



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
October 6, 2014**

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

10:00 a.m.

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

1. CALL TO ORDER

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

2. CLOSED SESSION

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

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

3. RETURN TO OPEN SESSION

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

4. CONSENT AGENDA

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

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

- 4-2. Adopt Resolution 2015-10 recognizing Richard Higoy, Senior Utility Service Worker, as Employee of the Month for October 2014. (Michael Hernandez) (pg. 1)
- 4-3. Disposal of Property left aboard buses. (Sonia Bannister) (pg. 3)
- 4-4. Minutes of the regular meeting of September 8, 2014. (Deanna Smith) (pg. 5)
- 4-5. Financial Report – July and August 2014. (Angela Dawson) (pg. 13)
- 4-6. Adopt Resolution 2015-11 recognizing Victor Ayaay for his 15 years of service. (Michael Hernandez) (pg. 29)
- 4-7. Adopt Resolution 2015-12 recognizing Roger Vandever for his 9 years of service. (Michael Hernandez) (pg. 31)
- 4-8. Adopt Resolution 2015-13 recognizing Eric Petersen for his support of MST's Senior Voucher Program. (Carl Sedoryk) (pg. 33)
- 4-9. Adopt Resolution 2015-14 recognizing Majid Bahriny for his support of MST's Senior Voucher Program. (Carl Sedoryk) (pg. 35)
- 4-10. Approve new staff appointments for FY 2015-2016. (Carl Sedoryk) (pg. 37)
- 4-11. Receive update on Monterey Bay Unified Air Pollution Control District FY 15 AB 2766 Award. (Michelle Overmeyer) (pg. 41)
- 4-12. Approve MSTE and Confidential Unit employee performance incentives. (Carl Sedoryk) (pg. 43)

End of Consent Agenda

5. SPECIAL PRESENTATIONS

- 5-1. October Employee of the Month – Richard Higoy, Senior Utility Service Worker. (Michael Hernandez)
- 5-2. Victor Ayaay – Retirement. (Michael Hernandez)
- 5-3. Roger Vandever – Retirement. (Michael Hernandez)

- 5-4. 30 Years of Service – Doris Martinez, Scheduler/Planning Analyst. (Hunter Harvath)
- 5-5. 25 Years of Service – Steve Colburn, Coach Operator. (Michael Hernandez)
- 5-6. Resolution of Appreciation – Eric Petersen. (Carl Sedoryk)
- 5-7. Resolution of Appreciation – Majid Bahriny. (Carl Sedoryk)
- 5-8. Transit 101: Facilities. (Carl Wulf)

6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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

7. COMMITTEE REPORTS

8. MAJOR PROCUREMENTS

9. PUBLIC HEARINGS

10. UNFINISHED BUSINESS

- 10-1. Adopt Management Succession Continuity Policy. (Deanna Smith) (pg. 45)

11. NEW BUSINESS

12. REPORTS & INFORMATION ITEMS

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

- 12-1. General Manager/CEO Report – August 2014. (pg. 49)
- 12-2. Washington D. C. Lobbyist Report – September 2014. (pg. 67)
- 12-3. State Legislative Advocacy Update – September 2014. (pg. 73)
- 12-4. TAMC Highlights – August 2014. (pg. 79)
- 12-5. Staff Trip Reports. (pg. 81)
- 12-6. Correspondence. (pg. 83)

12-7. Staff Announcements.

13. COMMENTS BY BOARD MEMBERS

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

13-2. Board member Comments and Announcements.

13-3. Board member Referrals for future agendas.

14. ATTACHMENTS

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

Attachments can be found online within the GM Report at:

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

15. ADJOURN

NEXT MEETING DATE: November 10, 2014

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

NEXT AGENDA DEADLINE: October 28, 2014

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

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

**RICHARD HIGOY
OCTOBER 2014
EMPLOYEE OF THE MONTH**

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

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

WHEREAS, Richard Higoy began his career as a Utility Service Worker with Monterey-Salinas Transit in November 1999 and was promoted to Senior Utility Service Worker in August 2007; and

WHEREAS, Richard Higoy is responsible for completing light maintenance, repairs, and the cleaning of MST's facilities and bus stop shelters; and

WHEREAS, Richard Higoy supports MST's customers and service planning efforts by changing out bus stop flags in preparation for new service changes; and

WHEREAS, Richard Higoy was instrumental in the refurbishing of passenger shelters that were repurposed from other locations; and

WHEREAS, Richard Higoy demonstrates tremendous job ownership in his responsibilities and duties, and MST is fortunate to have such a great employee as Richard.

THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Richard Higoy as Employee of the Month for October 2014.

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2015-10 this 6th day of October, 2014.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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

St. Vincent De Paul –Seaside (Good condition, still usable)

3 backpacks	1 pair flip flops
3 black caps	2 jackets
5 sweatshirts	2 make-up bags
1 shirt	4 sunglasses
1 bike helmet	2 books
1 blanket	3 cloth hats
1 cell phone holder	1 pair of tennis shoes
2 canes	1 pair of pants
1 golf club	1 lunch bag
1 harmonica	

To be disposed (Worn, tattered, no longer usable)


1 backpack	2 sets of keys
1 cell phone	1 binder
1 bag toiletries	1 expired Basic Discount bus pass
1 make-up bag	1 baby shoe
1 prescription medicine	
1 pair of eyeglasses	

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

PREPARED BY:


Sonia Bannister

REVIEWED BY:


Carl Sedoryk

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MST BOARD OF DIRECTORS

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

Minutes

September 8, 2014
10:00 a.m.

1. CALL TO ORDER

1-1. Roll call

1-2. Pledge of Allegiance

Chair Downey called the meeting to order at 10:04 a.m. Roll Call was taken and Director Cohen led the Pledge of Allegiance.

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

Apology is made for any misspelling of a name.

2. CLOSED SESSION

- 2-1. *General Manager Performance Evaluation, Gov. Code (§54957(b)) (No enclosure) (K. Halcon)*
- 2-2. *Conference with Labor Negotiators – Monterey-Salinas Transit Employees Union (MSTEA), and MST (D. Laredo, K. Halcon) (§54957.6) No enclosure)*

Public Comment – none.

3. RETURN TO OPEN SESSION

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

Dave Laredo reported that no action was taken during Closed Session. The Board requested that Agenda Items 2-1 and 2-2 be continued until the October board meeting, with direction for MST staff to provide more information on substance and process.

Public Comment – none.

4. CONSENT AGENDA

- 4-1. Review highlights of the agenda.
- 4-2. Adopt Resolution 2015-06 recognizing Francisco Castillo, Intermediate Mechanic, as Employee of the Month for August 2014.
- 4-3. Adopt Resolution 2015-07 recognizing Deanna Smith, Executive Assistant/Clerk to the Board, as Employee of the Month for September 2014.
- 4-4. Adopt Resolution 2015-08 recognizing Miguel Montes for his seven years of service.
- 4-5. Disposal of property left aboard buses.
- 4-6. Minutes of the regular meeting of July 28, 2014.
- 4-7. Financial Report – June and July 2014.
- 4-8. Claim Rejection – Woodyard, Tajah.
- 4-9. Authorize staff to enter into an Interline Agreement with Greyhound Bus Lines.

- 4-10. Appoint new MAC members.
- 4-11. Approve Resolution 2015-09 authorizing the use of PTMISEA Bond Program Funds.
- 4-12. Approve MSTEA and Confidential Unit employee performance incentives.
- 4-13. Receive report on MST/MVTI Centralized Dispatch Project.
- 4-14. Adopt revised MST Records Retention Guidelines.

Public Comment – none.

Alternate Castañeda made a motion to approve the Consent Agenda, excepting Item 4-12, and was seconded by Director Orozco. The motion passed unanimously.

5. SPECIAL PRESENTATIONS

- 5-1. August Employee of the Month – Francisco Castillo, Intermediate Mechanic.

Michael Hernandez recognized Francisco Castillo as the August Employee of the Month for his contribution to MST and the entire community.

- 5-2. September Employee of the Month – Deanna Smith, Executive Assistant/Clerk to the Board.

Carl Sedoryk recognized Deanna Smith as the September Employee of the Month for her contribution to MST and the entire community.

- 5-3. Miguel Montes – Retirement.

Mr. Montes was not present.

- 5-4. Transit 101: Sales Tax Measure Guidelines.

Dave Laredo, MST General Counsel, made a presentation on legally permissible campaign activities for public-sector employees.

- 5-5. 25 Years of Service – Ken Smith, Senior Operations Supervisor.

Mr. Smith was not present.

- 5-6. 25 Years of Service – Ruperto De La Cruz, Coach Operator.

Mr. De La Cruz was not present.

Public Comment – none.

6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Janet Wilson is a frequent rider on MST's Line 2, which she believes is the "bus to nowhere." She was able to speak with Lisa Rheinheimer, director of planning and development, during Closed Session about her concerns. She is appreciative of MST's Line 22 to Big Sur.

7. COMMITTEE REPORTS

7-1. Finance Committee minutes of July 28, 2014.

7-2. HR Committee minutes of August 20, 2014.

Public Comment – none.

8. MAJOR PROCUREMENTS

8-1. Approve budget modification and purchase of additional Gillig coaches.

Michael Hernandez provided a summary of the budget modification for bus the purchases.

Director Cohen and Edwards asked for clarification on the budget modification. Mr. Harvath explained that the budget modification was an allowable swap between federal and state funds. MST will be using federal money for the bus purchase, and swapping it out with state money later. Both federal and state monies are guaranteed, but the federal money is simply easier to use for bus purchases than real estate purchases. Staff is requesting the board's approval for the swap because the approved FY 2015 budget allocated the federal funds for real estate purchase and the state funds for bus purchases. The transaction is an internal reallocation of monies with no changes to purchase amounts.

Public Comment – none.

Director Armenta made a motion to approve the budget modification and purchase of additional Gillig coaches and was seconded by Director Edwards. The motion passed unanimously.

9. PUBLIC HEARINGS

10. UNFINISHED BUSINESS

10-1. Authorize increased funding level for CSUMB transit services.

Public Comment – none.

Director Edwards made a motion to authorize an increased funding level for CSUMB transit services and was seconded by Director Hurley. The motion passed unanimously.

Director Armenta requested that a discussion regarding establishing an annual recognition of MST's transit partners be placed on a future agenda.

11. NEW BUSINESS

11-1. Adopt new MST Policies.

Mr. Sedoryk summarized the proposed new policies.

Chair Downey requested that the Management Continuity Succession Policy be removed from consideration and that the language in item #11 of the policy be restated for clarity.

Public Comment – none.

Director Edwards made a motion to approve the recommended policies, excepting the Management Continuity Succession Policy, and was seconded by Alternate Castañeda. The motion passed unanimously.

11-2. Adopt revised MST Policies.

Mr. Sedoryk summarized the proposed revised policies.

Public Comment – none.

Alternate Castañeda made a motion to approve the revised policies and was seconded by Director Hurley. The motion passed unanimously.

11-3. Receive FY 2015 committee assignments.

Chair Downey thanked board members for agreeing to assume her appointments for committee chairpersons. She asked Director Pendergrass if he would agree to serve as an alternate chairperson for the committees on which he serves, and he agreed.

12. REPORTS & INFORMATION ITEMS

12-1. General Manager/CEO Report – June and July 2014.

12-2. Washington D. C. Lobbyist Report – July and August 2014.

12-3. State Legislative Advocacy Update – July and August 2014.

12-4. Staff Trip Reports.

12-5. Correspondence.

12-6. Staff Announcements.

12-7.1 Rural and Intercity Bus Conference – October 26-29, 2014

Mr. Sedoryk informed all board members that they have been registered for the Rural and Intercity Bus Conference to be held in Monterey. All registrations were complimentary since MST is hosting the conference. Alternate Castañeda stated that if a registered board member will not attend, he would like to attend in his/her place.

Mr. Sedoryk informed all board members that MST is also hosting the CTA Conference in November of 2014 and requested interest in board member attendance. Because the conference is to be held in Monterey, MST is able to send up to five board members to the event. Directors Orozco, Downey, Armenta, and Edwards expressed interest in attending the conference. Chair Downey requested that the offer be extended to absent board members before a fifth board member was scheduled.

Mr. Sedoryk announced Lisa Rheinheimer, MST's new Director of Planning & Development. Ms. Rheinheimer is the former executive director of the San Benito Council of Governments and a former employee of TAMC.

Public Comment – none.

13. COMMENTS BY BOARD MEMBERS

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

Director Beach thanked Mr. Harvath and Ms. Rheinheimer for meeting with a Carmel resident to discuss innovative transit ideas.

13-2. Board member Comments and Announcements.

Alternate Castañeda thanked Mr. Sedoryk for providing him with a board member orientation. He also provided information on the upcoming El Grito event in Salinas, and the upcoming Ciclovía event in November.

Director Armenta asked MST to consider placing a booth at El Grito. He also thanked MST and MV Transportation, Inc., for their support at the recent Veterans' Stand Down event.

13-3. Board member Referrals for future agendas.

Director Armenta requested that a discussion regarding establishing an annual recognition of MST's transit partners be placed on a future agenda.

