



TRANSIT DISTRICT MEMBERS:

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

Board of Directors Regular Meeting

November 13, 2017

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

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

1. CALL TO ORDER

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

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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

3. CONSENT AGENDA

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

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

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

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

- 3-1. Adopt Resolution 2018-08 recognizing Miriam Gutierrez, Customer Service Representative, as Employee of the Month for November 2017. (Sonia Wills) (pg. 5)
- 3-2. Minutes of the regular meeting of October 16, 2017. (Jeanette Alegar-Rocha) (pg. 7)
- 3-3. Minutes of the Planning/Operations Committee Meeting of October 16, 2017. (Jeanette Alegar-Rocha) (pg. 13)
- 3-4. Financial Report – September 2017. (Lori Lee) (pg. 15)
- 3-5. Disposal of Property Left Aboard Buses - September 2017. (Sonia Wills) (pg. 23)
- 3-6. Approve revised Disposal of Lost and Found Policy. (Lisa Rheinheimer) (pg. 25)
- 3-7. Approve General Manager/CEO Performance Incentive. (Kelly Halcon) (pg. 31)

End of Consent Agenda

4. RECOGNITION AND SPECIAL PRESENTATIONS

- 1. November Employee of the Month – Miriam Gutierrez.

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

- 6 1. Approve expenditure of up to \$300,000 to upgrade electrical power system at the Clarence J. Wright bus operations and maintenance facility in Salinas to accommodate electric buses. (Hunter Harvath) (pg.33)

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Report – September 2017. (pg. 35)
- 7-2. Washington, D.C. Lobby Report – October 2017. (pg. 65)
- 7-3. State Legislative Advocacy Update – September 2017. (pg. 67)
- 7-4. Staff Trip Reports. (pg. 69)

7-5. Correspondence

- a. GOP Alliances (pg. 73)
- b. King City Thank You Letter (pg. 77)

8. BOARD REPORTS, COMMENTS & REFERRALS

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

8-2. Board member comments and announcements.

8-3. Board member referrals for future agendas.

9. CLOSED SESSION

None

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

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

10. ATTACHMENTS

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

11. ADJOURN

NEXT MEETING DATE: December 11, 2017

19 Upper Ragsdale Dr., Monterey, Suite 100

NEXT AGENDA DEADLINE: November 28, 2017

**Dates and times are subject to change.*

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

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

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



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Gratuito / Libreng tulong para sa i a tr n n n i n 무료 언어
지원

**MIRIAM GUTIERREZ
NOVEMBER 2017
EMPLOYEE OF THE MONTH**

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

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

WHEREAS, Miriam Gutierrez began her career at Monterey-Salinas Transit District in December of 2006 as a Coach Operator. In July of 2007, she was promoted to the position of Customer Service Representative in which she provides transit information and sells fare media to the public; and

WHEREAS, Miriam Gutierrez represents MST in a professional manner when at public outreach efforts. She can be counted on to regularly volunteer to staff community events; and

WHEREAS, Miriam Gutierrez took quick actions to prevent damage to the Marina Transit Exchange location when she noticed smoke coming from the garbage can located next to the customer service window and saw that it was catching on fire. She took preventative action and extinguished the fire.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit District recognizes Miriam Gutierrez as Employee of the Month for November of 2017; and

BE IT FURTHER RESOLVED that Miriam Gutierrez is to be congratulated for her excellent work at Monterey-Salinas Transit District.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2018-09 this 13th day of November 2017.

Tony Barrera
Chairperson

Carl G. Sedoryk
Secretary

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MST BOARD OF DIRECTORS

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

MINUTES
October 16, 2017

1. CALL TO ORDER

1-1. Roll Call.

1-2. Pledge of Allegiance.

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

Director Alejo arrived at 10:05 a.m.

1-3. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

Present:	Carolyn Hardy	City of Carmel-by-the-Sea
	Kristin Clark	City of Del Rey Oaks
	Robert Bonincontri	City of Gonzales
	Yanely Martinez	City of Greenfield
	Mike LeBarre	City of King
	Frank O'Connell	City of Marina
	Dan Albert	City of Monterey
	Bill Peake	City of Pacific Grove
	Tony Barrera	City of Salinas
	Mary Ann Carbone	City of Sand City
	David Pacheco	City of Seaside
	Luis Alejo	County of Monterey
	Anna Velazquez	City of Soledad
Absent:	Ken Cuneo	City of Pacific Grove
Staff:	Carl Sedoryk	General Manager/CEO
	Hunter Harvath	Assistant General Manager
	Robert Weber	Chief Operating Officer
	Norman Tuatavuki	Deputy Chief Operating Officer

Kelly Halcon	Director of HR & Risk Management
Mark Eccles	Director of Information Technology
Lisa Rheinheimer	Director of Planning and Marketing
Jeanette Alegar-Rocha	Executive Assistant /Clerk to the Board
Eva Perez	Office Administrator
Beronica Carriedo	Community Relations Coordinator
Ben Newman	Risk and Safety Manager
Andrea Williams	Accountant and Budget Manager
Zöe Shoats	Marketing Manager
Michelle Overmeyer	Grants Analyst
Alvin Johnson	Contract Transportation Supervisor
Cristy Subago	Mobility Services Manager
Erin Heatly	Mobility Specialist
Lesley Van Dalen	Mobility Specialist
Ruben Gomez	Mobility Specialist
Dave Laredo	De Lay & Laredo

Public:	Don Parslow	MV Transportation
	Elliott Robinson	County of Monterey
	Wendy Askew	County of Monterey
	Javier Gomez	County of Monterey

Apology is made for any misspelling of a name.

2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

None

3. CONSENT AGENDA

- 3-1. Adopt Resolution 2018-06 recognizing Beronica Carriedo, Community Relations Coordinator, Employee of the Month for September 2017.
- 3-2. Adopted Retirement Resolution 2018-07, Robert Llorin, Coach Operator.
- 3-3. Minutes of the regular meeting of September 11, 2017.
- 3-4. Minutes of the HR Committee meeting of September 11, 2017.
- 3-5. Financial Report – August 2017.
- 3-6. Disposal of Property Left Aboard Buses - August 2017.
- 3-7. Receive the minutes of the MAC meeting of September 27, 2017.
- 3-8. Approval Performance Incentive Pool for MSTEA and Confidential Unit.

- 3-9 Authorize the purchase of Replacement Radios for Automatic Vehicle Location (AVL) system.

Public Comment – none

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

4. RECOGNITION AND SPECIAL PRESENTATIONS

Public Comment – none

4-1. September Employee of the Month

Kelly Halcon recognized Beronica Carriedo for her outstanding service to MST and the entire community.

4-2. Retirement

Robert Llorin was not present. Robert Weber recognized Robert Llorin, Coach Operator for his eight years of excellent service to MST and the entire community.

4-3. 30 Years of Service

Robert Weber recognized Ben Newman, Risk and Safety Manager, for his 30 years of outstanding service to MST and the entire community.

4-4. 30 Years of Service

Robert Weber recognized Billy McGowan, Coach Operator, for his 30 years of outstanding service to MST and the entire community.

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

Public Comment- None

- 6-1. Authorize Staff to enter into negotiations with MV Transportation Inc for the extension of their current contract by two (2) additional years.

Public Comment- None

Director Albert made the motion to authorize Staff to enter into contract renewal negotiations with MV Transportation Inc and was seconded by Director Alejo. The motion passed unanimously.

6-2. Adopt Resolution 2018-08 and approve South County Operations and Maintenance Facility Project.

Director O'Connell commented that a notice of the exemption from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15061 (b) should be posted on the MST website.

Director Martinez made the motion to adopt Resolution 2018-08 and was seconded by Director Carbone. The motion passed unanimously.

6-3. Authorize staff to issue free parking permits for MST property adjacent to the entrance to the Fort Ord National Monument.

Chair Barrera requested a roll call vote:

Hardy	NO	Albert	NO
Alejo	YES	Peake	YES
Clark	NO	Barrera	YES
Bonincontri	YES	Carbone	YES
Martinez	YES	Pacheco	YES
LeBarre	YES	Velazquez	NO
O'Connell	NO		

The motion passed.

6-4. Consider request from County of Monterey to provide a location for the Safe Parking Program on MST property.

Public Comment-

Elliott Robertson from the County of Monterey Department of Social Services provided an overview of the Safe Parking Program and the request for the temporary use of unincorporated MST property.

Wendy Askew, Board Aid to the County of Monterey Board of Supervisors provided additional information on the Safe Parking Program.

Chair O'Connell made the motion to reject item 6-4 and was seconded by Director Hardy. Chair Barrera requested a roll call vote:

Hardy	YES	Albert	YES
Alejo	NO	Peake	YES
Clark	YES	Barrera	YES
Bonincontri	YES	Carbone	YES
Martinez	NO	Pacheco	YES
LeBarre	YES	Velazquez	YES
O'Connell	YES		

The motion to reject item 6-4 passed with 11 votes in favor and 2 against.

7. REPORTS & INFORMATION ITEMS

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

- 7-1. General Manager/CEO Report – August 2017.
- 7-2. Washington, D.C. Lobby Report – September 2017.
- 7-3. State Legislative Advocacy Update – August 2017.
- 7-4. Staff Trip Reports.
- 7-5. Correspondence.
 - a. CAPSLO - Thank You Letter.
 - b. The Pacific Bus Museum- Thank You Letter.

8. BOARD REPORTS, COMMENTS, AND REFERRALS

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

Director LeBarre, Barrera reported that he attended the APTA Annual Meeting in Atlanta, Georgia and that he will serve as Vice Chair on the APTA Legislative Committee and also serve on the APTA Emerging Technology Committee.

- 8-2. Board member comments and announcements.

Director LeBarre announced his plan to adopt a bus stop and extended the challenge to the rest of the board of directors.

Director Pacheco requested staff to send a letter regarding agenda item 6-4 to the County of Monterey on behalf of the MST Board of Directors.

Director Carbone commented that she is in support of social services for the welfare of the homeless and that her vote on item 6-4 was strictly based on her role of serving on the MST Board of Directors.

Director Bonincontri commented that the motion to reject item 6-4 should not be based on non-ownership.

Director Velazquez commented that she also is in support of social services for the welfare of the homeless and that her vote on item 6-4 was strictly based on her role of serving on the MST board of directors.

Director Martinez commented on the outstanding community involvement of Beronica Carriedo and Ruben Gomez.

8-3. Board member referrals for future agendas.

Director Hardy requested that the board and staff adopt a policy or procedure for adding agenda items.

9. CLOSED SESSION

9-1. Conference with property negotiators – Parcel # APN 032-171-005.

9.2 Public Employee Performance Evaluation, Gov. Code § 54957: General Manager/CEO.

Public Comment- None

10. RETURN TO OPEN SESSION

10-1 Report on Closed Session and possible action.

Dave Laredo reported that the board provided direction to staff regarding items 9-1 and 9-2. Item 9-2 will be added to the November 2017 consent agenda.

11. ATTACHMENTS

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

12. ADJOURN

There being no further business, Chair Barrera adjourned the meeting at 12:27 p.m.

PREPARED BY:



Jeanette Alegar-Rocha

REVIEWED BY:



Carl G. Sedoryk

**Planning/Operations
Committee**

19 Upper Ragsdale Drive, Suite
200 Monterey, CA 93940

Minutes

October 16, 2017

9:00 a.m.

Present: Directors: Clark (Chair), Bonincontri, LeBarre, Pacheco

Absent: None

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

Public: None

1. Call to Order.

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

2. Public Comment on Matters Not on the Agenda.

None

3. Operations Performance Review (Fixed route, Contracted, Mobility, & Maintenance)

Robert Weber presented a review of MST Operations Performance.

4. Future service changes being considered

Lisa Rheinheimer informed the committee that future changes include the construction of new roundabouts, changes to bus routes and new partnership with California State University Monterey Bay (CSUMB).

5. Bus on Shoulder and Branch Line Study Update

Lisa Rheinheimer presented an update on the Bus on Shoulder and Branch Line study.

6. Salinas Valley Express Planning Study

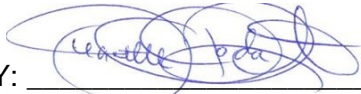
Lisa Rheinheimer presented an update on the Salinas Valley Express Planning study.

7. Committee Member Comments, Questions, or Referrals.

None.

8. Adjourn.

There being no further business, the meeting was adjourned at 9:49 a.m.

