



TRANSIT DISTRICT MEMBERS:

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

**Board of Directors Regular Meeting
November 10, 2014**

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

10:00 a.m.

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

1. CALL TO ORDER

- 1-1. Roll Call.
- 1-2. Pledge of Allegiance.

2. 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.

- 2-1. General Manager Performance Evaluation, Gov. Code (§54957(b)). (Enclosure) (K. Halcon)
- 2-2. Conference with property negotiators. (Parcel # APN 259-011-067, 003-171-024, 002-248-009-010, 173-121-015, 032-171-005, L.2.1, 1.2.4.3, L.2.4.2, L.2.2.1, L.2.2.2, L.2.3, L.2.4.1). (No enclosure) (C. Sedoryk)
- 2-3. Workers' Compensation Settlement Authorization. Belinda Butler vs. Monterey-Salinas Transit. (Enclosure) (Kelly Halcon)

3. RETURN TO OPEN SESSION

- 3-1. Report on Closed Session and possible action.

4. CONSENT AGENDA

- 4-1. Review highlights of the agenda. (Carl Sedoryk)

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

- 4-2. Adopt Resolution 2015-15 recognizing Randy Ascencio, Intermediate Mechanic, as Employee of the Month for November 2014. (Michael Hernandez) (p. 1)
- 4-3. Disposal of Property left aboard buses. (Sonia Bannister) (p. 3)
- 4-4. Minutes of the regular meeting of October 6, 2014. (Deanna Smith) (p. 5)
- 4-5. Financial Report – September 2014. (Angela Dawson) (p. 11)
- 4-6. Approve job description and 3-year employment agreement for the General Manager/CEO. (Kelly Halcon) (p. 19)
- 4-7. Approve General Manager/CEO performance incentive. (Kelly Halcon) (p. 29)
- 4-8. Approve Purchase of RIDES Buses (Michael Hernandez) (p. 31)

End of Consent Agenda

5. SPECIAL PRESENTATIONS

- 5-1. November Employee of the Month – Randy Ascencio, Intermediate Mechanic. (Michael Hernandez)

6. 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.

7. COMMITTEE REPORTS

8. MAJOR PROCUREMENTS

9. PUBLIC HEARINGS

10. UNFINISHED BUSINESS

11. NEW BUSINESS

- 11-1. Receive update on Sales Tax Measure and provide direction.
(Carl Sedoryk) (p. 33)

12. REPORTS & INFORMATION ITEMS

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

- 12-1. General Manager/CEO Report – September 2014. (p. 35)
- 12-2. Washington D. C. Lobbyist Report – October 2014. (p. 61)
- 12-3. State Legislative Advocacy Update – October 2014. (p. 65)
- 12-4. TAMC Highlights – October 2014. (p. 67)
- 12-5. Staff Trip Reports. (p. 69)
- 12-6. Correspondence. (p. 73)
- 12-7. Staff Announcements.

13. COMMENTS BY BOARD MEMBERS

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

14. ATTACHMENTS

- 14-1. Detailed monthly Performance Statistics and Disbursement Journal,
September 2014.

Attachments can be found online within the GM Report at:

<http://www.mst.org/about-mst/board-of-directors/board-meetings/>

15. ADJOURN

NEXT MEETING DATE: December 8, 2014

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

NEXT AGENDA DEADLINE: November 19, 2014

Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Monterey-Salinas Transit Administration office at 1 Ryan Ranch Road, Monterey, CA during normal business hours.

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

**RANDY ASCENCIO
NOVEMBER 2014
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, Randy Ascencio began his career as a Mechanic Assistant with Monterey-Salinas Transit in January 2005. He was promoted to an Entry Mechanic position in November 2005 and then to an Intermediate Mechanic position in December 2007; and

WHEREAS, Randy Ascencio is a highly energetic and versatile technician who consistently completes a tremendous amount of work; and

WHEREAS, Randy Ascencio is known for his consistent record of identifying fleet issues, quality of repairs, and attention to detail. He recently repaired the wiring harness on one of MST's suburban coaches thereby reducing repair costs; and

THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Randy Ascencio as Employee of the Month for November 2014; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2015-15 this 10th day of November, 2014.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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

St. Vincent De Paul (Seaside)

3 backpacks	1 scarf	7 wallets
3 books	4 bikes	1 pocket knife
1 lunch bag	1 shirt	1 set of earphones
1 blouse	1 pair of shoes	1 bracelet
6 prescription eyeglasses	6 pairs of sunglasses	1 medical tape
2 eyeglass cases	4 pair of pants	1 knee brace
6 hats	1 sweater	1 head band
3 jackets	1 child's vest	1 box ink for printer
1 computer plug	8 cell phones	

To be disposed

6 keys	1 medical card	2 water bottles
1 shirt	1 pair of earphones	1 potato peeler
3 folders	2 ID's	1 compact disc
2 backpacks	2 hats	1 purse
1 make-up bag		

To be retained

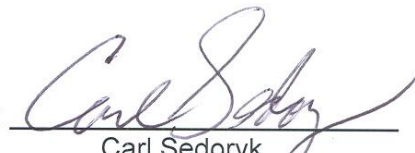
\$3.51 forwarded to accounting for deposit

MST makes an attempt to contact the owners of Lost and Found items. If the items are unclaimed after 30 days, they are added to the above list. None of the items listed above match those lost by Mr. Finke.

PREPARED BY:


Sonia Bannister

REVIEWED BY:


Carl Sedoryk

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MST BOARD OF DIRECTORS
Monterey Bay Unified Air Pollution Control District
24580 Silver Cloud Ct., Monterey

Minutes
October 6, 2014
10:00 a.m.

1. CALL TO ORDER

1-1. Roll call

1-2. Pledge of Allegiance

Chair Downey called the meeting to order at 10:00 a.m. Roll Call was taken and the Pledge of Allegiance followed.

Present:	Fernando Armenta	County of Monterey
	Victoria Beach	City of Carmel-by-the-Sea (10:06 a.m.)
	Tony Barrera	City of Salinas
	Kristin Clark	City of Del Rey Oaks
	Alan Cohen	City of Pacific Grove
	Libby Downey	City of Monterey
	David Pacheco	City of Seaside (alternate)
	Maria Orozco	City of Gonzales (10:19 a.m.)
	David Pendergrass	City of Sand City
	Patricia Stephens	City of Soledad
Absent:	Terry Hughes	City of King
	Randy Hurley	City of Greenfield
	Frank O'Connell	City of Marina
Staff:	Carl Sedoryk	General Manager/CEO
	Hunter Harvath	Asst. General Manager/Finance & Administration
	Michael Hernandez	Asst. General Manager/COO
	Kelly Halcon	Director of Human Resources & Risk Management
	Mark Eccles	Director of Information Technology
	Robert Weber	Director of Transportation Services
	Tom Hicks	CTSA Manager
	Deanna Smith	Executive Assistant/Clerk to the Board
	Dave Laredo	De Lay & Laredo
	Miriam Gutierrez	MST Customer Service Representative
Public:	Jason Snow	MV Transportation
	Ken Walker	ATU
	Victor Ayaay	MST Employee

MacGregor Eddy	Columnist Salinas Californian
Jim Fink	MST Rider
Scott McKenzie	CarmelNatur
Roger Vandevent	MST Employee
Steve Colburn	MST Employee
Eric Petersen	Salinas Resident

Apology is made for any misspelling of a name.

2. CLOSED SESSION

- 2-1. Conference with Labor Negotiators – Monterey-Salinas Transit Employees' Association (MSTEA), and MST (§54957.6).
(D. Laredo, K. Halcon)
- 2-2. General Manager Performance Evaluation, Gov. Code (§54957(b))
(K. Halcon)
- 2-3. Conference with Labor Negotiators – MST Human Resources Committee re: GM/CEO Sedoryk labor contract (§54957.6).
(HR Committee, K. Halcon)

3. RETURN TO OPEN SESSION

- 3-1. Report on Closed Session and possible action.

No reportable action was taken.

Public Comment – none.

4. CONSENT AGENDA

- 4-1. Review highlights of the agenda.

Mr. Sedoryk reported that, based on discussions in Closed Session, the recommendation for Agenda Item 4-12 has been modified to reflect a performance incentive payout of a 3% pool of base pay, totaling \$86,836.00.

- 4-2. Adopt Resolution 2015-10 recognizing Richard Higoy, Senior Utility Service Worker, as Employee of the Month for October 2014.
- 4-3. Disposal of Property left aboard buses.
- 4-4. Minutes of the regular meeting of September 8, 2014.
- 4-5. Financial Report – July and August 2014.
- 4-6. Adopt Resolution 2015-11 recognizing Victor Ayaay for his 15 years of service.

- 4-7. Adopt Resolution 2015-12 recognizing Roger Vandever for his 9 years of service.
- 4-8. Adopt Resolution 2015-13 recognizing Eric Petersen for his support of MST's Senior Voucher Program.
- 4-9. Adopt Resolution 2015-14 recognizing Majid Bahriny for his support of MST's Senior Voucher Program.
- 4-10. Approve new staff appointments for FY 2015-2016.
- 4-11. Receive update on Monterey Bay Unified Air Pollution Control District FY 15 AB 2766 Award.
- 4-12. Approve MSTE and Confidential Unit employee performance incentives.

Public Comment

Mr. Fink stated that he adds his support to Agenda Item 4-8.

Close Public Comment

Chair Downey stated that First National Bank is no longer a local business and requested that staff consider a local option.

Director Armenta made a motion to approve the Consent Agenda and was seconded by Director Stephens. The motion carried unanimously with Chair Downey stating for the record that she did not support Agenda Item 4-12.

Director Barrera thanked MST staff for their hard work.

5. SPECIAL PRESENTATIONS

- 5-1. October Employee of the Month – Richard Higoy, Senior Utility Service Worker.

Mike Hernandez recognized Richard Higoy as the October Employee of the Month for his contribution to MST and the entire community.

- 5-2. Victor Ayaay – Retirement.

Michael Hernandez recognized Victor Ayaay for his 15 years of service with MST and congratulated him on his retirement.

- 5-3. Roger Vandever – Retirement.

Michael Hernandez recognized Roger Vandever for his nine years of service with MST and congratulated him on his retirement. Mr. Vandever stated that he appreciated his time with MST.

5-4. 30 Years of Service – Doris Martinez, Scheduler/Planning Analyst.

Doris Martinez was not present.

5-5. 25 Years of Service – Steve Colburn, Coach Operator.

Mike Hernandez recognized Steve Colburn for his 25 years of service with MST. Mr. Colburn stated that he has enjoyed his time at MST and hopes to work another eleven years.

5-6. Resolution of Appreciation – Eric Petersen.

Mr. Sedoryk recognized Mr. Petersen for his generous contribution to the Senior Voucher Program. Mr. Petersen donated \$2,000 of his personal money to purchase an additional 125 vouchers for Salinas' seniors. Mr. Petersen stated that he was happy to contribute and that he has long supported veterans, who also benefit from the program.

5-7. Resolution of Appreciation – Majid Bahriny.

Mr. Bahriny was not present.

5-8. Transit 101: Facilities.

Mike Hernandez, assistant general manager/COO, and Carl Wulf, facilities manager, provided a summary of MST's facilities, current projects, and the challenges MST's five facilities workers must deal with on a daily basis to keep MST's facilities, transit stations, and bus stops clean and in working order.

Director Beach will talk to staff at a later time about possible bus shelter design options that may alleviate some of the vandalism problems. She recommended security cameras at bus stops with highest vandalism rates. Mr. Sedoryk stated that Mr. Wulf would be attending the APTA EXPO in October, which will hold a session on new shelter technology.

Director Armenta congratulated MST on their partnership with the Salinas Adult School Transitions Center and suggested engaging other community groups to assist with shelter maintenance, such as creating an "adopt-a-shelter" program. Chair Downey also suggested adult schools on the Monterey Peninsula.

Public Comment

Mr. Fink stated that MST should have restrooms available at all times, even if security must be hired. He is concerned that the Prunedale Park and Ride has no restroom facilities at all.

Close Public Comment

6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Scott McKenzie, owner of CarmelNatur, stated that he has noticed the traffic on the Monterey Peninsula is getting worse. He asked if MST was committed to turning drivers into riders and stated that he would like to partner with MST to create innovative solutions to increasing MST ridership. Staff will contact Mr. McKenzie to discuss his idea.

7. COMMITTEE REPORTS

8. MAJOR PROCUREMENTS

9. PUBLIC HEARINGS

10. UNFINISHED BUSINESS

10-1. Review and adopt Management Succession Continuity Policy.

Public Comment – none.

Director Barrera made a motion to approve the Management Succession Continuity Policy and was seconded by Director Orozco. The motion passed unanimously.

11. NEW BUSINESS

12. REPORTS & INFORMATION ITEMS

12-1. General Manager/CEO Report – August 2014.

Mr. Sedoryk stated that MST has created a task force of coach operators and other appropriate staff to address the recent decrease in MST's miles between preventable collisions. While the incidents have been low severity collisions, the statistics do not meet MST's performance standards. The recommendations of the task force will be implemented and updates will be provided. The performance standards of MV RIDES are also being monitored. There were no preventable collisions in September.

Director Downey requested information on why the on time performance (OTP) for MST RIDES decreased from 83.76% in August of 2013 to 75.69% in August 2014. Mr. Sedoryk acknowledged that this OTP is the lowest it has been in 10 years, and attributed much of this decrease to a 15% increase last year in RIDES trips. The La Casa Senior Adult Day Care center has placed a demand on RIDES services that has challenged its ability to maintain a high OTP. The issue is being addressed by both MST and MV staff.

12-2. Washington D. C. Lobbyist Report – September 2014.

12-3. State Legislative Advocacy Update – September 2014.

12-4. TAMC Highlights – August 2014.

12-5. Staff Trip Reports.

12-6. Correspondence.

12-7. Staff Announcements.