Alternate Castañeda requested that the board discuss issues concerning some of the bus shelters in Salinas on a future agenda.

Public Comment – none.

14. ATTACHMENTS

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

15. ADJOURN

There being no further business, Chair Downey adjourned the meeting at 11:35a.m.

Prepared by:



Deanna Smith, Deputy Secretary

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

RECOMMENDATION:

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

FISCAL IMPACT:

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

Beginning balance July 1, 2014	\$13,801,349.77
Revenues	2,033,862.00
Disbursements	<u><3,800,956.26></u>
Ending balance July 31, 2014	<u>\$12,034,255.51</u>

POLICY IMPLICATIONS:

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

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

Prepared by:


Angela Dawson

Reviewed by:


Hunter Harvath

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(REVENUES & DISBURSEMENTS)

CASH FLOW

Beginning balance July 1, 2014		\$ 13,801,349.77
Revenues		
Passenger Revenue	434,752.75	
DOD Revenue	150,443.00	
LTF / STA / 5307	974,897.14	
Grants	423,879.09	
TAMC Loan/Rabo LOC advance	0.00	
Non Transit Revenue	49,890.02	
Total Revenues		2,033,862.00
Disbursements		
Operations (See Attachment #2)	3,603,191.62	
Capital	197,764.64	
Total Disbursements		(3,800,956.26)
Ending balance July 31, 2014		<u>\$ 12,034,255.51</u>

COMPOSITION OF ENDING BALANCE

Checking - First National Bank	\$ -
Checking - Rabo Bank	630,835.14
Checking(s) - Wells Fargo Bank	20,089.57
Local Agency Investment Fund (LAIF)	42,644.25
Money Market - Homeland Security	1,067,120.49
Money Market - Rabo MM	1,127,504.28
Money Market - PTMISEA	8,886,068.95
Money Market - Rabo Prop. 1 B	113,473.31
Bank of America - Escrow	58,449.60
Petty cash fund, STC Coin Machine, and 2 change funds	8,750.00
RBC Wealth - Fuel Hedging	79,319.92
Rabobank-Regional Taxi Authority	-
Total	<u>\$ 12,034,255.51</u>

PAYROLL ACCOUNT

Jun 27 Payroll Taxes	94,690.28	
July 11 Payroll & Related Expenses	500,946.59	
July 25 Payroll & Related Expenses	545,167.61	
Pers & 457	173,052.50	
Garnishments	5,230.07	
Payroll adj	0.00	
	<hr/>	
	1,319,087.05	1,319,087.05

GENERAL ACCOUNT

Disbursements on Attached Summary	2,416,813.06	
Paydown loan	-	
Workers Comp. Disbursements	56,831.56	
Interest expense	-	
Bank Service Charge/Armored Car	8,224.59	
Transfer from WFB		
	<hr/>	
	2,481,869.21	\$2,481,869.21

Total Disbursements	<u>3,800,956.26</u>
Less Capital Disbursements & Transfers	<u>(197,764.64)</u>
Operating Disbursements	<u><u>\$3,603,191.62</u></u>

DISBURSEMENTS SUMMARY:**GENERAL ACCOUNT DISBURSEMENTS FOR July 1, 2014 - July 31, 2014**

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 07/03/14	35390 - 35485	553,554.82
Accounts Payable 07/08/14	35486 - 35489	19,344.87
Accounts Payable 07/14/14	35490	142.00
Accounts Payable 07/15/14	35491 - 35492	900.00
Accounts Payable 07/18/14	35500 - 35612	934,705.37
Accounts Payable 07/25/14	35613	524,363.47
Accounts Payable 07/29/14	35614 - 35624	6,345.63
Accounts Payable 07/31/14	35625 - 35725	377,456.90
TOTAL		<u>2,416,813.06</u>

CHECKS \$100,000 AND OVER

VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
PERS Health	Recurring Expense	35455	07/03/14	228,467.69
Coast Oil	Recurring Expense	35481	07/03/14	102,349.48
PERS Health	Recurring Expense	35577	07/18/14	241,720.70
MV Transportation	Recurring Expense	35613	07/25/14	524,363.47
Coast Oil	Recurring Expense	35653	07/31/14	102,117.46

TREASURY TRANSACTIONS
FOR JULY 2014

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 07/01/14					42,644.25
Transfer to checking for payroll					0.00
Local Agency Investment Fund:					
Interest earned	-		0.000%		0.00
LAIF Treasury Balance at 07/31/14					42,644.25

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 07/01/14					1,771,832.51
07/02/14		To P/R		600,000.00	1,171,832.51
07/07/14		LTF	1,230,437.20		2,402,269.71
07/07/14		Travel Trainer	33,715.44		2,435,985.15
07/10/14		To P/R		175,000.00	2,260,985.15
07/18/14		To A/P		450,000.00	1,810,985.15
07/26/14		To A/P		1,000,000.00	810,985.15
07/28/14		LTF	974,985.28		1,785,970.43
07/28/14		5308 Clean Fuels	41,167.10		1,827,137.53
07/31/14		To P/R		700,000.00	1,127,137.53
07/31/14		Interest @ 0.25%	366.75		1,127,504.28
RABO MM Balance at 07/31/14					1,127,504.28

ATTACHMENT # 4

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from July 1, 2014 to July 31, 2014

(Amounts are in USD)

(Includes Fund: 001)

(Includes G/L Budget Name: BUDFY-15)

Fund 1
Fixed Route

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-408,485	-386,484	-22,001	-408,485	-386,484	-22,001
Special Transit	-229,282	-258,796	29,514	-229,282	-258,796	29,514
Cash Revenue	-43,570	-31,167	-12,403	-43,570	-31,167	-12,403
Cash Grants & Reimbursement	-1,930,886	-1,933,386	2,500	-1,930,886	-1,933,386	2,500
Total Revenue	-2,612,223	-2,609,833	-2,390	-2,612,223	-2,609,833	-2,390
Expenses						
Labor	1,173,540	1,002,298	171,241	1,173,540	1,002,298	171,241
Benefits	691,039	643,615	47,424	691,039	643,615	47,424
Advertising & Marketing	300	10,000	-9,700	300	10,000	-9,700
Professional & Technical	87,254	33,858	53,396	87,254	33,858	53,396
Outside Services	19,233	20,283	-1,051	19,233	20,283	-1,051
Outside Labor	65,070	63,210	1,860	65,070	63,210	1,860
Fuel & Lubricants	280,197	283,008	-2,811	280,197	283,008	-2,811
Supplies	52,490	55,564	-3,073	52,490	55,564	-3,073
Vehicle Maintenance	70,287	59,650	10,637	70,287	59,650	10,637
Marketing Supplies	6,090	2,500	3,590	6,090	2,500	3,590
Utilities	36,482	31,292	5,190	36,482	31,292	5,190
Insurance	31,445	32,252	-807	31,445	32,252	-807
Taxes	15,846	20,070	-4,224	15,846	20,070	-4,224
Purchased Transportation	356,498	317,584	38,914	356,498	317,584	38,914
Miscellaneous Expenses	17,693	20,328	-2,636	17,693	20,328	-2,636
Interest Expense		2,167	-2,167		2,167	-2,167
Leases & Rentals	10,136	12,154	-2,019	10,136	12,154	-2,019
Total Operating Expenses	2,913,599	2,609,833	303,766	2,913,599	2,609,833	303,766
Operating (Surplus) Deficit	301,376	0	301,376	301,376	0	301,376

MONTEREY - SALINAS TRANSIT
Revenue & Expense - Consolidated
Budget vs Actual
For the Period from July 1, 2014 to July 31, 2014
(Amounts are in USD)
(Includes Fund: 002)
(Includes G/L Budget Name: BUDFY15)

Fund 2
RIDES

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-28,026	-26,245	-1,781	-28,026	-26,245	-1,781
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-236,203	-236,203	0	-236,203	-236,203	0
Total Revenue	-264,229	-262,447	-1,781	-264,229	-262,447	-1,781
Expenses						
Labor	4,563	3,919	645	4,563	3,919	645
Benefits	2,668	2,381	287	2,668	2,381	287
Advertising & Marketing						
Professional & Technical		167	-167		167	-167
Outside Services						
Outside Labor	1,636	4,292	-2,656	1,636	4,292	-2,656
Fuel & Lubricants	42,691	39,583	3,108	42,691	39,583	3,108
Supplies		875	-875		875	-875
Vehicle Maintenance		1,000	-1,000		1,000	-1,000
Marketing Supplies						
Utilities						
Insurance						
Taxes						
Purchased Transportation	226,459	209,898	16,561	226,459	209,898	16,561
Miscellaneous Expenses		333	-333		333	-333
Interest Expense						
Leases & Rentals						
Total Operating Expenses	278,017	262,447	15,569	278,017	262,447	15,569
Operating (Surplus) Deficit	13,788	0	13,788	13,788	0	13,788

To: Board of Directors
From: Angela Dawson, Accountant
Subject: Financial Reports – August 2014

RECOMMENDATION:

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

FISCAL IMPACT:

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

Beginning balance August 1, 2014	\$12,034,255.51
Revenues	2,954,051.22
Disbursements	<u><2,801,911.85></u>
Ending balance August 31, 2014	<u>\$12,186,394.88</u>

POLICY IMPLICATIONS:

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

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

Prepared by:


Angela Dawson

Reviewed by:


Hunter Harvath

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(REVENUES & DISBURSEMENTS)

CASH FLOW

Beginning balance August 1, 2014		\$ 12,034,255.51
Revenues		
Passenger Revenue	458,888.67	
DOD Revenue	102,970.00	
LTF / STA / 5307	1,993,864.20	
Grants	356,824.15	
TAMC Loan/Rabo LOC advance	0.00	
Non Transit Revenue	41,504.20	
Total Revenues		2,954,051.22
Disbursements		
Operations (See Attachment #2)	2,766,634.58	
Capital	35,277.27	
Total Disbursements		(2,801,911.85)
Ending balance August 31, 2014		<u><u>\$ 12,186,394.88</u></u>

COMPOSITION OF ENDING BALANCE

Checking - First National Bank	\$ -
Checking - Rabo Bank	537,931.40
Checking(s) - Wells Fargo Bank	23,163.68
Local Agency Investment Fund (LAIF)	42,644.25
Money Market - Homeland Security	1,022,480.25
Money Market - Rabo MM	1,459,707.38
Money Market - PTMISEA	8,948,297.66
Money Market - Rabo Prop. 1 B	55,123.20
Bank of America - Escrow	8,977.14
Petty cash fund, STC Coin Machine, and 2 change funds	8,750.00
RBC Wealth - Fuel Hedging	79,319.92
Rabobank-Regional Taxi Authority	-
Total	<u><u>\$ 12,186,394.88</u></u>

PAYROLL ACCOUNT

August 8 Payroll & Related Expenses	482,961.23	
August 22 Payroll & Related Expenses	487,224.68	
Pers & 457	176,090.42	
Garnishments	4,780.54	
Payroll adj	0.00	
	<u>1,151,056.87</u>	1,151,056.87

GENERAL ACCOUNT

Disbursements on Attached Summary	1,547,922.84	
Paydown loan	-	
Workers Comp. Disbursements	39,535.38	
Interest expense	-	
Bank Service Charge/Armored Car	13,916.34	
Transfer from BofA escrow	49,480.42	
	<u>1,650,854.98</u>	\$1,650,854.98

Total Disbursements	<u>2,801,911.85</u>
Less Capital Disbursements & Transfers	<u>(35,277.27)</u>
Operating Disbursements	<u><u>\$2,766,634.58</u></u>

DISBURSEMENTS SUMMARY:
GENERAL ACCOUNT DISBURSEMENTS FOR August 1, 2014 - August 31, 2014

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 08/06/14	35726 - 35737	25,635.68
Accounts Payable 08/15/14	35738 - 35858	566,838.87
Accounts Payable 08/25/14	35859-35861	14,714.78
Accounts Payable 08/27/14	35863	503,537.48
Accounts Payable 08/29/14	35864 -35991	437,196.03
TOTAL		<u>1,547,922.84</u>

CHECKS \$100,000 AND OVER

VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
Coast Oil	Recurring Expense	35762	08/15/14	101,503.60
MV Transportation	Recurring Expense	35863	08/27/14	503,537.48
Coast Oil	Recurring Expense	35990	08/29/14	127,577.37

TREASURY TRANSACTIONS
FOR AUGUST 2014

LAIF ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 08/01/14					42,644.25
Transfer to checking for payroll					0.00
Local Agency Investment Fund:					
Interest earned	-	0.000%			0.00
LAIF Treasury Balance at 08/31/14					42,644.25

RABOBANK MM ACCOUNT

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 08/01/14					1,127,504.28
08/07/14		To P/R		200,000.00	927,504.28
08/21/14		To P/R		475,000.00	452,504.28
08/27/14		Transfer	943,347.12		1,395,851.40
08/29/14		CA90Z005	63,673.00		1,459,524.40
08/31/14		Interest @ 0.25%	182.98		1,459,707.38
RABO MM Balance at 08/31/14					1,459,707.38