PREPARED BY: 
Jeanette Alegar-Rocha

REVIEWED BY: 
Carl G. Sedoryk

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

RECOMMENDATION:

1. Accept report of September 2017 cash flow presented in Attachment #1
2. Approve September 2017 disbursements listed in Attachment #2
3. Accept report of September 2017 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, 2017	\$15,919,235.96
Revenues	4,203,936.02
Disbursements	<u><5,664,728.41></u>
Ending balance September 30, 2017	<u>\$14,458,443.57</u>

POLICY IMPLICATIONS:

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

DISCUSSION:

At the end of the first quarter of the fiscal year, the District continues to manage its expenses, resulting with a surplus of \$1,112,074 on the fixed-route side of the budget. MST RIDES is also showing positive variances on both revenues and expenses, resulting in a \$57,255 surplus year to date. Fixed-route fare revenues were down by 5.9% during September compared to the FY 2018 budget, but were only 0.4% lower than September of 2016. This can be attributed to the dynamic of the deeply

discounted monthly passes that were offered this time last year due to the Highway 68 roundabout construction project. Staff is still analyzing the after-effects of this program related to revenues and ridership.

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

1. **Professional & Technical** – a large portion of this 60.0% negative variance is caused by consulting fees associated with MST's Bus on Shoulder/Monterey Branch Line study as well as the future South County Bus Operations and Maintenance facility. A portion of these expenditures are grant funded and are for projects that are often billed unevenly based on consultant activities. As such, for the fiscal year-to-date, expenditures in this category are actually 4.1% lower than budget.
2. **Outside Labor** – one large project accounts for most of the 13.5% negative variance in this category. A portion of MST's property on the former Fort Ord had become a place where illegal dumping was occurring with increasing frequency. As such, an outside company was hired to install fencing around this area. As with the "Professional & Technical" category above, "Outside Labor" projects happen unevenly throughout the 12 months of a fiscal year. Similarly, for the first quarter of the fiscal year, expenses in this category are comfortably 12.9% below budget.
3. **Miscellaneous** – two expenditures in this category account for much of the 36.5% negative variance: advertising purchases for MST's RealTime program continued in September as well as a one-time ad buy for MST's JAZZ bus service that was aired to coincide with the 60th anniversary celebration of the Monterey Jazz Festival, which was held during the month of September.

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

Prepared by: Lori Lee Reviewed by: Carol G. Seabury

(REVENUES & DISBURSEMENTS)**CASH FLOW**

Beginning balance September 1, 2017		15,919,235.96
Revenues		
Passenger Revenue	431,514.09	
DOD Revenue	522,155.00	
LTF / STA / 5307	2,009,283.47	
Sales Tax	971,975.99	
Grants	186,082.48	
Interest Income	21,808.20	
Non Transit Revenue	61,116.79	
Total Revenues		4,203,936.02
Disbursements		
Operations (See Attachment #2)	3,880,123.89	
Capital	1,784,604.52	
Total Disbursements		(5,664,728.41)
Ending balance September 30, 2017		<u>14,458,443.57</u>

COMPOSITION OF ENDING BALANCE

Checking - Rabo Bank	263,930.94
Checking(s) - Wells Fargo Bank	-
Local Agency Investment Fund (LAIF)	7,857,948.92
Money Market - Homeland Security	831,552.87
Money Market - Rabo MM	3,052,060.94
Money Market - PTMISEA	815,483.76
Money Market - LCTOP	632,617.77
Money Market - Rabo Prop. 1 B	985,317.92
Bank of America - Escrow	8,985.45
Petty cash fund, STC Coin Machine, and 2 change funds	10,545.00
Total	<u>14,458,443.57</u>

PAYROLL ACCOUNT

September 1 Payroll & Related Expenses	583,093.16	
September 15 Payroll & Related Expenses	592,460.41	
September 29 Payroll & Related Expenses	599,451.91	
Pers & 457	205,717.51	
Garnishments	8,785.21	
Payroll adj		
	<hr/>	
	1,989,508.20	1,989,508.20

GENERAL ACCOUNT

Disbursements on Attached Summary	3,603,512.53	
Paydown loan	13,242.97	
Workers Comp. Disbursements	24,525.24	
Interest expense	6,064.58	
Bank Service Charge	27,874.89	
	<hr/>	
	3,675,220.21	3,675,220.21

Total Disbursements	<hr/>	5,664,728.41
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Less Capital Disbursements & Transfers	<hr/>	(1,784,604.52)
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Operating Disbursements	<hr/>	3,880,123.89
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DISBURSEMENTS SUMMARY
GENERAL ACCOUNT DISBURSEMENTS FOR September 1, 2017 - September 30, 2017

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 09/05/2017	46168 - 45952	370.00
Accounts Payable 09/08/2017	45953 - 46289	2,599,378.92
Accounts Payable 09/11/2017	46290 - 46321	118,445.87
Accounts Payable 09/15/2017	46322 - 46322	15,988.61
Accounts Payable 09/18/2017	46323 - 46323	783.14
Accounts Payable 09/22/2017	46324 - 46429	401,120.07
Accounts Payable 09/26/2017	46430 - 46437	28,306.02
Accounts Payable 09/27/2017	46438 - 46516	439,119.90
TOTAL		<u>3,603,512.53</u>

CHECKS \$100,000 AND OVER

VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
BLUESCOPE CONSTRUCTION	TDA Rehab September 19, 2016	46184	9/8/17	1,708,242.85
MV TRANSPORTATION SERVICES INC	Recurring Expense	46237	9/8/17	616,238.89
CALIFORNIA PUBLIC EMPLOYEES	Recurring Expense	46452	09/27/17	333,089.27

TREASURY TRANSACTIONS
FOR SEPTEMBER 2017**LAIF ACCOUNT**

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 09/01/17					7,837,069.24
					7,837,069.24
					7,837,069.24
Local Agency Investment Fund: Quarterly interest earned - .92%					
			20,879.18		7,857,948.42
LAIF Treasury Balance at 09/30/17					7,857,948.42

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 09/01/17					3,812,517.56
09/08/17	308	to AP/Payroll		2,400,000.00	1,412,517.56
09/14/17	308	to AP/Payroll		650,000.00	762,517.56
09/26/17	308	to AP/Payroll		210,000.00	552,517.56
09/29/17	212	Military Vending	490,000.00		1,042,517.56
09/29/17	479	LAIF	2,009,283.47		3,051,801.03
08/31/17		Interest @ 0.30%	259.91		3,052,060.94
RABO MM Balance at 09/30/17					3,052,060.94

MONTEREY-SALINAS TRANSIT
Revenue & Expense - Consolidated

Budget vs Actual

For the Period from September 1, 2017 to September 30, 2017

(Amounts are in USD)

(Includes Fund: 001004)

(Includes G/L Budget Name: BUDFY18)

NOTES

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-329,870	-350,659	20,789	-1,005,838	-1,051,977	46,139
Special Transit	-662,419	-501,121	-161,298	-1,812,311	-1,503,363	-308,948
Cash Revenue	-41,925	-26,936	-14,989	-131,824	-80,808	-51,016
Cash Grants & Reimbursement	-2,616,065	-2,616,657	592	-7,848,195	-7,849,971	1,776
Total Revenue	-3,660,279	-3,495,373	-164,906	-10,798,168	-10,486,119	-312,049
Expenses						
Labor	1,245,067	1,340,540	-95,473	3,834,379	4,021,620	-187,241
Benefits	720,991	793,407	-72,417	2,294,148	2,380,221	-86,073
Advertising & Marketing	8,475	4,919	3,556	17,314	14,757	2,557
① Professional & Technical	117,392	73,361	44,031	211,167	220,083	-8,916
Outside Services	29,545	35,126	-5,581	89,435	105,378	-15,943
② Outside Labor	120,678	106,366	14,312	249,246	319,098	-69,852
Fuel & Lubricants	209,702	296,927	-87,225	592,306	890,781	-298,475
Supplies	48,446	82,842	-34,396	239,926	248,526	-8,600
Vehicle Maintenance	92,986	94,334	-1,348	248,233	283,002	-34,769
Marketing Supplies	707	2,876	-2,169	3,278	8,628	-5,350
Utilities	38,300	44,690	-6,390	111,023	134,070	-23,047
Insurance	53,168	61,074	-7,906	165,956	183,222	-17,266
Taxes	10,595	17,387	-6,792	40,090	52,161	-12,071
Purchased Transportation	436,523	443,582	-7,059	1,260,754	1,330,746	-69,992
③ Miscellaneous Expenses	70,570	51,676	18,894	190,688	155,028	35,660
Interfund transfers						
Pass Thru/Behalf of Others		717	-717		2,151	-2,151
Interest Expense	9,484	9,250	234	28,442	27,750	692
Leases & Rentals	38,867	36,299	2,568	109,708	108,897	811
Total Operating Expenses	3,261,497	3,495,373	-243,876	9,686,094	10,486,119	-800,025
Operating (Surplus) Deficit	-398,782		-398,782	-1,112,074		-1,112,074

MONTEREY-SALINAS TRANSIT**Revenue & Expense - Consolidated**

Budget vs Actual

For the Period from September 1, 2017 to September 30, 2017

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY18)

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-21,921	-19,454	-2,467	-97,982	-58,362	-39,620
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-363,599	-363,599		-1,090,797	-1,090,797	
Total Revenue	-385,520	-383,053	-2,467	-1,188,779	-1,149,169	-39,620
Expenses						
Labor	8,776	9,573	-797	28,582	28,719	-137
Benefits	4,955	4,862	93	16,841	14,586	2,255
Advertising & Marketing						
Professional & Technical		417	-417		1,251	-1,251
Outside Services						
Outside Labor	3,560	7,042	-3,482	10,678	21,126	-10,448
Fuel & Lubricants	41,427	43,378	-1,951	111,466	130,134	-18,668
Supplies	354	2,044	-1,690	871	6,132	-5,261
Vehicle Maintenance						
Marketing Supplies						
Utilities	40		40	120		120
Insurance						
Taxes						
Purchased Transportation	307,619	295,650	11,969	903,206	886,950	16,256
Miscellaneous Expenses	19,920	20,087	-167	59,760	60,261	-501
Interfund transfers						
Pass Thru/Benefit of Others						
Interest Expense						
Leases & Rentals						
Total Operating Expenses	386,650	383,053	3,597	1,131,523	1,149,169	-17,636
Operating (Surplus) Deficit	1,130		1,130	-57,255		-57,255

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

Donation to St. Vincent De Paul (Seaside):

To be donated:

1 Battery charger	6 Pairs of sunglasses
1 Belt	1 Shoe
1 Blouse	2 Shirts
1 Dress	1 Scarf
2 Books	2 Pairs of shorts
6 Cell phones	1 Pair of eyeglasses
2 Caps	1 Phone case
1 Charger	1 Sweater
3 Headphones	1 Sweatshirt
1 Music CD	2 Tote bags
3 Key chains	1 Wallet
1 Pair of pants	1 Watch

To be disposed:

1 Wallet	2 Keys
1 Jacket	2 School ID's – MPC
2 Vitamin bottles	3 Credit cards

To be retained:

\$25.00 for accounting to deposit.

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

PREPARED BY:  REVIEWED BY: 
Sonia Wills Carl G. Sedoryk

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To: Board of Directors
From: Lisa Rheinheimer, Director of Planning and Marketing
Subject: Revised Disposal of Lost and Found Property Policy

RECOMMENDATION:

Approve revised Disposal of Lost and Found Property Policy.

FISCAL IMPACT:

There are negligible fiscal impacts of approving the revised policy.

POLICY IMPLICATIONS:

Your Board sets policy matters including Disposal of Lost and Found Property Policy. This revised Policy brings MST into compliance with State law.

DISCUSSION:

The revised Disposal of Lost and Found Property Policy (attached) brings MST into compliance with State law with respect to the disposal of lost property. The revised Policy updates the previous July 12, 2010 policy. Changes to the Policy include:

- Items which will be held by MST.
- Items which will be discarded immediately.
- Length of time lost property will be held by MST.
- Procedure for customers to retrieve lost items.
- Procedure for disposing unclaimed items.

The revised Policy extends the period of time MST will hold lost property from 30 days to 3 months. Additionally, all unclaimed items were previously donated by MST to charities on a rotating basis, while the revised policy would comply with State law, which requires unclaimed items be auctioned.

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

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DISPOSAL OF LOST AND FOUND PROPERTY

Adopted: 7/12/2010

Revised: 11/13/2017

OBJECTIVE: To establish responsible guidelines regarding the disposal of property found on MST buses, property left at bus shelters and turned in to MST drivers, contract transportation, or MST staff, and property left at any of MST's Administrative or Transit Centers.