Mr. Sedoryk reminded the board that the October RTA meeting will be held on October 20 instead of October 27.

Public Comment

Mr. Fink is concerned about the decrease in RIDES OTP because of the critical need to ensure dialysis patients arrive on time for their treatment.

Close Public Comment

Director Barrera left the meeting at 11:41 a.m.

13. COMMENTS BY BOARD MEMBERS

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

13-2. Board member Comments and Announcements.

13-3. Board member Referrals for future agendas.

Director Armenta asked if MST's Equal Employee Opportunity Program (EEOP) has been recently updated. MST staff stated that the program is required to be renewed every three years. An update will be provided at the next board meeting. Director Armenta also requested a discussion be agendaized to consider ways in which MST could recognize their community partners.

14. ATTACHMENTS

14-1. Detailed monthly Performance Statistics and Disbursement Journal, August 2014.

15. ADJOURN

There being no further business, Chair Downey adjourned the meeting at 11:58 a.m.

Prepared by:


Deanna Smith, Deputy Secretary

To: Board of Directors
From: Angela Dawson
Subject: Financial Reports – September 2014

RECOMMENDATION:

1. Accept report of September 2014 cash flow presented in Attachment #1
2. Approve September 2014 disbursements listed in Attachment #2
3. Accept report of September 2014 treasury transactions listed in Attachment #3

FISCAL IMPACT:

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

Beginning balance September 1, 2014	\$12,186,394.88
Revenues	823,796.54
Disbursements	<u><2,679,330.10></u>
Ending balance September 30, 2014	<u>\$10,330,861.32</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.

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

Prepared by:


Angela Dawson

Reviewed by:


Hunter Harvath

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(REVENUES & DISBURSEMENTS)**CASH FLOW**

Beginning balance September 1, 2014 12,186,394.88

Revenues

Passenger Revenue	546,872.81	
DOD Revenue	97,072.00	
LTF / STA / 5307	-	
Grants	129,596.00	
TAMC Loan/Rabo LOC advance	-	
Non Transit Revenue	50,255.73	
Total Revenues		823,796.54

Disbursements

Operations (See Attachment #2)	2,377,783.25	
Capital	301,546.85	
Total Disbursements		(2,679,330.10)

Ending balance September 30, 2014 **10,330,861.32**

COMPOSITION OF ENDING BALANCE

Checking - First National Bank	-
Checking - Rabo Bank	260,756.54
Checking(s) - Wells Fargo Bank	26,421.90
Local Agency Investment Fund (LAIF)	42,644.25
Money Market - Homeland Security	1,022,712.50
Money Market - Rabo MM	409,939.53
Money Market - PTMISEA	7,465,015.19
Money Market - Rabo Prop. 1 B	1,006,324.35
Bank of America - Escrow	8,977.14
Petty cash fund, STC Coin Machine, and 2 change funds	8,750.00
RBC Wealth - Fuel Hedging	79,319.92
Total	10,330,861.32

PAYROLL ACCOUNT

September 5 Payroll & Related Expenses	489,957.03	
September 19 Payroll & Related Expenses	485,872.45	
Pers & 457	251,676.65	
Garnishments	5,614.52	
Payroll adj	-	
	<u>1,233,120.65</u>	1,233,120.65

GENERAL ACCOUNT

Disbursements on Attached Summary	1,369,255.78	
Paydown loan	-	
Workers Comp. Disbursements	18,003.56	
Interest expense	-	
Bank Service Charge/Armored Car	13,950.11	
RBC-Fuel Hedge Margin Calls	45,000.00	
Transfer from BofA escrow	-	
	<u>1,446,209.45</u>	1,446,209.45

Total Disbursements	<u>2,679,330.10</u>
Less Capital Disbursements & Transfers	<u>(301,546.85)</u>
Operating Disbursements	<u>2,377,783.25</u>

DISBURSEMENTS SUMMARY:

GENERAL ACCOUNT DISBURSEMENTS FOR September 1, 2014 - September 30, 2014

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 09/04/14	35992 - 35994	235,305.30
Accounts Payable 09/10/14	35995 - 36005	2,127.02
Accounts Payable 09/12/14	36006 - 36107	318,052.84
Accounts Payable 09/16/14	36108 - 36109	254,012.20
Accounts Payable 09/22/14	36110 - 36112	87,770.76
Accounts Payable 09/26/14	36113 - 36236	440,711.22
Accounts Payable 09/29/14	36237 - 36238	31,276.44
TOTAL		<u>1,369,255.78</u>

CHECKS \$100,000 AND OVER

VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
PERS-Health Ins	Recurring Expense	35994	09/04/14	235,021.30
MV Transportation	Recurring Expense	36108	09/16/14	237,729.15
Aecom	November 4, 2013	36124	09/26/14	115,370.00
Coast Oil	Recurring Expense	36138	09/26/14	122,369.57

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TREASURY TRANSACTIONS
FOR SEPTEMBER 2014

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 09/01/14					42,644.25
Transfer to checking for payroll					-
Local Agency Investment Fund:					
Interest earned	-	0.000%			-
LAIF Treasury Balance at 09/30/14					42,644.25

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 09/01/14					1,459,707.38
09/05/14		To P/R		200,000.00	1,259,707.38
09/19/14		To P/R		550,000.00	709,707.38
09/26/14		To A/P		300,000.00	409,707.38
09/30/14		Interest @ 0.25%	232.15		409,939.53
RABO MM Balance at 09/30/2014					409,939.53

ATTACHMENT # 4

MONTEREY - SALINAS TRANSIT
 Revenue & Expense - Consolidated
 Budget vs Actual
 For the Period from September 1, 2014 to September 30, 2014
 (Amounts are in USD)
 (Includes Fund: 001)
 (Includes G/L Budget Name: BUDFY15)

*Fixed
Route*

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-411,726	-386,484	-25,242	-1,197,936	-1,159,453	-38,482
Special Transit	-261,380	-258,796	-2,584	-712,539	-776,388	63,849
Cash Revenue	-35,320	-31,167	-4,154	-108,597	-93,500	-15,097
Cash Grants & Reimbursement	-2,501,904	-1,933,386	-568,518	-6,363,676	-5,800,158	-563,518
Total Revenue	-3,210,331	-2,609,833	-600,498	-8,382,748	-7,829,500	-553,248
Expenses						
Labor	964,304	1,002,298	-37,994	3,078,601	3,006,895	71,705
Benefits	604,426	643,615	-39,190	1,850,294	1,930,845	-80,552
Advertising & Marketing	2,337	10,000	-7,664	4,182	30,000	-25,818
Professional & Technical	26,577	33,858	-7,281	152,044	101,575	50,469
Outside Services	19,036	20,283	-1,248	57,094	60,850	-3,756
Outside Labor	58,311	63,210	-4,899	173,306	189,629	-16,323
Fuel & Lubricants	304,194	283,008	21,186	856,201	849,023	7,179
Supplies	51,968	55,564	-3,596	172,392	166,691	5,702
Vehicle Maintenance	73,243	59,650	13,593	223,106	178,950	44,156
Marketing Supplies	3,554	2,500	1,054	14,076	7,500	6,576
Utilities	37,681	31,292	6,389	106,134	93,877	12,257
Insurance	31,576	32,252	-676	93,239	96,756	-3,517
Taxes	15,755	20,070	-4,315	45,918	60,211	-14,292
Purchased Transportation	423,080	317,584	105,496	1,193,428	952,752	240,677
Miscellaneous Expenses	29,927	20,328	9,599	59,950	60,984	-1,035
Pass Thru/Behalf of Others	536,167		536,167	536,167		536,167
Interest Expense		2,167	-2,167		6,500	-6,500
Leases & Rentals	11,480	12,154	-674	30,573	36,462	-5,890
Total Operating Expenses	3,193,616	2,609,833	583,783	8,646,706	7,829,500	817,205
Operating (Surplus) Deficit	-16,715	0	-16,715	263,958	0	263,957

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from September 1, 2014 to September 30, 2014

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY15)

RIDES

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-31,228	-26,245	-4,983	-89,930	-78,734	-11,195
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-236,203	-236,203	0	-708,608	-708,608	0
Total Revenue	-267,430	-262,447	-4,983	-798,537	-787,342	-11,196
Expenses						
Labor	4,191	3,919	272	12,208	11,756	452
Benefits	2,163	2,381	-218	7,268	7,142	127
Advertising & Marketing						
Professional & Technical		167	-167		500	-500
Outside Services						
Outside Labor	2,996	4,292	-1,296	7,628	12,875	-5,247
Fuel & Lubricants	38,222	39,583	-1,361	125,598	118,750	6,848
Supplies		875	-875	400	2,625	-2,225
Vehicle Maintenance		1,000	-1,000		3,000	-3,000
Marketing Supplies						
Utilities						
Insurance						
Taxes						
Purchased Transportation	220,918	209,898	11,020	663,236	629,694	33,541
Miscellaneous Expenses		333	-333	284	1,000	-716
Interest Expense						
Leases & Rentals						
Total Operating Expenses	268,490	262,447	6,042	816,622	787,342	29,280
Operating (Surplus) Deficit	1,059	0	1,059	18,084	0	18,084

To: Board of Directors

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

Subject: General Manager/CEO Contract Extension

RECOMMENDATION:

Approve job description and 3-year employment agreement for the General Manager/CEO.

FISCAL IMPACT:

Wages are included in the approved FY 2015 Budget.

POLICY IMPLICATIONS:

Your Board approves the employment agreement with the General Manager/CEO. The Human Resources Committee recommended Board approval of the contract.

DISCUSSION:

The Human Resources committee reviewed the GM/CEO contract and provided staff with input for non-substantive changes. The final draft was reviewed by the HR Committee at its meeting of August 20, 2014, prior to the meeting of the MST Board of Directors. During the October 6, 2014, Board meeting in Closed Session, the HR Committee discussed with the full Board their negotiations with Mr. Sedoryk. The HR Committee recommended to the full Board approval of Mr. Sedoryk's contract. The Board directed staff to refer back to the HR Committee at a later date a review of the conditions of his next contract, including a compensation comparison of other transit organizations and special districts of like size.

Mr. Sedoryk's contract is for a 3-year contract term with a salary and benefit package that provides compensation competitive to other General Managers of transit or other special districts of similar size and scope of responsibility, and benefits comparable to those granted or paid to members of the MST administrative staff.

An updated job description (attachment 1) and a draft contract (attachment 2) as recommended by the HR Committee are provided for your Board's consideration.

Attachment 1: General Manager/CEO job description

Attachment 2: Draft General Manager/CEO employment contract

Prepared by:  Reviewed by: 
Kelly Halcon Carl Sedoryk

ATTACHMENT 1

Job Description

Job Title: General Manager/CEO

Reports To: Board of Directors

FLSA Status: Exempt

Department: Special District – Monterey-Salinas Transit District

Location: Monterey

Prepared By/Date: 8/3/2011

Summary: Responsible for the administrative management of all services and operations for the District's regional public transit system and regional taxi authority.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Under the guidance of the Board of Directors, plan, develop, and establish Agency policies and objectives; direct the Agency towards current and long range goals; and assure compliance with federal, state, and municipal laws.
- Confer with senior staff to plan business objectives; direct, develop, and enforce organizational policies to coordinate functions and operations between divisions and departments; and establish responsibilities and procedures for attaining objectives.
- Oversee activity reports and financial statements to determine the progress and status of the Agency's financial structure. Direct the development of the operating and capital budgets. Revise objectives and plans in accordance with current conditions. Direct and coordinate the formulation of financial programs to provide funding for new and continuing operations to maximize returns and increase productivity.
- Confer with legislative liaison individuals and/or committees to develop recommendations for change in legislation and administrative procedures. Maintain official and informal associations with various federal, state, and local professionals and officials to facilitate funding and promote Agency objectives.
- Make recommendations to the Board of Directors regarding matters affecting Agency management, services, and operations.

Other Job Functions: Represent the Agency at national, state, and local meetings/conferences to promote and explain Agency objectives. Consult with other government agencies, business community, and private organizations to resolve problems. Act as chief negotiator in the formulation of agreements with contract personnel. Establish and maintain an effective system of communications throughout the organization.

**Competency:
Knowledge and Abilities**

- Functions and responsibilities of a regional Transit District.
- Principles of administration and management, labor relations, and personnel management.
- Laws, ordinances, rules, and regulations affecting mass public transit.
- Sources of federal, state, and local funding for public transportation.
- Economic, political, social, and psychological factors related to providing public transportation.
- Budget development and administration.
- Financial planning and cost control.
- Planning and development.

Required Ability to:

- Understand the interrelationship between federal, state, and local governments as they affect transportation.
- Assimilate information from a variety of sources, analyze complex information, and recommend courses of action.
- Plan, organize and direct Agency services and operations.
- Read, analyze, and interpret technical journals, financial reports, and legal documents.
- Respond to common inquiries/complaints from customers, regulatory agencies, and business community.
- Apply mathematical concepts such as probability and statistical inference.
- Prepare complex reports and correspondence.
- Communicate clearly and effectively in written and oral form.
- Speak persuasively before groups.
- Direct a staff of diverse professionals.
- Exercise good judgment.
- Establish credibility with the Board of Directors.
- Interact professionally with various levels of legislative and administrative officials, citizen boards, general public, and Agency employees.
- Maintain a valid Class C California driver's license issued by the Department of Motor Vehicles.

Work is primarily performed in an indoor office setting for eight hours per day. While performing the duties of this job, the incumbent must regularly:

- Talk, hear, and see when communicating with the public and employees.
- Frequently sit, and occasionally stand and walk.
- Have the ability to work in a fast paced environment and meet deadlines.
- Work beyond normal office hours for evening and weekend meetings.
- Conduct business travel within the state and to other states may be required periodically.

- Utilize necessary aptitudes which include understanding instructions, reason to make judgments, numeric aptitude, problem solving and analytic abilities.
- Show initiative, ingenuity, and imagination; and memory and concentration.
- Need patience and persuasiveness when interacting with other people.
- Require strong verbal aptitude and public speaking ability.

