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**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 12, 2015**

Monterey Bay Unified Air Pollution Control District  
Board Room, 3<sup>rd</sup> 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 at the board meeting for your return trip (good for a \$17 one-way trip).

**1. CALL TO ORDER**

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

**2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA**

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

**3. CONSENT AGENDA**

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

- 3-1. Adopt Resolution 2016-09 recognizing Jessica Carrillo, human resources assistant, as Employee of the Month for October 2015. (Kelly Halcon) (pg. 5)
- 3-2. Minutes of the regular meeting of September 14, 2015. (Deanna Smith) (pg. 7)
- 3-3. Financial Report – August 2015. (Angela Dawson) (pg. 15)

- 3-4. Disposal of Property left aboard buses. (Sonia Bannister) (pg. 23)
- 3-5. Authorize the purchase of two Toyota Prius sedans. (Michael Hernandez) (pg. 25)
- 3-6. Authorize the purchase of one electric sedan. (Michael Hernandez) (pg. 27)
- 3-7. Adopt new MST bus ad rates. (Hunter Harvath) (pg. 29)
- 3-8. Approve Bus Advertising Consulting Services. (Hunter Harvath) (pg. 33)
- 3-9. Minutes of the Marketing Committee – September 14, 2015. (Deanna Smith) (pg. 35)

End of Consent Agenda

#### **4. SPECIAL PRESENTATIONS**

- 4-1. October Employee of the Month – Jessica Carrillo. (Kelly Halcon)
- 4-2. TAMC Update – Debbie Hale.

#### **5. MAJOR PROCUREMENTS**

#### **6. PUBLIC HEARINGS**

#### **7. UNFINISHED BUSINESS**

#### **8. NEW BUSINESS**

- 8-1. Approve creation of a Congestion Relief Temporary Pass. (Hunter Harvath) (pg. 39)
- 8-2. Receive and approve modifications to the Group Discount Program. (Zoé Shoats) (pg. 41)
- 8-3. Receive and approve creation of a Weekend Super GoPass. (Zoé Shoats) (pg. 43)

#### **9. CLOSED SESSION**

*Members of the public may address the Board on any matter related to Closed Session.*

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

- 9-1. General Manager Performance Evaluation, Gov. Code (§54957(b)). (No enclosure) (K. Halcon)
- 9-2. Conference with property negotiators. (Parcel # APN Parcel # 026-521-031, 259-011-067, 003-171-024, 026-521-031, 002-248-009-010, 259-184-004-000, 259-184-001-000, 032-171-005, L.2.1, 1.2.4.3, L.2.4.2, L.2.2.1, L.2.2.2, L.2.3, L.2.4.1). (No enclosure) (C. Sedoryk)

## **10. RETURN TO OPEN SESSION**

- 10-1. Report on Closed Session and possible action.

## **11. REPORTS & INFORMATION ITEMS**

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

- 11-1. General Manager/CEO Report – August 2015. (pg. 45)
- 11-2. Washington D. C. Lobbyist Report – September 2015. (pg. 65)
- 11-3. State Legislative Advocacy Update – September 2015. (pg. 67)
- 11-4. TAMC Highlights – September 2015. (pg. 71)
- 11-5. Staff Trip Reports. (pg. 73)
- 11-6. Staff Announcements.

## **12. COMMENTS BY BOARD MEMBERS**

- 12-1. Reports on meetings attended by board members at MST expense (AB1234).
- 12-2. Board member Comments and Announcements.
- 12-3. Board member Referrals for future agendas.

## **13. ATTACHMENTS**

- 13-1. Detailed monthly Performance Statistics and Disbursement Journal, August 2015. (*This item is located online within the GM Report at: <http://www.mst.org/about-mst/board-of-directors/board-meetings/>*)

## **14. ADJOURN**

**NEXT MEETING DATE:** November 9, 2015

*Monterey Bay Unified Air Pollution Control District Board Room, 3<sup>rd</sup> Floor*

**NEXT AGENDA DEADLINE:** October 27, 2015

*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, 1 Ryan Ranch Road, Monterey, CA 93940 or [dsmith@mst.org](mailto:dsmith@mst.org).*

**JESSICA CARRILLO  
OCTOBER 2015  
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 the entire community; and

WHEREAS, Jessica Carrillo began her career with Monterey-Salinas Transit as a temporary Office Assistant in the Human Resources Department. She was later hired as the Human Resources Assistant in September of 2013; and

