



Board of Directors Regular Meeting
March 12, 2018 Agenda Revised

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

TRANSPORTATION: Ride Line 8 from Monterey Transit Plaza (Munras Gate) at 9:15 a.m. or Sand City Station at 9:30 a.m. Request a taxi voucher from MST Customer Service at the board meeting for your return trip or a trip to the destination of your choice up to \$17.00.

1. CALL TO ORDER

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

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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

3. CONSENT AGENDA

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

- 3-1. Adopt Resolution 2017-19 recognizing Fernando Manansala, Advanced Mechanic, as Employee of the Month for March 2018. (Norman Tuitavuki)
(Page 5)

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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- 3-2. Minutes of the Facilities Committee on February 5, 2018 (Jeanette Alegar-Rocha) (Page 7)
- 3-3. Minutes of the MST Board Meeting on February 5, 2018 (Jeanette Alegar-Rocha) (Page 11)
- 3-4. Financial Report – January 2018. (Lori Lee) (Page 17)
- 3-5. Approve MAC Advisory Committee Appointment (Cristy Subago) (Page 25)
- 3-6. Approve Claim Rejection- Kathleen Smith (Ben Newman) (Page 27)
- 3-7. Approve Claim Rejection – Farmers Insurance (Ben Newman) (Page 29)
- 3-8. Authorize the purchase and configuration of computer network and infrastructure hardware and software for the remodeled Ryan Ranch Road location, not to exceed \$95,000 (Mark Eccles) (Page 31)
- 3-9. Approve Measure Q Oversight Advisory Committee (MQC) Appointment (Hunter Harvath) (Page 33)
- 3-10. Award a contract to Moore & Associates for \$46,784.97 to conduct passenger and non-passenger surveys. (Sandra Amorim) (Page 37)
- 3-11. Approve revisions to MST's Disposal of Surplus Property Policy. (Hunter Harvath) (Page 39)

End of Consent Agenda

4. RECOGNITION AND SPECIAL PRESENTATIONS

- 4-1. Employee of the Month, March 2018–Fernando Manansala, Advanced Mechanic. (Norman Tuitavuki)
- 4-2. 30 Years of Service-Tiziano Minelli, Coach Operator, (Robert Weber)
- 4-3. 2017 Management Excellence Award –Kelly Halcon, Director of Human Resources and Risk Management. (Carl Sedoryk)
- 4-4. Receive 2017 Mobility Update- (Edwin Marticorena)

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

- 6-1. Receive and Adopt Draft Conflict of Interest Code- Resolution 2018-20 (Deanna Smith) (Page 43)

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Report – January 2018 (Page 49)
- 7-2. Washington, D.C. Lobby Report – February 2018 (Page 73)
- 7-3. State Legislative Advocacy Update – January 2018 (Page 77)
- 7-4. Staff Trip Reports. (Page 79)
- 7-5. Correspondence. (Pages -81-99)

8. BOARD REPORTS, COMMENTS, AND REFERRALS

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

9. CLOSED SESSION

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

As permitted by Government Code §64956 et seq. of the State of California, the Board of Directors may adjourn to Closed Session to consider specific matters dealing with personnel and/or pending possible litigation and/or conferring with the Board's Meyers-Milias-Brown Act representative

- 9-1 Conference with Legal Counsel Existing Litigation: Gov. Code § 54956.9: *Paul Morgan, et al. v. Toyota Motor Sales, et al Monterey Superior Court, Case No. M130164 (K. Halcon) (Enclosure)*

10. RETURN TO OPEN SESSION

- 10-1 Report on Closed Session and possible action

11. ATTACHMENTS

11-1. The detailed monthly Performance Statistics and Disbursement Journal for January 2018 can be viewed online within the GM Report at <http://mst.org/about-mst/board-of-directors/board-meetings/>

12. ADJOURN

NEXT MEETING DATE: April 9, 2018

19 Upper Ragsdale Dr., Suite 100, Monterey, CA 93940
Boardroom First Floor

10:00 a.m.

NEXT AGENDA DEADLINE: March 27, 2018

**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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**FERNANDO MANANSALA
MARCH 2018
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, Fernando Manansala began his career with Monterey-Salinas Transit District in July of 1987. Through his outstanding performance through the year he was later promoted to his current position as Advanced Mechanic; and

WHEREAS, Fernando Manansala performance and role model behavior in the Maintenance Department has lead to him receiving 57 various awards of recognition. He has been selected as the Employee of the Month on five (5) separate occasions and Employee of the Year in 2004; and

WHEREAS, Fernando Manansala recently resolved a problem involving our new Prius operator relief units and our existing vehicle key system. By finding a way to use our current vehicle locking system, you were able to save \$10,000.00 dollars in unnecessary fees to make additional keys for the fleet to distribute to staff; and

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Fernando Manasala as Employee of the Month for March 2018; and

BE IT FURTHER RESOLVED that Fernando Manansala 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 2018-19 this 12th day of March 2018.

Tony Barrera
Chairperson

Carl G. Sedoryk
Secretary

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

Minutes
February 5, 2018
9:00 am

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

Absent: None

Staff: Carl Sedoryk, General Manager/CEO; Hunter Harvath, Assistant General Manager; Robert Weber, Chief Operating Officer, Lisa Rheinheimer, Director of Planning & Marketing, Mark Eccles, Director of Information Technology, Dave Laredo, De Lay & Laredo; Jeanette Alegar-Rocha, Clerk to the Board; Eva Perez, Office Administrator, Carl Wulf, Facilities/Capital Projects Manager, Deanna Smith, Compliance Analyst, Kevin Allshouse, Mobility Specialist.

Public: None

1. Call to Order.

Director LeBarre called the meeting to order at 9:00 a.m.

2. Public Comment on Matters Not on the Agenda.

Public Comment- None

3. Status of Current Projects

a) Monterey Bay Operations and Maintenance Facility Update

Carl Wulf shared the architect landscape, site plans and photos as an update on the construction progress for the Monterey Bay operations and Maintenance Facility Plans.

The ribbon cutting date is moved to April 9, 2018 due to weather and project schedule delays by PG & E. Director Hardy offered to bring the matter of PG & E to the attention of City of Carmel-by-the-Sea Mayor Steve Dallas to assist in contacting PG & E and Legal Counsel Dave Laredo offered to provide an update on PG & E following the APTA Legal Affairs Seminar he will attend from February 24-26.

b) 25 Lincoln - Salinas Mobility Management Center

Hunter Harvath updated the committee on the new location of the Salinas Mobility Management Center located at 25 Lincoln which is conveniently located between the Salinas Transit Center and the Future Inter-Modal Transit Center, currently, the Salinas Train Station.

Plans and renovations for the new Inter-Multimodal Transit Station will be coordinated between the City of Salinas, TAMC and assistance from MST.

Director LeBarre asked that the Mobility team include seniors in the decision making of the bus stop, shelter and sidewalk design around the Inter-modal Transit Station and Mobility Management Center.

Director Barrera asked MST staff to ensure that customers utilizing the RIDES or Mobility program included in the Ribbon Cutting Ceremony for the new Salinas Mobility Management Center.

c) Salinas Transit Center Upgrades

Hunter Harvath provided a diagram and updated the committee on the status of the Salinas Transit Center Upgrades which includes two new Portland Loos.

Director Hardy asked Mr. Harvath to follow up with the architect for further review of the plans for the emergency exits in the upgraded building.

d) South County Operations and Maintenance Facility

Hunter Harvath provided a layout of the site plan currently being reviewed by the City of King City. Mr. Harvath updated the committee on the status of the South County Operations and Maintenance Facility located on the corner of East San Antonio Drive in King City and will be modeled similar to the Salinas Maintenance Facility.

e) On Street Real Time Info Signs Installation

Hunter Harvath provided a verbal update to the committee that MST has 45 new solar powered electronic signs which are connected via GPS to the MST bus tracking system to inform the public of the next scheduled bus arrival. These signs are pending approval from the various city jurisdictions for installation based on their individual requirements.

f) Fort Ord National Monument Parking – 9th & Giggling Road

Hunter Harvath provided an update to the committee that MST invested \$9,000 in fencing, safety grading and installed a permit mailbox for the public sign a release form and leave on their dashboard while parking on MST property. To date there have been no issues with the dozens of permits issued each week.

g) Salinas Operations and Maintenance Facility Plans

Hunter Harvath informed the committee the MST applied for both a competitive federal grant and competitive state grant for renovation of the Salinas Operations and Maintenance Facility.

4. 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.

None

5. Committee member comments, questions, or referrals.

None

6. Adjourn.

There being no further business, the meeting was adjourned at 9:46 a.m.

Prepared by: _____



Jeanette Alegar-Rocha
Clerk to the Board

Reviewed by: _____



Carl G. Sedoryk, GM/CE

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MST BOARD OF DIRECTORS

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

MINUTES
February 5, 2018

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. The pledge of allegiance was led by Director Bonincontri and roll call was taken.

1-3. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

Present:	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
	Mike LeBarre	City of King
	Frank O'Connell	City of Marina
	Dan Albert	City of Monterey
	Tony Barrera	City of Salinas
	Mary Ann Carbone	City of Sand City
	Jason Campbell	City of Seaside
	Luis Alejo	County of Monterey
Absent:	Ken Cuneo	City of Pacific Grove
	Anna Velazquez	City of Soledad
Staff:	Carl Sedoryk	General Manager/CEO
	Hunter Harvath	Assistant General Manager
	Robert Weber	Chief Operating Officer
	Norman Tuatavuki	Deputy Chief Operating Officer
	Lisa Rheinheimer	Director of Planning and Marketing
	Mark Eccles	Director of Information Technology
	Jeanette Alegar-Rocha	Executive Assistant /Clerk to the Board

Eva Perez	Office Administrator
Deanna Smith	Compliance Analyst
Andrea Williams	Accountant and Budget Manager
Beronica Carriedo	Community Relations Coordinator
Alvin Johnson	Contract Transportation Supervisor
Cristy Subago	Mobility Services Manager
Edwin Marticorena	Mobility Coordinator
Erin Heatley	Mobility Specialist
Kevin Allshouse	Mobility Specialist
Michelle Overmeyer	Grants Analyst
Elena Grigorichina	Operations Analyst
Dave Laredo	De Lay & Laredo
Heidi Quinn	De Lay & Laredo

Public:	Don Parslow	MV Trans
	Josh Rocha	Bart Public Transit User

Apology is made for any misspelling of a name.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Public Comment – None

3. CONSENT AGENDA

- 3-1. Adopt Resolution 2017-13 recognizing Jeanette Alegar-Rocha, Executive Assistant/Clerk to the Board, as Employee of the Month for January 2018.
- 3-2. Adopt Resolution 2017-14 recognizing Andrea Williams, General Accounting and Budget Manager, as Employee of the Month for February 2018.
- 3-3. Adopt Resolution 2018-15 recognizing Kevin Allshouse, Mobility Specialist, as Employee of the Year 2017.
- 3-4. Adopt Resolution 2018-16 recognizing Kelly Halcon, Director of Human Resources and Risk Management for the MST Management Excellence Award.
- 3-5. Approve Resolution 2018-17 for Community Development Block Grant (CDBG) Program.
- 3-6. Financial Report – November and December 2017.
- 3-7. Claim Rejection – Spallas and Angstadt LLP.
- 3-8. Minutes of the Legislative Committee on December 11, 2017.
- 3-9. Minutes of the MST Board Meeting on December 11, 2017.

- 3-10. Minutes of the MST Board Corporation Meeting on December 11, 2017.
- 3-11. Minutes of the MST Board Meeting and Strategic Planning Workshop on January 8, 2018.
- 3-12. Adopt Resolution 2018-18 Appointing MST Staff to California Transit Indemnity Pool (CalTip) Board of Directors)

End of Consent Agenda

Public Comment – None

Chair Barerra requested to pull item 3-7 to be discussed in closed session and item 3-12 for further discussion.

Carl Sedoryk provided further information to Chair Barerra and the board on item 3-12.

Director Albert made the motion to approve all remaining items on the consent agenda and was seconded by director Clark. The motion passed unanimously.

4. RECOGNITION

Public Comment – None

- 4-1. Employee of the Month, January 201–Jeanette Alegar-Rocha, Executive Assistant/Clerk to the Board.

Carl Sedoryk, General Manager and CEO, recognized Jeanette Alegar-Rocha for her outstanding service to MST and the entire community.

- 4-2. Employee of the Month, February 2018 – Andrea Williams, General Accountant and Budget Manager.

Hunter Harvath, Assistant General Manager, recognized Andrea Williamsi for her outstanding service to MST and the entire community.

- 4-2. Employee of the Year 2017- Kevin Allshouse, Mobility Specialist.

Robert Weber, Chief Operations Officer recognized Kevin Allshouse for his outstanding service to MST and the entire community.

- 4-3. 2017 Management Excellence Award –Kelly Halcon, Director of Human Resources and Risk Management.

Kelly Halcon was not present at the board meeting and Chair Barrera requested that she be presented her award at the March 12 meeting.

4-4. 30 Years of Service-Patrick Hilliard, Coach Operator.

Patrick Hilliard was not present at the board meeting and Chair Barrera requested that he be presented his award at the March 12 meeting.

Director Alejo arrived at 10:06 a.m.

5. PUBLIC HEARINGS

None

Director Martinez arrived at 10:24 a.m.

6. ACTION ITEMS

Public Comment – None

6-1. Adopt Revised Drug and Alcohol Policy

Public Comment- None

Director Alejo made the motion to approve the revised Drug and Alcohol Policy and was seconded by Chair Barerra, the motion passed unanimously.

6-2. Approve General Manager/CEO Contract

Public Comment- None

Director Clark made the motion to approve the General Manager/CEO contract and was seconded by Director Hardy, the motion passed in favor 9 to 2 with Directors Alejo and O'Connell opposing.

6-3. Award Salinas Valley Express Transit Corridor Planning Study Contract in the amount of \$132,800 to Fehr and Peers.

Public Comment- None

Director LeBarre made the motion to approve the Salinas Valley Express Transit Corridor Planning Study Contract in the amount of \$132,800 to Fehr and Peers and was seconded by Director Martinez, the motion passed unanimously.

6-4. Approve expenditure of up to \$650,000 for safety and security related equipment for the Thomas D. Albert (TDA) Monterey Bay Operations and Maintenance Facility renovation/expansion project at One Ryan Ranch Road.

Public Comment- None

Director Albert made the motion to approve the expenditure of up to \$650,000 for safety and security related equipment for the Thomas D. Albert (TDA) Monterey Bay Operations and Maintenance Facility and was seconded by Director Carbone, the motion passed unanimously.

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Report – November and December 2017
- 7-2. Washington, D.C. Lobby Report – January 2018
- 7-3. State Legislative Advocacy Update – November and December 2017
- 7-4. Staff Trip Reports.
- 7-5. Correspondence.

8. BOARD REPORTS, COMMENTS, AND REFERRALS

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

- 8-2. Board member comments and announcements.

- a) Monterey Bay Operations and Maintenance Facility Ribbon Cutting Ceremony

Carl Sedoryk announced that the Monterey Bay Operations and Maintenance Facility Ribbon Cutting Ceremony is scheduled to follow the April 9, 2018 board meeting.

- b) Measure Q Oversight Committee Vacancies

Carl Sedoryk announced that the Measure Q Oversight Committee has vacancies for the following:

- 1. The County of Monterey, to include a representative from an unincorporated area of Monterey County
 - 2. The non-urbanized areas to include a representative from among the cities of Gonzales, Greenfield, Soledad, and King City

- c) Receive an ORAL REPORT on PEPRA litigation

Heidi Quinn of DeLay and Laredo provided an oral update on the PERPA litigation related to changes to airtime.

8-3. Board member referrals for future agendas.

9. 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.

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9-1 Conference with Legal Counsel – Escalera Claim Settlement, Gov.Code § 54956.95:

9-2 Pulled Consent Item 3-7 Claim Rejection – Spallas and Angstadt LLP

Public Comment- None

10. RETURN TO OPEN SESSION

10-1 Report on Closed Session and possible action

Dave Laredo reported that on item 9-1, the board unanimously provided settlement direction with no reportable action.