ATTACHMENT # 4

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from August 1, 2014 to August 31, 2014

(Amounts are in USD)

(Includes Fund: 001)

(Includes G/L Budget Name: BUDFY-15)

Fund 1
Fixed Route

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-377,725	-386,484	8,759	-786,211	-772,969	-13,242
Special Transit	-221,877	-258,796	36,919	-451,159	-517,592	66,433
Cash Revenue	-29,706	-31,167	1,460	-73,276	-62,333	-10,943
Cash Grants & Reimbursement	-1,930,886	-1,933,386	2,500	-3,861,772	-3,866,772	5,000
Total Revenue	-2,560,195	-2,609,833	49,639	-5,172,418	-5,219,667	47,249
Expenses						
Labor	940,757	1,002,298	-61,541	2,114,296	2,004,597	109,700
Benefits	554,829	643,615	-88,786	1,245,868	1,287,230	-41,362
Advertising & Marketing	1,546	10,000	-8,454	1,846	20,000	-18,154
Professional & Technical	38,213	33,858	4,355	125,467	67,717	57,750
Outside Services	18,825	20,283	-1,458	38,058	40,567	-2,508
Outside Labor	49,925	63,210	-13,284	114,995	126,419	-11,424
Fuel & Lubricants	271,811	283,008	-11,197	552,007	566,015	-14,008
Supplies	67,934	55,564	12,370	120,425	111,127	9,297
Vehicle Maintenance	79,575	59,650	19,925	149,863	119,300	30,563
Marketing Supplies	4,432	2,500	1,932	10,522	5,000	5,522
Utilities	31,971	31,292	678	68,453	62,585	5,868
Insurance	30,218	32,252	-2,034	61,663	64,504	-2,841
Taxes	14,317	20,070	-5,753	30,163	40,141	-9,977
Purchased Transportation	413,850	317,584	96,266	770,348	635,168	135,180
Miscellaneous Expenses	12,330	20,328	-7,998	30,023	40,656	-10,634
Interest Expense		2,167	-2,167		4,333	-4,333
Leases & Rentals	8,957	12,154	-3,197	19,092	24,308	-5,216
Total Operating Expenses	2,539,490	2,609,833	-70,343	5,453,089	5,219,667	233,423
Operating (Surplus) Deficit	-20,705	0	-20,705	280,671	0	280,671

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

Budget vs Actual

For the Period from August 1, 2014 to August 31, 2014

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY15)

*Fund 2
RIDES*

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
Revenue						
Passenger Fares	-30,676	-26,245	-4,431	-58,702	-52,490	-6,212
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-236,203	-236,203	0	-472,405	-472,405	0
Total Revenue	-266,878	-262,447	-4,431	-531,107	-524,895	-6,212
Expenses						
Labor	3,454	3,919	-465	8,017	7,837	180
Benefits	2,438	2,381	57	5,106	4,761	345
Advertising & Marketing						
Professional & Technical		167	-167		333	-333
Outside Services						
Outside Labor	2,996	4,292	-1,296	4,632	8,583	-3,952
Fuel & Lubricants	44,685	39,583	5,101	87,376	79,167	8,209
Supplies	400	875	-475	400	1,750	-1,350
Vehicle Maintenance		1,000	-1,000		2,000	-2,000
Marketing Supplies						
Utilities						
Insurance						
Taxes						
Purchased Transportation	215,859	209,898	5,961	442,318	419,796	22,522
Miscellaneous Expenses	284	333	-49	284	667	-383
Interest Expense						
Leases & Rentals						
Total Operating Expenses	270,116	262,447	7,668	548,132	524,895	23,237
Operating (Surplus) Deficit	3,237	0	3,237	17,025	0	17,025

VICTOR AYAAY 15 YEARS OF SERVICE

WHEREAS, Victor Ayaay began his career with Monterey-Salinas Transit District in September of 1999 as a Coach Operator, and

WHEREAS, Victor Ayaay has been recognized with multiple attendance and 12 years of safe driving awards throughout his career; and

WHEREAS, Victor Ayaay was Employee of Month in December 2002, recognizing his superb customer service and his assistance in the Operations Department going above and beyond his normal Coach Operator duties; and

WHEREAS, Victor Ayaay's jovial disposition brought a ray of sunshine to the Operations Department. He was truly an asset to the Operations Department throughout his career when he assisted with training new Coach Operators as a Line Instructor; and

WHEREAS, after 15 years of service with MST Victor Ayaay retired on September 26, 2014.

THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes and congratulates Victor Ayaay for his outstanding service to MST.

BE IT FURTHER RESOLVED that the Board of Directors expresses its sincere gratitude to Victor Ayaay and wishes him continued success, and a satisfying retirement.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2015-11 this 6th day of October, 2014.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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ROGER VANDEVERT 11 YEARS OF SERVICE

WHEREAS, Roger Vandever originally began his career with the Monterey-Salinas Transit District in April 2001. During his career, Roger Vandever supported MST's Maintenance Department in various positions including Utility Service Worker, Mechanic Assistant, Entry Level Mechanic and Maintenance Supervisor; and

WHEREAS, Roger Vandever left MST in 2004 and was rehired as a Maintenance Supervisor in November 2005, and was subsequently recognized for his excellent work on various projects, including preparing for the maintenance management software program, the remanufacture of two trolleys, Jazz vehicle preparations; and

WHEREAS, Roger Vandever was instrumental in preparing the MST fleet for annual CHP inspections and assisting the CHP during those inspections; and

WHEREAS, Roger Vandever was placed in a key lead role overseeing the day to day maintenance activities at TDA; and

WHEREAS, after more than 11 years of combined service at MST Roger Vandever retired on September 16, 2014.

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

BE IT FURTHER RESOLVED the Board of Directors expresses its sincere gratitude to Roger Vandever and wishes him success with his Moto-Express Coffee Cart business and a satisfying retirement.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2015-12 this 6th day of October, 2014.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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**APPRECIATION
FOR CONTRIBUTIONS RENDERED
BY ERIC PETERSEN**

WHEREAS, Monterey-Salinas Transit implemented a taxi voucher program providing discounted taxi fares for seniors and persons with disabilities; and

WHEREAS, the federal funding programs dedicated to the taxi voucher were discontinued, causing the taxi voucher program to run out of funding in September, 2014; and

WHEREAS, Eric Petersen made a personal donation of \$2,000 to fund an additional 120 discounted taxi vouchers for City of Salinas seniors; and

WHEREAS, Eric Petersen remains a staunch advocate of public transportation; and

WHEREAS, Eric Petersen has made a substantial and lasting contribution to the improvement of mobility throughout Monterey County.

THEREFORE, BE IT RESOLVED that the Board of Directors gives Eric Petersen its sincerest thanks for his generous support of the senior taxi cab voucher program.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2015-13 this 6th day of October, 2014.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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**APPRECIATION FOR
CONTRIBUTIONS RENDERED
BY MAJID BAHRINY**

WHEREAS, Monterey-Salinas Transit implemented a taxi voucher program providing discounted taxi fares for seniors and persons with disabilities; and

WHEREAS, the federal funding programs dedicated to the taxi voucher were discontinued causing the taxi voucher program to run out of funding in September, 2014; and

WHEREAS Majid Bahriny made a personal donation of \$4,000 to fund an additional 235 discounted taxi vouchers for the City of Salinas seniors; and

WHEREAS, Majid Bahriny remains a staunch advocate of public transportation; and

WHEREAS, Majid Bahriny has made a substantial and lasting contribution to the improvement of mobility throughout Monterey County.

THEREFORE, BE IT RESOLVED that the Board of Directors gives Majid Bahriny its sincerest thanks for his generous support of the senior taxi cab voucher program.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2015-14 this 6th day of October, 2014.

Libby Downey
Chairperson

Carl G. Sedoryk
Secretary

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To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Approve new MST staff representatives

RECOMMENDATION:

Appoint Lisa Rheinheimer, director of planning & development, to serve as the MST alternate, and Hunter Harvath, director of finance and administration, to serve as the second alternate on the TAMC board.

Appoint and Lisa Rheinheimer, director of planning & development, to serve as the MST representative, and Hunter Harvath, director of finance and administration, to serve as the alternate on the FORA board.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

The Monterey-Salinas Transit District bylaws require the Board to conduct an annual election of officers and to make required appointments.

DISCUSSION:

At the June 9, 2014, meeting, your board approved recommended officer and staff appointments for Fiscal Years 2015 and 2016. Since that time, a new Director of Planning & Development, Lisa Rheinheimer, was hired. In the process of reassigning staff duties, staff has determined that Ms. Rheinheimer should be appointed to serve as an MST representative to the TAMC and FORA boards.

ATTACHMENT: Recommended new staff appointments for FY 2015-2016

PREPARED BY: _____



Carl G. Sedoryk

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ATTACHMENT 1

Recommended MST Staff Appointments Fiscal Years 2015-2016

Non-elected officers and appointments:

Secretary to the Board
Deputy Secretary to the Board

Carl G. Sedoryk
Deanna Smith

Treasurer
Deputy Treasurer

Carl G. Sedoryk
Hunter Harvath

General Counsel

David C. Laredo

Representative to TAMC
Alternate to TAMC
Alternate to TAMC

Carl G. Sedoryk
Lisa Rheinheimer
Hunter Harvath

Representative to FORA
Alternate to FORA

Lisa Rheinheimer
Hunter Harvath

Representative to California Transit
Insurance Pool (CalTIP)
Alternates to CalTIP

Carl G. Sedoryk
Ben Newman
Hunter Harvath

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To: Board of Directors

From: Michelle Overmeyer, Grants & Compliance Analyst

Subject: Monterey Bay Unified Air Pollution Control District FY 15 AB 2766 Award

RECOMMENDATION:

Receive update on FY 15 AB 2766 award.

FISCAL IMPACT:

\$175,000 in FY 15 AB 2766 funds to operate additional service on Line 20, and \$54,000 in FY 15 AB 2766 funds toward the purchase of two all-electric staff vehicles.

POLICY IMPLICATIONS:

Your Board approves an annual budget with strategic goals for staff to implement. This award furthers the two strategic goals:

- 1) To develop adequate and stable long-term revenues
- 4) To research, implement, and promote policies and practices that encourage environmental sustainability and resources conservation.

DISCUSSION:

In 1990, Assembly Bill (AB) 2766 was enacted into law as the California Health and Safety Code §44220-44247. The legislation authorized the Department of Motor Vehicles to collect \$4 for each vehicle registered within the boundaries of the Monterey Bay Unified Air Pollution Control District (MBUAPCD) and requires that those AB 2766 revenues be distributed to MBUAPCD to be used within its boundaries to reduce air pollution.

In April 2014, MBUAPCD issued a solicitation for air quality emission projects that it would fund with \$1.4 Million in FY 15 AB 2766 funds. New this year, MBUAPCD also emphasized electric vehicle fleet replacement projects under its new Electric Vehicle Replacement Incentive Program to be funded with the same pot of funds.

MST staff submitted two grant applications to the FY 15 AB 2766 program. A grant application was submitted to implement the “Highway Congestion Relief Project” which would add more trips to Line 20 during peak commute times to alleviate traffic congestion on State Route 1. Staff also submitted a grant application to MBUAPCD’s

Electric Vehicle Replacement Incentive Program to replace an old staff relief unit vehicle.

At its September board meeting, MBUAPCD awarded MST \$175,000 to increase the frequency of Line 20 during the peak commute and \$54,000 for vouchers to be used toward two all-electric relief unit vehicles. MST received the only direct emission reduction project award for Monterey County. The additional service on Line 20 is expected to begin in early 2015 once MBUAPCD has finalized its contract with MST. The \$54,000 in vouchers will help fund two new Nissan Leaf vehicles that will replace older, less energy-efficient Coach Operator relief units. These all-electric vehicles will also go into service in 2015.

PREPARED BY  REVIEWED BY 
Michelle Overmeyer Carl G. Sedoryk

To: Board of Directors

From: Carl Sedoryk, General Manager/CEO

Subject: Performance Incentive Pool for MSTEA and Confidential Unit

RECOMMENDATION:

Accept recommendation from General Manager/CEO to implement FY 2014 performance incentive program for Monterey-Salinas Transit Employee Association (MSTEA) and Confidential Unit employees.

FISCAL IMPACT:

Approximately \$57,891-\$86,836 in annual performance incentive payments to eligible MSTEA and MST Confidential Unit employees (excluding the General Manager/CEO). This amount is available in the approved FY 2014 Operating Budget and your Board will provide direction on a final number during Closed Session.

POLICY IMPLICATIONS:

Per an agreement with the MSTEA, each year your board establishes the size of an incentive pay pool equal to 2.0% - 3.0% of total base pay of the approximately 50 MSTEA and Confidential Unit Members.

DISCUSSION:

The current agreement with the MSTEA requires that an incentive pay pool equal to 2-3% of the total base pay of approximately 50 MSTEA and Confidential Unit members shall be established by the Board for each contract year. The contract states that incentive pay shall be based upon meeting the Board's adopted annual performance goals and award percentages. Once the Board establishes the size of the incentive pay pool, the CEO has the discretion to designate, approve, and recommend the incentive and award. The incentive payment shall be a one-time payment to the employee and shall not increase the employee's base pay.