WHEREAS, Jessica Carrillo quickly hit the ground, getting to know MST's policies and procedures as well as MST's employees. She quickly became an asset to the HR Department; and

WHEREAS, Jessica Carrillo is an integral part of the recruitment function at MST. As part of her position she assists with staying on top of posting open positions, assessing applications, answering applicant's questions and testing possible candidates. She does all this with a professional demeanor and a smile on her face. During her short time at MST, she has been part of hiring over 80 people; and

THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Jessica Carrillo as Employee of the Month for October 2015; and

BE IT FURTHER RESOLVED that Jessica Carrillo is to be congratulated for her excellent work at Monterey-Salinas Transit.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2016-09 this 12<sup>th</sup> day of October, 2015.

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Libby Downey  
Chairperson

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Carl G. Sedoryk  
Secretary

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**MST BOARD OF DIRECTORS**

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

**Minutes**

September 14, 2015

**1. CALL TO ORDER**

1-1. Roll call.

1-2. Pledge of Allegiance.

Chair Downey called the meeting to order at 10:02 a.m., and roll call was taken. Director Bonincontri led the Pledge of Allegiance.

1-3. Review Highlights of the agenda.

Mr. Sedoryk reviewed the highlights of the agenda.

<b>Present:</b>	Fernando Armenta	County of Monterey
	Tony Barrera	City of Salinas
	Victoria Beach	City of Carmel-by-the-Sea
	Robert Bonincontri	City of Gonzales
	Libby Downey	City of Monterey
	Mike LeBarre	City of King
	Pat Lintell (alt)	City of Del Rey Oaks
	Dan Miller	City of Pacific Grove
	Frank O'Connell	City of Marina
	David Pacheco	City of Seaside
	David Pendergrass	City of Sand City
	Leah Santibañez	City of Greenfield
	Patricia Stephens	City of Soledad

**Absent:**

<b>Staff:</b>	Carl Sedoryk	General Manager/CEO
	Hunter Harvath	Asst. GM/Finance & Administration
	Michael Hernandez	Asst. GM/COO
	Kelly Halcon	Director of HR & Risk Management
	Robert Weber	Director of Transportation Services
	Lisa Rheinheimer	Director of Planning and Development
	Andrea Williams	General Accounting & Budget Manager
	Mark Eccles	Director of Information Technology
	Tom Hicks	CTSA Manager
	Carl Wulf	Facilities Manager

Zoe Shoats	Marketing Manager
Deanna Smith	Executive Assistant/Clerk to the Board
Dave Laredo	De Lay & Laredo
Isamar Velazquez	MST Customer Service Representative

<b>Public:</b> Alberto Villa Corona	MST Rider
Mary Ann Jackson	MV Transportation
Ken Walker	ATU
Bob Parks	ATU
Claude Hoover	Veritas Realty
Percy Bryant	MST Rider
Michael Salerno	Keep Ft. Ord Wild

## 2. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Alberto Villa Corona stated that he is an MST RIDES customer and he is concerned that too many people are being scheduled for RIDES service at the same time. He lives in Salinas, and the traffic is often slow resulting in missed medical appointments. Mary Ann Jackson of MV Transportation met with Mr. Salerno personally to discuss his concerns.

## 3. CLOSED SESSION

### Public Comment

Michael Salerno of Keep Ft. Ord Wild stated that he would like to see the negotiating parties clearly indicated. He also stated that the parcel numbers beginning with the letter "L" are properties under consideration by the Monterey Downs project. If MST is negotiating the purchase of the other listed parcels, they are for sale and located between CSUMB and the National Monument.

Director Armenta asked if staff had any idea how long the Closed Session would be. Mr. Sedoryk stated that the Board should be in Closed Session approximately 20 minutes.

### Close Public Comment

MST General Counsel announced the items for discussion, and Chairperson Downey moved to Closed Session at 10:10 a.m.

- 3-1. Conference with Property Negotiators. (Parcel # APN 026-521-031, 259-011-067, 003-171-024, 026-3510-036-000, 002-248-009-010, 259-184-004-000, 259-184-001, 032-171-005, L.2.1, 1.2.4.3, L.2.4.2, L.2.2.1, L.2.2.2, L.2.3, L.2.4.1). (No enclosure)  
(C. Sedoryk)
- 3-2. Conference with Labor Negotiators – Monterey-Salinas Transit Employees Union (MSTEA), and MST (§54957.6).  
(D. Laredo, K. Halcon)



- 3-3. General Manager Performance Evaluation, Gov. Code (§54957(b)).  
(No enclosure) (K. Halcon)

#### **4. RETURN TO OPEN SESSION**

- 4-1. Report on Closed Session and possible action.