Dave Laredo reported on item 9-2 (pulled consent agenda 3-7 claim rejection-Spallas And Angstadt LLP), the board authorized the claim rejection by unanimous vote.

11. ATTACHMENTS

11-1. The detailed monthly Performance Statistics and Disbursement Journal for November 2017 and December 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 11:00 a.m.

Prepared by:



Jeanette Alegar-Rocha
Clerk to the Board

Reveiwed by:



Carl G. Sedoryk
General Manager/ CEO

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

RECOMMENDATION:

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

FISCAL IMPACT:

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

Beginning balance January 1, 2017	\$10,346,810.62
Revenues	4,465,230.88
Disbursements	<u><5,176,796.80></u>
Ending balance January 31, 2017	<u>\$9,635,244.70</u>

POLICY IMPLICATIONS:

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

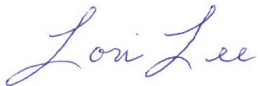
DISCUSSION:


At the end of January, the District continues to manage its expenses, resulting with a year-to-date surplus of \$2,108,572 on the fixed-route side of the budget. MST RIDES is also showing a positive variance on revenues, resulting in a \$8,158 surplus year to date.

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

1. **Benefits** – much of the 16.4% negative variance in this category can be attributed to the fact that there are two paid holidays in January: New Year's Day and Martin Luther King, Jr. Holiday. In addition, as with most public agencies in California, MST's PERS payments are running higher than originally budgeted to address the state's retirement plan unfunded liability issues.
2. **Outside Labor** – MST hired outside labor to fence and prepare a parking area on its property adjacent to the Fort Ord National Monument. This expense was not envisioned when the budget was adopted in June of 2017 and helped add to the 16.7% negative variance during the month of January. There also were some one-time laundry costs as MST changed uniform vendors for its maintenance employees. The overall cost of the contract with the new laundry vendor going forward is expected to be less than that of the previous vendor. It should be noted that for the fiscal year to date, expenses in this category remain 17.6% under budget.

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

PREPARED BY: 
Lori Lee

REVIEWED BY: 
Hunter Harvath

ATTACHMENT 1**(REVENUES & DISBURSEMENTS)****CASH FLOW**

Beginning balance 01/01/18		10,346,810.62
Revenues		
Passenger Revenue	355,193.00	
DOD Revenue	58,680.00	
LTF / STA / 5307	1,656,332.10	
Sales Tax	584,400.00	
Grants	1,750,416.55	
Interest Income	1,117.83	
Non Transit Revenue	59,091.40	
Total Revenues		4,465,230.88
Disbursements		
Operations (See Attachment #2)	3,560,977.33	
Capital	1,615,819.47	
Total Disbursements		(5,176,796.80)
Ending balance 01/31/18		<u><u>9,635,244.70</u></u>

COMPOSITION OF ENDING BALANCE

Checking - Rabo Bank	1,327,621.11
Checking(s) - Wells Fargo Bank	-
Local Agency Investment Fund (LAIF)	2,376,771.28
Money Market - Homeland Security	778,401.10
Money Market - Rabo MM	2,845,736.31
Money Market - PTMISEA	816,133.41
Money Market - LCTOP	527,658.43
Money Market - Rabo Prop. 1 B	943,392.61
Bank of America - Escrow	8,985.45
Petty cash fund, STC Coin Machine, and 2 change funds	10,545.00
Total	<u><u>9,635,244.70</u></u>

PAYROLL ACCOUNT

January 5 Payroll & Related Expenses	642,713.00	
January 19 Payroll & Related Expenses	633,246.78	
PERS & 457	201,959.02	
Garnishments	5,981.42	
PERS Health Insurance	357,323.28	
	<hr/>	
	1,841,223.50	1,841,223.50

GENERAL ACCOUNT

Disbursements on Attached Summary	3,254,680.17	
Paydown loan	13,443.02	
Workers Comp. Disbursements	32,738.08	
Interest expense	5,864.53	
Bank Service Charge	28,847.50	
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	3,335,573.30	3,335,573.30

Total Disbursements		<hr/>	5,176,796.80
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Less Capital Disbursements & Transfers			(1,615,819.47)
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Operating Disbursements			<u><u>3,560,977.33</u></u>
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TREASURY TRANSACTIONS
FOR JANUARY 2018**LAIF ACCOUNT**

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 01/01/18					5,376,771.23
1/11/18	308	To LAIF MMA		3,000,000.00	2,376,771.23
Local Agency Investment Fund: Quarterly interest earned - .92%					2,376,771.23
LAIF Treasury Balance at 01/31/18					2,376,771.23

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 01/01/18					1,463,337.28
01/04/18	308	to AP/Payroll		650,000.00	813,337.28
01/05/18	479	LAIF	1,656,332.10		2,469,669.38
01/09/18	308	to AP/Payroll		360,000.00	2,109,669.38
01/11/18		LAIF Trust Fund	3,000,000.00		5,109,669.38
01/12/18	308	to AP/Payroll		2,550,000.00	2,559,669.38
01/18/18	308	to AP/Payroll		1,000,000.00	1,559,669.38
01/19/18	473	Prop 1B	76,234.75		1,635,904.13
01/19/18	396	Homeland Security	11,021.27		1,646,925.40
01/23/18	212	Credit Card Sales	25,000.00		1,671,925.40
01/23/18	308	LTF	1,173,392.00		2,845,317.40
01/31/18		Interest @ 0.30%	418.91		2,845,736.31
RABO MM Balance at 01/31/18					2,845,736.31

MONTEREY-SALINAS TRANSIT
Revenue & Expense - Consolidated
Budget vs Actual
For the Period from January 1, 2018 to January 31, 2018
(Amounts are in USD)
(Includes Fund: 001|004)
(Includes G/L Budget Name: BUDFY18)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-308,438	-350,659	42,221	-2,262,025	-2,454,613	192,588
Special Transit	-515,900	-501,121	-14,779	-4,049,714	-3,507,847	-541,867
Cash Revenue	-21,220	-26,936	5,716	-244,365	-188,552	-55,813
Cash Grants & Reimbursement	-2,616,065	-2,616,657	592	-18,340,584	-18,316,599	-23,985
Total Revenue	-3,461,623	-3,495,373	33,750	-24,896,688	-24,467,611	-429,077

NOTES

Expenses

	Labor	1,266,904	1,340,540	-73,636	8,896,044	9,383,780	-487,736
①	Benefits	924,164	793,407	130,757	5,749,039	5,553,849	195,190
	Advertising & Marketing	6,800	4,919	1,881	42,296	34,433	7,863
	Professional & Technical	66,597	73,361	-6,764	436,532	513,527	-76,995
	Outside Services	29,664	35,126	-5,462	200,885	245,882	-44,997
②	Outside Labor	124,133	106,366	17,767	613,573	744,562	-130,989
	Fuel & Lubricants	220,045	296,927	-76,882	1,428,105	2,078,489	-650,384
	Supplies	54,729	82,842	-28,113	465,204	579,894	-114,690
	Vehicle Maintenance	96,639	94,334	2,305	587,650	660,338	-72,688
	Marketing Supplies	2,113	2,876	-763	7,752	20,132	-12,380
	Utilities	34,309	44,690	-10,381	253,752	312,830	-59,078
	Insurance	53,132	61,074	-7,942	379,805	427,518	-47,713
	Taxes	19,408	17,387	2,021	108,565	121,709	-13,144
	Purchased Transportation	418,803	443,582	-24,779	2,891,820	3,105,074	-213,254
	Miscellaneous Expenses	47,495	51,676	-4,181	405,819	361,732	44,087
	Interfund transfers						
	Pass Thru/Behalf of Others		717	-717		5,019	-5,019
	Interest Expense	8,072	9,250	-1,178	64,203	64,750	-547
	Leases & Rentals	40,712	36,299	4,413	257,072	254,093	2,979
	Total Operating Expenses	3,413,720	3,495,373	-81,653	22,788,115	24,467,611	-1,679,496
	Operating (Surplus) Deficit	-47,902		-47,902	-2,108,572		-2,108,572

MONTEREY-SALINAS TRANSIT
Revenue & Expense - Consolidated
Budget vs Actual
For the Period from January 1, 2018 to January 31, 2018
(Amounts are in USD)
(Includes Fund: 002)
(Includes G/L Budget Name: BUDFY18)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-23,875	-19,454	-4,421	-195,942	-136,178	-59,764
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-363,599	-363,599		-2,545,193	-2,545,193	
Total Revenue	-387,474	-383,053	-4,421	-2,741,135	-2,681,371	-59,764
Expenses						
Labor	18,131	9,573	8,558	88,547	67,011	21,536
Benefits	5,904	4,862	1,042	47,168	34,034	13,134
Advertising & Marketing						
Professional & Technical		417	-417	3,986	2,919	1,067
Outside Services						
Outside Labor	5,135	7,042	-1,907	27,619	49,294	-21,675
Fuel & Lubricants	42,493	43,378	-885	264,862	303,646	-38,784
Supplies	684	2,044	-1,360	5,347	14,308	-8,961
Vehicle Maintenance						
Marketing Supplies						
Utilities	120		120	600		600
Insurance						
Taxes						
Purchased Transportation	313,029	295,650	17,379	2,155,367	2,069,550	85,817
Miscellaneous Expenses	19,920	20,087	-167	139,480	140,609	-1,129
Interfund transfers						
Pass Thru/Behalf of Others						
Interest Expense						
Leases & Rentals	1		1	1		1
Total Operating Expenses	405,418	383,053	22,365	2,732,977	2,681,371	51,606
Operating (Surplus) Deficit	17,944		17,944	-8,158		-8,158

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To: Board of Directors
From: Cristy Sugabo, Mobility Services Manager
Subject: Mobility Advisory Committee Membership

RECOMMENDATION:

Appoint membership 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 five (5) vacancies on the MAC and its current members recommend that your Board appoint Reyna Gross, Community Outreach Specialist for the Alliance on Aging; Virginia Murillo, Transportation Planner for the Transportation Agency for Monterey County and Diana Trapani, Executive Director for the Blind and Visually Impaired Center for Monterey County to fill one of these vacancies.

Approval by your Board of this item shall appoint Reyna Gross, Virginia Murillo, and Diana Trapani to the MST Mobility Advisory Committee.

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

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

PREPARED BY:

Cristy Sugabo

REVIEWED BY:

Carl G. Sedoryk

To: Board of Directors
From: Ben Newman, Risk Manager
Subject: Liability Claim Rejection

RECOMMENDATION:

Reject claim by the claimant below.

FISCAL IMPACT:

\$ 280.00

POLICY IMPLICATIONS:

None

DISCUSSION:

The claim was submitted on February 2, 2018 from Ms Kathleen Smith regarding a alleged fall on a transit bus.

After conducting a preliminary investigation into this matter, it is determined that Monterey-Salinas Transit has no liability in this claim and recommends that it be rejected in its entirety.

The above claim is under investigation. If any Board member desires further information on this claim, they may request it be discussed in closed session.

PREPARED BY:  APPROVED BY: 
Ben Newman Carl Sedoryk

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To: Board of Directors
From: Ben Newman, Risk Manager
Subject: Liability Claim Rejections

RATIFY STAFF REJECTION:

MST rejected a claim by the claimant below.

FISCAL IMPACT:

\$ 2,919.49

POLICY IMPLICATIONS:

None.

DISCUSSION:

On January 22, 2018 a claim was received from Farmers Insurance regarding an alleged accident that occurred on October 28, 2018 involving a MST bus in Monterey, CA.

After conducting a preliminary investigation into this matter, it is determined that Monterey-Salinas Transit has no liability in this claim and has rejected the claim in its entirety.

If any Board member desires further information on this claim, they may request it be discussed in closed session.

PREPARED BY:  APPROVED BY: 
Ben Newman Carl Sedoryk

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To: Board of Directors

From: M. Eccles, Director of Information Technology

Subject: Information Technology Network Expansion

RECOMMENDATION:

Authorize the purchase and configuration of computer network and infrastructure hardware and software for the remodeled Ryan Ranch Road location, not to exceed \$95,000.

FISCAL IMPACT:

Up to \$95,000 for the purchase and configuration of network hardware and software licenses. 100% funding is available in the Board approved FY 2018 Budget.

POLICY IMPLICATIONS:

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

DISCUSSION:

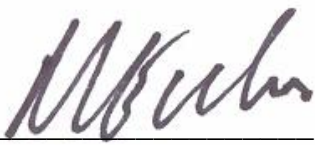
MST needs to purchase computer network and infrastructure equipment for the newly remodeled 1 Ryan Ranch Road site. The new fiber connection switches will ensure that the IT computer network is secure and stable, and is capable of handling increased data traffic over the network. Due to the distances within the site and with the Voice Over Internet Protocol (VOIP) telephone system needing to be on a separate subnet within the network, 9 switches will be needed for this facility.

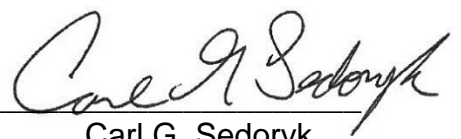
This facility will also have WiFi capability to ensure that the maintenance department staff can utilize the enhanced features of the Enterprise Asset Management (EAM) system. This includes allowing the mechanics to use handheld devices for work order entry at the vehicle to be serviced in the shop area, instead of having to return to a fixed workstation to input the information. Mechanics will be able to authorize the fluid and fuel dispensing while at the vehicle, which will also occur via the WiFi network. 10 WiFi Access Points will be installed throughout the facility.

Additionally, 20 computer workstations (CPU, mouse, keyboard, printers) will also be needed for the office and workshop areas.

9 Switches (with 5 year licensing)	\$ 55,000
10 WiFi Access Points (with 5 year licensing)	\$ 17,500
20 Workstation Computers and peripherals	\$ 22,500
Total	\$ 95,000

Your approval of this request will ensure that the staff at the Ryan Ranch facility will be able to perform their functions efficiently and the MST network infrastructure will operate on a safe and secure network.

PREPARED BY: 
Mark Eccles

REVIEWED BY: 
Carl G. Sedoryk

To: Board of Directors
From: Hunter Harvath, Assistant General Manager
Subject: Appoint new member to the Measure Q Oversight Committee

RECOMMENDATION:

Appoint Sharlene Hughes to the Measure Q Oversight Committee.

FISCAL IMPACT:

None

POLICY IMPLICATIONS:

Your Board appoints members to the Measure Q Oversight Committee (MQC).

DISCUSSION:

Ordinance 2015-01 stipulates that an oversight committee be formed to oversee the expenditure of Measure Q funds in accordance with the Measure Q Expenditure Plan. On January 25, 2018, Measure Q Oversight Committee appointee, Susan Miller, submitted her resignation. Subsequently, Sharon Hughes submitted an application (Attachment) to replace Ms. Miller on the MQC.

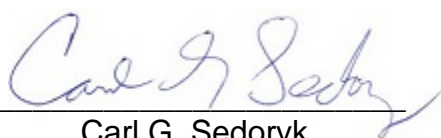
On behalf of MAC Chairman Sid Williams, I respectfully forward the nomination of Sharon Hughes for your Board's consideration and appointment to the Measure Q Oversight Committee.

Attachment: Application for Appointment

PREPARED BY: _____


Hunter Harvath

REVIEWED BY: _____


Carl G. Sedoryk

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ATTACHMENT 1

Date:

2-14-18

RECEIVED

FEB 15 2018



Measure Q Oversight Committee

Application for Appointment

Please print or type

Resume may be attached, but not substituted for a completed application.