MST staff and bus drivers will make every effort to collect all lost and found property, hold property for the amount of time specified herein, and return all property to its rightful owner upon verification of ownership. For all unclaimed property, the following guidelines shall be followed:

1. PURPOSE AND APPLICABILITY OF THE LOST AND FOUND POLICY

1. As a public agency and recipient of state, federal and local funds, Monterey Salinas Transit (MST) must follow the guidelines of the CA Civil Code, Chapter 4 regarding Lost and Unclaimed Property. CA Civil Code §2080.6 allows any public agency to elect to be governed by the provisions of this article with respect to the disposition of personal property found or saved on its property subject to its jurisdiction, or may adopt reasonable regulations for the care; restitution; sale or destruction of unclaimed property in its possession. (CA Civil Code §2080.6(a))
2. The standards established herein shall apply to all activities associated with all lost and found items recovered by MST and its employees and contract transportation provider.

2. GENERAL REQUIREMENTS

A. Definitions

The following capitalized words and phrases whenever used in this policy shall be construed as defined below:

BOARD shall mean the Board of Directors of the Monterey-Salinas Transit District (MST).

GENERAL MANAGER shall mean the chief executive officer of MST appointed by the Board of Directors.

"MST" and "MONTEREY-SALINAS TRANSIT DISTRICT" shall mean the Monterey-Salinas Transit District as established and operated under Part 17, Division 10 of the *California Public Utilities Code*.

B. Administrative Procedures

1. MST maintains this Lost and Found Policy in compliance with *CA Civil Code §2080.6* to safeguard and properly dispose of found items which come into MST's custody. Items are kept at one of three Customer Service locations:

MST Bus Stop Shop
201 Pearl Street, Monterey, CA 93940

Salinas Transit Center
110 Salinas Street, Salinas, CA 93901

Marina Transit Exchange
280 Reservation Road, Marina, CA 93933

2. Lost items listed in Section 3 (below) which are left on buses, bus benches, at transit centers, at bus stops, and/or which have been turned into Bus or RIDES Operators, Customer Service Representatives, or any MST employee will be held at one of the Customer Service locations listed in Section A (above) for a three (3) month period.
3. Lost items will be stored according to the procedures outlined in this policy. **ONLY** the following items will be held by MST:
 - a. Electronic devices (cell phones, laptops, iPods, iPads, tablets, etc.).
 - b. Wallets/purses and Drivers' License or Identification Cards.
 - c. Keys, glasses, jewelry, credit cards, gift cards, and cash.
 - d. Musical instruments.
 - e. Skateboards, strollers, and scooters.
 - f. Umbrellas.
 - g. Bicycles, bike helmets, and locks.
 - h. Briefcases, portfolios, books, and backpacks.
 - i. Rx Medications (when found in appropriately labeled container).
 - j. Anything with an estimated fair market value of \$100 or more.
4. All other items will be discarded within ten (10) business days. If the owner is unable to retrieve the item within the ten (10) business days, the owner may contact Customer Service at (888) MST-BUS1 (888-678-2871) to request that the item be held for an additional five (5) business days.
5. The following items will be disposed of immediately:
 - a. Hazardous, perishable, and unsanitary items.
 - b. Illegal items will be turned over to law enforcement.

6. If the owner of the lost item can be determined from identification that is attached to the item, a Customer Service Representative will attempt to contact the owner.
7. Lost items can be claimed by calling Customer Service at (888) MST-BUS1 (888-678-2871) from 8:00 a.m. to 5:00 p.m., Monday through Friday ONLY. Items can be picked up at one of the Customer Service locations identified in Section A (above) after calling MST to ascertain the location of the lost item(s). Items may not be claimed after normal business hours or on weekends.
8. If it is after regular business hours, and a customer realizes that he/she has lost a personal item on the bus or at a transit center, the customer can complete a *"Customer Service Report"* on MST's website. The Customer Service button is located on MST's website at www.mst.org under the tab "Contact Us".

3. UNCLAIMED ITEMS

- A. Lost items listed in Section 2.B.3 above that remain unclaimed after the three (3) month period will be sold at auction conducted by MST or by an auction house chosen by MST.
- B. The General Manager or his/her designee shall publish a "Notice of Auction" to sell/dispose of any property found and stored by MST pursuant to the requirements of *CA Civil Code §2080.6*.
 1. The General Manager or his/her designee shall have the Notice of Auction published in a newspaper of general circulation in the County of Monterey, at least 5 days before the time fixed for the auction.
 2. Any property remaining unsold after being offered at auction may be destroyed or otherwise disposed of by MST. MST will donate any unsold items to non-profit charitable organizations under MST's Disposal of Surplus Property Policy.
- C. If MST, in its sole discretion, determines that any property transferred to it for sale is needed for a public use, such property may be retained by MST.

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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 4.75%.

FISCAL IMPACT:

Wages are included in the approved FY 201 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 3, 2017 to discuss the performance of Carl Sedoryk, 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 base salary. The Ad Hoc committee is recommending the Board approves an incentive of 4.75% in the amount of \$10,085.50.

Staff is recommending the Board approves the Ad Hoc Committee's recommendation of the 4.75% incentive pay. The incentive pay will be paid out in the pay date following the November Board Meeting.

PREPARED BY:  APPROVED BY: 
Kelly Halcon Carl G. Sedoryk

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To: Board of Directors

From: Hunter Harvath – Assistant General Manager

Subject: Electrical Upgrades to CJW Facility in Salinas for Electric Buses

RECOMMENDATIONS:

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

FISCAL IMPACT:

Up to \$300,000, to be funded from MST's capital and operating budgets.

POLICY IMPLICATIONS:

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

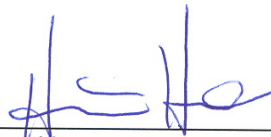
DISCUSSION:

Currently, MST has on order two electric buses being manufactured by BYD in Lancaster, California. Through previous commitments related to MST's state "cap and trade" formula and discretionary grant awards, these electric buses will be deployed predominantly in Salinas, focusing enhanced service in Disadvantaged Communities as defined by the State of California's "Enviro-Screen 2.0" evaluation methodology. As such, these electric buses will be housed in MST's CJW bus operations and maintenance facility on Victor Way in Salinas.

In assessing the power required to charge these vehicles when they are not in service, staff has worked with PG&E to identify infrastructure upgrades that would be required to bring sufficient electricity to CJW. MST's contract facilities project consultant, Ed Jenkins, will be managing this project to allow staff to continue to focus on the district's major capital projects, such as the \$20 million renovation project currently underway at One Ryan Ranch Road and the forthcoming South County bus operating and maintenance facility in King City. As part of preliminary planning for this project, Mr. Jenkins has developed the following draft budget and expenditure estimate:

<u>Cost Est.</u>	<u>Expenditure Category</u>
\$16,000	Engineering
\$50,075	On-Site Civil
\$49,755	On-Site Electrical
\$15,000	Parking lot Restripe/Seal/Repair
\$40,000	Off-Site Civil
\$20,000	Off-Site Electrical (as required by PG&E)
\$12,000	Permits from City of Salinas
<u>\$70,000</u>	PG&E Special Service Charges
\$272,830	Project Cost Subtotal
<u>\$27,170</u>	Project Contingency (approximately 10%)
<u>\$300,000</u>	Project Cost Grand Total

As this project would involve a number of consultants, disciplines, and specialties, staff is requesting your Board's authorization for a project total expenditure rather than award each contract exceeding \$25,000 separately. Where possible, MST's contract project consultant would follow MST's procurement practices as adopted by your Board, with no individual contract to exceed \$100,000. In some cases, there is only one provider available (e.g., PG&E), so some portions of the project may not be competitively bid. Given that complexity, staff seeks spending authority not to exceed \$300,000 in order to deliver this project successfully and efficiently. With your Board's approval of this approach, staff expects to have the infrastructure upgrades complete to enable these new electric buses to be delivered, tested and put into service by Memorial Day weekend 2018.

PREPARED BY: 
 Hunter Harvath

REVIEWED BY: 
 Carl G. Sedoryk

To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monthly Report – September 2017

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

Attachment 6 contains a status update on progress towards goals contained within the FY 2018 Action Plan through September 20, 2017.

September 5 - 8 I participated in a California Transit Association joint lobby visit to Washington DC with 12 other representatives of California public transit operators from around the state to promote California federal legislative and funding priorities.

The event featured 25 meetings with members of California's congressional delegation, staff for key committees, Senators representing states other than California that benefit from investments in public transportation, leadership from the American Public Transportation Agency, and Jane Williams, the new Deputy Director and current Acting Administrator for the Federal Transit Administration.

Topics of discussion included: the Transportation, Housing and Urban Development (THUD) Appropriations bills before the full House and Senate; the Capital Investment Grant (CIG) program; the President's Federal Infrastructure Initiative; Tax Reform; and, American jobs created through investment in public transportation. Overall, we learned that, while there is strong support among Democrats for increasing funding for the CIG program, it is unlikely that the funding level for that program will reach the authorized level of \$2.3 billion. The final funding level for the CIG program will be determined in a Conference Committee of the Senate and the House Appropriations Committees. To ward off negative administrative actions by the President's Administration against the CIG program, the THUD Appropriations bills include language requiring the Administration to execute the CIG program as Congress authorized in the FAST Act. Our meetings confirmed that, despite talk of looming action on the President's Federal Infrastructure Initiative and the Tax Reform, there has been little actual movement on these initiatives. Congressional staff did highlight, however, that the various subcommittees of the House Transportation and Infrastructure Committee would be starting informational hearings on the nation's infrastructure needs during the week of September 11. Additionally, congressional staff indicated that discussions on Tax Reform would pick up in Fall 2017.

September 22, I traveled to Sacramento to attend a meeting of the California Transit Association Executive Committee and on September 26 I travelled to Sacramento to attend a meeting of the Association Finance/Management Committee.

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report –September 2017

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

Attachment #4 – Administration Dept. Report – September 2017

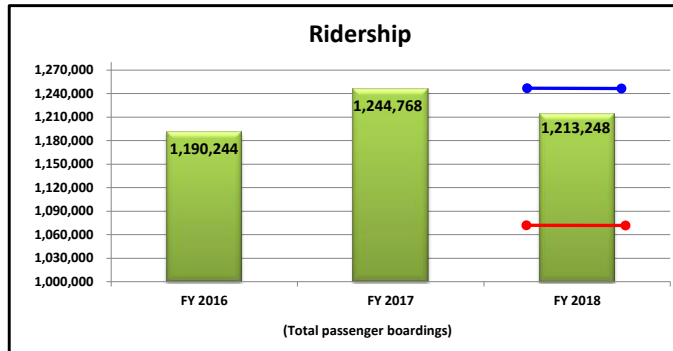
Attachment #5 - Washington, D.C. Itinerary – September 2017

Attachment#6 - FY 2018 Action Plan Status 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/>

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

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

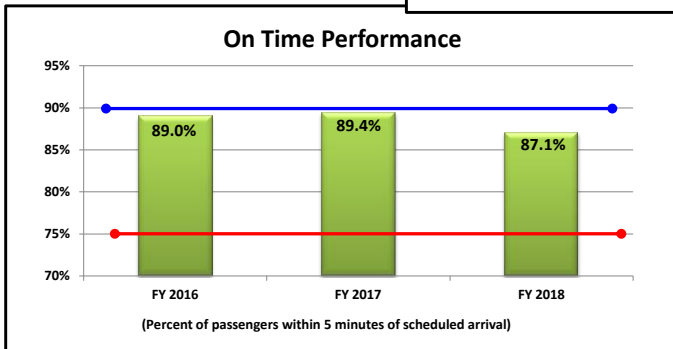
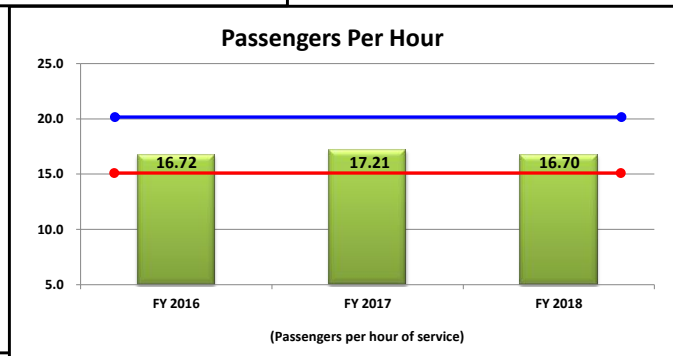