The Board returned from Closed Session at 11:04 a.m.

MST General Counsel, Dave Laredo, stated that the Board unanimously authorized by roll call, with Director Beach submitting the motion and Director O'Connell seconding, MST staff to make an offer on property parcel 026-521-031 at a note not to exceed \$470,500. The offer is subject to: 1) an appraisal to confirm the price; 2) MST to secure financing; 3) General Counsel review of offer documents and conditions.

The Board unanimously approved by roll call, with Director Beach submitting the motion and Director Pacheco seconding, authorizing the MSTEA employee incentive based on a base salary allocation of 2.5%, or \$91,826, with an 88 percent payout.

The Board discussed items under consideration in 3-3 but no reportable action was taken.

#### **5. CONSENT AGENDA**

- 5-1. Adopt Resolution 2016-07 recognizing Steve Colburn, Coach Operator, as Employee of the Month for August 2015.
- 5-2. Adopt Resolution 2016-08 recognizing Kim Moore, Intermediate Mechanic, as Employee of the Month for September 2015.
- 5-3. Minutes of the Regular Meeting of July, 2015.
- 5-4. Minutes of the Facilities Committee – July, 2015.
- 5-5. Minutes of the MQ Oversight Committee – July 2015.
- 5-6. Financial Report – June and July 2015.
- 5-7. Disposal of property left aboard buses.
- 5-8. Appoint Aimee Fuller-Cuda to the Mobility Advisory Committee.
- 5-9. Appoint Laurie Crosby to the Measure Q Oversight Committee.
- 5-10. Authorize the purchase of one medium bus from Creative Bus Sales.
- 5-11. Authorize the disposal of retired MST vehicles and approve the modification of Disposal of Surplus Property policy.

- 5-12. Approve FY 2015 Performance Incentive Pool for MSTEA and Confidential Unit.

Chairperson Downey pulled item 5-6.

**Director Le Barre made a motion to approve the Consent Agenda excepting item 5-6 and was seconded by Director Pacheco. The motion passed unanimously.**

Andrea Williams, General Accounting & Budget answered questions on MST's 5307 account. Chairperson Downey referred to information on page 32, noting that the City of Monterey does not fully fund the Monterey Trolley. She requested information on garnishments and how MST's accounting system displays credit balances.

Public Comment – none.

**Director Armenta made a motion to approve item 5-6 of the Consent Agenda and was seconded by Director Le Barre.**

## **6. SPECIAL PRESENTATIONS**

- 6-1. August Employee of the Month – Steve Colburn.

Robert Weber recognized Steve Colburn as the August Employee of the Month for his outstanding service to MST and the entire community.

- 6-2. September Employee of the Month – Kim Moore.

Kim Moore was not present for the presentation.

## **7. MAJOR PROCUREMENTS**

- 7-1 Approve the purchase of passenger shelters from Tolar Manufacturing Company.

Mike Hernandez reviewed the staff recommendation to approve the shelter purchase from Tolar Manufacturing and the allocation of shelter locations based on boarding requirements of 5,000 or more annual boardings per location.

Staff will purchase shelters that provide the greatest protection from graffiti and other forms of vandalism.

Director Armenta requested consideration of a shelter at Laurel Drive and Madera in Salinas.

Director Beach requested that MST staff provide a notice to MST Board members prior to shelter choices being decided on by city staff as she would like the elected officials to be able to weigh in on shelter style choices.

Director Barrera asked about a recent shelter request in the City of Salinas. Mr. Wulf, MST facilities manager, stated that MST has been waiting six months for the encroachment permit and asked for Mr. Barrera's assistance in speeding up the process.

Public Comment – none.

**Director Le Barre made a motion to authorize the purchase of up to 26 shelters from Tolar Manufacturing Company and was seconded by Director Armenta. The motion passed unanimously.**

7-2 Award Contract for MST General Legal Counsel and Contract Labor Negotiations to Delay & Laredo.

Mr. Sedoryk reviewed the staff recommendation to award a one-year contract to the law firm of De Lay & Laredo and to authorize MST staff to extend the contract for up to nine one-year extensions under the same terms, conditions, and priced provided the supplier has delivered satisfactory service.