Your Board will receive a presentation in Closed Session on staff performance in achievement of board adopted goals and will receive a recommendation from the General Manager/CEO regarding the establishment of an incentive pool for FY 2014.

Last year your board distributed \$84,903 in incentive payments to eligible MSTEA and MST Confidential Unit employees (excluding the General Manager/CEO) per the terms of the MSTEA agreement.

PREPARED BY: 
Carl G. Sedoryk

To: Board of Directors
From: Deanna Smith, Executive Assistant/Clerk to the Board
Subject: Review and adopt Management Succession Continuity Policy

RECOMMENDATIONS:

Review and adopt the revised Management Succession Continuity Policy.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board approves all MST policies.

DISCUSSION:

On September 8, 2014, your board reviewed and approved a number of new and revised MST policies with the exception of the Management Continuity Succession Policy. Chair Downey was concerned that Item #11 of the policy was unclear and requested further revision before being brought back for consideration.

MST staff has provided more clarity as to the intent of Item #11 and requests further review and consideration by your board. The revised policy is attached and includes all previous revisions as well as additional revisions to Item #11.

ATTACHMENT: Revised Management Continuity Succession Policy.

Prepared by:  Reviewed by: 

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ATTACHMENT 1

MANAGEMENT CONTINUITY SUCCESSION ~~PLAN~~POLICY

Adopted:

OBJECTIVE: To provide a framework for management continuity when the position of General Manager/CEO is vacant. The Board, at its discretion, may alter or deviate from this plan.

1. It is the responsibility of the General Manager/CEO to ensure that ~~the Assistant General Manager/COO is there~~ is designated staff capable and qualified to act as General Manager/CEO on an interim or permanent basis.
2. In the event the position of General Manager/CEO is vacant, the ~~B~~board shall appoint ~~the Assistant General Manager/COO~~ designated staff to ~~fill the position~~ serve as the Interim General Manager for six (6) months. The ~~B~~board may adjust this time period at its discretion.
3. Within ~~thirty~~ 30 days of making the appointment, the Interim General Manager/CEO and the ~~B~~board shall agree on performance objectives and evaluation criteria.
4. Thirty (30) days before the end of the interim period, the ~~B~~board shall evaluate the performance of the Interim General Manager/CEO.
5. The ~~B~~board may decide to extend the period of the Interim General Manager/CEO in order to further monitor and evaluate performance.
6. At the conclusion of the interim period, the ~~B~~board may appoint the Interim General Manager/CEO to a permanent ~~as~~ General Manager/CEO, or the ~~B~~board may elect to recruit other candidates.
7. The ~~B~~board may recruit using the in-house Human Resources staff or the services of an outside recruiting firm.
8. ~~If the board decides to recruit,~~ Recruitment ads will be placed in national, state and regional transit industry publications (i.e. Passenger Transport, Transit California, etc.), as well as ~~MST Online~~ on the MST website and other social media.

9. Consistent with established MST policy and procedures, applications will be screened and qualified candidates will be invited to participate in a series of interviews with the board and key staff. Candidates will also take a psychological profile (i.e. Morais Px-12, etc.) to aid in their evaluation.

~~10. If the Assistant General Manager is selected to be the new General Manager/CEO, an immediate priority is to hire a replacement Assistant General Manager/COO.~~

~~11. While hiring staff is usually a management responsibility, the board will continue to ratify the selection of the Assistant General Manager/COO. The board may also wish to appoint a member board to participate in the interview/selection process.~~

To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monthly Report – August 2014

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

Year-to-date costs are higher compared to last year which is causing an unfavorable variance in Costs per Revenue Hour and Farebox Recovery Ratio. The increased costs are due to one-time marketing expenses related to public information mailers sent to the public in advance of your Board's decision to place a sales tax measure on the November ballot, costs related to training a new class of coach operators in July and August, and continued higher than anticipated maintenance expenses due to our aging fleet.

These costs will smooth as the year progresses and we anticipate our costs to be comparable to the previous year by the third quarter of the fiscal year. An increase in the frequency of low-severity accidents has resulted in the miles between preventable accidents falling below the standard year-to-date. MST's safety staff and committees are meeting regularly to reverse this trend, and as of the writing of this report, we have traveled over 175,000 without a preventable accident during the month of September. Passengers per hour have decreased compared to last year due to the addition of Line 81 service to San Jose. On time performance and service delivery metrics remain at or above standard year to date.

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report – August 2014

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

Attachment #4 – Administration Dept. Report – August 2014

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

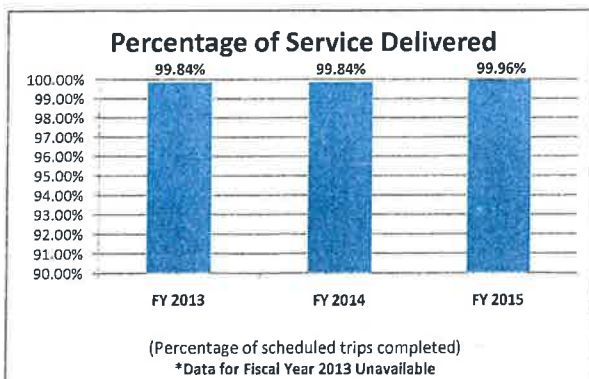
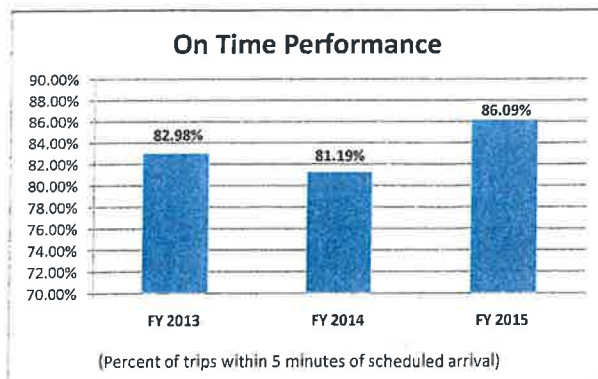
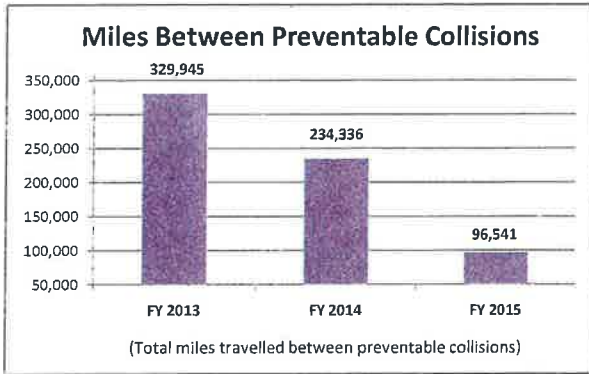
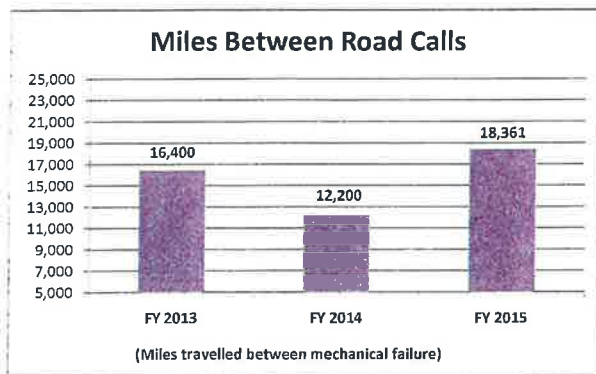
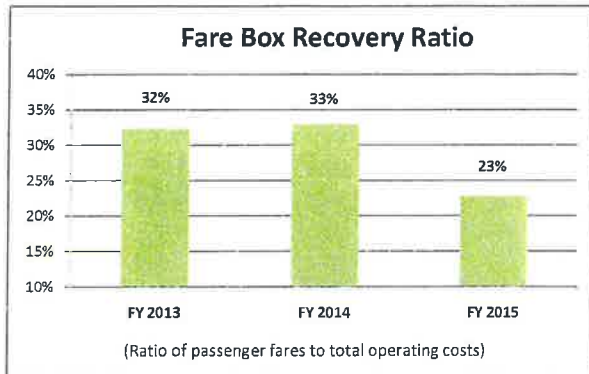
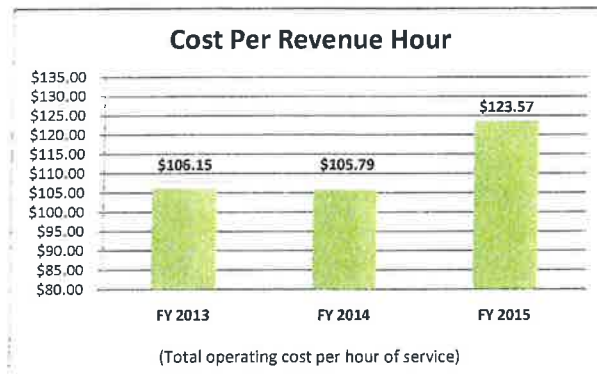
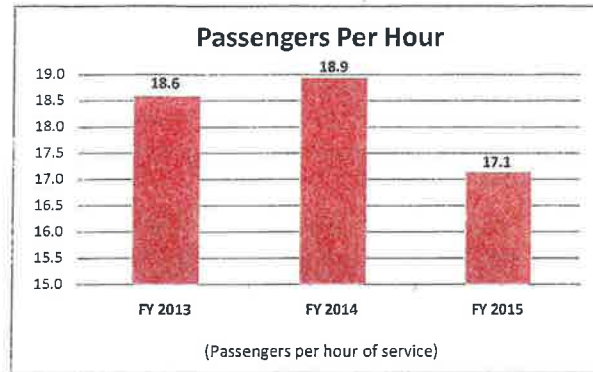
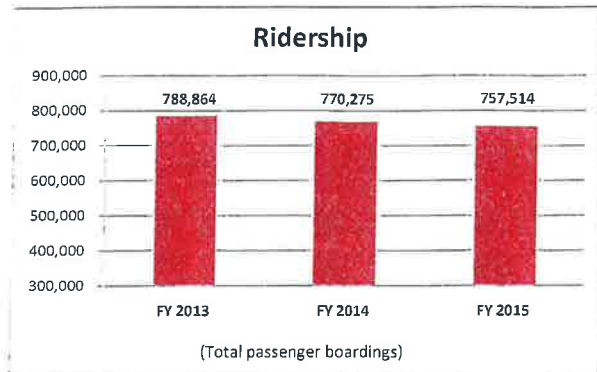
PREPARED BY: Carey Salovey