PERSONAL INFORMATION:

Name	Sharlene Hughes	Years in Monterey County	60
Street (home address)	106 River Dr	City/State/Zip	King City
Email Address	Sharlene 106@yahoo.com	Home Phone	
		Cell Phone	831-262-3265

EMPLOYMENT:

Current Employer	Borzini Farms		
Employer Address	117 S. Third St		
Position	Office Mgr	Years at job	10
	Food Safety		831-385-5250
Please describe your work experience and job duties:			
office duties, Food Safety Manager, Ranch Audits, Employee Training, Water Sample Control, Document control, IIPP, Payroll etc			

EDUCATION:

Majors	Degrees	Certifications
Food Safety		Enviro Compliance
Colleges attended:	Marshall	Ag Bus & Tech
		LEMA Tech
		Global Produce Food Safety

COMMUNITY INVOLVEMENT: SUF Honorary Board Member (10 plus years board member), Past Chamber Vice Pres., SUF Pres BOD, 20ks Friend of the Community, Chairman Funds for Farden (Built a new park) (15-17), chair Fireworks comm, KC 24 years, Treasure Salvation Army 18 yrs, Chairman KC Rec Commission 2013 - Present

Send completed application to: MST clerk of the board, 19 Upper Ragsdale Drive, Suite 200, Monterey, CA 93940, fax to 831-899-3954, or email clerk@mst.org. Questions? Call 831-264-5002

Please list prior community involvement:

same as above

Do you presently serve on a board or committee? Yes ☒ No ☐

If yes, please list name of boards or committees:

King City Rec Commission - chair / ~~Citizen of Year~~
Funds for Farden - chair Auction Comm. - chair

INTEREST STATEMENT:

Explain your interest in this committee:

My husband "Terry" was on the MST board for a short time & I really liked the way the meetings were run & the MST Group. They are a well oiled machine. I ~~am~~ may be in a position one day to head these services so I would like to have a hand in how they are developed & implemented.

List any relevant experience or skills that will benefit this committee:

Involved in the community, knowing the importance of having board members from all over the County. Wanting continually to serve for the betterment of where & how we live.

"Diversity Matters"

Membership on this oversight committee is open to all interested residents of Monterey County subject to the qualifications determined by the MST board of directors and as designated within MST Ordinance 2015-01. There shall be no discrimination of applicants based on race, color, religion, sex, age, national origin, physical or mental disability, marital status, familial status, status as a Vietnam-era or special disabled veteran, or membership in any other group protected by law in accordance with applicable federal, state and local laws.

NOTE: This committee may require meeting biannually (twice per year) and the meeting day and hours may depend on the preference of the committee members. Some additional investment of time outside of the regularly scheduled meetings may be required.

The information requested herein becomes public record upon submittal. A written request to not disclose certain information may be submitted to the Clerk of the Board of MST for consideration.

I certify that the foregoing information is true and correct.



Send completed application to: MST clerk of the board, 19 Upper Ragsdale Drive, Suite 200, Monterey, CA 93940, fax to 831-899-3954, or email clerk@mst.org. Questions? Call 831-264-5002

To: Board of Directors

From: Lisa Rheinheimer, Director of Planning and Marketing

Subject: Survey Research Consultant

RECOMMENDATION:

Award a contract to Moore & Associates for \$46,784.97 to conduct passenger and non-passenger surveys.

FISCAL IMPACT:

\$46,784.97 in funds identified for the 2018 Passenger and Non-Passenger Surveys are in MST's FY 2018 budget.

POLICY IMPLICATIONS:

Your Board approves expenditures exceeding \$25,000.

DISCUSSION:

Public transit agencies regularly conduct passenger and non-passenger surveys to gauge opinions of customers and to find out information about those individuals who do not currently take public transit. This data can then be used to improve services for existing passengers as well as to increase ridership by marketing MST more effectively to non-riders. These surveys should be conducted approximately every two years to ensure data is current and remains valid as economic, social and population conditions change.


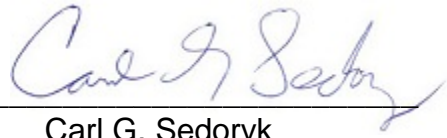
In January of 2018, MST issued an RFP for a Survey Research Consultant to conduct in-person surveys of passengers as well as a telephone survey of Monterey County residents who have not used MST transit in the past year.

The RFP was sent to several potential proposers. MST only received one response from Moore & Associates. MST reached out to the firms that declined to bid. The firms cited workload and regional issues as the primary reason for not responding to MST's request.

However, Moore & Associates has successfully completed MST's surveys in years past, and staff feels that they are highly-capable of producing a reliable product.

Purchasing staff has also evaluated the hourly rates provided and found them to be fair and reasonable based on what MST has paid for like services in the same fiscal year.

Therefore, staff recommends award to Moore & Associates to conduct the surveys.

PREPARED BY:  REVIEWED BY: 
Lisa Rheinheimer Carl G. Sedoryk

To: Board of Directors

From: Hunter Harvath – Assistant General Manager

Subject: Revisions to Disposal of Surplus Property Policy

RECOMMENDATIONS:

Approve revisions to the District's Disposal of Surplus Property Policy.

FISCAL IMPACT:

Revisions to the policy have no fiscal impact.

POLICY IMPLICATIONS:


Your Board adopts revisions to District policies previously adopted by your Board.

DISCUSSION:

Originally adopted by your Board in July of 2010, MST's Disposal of Surplus Property Policy (Attachment) was last revised in September of 2015. Over the coming year, MST will be receiving a substantial number of new buses to replace those that have exceeded their FTA-designated useful lives. In advance of the delivery of these replacement buses, staff reviewed the current Disposal of Surplus Property Policy and found some duplicative and sometimes conflicting language that requires revision. Additionally, staff is recommending deletion of language that would allow MST to lease surplus vehicles to a third party. As MST's previous accessible taxi vehicle lease program was extremely problematic to manage, staff highly recommends that the lease option no longer be offered.

With these proposed revisions, this policy will continue to facilitate donation of MST's surplus vehicles to non-profit organizations. Those vehicles that are not wanted by non-profits, public agencies, educational institutions, or other such organizations would be auctioned, sold to a third party, or sold for scrap metal based on vehicle condition and market demand.

Attachment: Disposal of Surplus Property Policy (with proposed revisions)

PREPARED BY: 
Hunter Harvath

REVIEWED BY: 
Carl G. Sedoryk

DISPOSAL OF SURPLUS PROPERTY POLICY

Adopted: 7/12/2010

Revised: 3/12/2018

Deleted: 9/14/2015

OBJECTIVE: To ensure the most economical method of disposing of MST Surplus Property.

Disposal of Property

The MST Board approves a list of surplus property, and directs staff to dispose of the property using the most economical method.

Disposal of Vehicles**Surplus Property Value**

1. If the total value of all remaining surplus items is more than \$1,000, then a sealed bid sale will be conducted. MST member jurisdictions will be specifically notified of the sale. The Board may:
 - a. Waive all bids and approve the sale of such property to any individual, firm, or corporation;
 - b. Solicit, process and dispose of bids as provided by the Government Code of the State of California;
 - c. Solicit bids and establish its own procedures where State law permits.
2. If the total value of all remaining surplus items is less than \$1,000, then the items will be disposed of in the most economical manner (e.g., donated to non-profit charitable organizations, sold to junk yards, or recycled.) Selection of a non-profit organization will be made by lottery among those organizations that express an interest in the item.

Deleted: <#>The Board may designate specific procedures for disposal of vehicles. Vehicles valued at less than \$5,000 (Federal limit) may be designated by the Board for leasing to non-profit charitable organizations. Non-profit organizations will be advised in writing that MST intends to sell surplus vehicles. If an organization is interested in a long-term lease at a nominal fee, they must contact MST in writing within two weeks. ¶
 <#>If more than one non-profit charitable organization wants the same vehicle, selection will be made by lottery among those organizations that express an interest in the vehicle.¶
 <#>Vehicles will be leased "as is, where is." The charitable organization will assume full responsibility for the vehicle, including such things as, maintenance, insurance, DMV registration, and smog checks. ¶

Vehicle Disposal/Donation Procedures

1. Retired vehicles may be directly sold, sold for scrap metal, auctioned or donated based on vehicle condition and market demand.
2. Vehicles in which Caltrans has a funding interest (e.g. 5310 grants) shall be appraised prior to disposal. Donation requests will be filled on a first-come, first-served basis to organizations in the following priority:
 - a. Local non-profit charities or organizations whose use of the vehicle(s) will enhance mobility services within the MST service area.

- b. To other local non-profit charities, public agencies or other institutions (i.e. local colleges or similar organizations for use in their educational, automotive technology, or community outreach programs)
 - c. To non-profit organizations for distribution outside MST's service area including other cities, states or countries.
- 3. Requests must be submitted on a firm's letter head, demonstrating non-profit status if applicable, and the intended purpose/use of the vehicle.
- 4. Entities who have received a vehicle(s) may not be eligible for another vehicle donation for one year, unless:
 - a. MST determines that an additional vehicle donation will directly support mobility services within MST's service area; resulting in priority donation to that organization.
 - b. There are no other current donation requests on file with MST.
- 5. MST will not make repairs to vehicles or deliver vehicles. The charitable organization will assume full responsibility for the vehicle, including such things as, maintenance, insurance, DMV registration, and smog checks. Vehicles not picked up after 30 days notice will be sold, donated or scrapped. Organizations who received a donated vehicle may not sell the vehicle for a period of one year.

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To: Board of Directors
From: Deanna Smith, Compliance Analyst/DAPM
Subject: Conflict of Interest Code

RECOMMENDATION:

Receive and adopt Draft MST Conflict of Interest Code.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board approves all District policies. The Fair Political Practices Commission (FPPC), per the Political Reform Act of 1964 (Act), requires that every state and local agency adopt a Conflict of Interest Code (Code).

DISCUSSION:

The Political Reform Act (Act) directs every local agency to adopt a Conflict of Interest Code (Gov. Code § 87300). The Code designates positions required to file Statements of Economic Interests (Form 700), and assigns disclosure categories specifying the types in interests to be reported (*Id.* § 87302). The Fair Political Practices Commission (FPPC or Commission), created under the Act, investigates alleged violations of the Act, imposes penalties, and assists state and local agencies in developing and enforcing conflict of interest codes.

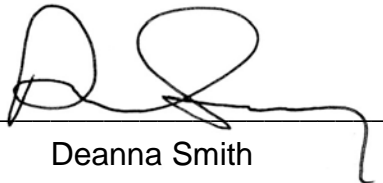
The Monterey-Salinas Transit District Act (AB644) was signed into law on October 11, 2009 and became effective July 1, 2010, creating the Monterey-Salinas Transit District. At the July 2010 meeting, your Board adopted all contracts, agreements, memoranda of understanding, policies, procedures, and guidelines previously adopted by the Joint Powers Agreement; however, at that time, a Conflict of Interest Code was not adopted. MST regularly reviews its policies to ensure compliance with all federal, state, and local regulations, and a recent review revealed the need to adopt a Conflict of Interest Code (Code).

The Act requires agencies to designate all positions that make or participate in the making of governmental decisions and to assign specific disclosure categories to each position. The disclosure category should specify the types of investments, business positions, interests in real property, and sources of income, which may “foreseeably be affected materially by the decisions made by those holding the

designated positions.” To properly determine the appropriate officials for designation, the individual’s level of involvement in the decision-making process must be evaluated. Executive-level management personnel are normally broad policy makers and should be designated accordingly. The job descriptions and actual duties of other MST personnel have been analyzed to assign to each individual, according to job title, the appropriate reporting categories.

As allowed, MST has drafted this Code by incorporating FPPC Regulation 18730 to ensure it is in compliance with the Act.

Per a 1990 provision to the Act, every agency that has adopted a Conflict of Interest Code must review its Code biennially and submit an amended Code as necessary (*Id.* §87306.5.) No later than October 1 of each even-numbered year, MST will be required to submit to the County of Monterey Board of Supervisors a notice indicating whether or not an amendment is necessary.

Prepared by: 
Deanna Smith

Reviewed by: 
Carl G. Sedoryk

RESOLUTION NO. 2018-20

A RESOLUTION OF THE MONTEREY-SALINAS TRANSIT DISTRICT ESTABLISHING A CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act, Government Code section 81000 et seq., requires state and local government agencies to adopt a promulgate Conflict of Interest Codes; and

WHEREAS, this Resolution codifies current conflict-of-interest requirements for Monterey-Salinas Transit District and provides means to further promote disclosure of conflicts and sets forth disqualification procedures for the District;

THEREFORE, BE IT RESOLVED, the Board of Directors of Monterey-Salinas Transit does resolve:

The Political Reform Act of 1974 requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation, Section 18730 of Title 2 of the California Code of Regulations, which contains the terms of a standard conflict of interest code that can be incorporated by reference in an agency's code. The terms of Section 18730, and any amendments to it duly adopted by the FPPC, are hereby incorporated by reference. This regulation shall constitute the Conflict of Interest Code (Code) of the Monterey-Salinas Transit District (District).

Individuals holding designated positions shall file their statement of economic interests with the District Secretary who will make the statements available for public inspection and reproduction pursuant to Government Code §81008. The District's jurisdiction (jurisdiction) is wholly within the County of Monterey.

A. Designation of Employees and Disclosure Categories

Persons holding positions that make or participate in making decisions are listed in Section C and are "designated employees" for the purposes of this Code. These positions involve voting on matters, approving a budget, negotiating contracts, or making recommendations on purchases without substantive review.

A primary purpose of the Code is to require disclosure of those types of investments, interests in real property, sources of income and business positions held by designated positions that may affect their decision-making. The disclosure categories set forth in Section D of this Code specify the kinds of financial interests that are reportable.

B. Filing of Statements of Economic Interests

Designated employees shall file Statements of Economic Interest (Statements or Form 700) with the Clerk of the District Board (Clerk) . The Clerk shall make and retain a copy of the Statements of the members and alternates of the District Board of Directors and all other designated employees.

C. Designated Positions

All public officials, employees, and contractors holding the following designated positions shall file a Form 700 as provided in this Code. The applicable disclosure category is shown as a numeral (1) or (2) before the listed position.

Public Officials

- 1 Board Members and Alternates
- 2 Members of MST advisory or oversight Committees, as appropriate*

MST Staff and Consultants**

- 1 General Manager
- 1 Assistant General Manager
- 2 Chief Operations Officer
- 2 Deputy Chief Operations Officer
- 2 Director of Human Resources and Risk Management
- 2 Director of Planning and Marketing
- 6 Director of Information Technology
- 2 Executive Assistant to the General Manager/Clerk of the Board
- 4 Purchasing Manager
- 2 Marketing and Customer Services Manager
- 2 Compliance Analyst
- 2 Accounting Budget Manager
- 2 Business and Development Planner
- 2 Capital Improvements Projects Manager
- 5 Grants Analyst

General Counsel

- 1 General Counsel
- 1 Assistant or Alternate General Counsel

*Unsalaries members of the District's advisory and oversight committees will be required to file Statements only if the committee makes or participates in making governmental decisions as provided in Title 2, California Code of Regulations, Section 18700.

D. Disclosure Categories

When an individual who holds a designated position is required to disclose investments and sources of income, he or she shall disclose investments in business entities and sources of income which do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business within the jurisdiction if it owns real property within the jurisdiction.

When an individual who holds a designated position is required to disclose sources of income, he or she shall include gifts received from donors located inside as well as outside of the jurisdiction.

When an individual who holds a designated position is required to disclose interests in real property, he or she shall disclose the type of real property described below if it is located within

the jurisdiction, or not more than two miles outside the boundaries of the jurisdiction, or within two miles of any land owned or used by the District.

When an individual who holds a designated position is required to disclose a business position, he or she shall disclose positions in business entities that do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years.

For purposes of this Code, the jurisdiction of the District is the area of the County of Monterey within the District boundaries.

Category 1

A designated position in this category must report all investments; business positions; interests in real property; and sources of income, including gifts, loans, and travel payments.

Category 2

A designated position in this category must report all investments; business positions; and sources of income, including gifts, loans, and travel payments.

Category 3

A designated position in this category must report all investments; business positions and income; including gifts, loans, and travel payments from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the District.

Category 4

A designated position in this category must report all investments, business positions and income, including gifts, loans, and travel payments, from sources which are of the type to supply materials, products, supplies, commodities, services, machinery, vehicles, or equipment utilized by the District.

Category 5

A designated position in this category must report all investments, business positions and income, including gifts, loans, and travel payments, from sources which are of the type to receive grants or other monies from or through the District.