Minimum Qualifications — Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Required Prior Experience:

Graduation from an accredited college or university and four years of executive level experience in a large urban public transportation system. Multi-modal experience desirable.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

Education and experience equivalent to graduation from an accredited four-year college or university and five years of transit planning experience (fixed route and paratransit) or any equivalent combination of education and experience which provides the desirable knowledge, skills, and abilities. Masters degree in Public Administration, Planning, or related transportation fields is desirable.

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ATTACHMENT 2

DRAFT EMPLOYMENT AGREEMENT WITH CARL G. SEDORYK

WHEREAS, Monterey-Salinas Transit District (MST) desires continuity of management, adequate assurances that the General Manager/Chief Executive Officer will serve for a specified period of time, and

WHEREAS, MST wishes to be assured of the continued services of Carl G. Sedoryk as General Manager/Chief Executive Officer (GM/CEO), and

WHEREAS, Carl G. Sedoryk wishes to be assured of his continued employment as GM/CEO of MST with adequate compensation that is competitive to positions with other comparable districts and agencies of similar scope and size.

IT IS MUTUALLY AGREED AS FOLLOWS:

1. TERM

This agreement shall be effective for a period commencing the effective date of this agreement and ending September 30, ~~2014~~2017.

2. ANNUAL SALARY

The ~~current~~ base salary of the GM/CEO at July 1, 2014 is \$~~171,068~~181,538. Salary shall be paid in equal installments in the same time and manner as other management salaries are paid. In no case shall the salary be less than 120 percent of the highest paid employee of MST.

3. BENEFITS

MST shall provide the GM/CEO the following benefits:

a. Retirement Contribution

~~MST shall continue to pay GM/CEO's contribution to PERS retirement. MST shall grant comparable PERS retirement benefits as are granted or paid to members of the administrative staff.~~

b. Health Insurance

MST shall provide the same health insurance options and make the same contribution to health insurance premiums under an IRS 125 cafeteria plan as made to other

administrative staff members, except that MST shall pay the full cost of such benefit without any charge for dependents coverage.

Life Insurance

MST shall provide Sedoryk with a term life insurance policy in an amount \$200,000, or at the employee's option contribute the cost of such coverage into a deferred compensation plan of the employee's choosing. Employee agrees to contribute such mandatory sums as may be required by law.

c. Personal Leave

MST shall provide paid personal leave at the rate of eight hours per month, plus five weeks.

d. Holidays

MST shall provide the same paid holidays as provided to other administrative staff members.

e. Management Leave

MST will provide ten days management leave each year convertible to cash.

h. Vehicle

MST shall provide an automobile for use by the GM/CEO, or an auto allowance of no less than \$400 per month.

i. Professional Development

MST shall continue to support the professional development of the GM/CEO by allowing and encouraging the GM/CEO to participate in activities and conferences that are deemed beneficial to MST.

m. Other Benefits

MST shall grant or pay comparable benefits as are granted or paid to members of the administrative staff.

j. Incentive Pay:

An incentive pay pool equal to 5% of the total base salary of EMPLOYEE shall be established. The incentive pay pool for first year of the contract will use the total base salary of the EMPLOYEE as of July 1, ~~2014~~2014. Years two and three of this contract will use the total base salary as of July 1, ~~2012~~2015 and July 1, ~~2013~~2016. Said incentive

pay shall be paid to EMPLOYEE based upon performance in accordance with achievement of Board adopted goals and objectives. Said payment shall be a one-time payment for each contract year and shall not increase the EMPLOYEE'S base pay.

k. Deferred Compensation Match: EMPLOYEE shall be eligible to receive a dollar for dollar matching contribution from MST to an approved deferred compensation program in an annual amount not to exceed 50% of the annual individual contribution allowed under current Internal Revenue Service guidelines.

l. Reasonable Expenses

Reasonable business expenses, when incurred within the course and scope of the professional services rendered pursuant to this Agreement shall be reimbursed in accordance with applicable MST policies.

m. Wage Increase:

MST shall grant or pay comparable wage increases as are granted or paid to members of the administrative staff. Significant changes in job responsibilities or duties may result in an increase in base salary subject to Board approval.

4. PERFORMANCE EVALUATION

The Board shall provide an annual performance evaluation of the GM/CEO. The MST Board shall provide the evaluation by October 31st of each year. The MST Board reserves the right to increase the GM/CEO compensation after each evaluation is satisfactorily completed and may take the form of an increase in base salary, one time performance incentive or some combination thereof. The GM/CEO will inform the MST Board of Directors of its obligation pursuant to this section and keep the Board informed of current trends and industry best practices in executive performance evaluation and compensation.

5. EXCLUSIVE AND OUTSIDE WORK

The GM/CEO agrees to devote his full time and effort to perform the duties of GM/CEO as set forth in MST Policy & Procedures Section 3.2.1 provided he may teach or write for publication without prior approval of MST. GM/CEO may enter into consulting arrangements with public or private entities, but only with the prior written approval of MST provided that such activities do not interfere with the duties of GM/CEO.

6. TERMINATION OF AGREEMENT

This agreement may be terminated at any time in the following manner:

a. Cause

By action of the Board of Directors, MST may terminate this agreement and all rights and benefits hereunder by a finding that the GM/CEO is physically or mentally unable to perform the duties or has committed an act of moral turpitude. Prior to taking any action, the Board shall meet in closed session and give the GM/CEO an opportunity to respond to any allegations. At the close of the session the Board shall announce its decision as required by law, but shall not divulge any further information.

b. Without cause

By action of the Board of Directors, MST may terminate this contract at any time without cause. In said event MST shall pay GM/CEO nine (9) months pay and benefits as the rates set forth in Sections 2 and 3. All other portions of this contract shall be terminated.

7. CONTINUATION AFTER END OF AGREEMENT

Each year the agreement may be extended by one year upon mutual agreement. In the event this agreement is not extended prior to July 1, ~~2014~~2017 each party shall give the other party notice of its intention to continue or discontinue this contract, or the conditions under which they are willing to continue the contract. In the event both parties desire to continue the employment relationship, and a new contract cannot be agreed upon prior to September 30, ~~2014~~2017, this agreement shall continue from month-to-month until terminated by either party by giving 30 days notice in writing of termination.

To: Board of Directors
From: K. Halcon, Director of Human Resources/Risk Management
Subject: Approve General Manager/CEO Performance Incentive

RECOMMENDATION:

Approve the Incentive Pay for the General Manager/CEO based upon his performance in accordance with achievement of the Board adopted goals and objectives of 2.5%.

FISCAL IMPACT:

Wages are included in the approved FY 2014 Budget.

POLICY IMPLICATIONS:

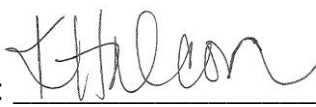
Your Board approves and negotiates the wages and benefits of the General Manager/CEO.

DISCUSSION:

The General Manager Performance Evaluation Ad Hoc Committee met on October 30, 2014 to discuss the performance of Carl Sedoryk as the General Manager/CEO of Monterey-Salinas Transit District. During the discussion, the committee reviewed the comments and scores of the evaluations turned in by MST Board members.

In accordance with Mr. Sedoryk's contract, The MST Board has the discretion to provide him with a lump sum incentive pay between 0%-5%. The incentive pay does not increase Mr. Sedoryk's annual salary. The Ad Hoc committee is recommending the Board approves an incentive incentive of 2.5% in the amount of \$4,538.45.

Staff is asking the Board to approve the 2.5% incentive pay for Mr. Sedoryk as previously agreed upon. The incentive pay will be paid out in the next pay date.

Prepared by: 
Kelly Halcon

Reviewed by: 
Carl Sedoryk

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To: Board of Directors

From: Michael Hernandez, Assistant General Manager/COO

Subject: Purchase Eight Medium Buses for the MST RIDES Program

RECOMMENDATIONS:

Authorize the purchase of eight (8) medium sized (mini) buses from Creative Bus Sales for the MST RIDES program.

FISCAL IMPACT:

There is no cost to MST. These eight vehicles are priced at \$63,186.40 each and are 100% funded as follows: \$447,511.35 through the Federal Transit Administration's (FTA) Section 5310 program administered by Caltrans and \$57,979.85 through Transportation Development Credits (Toll Credits) for a grand total of \$505,491.20 for eight buses.

POLICY IMPLICATIONS:

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

DISCUSSION:

The FTA Section 5310 program was established to meet the transportation needs of the elderly and persons with disabilities in areas where public mass transportation services are otherwise unavailable or insufficient for the passenger. This program funds accessible vans and buses for eligible applicants through a competitive process based on a scoring system. The 5310 program is currently the primary funding source for RIDES vehicles.

MST's RIDES program provides service to the elderly and individuals with disabilities who cannot ride fixed route service. The RIDES program averages over 9,700 passengers per month and is operated by MV Transportation through a fleet of twenty-seven vehicles.

The medium sized buses used in the RIDES program have a life expectancy of at least 5 years or 150,000 miles. Of the 27 vehicles in the program, 11 buses or 41% of the fleet are obsolete, exceeding their 150,000 mile life expectancy. These 11 buses currently average 246,000 miles, with one vehicle exceeding 338,000 miles.

Creative Bus Sales was selected as the vehicle provider for the 5310 program through a competitive bidding process administered by Caltrans. Approval of this item authorizes staff to purchase eight medium sized buses for the MST RIDES program.

PREPARED BY: Michael Hernandez REVIEWED BY: Carl Sedoryk
Michael Hernandez Carl Sedoryk

To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Sales Tax Measure Update

RECOMMENDATION:

Receive update on outcome of Measure Q sales tax measure and provide direction for the following scenarios:

1. If Measure Q is successful, begin process to seek nominations of interested parties to serve on the Citizen's Oversight Committee and to begin to identify alternatives regarding how funds would be programmed to veterans, senior and disabled person transportation programs; or,
2. If the measure is unsuccessful, begin the process of discontinuation of a variety of transit services, and meet and confer with necessary parties regarding staffing level adjustments that may need to occur in the coming months.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board will need to provide staff direction on actions to take depending on the passage or failure of Measure Q on the November 4th, 2014, election.

DISCUSSION:

The U.S. Congress has yet to pass a long term extension of a transportation authorization bill past May 2015 and has not adopted a full-year budget appropriation past December 2014. As a result, the Federal Transit Administration has not provided any appropriation of federal funds to support the operations of Monterey-Salinas Transit and will not do so until Congress adopts a budget appropriation through at least March 2015.

With the implementation of the last federal transportation authorization legislation known as MAP-21, federal funding available to MST for a variety of specialized services for seniors and persons with disabilities and bus replacements has been reduced by \$2.6M per year compared to past years. There has been no material increase in revenue from state sales and fuel taxes and the new Cap and Trade program is

anticipated to generate less than \$200,000 in new operating revenue for MST in the coming year. Meanwhile, there has been a 15% increase in usage of the MST RIDES ADA service, which continues to drive up expenses related to this service.

If Measure Q does not receive the required two-thirds supermajority to pass, your Board will need to direct staff to schedule public hearings to reduce a variety of transit services and make required staffing level adjustments to maintain the District's financial solvency. If Measure Q is successful, your Board will need to appoint a citizen's oversight committee to provide direction on how Measure Q funds will be spent per the published ordinance enacted by the electorate.

PREPARED BY: Carol A. Sabatini

To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Monthly Report – September 2014

Attached are a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for September 2014 (Attachments 1-4).

For the quarter ending September 30th, MST passenger boardings have increased slightly over the same period last year which may be attributed to the slowly improving economy in the Salinas area. Expenses have exceeded revenue by 3%; however, this is attributed to one-time marketing and communication efforts that occurred during the first quarter and it is expected that by the quarter ending March 31st that expenses and revenues will be back in balance. Safety statistics while below last year to date are now above our minimum standard of one accident per 100,000 miles and we expect further improvement throughout the year. System reliability measures and on time performance measures have improved over last year to date.