MST Fixed Route

YTD Dashboard Performance Comparative Statistics

Months of July - August

Fiscal Years 2013-2015

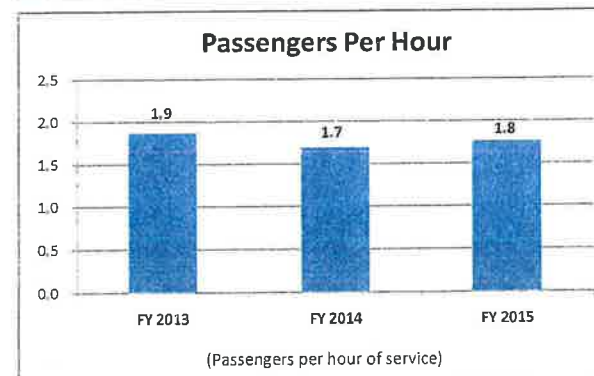
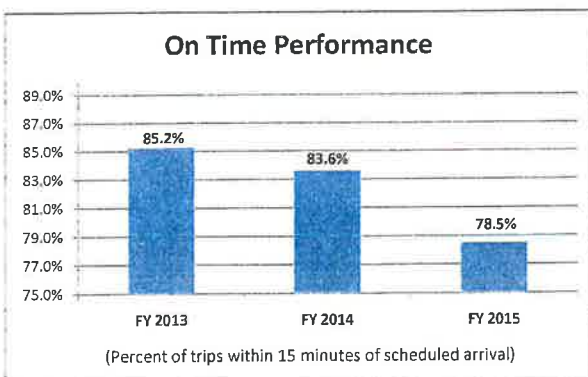
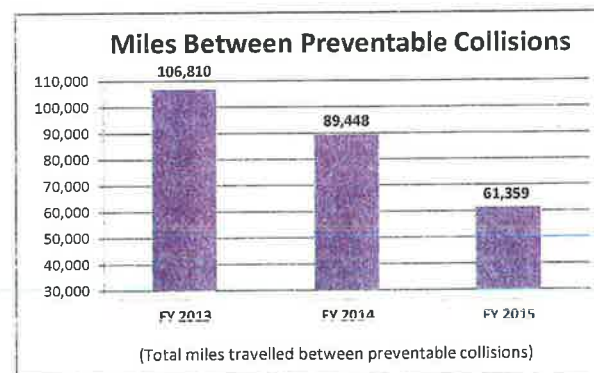
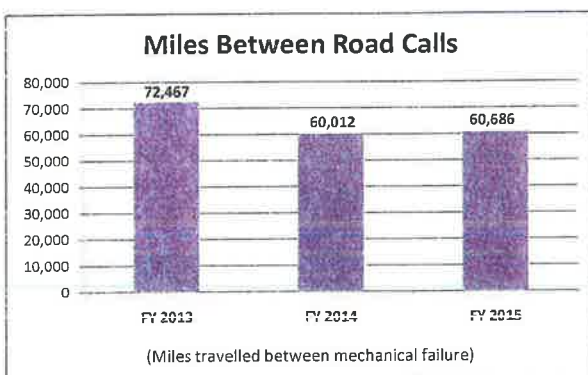
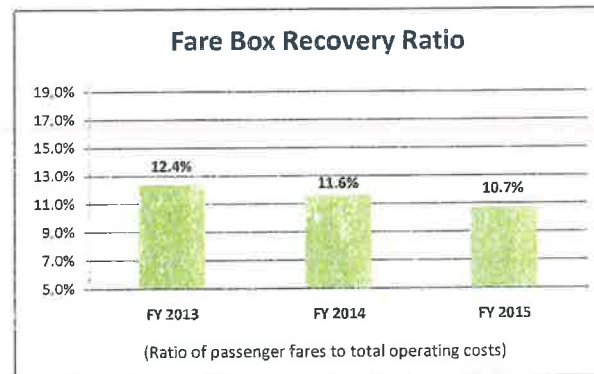
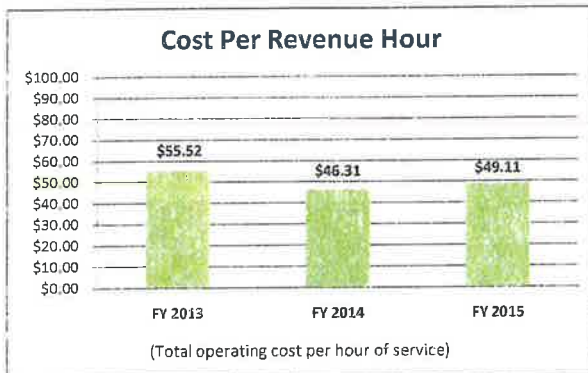
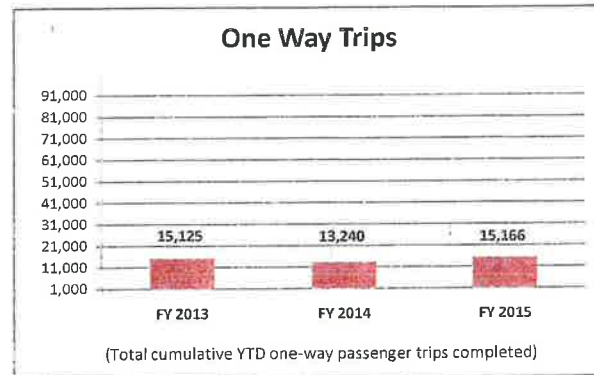
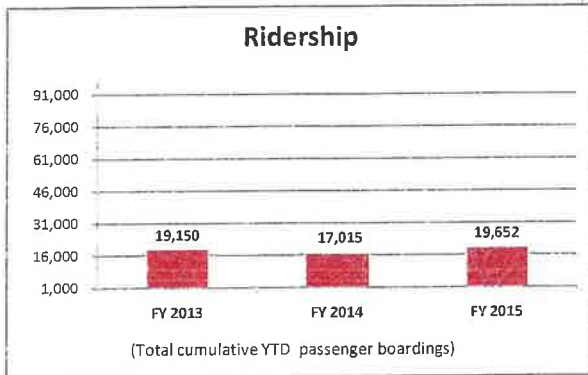


MST RIDES

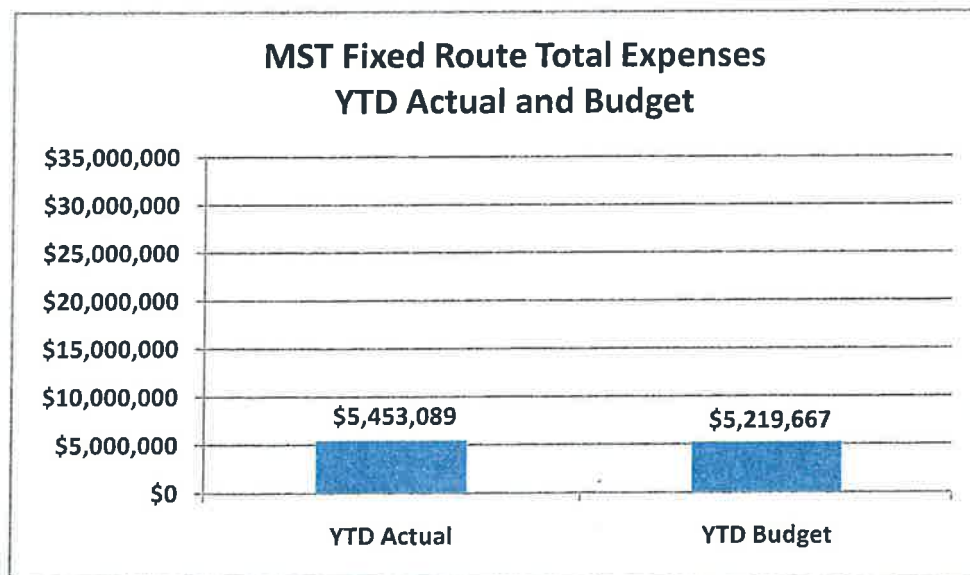
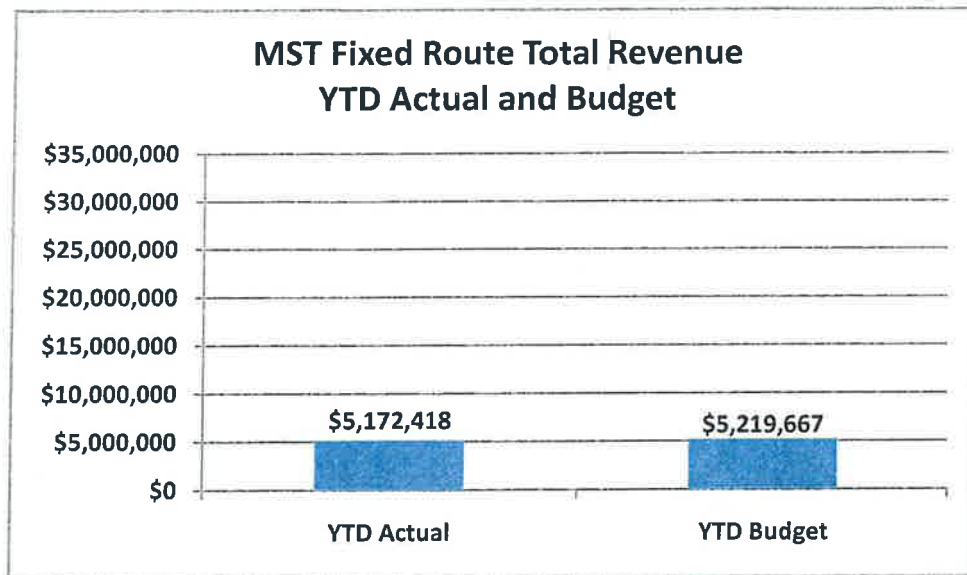
YTD Dashboard Performance Comparative Statistics

Months of July - August

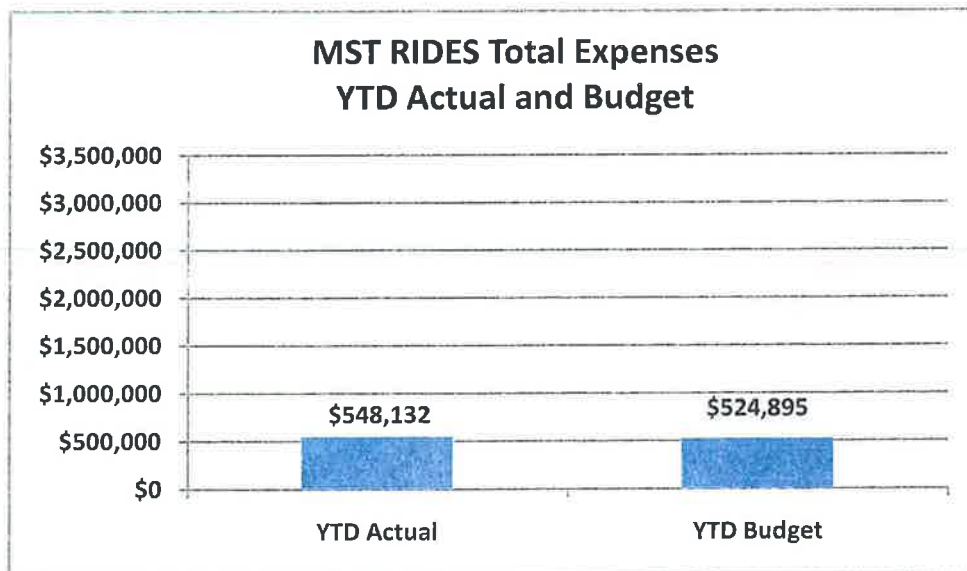
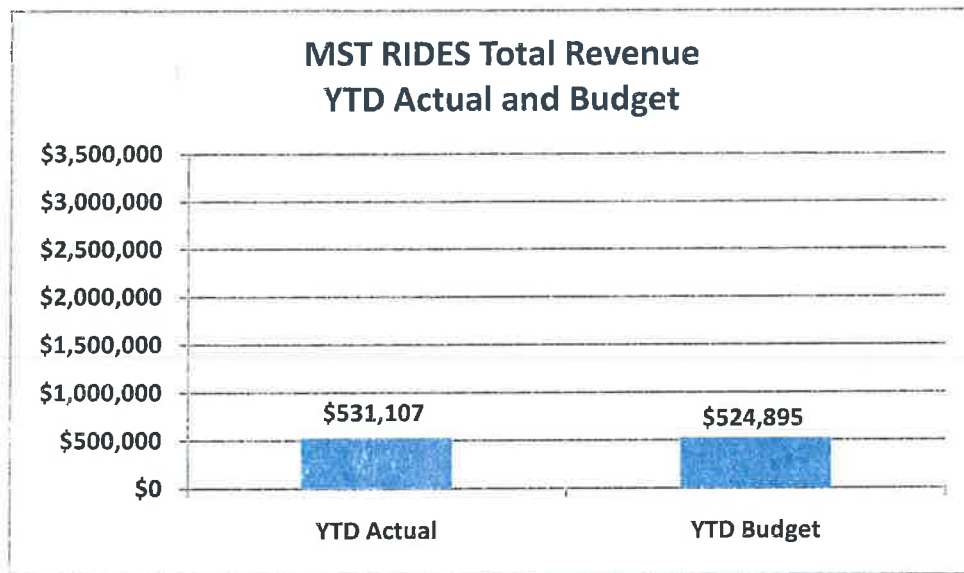
Fiscal Years 2013-2015



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



MST RIDES
Financial Performance Comparative Statistics
July through August
Fiscal Year 2015



ATTACHMENT 2

September 23, 2014

To: Mike Hernandez, Assistant General Manager / C.O.O.
From: Robert Weber, Director - Transportation Services
Cc: MST Board of Directors
Subject: **Transportation Department Monthly Report – August 2014**

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership increased by 0.61% in August 2014, (399,960), as compared to August 2013, (397,530).

Productivity decreased from 19.2 passengers per hour (August 2013), to 17.8 PPH in August of this year.

Supplemental / Special Services:

August 16 & 17: MST provided services to the Rolex Reunion races held at Laguna Seca raceway, 332 passengers were transported over this two day event. This represents a 9.04% decrease in passenger boardings from last year's event (365).

August 19 & 20: MST provided a VIP shuttle for eleven (11) local & Federal Law enforcement officials - touring various gang prevention programs within the City of Salinas.

August 23 & 24: MST Trolley service was provided for the annual West End Celebration held in Sand City. The service transported 281 passengers during this two day event, which represents a increase of 63.37% from the previous year (172).

August 29 – 31: Supplemental service was provided on MST Jazz lines in support of the annual Monterey County Fair transporting 15,861 passengers. This represents a 124.85% increase in passenger boardings from last year's event (7,054).

System Wide Statistics:

- Ridership: 399,960
- Vehicle Revenue Hours: 22,427
- Vehicle Revenue Miles: 358,028
- System Productivity: 17.83 Passengers Per Vehicle Revenue Hour
- One-Way Trips Deployed: 31,890

Time Point Adherence: Of 115,255 total time-point crossings sampled for the month of August, the TransitMaster™ system recorded 22,065 delayed arrivals to MST's published time-points system-wide. This denotes that **80.86%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus -- On Time Compliance Chart FY 2015*.)

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

Cancelled Trips: As listed below, there were a total of 21 cancelled trips for the month of August for both directly operated and contracted services.

