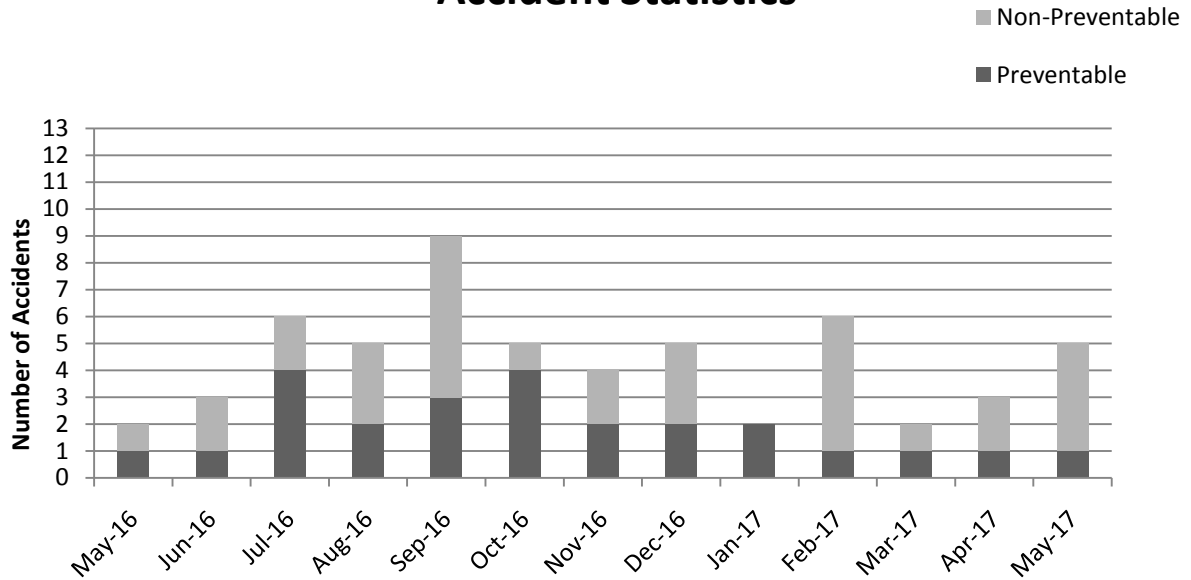
Description	Attendees
Annual Coach Operator Verification of Transit Training	0
Post Accident/Post Incident Re-training	2
MST Return to Work Re-training	1
Alliance Career Training Solutions: Excel Level 2	1
MST In-Service training: E-trolley docking and charging	4
MST In-Service training: Safe Place Procedures for Coach Operators	119
FEMA: Intro to the Incident Command System (ICS-100)	1

Risk Management

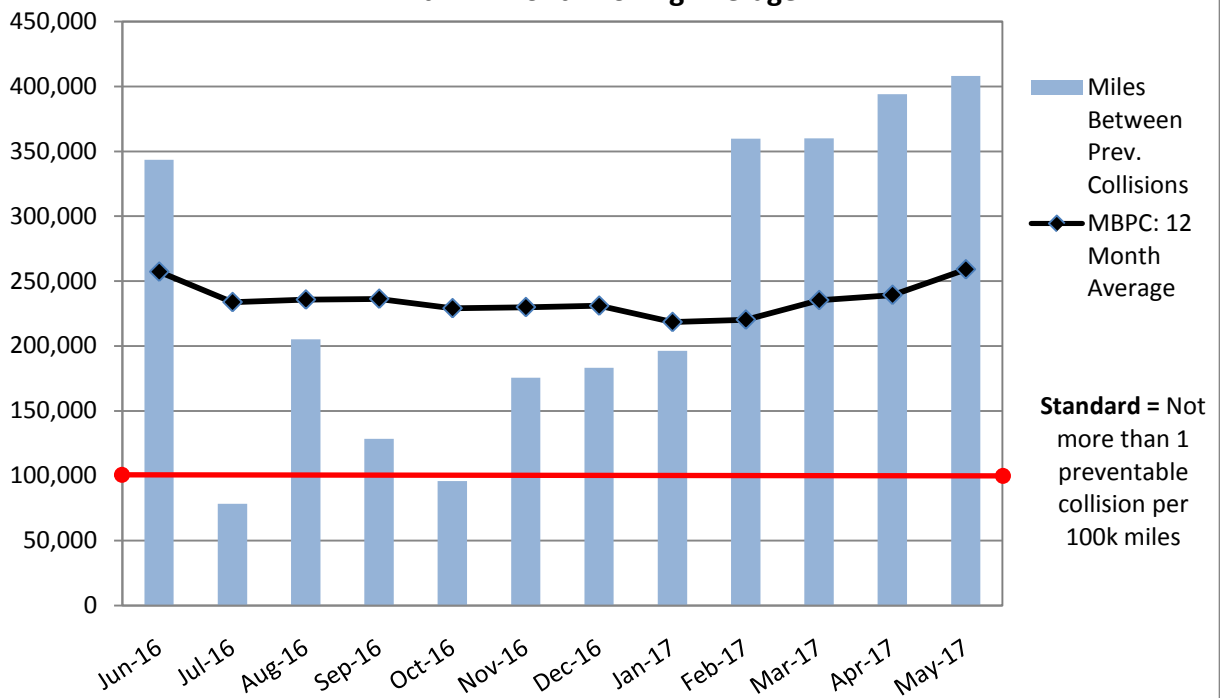
Descrip	May 2017 Preventable		May 2016 Preventable	
	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	0	4	0	1
MST bus hit stationary object	1	0	1	0
TOTAL	1	4	1	1