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report – September 2014

Attachment #3 – Facilities & Maintenance Dept. Report – September 2014

Attachment #4 – Administration Dept. Report – September 2014

Attachment #5 – Equal Employment Opportunity (EEO) Program Update

Attachment #6 – Action Plan Update

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

PREPARED BY: 

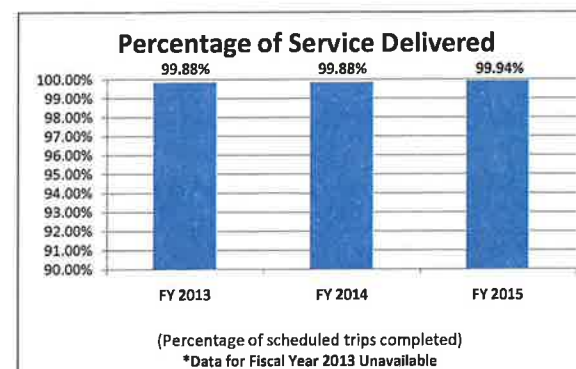
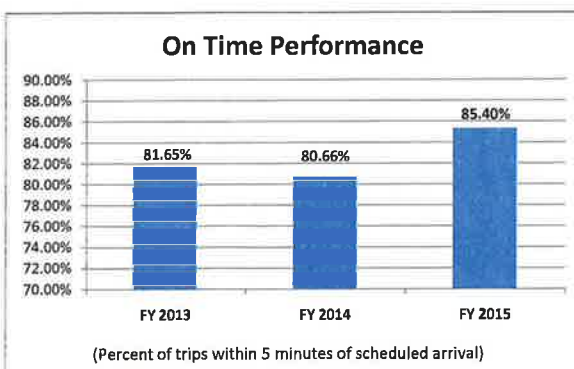
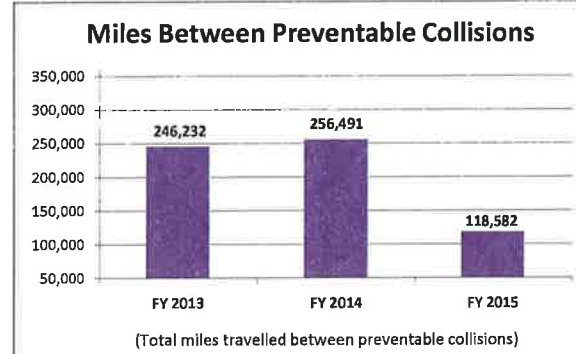
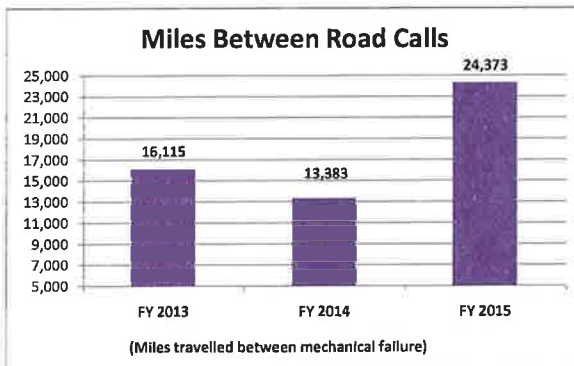
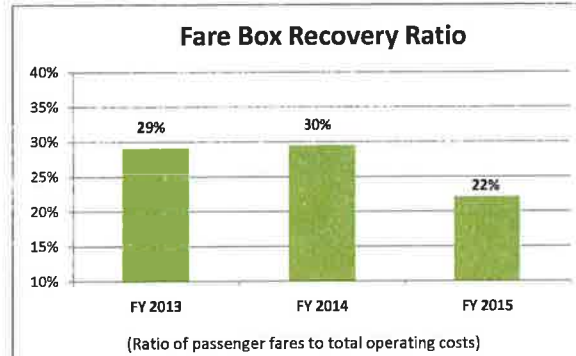
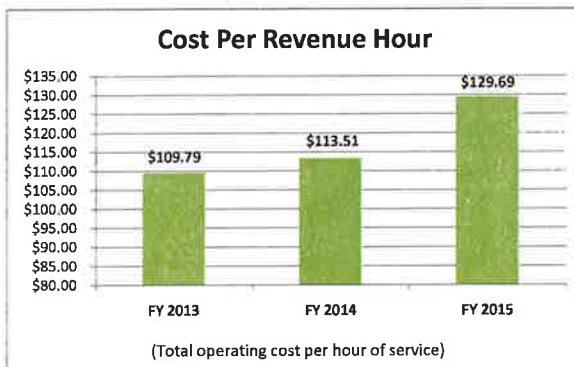
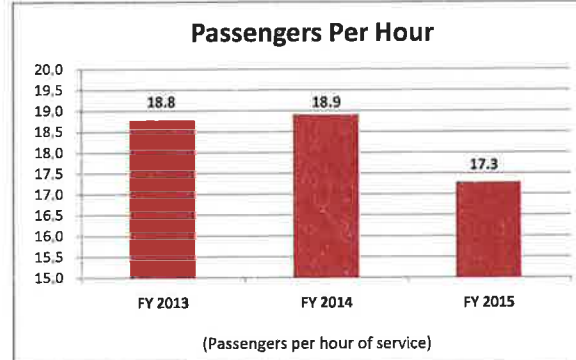
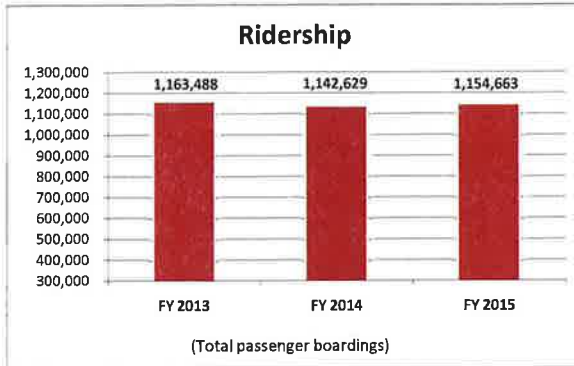
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MST Fixed Route

YTD Dashboard Performance Comparative Statistics

Months of July - September

Fiscal Years 2013-2015

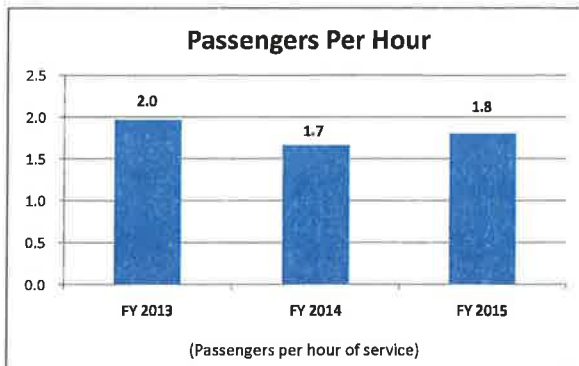
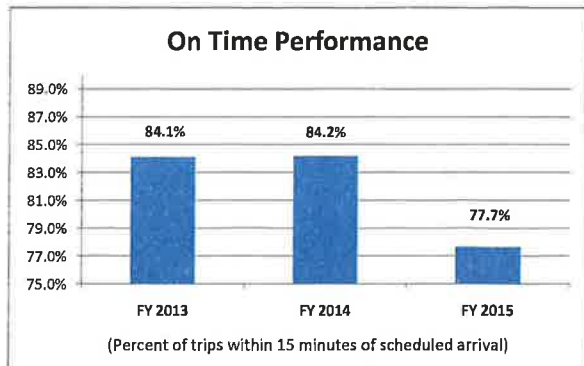
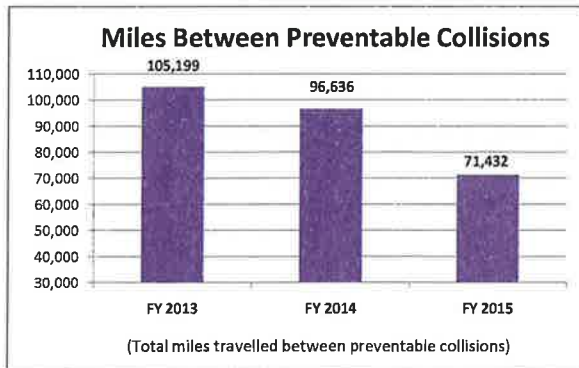
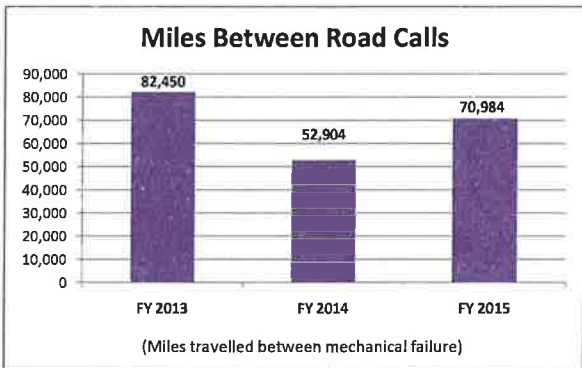
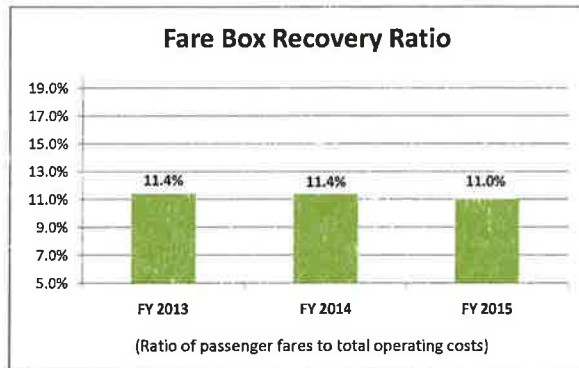
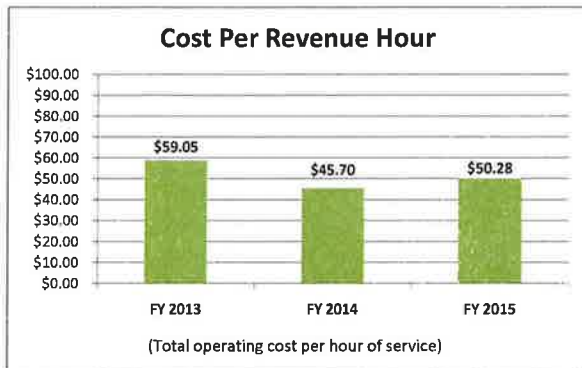
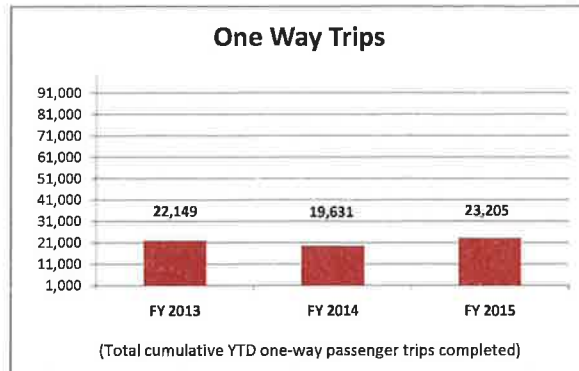
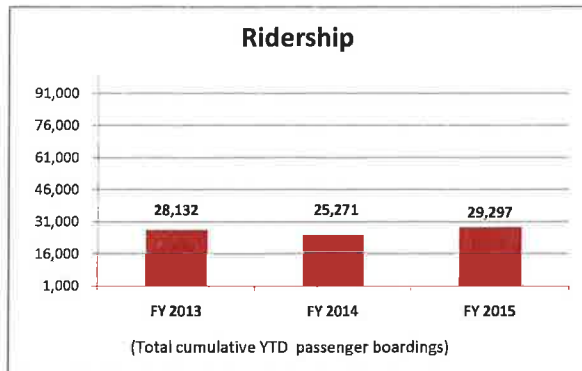


MST RIDES

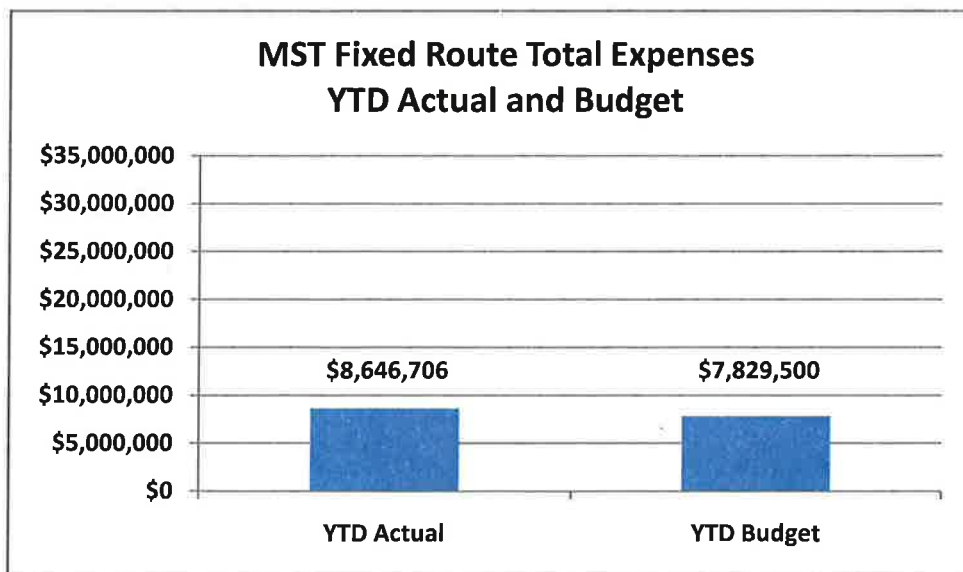
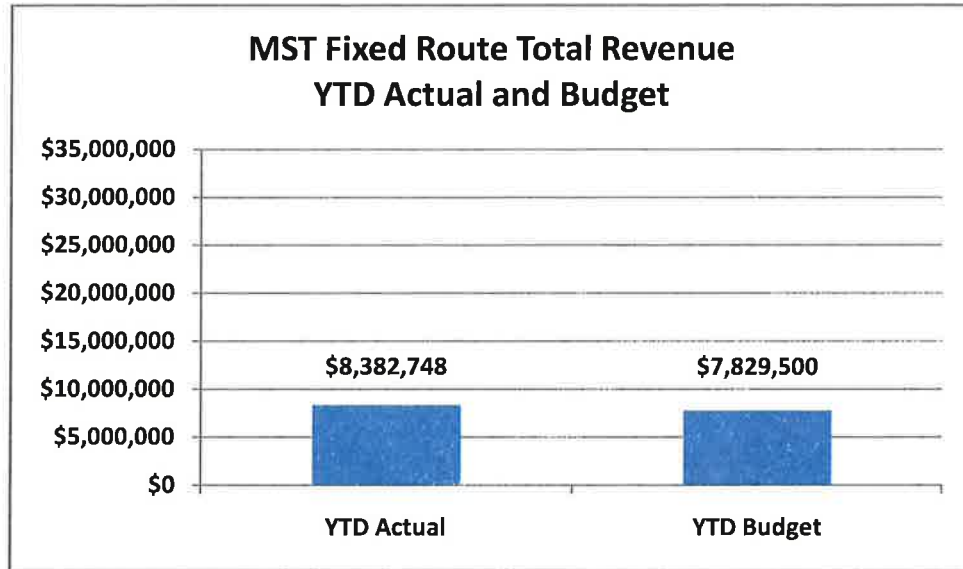
YTD Dashboard Performance Comparative Statistics

Months of July - September

Fiscal Years 2013-2015



MST Fixed Route
Financial Performance Comparative Statistics
July through September
Fiscal Year 2015