Total One - Way Trips Deployed August: 31,890			
Reason	MST	MV	% Of All Missed
Mechanical	1	3	19%
Traffic	9	2	52%
Other	2	4	29%
Totals	12	9	100%

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 August 2013 and 2014:

Occurrence Type	August-13	August-14
Collision: MST Involved	7	10
Medical Emergency	1	3
Object Hits Coach	0	1
Passenger Conflict	0	4
Passenger Fall	1	4
Passenger Injury	2	1
Other	7	4
Near Miss	0	1
Fuel / fluid Spill	1	0
Total Occurrences	19	28

CONTRACTED SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of August there were 9,552 passenger boardings. This denotes an 11.90% increase in passenger boardings from August of 2013, (8,536).

- For the month of August, 75.69 % of all scheduled trips for the MST RIDES Program arrived on time, decreasing from 83.76 % in August of 2013. ¹
- Productivity for August of this year was at 2.00 passengers per hour, which has increased slightly from August of 2013, (1.99).

COMMUNICATIONS CENTER:

In August, the Communications Center summoned public safety agencies on *thirteen* (13) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident / Other	8
Emergency Medical Services	Medical Emergency	5

Robert Weber

¹ The Contractor experienced technical difficulties mid-month with the Trapeze scheduling software application while transitioning between summer and fall services. There were also a number of compounding factors that contributed to the decline in on time performance, including: the influx of school related trips and an increase of both radio and phone traffic associated with the Contractor assuming the direct dispatching of all S. County On Call services.

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ATTACHMENT 3

September 22, 2014

To: Carl G. Sedoryk, General Manager/CEO

From: Michael Hernandez, Assistant General Manager/COO

Subject: Monthly Maintenance Report for August 2014

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

Fuel Prices:

FY15 Budget: Diesel: \$3.60 Gas: \$3.90	August Fuel Average	Fuel Average: FY2015
Diesel:	\$3.31	\$3.30
Gasoline:	\$3.44	\$3.48

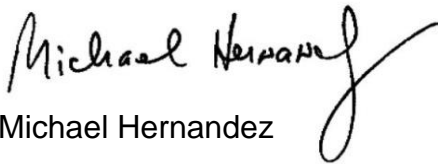
Fleet Status:

Operating Cost Per Mile:		Road Call Rate Goal: 7,000 Miles	Miles Between Road Calls:
August 2014:	\$1.22	August 2014:	22,561
FY2015 - Year To Date:	\$1.20	FY2015 - Year to Date:	18,361
FY2014:	\$1.20	FY2014 - YTD Comparison:	12,200

Department Activities/Comments:

There were 15 road calls during the month of August, thirteen were categorized as "major mechanical" and two were related to minor mechanical or other non-mechanical issues. The highest road calls were for engine issues. PM compliance for the month of August was at 80%.

Several replacement lockers were installed at both CJW and TDA for mechanics & utility staff, replacing rusted lockers. The TransitMaster communications system upgrade started fleet wide on August 12th on both the MST and contractor operated fleet.


Michael Hernandez

ATTACHMENT 4

Date: October 6, 2014

To: C. Sedoryk, General Manager/CEO

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

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

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

Human Resources

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

Positions	Budget FY15	Actual	Difference
Coach Operators / Trainees	133	131	-2
C/O on Long Term Leave *	3	0	-3
Coach Operators Limited Duty	1	1	0
Operations Staff	28	29	1
Maintenance & Facilities	44	41	-3
Administration (Interns 2 PT)	25	25	0
Total	234	227	-7

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

August Worker's Compensation Costs	
<i>Indemnity (paid to employees)</i>	\$19,570.39
<i>Other (includes Legal)</i>	\$10,769.55
<i>Medical includes Case Mgmt, UR, Rx & PT</i>	\$9,622.16
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$7,341.08
Total Expenses	\$52,303.18
Reserves	\$1,512,746.96
Excess Reserved	(\$539,543.84)
<i># Ending Open Claims</i>	39

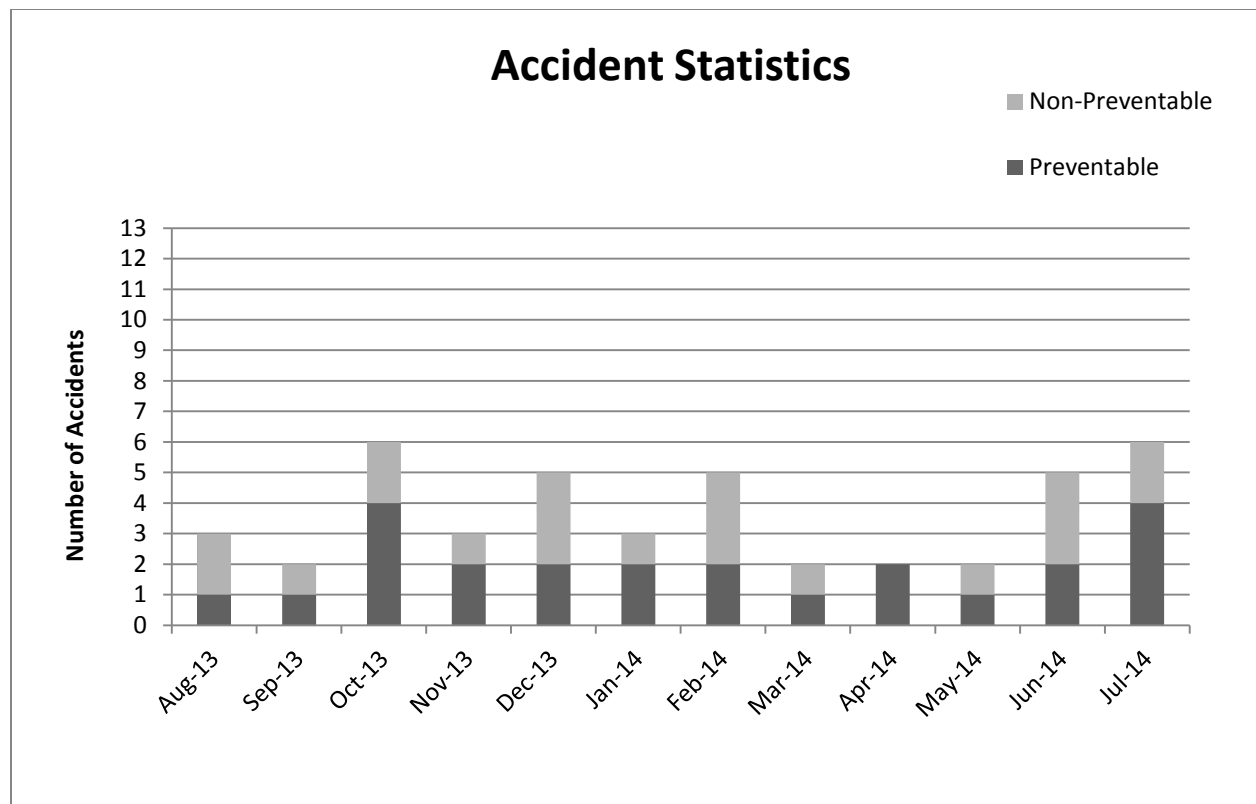
Training

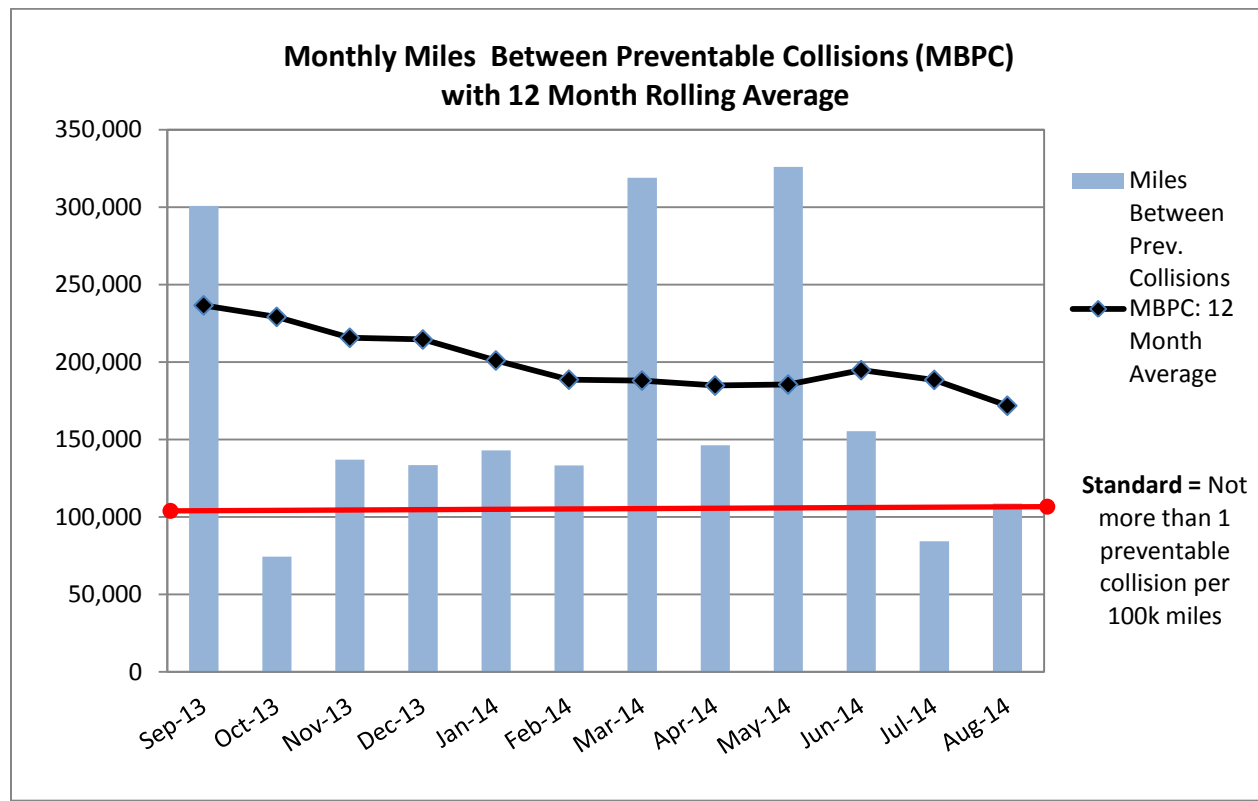
Description	Attendees
Annual VTT Training	0
Line Instructor Training	0

Risk Management Update

Description	August 2014 Preventable		August 2013 Preventable	
	Yes	No	Yes	No
Vehicle hits bus	0	0	0	2
Bus hit stationary object	3	0	1	0
TOTAL	3	0	1	2

During the month of August, there were three preventable collisions. Two of which involved right side contact with a stationary object and the third involved hitting a stop sign while making a left turn





There were \$2,706.94 claim recoveries during this period and no claims paid.

Customer Service Update

Service Report Type	MST	*Other Provide r	# of valid report s	% of reports receive d	August '13	% of reports received
Improper Driving	5	4	1/2*	19.5%	2	4.8%
Request To Add Service	2	0		4.3%	1	2.4%
Passed By	1	1	1	4.3%	5	11.9%
Improper Employee Conduct	3	2	1*	10.6%	1	2.4%
Bus Stop Amenities	4	1		10.6%	0	0.0%
Late Arrival	1	2	2*	6.3%	2	4.8%
Fare / Transfer Dispute	1	0		2.1%	1	2.4%
No Show	2	2	1/2*	8.5%	5	11.9%
Taxi	0	0		0.0%	1	2.4%
Inaccurate Public Information	1	0	1	2.1%	2	2.4%
Service Other	3	2	1*	10.6%	2	4.8%

Passenger Conduct	2	0	1	4.3%	1	2.4%
Request to reduce service	0	0		0.0%	1	2.4%
Early Departure	2	0	1	4.3%	5	11.9%
Passenger Injury	0	1	1*	2.1%	5	11.9%
Off Route	0	0		0.0%	1	2.4%
Routing	0	1		2.1%	0	0.0%
Employee Other	2	1	2	6.3%	5	11.9%
Service Schedule	1	0	1	2.1%	0	0.0%
Total Complaints	30	17		100.00%	40	100.00%
Employee Compliment	3				1	
Service Compliment	1				1	

Finance Update

General Accounting/Accounts Payable

During the month of August, staff continued working on annual audit preparation and closing of the fiscal year. Staff continues to work effectively to meet accounts payable and financial reporting deadlines.

Payroll

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

Grants

During the month of August, staff submitted a grant application to FTA's Ladder's of Opportunity program. Staff also attended the U.S. Equal Employment Opportunity Commission (EEOC) annual conference in San Diego to stay up-to-date on the most current Title VII issues. Reimbursement requests to Caltrans were prepared, and the semi-annual progress report for Public Transportation Modernization, Improvement, and Service Enhancement (PTMISEA) funds was submitted on time.

Purchasing

During the month of August, staff continued working on inventory reduction and availability of parts. Purchase of bus parts did increase as a variety of components are breaking down on our high mileage buses. Parts consumed were up nearly 10% over July. A new order of buses is due summer of 2015.