During the month of May there was one minor occurrence of a bus making contact with a stationary object.

Accident Statistics



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



Customer Service Update – May 2017

This Customer Service Update includes a Customer Service Call Center report (see below). MST upgraded its phone system last year and information about our customer call center is now available through the new provider. The Call Center information will be included as a part of this Customer Service Update in future Board reports.

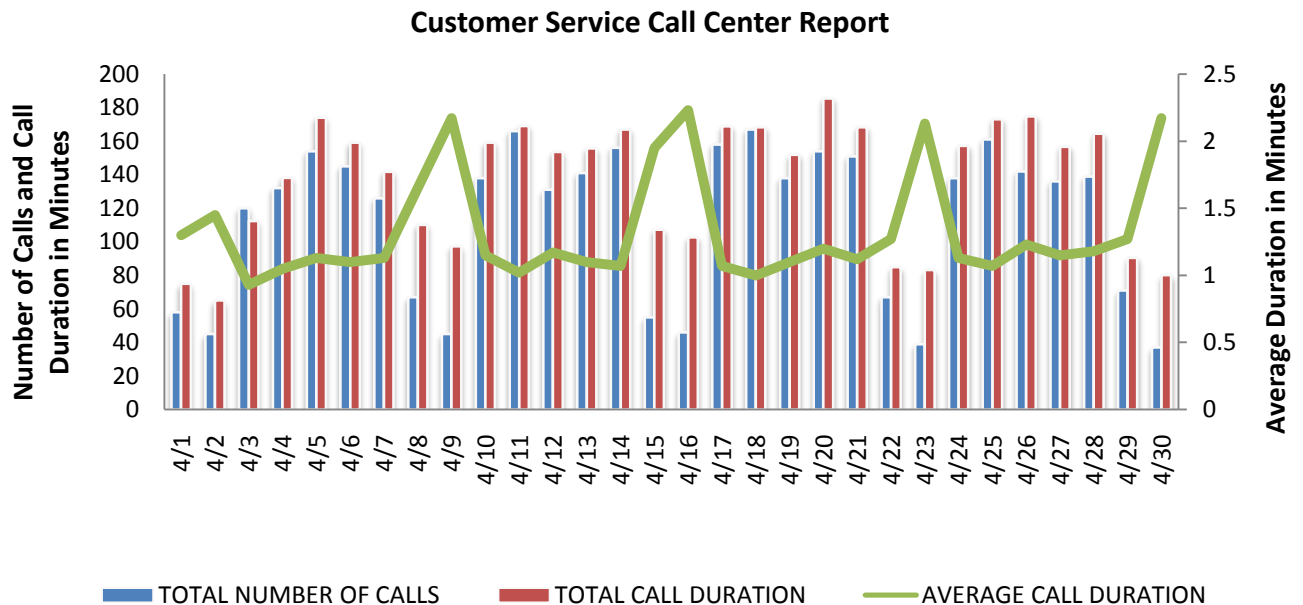
Customer Service Reports Summary:

Service Report Type	MST	*Other Provider	# of valid reports	% of reports received	May '16	% of reports received
Improper Driving	10	1	3/1*	14.86%	5	9.3%
Fare/Transfer Dispute	2	2	1/2*	5.40%	0	0.0%
Late Arrival	0	0		0.0%	0	0.0%
Passed By	9	1	2	13.51%	6	11.1%
Improper Employee Conduct	5	4	2*	12.16%	2	3.7%
Bus Stop Amenities	2	0		2.70%	1	1.9%
Late Arrival	0	0		0.0%	7	13.0%
No Show	7	7	1/4*	18.91%	2	3.7%
Request to add service	1	0	1	1.35%	1	1.9%
Unsafe Conditions	0	0		0.0%	0	0.0%
Service Other	8	3	2/2*	14.86%	6	11.1%
Agency Policy	0	0		0.0%	3	5.6%
Early Departure	1	2	2*	4.05%	4	7.4%
Late Departure	0	0		0.0%	0	0.0%
Service Schedule	0	0		0.0%	0	0.0%
Employee Other	0	0		0.0%	12	22.2%
Inaccurate public information	3	0		4.05%	1	1.9%
Passenger Injury	0	0		0.0%	1	1.9%
Routing	0	0		0.0%	0	0.0%
ADA Compliance	1	0	1	1.35%	1	1.9%
Passenger Conduct	0	0		0.0%	1	1.9%
Off Route	2	0	2	2.70%	1	1.9%
Overcrowding	1	0	1	1.35%	0	0.0%
Facilities Vandalism	1	0		1.35%	0	0.0%
Taxi	0	1		1.35%	0	0.0%
Total Complaints	53	21		100.0%+	54	100.0%+
Employee Compliment	3	0				
Service Compliment	0	0				

* Due to rounding, percentages shown may not add up precisely to the totals provided.

Customer Service Call Center Report:

During the month of May 2017, MST received a total of 3,884 calls which lasted a total of 73 hours and 48 minutes. The average call duration was one (1) minute, eight (8) seconds. MST received the most number of calls on Monday, May 22 at 193. Call volume was heaviest during the weekdays and lightest during the weekends, although average call duration spikes on the weekends due to the fact that there are no customer service representatives on duty. Rather, customers are attempting to get information from MST's pre-recorded automated system, which appears to take more time. To help address this situation, MST is in the process of installing a new Interactive Voice Response (IVR) system that will hopefully be more user-friendly and provide more pre-recorded information more quickly.



Finance Update – May 2017

General Accounting/Accounts Payable

During the month of May, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reports and analysis. Throughout the month, staff gathered the information necessary to complete the FY18 Budget compilation for adoption by the MST Board at its June meeting.

Payroll

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 prepared and submitted applications to Caltrans' rural Bus and Bus Facilities, Rural Transit and Intercity grant programs. Staff attended the tri-agency meeting with MST, Santa Cruz Metropolitan Transit District, and San Luis Obispo Regional Transit Agency. A grant application was started for the FTA's Low or No Emissions Bus Program. Semi-annual reports were submitted on time for the Low Carbon Transit Operations Program.

Purchasing

During the month of May, Parts staff was busy with managing inventory levels, and ensuring continued supplies. Inventory levels are remaining under \$200K and with the new buses added to the fleet, Parts staff is seeing a decline in the expenditure of costly replacement component. Parts staff is also working on process improvement projects such as simplifying the parts rack and improving availability of common items. Parts staff has also been involved with the planning of new Gillig buses anticipated in early 2018.

Information Technology Update – May 2017

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

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

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

Staff worked with Giro and MST staff for the next phase of the implementation of the new modules in the Hastus system.