Category 6

A designated position in this category must report all investments; business positions in business entities and income; including gifts, loans, and travel payments from sources that provide information technology and telecommunications goods, products or services, including but not limited to, computer hardware or software companies, computer consultant services, training, data processing firms, and media services. **Consultants/New Positions shall disclose pursuant to the broadest disclosure category, subject to the following limitation:

The District General Manager or his/her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure

requirements. The determination of the District General Manager or his/her designee is a public record and shall be retained for public inspection in the same manner and location as this Code. (Gov. Code § 81008.)

Consultant means an individual who, pursuant to a contract with a state or local governmental agency, makes a governmental decision as provided in Title 2, California Code of Regulations, Section 18700 or serves in a staff capacity with the District and in that capacity performs the same or substantially the same duties for the District that would otherwise be performed by an individual holding a designated position specified in this Code.

BE IT FURTHER RESOLVED that this Resolution and Conflict of Interest Code shall become effective on the thirtieth day following passage and adoption hereof.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2018-20 this 12th day of March, 2018.

Tony Barrera
Chairperson

Carl G. Sedoryk
Secretary

To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Monthly Report – January 2018

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for January 2018. MST continues to experience growing passenger boardings due to a combination of increased boardings on Salinas routes due to continued Free Fare Weekend promotion along with growing participation and usage of services by Presidio of Monterey personnel.

Half price fares funded by Measure Q have created a surge in demand for MST RIDES which is causing the ridership to exceed our desired standard. MST RIDES farebox recovery ratio appears to be below standard; however, there is no cause for concern as Measure Q funds are being used to subsidize MST RIDES passenger fares as planned.

On January 12, I attended a meeting in Palm Desert, CA that covered industry best practices in planning, financing, procuring, operating and maintaining zero emission buses. On January 29th, I attended a meeting in Santa Ana, CA to provide comment to Air Resources Board staff regarding the proposed Innovative Clean Transit rule-making.

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report – January 2018

Attachment #3 – Facilities & Maintenance Dept. Report – January 2018

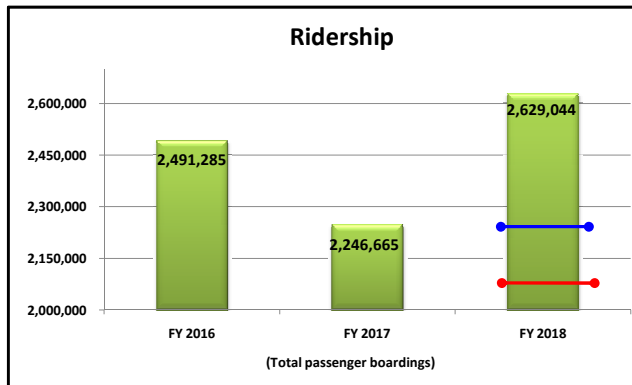
Attachment #4 – Administration Dept. Report – January 2018

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

Prepared by: 

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MST Fixed Route
YTD Dashboard Performance Comparative Statistics
January 2018
Fiscal Years 2016-2018

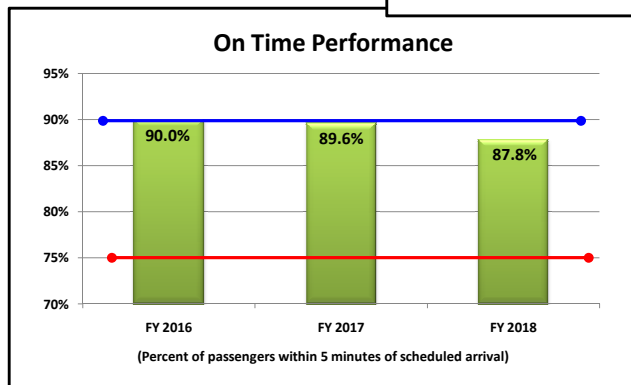
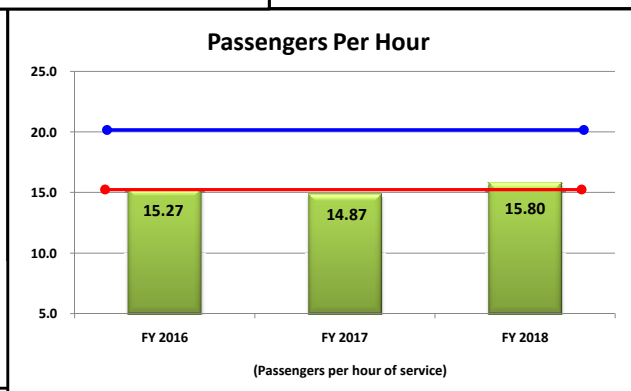


**Goal = 2,246,665
passengers**

**Minimum = 2,134,332
passengers**

Goal = 20 passengers p/h

Minimum = 15 passengers p/h

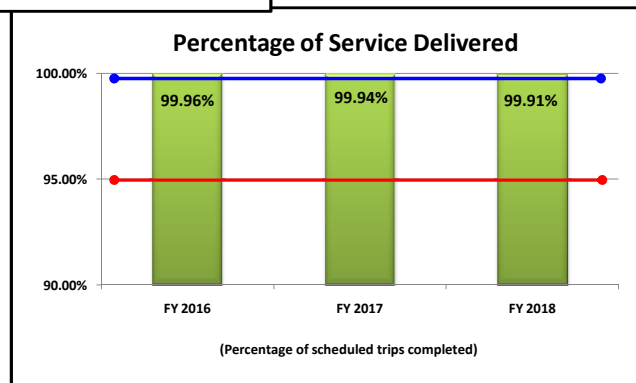


Goal = 90% on time

Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed

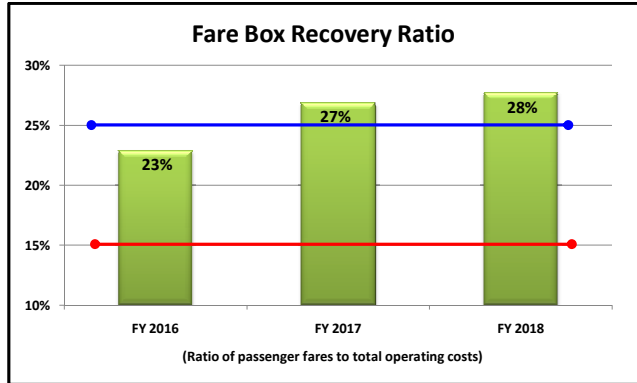


MST Fixed Route

YTD Dashboard Performance Comparative Statistics

January 2018

Fiscal Years 2016-2018

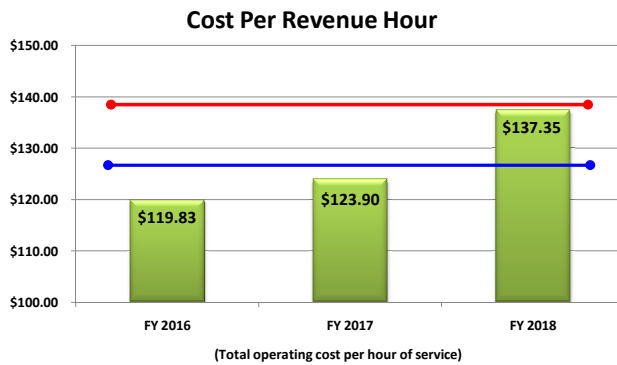


Goal = 25%

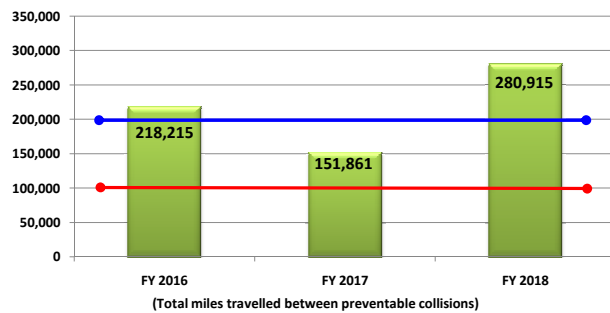
Minimum = 15%

Maximum = \$139.10 per RH

Goal = \$126.43 per RH



Miles Between Preventable Collisions



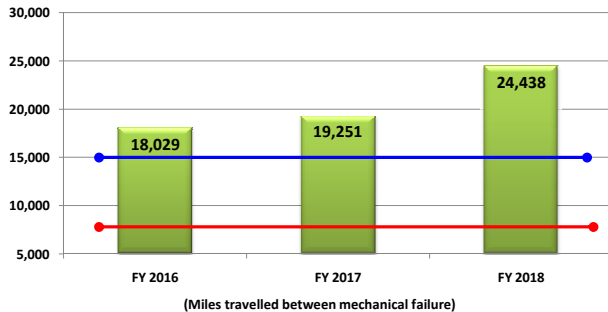
Goal = 200K Miles

Minimum = 100K Miles

Goal = 15K Miles

Minimum = 7K Miles

Miles Between Road Calls

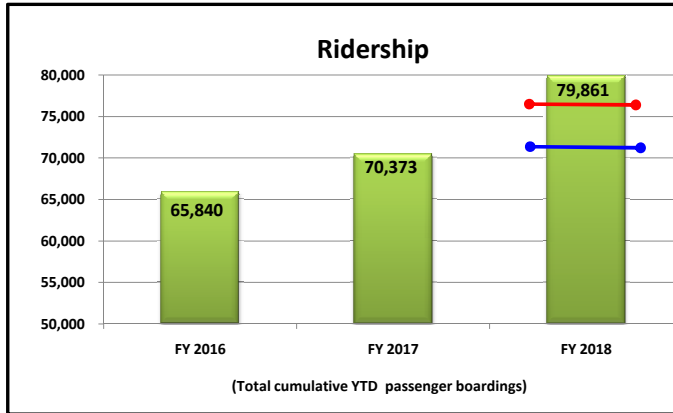


MST RIDES

YTD Dashboard Performance Comparative Statistics

January 2018

FY 2016-2018

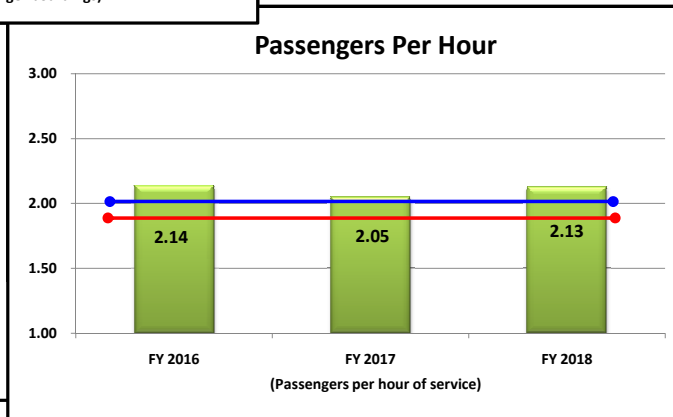


Goal = 70,373 passengers

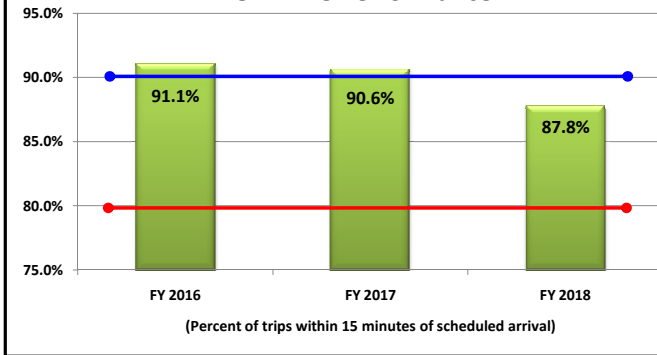
Maximum = 77,410 passengers

Goal = 2.0 passengers p/h

Minimum = 1.8 passengers p/h



On Time Performance

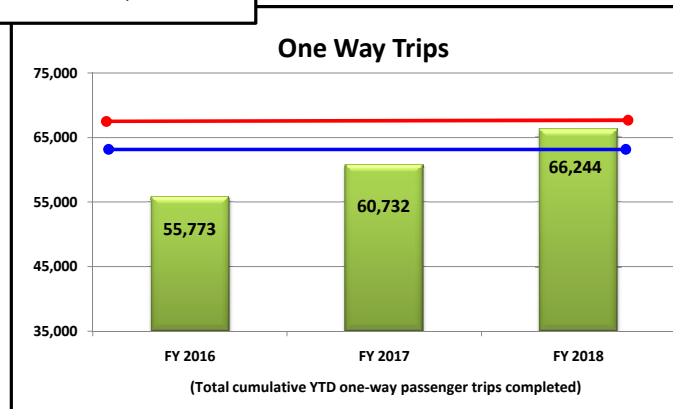


Goal = 90% on time

Minimum = 80% on time

Maximum = 68,401 one-way trips

Goal = 62,183 one way trips

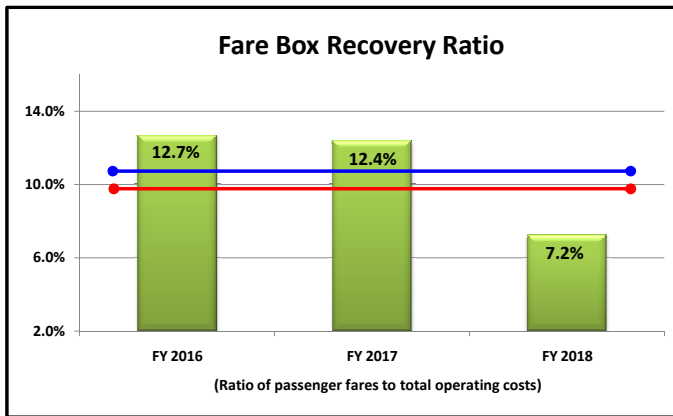


MST RIDES

YTD Dashboard Performance Comparative Statistics

January 2018

FY 2016-2018

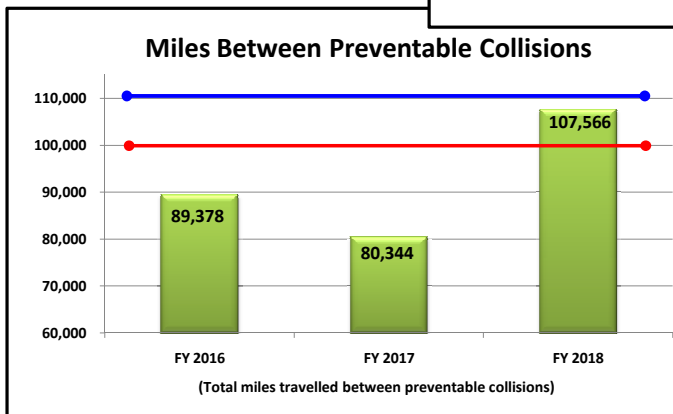
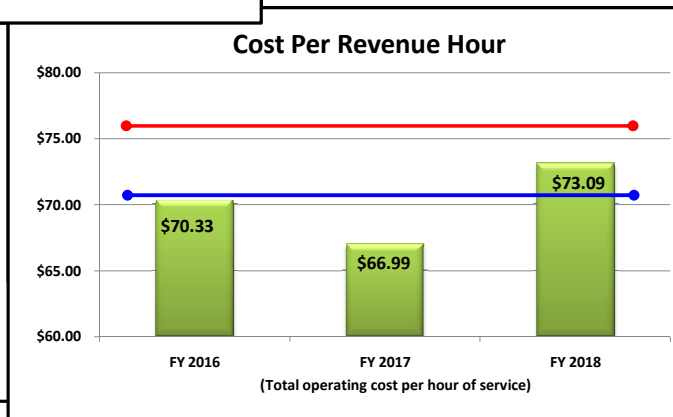