IT Update

Staff configured the Trapeze Group TransitMaster system software and hardware. Staff liaised with Trapeze Group staff for the upcoming TransitMaster software and hardware upgrade. Staff monitored the Trapeze Enterprise Asset

Management (EAM) vehicle maintenance system and evaluated the test site for the upcoming EAM system upgrade. Staff continued to support the users of the Serenic Navision accounting/payroll system. Staff configured biweekly data for the GIRO DDAM timekeeping system. Staff completed updating workstations to Windows 7 Operating System. Staff monitored the functionality of the Customer Service database.

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

Staff worked with Maintenance Department and MV Transportation installing AVL equipment into replacement contractor vehicles. Staff liaised with MV Transportation for installation and configuration of the IVR telephone system to organize the RIDES vehicle arrival system. Staff continued to support MST staff as needed, proactively ensuring MST staff was supported fully with their IT needs.

Marketing and Sales Update

Published news stories include: “Distracted driving takes deadly toll on pedestrians” (Salinas Californian, 8/10/14); “Plenty of tax measures ready for November election” (Monterey Herald, 8/12/14); “Senior Day at Monterey County Fair set for Aug. 28” (Salinas Californian, 8/13/14); “Free MST bus service for Laguna Seca Raceway ticketholders Aug. 16-17” (KIONrightnow.com, 8/15/14); “Free MST bus service for Laguna Seca ticket holders” (Salinas Californian, 8/15/14).

Press releases sent include: [“MST Bus Service On Labor Day” \(8/27/2014\);](#) [CSUMB Funds Unprecedented Expansion Of MST Transit Services To Campus; New MST Mobile Website Is Now Online For Smart Phones](#) (8/20/2014); [MST Encourages Alisal Union School District 6th Graders To Take Public Transit](#) (8/18/2014); [Rolex Monterey Motorsports Reunion Automobile Races](#) (8/14/2014).

Marketing activities: Continued working on preparations for special events, including the upcoming West End Celebration, the Monterey Jazz Festival, and Salinas Ciclovía; began work on redesign of trolley theme for the upcoming wireless power transfer electric trolley project; delivered MST-logo school supplies for the 6th grade students in the Alisal Union School District with a special presentation at Martin Luther King, Jr. school; continued collaborating with staff on the outreach and education efforts for the proposed sales tax; worked with Redshift on formatting the MST website for smartphones; managed MST website content, Facebook page and Twitter account.

Planning

During the month of August, Lisa Rheinheimer, Director of Planning and Development, joined the MST team. Staff continued planning for an unprecedented service expansion for routes that serve CSUMB, funded 100% by the university. These newly expanded and enhanced bus lines were implemented on August 23rd. Staff continues to monitor the revenues and expenses for the military partnerships. The July

19th Presidio reductions that were required because Congress allowed the expanded federal transit benefit to be reduced by nearly 50% effective December 2013 appear to have balanced the revenues being received by the program for the time being.

Other activities with military partners during the month included installing and maintaining transit pass vending machines on post as well as a visit to Fort Hunter Liggett to meet with staff at the facility. Staff continued discussions with a representative of Greyhound Bus Lines to explore the feasibility of an interline agreement that would enable passengers to transfer seamlessly between the two transportation operators. Staff met with representatives of the city of Monterey to discuss the entitlement process for the upcoming renovation of the TDA facility. Staff also participated in the California Transit Association's subcommittee on the State of California Cap & Trade program implementation.

Staff was invited to participate in the planning meetings for this year's Ciclovía event in Salinas. In addition, staff continued participation with the Marina Airport Master Plan effort, Fort Ord Multimodal Corridor planning team and the Salinas Downtown Vibrancy planning process as well in meetings with various local agencies, including Monterey Symphony Education Committee, Monterey County Convention & Visitors Bureau, Salinas Valley Chamber of Commerce, Transportation Agency for Monterey County, Monterey County Workforce Investment Board, Association of Monterey Bay Area Governments, and the Monterey County Hospitality Association.

Monterey-Salinas Transit
Washington, D.C. Office

September 2, 2014

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

FY 2015 Budget

We continued to advocate for Fiscal Year 2015 funding for FTA in order to ensure the flow of formula funds to MST. Following the August Recess, Congress has slightly more than two weeks of legislative working days before it leaves town for the November elections. In the current environment, it is unlikely that any of the twelve appropriations bills that are needed to fund the Federal government will be enacted by the start of the new fiscal year on October 1. While the House has made significant progress, Senate floor action on appropriations bills has become mired in a procedural standoff over a variety of proposed amendments related to the Environmental Protection Agency, Climate Change and the Affordable Care Act.

The full House did pass its version of the FY 2015 THUD Appropriations Act on June 10. And despite the gridlock at the leadership level in the Senate, the Senate Appropriations Committee continued to draft and approve FY 2015 spending measures, with its version of the FY 2015 THUD bill reported on June 5. Both bills would continue the FTA formula programs at \$8.595 billion, the same level as last year. The Senate bill would provide \$2.163 billion for FTA's Capital Investment Program, which is \$472 million more than the House.

In this situation, enactment of a continuing appropriations resolution by October 1 will be necessary to provide the interim funding to keep the government operating. We continue to advocate for a CR that extends at least until March 1, because FTA does not apportion funds for less than 5/12s of a fiscal year. However, the length of the CR has not yet been determined and the question of whether it will include any extraneous legislative provisions will be a matter of extensive debate.

Highway Trust Fund

In late August, the Congressional Budget Office issued an update on the financial status of the Highway Trust Fund, which confirmed that additional transfers from the General Fund will be needed in order to keep the Trust Fund solvent through the end of Fiscal Year 2015. Several

General Fund transfers have been necessary in recent years to finance the transportation spending authorized by MAP-21.

H.R. 5021, the *Highway and Transportation Funding Act of 2014*, was signed into law on August 8 to provide a \$10.8 billion infusion to the Trust Fund to support programs through May 31, 2015. The CBO's most recent report indicates that an additional \$7 billion will be needed to support currently-enacted spending levels through the fiscal year ending on September 30, 2015.

Surface Transportation Legislation Reauthorization

The Moving Ahead for Progress in the 21st Century (MAP-21) Act expires on September 30, but it became increasingly clear over the summer that Congress would miss that deadline for reauthorization. Although there are many difficult programmatic and policy decisions to be made in the reauthorization debate, the main obstacle has been the need to identify additional revenue sources to fund Federal highway, transit and highway safety programs at least at the current levels. The most recent estimates are that an additional \$85 billion dollars above current revenues would be needed to simply extend transportation spending levels for the six-year reauthorization legislation planned by Congressional leaders.

When Congress enacted H.R. 5021, the *Highway and Transportation Funding Act of 2014*, to shore up the Highway Trust Fund in August, it included provisions that extended legislative authority for highway and transit programs through May 31, 2015. Senate Environment and Public Works Committee Chair Boxer stated her intention to continue to press for a multi-year MAP-21 reauthorization in the fall, and the possibility of a post-election lame duck session of Congress would provide the opportunity to continue those efforts.

TPW:dwg

Monterey-Salinas Transit
Washington, D.C. Office

September 24, 2014

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

FY 2015 Budget

As anticipated, before recessing at the end of last week to resume campaigning for the November elections, the House and Senate both approved a short-term Continuing Resolution (CR) to keep the Federal government open into the new Fiscal Year. The FY 2015 CR provides the authority for Federal agencies and programs to continue operating at FY 2014 levels through December 11.

During the Lame Duck session following the elections, Congress will have to determine whether to resume working on individual appropriations bills that would then most likely be packaged in an omnibus spending measure, to extend the CR into the new calendar year, either for the entire Federal Fiscal Year 2015, or to be dealt with by the new Congress. The Lame Duck session will begin November 12.

As Congress moved towards recessing for the election, we continued to advocate for Fiscal Year 2015 funding at least through March 1, because FTA does not apportion funds for less than 5/12s of a fiscal year. Since the present CR will only go through December 11, this may impose cash flow problems on MST. Accordingly, we are assisting MST staff with your request to FTA for advanced apportionment of funds, as discussed with FTA Associate Administrator Buchanan-Smith during your July advocacy meetings in Washington, DC.

If an Omnibus bill is drafted rather than a longer-term CR, Congress will have the opportunity to either increase or decrease programmatic funding. Under that option, the Appropriations Committees are likely to defer to whatever bills have been drafted or passed by either house of Congress. For example, the full House did pass its version of the FY 2015 THUD Appropriations Act on June 10. And despite the gridlock at the leadership level in the Senate, the Senate Appropriations Committee continued to draft and approve FY 2015 spending measures, with its version of the FY 2015 THUD bill reported on June 5. Both bills would continue the FTA formula programs at \$8.595 billion, the same level as last year. The Senate bill would provide \$2.163 billion for FTA's Capital Investment Program, which is \$472 million more than the House.

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When Congress enacted H.R. 5021, the *Highway and Transportation Funding Act of 2014*, to shore up the Highway Trust Fund in August, it included provisions that extended legislative authority for highway and transit programs through May 31, 2015. Senate Environment and Public Works Committee Chair Boxer continues to press for a multi-year MAP-21 reauthorization, but the post-election lame duck session of Congress is not expected to take up this issue.

Highway Trust Fund

Although H.R. 5021, the *Highway and Transportation Funding Act of 2014*, was signed into law on August 8 to provide a \$10.8 billion infusion to the Trust Fund to support programs through May 31, 2015, the Congressional Budget Office subsequently reported that additional transfers from the General Fund will be needed in order to keep the Trust Fund solvent through the end of Fiscal Year 2015. Several General Fund transfers have been necessary in recent years to finance the transportation spending authorized by MAP-21. The CBO's most recent report indicates that an additional \$7 billion will be needed to support currently-enacted spending levels through the fiscal year ending on September 30, 2015. Congress is not likely to take additional action on the Highway Trust Fund until next year, when these financial realities will provide a framework for Surface Transportation Legislation Reauthorization.

Tax Extenders Legislation

We continued to lobby for legislation to set pre-tax benefits for rail and bus commuters at the same level as pre-tax parking benefits. Providing parity for transit is important for MST's military commuter service routes. Although we continue to advocate for stand-alone tax legislation to continue the authority, the program has traditionally been dealt with by Congress together with other temporary provisions collectively known as "tax-extendors."

A Senate bill to extend 51 tax breaks that have expired was passed by the Senate Finance Committee in April, making this issue a possibility for action in the post-election Lame Duck Session of Congress. The House Republican Majority has taken a different approach on tax extenders legislation this year, opting to renew them on an individual basis and making them permanent, rather than simply extending for one or two years.

Lame Duck Session/ Lobbying Strategies & Opportunities

The length of the FY 2015 Continuing Appropriations Resolution through December 11 guarantees that Congress must return after the November elections to complete the annual budget process. The exact agenda for the Lame Duck Session is not known at this time and will be

influenced by which party emerges after the election with control of the Senate next year. What is clear, however, is that Congress must decide between an additional CR of unknown length or drafting an omnibus appropriations bill to cover FY 2015. Because of the importance of these issues to MST's cash flow situation, we are recommending additional Washington, DC, meetings for MST staff in order to maintain your advocacy message during this time when so many transportation issues are in play. These meetings will supplement our efforts in Washington, DC, to weigh in on behalf of MST on tax, transportation and budget issues through our direct contacts with Congress and the Administration.

TPW:dwg

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To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: State Legislative Update – August 2014

MST staff participated on the California Transit Association's Subcommittee on Cap and Trade. The committee met to discuss how best to influence the Cap and Trade program as it begins to take shape. The Strategic Growth Council, California State Transportation Agency (CalSTA), Caltrans, Air Resources Board, and California Environmental Protection Agency held a series of public workshops that continued through the beginning of September. Staff submitted comments to ensure Cap and Trade funding availability to disadvantaged communities within Monterey County and to provide consideration to funding transportation within military communities around the state (Attached).

The following bills are of interest to MST and are being monitored by staff:

AB 1720 (Bloom): Current law generally prohibits a publicly owned or operated transit system from procuring a transit bus whose gross weight on any single axle exceeds 20,500 pounds. Current law, until January 1, 2015, exempts from this prohibition a transit system that is procuring a new bus that is of the same or lesser weight than the bus it is replacing, or if it is incorporating a new fleet class into its inventory and its governing board makes certain findings. This bill would extend the operation of those exceptions until January 1, 2016. The bill also clarifies that the interim procedures in current law reference buses of a gross weight equal to 20,500 pounds over any single axle (as opposed to a bus of a gross weight equal to 20,500 pounds, period). While there are substantive provisions in the bill, it really stands for the product of a yet-to-be-completed negotiation between the Association and stakeholders – such as cities, counties and Caltrans – who all need a long-term solution. We are awaiting the publication this summer of a national Transit Cooperative Research Program study on the subject to jump those negotiations into high gear.

Status: This bill was signed by the Governor on August 22 [Chapter 263, Statutes of 2014].

SB 785 (Wolk): This bill would consolidate and conform existing design-build authority for transit operators, cities & counties, special districts, and other local agencies, as well as the state Departments of General Services & Corrections and Rehabilitation. SB 785 will extend the sunset date on these entities' design-build authorizations until 2025, establish a \$1 million threshold for projects to utilize design-build, and enhance labor compliance & apprenticeship programs.