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

Marketing Update – May 2017

Published news stories include: “Trail connecting two parts of Big Sur may open to public by June 1” (Monterey County Herald, 5/19/2017); “Update on craft beer Fieldwork taproom in downtown Monterey” (Monterey County Weekly, 5/23/2017); “A proposed arts district and transit hub in Marina remains stuck in park” (Monterey County Weekly, 5/25/2017); “Sustainable Moments” (Monterey County Business Council Friday Facts, 5/26/2017)

Press releases sent include: “MST Celebrates 15 Years Serving South County with Free Fares” (5/1/2017); “MST Service Changes go into Effect Saturday, May 27” (5/23/2017); “MST Bus Service on Memorial Day” (5/25/2017); “‘Drive the Bus’ with Monterey-Salinas Transit: MST Looking for 15 Candidates to Join Its Team of Qualified Bus Drivers” (5/30/2017)

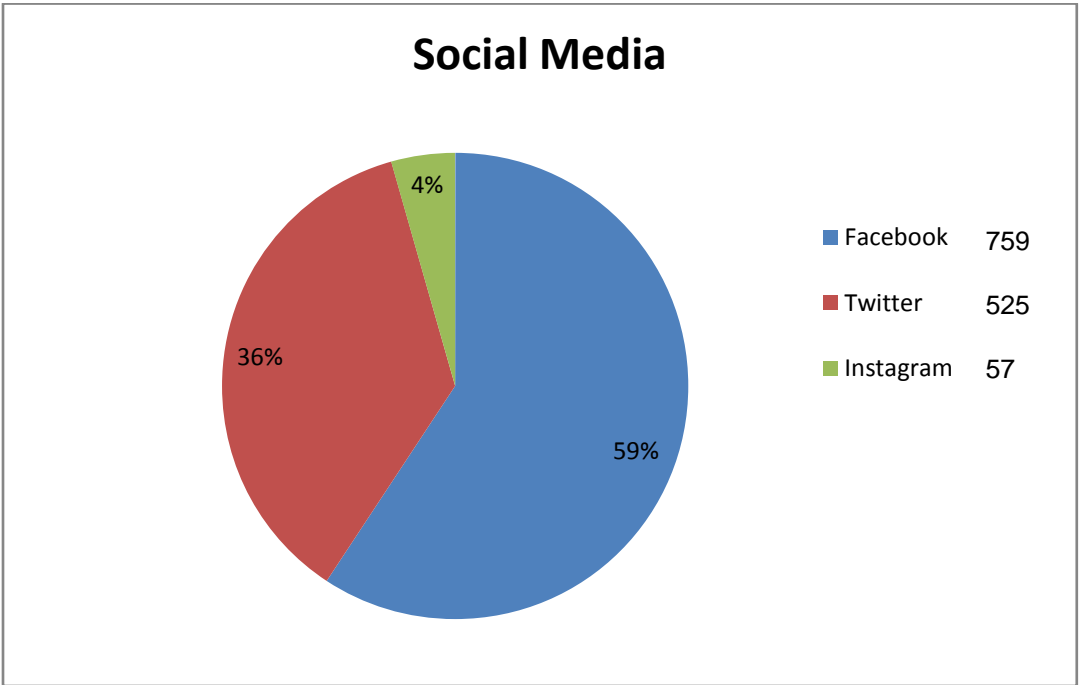
Marketing activities: Staff continued planning for the RealTime bus arrival campaign including departmental coordination featuring technology testing and website design; staff continued work on the grant-funded South County marketing campaign through social media, radio, and TV; staff managed MST’s website content, Facebook page, Twitter account, and Instagram page.

Community outreach: staffed a pop-up booth with KPRC- FM (La Preciosa) in Gonzales to celebrate 15 years of transit for South County; staffed an information booth at Take it Outside in Salinas; staffed an information booth for Rancho Cielo Career Day held at the Monterey Plaza; staffed an information booth at the 3rd Annual Health & Wellness fair in Salinas; staffed an information booth at SELPA- "Getting Help for my child with disabilities" Community Resource Fair held at the Monterey County Office of Education. Bundled and delivered Summer Youth Pass rack cards to many of the middle and high schools in Monterey County.