**Goal = 1,244,768
passengers**

**Minimum = 1,064,276
passengers**

Goal = 20 passengers p/h

Minimum = 15 passengers p/h

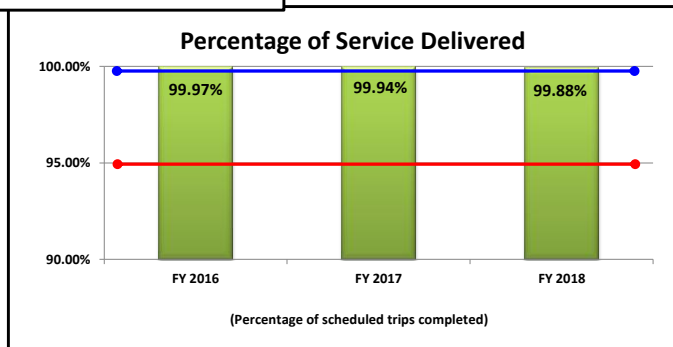


Goal = 90% on time

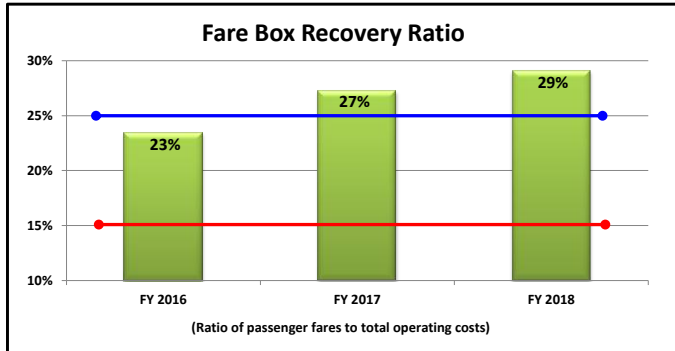
Minimum = 75% on time

Goal = 99% completed

Minimum = 95% completed



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

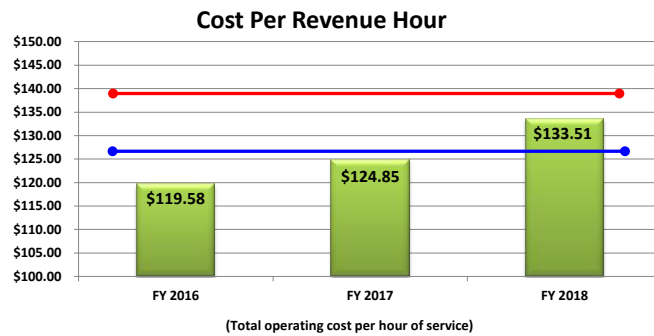


Goal = 25%

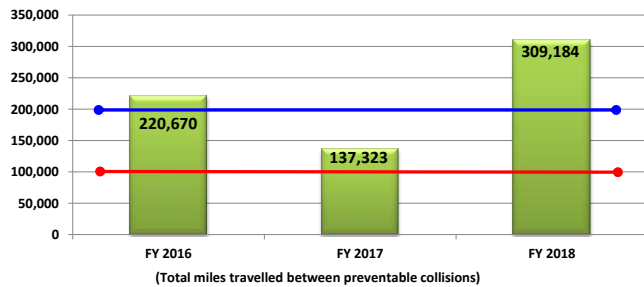
Minimum = 15%

Maximum = \$139.10 per RH

Goal = \$126.43 per RH



Miles Between Preventable Collisions



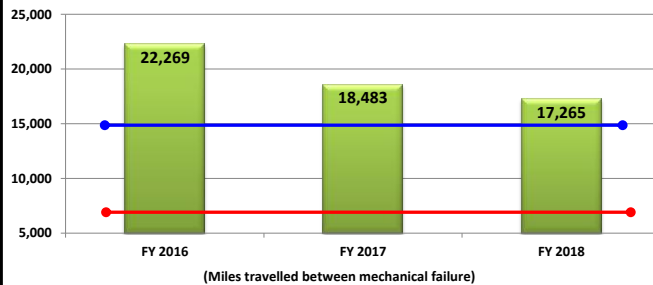
Goal = 200K Miles

Minimum = 100K Miles

Goal = 15K Miles

Minimum = 7K Miles

Miles Between Road Calls

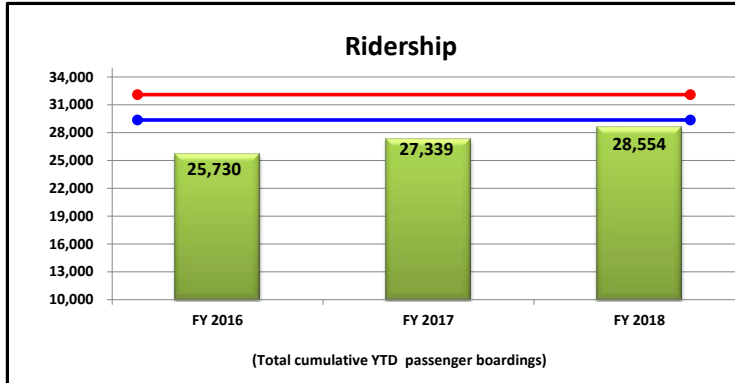


MST RIDES

YTD Dashboard Performance Comparative Statistics

Month of September

FY 2016-2018



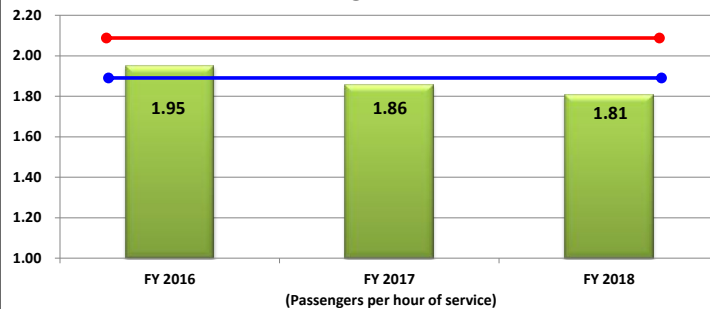
Goal = 29,295 passengers

Maximum = 32,224 passengers

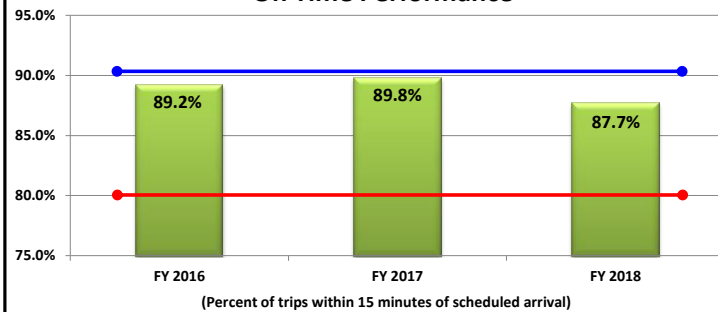
Goal = 1.87 passengers p/h

Maximum = 2.06 passengers p/h

Passengers Per Hour



On Time Performance



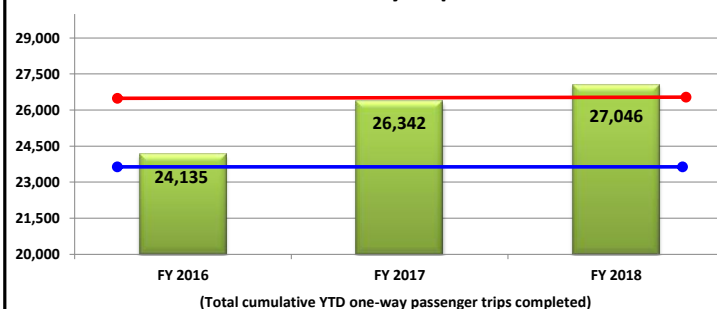
Goal = 90% on time

Minimum = 80% on time

Maximum = 26,170 one-way trips

Goal = 23,791 one way trips

One Way Trips

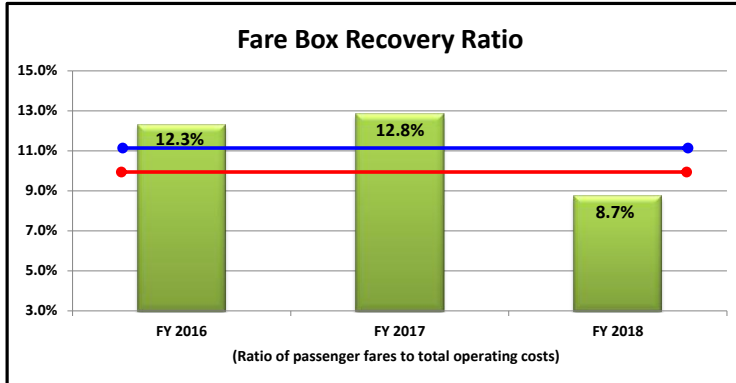


MST RIDES

YTD Dashboard Performance Comparative Statistics

Month of September

FY 2016-2018

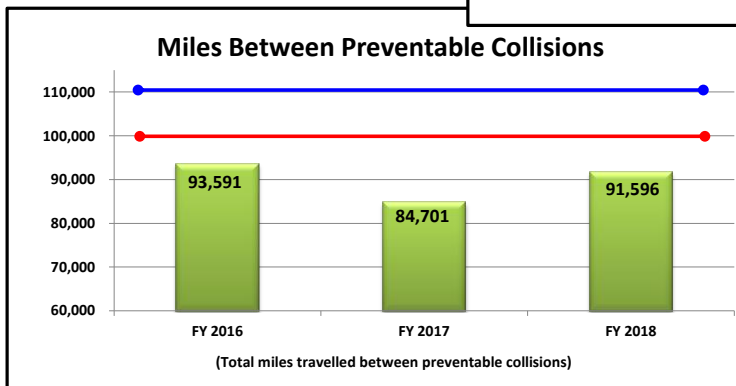
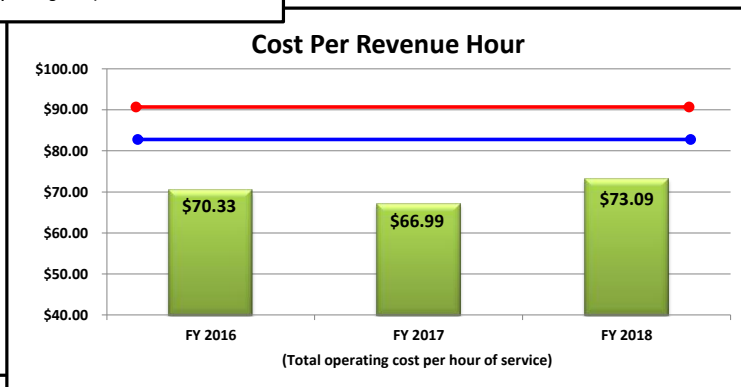