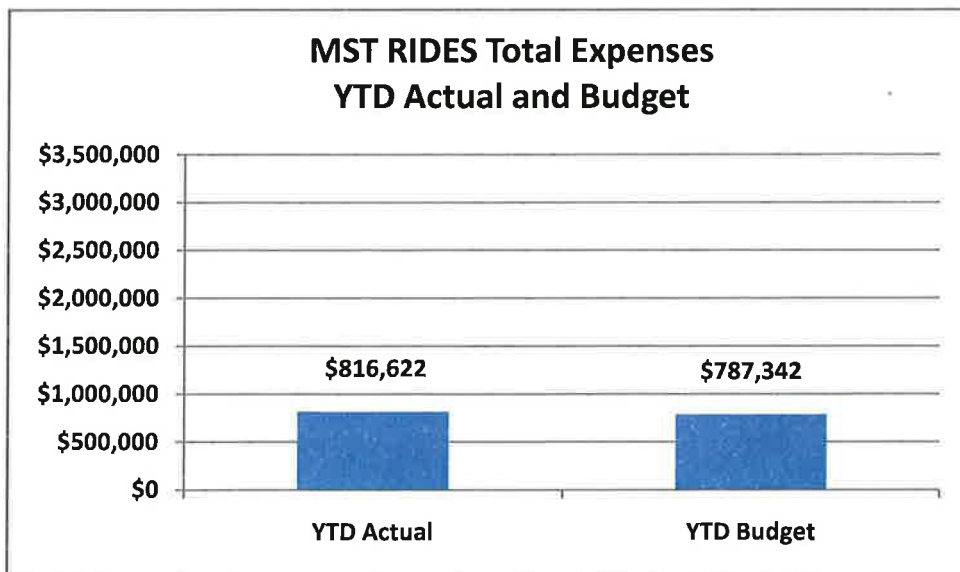
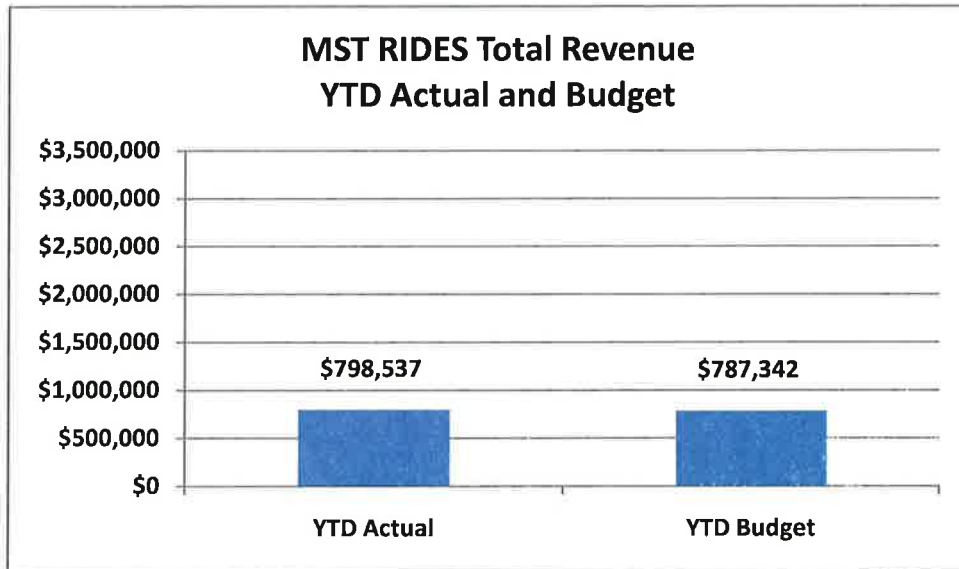


MST RIDES

Financial Performance Comparative Statistics

July through September

Fiscal Year 2015



ATTACHMENT 2

October 29, 2014

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

From: Robert Weber, Director - Transportation Services

Cc: MST Board of Directors

Subject: **Transportation Department Monthly Report – September 2014**

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership increased by 6.66% in September 2014, (397,149), as compared to September 2013, (372,354).

Productivity decreased from 18.9 passengers per hour (September 2013), to 17.6 PPH in September of this year.

Supplemental / Special Services:

September 13: MST provided special services from the Watsonville area to the Monterey Bay Aquarium for its “Free to Learn” program. The service transported 91 passengers.

September 19 - 21: Supplemental service was provided on MST Jazz lines in support of the annual Monterey Jazz Festival transporting 8,804 passengers. This represents a 13.14% decrease in passenger boardings from last year’s event (10,136).

September 27 - 28: Supplemental service was provided on MST line 48 in support of the California International Airshow transporting 774 passengers. This represents a 23.06% decrease in passenger boardings from last year’s event (1,006).

System Wide Statistics:

- Ridership: 397,149
- Vehicle Revenue Hours: 22,503
- Vehicle Revenue Miles: 360,910
- System Productivity: 17.6 Passengers Per Vehicle Revenue Hour
- One-Way Trips Deployed: 32,384

Time Point Adherence: Of 121,353 total time-point crossings sampled for the month of September, the TransitMaster™ system recorded 19,702 delayed arrivals to MST's published time-points system-wide. This denotes that **83.76%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus ~ On Time Compliance Chart FY 2015.*)

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

Cancelled Trips: As listed below, there were a total of 25 cancelled trips for the month of September for both directly operated and contracted services:

Category	All Service Cancellations	MV Cancellations	%
Mechanical Problem	7	3	28.00%
Passenger Problem	1	0	4.00%
Scheduling Error ¹	4	4	16.00%
Shortage - Equipment ¹	1	1	4.00%
Shortage - Staff ¹	9	7	36.00%
Traffic	3	2	12.00%
Grand Total	25	17	100.00%

¹ Liquidated damages have been assessed to the contractor for missed trips that occurred for cause(s) that were within their control.

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 September 2013 and 2014:

Occurrence Type	September-13	September-14
Collision: MST Involved	3	5
Medical Emergency	1	0
Object Hits Coach	0	0
Passenger Conflict	3	3
Passenger Fall	3	7
Passenger Injury	0	2
Other	3	3
Near Miss	0	0
Fuel / fluid Spill	0	3
Unreported Damage	1	0
Total Occurrences	14	24

CONTRACTED SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of September there were 9,650 passenger boardings. This denotes a 16.88% increase in passenger boardings from September of 2013, (8,256).

- For the month of September, 76.09 % of all scheduled trips for the MST RIDES Program arrived on time, decreasing from 85.47 % in September of 2013.¹
- Productivity for September of this year was at 1.98 passengers per hour, which has increased from September of 2013, (1.92).

COMMUNICATIONS CENTER:

In September, the Communications Center summoned public safety agencies on *nine* (9) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident / Other	8
Emergency Medical Services	Medical Emergency	1

Robert Weber

¹ The Contractor has been placed on official notice to substantially improve on time performance & liquidated damages have been assessed. Contractor has assigned a Paratransit specialist to their Monterey County operation from their corporate office to resolve the issue.

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ATTACHMENT 3

October 23, 2014

To: Carl G. Sedoryk, General Manager/CEO

From: Michael Hernandez, Assistant General Manager/COO

Subject: Monthly Maintenance Report for September 2014

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

Fuel Prices:

FY15 Budget: Diesel: \$3.60 Gas: \$3.90	September Fuel Average	Fuel Average: FY2015
Diesel:	\$3.18	\$3.26
Gasoline:	\$3.31	\$3.42

Fleet Status:

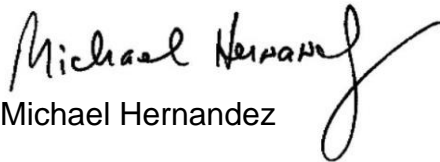
Operating Cost Per Mile:		Road Call Rate Goal: 7,000 Miles	Miles Between Road Calls:
September 2014:	\$1.15	September 2014:	36,399
FY2015 - Year To Date:	\$1.18	FY2015 - Year to Date:	24,373
FY2014:	\$1.20	FY2014 - YTD Comparison:	13,383

Department Activities/Comments:

There were 10 road calls during the month of September, eight were categorized as "major mechanical" and two were related to minor mechanical or other non-mechanical issues. The highest road calls were for electrical, engine and transmission issues (2 each). Miles between major mechanical road calls increased significantly to 36,399 miles.

In mid September staff travelled to the Gillig factory to begin finalizing specifications for MST's 18 buses. These new vehicles are scheduled for production in February and May 2015.

During the month of September Facilities staff worked with the Salinas Senior Adult School staff to clean several shelters and bus stops within the Salinas service area. Minor repairs were completed on TDA portable hoists.


Michael Hernandez

ATTACHMENT 4

Date: November 10, 2014

To: C. Sedoryk, General Manager/CEO

From: Hunter Harvath, Assistant General Manager – Finance & Administration; Angela Williams, General Accounting & Budget Manager; Mark Eccles, Director of Information Technology; Kelly Halcon, Director of Human Resources/Risk Management; Zoe Shoats, Marketing Manager; Sonia Bannister, Customer Service Supervisor.

Subject: **Administration Department** Monthly Report – September 2014

The following significant events occurred in Administration work groups for the month of September 2014:

Human Resources

A total employment level for September 2014 is summarized as follows:

Positions	Budget FY15	Actual	Difference
Coach Operators / Trainees	133	137	4
C/O on Long Term Leave *	3	0	-3
Coach Operators Limited Duty	1	1	0
Operations Staff	28	29	1
Maintenance & Facilities	44	42	-2
Administration (Interns 2 PT)	25	25	0
Total	234	234	0

*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.

September Worker's Compensation Costs	
<i>Indemnity (paid to employees)</i>	\$9,305.48
<i>Other (includes Legal)</i>	\$4,930.51
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$7,281.89
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$7,341.08
Total Expenses	\$33,858.96
Reserves	(\$1,498,068.40)
Excess Reserved	(\$533,981.43)
<i># Ending Open Claims</i>	42