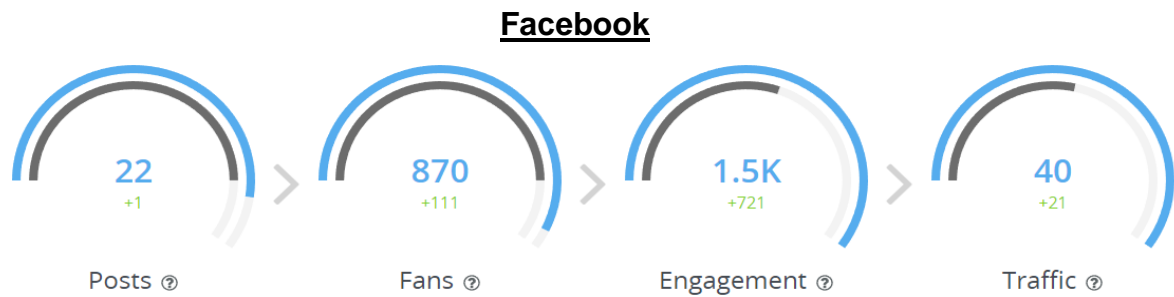
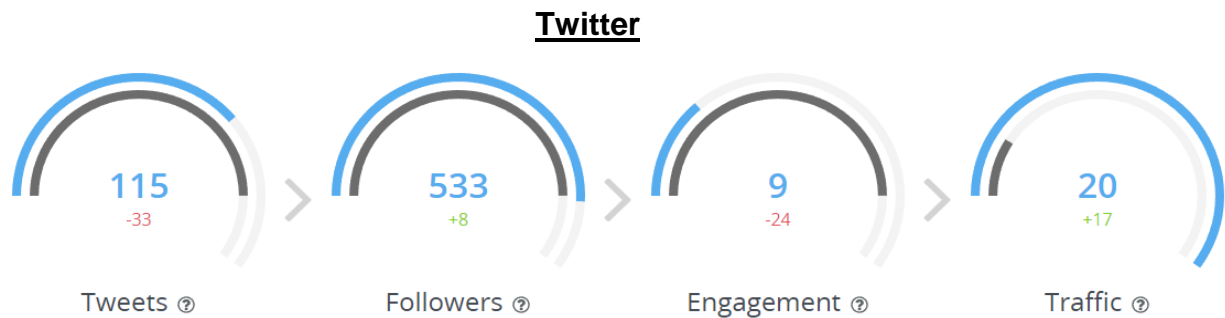
Presentations: presented to six, 5th grade classrooms (195 students) from Frank Ledesma & Jack Franscioni Elementary School in Soledad; presented to Cafesito Parents (16 participants) from Bolsa Knolls School in Salinas.

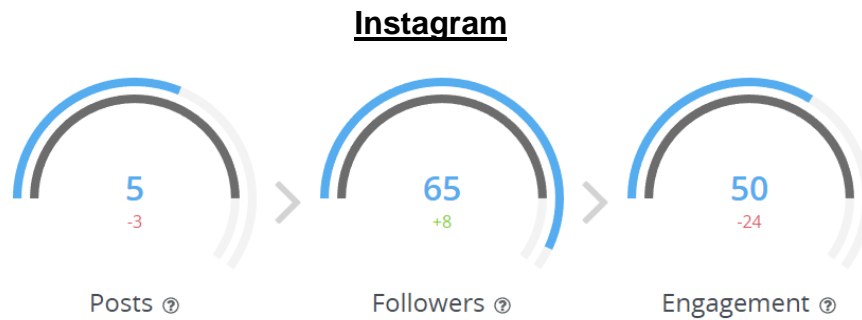
Collaboratives and committees: attended Monterey County's Community Voices for Aging (MCCVA) meeting in Sand City; attended Alisal Vibrancy Plan Engagement meeting in Salinas; attended P.A.R.T.S collaborative in Soledad; attended ACOMI planning committee in Salinas; attended S.C.O.R.E collaboration meeting in Camphora; continued to work with students from Millennium High School.

Social Media:



Overview by Social Media Platform:





Notes:

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

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

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

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

Planning Update – May 2017

During the month of May, staff continued to monitor the revenues and expenses for the military partnerships and visited the Presidio approximately one day each week to assist with the program. Revenues received from the federal transit benefit have stabilized and increased during recent months so that revenues are matching expenses and have fully made up for previous losses. Staff has been actively advocating for this program during its Congressional visits to ensure that it continues in case a comprehensive tax reform bill is passed that could reduce or eliminate a number of tax breaks and benefits. As such, staff will continue discussions with the Presidio to reevaluate the program with some expansions possible for the future. Staff is also working with the Presidio on identifying locations for bus stop shelters, which have been ordered from the supplier and were being manufactured during the month.