Goal = 11%

Minimum = 10%

Goal = \$82.65

Maximum = \$90.92

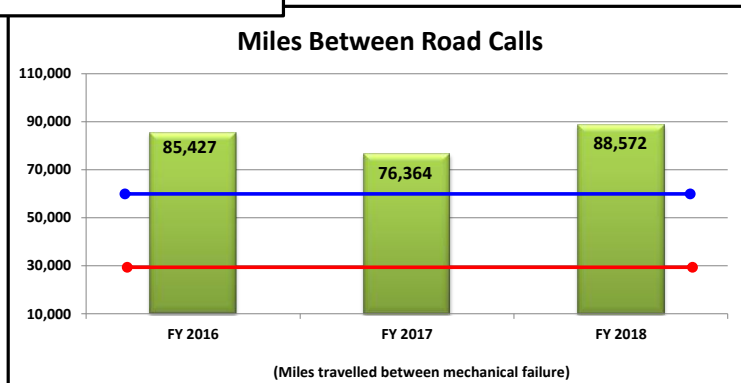


Goal = 110K Miles

Minimum = 100K Miles

Goal = 60,000 miles

Minimum = 30,000 miles

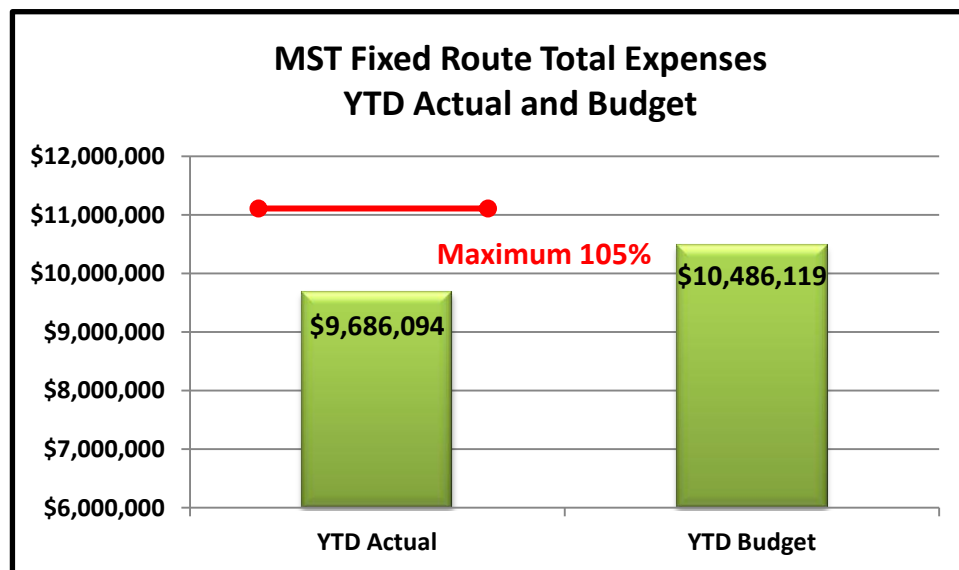
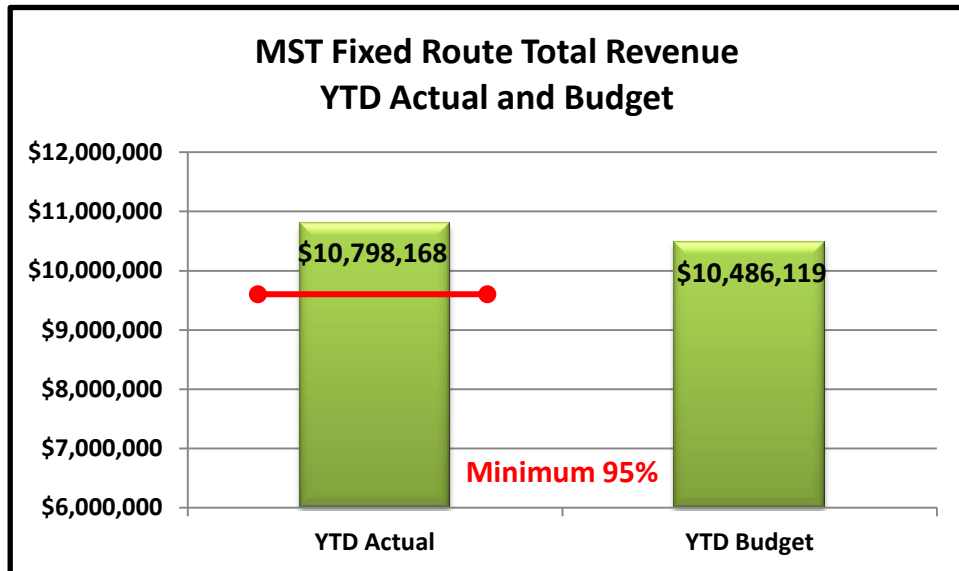


MST Fixed Route

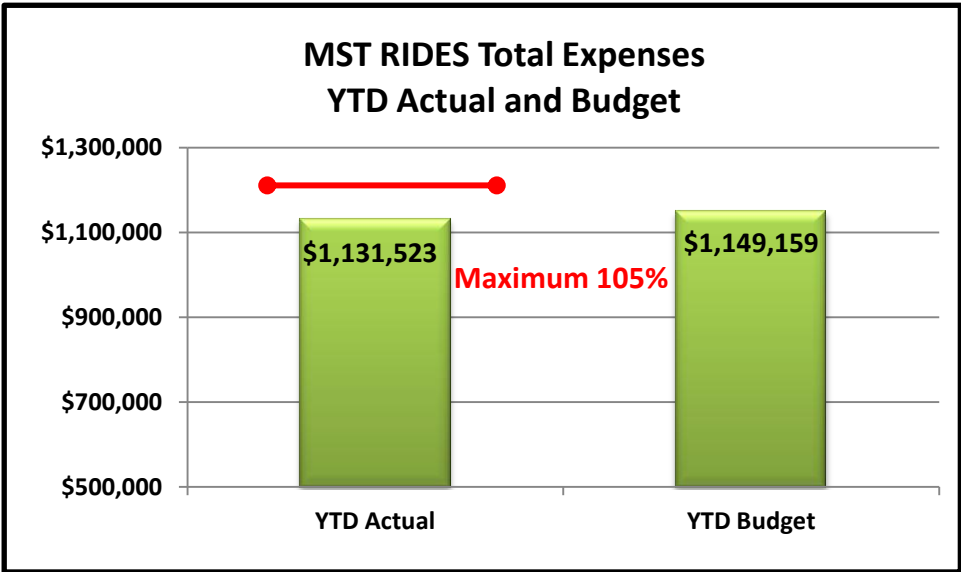
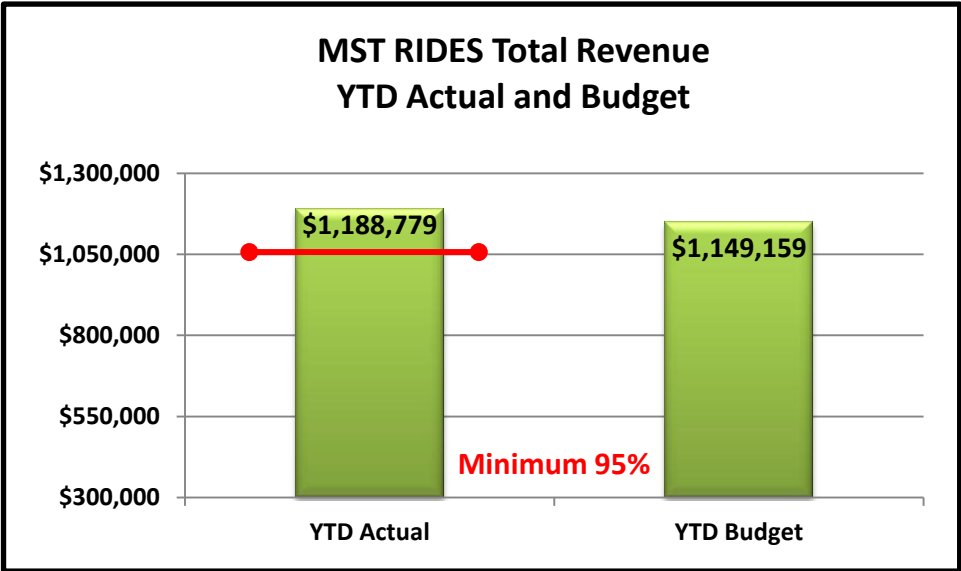
Financial Performance Comparative Statistics

Month of September

Fiscal Year 2018



MST RIDES
Financial Performance Comparative Statistics
Month of September
Fiscal Year 2018



October 27, 2017

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

From: Robert Weber, Chief Operating Officer

Cc: MST Board of Directors

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

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership decreased by 2.58% in September 2017, (416,357), as compared to September 2016, (427,367). For the Fiscal year – passenger boardings have decreased by 2.29% as compared to last Fiscal year.

Productivity remained practically unchanged from September of last year (17.9) to 17.3 passengers per hour in September of this year.

Supplemental / Special Services:

September 1-4: In support of the annual Monterey County Fair, MST deployed supplemental services to transport attendees to / from the event. The service transported 7,633 passengers during the four day event.

September 15-17: In support of the annual Monterey County Jazz Festival, MST deployed supplemental services to transport attendees to / from the event. The service transported 11,550 passengers during the two day event.

September 24: MST deployed special shuttle services for the Monterey Aquarium's Free – To – Learn project transporting 309 passengers from Watsonville Transit Center to the Monterey Bay Aquarium.

September 30: In support of the annual Salinas International Airshow, MST deployed supplemental services to transport attendees to / from the event. The service transported 140 passengers during the one day event.

System Wide Statistics:

- Ridership: 416,357
- Vehicle Revenue Hours: 23,965
- Vehicle Revenue Miles: 388,798
- System Productivity: 17.3 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 34,661

Time Point Adherence: Of 131,573 total time-point crossings sampled for the month of September, the Transit Master™ system recorded 20,553 delayed arrivals to MST's published time-points system-wide. This denotes that **84.38%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus -- On Time Compliance Chart FY 2017 - 2018.*)

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

Cancelled Trips: As listed below, there were a total of seven (7) cancelled trips for the month of September for both directly operated and contracted services:

Total Trips Provided: 34,661			
Category	MST	MV	%
Employee Error	0	1	14.29%
Mechanical Failure	3	0	42.86%
Staffing Shortage	0	0	0.00%
Traffic Congestion	1	0	14.29%
Unknown ¹	1	1	28.57%
Totals	5	2	100.00%

¹ Insufficient information.

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

Occurrence Type	September-16	September-17
Collision: MST Involved	13	11
Employee Injury	0	1
Medical Emergency	5	1
Object Hits Coach	2	1
Passenger Conflict	10	9
Passenger Fall	3	3
Passenger Injury	0	0
Other	4	4
Near Miss	0	0
Fuel / fluid Spill	1	3
Unreported Damage	2	0
Totals	40	33

CONTRACTED TRANSPORTATION SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of September there were 11,648 passenger boardings. This denotes a 11.61% increase in passenger boardings from September of 2016, (10,436). For the Fiscal year – passenger boardings have increased by 6.33% as compared to last Fiscal year.

- Productivity for September of this year was at 1.88 passengers per hour, increasing from September of 2016, (1.87).
- For the month of September, 88.84% of all scheduled trips for the MST RIDES program arrived on time, decreasing slightly from 88.90 % in September of 2016.

COMMUNICATIONS CENTER:

In September, MST's Communications Center summoned public safety agencies on twenty seven (27) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident / Other	20
EMS	Passenger / Employee Illness / Injury	7

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

ATTACHMENT 3

October 27, 2017

To: Carl Sedoryk, General Manager/CEO

From: Robert Weber, Chief Operating Officer

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

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

FY18 Fuel Budget:	Average Fuel Price September 2018:	Average Fuel Price: FY2018
Diesel: \$3.10	\$2.41	\$2.20
Gasoline: \$3.20	\$2.76	\$2.55

Fiscal Year:	Revenue Fleet: Operating Cost Per Mile:	Revenue Fleet: *Miles Between Major Mechanical Road Calls:
September: 2018	\$0.89	19,262
YTD: FY 2018	\$0.89	17,265
FY 2017	\$0.89	18,733
FY 2016	\$0.93	19,862

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

Department Activities/Comments:

The MST revenue fleet travelled 19,262 miles between major mechanical road calls during the month of September. The total number of road-call incidents was 24, with 18 for major mechanical failures ¹ and 6 for other mechanical ² issues. The highest number of major mechanical road calls (33%) was attributed to engine system failures. Fiscal year to date, average miles traveled between major mechanical road calls has decreased by 6.59% over the same period last year.

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

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

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

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

Date: September 1, 2017

To: C. Sedoryk, General Manager/CEO

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

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

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

Human Resources – September 2017

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

Positions	Budget FY18	Actual	Difference
Coach Operators F/T	148	143	-5
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	1	0	-1
Operations Staff	33	28	-5
Maintenance & Facilities	54	50	-4
Administrative (Interns 1 PT)	30	31	1
Total	266	252	-14

*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>	\$12,811.56
<i>Other (includes Legal)</i>	\$6,517.44
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$5,196.24
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$8,939.66
Total Expenses	\$38,464.90
Reserves	\$1,841,784.90
Excess Reserved	(\$1,179,566.23)
<i># Ending Open Claims</i>	42