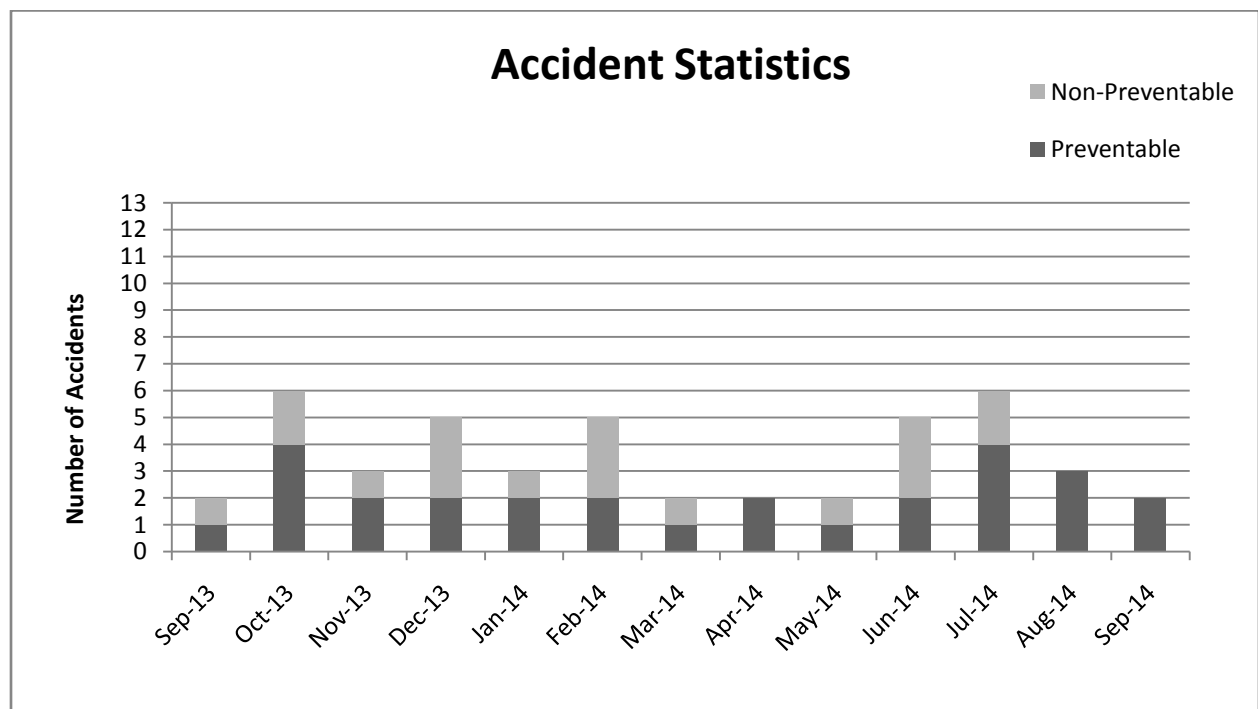
Training

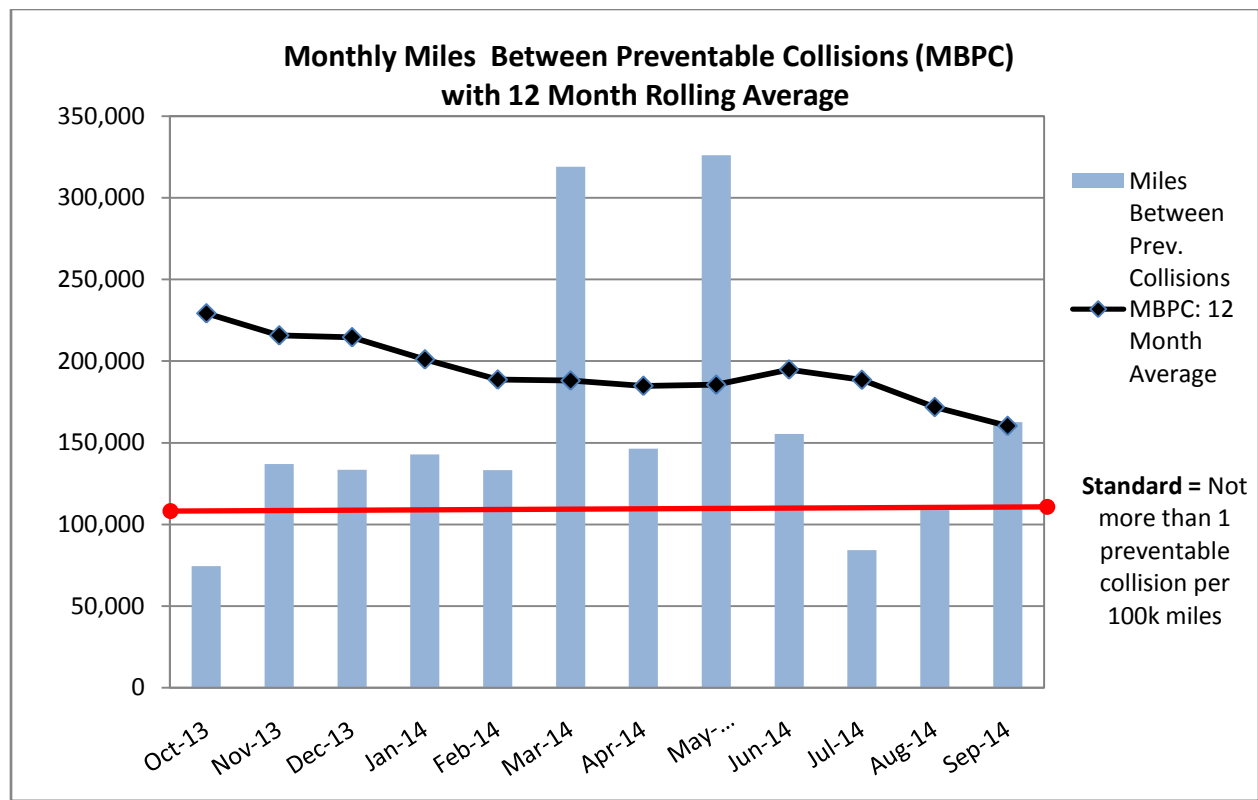
Description	Attendees
Annual VTT Training	0
Line Instructor Training	0

Risk Management Update

Description	September 2014 Preventable		September 2013 Preventable	
	Yes	No	Yes	No
Vehicle hits bus	1	0	0	1
Bus hit stationary object	1	0	1	0
TOTAL	2	0	1	1

During the month of September, there were 2 preventable collisions. 1) A mobility ramp on the bus did not stow properly; the interlock failed, and the bus moved forward hitting a fire hydrant causing damage to the ramp. 2) a rear-end collision where a vehicle was in front of the bus on Davis Road when the vehicle slowed. The bus rear-ended a car causing damage.





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

Customer Service Update

Service Report Type	MST	*Other Provider	# of valid reports	% of reports received	September '13	% of reports received
Improper Driving	3	3	1/1*	10.7%	4	7.8%
Request To Add Service	1	0		1.8%	3	5.9%
Passed By	5	2	3	12.5%	6	11.8%
Improper Employee Conduct	1	2	1/1*	5.4%	7	13.7%
Bus Stop Amenities	6	0		10.7%	4	7.8%
Late Arrival	1	2	1	5.4%	1	2.0%
Fare / Transfer Dispute	0	0		0.0%	1	2.0%
No Show	4	3		12.5%	6	11.8%
Late Departure	1	0		1.8%	0	0.0%
ADA Compliance	1	0	1	1.8%	0	0.0%
Service Other	4	4		14.3%	7	13.7%
Passenger Conduct	1	0		1.8%	0	0.0%
Early Departure	1	2	1	5.4%	1	2.0%

Passenger Injury	0	2	3.6%	1	2.0%
Off Route	0	0	0.0%	2	3.9%
Employee Other	3	3	10.7%	3	5.9%
Unsafe Conditions	1	0	1.8%	0	0.0%
Harassment by Employee	0	0	0.0%	1	2.0%
Agency Policy	0	0	0.0%	1	2.0%
Unsafe Conditions	0	0	0.0%	3	5.9%
Total Complaints	33	23	100.0%	51	100.0%
Employee Compliment	1	0		3	
Service Compliment	4	1		0	

Finance Update

General Accounting/Accounts Payable

During the month of September, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis.

Payroll

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

Grants

During the month of September, staff attended the Federal Transit Administration's National Transit Database training in Culver City. Staff also attended a Caltrans grant workshop in San Luis Obispo and began working with AMBAG and Santa Cruz METRO on the joint grant application for a State Route 1 planning study. Reimbursement requests to Caltrans were prepared and federal draw downs were completed.

Purchasing

During the month of September staff continued to manage parts and work on procurements. Inventory remained steady but parts consumption increased as large components failures continue on our aging fleet.

IT Update

Staff configured the Trapeze Group TransitMaster system software and hardware. Staff liaised with Trapeze Group staff for the upcoming TransitMaster software and hardware upgrade. Staff monitored the Trapeze Enterprise Asset Management (EAM) vehicle maintenance system and evaluated the test site for the upcoming EAM system upgrade. Staff continued to support the users of the Serenic Navision accounting/payroll system. Staff configured biweekly data for the GIRO DDAM

timekeeping system. Staff monitored the functionality of the Customer Service database.

Staff liaised with the County of Monterey Information Technology department regarding the new radio hardware to be installed in Santa Cruz County to extend data/radio coverage to include San Jose, Paso Robles, and other outlying areas of service. Staff continued working on the configuration of the virtual computer system. Staff configured the Exchange email server.

Staff worked with Maintenance Department and MV Transportation to complete the installation of the new AVL equipment into replacement contractor vehicles. Staff continued to support MST staff as needed, proactively ensuring MST staff was supported fully with their IT needs.

Marketing and Sales Update

Published news stories include: "We could car less: College just a bus ride away" (The Californian, 9/1/14); "The math nerd and state controller candidate explains how taxes matter more than you realize" (Monterey County Weekly, 9/4/14); "We could car less: Movie trivia, win a bus pass" (The Californian, 9/14/14); "We could car less: Movies send wrong message about transit" (The Californian, 9/21/14); "Monterey Bay Air Pollution Control District announces grants" (The Californian, 9/23/14); "Free bus service to California International Airshow" (The Californian, 9/24/14); "Salinas Adult School students find job skills, confidence, in Transitions program" (Monterey County Weekly, 9/30/14).

Press release sent: "Free bus service to the California International Airshow Salinas provided by MST" (9/25/14).

Marketing activities: Continued working on preparations for special events, including the upcoming Monterey Jazz Festival and Salinas Ciclovía; continued work on redesign of trolley theme for the upcoming wireless power transfer electric trolley project; continued collaborating with staff on the outreach and education efforts for the proposed sales tax; managed MST website content, Facebook page and Twitter account.

Planning

During the month of September, MST staff coordinated with staff from CSUMB to evaluate how the new routes that serve CSUMB are operating. These new services are funded 100% by the university. The expanded and enhanced bus lines were implemented in August.

Staff continues to monitor the revenues and expenses for the military partnerships after implementation of the July 19th Presidio reductions that were required because Congress allowed the expanded federal transit benefit to be reduced by nearly 50% effective December 2013. Revenues received from the federal transit benefit appear to have stabilized, so that revenues match expenses. Other activities with military partners during the month included the recognition of Mike Gallant in the form of

a Certificate of Appreciation from the Presidio of Monterey. His efforts were recognized for his help during the 2014 Coastal Response Exercise. Unexpectedly, the Exercise turned into a real shut down of the installation that day.

Staff continued discussions with a representative of Greyhound Bus Lines to explore the feasibility of an interline agreement that would enable passengers to transfer seamlessly between the two transportation operators. The Greyhound bus station is scheduled to move to the Salinas Intermodal Center after the City of Salinas completes renovations currently under construction.

Staff met with Santa Cruz Metro to discuss the possibility of adding a bus stop in Soquel on Line 78 to better serve that community. Staff is also pursuing a new Memorandum of Agreement with Santa Cruz Metro for reciprocal use of bus facilities in both counties for mutual benefit. Other route planning efforts continued for improvements to Lines 29 and 56.

Staff met with representatives of the Monterey Peninsula Unified School District to discuss the option of a shared emergency access between MST and the School District associated with the upcoming renovation of the TDA facility.

Staff continued participation with TAMC's Marina-Salinas Multimodal Corridor planning team, the Salinas Downtown Vibrancy planning process, and the new FORA Regional Urban Design Guidelines effort as well in meetings with various local agencies, including Monterey Symphony Education Committee, Monterey County Convention & Visitors Bureau, Salinas Valley Chamber of Commerce, Transportation Agency for Monterey County, Monterey County Workforce Investment Board, Association of Monterey Bay Area Governments, and the Monterey County Hospitality Association.

In addition, during the month staff traveled to the annual conferences of the California Chapter of the American Planning Association and to the International Association of Transportation Regulators.

ATTACHMENT 5

To: Executive Leadership Team

From: Michelle Overmeyer, Grants & Compliance Analyst/ EEO Officer

Date: August 22, 2014

Subject: Equal Employment Opportunity (EEO) Program Update

This memo is to provide the required annual status report identified in MST's Equal Employment Opportunity (EEO) Title VII report adopted by the board of directors in May 2013. Information in this memo summarizes activities during Fiscal Year 2014 (July 1, 2013 to June 30, 2014).

Background

MST has established a goal of maintaining adequate utilization of females and minorities at a rate to be expected given their availability in the relevant labor pool. The table below is a summary of underutilization at the time the EEO plan was approved in 2013.

Summary of Underutilization

Job Group	Areas of Underutilization	
	Females	Minority
Official/Manager	N	N
Professionals	N	N
Technicians	N	N
Administrative Support	Y	N
Craft Workers	N	Y
Operatives	Y	N
Service Maintenance	N	N

Y indicates area of underutilization

The detailed composition of the current workforce, by gender and race is shown in Table 1 of the 2013 EEO Plan, which is located at [2013 EEO Plan\MST EEO Plan May 2013.pdf](#).

Summary of FY 14 Applicants and New Hires

Applicant Data Records, as well as MST's payroll system, Navision, were used as resources to examine applicants and new hires between July 1, 2013 and June 30, 2014. A total of 179 Applicant Data Records have been collected and recorded for persons submitting employment applications between July 1, 2013 and June 30, 2014.

A total of 32 employees are identified in the Navision system as having an employment date within the range of July 1, 2013 and June 30, 2014. The break down by gender and ethnicity are presented below.

Gender

	<u>Applicants</u>		<u>Hires</u>	
Female	32	18%	6	19%
Male	145	81%	26	81%
no answer provided	2	1%		
	179		32	

Ethnicity

	<u>Applicants</u>		<u>Hires</u>	
-				
Asian or Pacific Islander (AS)	22	12%	1	3%
Black/ African-American- Not of Hispanic Origin (BL)	27	15%	4	13%
Hispanic (HI)	85	47%	13	41%
American Indian/ Native American or Alaskan Native (NA)	2	1%	1	3%
White-Not of Hispanic Origin (WH)	40	22%	9	28%
no answer provided	3	2%	4	13%
	179		32	

Total percentage may not equal 100% due to rounding

Summary of FY 14 Promotions

The Human Resources Department provided information on promotions between July 1, 2013 and June 30, 2014. Two Coach Operators, both non-minority females, were promoted to Communication Systems Specialist and Operations Supervisor.

Summary of FY 14 Terminations

The Human Resources Department provided information on terminations between July 1, 2013 and June 30, 2014. The information is summarized below.

Total Terminations	21	
Female	5	24%
Male	13	62%
No data available	3	14%
Ethnicity	21	
Asian or Pacific Islander (AS)	0	0%
Black/ African-American- Not of Hispanic Origin (BL)	0	0%
Hispanic (HI)	6	29%
American Indian/ Native American or Alaskan Native (NA)	1	5%
White-Not of Hispanic Origin (WH)	9	43%
no data available	5	24%

Total percentage may not equal 100% due to rounding

Underutilization

Three areas were identified in the 2013 EEO Plan as having underutilization:

1. Administrative Support – MST had a utilization of 55.5 % females in the Administrative Support group, whereas the labor pool had an availability of 76.2%. Females were underutilized in this job group. In FY 14, MST hired 6 employees that fall under this category, and three of those new hires are females. Additionally, one female staff member was promoted into this category.
2. Craft Workers- MST had a utilization of 61.9% minorities in the Craft Workers group, whereas the labor pool had an availability of 72.2%. Minorities were underutilized in this job group. In FY 14, MST hired 3 employees that fall under this category, and none of those new hires are minorities.
3. Operatives- MST had a utilization of 14% females in the Operatives group, whereas the labor pool had an availability of 40.4%. Females were underutilized in this job group. In FY 14, MST hired 21 employees that fall under this category, and only 2 of those new hires are females.

OPPORTUNITIES

The consultant that prepared the 2013 EEO plan identified several anticipated job openings due to attrition and has indicated the goal MST should aim for to adequately meet utilization of females and minorities:

- Professionals- Two positions were anticipated to be open. MST's goal was to hire one female and one minority. No hires were made under this category in FY 14.
- Administrative Support- Five positions were anticipated to be open. MST's goal was to hire two females and two minorities. MST met this goal in FY 14. Five employees were either hired or promoted into this category, four are minorities, and three are females.
- Craft Workers- Five positions were anticipated to be open. MST's goal was to hire one female and three minorities. In FY 14, MST hired three employees in the this category: one female, but no minorities.
- Operatives- Twenty positions were anticipated to be open. MST's goal was to hire eight females and eleven minorities. In FY 14, MST hired 21 employees in this category including two females and 13 minorities.
- Service Maintenance- Three positions were anticipated to be open. MST's goal was hire three minorities. No hires were made under this category in FY 14.