In May, staff continued a bi-weekly check-in meeting with the consultant and Santa Cruz METRO for the Bus Operations on Highway 1 Shoulders and the Monterey Branch Line Feasibility Study.

Staff continued discussions with CSUMB staff for bus service for the 2017-18 academic year.

Staff continued planning efforts in support of California Environmental Quality Act (CEQA) environmental analysis for the South County Operations and Maintenance Facility.

Throughout the month, staff continued participating in meetings with various local agencies, including the Transportation Agency for Monterey County, Association of Monterey Bay Area Governments, Salinas Valley Chamber of Commerce Government Relations Committee, Monterey County Business Council, and the Fort Ord Reuse Authority.

MST State Legislative Visits May 16 - 17, 2017

Date	Time	Office	Attending
May 16	9:30- 10:00am	Office of Senator William Monning	Senator William Monning Legislative Aide, Trevor Taylor
May 16	10:00 - 10:30am	Office of Assembly Member Anna Caballero	Assembly Member Anna Caballero Legislative Assistant, Peter Ansel
May 16	11:00am - 11:30am	Office of Assembly Member Mark Stone	Assembly Member Mark Stone Legislative Director, Craig Schoeler
May 16	12:00pm - 5:00pm	California Transit Association	Legislative Committee Executive Committee
May 17	9:00am - 2:00pm	California Transit Association	Spring Legislative Conference
May 17	3:00 pm – 3:30 pm	Assembly Transportation Committee	Melissa White, Principal Consultant
May 17	3:30 pm – 4:00 pm	Office of Assembly Speaker Anthony Rendon	Carrie Cornwell, Chief of Staff
May 17	4:15 pm – 4:30 pm	Office of Senate President pro Tempore Kevin de León	Alexandra Salgado, Legislative Aide
May 17	4:30 pm – 4:45 pm	Office of Governor Edmund G. Brown, Jr.	Michael Martinez, Deputy Legislative Secretary
May 17	4:45 pm – 5:00 pm	Office of Senator Jim Beall	Senator Jim Beall

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Thomas Walters & Associates, Inc.
Washington, D.C.

June 23, 2017

TO: Carl Sedoryk

FROM: Don Gilchrest

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

Budget

The House Budget Committee is seeking to mark up an FY 2018 Budget Resolution in the coming weeks that would set overall funding limits for each appropriations bill. The Budget Resolution also begins the process for a potential year-end Budget Reconciliation bill that could include tax and entitlement spending provisions.

As currently envisioned, the House Budget Resolution would set a fiscal 2018 defense discretionary limit of \$621.5 billion, cap nondefense at \$511 billion and include reconciliation instructions for authorizing committees to cut a minimum \$150 billion over 10 years from mandatory spending programs. The reconciliation instruction also would direct the Ways and Means Committee to prepare a tax overhaul package. However, some members of the House Republican Conference are seeking higher defense spending levels and additional cuts in mandatory spending.

House and Senate Appropriations Subcommittees are continuing to hold hearings in anticipation of drafting the appropriations measures to fund the Federal government in FY 2018. With the start of the Fiscal Year just over three months away and the August recess looming beforehand, support for a plan to write one large appropriations package and pass it before the recess is gaining some traction among Republicans in both chambers. This would be an unorthodox approach that is not necessarily supported by the appropriators, and while those advocating it think there would be less need to compromise in such a bill, it would still be necessary to garner enough Democratic votes in the Senate to avoid a filibuster. Further complicating the process is a looming fight over raising the debt limit, which Treasury Secretary Mnuchin indicated last week must be raised by the end of September.

Transportation Appropriations

The FY 2018 funding measure for the Department of Transportation has not yet been drafted by the House and Senate Appropriations Committees, but the President's budget proposal has set the broad outline of the issues that need to be resolved.

Impacts on specific agencies in the President's proposal would vary widely but include:

- FTA Formulas – fully funded as authorized by the FAST Act.
- New Starts/Capital Investment Grants – reduced by half, from \$2.3 billion to \$1.2 billion.
- Rail – Amtrak subsidies cut in half, including elimination of subsidies for all long-distance routes. Intercity Passenger rail programs authorized by the FAST Act would be modestly funded at \$50.9 million.
- Federal-Aid Highways – Full funding of the FAST Act programs paid for from the Highway Trust Fund, including the FASTLANE grant program.
- TIGER Grants – zero dollars requested for TIGER Grants (as was the case in the FY 2017 Trump proposal).