Goal = 11%

Minimum = 10%

Goal = \$70.15

Maximum = \$77.17

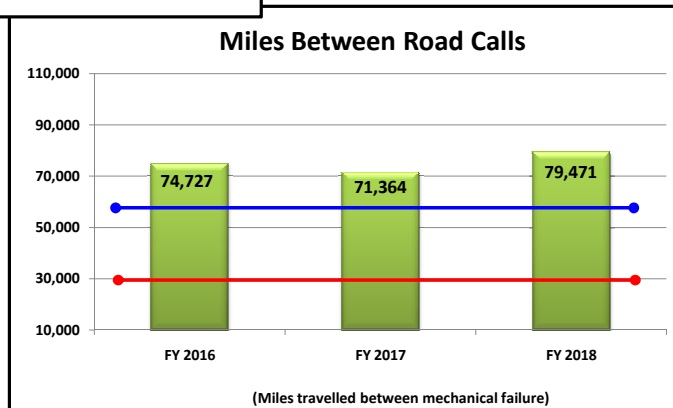


Goal = 110K Miles

Minimum = 100K Miles

Goal = 60,000 miles

Minimum = 30,000 miles

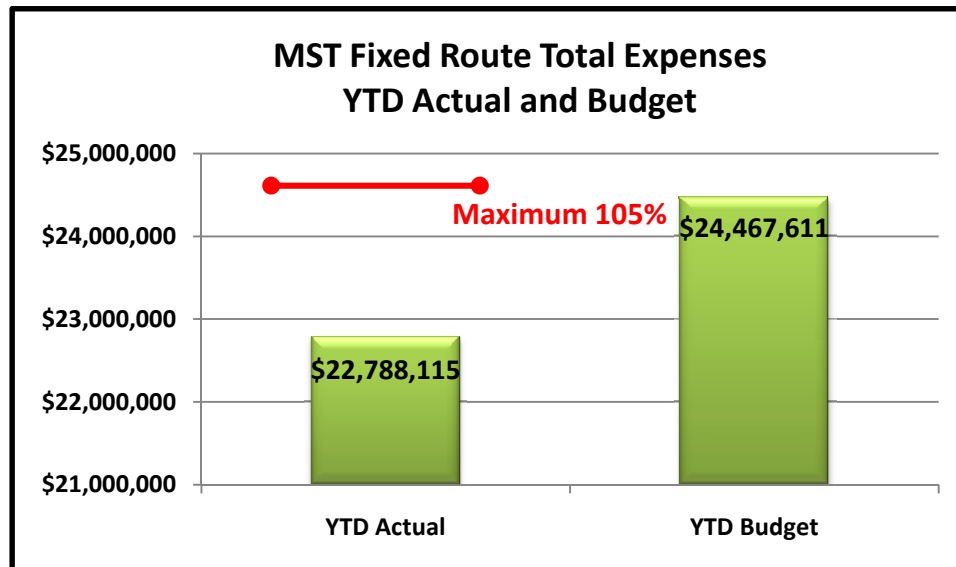
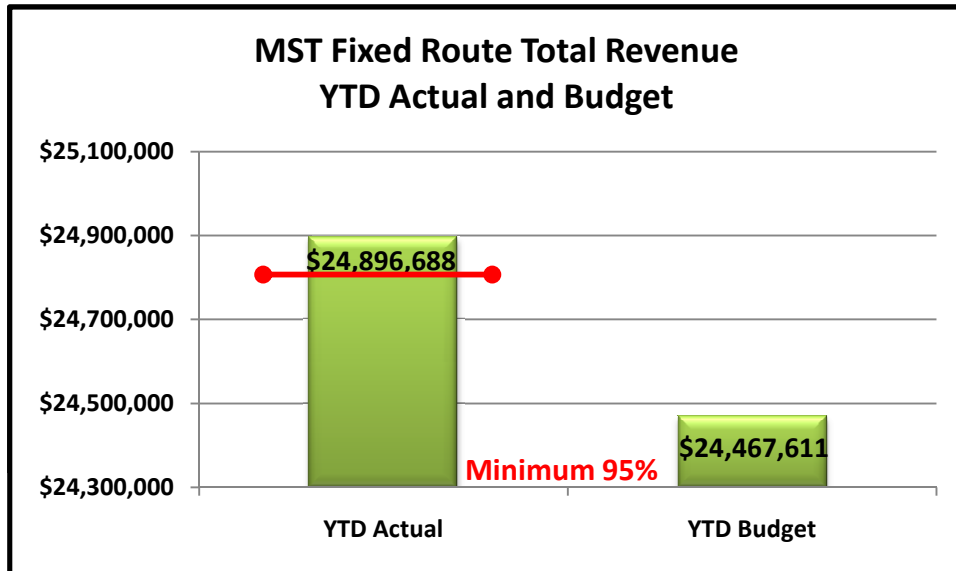


MST Fixed Route

Financial Performance Comparative Statistics

July-December

Fiscal Year 2018

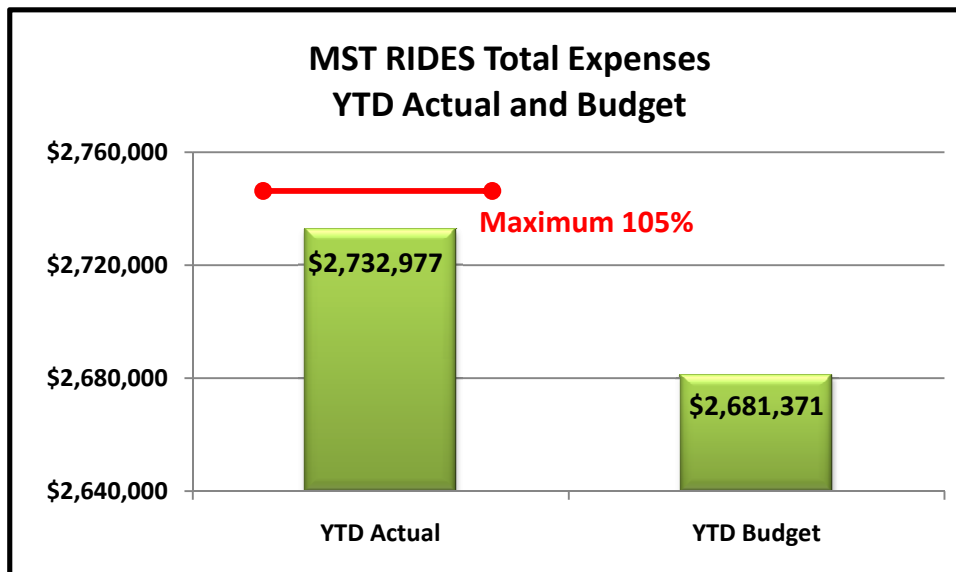
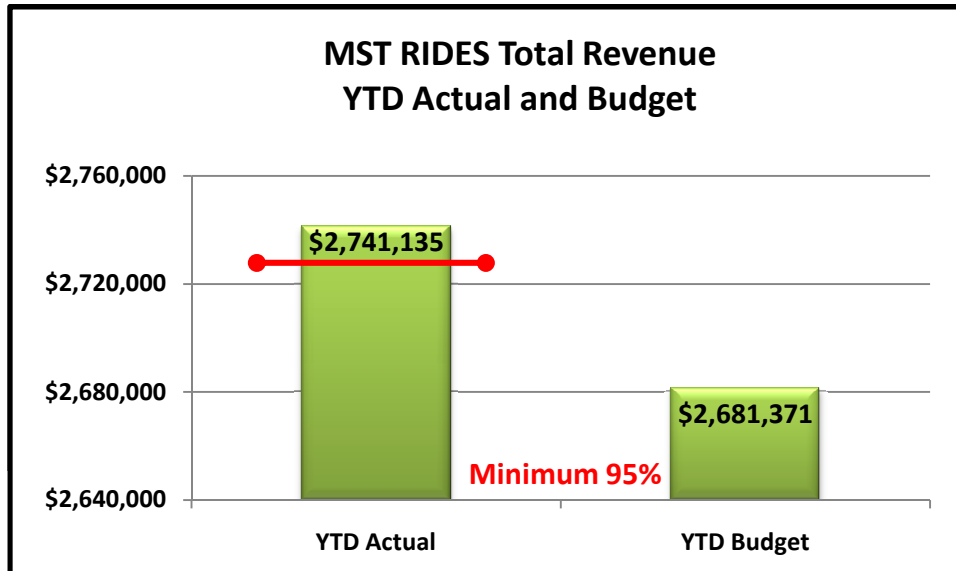


MST RIDES

Financial Performance Comparative Statistics

July-December

Fiscal Year 2018



February 27, 2018

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

From: Robert Weber, Chief Operating Officer

Cc: MST Board of Directors

Subject: **Transportation Department Monthly Report – January 2018**

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership increased by 13.57% in January 2018, (321,019), as compared to January 2017, (282,663). For the Fiscal year – passenger boardings have increased by 4.06% as compared to last Fiscal year.

Productivity increased from January of last year (12.5) to 13.9 passengers per hour in January of this year.

Supplemental / Special Services:

None to report

System Wide Statistics:

- Ridership: 321,019
- Vehicle Revenue Hours: 23,065
- Vehicle Revenue Miles: 374,984
- System Productivity: 13.9 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 31,450

Time Point Adherence: Of 126,108 total time-point crossings sampled for the month of January, the Transit Master™ system recorded 12,511 delayed arrivals to MST's published time-points system-wide. This denotes that **90.08%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus ~ On Time Compliance Chart **FY 2017 - 2018.***)

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

Cancelled Trips: As listed below, there were a total of twenty two (22) cancelled trips for the month of January for both directly operated and contracted services:

Total Trips Provided: 31,450			
Category	MST	MV	%
Mechanical Failure	5	0	22.73%
Staffing Shortage	16	1	77.27%
Totals	21	1	100.00%

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 January 2016 and 2017:

Occurrence Type	January-16	January-17
Collision: MST Involved	1	5
Employee Injury	0	1
Medical Emergency	1	5
Object Hits Coach	2	3
Passenger Conflict	7	10
Passenger Fall	2	5
Passenger Injury	1	0
Other	4	5
Near Miss	0	1
Fuel / fluid Spill	2	2
Unreported Damage	2	0
Totals	22	37

CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of January there were 11,716 passenger boardings. This denotes a 23.94% increase in passenger boardings from January of 2017, (9,453). For the Fiscal year – passenger boardings have increased by 13.48% as compared to last Fiscal year.

- Productivity for January of this year was at 1.87 passengers per hour, increasing from January of 2017, (1.77).
- For the month of January, 90.32% of all scheduled trips for the MST RIDES program arrived on time, decreasing from 91.73 % in January of 2017.

COMMUNICATIONS CENTER:

In January, MST's Communications Center summoned public safety agencies on seven (7) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident / Other	4
EMS	Passenger / Employee Illness / Injury	3

PREPARED BY:  REVIEWED BY: 
Robert Weber Carl G. Sedoryk

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February 23, 2018

To: Carl Sedoryk, General Manager/CEO

From: Robert Weber, Chief Operating Officer

Subject: Monthly Maintenance Operations Report: **January 2018**

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

FY18 Fuel Budget:	Average Fuel Price January 2018:	Average Fuel Price: FY2018
Diesel: \$3.10	\$2.51	\$2.32
Gasoline: \$3.20	\$2.72	\$2.66

Fiscal Year:	Revenue Fleet: Operating Cost Per Mile:	Revenue Fleet: *Miles Between Major Mechanical Road Calls:
January: 2018	\$0.92	24,543
YTD: FY 2018	\$0.92	24,438
FY 2017	\$0.89	18,733
FY 2016	\$0.93	19,862

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

Department Activities/Comments:

The MST revenue fleet travelled 24,543 miles between major mechanical road calls during the month of January. The total number of road-call incidents was 19, with 15 for major mechanical failures ¹ and 4 for other mechanical ² issues. The highest number of major mechanical road calls (33%) was attributed to engine system failures. Fiscal year to date, average miles traveled between major mechanical road calls has increased by 26.94% from the same period last year.

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

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

In January, the Deputy Chief Operating Officer traveled to Palm Springs to attend the West Coast Center of Excellence, Zero Emissions Bus (ZEB) Workshop. This workshop was attended by several other transit agencies, vendors, and consultants to provide feedback and guidance to SunLine Transit Agency as they move towards implementing the new Zero Emissions Bus (ZEB) Center

In January four (4) new Maintenance Technicians were hired into the department.

Prepared by: 
Robert Weber, Chief Operating Officer

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

Date: March 12, 2018

To: C. Sedoryk, General Manager/CEO

From: Hunter Harvath, Assistant General Manager; 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 –January 2018

The following significant events occurred in Administration work groups for the month of January 2018:

Human Resources – January 2018

A total employment level for January 2018 is summarized as follows:

Positions	Budget FY18	Actual	Difference
Coach Operators F/T	148	136	-12
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	1	0	-1
Operations Staff	33	33	0
Maintenance & Facilities	54	55	1
Administrative (Interns 1 PT)	30	29	-1
Total	266	253	-13

*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>January Worker's Compensation Costs</i>	
<i>Indemnity (paid to employees)</i>	\$10,215.54
<i>Other (includes Legal)</i>	\$10,149.57
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$12,342.97
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$8,939.66
<i>Total Expenses</i>	<i>\$46,647.74</i>
<i>Reserves</i>	<i>\$1,961,366.81</i>
<i>Excess Reserved</i>	<i>(\$1,121,999.58)</i>
<i># Ending Open Claims</i>	<i>39</i>