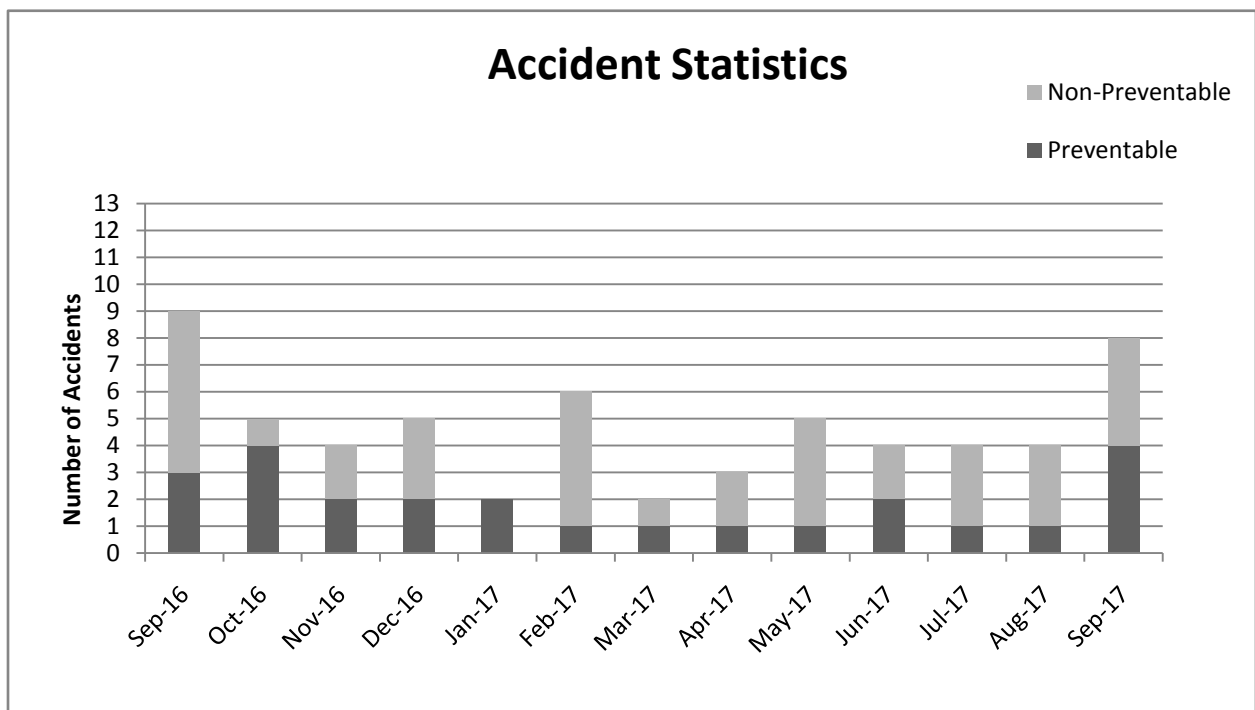
Training

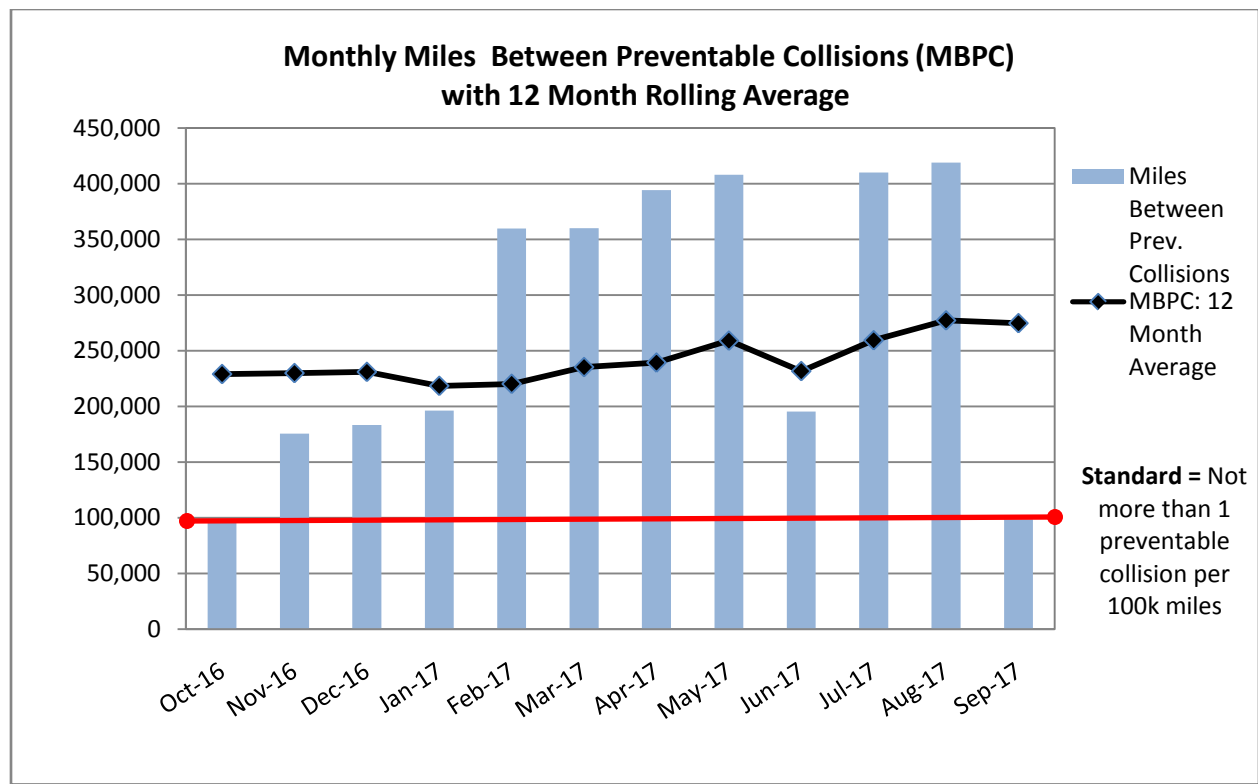
Description	Attendees
Annual Coach Operator Verification of Transit Training	16
In Service Training Report: Situational Awareness & Maintaining Sufficient Clearance	62
Post Accident/Incident Re-training	5
Alliance Career Training Solutions: Project Management Fundamentals	1
Electric Trolley Procedures	3
Return to Work Training:	1

Risk Management

Description	September 2017 Preventable		September 2016 Preventable	
	Yes	No	Yes	No
POV Vehicle hits MST Vehicle	0	4	0	6
MST bus hit stationary object	4	0	3	0
TOTAL	4	4	3	6

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





Customer Service Update – September 2017

Service Report Type	MST	*Other Provider	# of valid reports	% of reports received	September '16	% of reports received
Improper Driving	6	4	2/2*	10.2%	10	15.4%
Request To Add Service	2	1	2	3.1%	2	3.1%
Request To Reduce Service	0	0		0.0%	1	1.6%
Passed By	14	0	4	14.3%	4	6.2%
Improper Employee Conduct	14	3	2/2*	17.4%	7	10.8%
Bus Stop Amenities	0	0		0.0%	1	1.6%
Late Arrival	3	3	3*	6.2%	0	0.0%
Fare / Transfer Dispute	1	1	1*	2.1%	0	0.0%
No Show	6	1	2/1*	7.2%	10	15.4%
Late Departure	0	0		0.0%	2	3.1%
ADA Compliance	0	0		0.0%	0	0.0%
Service Other	12	8	5/3*	20.4%	11	17.0%
Passenger Conduct	2	0		2.1%	1	1.6%
Early Departure	2	3	1*	5.1%	5	7.7%
Passenger Injury	0	0		0.0%	0	0.0%
Off Route	0	0		0.0%	2	3.1%
Employee Other	4	0		4.1%	2	3.1%

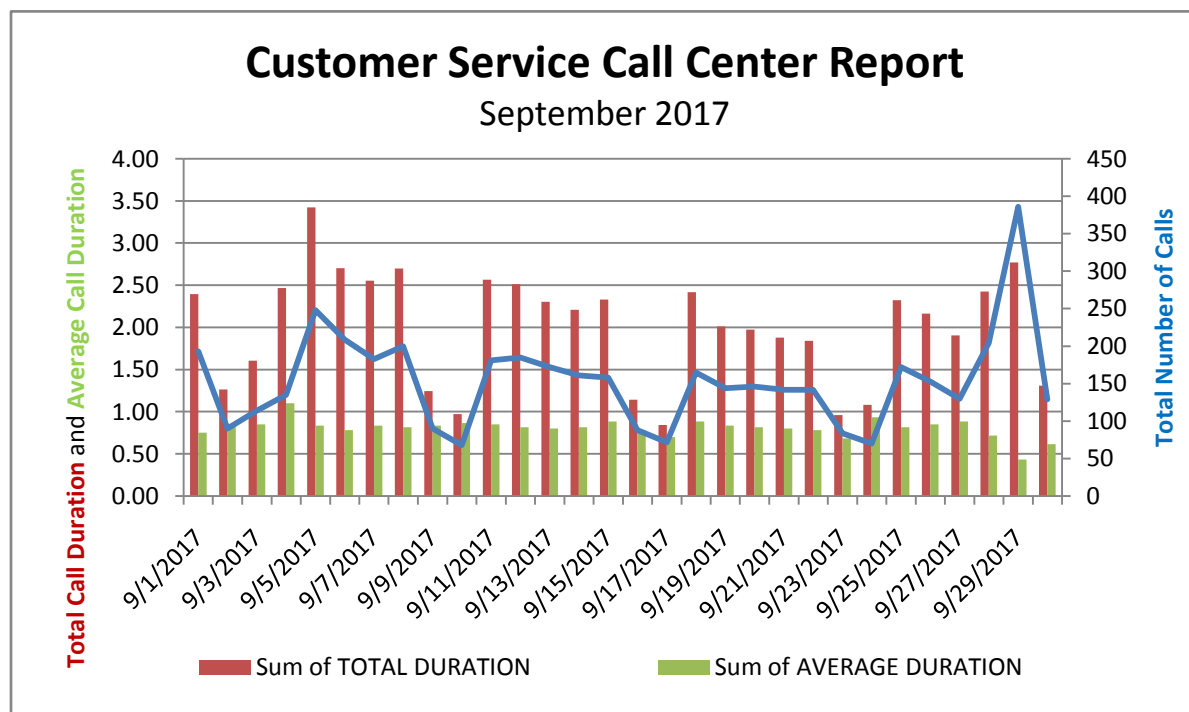
Unsafe Conditions	0	0		0.0%	0	0.0%
Vehicle Maintenance	0	0		0.0%	0	0.0%
Carried By	0	0		0.0%	0	0.0%
Inaccurate Public Information	4	2	1/1*	6.2%	1	1.6%
Agency Policy	0	0		0.0%	1	1.6%
Routing	0	0		0.0%	1	1.6%
Service Schedule	0	2	2*	2.1%	4	6.2%
Total Complaints	70	28		100.0%	65	100.0%
Employee Compliment	1				1	
Service Compliment					2	

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

*Operated by MV or taxi provider

Customer Service Call Center Report:

During the month of September 2017, MST received a total of 4,614 calls which lasted a total of 60 hours and 17 minutes. The average call duration was forty-seven (47) seconds. MST received the most number of calls on Friday, September 29 at 386. Of the total number of calls, 1,435 were routed to RealTime bus arrival information. Call volume was heaviest during the weekdays and lightest during the weekends, although average call duration spikes on the weekends due to the fact that there are no customer service representatives on duty. Rather, customers are attempting to get information from MST's pre-recorded automated system, which appears to take more time.



Finance Update – September 2017

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. Staff continues to work effectively to meet financial reporting deadlines. During the last week of September, Vavrinek, Trine, Day & Co. LLP (VTD) performed MST's financial audit for FY17.

Payroll

Routine changes and adjustments to payroll records were maintained along with filing of all federal, state, and retirement reports and payments on a timely basis. Payroll continued to provide hours and earnings reports upon request to MST departments. Updated payroll schedules and rosters for new CO sign up.

Grants

During the month of August staff attended a number of state workshops on the new SB1 program. Grant materials were compiled for the agency's final audit. Staff coordinated the Caltrans review of the 5310 audit at MV Transportation. Reimbursement requests to Caltrans were prepared. Coordination with FTA, and USDA continued on the South County Operations and Maintenance Facility.

Purchasing

During the month of August, Parts staff was busy with managing inventory levels and ensuring continued supplies. Inventory levels are at an all time low of \$140K. A concerted effort was made to reduce stock levels in anticipation of the move to JLW. Staff has worked to support Maintenance while dealing with the reduced space available for the storage of parts. Contracts for architect support for the South County Operations and Maintenance Facility were issued along with tracking of incoming bus procurements.

Information Technology Update –September 2017

On Friday, September 22nd, 2017, there was a failure of hardware that resulted in the loss of MST systems including the email and shared files servers and drives. As a result, IT staff worked with a local consultant to rebuild the necessary environment to be able to restore system backups and to get the MST computer networks back online. This was achieved by Monday afternoon and resulted in minimal disruption to the main workforce.

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

Vehicle Location system on the fixed route and Paratransit fleets.

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

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

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

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

Marketing Update – September 2017

RealTime Usage:

2017	Text	Phone	App Users	Sessions/User
August	3,959	1,332	4,552	15
September	5,297	1,379	4,919	20

Published news stories include: “Free fare weekends in Salinas on MST” (The Salinas Californian, 9/1/17); “Bring bike sharing to Salinas” (The Salinas Californian, 9/7/17); “Monterey Jazz Festival Guide: The 7 things to know before you go” (Bay Area News Group, 9/14/17).

Press releases sent include: None were issued during the month of September.