The potential reduction in funding for New Starts/Capital Investment Grants could impact MST's future participation in the program. During June MST staff advocacy meetings in Washington, DC, we learned that Congressman Panetta, Senator Feinstein and Senator Harris all have contacted the Appropriations Committees urging that the program be fully funded.

In anticipation of future grant opportunities, we also met with FTA Associate Administrator Bruce Robinson to discuss potential MST Low-No program applications, State of Good repair challenges in rural areas, and to update him on MST's 5339 rural project and USDA funding.

Infrastructure Initiative

President Trump's Budget Submission to Congress proposes \$200 billion of new direct Federal spending for the Infrastructure Initiative, but this proposal continues to emphasize targeted Federal investments to incentivize non-Federal resources. MST staff met with House Transportation and Infrastructure Committee staff and Senate Banking Committee staff in June to discuss the Infrastructure Initiative and to request direct Federal spending on transit projects, since the private investment envisioned by the Trump proposal would have limited application in those cases. Senators Feinstein and Harris, Congressman Panetta, and key committee staff in Congress all continue to express support for direct Federal funding, and have found information about specific programs and projects to be helpful.

TPW:dwg

To: Board of Directors
From: Carl Sedoryk, General Manager/CEO
Subject: Receive State Legislative Update

On May 23, the California Air Resources Board announced that its latest Cap and Trade auction brought in approximately \$512 million, bringing the year's total to just over \$893 million. The May auction is a significant rebound from what was sold in March as nearly all of the permits offered by the state auction were purchased.

This was the last auction of FY 2016-2017. Currently 15 percent of revenue generated from the Cap and Trade program is designated for public transit; the continuously appropriated programs dedicated to transit will receive the following:

- Low Carbon Transit Operations Program (LCTOP) (5 percent) – \$45 million
- Transit and Intercity Rail Capital Program (TIRCP) (10 percent) – \$89 million

Some speculate recent political and legal victories have helped bolster confidence in the Cap and Trade program, such as the recent 3rd District Court of Appeal ruling in Sacramento, which rejected the California Chamber of Commerce's claims that the Cap and Trade program constituted an unconstitutional tax.

MST currently benefits from both of these programs with LCTOP funding new services and electric buses in Salinas and the TIRCP program providing \$10M of funding for the rehabilitation of the Monterey Bus Operations and Maintenance facility. Proceeds from this and future auctions will help fund free weekend fares in Salinas and will be eligible to be used to fund the extension of the Monterey branch line Bus Rapid Transit project.



Prepared by: _____

Carl G. Sedoryk, General Manager/ CEO

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May 31, 2017

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 9th – 13th April, 2017 in Chicago IL.

MST operates 3 major Intelligent Transportation Systems (ITS) Trapeze Group modules, namely the fixed route Automatic Vehicle Location (AVL), Enterprise Asset Management (EAM) and the PASS-MON (Paratransit) systems. MST also uses a Trapeze system for tracking non-revenue vehicles.

Due to the importance of these systems to the MST operation, attending the annual User Conference is a great resource to work with the vendor and other Transit peers to determine the best practices and configurations that will work best in the MST transit environment.

Due to the different uses of the systems within MST, staff from the Maintenance Dept. as well as the IT Dept. attended the conference.

PREPARED BY: 
Mark Eccles,
Director of Information Technology

REVIEWED BY: 
Carl G. Sedoryk, GM/CEO

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June 19, 2017

To: Robert Weber – Chief Operating Officer (COO)
From: Norman K. Tuitavuki – Deputy COO
Subject: **CalACT TRIP REPORT – June 2017**

From June 6th to June 8th, I traveled to Southern California along with Joe Plemmons – Maintenance Supervisor to attend the 1st Annual CalACT Maintenance Conference. The conference included two full-days of Maintenance Operations training with insights from transit leaders, peers, and industry vendors. The conference also featured an Expo where vendors showcased their products, met with existing customers, and answered product, warranty and service questions.