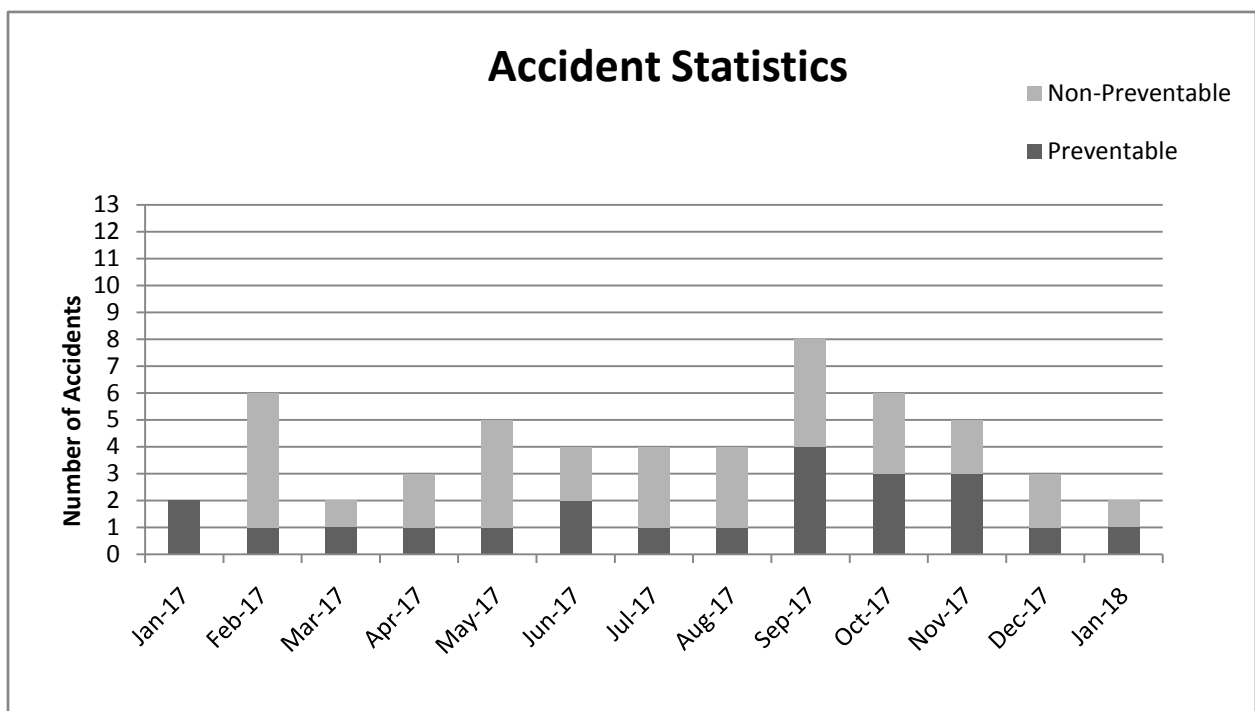
Training

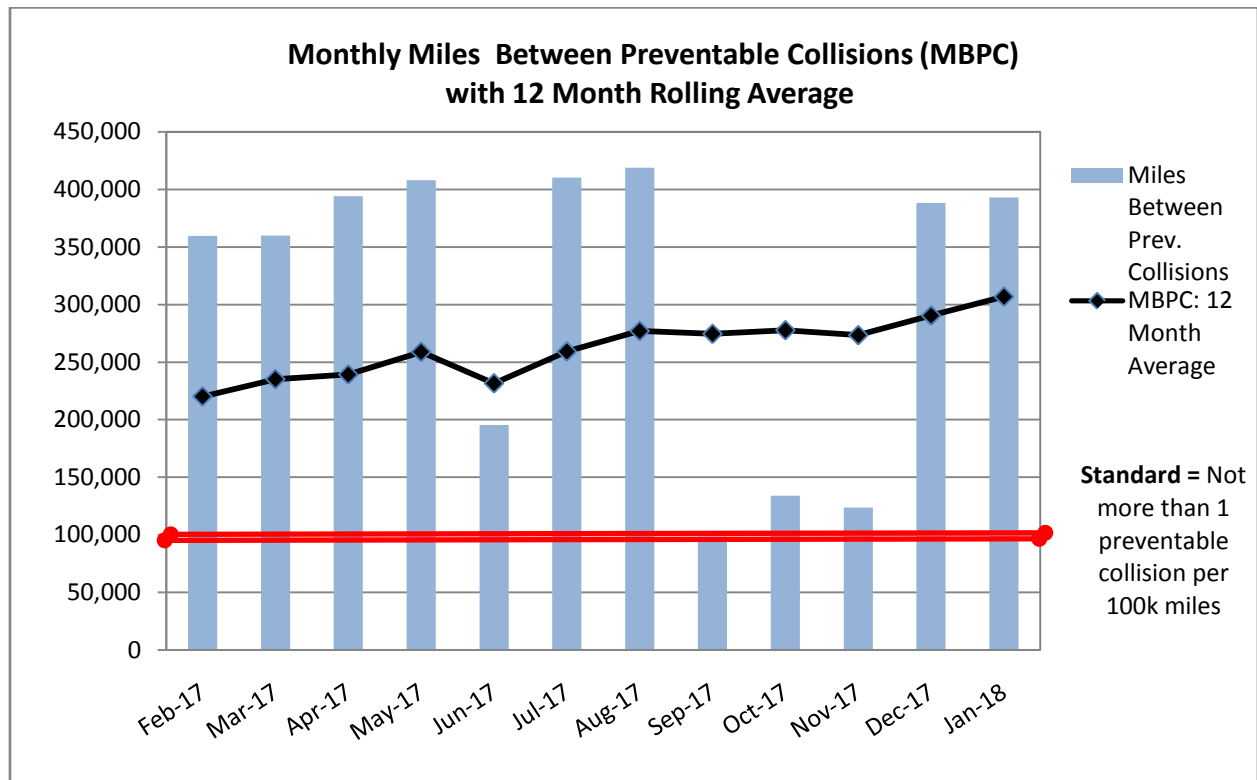
Description	Attendees
Annual Coach Operator Verification of Transit Training	13
Maintenance Safety Training: Lock out Tag out, Emergency Preparedness, Choices and Safe Place Procedures	7
Post Accident/Incident Re-training	1
Coach Operator Return to Work Training	3
EEO and Reasonable Accommodation Training	23
Alliance Career Training: Excel Level 1	1

Risk Management

Description	January 2018 Preventable		January 2017 Preventable	
	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	0	1	0	0
MST bus hit stationary object	1	0	2	0
TOTAL	1	1	2	0

During the month of January there was one minor occurrence of a bus making contact with a stationary object that was considered “preventable.”





Customer Service Update – January 2018

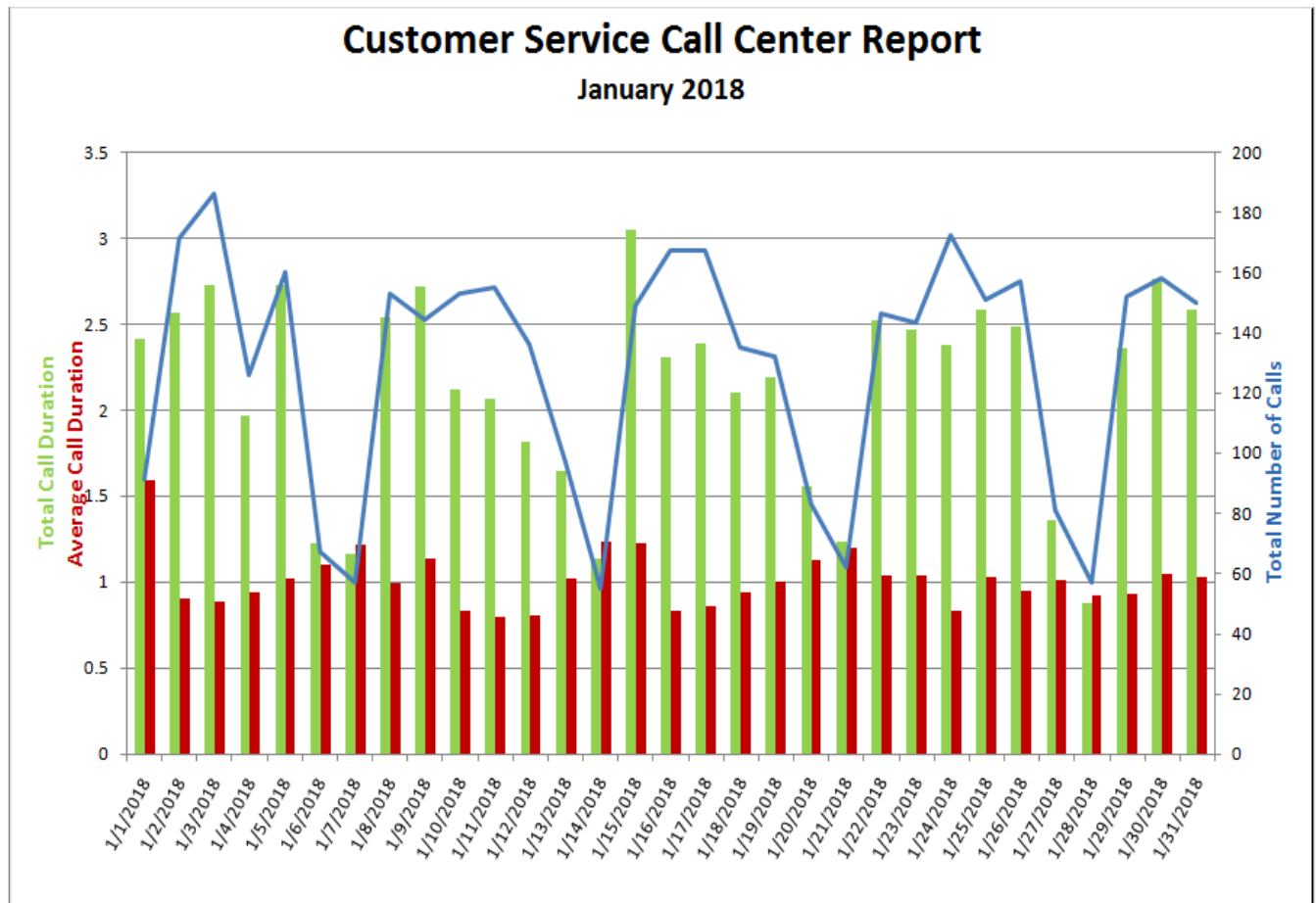
Service Report Type	MST	Other Provider *	# of valid reports	% of reports received**	January 2017	% of reports received**
ADA Compliance	0	0		0.0%	1	1.9%
Agency Policy	0	0		0.0%	0	0.0%
Bus Stop Amenities	2	0		3.6%	2	3.7%
Carried By	0	0		0.0%	0	0.0%
Discriminatory behavior by employee	0	0		0.0%	0	0.0%
Early Departure	1	0		1.8%	3	5.6%
Employee Other	0	1	1*	1.8%	4	7.4%
Fare / Transfer Dispute	1	1	1	3.6%	1	1.9%
Harassment by Employee	0	0		0.0%	0	0.0%
Improper Driving	6	2	3/2*	14.3%	7	13.0%
Improper Employee Conduct	2	1	1/1*	5.4%	2	3.7%
Inaccurate Public Information	0	0		0.0%	1	1.9%
Late Arrival	0	6		10.7%	4	7.4%
Late Departure	0	0		0.0%	0	0.0%
No Show	1	0	1	1.8%	6	11.1%
Off Route	1	0		1.8%	1	1.9%
Passed By	7	2	2/1*	16.1%	3	5.6%
Passenger Conduct	0	0		0.0%	0	0.0%
Passenger Injury	2	0		3.6%	1	1.9%
Request To Add Service	1	0		1.8%	1	1.9%
Request To Reduce Service	0	0		0.0%	1	1.9%
Routing	1	0		1.8%	0	0.0%
Service Animal	0	0		0.0%	0	0.0%
Service Other	11	6	5	30.4%	9	16.7%
Service Schedule	0	1		1.8%	4	7.4%
Taxi	0	0		0.0%	1	1.9%
Title VI Complaint	0	0		0.0%	0	0.0%
Unsafe Conditions	0	0		0.0%	0	0.0%
Vehicle Maintenance	0	0		0.0%	2	3.7%
Total reports MST and *Other Provider		56		100.0%	54	100.0%
Employee Compliment	3				4	
Service Compliment	1	1			1	

*Operated by MV Transportation or taxi provider

**Numbers may not add up exactly due to rounding

Customer Service Call Center Report:

During the month of January 2018, MST received a total of 4,013 calls which lasted a total of 66 hours and 5 minutes. The average call duration was fifty-nine (59) seconds. MST received the most number of calls on Wednesday, January 3 at 186. Of the total number of calls, 1,193 were routed to RealTime bus arrival information. Call volume was heaviest during the weekdays and lightest during the weekends, although average call duration spikes on the weekends due to the fact that there are no customer service representatives on duty. Rather, customers are attempting to get information from MST's pre-recorded automated system, which appears to take more time.



Finance Update – January 2018

General Accounting/Accounts Payable

During the month of January, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. During the month of January, staff prepared and distributed the IRS-required W-2s and 1099 forms.

Payroll

Payroll created multiple new federal and state tax tables to conform with changes in tax rates effective January 1, 2018. A reconciliation of all quarterly returns filed for 2017 was completed to close the year and to generate W-2s for all active and terminated employees by the January 31, 2018 deadline. 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

Grants

Staff participated in the CDBG workshop and submitted a grant application to the City of Salinas. Grant applications were also submitted to the State's Transit and Intercity Rail Capital Program and State of Good Repair Program during the month. State and Federal quarterly reports were submitted on time at the end of January. The monthly invoice to Caltrans for reimbursement on TDA Construction activities was prepared and submitted.

Purchasing

During the month of January, staff worked on a number of procurement and inventory management objectives. Parts staff worked diligently placing orders and managing inventory levels at both CJW and JLW locations. Our inventory value has been on a steady decrease. The space constraints of JLW and the new buses added to the fleet in 2016 have created a downward pressure on our inventory value. However the inventory value jumped for January to \$202,000 due to the purchase of bike racks for our new series of buses that will be arriving in late spring. Procurement has also been working on large projects such as the Design and Build Request for Qualifications/Proposals of our future South County Maintenance Facility located in King City.

Information Technology Update –January 2018

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

Staff monitored the Trapeze Group Enterprise Asset Management (EAM) vehicle maintenance system. Staff continued to support the users of the Serenic Navision

accounting/payroll system. Staff monitored the functionality of the customer service database. Staff monitored and configured the WiFi systems installed on 15 buses used on the commuter routes.

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

Staff worked with vendors and MST departments in relation to the continuing remodel of the TDA Maintenance/Operations site.

Staff liaised with the County of Monterey Information Technology Department and Trapeze Group regarding the maintenance of the radio/data communications in the MST service area.

Staff monitored and configured the AT&T-managed Voice Over Internet Protocol (VOIP) telephone system. Staff worked with AT&T regarding the VOIP telephone system installations at 1 Ryan Ranch Road and 15 Lincoln Ave locations.

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

Marketing Update – January 2018

RealTime Usage:

2017	Text	RealTime Phone	CSR Phone	App Sessions	App Users
July+	177	*	2,364**	*	*
August	3,959	1,332	4,463	70,282	4,552
September	5,297	1,379	4,614	99,289	4,919
October	6,168	1,306	3,769	112,114	5,381
November	5,805	1,321	4,278	107,642	4,932
December	5,956	1,212	3,913	86,928	4,615
2018					
January	5,520	1,193	4,013	99,050	4,711

Notes:

+ RealTime was launched July 24, 2017.

* RealTime phone and Transit App usage is not available at this time.

**Due to an AT&T system glitch, there was no phone data recorded from July 20-31 even though calls were received.

Published news stories include: “We Could Car Less: Bus service discount program receives award” (The Californian, 1/11/18); “MST has new funds but needs new drivers” (The Californian, 1/19/18); “Gas tax funding to pay for new buses, rapid bus corridor” (Monterey County Business Council Friday Facts, 1/19/18); “MST sees increased need for drivers” (Monterey County Business Council Friday Facts, 1/26/18)

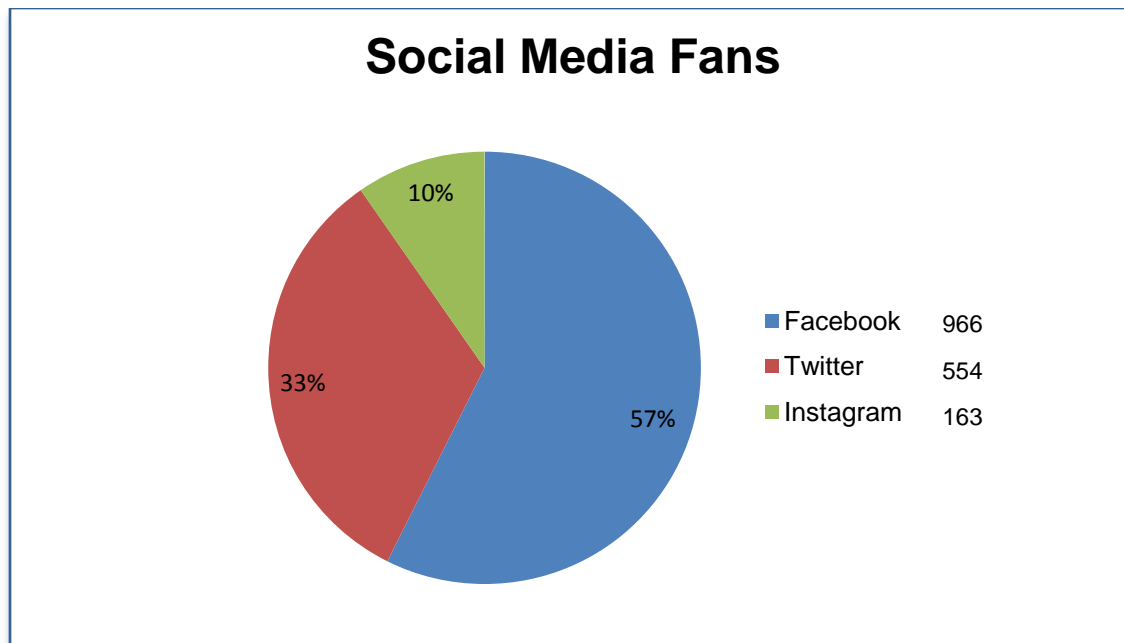
Press releases sent include: “MST Bus Service on Martin Luther King Jr. Day” (1/10/18); “MST Approves Projects Funded with New State Gas Taxes” (1/15/18)

Marketing activities: Staff mailed the 2017 Annual Report to community groups, industry professionals, and elected leaders; staff began work on planning the Monterey Operations and Maintenance Facility ribbon cutting event scheduled for April; staff managed MST’s website content, Facebook page, Twitter account, and Instagram page.

Community outreach: staffed an informational booth at Gathering for Women in Monterey; staffed an informational booth at Walgreens in Seaside with CHOMP mobile health clinic; staffed an informational booth at the Educational Institute in Greenfield; staffed an informational booth at Sherwood Village in Salinas.