MST currently has three employment openings posted on its website: Mechanic, Coach Operator, and Maintenance Supervisor. The position of Mechanic falls under the Craft Worker group, a group identified above as having an underutilization of minorities. The position of Coach Operator falls under the Operatives group, a group identified above as having underutilization of females. The position of Maintenance Supervisor falls under the Officials and Managers, which has been identified as having adequate utilization of females and minorities.

ATTACHMENT 6

FY 2015 Action Plan Status Report Through September 30, 2014

1. Develop and implement service levels appropriate to funding availability. Ongoing
Status: Service adjustments to military routes have brought expenses in line with new revenues until such time that Congress reestablishes an enhanced transit benefit for military personnel.
2. Review alternative Board Committee structures to better support board governance and implement as appropriate. January 2015
Status: An alternative Board committee structure has been reviewed by your Board chair and will be discussed at the January strategic planning workshop.
3. Review Legal Services activities and identify processes to better predict and control expenses. September 2014
Status: Review has been completed and staff is working with general counsel to develop a process to better predict and control expenses.
4. Research strategies to increase public participation in MST service change hearings and implement as appropriate. September 2014
Status: Completed and staff will incorporate recommendations into public hearing process.
5. Perform community and stakeholder outreach and education related to proposed November 2014 transit revenue ballot measure. November 2014
Status: Completed.
6. Implement upgrade of telecommunications and intelligent transportation systems. June 2015
Status: In progress.
7. Continue review of alternative sites and strategies for financing and construction for MST operating, maintenance, administrative and customer facilities. Ongoing
Status: Staff continues to finalize design features of rehabilitation of Monterey facility and continues to identify locations for future administrative functions.
8. Provide administrative support in service to Monterey County RTA. Ongoing
Status: Staff continues to provide administrative support to the RTA.
9. Maintain adequate staffing and organizational structure for MST and RTA. Ongoing
Status: Staff has filled all vacant operational, maintenance and administrative positions.

10. Implement email and document retention policy. December 2014
Status: Document retention policy is implemented and staff is working on implantation of email retention policy.
11. Complete high/medium priority facility repair projects as funding allows. Ongoing
Staff has completed repairs of portable and in-ground hoists, repaint of facilities and partnership with Salinas Adult Schools is helping Salinas area bus stop and shelter maintenance, storm water runoff inspections completed.
12. Adopt and execute federal and state legislative programs. Ongoing
Status: Staff has been actively working with California Transit Association and American Public Transportation Association on legislation important to MST interests.
13. Procure replacement buses as funding allows. Ongoing
Status: We have placed on order 8 new minibuses for MST RIDES, and one large bus for South County rural services to San Ardo/San Lucas.
14. Participate in local and regional planning activities to develop improved transit corridors and transfer locations including Hwy 1, Hwy 68 and Marina-Salinas multimodal corridor and to develop improved transit services to rural areas. Ongoing
Status: Staff is working with TAMC and AMBAG staff on a variety of grants to support improvement projects along including Hwy 1, Hwy 68 and Marina-Salinas multimodal corridor.
15. Complete procurement of third party medical services for drug testing and worker compensation. Dec 2014
Status: Staff is developing bid documents and will be soliciting requests for proposals in the coming month.
16. Actively participate in state and national trade associations to resolve issues related to Department of Labor dispute, MAP-21 implementation, California bus axle weights, and next federal transportation authorization funding bill. Ongoing
Status: Staff is actively participating in a number of committees of state and federal trade associations to resolve the issues identified above. DOL/State of California dispute has been resolved through 12/31/2015 until legal proceedings are concluded; Bus Axle weight issue has been resolved through 12/31/2015 pending the outcome of a federal study; and, federal transportation authorization bill has been extended through May 2015.

17. Develop additional employee training and development opportunities through partnerships with local colleges, universities, and vendors. June 2014
Status: Staff is working together with the Southern California Regional Transit Training Consortium, Hartnell College, Monterey Peninsula College and local Workforce Investment Board to develop additional training and development programs for MST employees and applicants.
18. Complete construction and implementation of electric trolley utilizing wireless power transfer technology. November 2014
Status: Ongoing, with final project completion scheduled for March 2015.
19. Provide support to industry conferences to be held in Monterey this year including Transportation Research Board Rural Intercity Bus Conference and California Transit Association Annual Conference. November 2014
Status: Completed with MST playing host to over 550 attendees of the Rural Bus Conference and 800 attendees of the California Transit Association Conference.
20. Complete design and permitting of Monterey Operations and Maintenance facility rehabilitation. March 2015
Status: Ongoing, Staff has settled on a final design concept for the Monterey Operations and Maintenance facility rehabilitation.
21. Review vehicle liability and physical damage insurance programs and implement changes as appropriate. May 2015
Status: Pending
22. Review processes of fixed-route and contracted transportation services and implement strategies to achieve improved efficiencies and improved customer satisfaction. March 2015
Status: Ongoing. MST staff will begin centralized dispatching MV operated services starting November 1st and will monitor service effectiveness.
23. Review employee incentive programs and adopt new practices as appropriate. June 2015
Status: Pending outcome of local sales tax measure staff will review new practices as appropriate.

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Monterey-Salinas Transit
Washington, D.C. Office

October 30, 2014

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

Congress recessed September 19 to allow members to head back to their Congressional Districts for the closing weeks of the 2014 campaign. With the failure to enact any of the 12 annual appropriations bills before the start of the new fiscal year on October 1, Congress resorted to a short-term Continuing Resolution (CR) to fund the Federal government through December 11. A Lame Duck Session will begin November 12 to complete legislative action for the year, with the potential to-do list including the budget, Presidential nominations that have been left in limbo, revising or extending tax laws, and emergency issues like the Ebola outbreak and actions against ISIS.

FY 2015 Budget

There are three main scenarios emerging for concluding the budget for Fiscal Year 2015:

- A full-year Continuing Appropriations Resolution could be enacted to maintain Federal spending at the current levels. Although some “anomalies” could be dealt with in the legislation to adjust spending to respond to crises, this option would leave most Federal programs and policies frozen in place.
- A partial-year CR to extend interim funding into early next year is a possibility. This would allow whichever party is in the majority next year to write its priorities into the budget for the rest of the year. However, taking up the budget right away could be a distraction so early in the year, so many in Congress would prefer to avoid that scenario.
- Leaders on the House and Senate Appropriations Committees continue to press for an omnibus bill to wrap all or several of the individual funding bills together for easier passage. An omnibus bill would allow Congress to adjust program spending levels and potentially add overall funding to certain programs. It also gives Congress greater opportunity to conduct oversight of Federal agencies and address policy issues through the funding process, rather than simply continuing current policies.

Committee staff are indicating that an omnibus would be doable because the bills have been drafted at the Committee level, though the political environment prevented them from being finalized or sent to the President for his signature. In addition, the budget deal that was enacted last December set the overall parameters for the budget for both FY 2014 and FY 2015, which would theoretically make it easier to negotiate an omnibus package.

Transportation Funding

Although none of the 12 appropriations bills have been sent to the President for his signature, the House and Senate Appropriations Committees continued to draft their bills throughout the year. The full House passed its version of the FY 2015 THUD Appropriations Act on June 10. And despite the gridlock at the leadership level in the Senate, the Senate Appropriations Committee continued to draft and approve FY 2015 spending measures, with its version of the FY 2015 THUD bill reported on June 5. Both bills would continue the FTA formula programs at \$8.595 billion, the same level as last year. The Senate bill would provide \$2.163 billion for FTA's Capital Investment Program, which is \$472 million more than the House. The Senate bill also includes \$550 million for TIGER infrastructure grants, compared to only \$100 million in the House bill.

Surface Transportation Legislation Reauthorization

The Moving Ahead for Progress in the 21st Century (MAP-21) Act expired on September 30. However, Congress passed H.R. 5021, the *Highway and Transportation Funding Act of 2014*, to shore up the Highway Trust Fund in August, and included provisions that extended legislative authority for highway and transit programs through May 31, 2015. Senate Environment and Public Works Committee Chair Boxer continues to press for a multi-year MAP-21 reauthorization, but the post-election lame duck session of Congress is not expected to take up this issue.

Tax Extenders Legislation

Action on "tax extenders" during the lame duck is looking more likely, although differing approaches by House Republicans and Senate Democrats continue to complicate the issue. The issue has been teed up for action by a Senate bill to extend 51 tax breaks that have expired that was passed by the Senate Finance Committee in April. This package includes an extension of legislation to set pre-tax benefits for rail and bus commuters at the same level as pre-tax parking benefits. Providing parity for transit is important for MST's military commuter service routes.

The House Republican Majority has taken a different approach on tax extenders legislation this year, opting to renew them on an individual basis and making them permanent, rather than simply extending for one or two years. Current speculation is that a hybrid approach is under development that would extend most of the tax breaks, but also include permanent extension of several provisions favored by the House.

Lobbying Strategies & Opportunities

The exact agenda for the Lame Duck Session is not known at this time and will be influenced by which party emerges after the election with control of the Senate next year. We are

recommending additional Washington, DC, meetings for MST staff in order to maintain your advocacy message during this time when so many transportation issues are in play. These meetings will supplement our efforts in Washington, DC, to weigh in on behalf of MST on tax, transportation and budget issues through our direct contacts with Congress and the Administration. In addition, this will allow MST to maintain the momentum of its lobbying agenda as Congress takes up Surface Transportation Reauthorization legislation and other issues next year.

TPW:dwg

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To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: State Legislative Update – September 2014

The Governor signed into law the following legislation related to transit:

SB 1433 (Hill) and SB 785 (Wolk). The bills extend the sunset date on design-build authorizations for transit operators, and extend, consolidate, and conform existing design-build authority for transit operators and other specified local and state agencies, respectively.

AB 1720 (Bloom). Extends for one more year – until January 1, 2016 – existing provisions in law that allow public transit systems to procure buses of the same (or lesser) weight than those they are replacing and/or buses that fulfill a need based on findings approved by the governing board.

AB 1783 (Jones-Sawyer). Extends the provisions in AB 1222 (Bloom and Dickinson) [Chapter 527, Statutes of 2013] temporarily exempting employees covered by 13(c) of the Federal Transit Act from PEPRA.

AB 2445 (Chau) [Chapter 63, Statutes of 2014]. Clarifies current law and practice, specifying that a community college district is authorized to enter into a contract for the provision of public transportation services if a majority of the students and employees of that district, or campus of that district, as appropriate, approve the payment of the fee.

SB 962 (Leno). Requires that smart phones sold in California on or after January 1, 2015, include a feature that can render the device inoperable when it is not in the possession of the rightful owner.

SB 1077 (DeSaulnier). Creates a Road Usage Charge (RUC) Technical Advisory Committee (Committee) to guide development and implementation of a pilot program to study the potential for RUC as an alternative to the gas tax.

SB 1204 (Lara). Creates the California Clean Truck, Bus, and Off-Road Vehicle and Equipment Technology Program, and requires the program to fund zero and near-zero emission truck, bus, and off-road vehicle equipment and technology development, demonstration, pre-commercial, and early deployment programs from moneys appropriated from AB 32 cap and trade auction revenues.

SB 1236 (Monning). Allows transit agencies statewide to designate employees or contracted security officers to enforce specific prohibited acts – as defined in state law – when these violations occur on transit properties.

SB 1368 (Wolk). Allows the California Transportation Commission to relinquish a park and ride lot to a joint powers authority (JPA) or transit district.

Prepared by: 

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

October 22, 2014

PRUNEDALE IMPROVEMENT PROJECT RIBBON-CUTTING CEREMONY

Major structural work for the Prunedale Improvement Project (PIP), which began in spring of 2011, is now complete! To celebrate, the completion of this \$209 million project, which has been described as the largest project in District 5, a PIP ribbon-cutting ceremony will be held on **Monday, October 27th at 11:30 a.m.** on Schoch Road, near the Sala Road Interchange in Salinas.

By eliminating dangerous left turns across Highway 101, improving road conditions, accessibility and traffic flow, the Prunedale Improvement Project provides safer passage for approximately 100,000 travelers and local residents every day.

So come out and help us celebrate this major achievement! To reach Schoch Road, take the Sala Road Interchange exit off Highway 101. Turn left onto Harrison Road, left onto Martines Road, and left again, onto Schoch Road. Parking is limited, so carpooling is encouraged.

TAMC BOARD ADOPTS "GUIDING PRINCIPLES" FOR SR156 WEST CORRIDOR PROJECT

Clearly, the most anticipated item on the TAMC Board Agenda was the "Guiding Principles" for the Highway 156 West Corridor Improvement Project. As directed by the Board, the Hwy 156 Ad Hoc Committee met and developed a set of guiding principles for the project. They reported that they held public meetings in which they accurately captured public comments, questions or concerns. Based upon an evaluation of that input and the project's objectives to improve safety and relieve congestion along the current highway, the committee recommended a set of guiding principles to the Board.

After reviewing the Hwy 156 Ad Hoc Committee's recommendations, the Chair opened the floor for comments. After considerable public comments and discussion by Board members, the TAMC Board of Directors unanimously voted to adopt a set of guiding principles for the Highway 156 West Corridor Project. These principles will be used as tools to evaluate proposals and documents for a potential public-private partnership to develop a new four-lane express toll road for Highway 156 and make the current Highway 156 a frontage road for locals.

For more information about the guiding principles, the Highway 156 West Corridor Project, public-private partnerships in California and nationally, visit <http://tamcmonterey.org/programs/hwyproj/hwy156.html>.

BOARD ADOPTS "EMERGENCY RIDE HOME PROGRAM" FOR COMMUTERS

Commuters can now breathe a "sigh of relief" knowing that the TAMC Board of Directors adopted the "Emergency Ride Home Program." The program is for commuters, who like to leave their cars at home by using alternative transportation but worry about being stranded if there is a family emergency or if they are asked to work late unexpectedly. The Emergency Ride Home Program now offers commuters "peace of mind" by providing reimbursement for a taxi cab or rental car in an emergency situation.