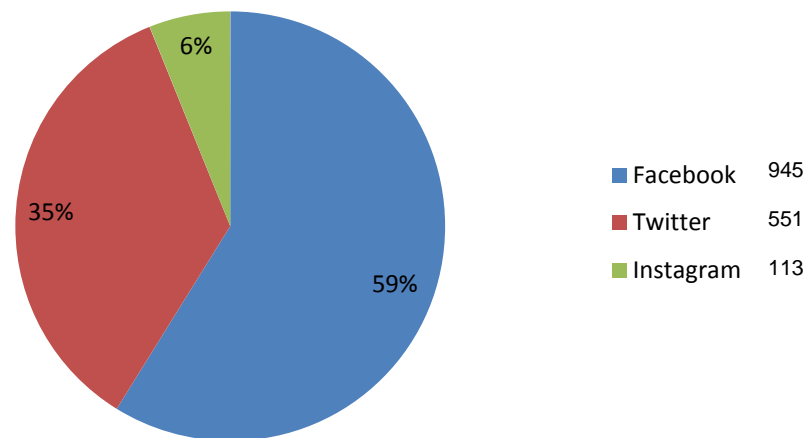
Marketing activities: Coordinated bus transportation to the Monterey County Fair; held community and press event featuring capping of the fare box for ‘Ride the 40’s on Us’ campaign at the Salinas Transit Center; distributed ‘Ride the 40’s On Us’ rack cards to community agencies in E. Salinas; posted ‘Ride the 40’s On Us’ car cards inside buses; participated in a bus trip with seniors from Merrill Gardens to downtown Monterey; met with mobility staff to determine need for travel training flyer for use at senior centers; created marketing task list for FY18 and FY19; held passenger photo shoot at Monterey Transit Plaza as well as a maintenance/mechanics photo shoot at Joe Lloyd Way; created online employment application form on website; began creation of all-electric bus exterior design to include paint scheme and all graphic elements; staff managed MST’s website content, Facebook page, Twitter account, and Instagram page.

Community outreach: Staffed information booth at El Grito in Salinas; staffed a pop-up booth at City of Salinas Health Fair; staffed a pop-up booth at Bi-National Health Fair in Salinas; staffed information booth at Veteran Connect in Seaside; attended the 16th Annual Leadership Luncheon at the Embassy Suites in Seaside.

Presentations: Parents from El Sausal Middle School and La Paz Middle School; migrant program in Salinas; as well as first grade students from Foothill Elementary School in Monterey.

Collaboratives, meetings, and committees: Attended the Alisal Vibrancy Open House in Salinas; attended ACOMI collaboration meeting in Salinas; attended SCORE Collaboration meeting in Camphora, attended MST's Mobility Advisory Committee meeting in Salinas; and met with staff from Monterey Bay Aquarium to plan 2017/2018 bus service for their 'Free to Learn' program.

Social Media Fans



Overview by Social Media Platform:

Twitter



Facebook



Instagram



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

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

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

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

Planning Update – September 2017

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

In September, staff continued a bi-weekly check-in meeting with the consultant

and Santa Cruz METRO for the Bus Operations on Highway 1 Shoulders and the Monterey Branch Line Feasibility Study. Staff also met with TAMC and the consultant to review shoulder widths and existing traffic conditions and go over options for use of the Highway 1 shoulders and/or Monterey Branch Line.

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

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

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**MONTEREY-SALINAS TRANSIT
Washington, D.C. Itinerary**

General Manager/CEO Carl Sedoryk
September 6-8, 2017

WEDNESDAY, SEPTEMBER 6, 2017

- 8:30 am – 9:30 am** **American Public Transportation Association**
Dick White, Acting President & CEO Art Guzzetti, VP of Policy Rob Healy, VP of
Government Affairs
Subject: California Transit Association Federal Legislative Priorities
- 10:15 am – 10:45 am** **Rep. Bill Shuster (Chair, House T&I) Rep. Peter DeFazio (Ranking Member, House T&I)**
Caryn Moore Lund, Professional Staff Auke Mahar-Piersma, Professional Staff
- 11:00 am – 11:30 am** **Rep. Eric Swalwell (Dem Leadership)** Lizzy Fox, Legislative Assistant
- 1:15 pm – 1:45 pm** **House Budget Committee**, Emily Goff, Senior Policy Advisor
- 2:00 pm – 2:30 pm** **Minority Leader Nancy Pelosi (Dem Leadership)** Robert Edmonson, Chief of Staff
- 3:00 pm – 3:30 pm** **Rep. John Garamendi (House T&I) Representative**
- 3:30 pm – 4:00 pm** **Rep. Jared Huffman (House T&I)** Logan Ferree, Legislative Director
- 4:30 pm – 5:00 pm** **Rep. Mark DeSaulnier (House T&I) Representative**
- 5:00 pm – 7:00 pm** **Association Legislative Reception**

THURSDAY, SEPTEMBER 7, 2017

- 10:00 am – 10:30 am** **Sen. Mike Crapo (Chairman, Senate Banking) Sen. Sherrod Brown (Ranking
Member, Senate Banking)** Jen Deci, Professional Staff Homer Carlisle, Professional Staff
- 10:30 am – 11:00 am** **Sen. Patrick Leahy (Ranking Member, Senate Appropriations)** Rajat Mathur, Professional Staff
- 11:30 am – 12:00 pm** **Sen. Kamala Harris (Senate EPW, Senate Budget)** Kevin Chang, Legislative Aide
- 1:15 pm - 1:45pm** **Congressman Jimmy Panetta**
Subject: Low-No program applications, update you on MST's 5339 rural project and USDA
funding, and discuss State of Good repair challenges in rural areas.
- 2:00 pm -- 3:00pm** **Geoffrey MacLeay, Professional Staff Member to Chairman John Kline (R-MN)**
House Committee on Education and the Workforce
Subject: 13c Transportation Labor Issue

FRIDAY, SEPTEMBER 8, 2017

- 9:00 am -- 2:00pm** **American Public Transit Association Executive Committee**

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**FY 2018 Project Action Plan Status Update
September 30, 2017**

1. Complete construction of Monterey Bay Operations and Maintenance Facility and begin operations. March 2018.
Status: Project is on time and on budget.
2. Execute grants; complete environmental documentation; begin procurement for design/build, permitting, and construction of South County maintenance facility. June 2018.
Status: Your board approved environmental document and project is proceeding
3. Implement new Measure Q projects including intelligent voice recording, enhanced out-of-area medical trips, volunteer mileage reimbursement program, ADA emergency rapid response module, and begin planning effort for the Flex Voucher Pilot Program. June 2018.
Status: English Intelligent voice recording is active with Spanish language undergoing testing. Enhanced out-of-area medical trips implemented; executed lease for Salinas Mobility Center at 25 Lincoln Avenue.
4. Accept delivery and place in to service new buses, trolleys, mini buses, service and support vehicles .Ongoing.
Status: Procurements for new buses, trolleys and support vehicles are proceeding on a timely basis.
5. Complete feasibility study of Bus Operations on State Route 1 Shoulders and Monterey Branch Line in coordination with Santa Cruz Metro. June 2018.
Status: Project is on track and on time.
6. Commence Salinas Valley express transit corridor planning study.
Status: MST staff is seeking requests for proposals from qualified consultants and will recommend a consultant to commence work at your March 2018 meeting.
7. Develop facilities and fleet maintenance workforce development program. March 2018.
Status: Preliminary work has been done to identify ways to better incentivize training and workforce development within the maintenance department.
8. Install updated point of sale system at customer service locations. June 2018.
Status: Staff met with several potential vendors at the APTA Expo and will continue to develop specifications for a formal Request for Proposals.

9. Begin rehabilitation of Salinas Transit Center.
Status: Preliminary designs and budget have been developed. Applications for necessary permits have been made.
10. Implement MST RealTime traveler information system and marketing campaign. Sept. 2018.
Status: Complete.
11. Procure consulting services to develop 5-year program of major projects and identify resources required to implement including, but not limited to:
- a. Identify locations for necessary facilities expansion including Salinas. Maintenance and Operations Facility and Salinas Mobility Center.
 - b. Develop plan for potential continued use of Joe Lloyd Way facilities.
 - c. Develop strategy for future of contracted services.
 - d. Develop a plan for short- and long-term use of Suite 110 of Lichtanski Administration Building.
 - e. Develop strategy for operation and maintenance of zero emission fleet
 - f. Conduct comprehensive operational analysis of service area.
 - g. Develop recommendations for uses/disposition of undeveloped MST property.

Status: Preliminary discussions have been had with a variety of consultants. A consultant has been hired to assist with Salinas Transit Center improvements.

FY 2018 Ongoing and Recurring Action Items

- 1.** Continue transit activities within board adopted operational and financial performance standards.
- 2.** Maintain ongoing community partnerships and seek new opportunities as appropriate.
- 3.** Develop and implement service levels, facilities, policies, and procedures appropriate to funding availability and community requirements.
- 4.** Actively participate in state and national trade associations to support issues of local concern.
- 5.** Continue employee training and development opportunities through partnerships with local colleges, universities, and vendors.
- 6.** Provide administrative support in service to Monterey County Regional Taxi Authority and Monterey-Salinas Transit Corporation.
- 7.** Ensure compliance with federal, state, and local regulations, and conduct regular review of policies and practices.
- 8.** Maintain adequate staffing and organizational structure for MST and RTA.
- 9.** Adopt and execute federal and state legislative programs.
- 10.** Procure replacement buses, shelters and customer amenities as funding allows.
- 11.** Continue marketing and community outreach programs to promote MST services and educate the communities we serve regarding the benefits of public transportation.
- 12.** Continue board development activities including educational and policy reviews.
- 13.** Continue efforts to achieve a state of good repair for MST fleet and facilities.
- 14.** Continue efforts to ensure passenger and employee safety and security.

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

October 27, 2017

TO: Carl Sedoryk

FROM: Don Gilchrest

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

Budget

The House of Representatives adopted the Fiscal Year 2018 Budget Resolution on October 26, by a 216-212 vote, with all Democrats and 20 Republicans voting against the measure. The vote by the House was the final step in the legislative process for the Budget Resolution, which is not signed by the President. This legislation provides the broad parameters for the annual appropriations bills, but the main purpose behind this year's Budget Resolution is to set up the process for the House and the Senate to use a budget reconciliation bill to enact tax reform using expedited legislative procedures (for example, they would only need 50 votes in the Senate, instead of 60 votes to overcome a filibuster).

The next steps for Tax Reform will be for the House Ways and Means and Senate Finance Committees to actually draft the tax reform legislation, which they are scheduling for November. Many of the details of the tax package still need to be worked out during committee consideration, but it will roughly follow the Tax Reform Framework that was released in September by President Trump and Republican Congressional Leaders. The Framework proposes major reductions in both Corporate and Individual income tax rates that would be partially offset by eliminating many deductions. The document says that most itemized deductions would be eliminated, which appears to put the deductions for State and local income taxes and interest on municipal bonds in jeopardy. The mortgage interest deduction and charitable contributions are both specifically retained.

FY 2018 Appropriations

None of the twelve annual appropriations bills to fund the Federal government in FY 2018 have been enacted, but a "Continuing Resolution" is currently providing interim funding through December 8.

The House passed an omnibus package of all twelve bills in September, including the version of the *FY 2018 Transportation, Housing and Urban Agencies Appropriations Act (THUD)* that was reported by the House Appropriations Committee in July. The House Omnibus package would provide funding for FTA's Transit Formula programs at the \$9.733 billion level authorized by the FAST Act and would reduce funding for New Starts from \$2.3 billion to \$1.753 billion. The Senate THUD bill, reported by the Appropriations Committee on July 17, would also fully fund the Transit Formula Programs and would provide \$2.133 billion for New Starts. Further action on Transportation Appropriations is not expected until the December 8 deadline approaches.

Infrastructure Initiative

One of the obstacles to moving ahead with the President's proposal to spend \$1 trillion on infrastructure over ten years has been the lack of a financing mechanism for the package. When the Republican Framework for Tax Reform was released in September, it included a statement that the corporate tax provisions would allow for a one-time repatriation of overseas profits. This is widely viewed as a potential source of revenue to help pay for new infrastructure projects.

In addition, the Trump Administration recently rekindled discussion over the possibility of an increase in the Federal tax on motor fuels. Gary Cohn, director of the White House National Economic Council urged consideration of increasing the gas tax when he met with Republican House members on October 25.

The insolvency of the Highway Trust Fund has continued to be an obstacle to spending on transportation infrastructure because the revenues that are deposited into the Account from motor fuels taxes are not sufficient to cover the spending on highway and transit programs. With enactment of the FAST Act, \$70 billion was transferred to the Fund from a variety of offsetting "pay-fors," providing the additional funding needed for the five years of the bill. However, the *FAST Act* still does not provide a permanent solution to the Highway Trust Fund's recurring shortfalls, and the revenue deficit will actually increase by the time that the FAST Act must be reauthorized.

Lobbying Strategies & Opportunities

The last months of 2017 will be crowded with legislative business as Congress seeks to meet budget deadlines and enact initiatives before the end of the year. Accordingly, we have recommended additional meetings to coincide with APTA's December Committee and Leadership meetings so that MST staff can advocate your Federal agenda. We are continuing to monitor action related to Federal funding, tax reform, and the Infrastructure Initiative, and will recommend additional lobbying initiatives based on emerging opportunities.