Presentations: presented to parents from the Alisal High Migrant Ed program in Salinas; presented to middle school students at Vista Verde Career Day in Greenfield.

Collaboratives/Meetings/Committees: attended the Alisal Vibrancy Community workshop in Salinas; attended AMBAG’s Community Workshop in Gonzales; met with staff from CSUMB Student Services Department; attended SCORE collaborate in Champhora.



Overview by Social Media Platform:

Twitter



Facebook



Instagram



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

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

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

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

Planning Update – January 2018

During the month of January, 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 with the comprehensive tax reform bill that was passed in December. As such, staff will continue discussions with the Presidio to reevaluate the program with some expansions possible for the future. Staff also worked with the Presidio on identifying locations for new bus stop shelters, which have been delivered from the supplier. The Presidio staff is working on the required site work to allow installation of the shelters. As of January, one new shelter had been installed at one of the higher ridership stops.

In January, 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.

In January, staff met with our partner from CSUMB to start planning transit services for the 2018/19 academic year.

Staff continued planning efforts in support of National Environmental Policy Act (NEPA) for the South County Operations and Maintenance Facility. A draft NEPA document was submitted to the US Department of Agriculture and Federal Transit Administration for review and comment in August. Since August, the US Department of Agriculture and the Federal Transit Administration have had multiple comments requiring additional work. The federal environmental document submitted was under the category of Categorical Exclusion. As of January, no concurrence was made by our federal partners with respect to NEPA. Staff met with King City staff and our consulting team to present and submit a conditional use permit application.

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.

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

February 26, 2018

TO: Carl Sedoryk

FROM: Don Gilchrest

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

Fiscal Year 2019 Budget

On February 12, President Trump released his FY 2019 budget request to Congress to outline spending priorities for the next fiscal year. The budget request would provide the full \$9.94 billion authorized in the FAST Act for FTA's Transit Formula Programs. However, the FTA Capital Investment Program for new starts would be reduced from \$2.413 billion to \$1 billion and grants to Amtrak would be reduced by about half. The budget proposes to eliminate funding for the TIGER Grant Program and the passenger rail grants authorized by the FAST Act. The President's budget proposal initiates the FY 2019 appropriations process and binding decisions will not be made until Congressional deliberations begin on the appropriations bills later this year.

Bipartisan Budget Agreement

After a brief Federal government shut-down caused by the expiration of short-term funding legislation, the House and Senate voted on February 9 to extend the Continuing Resolution until March 23 and increase Federal spending caps by \$300 billion over the next two years. The President signed the legislation into law just before 9:00 a.m. the same day, which reopened the government. Although most of the nondefense discretionary spending authorized by the deal will still need to be allocated by the Appropriations Committees, the budget agreement includes commitments to fund certain programs, including \$20 billion for a broad range of infrastructure programs.

Transportation Funding

The Budget Agreement provides the top-line funding amounts that the Appropriations Committees will use to draft the final FY 2018 funding bills. Four months into the fiscal year, none of the 12 individual appropriations bills have been completed and the Federal government

has been operating under a series of short-term Continuing Resolutions. Congressional Leaders intend to finish the FY 2018 bills through an omnibus appropriations measure to be enacted before the expiration of the current CR on March 23.

The House passed an omnibus package of all twelve bills in September, including the version of the *FY 2018 Transportation, Housing and Urban Agencies Appropriations Act (THUD)* that was reported by the House Appropriations Committee in July. The House Omnibus package would provide funding for FTA's Transit Formula programs at the \$9.733 billion level authorized by the FAST Act and would reduce funding for New Starts from \$2.3 billion to \$1.753 billion. The Senate THUD bill, reported by the Appropriations Committee on July 17, would also fully fund the Transit Formula Programs and would provide \$2.133 billion for New Starts. The House and Senate versions of the transportation funding measure will be the basis for the negotiations over a final bill, but the additional overall funding provided by the Budget Agreement will make it easier for appropriators to fund some neglected programs.

Infrastructure Initiative

As part of the FY 2019 budget proposal, the President released additional details about his proposed Infrastructure Plan on February 12. The Plan proposes \$200 billion in Federal spending that is expected to leverage up to \$1.5 trillion in total spending, with the bulk coming from State and local governments and the private sector. A wide variety of projects could potentially be funded including: surface transportation and airports, passenger rail, ports and waterways, flood control, water supply, hydropower, water resources, drinking water facilities, wastewater facilities, stormwater facilities, Brownfield and Superfund sites, and rural broadband.

The \$200 billion of Federal funding would fall into five categories:

- \$100 billion would fund an incentive grant program in which the federal government would provide funding for projects, limited to 20 percent of new non-Federal revenue dedicated to the project. This program would emphasize development of new, non-Federal funding sources, with a sliding scale used to weight previously developed non-Federal funding. For example, State or local sponsors who enacted a tax increase for infrastructure in the past three years would get various levels of credit for those funds.
- \$50 billion would fund rural projects, with \$40 billion going to block grants to States and \$10 billion used for "performance grants."
- \$20 billion would fund transformative projects.
- \$14 billion would expand federal loan and credit programs.
- \$10 billion would be used for federal office buildings.
- \$6 billion would be used to increase the use of Private Activity Bonds.

MST has been working with the local Congressional Delegation and the Committees of jurisdiction in Congress to advocate for new, direct Federal spending for transit projects in the Infrastructure Initiative, rather than only relying on public-private partnerships or tax incentives. In addition, MST staff have been lobbying in coordination with the Bus Coalition for inclusion of \$2.85 billion for bus programs. The Infrastructure Plan must now be reviewed by Congress and is likely to be extensively modified before it can be enacted. However, Congressional Leaders have stated that this will be a high priority for 2018.

Lobbying Strategies & Opportunities

We are carefully monitoring the budget process and the infrastructure plan for any impacts on MST or opportunities to advocate your 2018 Federal agenda. We will also recommend additional lobbying actions based on emerging issues, including scheduling meetings to coincide with APTA's Legislative Conference in March.

TPW:dwg

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To: Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: State Legislative Update

The California Air Resources Board released its Discussion Document in preparation for a series of public workshops on developing a Beneficiary Mitigation Plan for California's \$423 million allocation of the Volkswagen (VW) Environmental Mitigation Trust (Mitigation Trust).

The proposal contemplates investing \$130 million of the VW Mitigation Trust in zero-emission school, transit, and shuttle buses. Specific to public transit, the Discussion Document proposes a maximum incentive of, up to \$180,000 for a new battery electric transit bus. No funding is being proposed for charging infrastructure. These funds are proposed to be administered on a first-come, first-served basis to applicants statewide and at least 50 percent of this allocation is expected to benefit disadvantaged or low-income communities - which in Monterey County is limited to sections of the city of Salinas. We look forward to working with the California Transit Association to engage with ARB on the specifics of the investment, and hope they will consider directing additional funding to charging/refueling infrastructure, a vital and currently underfunded aspect of transit electrification.

Staff continues to lead efforts with the California Transit Association to develop a counter proposal to the ARB Innovative Clean Transit rule that is anticipated to be adopted in June 2018. Staff has been seeking input from a wide variety of transit operators, bus manufacturers, state legislators and other stakeholders to develop a proposal that is achievable and meets the ultimate ARB goal of a 100% Zero Emission transit fleet by 2040.

The American Road and Transportation Builders Association (ARTBA) released study, entitled *The Economic Impacts of Senate Bill 1 on California*. The study was commissioned by the California Alliance for Jobs, Transportation California, and the California Transit Association and attempts to quantify how the investments made under SB 1 (Beall and Frazier) will benefit users of the transportation system, as well as stimulate economic activity across all sectors of the state economy.

Overall, the study reveals that SB 1 would boost California's economy by almost \$183 billion over the next 10 years, with transit systems and users receiving almost \$15 billion, in time savings and cost of auto ownership savings. The study also finds that SB 1 will result in approximately 68,000 jobs per year.

As some interest groups are attempting to repeal SB 1, this timely report reminds us all of the value of preserving these vital transportation investments.

“SB 1 represents the state’s biggest investment in public transportation in more than 40 years, and will contribute to cleaner air and ease traffic congestion by getting more cars off the road.”

Submitted by  _____



Agenda # **7-4**
March 12, 2018 Meeting

January 18, 2018

To: Robert Weber – Chief Operating Officer (COO)

From: Norman K. Tuitavuki –Deputy COO

Subject: West Coast Center of Excellence ZEB – January 2018

I attended the West Coast Center of Excellence, Zero Emissions Bus (ZEB) Workshop on January 12, 2018, at SunLine Transit Agency in Palm Springs.

Several other transit agencies, vendors, and consultants attended the meeting to provide feedback and guidance to SunLine Transit Agency as they move towards implementing the Center.

The following, highlights the topics, information, and sessions I participated in:

- Keynote Speaker – John Frala, Rio Hondo College – ZEB Education
- Hydrogen Facility and Zero Emissions Bus Tour
- Zero Emission Technology Overview
- ZEB Operations and Maintenance
- Planning for Successful ZEB Operation
- Leadership and Employee Relations
- Financial Management
- ZEB Policies, Regulations and Procurement
- High Voltage Course Preview

As we move towards adopting Zero Emissions Technologies into public transit, it is essential we plan and prepare correctly. The purpose of this Workshop was to provide feedback to help shape and guide the future of this Technology.

PREPARED BY:  REVIEWED BY: 
Norman Tuitavuki Robert Weber

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Agenda # **7-5a**

March 12, 2018 Meeting

January 22, 2018
Cristy Sugabo
Monterey-Salinas Transit (MST)
201 Pearl ST
Monterey, CA 93940

RE: IHSS Holiday Stocking Project 2017

Dear Cristy,

I just wanted to thank you and MST so very much for the donation to our IHSS Holiday Stocking Project this year! The items that were donated (and that box was over flowing!) helped to make this project a success!

The recipients that were chosen (there are 4,000+ in Monterey County) were those that do not have any family, friends or support system. Our goal was for fifty but with the generosity of MST, our community and county employees, we were actually able to make 60!

The fun part was being 'Santa'! Several Department employees, including our Program Manager, brought the finished stocking to the home of the Recipient. One employee even dressed up in a Santa coat and hat which added to the festive atmosphere! We have received many calls to the office thanking us for their gifts. Many said that they never thought that they would get a thing! Can you imagine, no gift at all, ever, at Christmas? They were also very glad for the items that they received, the statements heard over and over were that all of the items are useful and needed!

Thank you, again, for being a part of this wonderful project! You made it happen!

Sincerely,



Corinne Barrett
Social Work Supervisor
Public Authority Registry for IHSS
1000 So. Main St Suite 211-C
(831) 755-4466

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To: Carl Sedoryk – GM/CEO
From: Robert Weber – Chief Operating Officer
Subject: MST Response to Hepatitis A Outbreak in Monterey County

On February 5, 2018 the Monterey County Health Department declared a Hepatitis A outbreak among the homeless population in Monterey County. They reported that there had been nine (9) documented cases within that community since last October.

As the County Health Department began taking steps to contain the spread of this virus, MST has taking the following actions across multiple departments within our organization to not only aid in that effort, but to protect our employees and our passengers:

Transportation & Maintenance Departments:

- Current cleaning agents used in the bus service lanes were replaced with a Healthcare Grade Germicidal Disinfectant capable of killing the Hepatitis A virus.
 - All hard surfaces within bus passenger cabins, (hand rails, seat backs, wheelchair securement(s), flip up seat levers, door handles etc.) are sanitized nightly by Maintenance Utilities Personnel.
- Nitrile gloves were distributed to Coach Operators to use when securing wheelchairs and handling lost & found items.

Sanitizing wipes were also made available for Coach Operators to wipe down steering wheels and the driver's compartment.

- Operations Supervisors and Facilities personnel were issued extra personal protective supplies and the germicidal disinfectant agent to be used as needed.
- All Utilities and Facilities crews were provided with in-service refresher training on personnel biohazard protective equipment protocols.

Facilities/Shelters:

- Power wash treatments for the transit centers/shelters added a diluted ammonia mixture to the water to help kill the virus.
 - Increased frequency from once a month to once a week for power washing treatments at the Salinas Transit Center and the outer perimeter of the Monterey Transit Plaza (Simoneau Plaza)
 - Notified (via email) the Director of Public Works and the Parks Operations Manager of City of Monterey of MST's efforts and encouraged them to conduct similar treatment(s) in the common area of Simoneau Plaza.
- Increased frequency of restroom cleaning / sanitation from once per day to twice per day of public restrooms that are under MST's control at the Salinas Transit Center and the Marina Transit Exchange.
 - Ensured that contracted janitorial crews use a Hospital Grade Germicidal Disinfectant capable of killing the Hepatitis A virus when cleaning the public restrooms.
- Operations Supervisors directed to increase inspections of MST facilities/shelters for cleanliness.

Human Resources:

- Bulletin(s) posted informing all employees of the Hepatitis A outbreak to include protective measures to avoid exposure.
- On-going effort to work with the VNA and other healthcare providers to determine if Hepatitis A Vaccinations can be offered to MST employees at our facilities.
- Union Officers notified of additional precautions and measures taking place

Safety Manager:

- To implement an updated in service training session on blood borne pathogens, targeting Supervisors, Coach Operators, Maintenance Personnel, & Facilities Crews.

Purchased Transportation:

- MV Transportation Inc was directed to implement similar measures with their Utilities staff and Drivers - all service modes.

<Nothing Further>

Prepared by: 
Robert Weber, Chief Operating Officer

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

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Bill Monning: Gas tax needed to protect our quality of life

POSTED: 02/08/18, 4:28 PM PST UPDATED: 6 DAYS AGO
0 COMMENTS

By Senator Bill Monning

The Feb. 4 Herald editorial derides the gas tax enacted last year because it will “increase the cost of living,” but it fails to acknowledge the need for our roads to be repaired or offer any alternatives.

While many federal representatives, including the President, have stated that infrastructure maintenance and repair is one of their top priorities, they have done absolutely nothing to convert rhetoric to action.

California, on the other hand, has taken a bold step to invest in the state’s road infrastructure by enacting Senate Bill (SB) 1. This measure will help us to repair our failing roads, bridges, and highway system. As acknowledged in the Herald editorial, road and highway repair requires at least \$130 billion to improve. The revenues generated by SB 1 will, by 2027, repair or replace 17,000 miles of pavement; 55,000 culverts and drains; 7,700 signals, signs and sensors; and 500 bridges, throughout California.

SB 1, which went into effect on Nov. 1, 2017, is a user pays proposition — those that use the roads pay for their maintenance and repair - to help us maintain local roadways, replace bridges lost to storms, and clear highways blocked by floods. Monterey County depends on safe roads and highways to support our economy, which is based on the movement of agricultural goods and tourism.

It is important to note that while truckers will pay an additional 20 cents per gallon for diesel fuel, the California Trucking Association (CTA) supported SB 1. Why? The CTA recognized that the safety of its drivers and the protection of its trucks depends on safely maintained highways. Similarly, the League of Cities, California State Association of Counties, California Chamber of Commerce, and the Transportation Agency of Monterey County all supported SB 1 because of the benefits that will be provided to local communities.

Every city in Monterey County will receive the benefits of SB 1 for local road repair and maintenance, and the county will receive an increase of almost \$28 million over the next 10 years.

And while the Herald editorial laments a tax increase and expresses support for the repeal of SB1, it provides no alternative as to how we might pay to provide road and bridge repairs or makes any recommendations for raising revenues to support our aging and fractured road infrastructure.

With the enactment of SB 1, Governor Brown and the state Legislature have taken steps to reduce congestion, improve air quality, foster job growth, and support the state's economy. Perhaps the Herald would be wise to include the opinions of local business leaders, and city and county governments before criticizing a measure that is needed to protect our quality of life. In the end, the quality of life may be directly linked to the cost of living.

Senator Monning was elected in 2012 to represent the 17th Senate District, which includes all of San Luis Obispo and Santa Cruz counties, and portions of Monterey and Santa Clara counties. Senator Monning previously served in the California State Assembly for two terms.