Status: This bill was enrolled to the Governor and is awaiting final action.

SB 1236 (Monning): This bill would allow transit agencies statewide to designate employees, or contracted security officers, to enforce specific prohibited acts, as defined in state law, when these violations occur on transit properties.

Status: This bill was signed by the Governor on August 22 [Chapter 253, Statutes of 2014].

AB 1783 (Jones-Sawyer): The bill would continue for one more year an exemption for certain public transit employees from the Public Employees' Pension Reform Act of 2013 (PEPRA), allowing federal transit grants to continue flowing to California transit agencies.

Status: This bill was enrolled to the Governor and is awaiting final action.

AB 2445 (Chau): This bill would specify that a community college district is authorized to enter into a contract for the provision of public transportation services if a majority of the students of that district, or campus of that district, as appropriate, approve the payment of the fee within the same time period. This clarifies the practice of some districts who prefer campus-by-campus only votes – as opposed to districtwide votes – of their students.

Status: This bill was signed by the Governor on June 25 [Chapter 63, Statutes of 2014].

SB 1433 (Hill): This bill would extend the sunset date on a transit operator's existing authority to engage in the design-build method of procurement until 2017 for design and construction of a project. The current authority is set to expire on January 1, 2015.

This bill was enrolled to the Governor and is awaiting final action.

ATTACHMENT: Defining Disadvantaged Communities under Cap and Trade Program

Prepared by: 



TRANSIT DISTRICT MEMBERS:

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

September 15, 2014

Ms. Shelby Livingston, Chief
Climate Investments Branch
California Air Resources Board
1001 I Street, P.O. Box 2815
Sacramento, CA 95812

Mr. Arsenio Mataka, Assistant Secretary
Environmental Justice and Tribal Affairs
California Environmental Protection Agency
1001 I Street, P.O. Box 2815
Sacramento, CA 95812

Subject: Defining Disadvantaged Communities under Cap and Trade Program

Dear Ms. Livingston and Mr. Mataka:

Thank you for the opportunity to comment on the definition of a disadvantaged community as it relates to the Cap and Trade Program. Monterey-Salinas Transit serves nearly 4 million passengers every year on public transportation throughout Monterey County and beyond. MST has been very successful in establishing and maintaining partnerships with the military in Monterey County in providing transit service which benefit the military and veterans.

MST urges CARB and ARB to recognize the military and veterans as disadvantaged communities for the reasons outlined below and in consideration of the opportunity to reduce greenhouse gas emissions from this sector of the population:

- There are nearly 250,000 military personnel stationed in California and 2 million veterans living in California.
- Transit service directly benefits the military and veterans, providing transit to jobs, shopping, and medical appointments.
- There should be a synergy between the Cap and Trade program and the Governors Military Council, showing a California commitment in supporting the long-term home of the military in California.
- The Governor's Military Council was convened to protect California's military installations and operations amid ongoing Department of Defense budget cuts, and to

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leverage changes in federal military strategy to position the state to continue innovation and leadership in its military mission.

- Transit to and from California's military installations demonstrates a strong commitment to protecting a continued military presence.
- Annually at Monterey-Salinas Transit, 900,000 military passengers are served by transit.
- Twenty MST lines serve three military installations including the Defense Language Institute at the Presidio of Monterey, the Naval Postgraduate School in Monterey, and Fort Hunter Liggett in the remote area of southern Monterey County.
- MST is currently assessing the feasibility of expanding service to a fourth military installation in Monterey County – Camp Roberts.
- Other California transit agencies serving the military include:
 1. North County Transit District in San Diego serving Camp Pendleton,
 2. Fairfield and Suisun Transit serving Travis AFB,
 3. Morongo Basin Transit Authority serving 29 Palms Marine Corps Base,
 4. Victor Valley Transit Authority serving Fort Irwin, and
 5. Kings Area Rural Transit serving Lemoore Naval Air Station

Expanding the definition of a disadvantaged community where there are military installations will have direct air pollution reduction benefit to the State of California. Many military installations have been shown to be inherently generators of a variety of pollution types, many of which are not detected until after the military decommissions a base. It is possible that these pollution factors are insufficiently accounted for in the Cal EnviroScreen 2.0 methodology used to define a disadvantaged community for the Cap and Trade programs currently under development.

Many of the military personnel stationed at the 40 California military bases are here on a temporary basis to train or learn and, hence may not be counted in census data used to define low income, disadvantaged communities. In addition, a significant number of these individuals and their families do not have access to a vehicle and rely on public transportation for their activities outside of training and learning. And, given the remote location of several of these facilities, including both Fort Hunter Liggett and Camp Roberts in rural southern Monterey County, staff and personnel often have to drive long distances from home to reach their assigned work location.

Furthermore, there are increasing numbers of veterans returning from the conflicts in Iraq and Afghanistan who need public transportation equipped with a wheelchair lift to get to veterans services, grocery shopping, jobs, and other activities. Veterans are in need of special attention for the sacrifices they have made for our country. Given their deployment overseas, veterans is another military-related population that may have not been adequately counted in the most recent decennial census.

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Ms. Shelby Livingston and Mr. Arsenio Mataka
September 15, 2014
Page 3 of 3

MST urges the CARB and ARB to recognize the military and veterans as a disadvantaged community which will allow Cap and Trade monies to be eligible to benefit transit projects focused on these groups.

Please do not hesitate to contact me if you have any questions.

Sincerely,



Carl G. Sedoryk
General Manager/CEO

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TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

August 27, 2014 Meeting

SR 156 WEST CORRIDOR PROJECT WORKSHOP DRAWS INTEREST

“Yes, we have a problem. Now how do we fix it?” Practically everyone agrees that safety and congestion are the big issues on Highway 156 West between Prunedale, Castroville and the Monterey Peninsula. In fact, seeking a solution for this long-defined problem is a top priority for The Transportation Agency for Monterey County (TAMC). During the board meeting one potential solution identified by TAMC and Caltrans as a Public-Private Partnership (P3) was presented to the Board of Directors.

Before a nearly-packed room, TAMC staff and Caltrans presented a workshop on the SR 156 West Corridor Project. The in-depth presentation included a review of the project, budget shortfalls and why & how a (P3) could be the solution to funding this high-priority need. A short video on toll roads was shown, followed by an explanation of what documents, decisions and steps needed to be made to achieve a (P3) for the SR 156 West Corridor Project.

After a Q&A period with the Board, the floor was open for public comments. The majority of them came from the communities of Castroville & Prunedale. Speakers from these communities expressed concerns about traffic diversions onto local roads. They also wanted to be sure that the Board listened to their concerns as they moved forward in their decision making process.

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

FINAL FUNDING FOR HOLMAN HIGHWAY ROUNDABOUT APPROVED

Plans to relieve congestion near the busy intersection of Holman Highway 68 and the Highway One Southbound Exit Ramp took another step forward. The TAMC Board of Directors approved \$3.2 million to complete funding for construction of the roundabout. Building the roundabout will increase safety, save money, reduce pollution, operate more efficiently and save over 200 Monterey Pine trees. Construction is scheduled to start in September 2015. For more information about the Holman Highway 68 Roundabout and roundabouts in general visit:

<http://Tamcmonterey.org/programs/roundabouts/index.html>. You can also watch the project video: <https://www.youtube.com/watch?v=vFvaxJspcMo&feature=youtu.be>

TAMC EMPLOYEES SELECT MIKE ZELLER AS “EMPLOYEE OF THE QUARTER”

Congratulations to Senior Transportation Planner, Mike Zeller! Mike has been selected by TAMC employees as the “Employee of the Quarter” for April - June 2014. Employees recognize Mike for his technical skills. He’s the “go-to” guy they can count on to keep their computers functioning and answering those “how do you” computer questions. In addition, he reestablished video conferencing in the office. They also recognized him for his professionalism, diligence, excellent work on the Regional Development Impact Fee program (see more about this below), and for taking the initiative on the Electric Vehicle car purchase.

NEARLY \$8.7 MILLION APPROVED IN COMPETITIVE GRANTS FUNDING

The TAMC Board of Directors approved nearly \$8.7 million in competitive grants funding for transportation improvement projects throughout Monterey County. The three-year Competitive Grants program includes funding from the Regional Surface Transportation Program, Transportation Development Act 2%, and Regional Development Impact Fees to support projects that include bicycle, pedestrian, or transit facilities; link communities with city services; and improve safety. The program of projects approved by the Board represents a collaborative effort of the Transportation Agency and Monterey County jurisdictions to select projects in a geographically equitable manner. For a complete list of projects funded, click onto <http://www.tamcmonterey.org/programs/fund/2014-competitive-grants.html>



August 18, 2014

To: Carl Sedoryk

From: Michelle Muller Overmeyer, Grants and Compliance Analyst

Subject: TRIP REPORT

From August 12-14, 2014, I attended the U.S. Equal Employment Opportunity Commission (EEOC) annual conference, *Examining Conflicts in Employment Laws (EXCEL)*. The EXCEL conference was held in San Diego, California. While at the conference, I participated in the following sessions:

- Title VII Legal Update 2014
- Introduction to EEOC Laws & Procedures
- EEOC's Top Ten Litigation Developments
- Race & Color Discrimination in Today's Workplace
- An EEOC Charge Just Landed on My Desk- What Next?
- Conducting an Effective EEO Investigation

The sessions I attended provided educational opportunities to increase my understanding of FTA regulations and requirements relevant to my job duties (i.e., Title VII compliance).

Michelle Overmeyer

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Real estate values meet public transit

Lynn Hamilton and her husband Pat McNeill, both retired Salinas teachers, are leaving their home in the car-dependent River Road suburb. "Walkability and public transit were two big considerations in our search for a new home," Lynn told me, "as well as availability of bike paths."

Is there a relationship between property values and public transit?

To explore this question The American Public Transportation Association went into partnership with the National Association of Realtors to study five US cities (March 2013). The title of their final report is "The new real estate mantra: is it close to public transit?"

"Transportation plays an important role in real estate and housing decisions, and the data suggests that residential real estate near public transit



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will remain attractive to buyers," states Lawrence Yun chief economist for NAR. "When consumers choose a home, they also choose a lifestyle. Shorter commutes and more walkable neighborhoods matter to a growing number of people."

Cities with good public transit, such as Portland, Ore., have retained high property values. Portland also has won the title as the most walkable city in the US. The two qualities are linked because every bus ride begins and ends in a walk.

Salinas Realtor Bob Bumba told me that public transit is not key in Monterey County housing now, but in the future, it will be. "Realtors used to sell houses as investments," Bumba added, "now they sell a house as shelter, located in a community."

An example of community: Sept. 5 was the 10-year anniversary of Salinas First Friday Art Walk in Oldtown. I walked it to enjoy art openings, live music, dance, theater, poetry and good food. It is held from 5 to 8 p.m. on the first Friday of the month, year-round. Many people have worked to make these 10 years a success, but special thanks to Trish Triumpho Sullivan, of downtown Book & Sound and Destination Salinas.

How can we increase the value of our homes, reduce traffic congestion and build a sustainable

county?

To maintain current public transit, we can vote yes on the proposed 1/8-cent sales tax in November. This tax will provide, maintain and protect transit services for county senior citizens, veterans and people with disabilities. All funds generated by this tax would stay under local control. The ballot language contains provisions to protect use of the funds, including a citizen oversight committee and audits.

If we are lucky enough to live to an advanced age, or we are unlucky and become disabled, we will need that bus.

» **Dear Goya:** I'm pleased to announce Ciclovía Salinas 2014 will be Sat. Nov. 1. Alisal Street will be opened to the community to enjoy walking, skateboarding, bicycling, dancing and more. This

worldwide car-free movement closes city streets to cars, making them more pedestrian and bicycle friendly. High school and college students can acquire community service hours by volunteering at the event.

Email to: cicloviasalinas@gmail.com or call Building Healthy Communities at 831-717-1384.
— Natalie Oliver, Ciclovía Salinas coordinator

I was glad to get prompt responses to last week's column: How to get to College on the Bus. Monday morning JM called me after reading it; she said her granddaughter ("Z") might come to live with her in Salinas. Could Z get to Monterey Peninsula College (MPC) on the bus and, if yes, which bus?

Yes, indeed, Z can get to MPC on Monterey-Salinas Transit Line 20. Line 20 leaves the Salinas

Transit Center every half hour weekdays starting at 5 a.m. until 10:20 p.m. Z can get \$50 discount on a MST 31-day all zone pass at the MPC student services office.

I checked online reviews of MPC. Students liked it as a college, but those who drove complained that, even after paying \$50 for a permit, at times there were no spaces open. Grandparents and parents can worry less, Z and her friends can text on the bus.

Be safe.

MacGregor "Goya" Eddy is a longtime Salinas resident and alternative mode traveler. Her "We Could Car Less" column is published and posted online on Monday.

Contact her by email at wecouldcarless@gmail.com or mail to: We Could Car Less, in care of The Salinas Californian, 123 W. Alisal St., Salinas 93901.