Chairperson Downey asked Mr. Laredo if he would leave the room while the Board discussed the item.

Director Miller stated that the rate provided was much less than was negotiated by the City of Pacific Grove.

Director Downey felt that providing staff the authority to approve nine one-year contract extensions was not advisable. She would like to see the approval request come before the board.

Director Armenta suggested a short, one-page performance appraisal be provided to the board with the item being placed on Consent Agenda each year after the appraisals are reviewed and confirmed.

Public Comment – none.

**Director Beach made a motion to award a one-year contract to the law firm of De Lay & Laredo under the terms and costs provided to the board, and to provide the board with a General Counsel performance appraisal each year for nine years, after which the request to authorize a one-year contract extension will be placed for board consideration under the Consent Agenda. The motion was seconded by Director Le Barre and the motion passed unanimously.**

Mr. Laredo was invited back into the room.

**8. PUBLIC HEARINGS**

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

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

Mr. Harvath reported that there has been an increase in revenue from CSUMB of \$100,000 for the current academic year. This partnership with CSUMB provides alternative transportation for students as well as an increase to overall ridership on the lines that serve the university.

Director Le Barre is please to see MST foster these community partnerships.

Public Comment – none.

**Director Le Barre made a motion to accept a total of \$840,158 from CSUMB to expand and enhance transit services for the 2015-2016 academic year and was seconded by Director Pacheco. The motion passed unanimously.**

**11. REPORTS & INFORMATION ITEMS**

11-1. General Manager/CEO Report – June and July 2015.

Mr. Sedoryk provided the highlights of the GM Report and the Washington, D.C. and State legislative updates. He encouraged all board members to thank Congressman Sam Farr for his continued advocacy on behalf of public transportation. He has been advocating diligently for transportation funding and a final resolution on the PEPRA issue.

11-2. Washington D. C. Lobbyist Report – July and August 2015.

11-3. State Legislative Advocacy Update – July and August 2015.

11-4. TAMC Highlights – August 2015.

11-5. Staff Trip Reports.

11-6. Correspondence.

11-7. Staff Announcements.

11-7.1 APTA Annual Meeting – San Francisco, CA

Mr. Sedoyrk stated that Directors Barrera and Le Barre will be attending the APTA Annual Meeting with MST staff.

11-7-2 CTA Fall Conference & EXPO Pasadena, CA

Mr. Sedoryk announced the November 18-24 CTA Fall Conference & EXPO and requested that board members submit their interest in attending to Chairperson Downey.

## **12. COMMENTS BY BOARD MEMBERS**

12-1. Reports on meetings attended by board members at MST expense (AB1234).

Chairperson Downey reported on her attendance at the APTA Board Member Seminar in July.

12-2. Board member Comments and Announcements.

Director Le Barre announced that he will not be able to attend the October board meeting.

12-3. Board member Referrals for future agendas.

Director Barrera requested board discussion on reformatting the order of business of MST's board meetings to enhance accommodating the public.

Director Armenta requested more information on when it is appropriate for a board member to recuse oneself.

Chairperson Downey requested that a meeting or phone conference be set up for board members to confer on the General Manager's performance evaluation.

## **13. ATTACHMENTS**

13-1. Detailed monthly Performance Statistics and Disbursement Journal, June and July 2015. *(This item is located online within the GM Report at: <http://www.mst.org/about-mst/board-of-directors/board-meetings/>)*

## **14. ADJOURN**

There being no further business, Chairperson Downey adjourned the meeting at 12:05 p.m.

Prepared by:   
Deanna Smith, Deputy Secretary

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To: Board of Directors  
From: Angela Dawson  
Subject: Financial Reports – August 2015

**RECOMMENDATION:**

1. Accept report of August 2015 cash flow presented in Attachment #1
2. Approve August 2015 disbursements listed in Attachment #2
3. Accept report of August 2015 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, 2015	\$10,231,938.85
Revenues	3,023,788.71
Disbursements	<u>&lt;2,984,621.86&gt;</u>
Ending balance August 31, 2015	<u>\$10,271,105.70</u>

**POLICY IMPLICATIONS:**

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

**DISCUSSION:**

With the first two months of the fiscal year complete, revenues are coming in higher than budget and expenses are lower than budget, producing a year-to-date surplus of \$578,565 for both Fixed-Route and RIDES combined. Please note the following details regarding the August Budget vs. Actual reports contained in Attachment 4:

1. **Special Transit** – Revenues are 34% higher than budget due to a marked increase in military pass sales at the Presidio of Monterey as well as the operation of the Monterey Trolley for its summer season, which is fully funded by the city, with a portion funded as “pass through” from the Aquarium.
2. **Benefits** – The primary source of the 10% variance is due to there not being any holidays in August, but expenses related to holiday pay are accrued evenly over the 12 months of the fiscal year.
3. **Advertising and Marketing** – This variance is due to timing. While we currently do not have an ad campaign running on local media, expenditures in this category are budgeted evenly over the 12 months of the fiscal year.
4. **Outside Services** – This variance is due primarily to higher custodial service expenses. With new drivers’ restrooms at MST’s 201 Pearl Street office, the frequency of custodial services needed is higher than originally budgeted in order to keep the facilities clean.
5. **Outside Labor** – As with Advertising and Marketing, Outside Labor expenses are not utilized at the same rate every month, even though expenditures in this category are budgeted evenly over the 12 months of the fiscal year. As the year progresses, the peaks and valleys of expenditures in this category are expected to catch up with the monthly budgeted amounts.
6. **Fuel & Lubricants** – MST is taking advantage of unprecedentedly low fuel prices, seeing expenditures in this category 35% below budget. In addition, some of the new bus services MST anticipates to introduce this fiscal year have not been implemented yet. Therefore, the fuel they will consume has not been purchased or consumed, even though it is included in the August budget numbers, which are “straight-lined” over the 12-months of the fiscal year.
7. **Supplies** – Are 14% over budget because of expenditures related to the production of a new Rider’s Guide and signage for the August 1<sup>st</sup> major service change. These major service change expenditures only happen two or three times a year. In that regard, as the fiscal year progresses the budget figures will catch up to the actuals during months when there are not major service changes.

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



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

Beginning balance August 1, 2015		10,231,938.85
Revenues		
Passenger Revenue	454,066.91	
DOD Revenue	140,493.00	
LTF / STA / 5307 / Sales Tax	1,990,925.14	
Grants	380,574.20	
TAMC Loan/Rabo LOC advance	-	
Non Transit Revenue	57,729.46	
Total Revenues		3,023,788.71
Disbursements		
Operations (See Attachment #2)	2,823,740.29	
Capital	160,881.57	
Total Disbursements		(2,984,621.86)
Ending balance August 31, 2015		<u><u>10,271,105.70</u></u>

**COMPOSITION OF ENDING BALANCE**

Checking - Rabo Bank	680,772.04
Checking(s) - Wells Fargo Bank	18,841.01
Local Agency Investment Fund (LAIF)	42,778.75
Money Market - Homeland Security	817,581.46
Money Market - Rabo MM	462.35
Money Market - PTMISEA	5,584,512.25
Money Market - Rabo Prop. 1 B	3,103,748.89
Bank of America - Escrow	8,983.95
Petty cash fund, STC Coin Machine, and 2 change funds	13,425.00
<b>Total</b>	<u><u>10,271,105.70</u></u>

**PAYROLL ACCOUNT**

August 7 Payroll & Related Expenses	495,685.93	
August 21 Payroll & Related Expenses	543,118.59	
Pers & 457	277,461.74	
Garnishments	5,053.12	
Payroll adj	-	
	<hr/>	
	1,321,319.38	1,321,319.38

**GENERAL ACCOUNT**

Disbursements on Attached Summary	1,604,665.92	
Paydown loan	-	
Workers Comp. Disbursements	50,952.03	
Interest expense	-	
Bank Service Charge	7,684.53	
Transfer from WFB	-	
	<hr/>	
	1,663,302.48	1,663,302.48

Total Disbursements		<hr/> 2,984,621.86
Less Capital Disbursements & Transfers		<hr/> (160,881.57)
<b>Operating Disbursements</b>		<hr/> <b>2,823,740.29</b>

**DISBURSEMENTS SUMMARY:**  
**GENERAL ACCOUNT DISBURSEMENTS FOR August 1, 2015 - August 31, 2015**

VENDOR / DESCRIPTION	CHECKS	AMOUNT
Accounts Payable 08/05/15	38971	355.00
Accounts Payable 08/10/15	38972	7,113.63
Accounts Payable 08/14/15	38973 - 39057	290,368.78
Accounts Payable 08/18/15	39058 - 39060	24,805.69
Accounts Payable 08/20/15	39061	19,939.08
Accounts Payable 08/25/15	39062	50,534.70
Accounts Payable 08/26/15	39063	1,370.39
Accounts Payable 08/27/15	39064 - 39068	8,159.37
Accounts Payable 08/28/15	39069 - 39189	1,201,519.28
Accounts Payable 08/31/15	39190	500.00
<b>TOTAL</b>		<b><u>1,604,665.92</u></b>