<http://www.latimes.com/politics/la-pol-sac-skelton-trump-infrastructure-california-20180215-story.html>

If Republicans have their way, California highways stand to lose big under Trump's infrastructure plan

By GEORGE SKELTON
FEB 15, 2018 | 12:05 AM
| SACRAMENTO

President Trump's infrastructure proposal isn't worth much. And what it is worth for California, the state's Republican delegation in Congress is trying to destroy. That's the irony. More precisely, it's cynical politics outweighing needed public works.

This is what I mean:

Under Trump's plan, the federal government would pay for 20% of a major infrastructure project, such as a bridge repair. State and local governments would need to foot 80%.

California is in excellent shape for that one-sided deal because last year it raised gas taxes and vehicle registration fees to pay for repairing dilapidated highways. So it has a pot of money eligible for the Trump dollars.

But California's Republican House members are pouring big bucks into a proposed November ballot measure to repeal the gas tax and registration fee hikes.

Why? It's looking like a rotten election for Republicans, especially in California. They're in danger of losing House seats. Democrats need to pick up 24 seats nationally to recapture control of the House. In California, it's highly unlikely there'll be an exciting GOP candidate for governor or the U.S. Senate who can draw Republican voters to the polls. So party strategists hope an anti-tax measure will attract them.

"The base vote needs some motivation," veteran Republican consultant Dave Gilliard told me last fall. He was running the gas tax repeal campaign.

Gilliard said he told Republicans: "Democrats handed us a gift by passing this very unpopular bill and we should take advantage of it."

House Majority Leader Kevin McCarthy (R-Bakersfield) has contributed \$100,000 from his campaign kitty into the signature-gathering effort to qualify the measure for the ballot. Rep. Devin Nunes (R-Tulare) has donated \$50,000. Republican Reps. Mimi Walters of Irvine and Ken Calvert of Corona have each put up \$25,000. Republican businessman John Cox, a dark horse candidate for governor, is a big bankroller. He has dumped in \$250,000.

Presumably the Republican House members will vote for Trump's plan in Congress. "It's hypocritical to support a federal infrastructure plan that requires states to put up the majority of money while simultaneously seeking to repeal the ability of your home state to participate in that plan," says Michael Quigley, executive director of the California Alliance for Jobs, a labor-management coalition.

"It's inconsistent at best and hypocritical at worst," echoes Peter Tateishi, chief executive of the Associated General Contractors of California. "It's disappointing that these people are dismantling California's advantage and making it harder for the state to compete" for the federal money.

One of the repeal effort's originators and loudest advocates is San Diego radio talk show host Carl DeMaio, a former city councilman. Like most Republicans, he contends that Sacramento Democrats have wasted gas tax money on non-highway ventures.

"They're a pack of thieves and a bunch of liars," DeMaio says.

"When California state politicians commit to putting 100% of our existing gas tax into roads, then they will have credibility. If we did that, we'd have the best roads in the country. They've stolen and diverted the money time and time again. How much money into bike lanes? Light rail? Pensions for Caltrans engineers?"

Don't know about the pensions. But he's right about the bike lanes and light rail. Some goes there.

The Democratic bill raised the gas tax by 12 cents per gallon and diesel by 20 cents. It also imposed a new annual vehicle fee, ranging from \$25 to \$175. Of the \$5.2 billion in projected annual revenue, 65% is earmarked for roads and bridges, 20% for transit and a portion for truck access around ports. There's also some money for bicycle and pedestrian lanes.

Gov. Jerry Brown has budgeted \$4.6 billion for the fiscal year starting July 1.

Gas tax money for bicycle and pedestrian lanes is a political and practical necessity, says Matt Cate, executive director of the California State Assn. of Counties.

"The reality in California is that you need to have a mix of transportation projects to get something passed in the Legislature."

"In modern America," he adds, "cars benefit from a complete transportation system. While bicyclers don't pay at the pump, as a motorist I benefit from getting bicycles out of the traffic lane, and pedestrians on a sidewalk. And we need transit."

Yes, the more people who ride buses or light rail, the easier it is on motorists. So that's money well spent.

Before last year, the gas tax hadn't been raised in California since 1990. It wasn't adjusted for inflation. So the tax was buying half what it once did. Moreover, cars had become more fuel efficient, so less gas was being pumped.

California wasn't alone — 26 states, many of them very red, have raised fuel taxes in the last six years to pay for road repairs. They'll also be standing in line for Trump dollars if his bill ever passes.

Although the president pitches it as a \$1.5-trillion plan over 10 years, only \$200 billion would be federal money. It used to be that the feds would pay 80% and the states 20%. Under Trump, it's reversed. "It's a drop in the bucket," Cate says, "but better than nothing."

It will be nothing for California highways if the Republican tax repeal qualifies for the ballot — as expected — and passes in November.

george.skelton@latimes.com

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February 15, 2018

TO: California State Delegation

State Senator Bill Monning
State Senator Anthony Cannella
Assembly Member Mark Stone
Assembly Member Anna Caballero

RE: ARB Innovative Clean Transit (ICT) Regulation

Honorable California State Delegation,

Monterey-Salinas Transit District (MST) is a small public transit operator providing transit and mobility services to the residents and visitors throughout the Monterey Bay region including communities, employment centers, medical facilities, educational institutions and military installations in the counties of Monterey, San Luis Obispo, Santa Cruz and Santa Clara.

We learned today that the Union of Concerned Scientists and the IBEW are circulating a letter to legislators for their signature urging the California Resources Board to immediately adopt regulations regarding the procurement of zero emission buses (ZEBs) through a series of steps that would ultimately lead to all buses in California be zero-emission by 2040. MST respectfully **requests your office abstain from signing on to this letter at this time** for the following reasons.

MST has **significant** concerns with the California Air Resources Board regulatory approach to electrifying California's public transit bus fleet. This approach,

first presented to us in December 2017 as the proposed Innovative Clean Transit (ICT) regulation and now being offered for adoption in June 2018, would compel MST and all other transit agencies with more than 100 vehicles to purchase zero-emission buses (ZEBs) upon their next procurement, beginning 2020. This "purchase mandate" would initially require that a quarter of new buses procured by these larger agencies be zero-emission, and would increase every three years until all buses procured by an agency, no matter its size, are zero-emission, beginning 2029. We know the proposed ICT regulation, like the proposed Advanced Clean Transit (ACT) regulation that preceded it, will be costly, yet it is being promoted by ARB staff without a validated account of its total costs to the state or to individual transit agencies, and without regard to the various funding and/or operational constraints these agencies face.

MST does not oppose the ARB's desire to regulate the reduction of GHG emissions in order to improve the health and quality of life in our state. As a matter of fact, our governing board, consisting of all of the jurisdictions comprising the county of Monterey, has adopted a goal that directs its staff to "promote policies and practices that encourage environmental sustainability and resource conservation and implement economically sound and environmentally-friendly resource conservation policies that reduce dependence on scarce natural resources and the potential for negative impacts on our environment." As a result, MST has a history spanning several decades of testing and implementing award winning emission reduction programs in pursuit of this goal. In recent years we have been experimenting with electric zero emission buses by being the first transit operator in the state to demonstrate the ability to charge an electric bus en route - wirelessly, through the air - using inductive charging technology, and we have two new ZEBs on order which will be operating later this summer within disadvantaged communities of the city of Salinas. To date, our experience and operating data have shown that the current state of ZEB technology is not as reliable, or cost effective as some would lead the public to believe and that the infrastructure required to power a fleet of over 100 buses is prohibitively expensive impacting our ability to maintain existing levels of service to the communities we serve. From our experience to date we can reasonably predict that the proposed CARB regulation as currently written are unachievable in the near term and would likely have the unintended consequence of reducing transit services to those members of the community who depend upon it.

MST is working with our peers transit operators around the state and partners in the bus manufacturing industry through the California Transit Association, in developing a series of recommendations to ARB that we believe could result, pending acceptance by ARB, in a workable framework to support widespread transit electrification. I want to be absolutely clear that MST and the California Transit Association are **NOT** trying to stop ARB from regulating. We are simply trying to work with ARB to develop a regulation that will be successful, achievable and limit knowable and unforeseen impacts to transit operations.

The California Transit Association is continuing to emphasize in meetings with ARB and the Legislature, the need for flexibility, dedicated funding to address upfront capital

costs (buses and charging infrastructure) and relief from high electricity rates. We believe that good governance dictates that for the state and local public transit operators to be successful partners; and to avoid predictable impacts, such as cuts to transit service, as well as currently unknowable impacts to transit operations, any shift to ZEB technology must be done:

- **Methodically**, with full consideration of, and clear solutions to, barriers outside the control of transit agencies (e.g. the high upfront capital costs of zero-emission buses and charging infrastructure, the excessive costs of electricity relative to conventional fuels, and the untallied costs of retraining maintenance workers and bus operators);
- **Iteratively**, evaluating cost and operational data as it is collected from real-world ZEB deployments as well as changing funding landscapes, and allowing for adjustments to long-term targets based on budgetary, operational and technology feasibility; and,
- **In a Manner That Retains Local Decision-Making** to allow the public servants who manage and operate our transit agencies to make operational investments and procurement decisions that avoid the operational impacts that could result from an overly-prescriptive and forced transition to ZEB technology.

Signing the letter that is currently being circulated suggests that ARB should move forward with its current approach. However, it would be better if the negotiation process were allowed to work; therefore, **MST respectfully requests your office abstain from signing on to this letter at this time.**

Sincerely,

Carl G. Sedoryk
General Manager/CEO

C: Josh Shaw, Michael Pimentel -- California Transit Association

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February 15, 2018

Jake Levine, Esq.
Attorney
Covington & Burling LLP
FlixBus, Inc.
1999 Avenue of the Stars
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Pierre Gourdin
President
FlixBus, Inc.
12575 Beatrice Street
Los Angeles, CA 90066
Pierre.Gourdain@FlixBus.fr

**RE: Comments on Application of
FlixBus, Inc. for Authority to Operate
as a Passenger Stage Corporation**

Dear Mr. Levine and Mr. Gourdain:

On behalf of Monterey-Salinas Transit, I have reviewed the application of FlixBus, Inc. for authority to operate as a passenger stage corporation. As I understand the application, FlixBus, Inc. would operate line 2005 A and B through Monterey County 5 times each day with a stop at the Monterey Transit Plaza in downtown Monterey. There are several concerns I would like to raise about FlixBus, Inc. using the Monterey Transit Plaza as a bus stop.

From the Monterey Transit Plaza, MST operates 26 lines with 409,000 passenger boardings annually. Adding 5 more bus trips to this stop would cause bus overcrowding, conflict with existing MST transit service, and cause disruption to our passengers. There is no space to add more trips to the existing 389 trips at the Transit Plaza. Additionally, Amtrak uses this bus stop location to serve passengers traveling throughout California and these services may also be disrupted by using this bus stop.

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

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

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

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Mr. Levine and Mr. Gourdain
February 15, 2018
Page 2 of 2

I strongly urge you to find an alternative location in Monterey due to the numerous buses already operating from the Plaza and the conflicts FlixBus would cause. There is an existing Monterey Air Bus stop on Calle Principal which you might want to consider.

Please let me know if I can provide you with any additional information by contacting me at (831) 264-5874 or lrheinheimer@mst.org.

Sincerely,



Lisa Rheinheimer
Director of Planning and Marketing

California Public Utilities Commission
Public Advisor's Office
505 Van Ness Avenue
San Francisco, CA 94102

Debbie Hale, Transportation Agency for Monterey County
Hans Uslar, City of Monterey



February 23, 2018

Joe Foster
Public Affairs Representative
Pacific Gas and Electric Company
356 E. Alisal St., Salinas, CA 93901

RE: MST Projects - Unacceptable Delay

Dear Mr. Foster:

Monterey-Salinas Transit (MST) is the public transit operator for Monterey County and we are responsible for meeting the mobility needs for both the residents of, and visitors to, the Monterey Bay region. Our governance is compromised of the twelve cities within Monterey County and the County of Monterey.

Unfortunately, I feel it necessary to make you aware of an extreme level of dissatisfaction and disappointment with the performance of your staff on a variety of MST projects that has the potential to negatively impact our ability to meet the transportation needs of the communities we serve. Specifically, I have received numerous complaints from my staff regarding the inability of PG&E personnel to schedule and provide the required resources and technical support for MST to complete three projects that are now under construction.

We currently have 3 projects in process that are being delayed due to inactivity by PG&E which include:

1. Monterey Operations and Maintenance Facility Application # 111381000
2. Salinas Facility Electric Bus Charging Station Application # 112994297
3. 15 Lincoln Street, Salinas Mobility Center Application # 114259273

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MST started our application June-15 2016 for the Monterey Operations and Maintenance Facility (Application # 111381000). Construction on this project began in earnest in January 2017. During the construction process, MST has leased temporary facilities through May 2018 so that we may continue to provide mobility services throughout Monterey County without interruption. MST is nearing completion of construction and nearing the end of our temporary lease. We are at a point where all inspections have been completed and we are waiting to be put on the PG&E construction schedule. As of yesterday this has not yet happened and any further delays will compromise our ability to move in to the facilities before the lease on our temporary facility expires and negatively impact our ability to maintain transit service throughout the region. A ribbon cutting for the grand opening ceremony for this facility is scheduled for April 9 and dozens of local and state officials will be on hand for the event. It certainly would be embarrassing for PG&E if there is no power available at the time of our grand opening.

With regard to our Salinas Facility Electric Bus Charging Station Project (Application # 112994297), we applied for our power request from PG&E on June 16, 2017. This project is being undertaken so that MST can deploy zero- emission electric buses within the City of Salinas in order to comply with the terms of receiving a \$10 Million Capital Investment Grant from the State of California. We have been waiting for final design approval from PG&E for an inordinate amount of time. For example, MST staff was informed via an e-mail that estimating would be done by October 2017 and drawings with contracts would be ready by November 2017. On Nov 8th, we received another email stating the work would be coming our way within a week. Yet, here we are nearing the end of February 2018 and we are still waiting and have received no response to our emails requesting a revised delivery date. MST expects to receive delivery of our electric vehicles within the next few months and the charging station needs to be completed, tested and in service in order for us to begin operating these vehicles per the terms and conditions of our grant from the State.

The 25 Lincoln Street, Salinas Mobility Center project (Application # 114259273) is off to a start that, given our past track record with PG&E, is causing concern. This project location is co-located within the Salinas Gateway Senior Housing building and will provide a destination where seniors, veterans and persons with disabilities will receive training and mobility services so that they can travel independently. On January 24, 2018 MST submitted an application as the space needs a meter set at the main panel for the specific unit that we will occupy within the building. On February 15, 2018, we received an email from PG&E staff stating "... just found your job on someone else's deck and ...just getting around to it". We were later informed that the electricity power will need to shut down to the whole building which, in addition to MST mobility services, provides 53 affordable housing units to seniors, half which are reserved for chronically ill residents. MST needs assurances that if we plan to remove power from a facility that houses medically infirm senior citizens, that PG&E must guarantee that the medical devices and environmental controls will be maintained and that the service disruption to these vulnerable residents will be minimized.

Through my many contacts with the Monterey County business professionals, I understand that when it comes to working your utility, my frustration is not unique. You may be aware that the Governor, through the Air Resources Board is looking to mandate transit agencies across the state to operate fleets of all-electric fleet vehicles. Based on the performance that I see from your organization within Monterey County, I am very concerned that PG&E does not have the interest, ability, or proper motivation to install and maintain the utility infrastructure required to actually support the vision and aspirations of the state in its desire to become a leader in zero-emission mobility solutions. As a result, I cannot support near term zero-emission electrical mandates until it is demonstrated that PG&E will dedicate the resources required to meet our communities' existing utility needs.

In the interim, MST demands that PG&E respond to this letter and allocate the necessary resources to see that the Monterey Operations Maintenance Facility power is available by March 26, 2018 and provide the necessary assurances that the rest of our projects are completed quickly and efficiently.

Sincerely,

A handwritten signature in blue ink, appearing to read "Carl Sedoryk". The signature is fluid and cursive, with the first name "Carl" and last name "Sedoryk" clearly distinguishable.

Carl Sedoryk, CEO

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