Joe and I attended every session during the two-day conference. This conference helped increase our knowledge in Maintenance Operations. I recommend sending our employees to this conference in the future. We attended the following:

Wednesday, June 7th

- Keynote Presentation, “Strategic Planning” – Ray Melleady, USSC Group
- InterMotive Product Diagnostics – Marc Ellison, InterMotive
- Maintenance Basics for Reliable Operation 7 Component Supplier for Bus Air Conditioning – Rick Lehnert, Trans/Air Manufacturing
- Proper Maintenance of the Morryde Rubber Suspension System – Joe Carroll, MORryde
- Braunability Lift Introductions & Service Presentation – Sean Bell, Braunability
- Air Conditioning systems Diagnostics – Kevin Searer, ACC Climate Control
- The Litens Overrunning Alternator Decoupler (OAD) – Al Steadman, Litens/Romaine Electric
- Warranty Review & Maintenance, Parts Distribution – Mike Farr and Javier Rodriquez, Creative Bus Sales

Thursday, June 8th

- The Importance of Proper Installation of Fire Suppression & Gas Detection Systems – Jay Taylor, Kidde Technologies, Inc.
- Electric Bus Maintenance Challenges – Mark Quinian, President, GreenPower Bus
- OSHA Regulations Need Maintenance Too – Jeff Davis, Safety Dynamics Group
- CalACT Cooperative Warranty & Parts – Sean Morrison, A-Z Bus Sales
- Rehab or Remanufacture – Kevin O'Brien, Complete Coach Works
- Installation & Repair of Bus Flooring – Dan Lee, Altro Transflor
- Air Conditioning Diagnostics & Repair – ThermoKing – James Cole, ThermoKing

Prepared by: Norman Tuitavuki



June 19, 2017

To: Norman K. Tuitavuki – Deputy COO
From: Joe Plemmons – Maintenance Supervisor
Subject: CalACT Maintenance Conference – June 2017

On the afternoon of June 6th, I traveled to UCLA conference center, Lake Arrowhead for a two day conference along with Norm Tuitavuki – Deputy COO to attend the 1st Annual CalACT Maintenance Conference.

The conference included two full-days of Maintenance Operations training from public transit leaders, and industry vendors. The conference also featured a hands-on where vendors showcased their products, and answered product, warranty and service questions more in depth to our fleet needs and concerns.

Norm and I attended the full two-day conference. This conference helped increase our knowledge in Maintenance Operations, troubleshooting, repair and parts information. The conference also provided insight, and ideas to think about when choosing a certain product for our public transit fleet.

Wednesday, June 7th was the first full day of the conference with eight various vendors speaking about the products, services and solutions they offer.

Thursday, June 8th the second day of the conference continued with seven various public transit vendor speeches on, strategic planning, product diagnostics and what type of future products they are working on, and what the future holds for the public transportation industry.

The various vendor presentations included, Braun wheelchair lifts, Thermo King air conditioning, Kidde Technologies Fire Suppression & Gas Detection Systems,

GreenPower Electric Bus Maintenance Challenges, Safety Dynamics Group OSHA Regulations and many others.

It was a very educational and informative conference, and I recommend sending more of MST maintenance personal to future events whenever possible.

Prepared by: Joseph Plemmons



June 28, 2017

To: Carl Sedoryk

From: Hunter Harvath, AICP – Assistant General Manager

Subject: TRIP REPORT – May 2017

From May 8th through May 10th, I traveled to Reno to attend a portion of the 2017 Bus and Paratransit conference of the American Public Transportation Association. During the conference, I visited the bus show and tradeshow and participated in several sessions, including:

- Technology in Demand Response
- Bus Rapid Transit Tuesday
- Creating Transit Oriented and Livable Communities with Mobility Options
- New Mobility Ecosystems – Advancing Mobility Management

From May 15th through 17th, I traveled to Sacramento to conduct legislative advocacy with Assemblymembers Stone and Caballero and participated in the 2017 California Transit Association's Spring Legislative Conference. While at the conference I attended the following sessions:

- CTA Legislative Committee meeting
- New State Transportation Funding – SB1
- State Legislative Update – Brian Annis, Undersecretary of the California State Transportation Agency
- The Evolving Zero Emission Bus Regulation
- Autonomous Vehicles – The Future is Here

Prepared by : Hunter Harvath