Commuters, who live, work or go to school in Monterey County and use alternative mode of transportation at least once a week are eligible to participate in this program. They are also eligible if they are signed up in a 511 Ridematch system.

Participants can register for the Emergency Ride Home Program by picking up an application at the TAMC office located at 55-B Plaza Circle, Salinas, or by picking up an application from their employer or transportation coordinator.

For more information, call 831.422.POOL or email Theresa@tamcmonterey.org



October 17, 2014

To: Carl Sedoryk

From: Michelle Muller Overmeyer, Grants and Compliance Analyst

Subject: TRIP REPORT

As a recipient of Federal 5307 Urban Formula Funds, MST is required to report extensive data to the National Transit Database (NTD). From September 8-10, 2014, I attended the Federal Transit Administration's NTD Urban Reporting course. The NTD training was held in Culver City, California. The course covered information necessary for reporting data to the NTD, including the benefits and impacts of annual reporting, types of information MST is required to report, and the functionality and automation of the new database.

The course provided an educational opportunity to increase my understanding of FTA regulations and requirements relevant to my job duties (i.e., grants management).



October 30, 2014

To: Carl Sedoryk, General Manager/CEO

From: Michael Hernandez, Assistant General Manager/COO

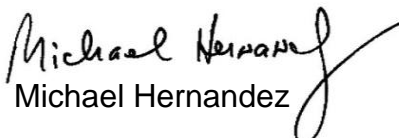
Subject: TRIP REPORT – APTA Annual Meeting/Expo

I attended the Annual APTA Conference in Houston, Texas from October 29th through October 13 – 15 and attended the following sessions:

- Safety & Security Peer to Peer Exchange
- Bus Operations Committee
- Research & Technology Committee
- Bus Technical Maintenance Committee
- Practices in Asset Management
- Vehicle Health Monitoring & Fuel Technology
- Top Actions to Mitigate Distracted Driving
- Expo/Products Showcase

Points of interest from the sessions included the use of city camera recordings to help investigate transit accidents; the rise of cell phone theft on board buses. One of the presentations provided an update on “vehicle health monitoring” systems; while this option has been available for several years, the reliability of the technology can be problematic. The Distracted Driving session reviewed information from a study indicating that distractions in various forms are linked to more than 60% of accident within bus and rail systems.

At the Expo/product showcase I made contact with several vendors including: bus builders to discuss options for larger medium buses in order to address vehicle weight restrictions, and I identified a new vendor for sourcing Gillig parts. I also met with representatives from MV-1 which produces sedans used by the Monterey County Regional Taxi Authority and reviewed issues with parts availability. MST facilities staff and I inspected new bus washing equipment and in-ground hoist options for our facility remodel. Additionally, I looked at bus training simulators, new electric buses, and met with the vendor completing MST’s electric trolley remodel project.


Michael Hernandez

October 30, 2014

To: Carl Sedoryk

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

Subject: TRIP REPORT – September 2014

From September 13th to 16th I traveled to Anaheim to participate in the 2014 American Planning Association California Chapter state conference. During the conference I attended key sessions about planning ethics and planning law, which are required for my ongoing professional certification. In addition I attended other sessions which addressed the following topics:

- Planning in tourism-based communities
- Shared streets for pedestrians and vehicles
- Planning of “New Towns”
- Transit connections and Affordability
- Planning in diverse communities

From September 21st to 24th I traveled to New Orleans, Louisiana, to participate in the 2014 Annual Conference of the International Association of Transportation Regulators. This group is comprised of governmental officials who are in charge of regulating ground transportation, such as taxicabs, limos, and accessible specialized transportation for persons with disabilities and seniors. A “hot topic” during the conference was the emergence of transportation network companies like Uber, Lyft, and Sidecar. Overall, there was a great deal of information provided that is useful to MST both in its role as the administrator of the Monterey County Regional Taxi Authority as well as with regard to the district’s myriad of mobility management and travel training activities for seniors, veterans and persons with disabilities. Sessions I attended addressed the following issues:

- Regulatory reform & management
- Insurance requirements
- Model taxi/limo regulations
- Driver & passenger safety/security cameras
- Technology/smartphone “Apps”

Hunter Harvath

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AGENDA # 12-6



September 22, 2014

Jason Snow
MV Transportation Inc.
1375 Burton Avenue
Salinas, CA 93901

Coastal Kids Home Care

1st Annual Touch A Truck
Sunday, September 14, 2014
12:00 pm - 4:00 pm
Salinas Rodeo Grounds

Board of Directors

Lewis Cantor, MD
President

Tom Bryan
Treasurer

Grace Feldeisen
Secretary

Kim Crook

Elizabeth Eldredge-Paul

Julie Flanders, CPA

Paula Kuntz

Patty Mitchell

Sylvia Prader

Diane Roller

Mary Shebl

Esmeralda Vasquez

Millie House
Honorary

Margy Mayfield, RN, BSN
Executive Director

Dear Jason Snow,

Touch-A-Truck 2014 was a resounding success. We rounded up more than 500 individuals at the Salinas Rodeo Grounds to enjoy our line-up of emergency, construction and utility vehicles. Smiles, laughter and learning were in abundant supply throughout the day. We could not have done it without the support of businesses like MV Transportation Inc.. We truly appreciate your generous contribution of equipment and time, and look forward to partnering with you again next year.

All proceeds from Touch-A-Truck benefit Coastal Kids Home Care and our services for children who need help in order to heal or to live well while combatting cancer and other serious-illness. As the only provider of pediatric home health and end-of-life care in our community, we ensure that every child we serve is safe and comfortable. Our professional nursing and therapeutic staff can be accessed twenty-four hours a day, seven days a week to care for children, and support their families through immensely challenging times.

We are so grateful for the support of MV Transportation Inc., so once again on behalf of our Board of Directors, staff and the children we serve, thank you. If you have any questions, please do not hesitate to contact us, we can be reached by phone at 1-800-214-5439.

Sincerely,

Margy Mayfield
Executive Director

Dr. Lewis Cantor
President of the Board of Directors

*Thank you
so much*

No goods or services were received in consideration of this gift.

Members, and Emeritus Members, Directors

Harrison, principal, Legacy Resource Group; vice chair, Jennifer Department of Rail and Public Transportation; secretary-executive director, Foothill Transit.

onald L. Barnes, senior deputy administrator and chief operating administration; Flora M. Castillo, board member, New Jersey ge N. Dorshimer, president, LTK Engineering Services; Barbara K. nConsult; Victoria Malaszecki, president, Envision Consultants, ant, Reba Malone and Associates; Valarie J. McCall, member, Cleveland Regional Transit Authority; Hugh A. Mose, principal, rtion Consultant; Jesse D. Oliver, deputy executive director, : Stephanie L. Pinson, president and chief operating officer, Inc.; Michael J. Scanlon, general manager/chief executive officer, : District; Beverly A. Scott, general manager/chief executive y Transportation Authority; Bonnie D. Shepherd, vice president, sportation and infrastructure, Hatch Mott MacDonald; Howard er, Golden Empire Transit District; Richard J. Simonetta, business nsit, the Burns Group; Jill Chen Stober, senior transportation Gary C. Thomas, president/executive director, Dallas Area Rapid s, vice president/transit services leader, CDM Smith; Alan C. lkan Group; and Michael P. Melaniphy, president and CEO, APTA.

15: Ysela Llorc, director, Miami-Dade Transit; Raquel Olivier, rated; Lindsey C. Robertson, director, GannonConsult; and t, IMPulse NC LLC.

S. Andrews, regional sales manager, New Flyer; Reba Malone and Associates (as of 2014); William Millar, principal, William vice president and industry liaison, AECOM; Dan Reichard Jr., NEARE

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administration from the UMass Isenberg School of Management to help further my goal.

With my real world transportation experience and business degree, I hope to join the field of public transportation administrators, working to improve public transportation convenience and accessibility for all members of my jurisdiction.

SCHOLARSHIPS

University in Richmond and is sponsored by Keolis America.

Elizabeth Carter received the Frank J.



Lichtanski Scholarship, awarded to a senior manager from a small or mid-size transit operator. She is director of finance at the Rio Metro Regional Transit District, Albuquerque holds a bachelor's degree in business management from the University of New Mexico and a master's degree in public administration from the University of California, Long Beach.

These students received non-named board scholarships:



Corentin Auguin is working on his master's degree in transportation planning at the Georgia Institute of Technology in Atlanta and is sponsored by the Metropolitan Transit Authority.



Ching-Yang Chen is an assistant professor of civil and environmental engineering at the University of California-Los Angeles. He received his M.S. and Ph.D. from the University of California-Berkeley. His research interests include the development of new materials and structures for sustainable infrastructure.



Ching Yan Chan, sponsored by the Culver City (CA) Transportation Department, is working on her master's degree in urban planning at

Teresa Coleman, an undergraduate studying international business at Cleveland State



University, is sponsored by the Greater Cleveland Regional Transit Authority.



Sherri Dawson is sponsored by the National Transit Institute. She is working on her master's degree in urban planning and policy at Rutgers University in Newark, NJ.



Kenneth Hildebrand is sponsored by UMass Transit Services and is working on his bachelor's degree in environmental design at the University of Massachusetts, Amherst.



Christopher Pieper is sponsored by Foothill Transit. He is working on his master's degree in business administration at the University of LaVerne in LaVerne.



Kyle Schroeckenthaler is sponsored by Metro Transit in Madison, WI, and is working on his master's degree in public affairs at the University of Wisconsin in Madison.

Since its inception, APTF has awarded more than \$100,000 in scholarships to 200 students. For more information about the foundation and its scholarship program, including how to contribute, go to www.aptf.org.

OWNED TRANSIT BUSES FOR SALE & LEASE

BEST INVENTORY

LOW FLOOR MODELS

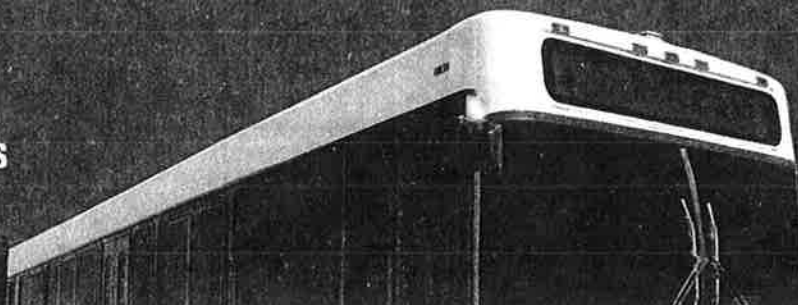
VEPA COMPLIANT

ING CONFIGURATIONS

FOR OPTIONS

DELIVERED ON TIME

YOUR TURNKEY SOLUTION





DEPARTMENT of
REHABILITATION

Employment, Independence & Equality

Certificate of Appreciation

October 23, 2014

Monterey Salinas Transit

In recognition of your dedicated service, and for assisting the Department of Rehabilitation to fulfill our mission to assist people with disabilities to become employed, independent and equal.



Joe Xavier
Director

Bill Moore
Deputy Director, VRED



The
SALINAS CITY COUNCIL
commends and congratulates

MONTEREY-SALINAS TRANSIT

recipient of the

16th Annual Employer Award
Monterey County Committee for the Employment of People with Disabilities



Dated this 23rd day of October, 2014.

Gloria De La Rosa
District 4 Councilmember Gloria De La Rosa

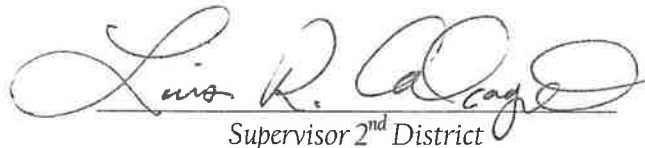
LOUIS R. CALCAGNO
COUNTY OF MONTEREY
BOARD OF SUPERVISORS

*CERTIFICATE
OF
RECOGNITION*

Presented to:

MONTEREY – SALINAS TRANSIT
OUTSTANDING EMPLOYER OF PEOPLE WITH DISABILITIES
AWARD RECIPIENT

This certificate is hereby presented to **MONTEREY – SALINAS TRANSIT** in recognition of their outstanding efforts to employ people with disabilities. Congratulation on being selected as a recipient of the **OUTSTANDING EMPLOYER OF PEOPLE WITH DISABILITIES AWARD** by the Monterey County Committee for the Employment of People with Disabilities.



Supervisor 2nd District

Monterey County Board of Supervisors

October 23, 2014



COUNTY OF MONTEREY

Certificate of Recognition

Presented to

~Monterey-Salinas Transit~

Monterey County Committee for the Employment of People with Disabilities

2014 Employer Award

In sincere appreciation of your successful employment of individuals with disabilities

October 23, 2014



Dave Potter

DAVE POTTER
FIFTH DISTRICT SUPERVISOR



*Certificate of Special
Congressional Recognition*

Presented to

Monterey/Salinas Transit

*In recognition for hiring people with
disabilities in Monterey County.*

October 23, 2014

DATE

Sam Lujan
MEMBER OF CONGRESS



October 30, 2014

To: Monterey Salinas Transit Board

From: Pat Stephens

Subject: AB 1234 Report

I attended the 2014 APTA Conference held Oct. 11-14 in Houston, Texas, on behalf of the MST board along with Libby Downey, board president, and Tony Barrera, vice president, and staff.

While there, I attended several sessions including "Linking Transit & Land Use: building & sustaining transit-oriented communities."

I spent a majority of my time with Hunter and Kelly on the EXPO floor learning the nuts-and-bolts and challenges of the transit industry.

I had the opportunity to drive a bus in a simulator (I didn't do very well), learn about security systems, and check out several bus shelters. In addition, staff shared so much information with me. It was really a wonderful opportunity to explore and to learn about their jobs.

I would like to thank the board and staff for the very educational opportunity.

Sincerely,

Pat Stephens