TPW:dwg

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

MST staff continues to participate with California Transit Association Legislative Committee to develop legislative priorities for the current session. Staff regularly attends meetings to coordinate MST legislative agenda with County of Monterey, City of Salinas, FORA and TAMC.

Opponents of the new transportation funding bill, Senate Bill 1 (Beall & Frazier), have filed two different initiative referenda measures intended to repeal SB 1's various tax and fee increases. The first measure, filed by Assembly Member Travis Allen, would strike out SB 1's tax and fee increases, returning state law to what it was prior to the enactment of SB 1. The second measure, supported by a group of Congressional Republicans from California's delegation, would amend California's constitution to state that the imposition, increase or extension of any tax on the "sale, storage, use or consumption of motor vehicle gasoline or diesel fuel, or on the privilege of a resident of California to operate on the public highways a vehicle, or motor coach" is invalid "unless or until that proposed tax is submitted to the electorate and approved by a majority vote."

If one or both of these measures qualify for the November 2018 general election ballot, those who rely on public transportation will lose the more than \$700 million annually in new investments SB 1 directs to transit projects and services. Locally, repeal of this measure would mean millions of dollars of lost funding for street and road repairs and funding for transit operations and capital projects.

Submitted by 

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October 18, 2017

To: Carl Sedoryk

From: Michelle Overmeyer– Grants Analyst

Subject: TRIP REPORT – September 2017

State Senate Bill (SB) 1- The Road Repair and Accountability Act of 2017 was passed by the state Legislature and signed by Governor Brown in April 2017. A number of programs will be implemented under this new legislation, and the California Transportation Commission is responsible for developing and adopting guidelines to ensure SB1 funds are used according to the intent of the legislation.

I attended two SB 1 working groups in Sacramento. On September 7th I travelled to Sacramento to attend the Local Partnership Program workgroup on September 8th. I returned to Sacramento on September 25th to participate in the workgroup for the Solutions for Congested Corridors Program on that day, and I attended a second working group for the Local Partnership Program on September 26th.

MST presence at these meetings was useful in helping shape the SB 1 program guidelines. These programs will help fund future transportation projects in Monterey County.

PREPARED BY: *Michelle Overmeyer* REVIEWED BY: *Carl A. Sedoryk*

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October 31, 2017

To: Carl Sedoryk

From: Hunter Harvath, AICP – Assistant General Manager

Subject: TRIP REPORT – August 2017

From September 6th through 8th, I traveled to Washington, DC to participate in the California Transit Association's Federal Lobby Day as well as to conduct legislative advocacy visits on behalf of MST with the following offices:

- US Senator Kamala Harris (professional staff member)
- US Congressman Jimmy Panetta
- US Congressman John Kline (professional staff member to the House Committee on Education and the Workforce)
- US Representative Jeff Denham (professional staff member)

From September 24th through 26th, I traveled to Sacramento to participate in the Annual Conference of the California Chapter of the American Planning Association. While at the conference I participated in sessions with the following subject matter:

- SB 743: Changes to California Environmental Quality Act (CEQA)
- CEQA Streamlining
- Ethics in Urban Planning
- League of California Cities (presentation by Executive Director Carolyn Coleman).

Hunter Harvath

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o e er 1 , 2017

NEWS

GOP alliances rip over gas tax repeal: It's anti-tax populists vs. the business establishment

Business groups are threatening to wage a pricey campaign to stop California's Republican officials from trying to repeal a new state gas tax—warning them not to "create new political adversaries." But the politicians aren't flinching. Photo courtesy CALmatters

By CALMATTERS |

October 12, 2017 at 4:39 pm

By Judy Lin, CALmatters

Business groups are threatening to wage a pricey campaign to stop California's Republican officials from trying to repeal a new state gas tax—warning them not to "create new political adversaries." But the politicians aren't flinching.

Eleven GOP members of the state's congressional delegation, including House Majority Leader Kevin McCarthy, responded that they aren't as worried about "political threats" as they are about the financial burden the \$5.2 billion-a-year gas would place on their constituents. And GOP Assemblyman Travis Allen, who's running for governor and sponsoring one of the two repeal measures, struck a Trumpian tone, labeling the business groups "special interest thugs."



d GOP Assemblyman Travis Allen, who's running for governor and sponsoring one of the two repeal measures, struck a Trumpian tone, labeling the business groups "special interest thugs." File photo

Once political allies, Republican incumbents and activists are openly sparring with pro-business groups for backing the transportation package Democratic Gov. Jerry Brown signed earlier this year. Such infighting between traditional conservative interests seems counterproductive for a party with diminished clout—but the GOP has little to lose in California.

With Democrats holding every statewide office and two-thirds majorities of the Legislature, the party of limited government hopes to make gains at the ballot box by repealing key Democratic measures. That's why Republicans aim to gather enough voter signatures to place one or more gas tax repeal initiatives on the November ballot next year.

The GOP's goal: rally conservatives and cut across party lines by inciting a taxpayer revolt. Success would boost turnout and improve prospects for Republicans in other races.

"If things continue as is in California politics, I think this is how future elections will look," said Bill Whalen, a Hoover Institution research fellow at Stanford University and former speechwriter for GOP Gov. Pete Wilson. Currently, just 26 percent of registered voters are Republican, compared to 45 percent Democrats and 25 percent no party preference.

Call it Trumpism or populism, the strategy to run against the political establishment isn't new, said Thad Kousser, political science professor at University of California, San Diego.

"I think it has a real shot," he said of the gas tax repeal. "Every so often a proposition galvanizes the attention of voters enough, and if we have \$4-a-gallon gas next November, this could be the thing."

Worried about losing the first gas tax increase in 23 years, business groups such as the Los Angeles County Business Federation and Orange County Business Council joined construction unions and the League of California Cities in sending House Republicans the warning last month.

"With so much at stake," the letter said, "our organizations will have no option but to mount a robust and powerful effort in opposition to this initiative, using the voices of California's business community to counter your efforts."

Because business interests rely on transportation and infrastructure to stay competitive, they've collaborated on those issues with state Democrats while simultaneously opposing them to fend off so-called job killer bills that increase labor costs or overburden businesses with regulation. But business's pragmatism is running afoul of the Republican Party's increasingly staunch opposition to taxes.

"It's a clear sign the business community has hitched their wagon to a different party," Kousser said.

The new gas tax is expected to allow Caltrans to make major repairs, including 17,000 miles of pavement, 500 bridges and 55,000 culverts over the next 10 years. The package will also fund local street and road repairs, as well as dramatically increase public transit funding.

It will do this by raising the base excise gas tax 12 cents per gallon, bringing it to 30 cents, starting Nov. 1. The excise tax on diesel fuel will increase to 36 cents per gallon.

Starting next year, the measure adds an annual vehicle fee ranging from \$25 for cars valued at under \$5,000 to \$175 for cars worth \$60,000 or more. Electric car owners will begin paying a \$100 annual fee in lieu of gas taxes starting in 2020.

But Republicans insist that they can lead a taxpayer rebellion, and that voters will become disillusioned when they find out none of the money will go toward building additional freeway lanes to reduce congestion.

California GOP Chairman Jim Brulte says the state party will embrace the cause because Democrats pushed through a tax that punishes rural and suburban residents. Assembly Republican Leader Brian Dahle of Bieber said he's all for a repeal because voters believe their money is being squandered. All but one GOP lawmaker, Sen. Anthony Cannella of Ceres, voted against the bill.

Gas tax supporters say Republicans are simply using the gas tax to raise their own profiles and to drive up conservative turnout in vulnerable districts.

"The critics of the letter are not interested in having a dialogue of fixing California's transportation problems," said Michael Quigley, executive director of the California Alliance for Jobs, which represents heavy construction companies and their workers. "They are the ones who are the most opportunistic politically around this issue."

Former San Diego city councilman turned conservative talk show host Carl DeMaio has been the frontman for one of two repeal efforts. DeMaio—who characterized Sacramento politicians as having Stockholm syndrome because they are easily bullied by the governor and lobbyists—says more than 250,000 people already have pledged online that they will be one of the 585,407 valid signatures needed to qualify the measure. This repeal option is a constitutional amendment that would also prevent any future increases of vehicle and gas taxes without voter approval.

"We're not waiting for the politicians to provide leadership on this front, from either party," said DeMaio. "The people don't want this cost to be added to their family burden and as a result, people are really rising up."

The irony, of course, is that campaigns to qualify a constitutional amendment require millions of dollars—money that political consultant Dave Gilliard has been working behind the scenes to gather. His clients include Reps. Darrell Issa of Vista, Mimi Walters of Irvine and Dana Rohrabacher of Costa Mesa, who are all being targeted by Democrats next year because they represent districts President Donald Trump lost.

Gilliard would not say who's funding the initiative or if Issa, a car alarm mogul, would be contributing. He said he expects signature-gathering to begin in mid-November.

GOP consultant Rob Stutzman, who is working with the Fix Our Roads coalition to keep the gas tax in place, said it would be a "strategic mistake" for House Republicans to bankroll a repeal effort.

"There are other issues that can get Republicans to the polls without inciting tens of millions of dollars against you," Stutzman said.

Gilliard, however, likened the gas tax repeal to Proposition 13, which caps property taxes at 1 percent of assessed value. Back in 1978, government and business groups campaigned against Proposition 13 but backers enjoyed a wave of anti-tax sentiment and spent hardly any money to pass it. "They're talking about spending \$40 million to defend the tax but I don't think it matters," Gilliard said. "Once it's on the ballot, the gas tax will go down to defeat because people will realize it's overreaching and doesn't add capacity to highways or roads."

Besides DeMaio, another GOP underdog is championing the repeal.

Allen, the assemblyman from Huntington Beach, is leading his own initiative and will need 365,880 valid voter signatures to qualify (a lower threshold because it's not a constitutional amendment.) He's also come under scrutiny for soliciting donations for his gubernatorial campaign off his tax repeal website.

So far, the two campaigns show no indication of joining forces. Allen said he's reached out to DeMaio, but DeMaio said, "I like my initiatives to be airtight and legally defensible."

Allen scored a legal victory when a judge ruled that Democratic Attorney General Xavier Becerra wrote a flawed and misleading title and summary of the initiative—never once using the words "gas or tax" in the title.

The judge rewrote it to say: "Repeals recently enacted gas and diesel taxes and vehicle registration fees. Eliminates road repair and transportation programs funded by these taxes and fees."

But in a twist, a poll by Probolsky Research using the judge's re-write found 54 percent of voters actually supported the gas tax, compared to 35 percent opposed. Slightly more than half of Republicans supported the idea of a tax repeal.

Contrast that with a June poll by the University of California, Berkeley's Institute of Governmental Studies that described exactly how much more drivers would be paying at the pump. It found 58 percent of voters against the tax.

The GOP hopes to do a "patch test" of its tax repeal strategy via a different kind of recall, this one involving a Southern California lawmaker. Earlier this year, DeMaio launching a recall drive against state Sen. Josh Newman, a freshman Democrat who had unexpectedly defeated GOP Assemblywoman Ling Ling Chang. DeMaio has said he targeted Newman in a "gazelle strategy," to take down the most vulnerable Democrat for his support of the gas tax increase. Recalling Newman would likely also deprive Democrats of their supermajority in the Senate.

But the recall election hasn't been certified because it's bogged down in a legal fight.

A spokesman for Newman also accused paid signature collectors of deceiving voters into thinking they were supporting a gas tax repeal when they were in fact signing a petition just to recall Newman. "What the Republicans did will not only hurt their credibility with voters, but it will also make it harder for voters to trust what anyone is saying to them," said Derek Humphrey.

"This is what people hate about politics."

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King City Chamber of Commerce & Agriculture

200 Broadway St., Suite 40
King City, CA 93930

Phone (831) 385-3814

Fax (831) 386-9462

www.kingcitychamber.com kcchambermanager@kingcitychamber.com

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Thank you for participating in the 2017 Business Expo &: Community Resource Fair.

This event was an excellent opportunity to network with other businesses and show the community the many opportunities and resources that King City has to offer. The variety of options this year provided a great example of why King City and our businesses are truly a gem of Southern Monterey County.

Your support and involvement in this year's event was essential to the success that we experienced this year, and vital to growth of this promotional event.

At the King City Chamber of Commerce &: Agriculture, we are truly grateful for your continued involvement and support of our business community.

We are proud to represent and promote our diverse businesses and show the rest of the valley what a strong business community we have here in King City.

We know we are fortunate to live and work in this engaged and vibrant community.

Sincerely,



Janet Bessemer
Manager

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