**CHECKS \$100,000 AND OVER**

VENDOR / DESCRIPTION	BOARD APPROVED	CHECK NUMBER	CHECK DATE	AMOUNT
PERS Health	Recurring Expense	39090	08/28/15	243,059.37
MV Transportation	Recurring Expense	39143	08/28/15	518,318.47

TREASURY TRANSACTIONS  
FOR AUGUST 2015

**LAIF ACCOUNT**

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
	Balance Forward at 08/01/15				42,778.75
	Transfer to checking for payroll				-
	Local Agency Investment Fund:				
	Interest earned -				-
	LAIF Treasury Balance at 08/31/15				42,778.75

**RABOBANK MM ACCOUNT**

<u>Date</u>	<u>Account</u>	<u>Bank</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
	Balance Forward at 08/01/15				487.27
08/31/15		Interest @ 0.19%	0.08		487.35
08/31/15		Maint Fee		25.00	462.35
	RABO MM Balance at 08/31/15				462.35

# ATTACHMENT# 4

**MONTEREY - SALINAS TRANSIT**  
**Revenue & Expense - Consolidated**  
 Budget vs Actual  
 For the Period from August 1, 2015 to August 31, 2015  
 (Amounts are in USD)  
 (Includes Fund: 001|004)  
 (Includes G/L Budget Name: BUDFY16)

*Fund 1  
Fixed  
Route*

## NOTES

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⑥  
⑦

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
<b>Revenue</b>						
Passenger Fares	-370,664	-368,006	-2,658	-747,139	-736,012	-11,127
Special Transit	-295,321	-220,557	-74,764	-582,384	-441,114	-141,270
Cash Revenue	-37,719	-28,548	-9,171	-78,562	-57,096	-21,466
Cash Grants & Reimbursement	-2,444,504	-2,471,680	27,176	-4,889,008	-4,943,360	54,352
<b>Total Revenue</b>	<b>-3,148,208</b>	<b>-3,088,791</b>	<b>-59,417</b>	<b>-6,297,093</b>	<b>-6,177,582</b>	<b>-119,511</b>
<b>Expenses</b>						
Labor	1,216,133	1,183,534	32,599	2,327,851	2,367,068	-39,217
Benefits	641,626	712,373	-70,747	1,369,767	1,424,746	-54,979
Advertising & Marketing	14,164	21,667	-7,503	16,666	43,334	-26,668
Professional & Technical	51,867	53,854	-1,987	79,387	107,708	-28,321
Outside Services	23,707	21,559	2,148	43,437	43,118	319
Outside Labor	87,998	76,322	11,676	160,318	152,644	7,674
Fuel & Lubricants	187,209	302,286	-115,077	384,934	604,572	-219,638
Supplies	74,571	63,927	10,644	147,479	127,854	19,625
Vehicle Maintenance	68,022	67,262	760	140,206	134,524	5,682
Marketing Supplies	74	5,500	-5,426	1,792	11,000	-9,208
Utilities	32,681	37,376	-4,695	65,895	74,752	-8,857
Insurance	34,002	37,920	-3,918	68,506	75,840	-7,334
Taxes	10,549	16,725	-6,176	22,023	33,450	-11,427
Purchased Transportation	399,344	383,924	15,420	721,346	767,848	-46,502
Miscellaneous Expenses	24,328	32,299	-7,971	45,850	64,598	-18,749
Pass Thru/Behalf of Others						
Interest Expense		2,167	-2,167		4,334	-4,334
Leases & Rentals	9,954	16,260	-6,306	22,047	32,520	-10,473
<b>Total Operating Expenses</b>	<b>2,879,439</b>	<b>3,034,955</b>	<b>-155,516</b>	<b>5,621,944</b>	<b>6,069,910</b>	<b>-447,966</b>
<b>Operating (Surplus) Deficit</b>	<b>-268,769</b>	<b>-53,836</b>	<b>-214,933</b>	<b>-675,149</b>	<b>-107,672</b>	<b>-567,477</b>

**MONTEREY - SALINAS TRANSIT**  
**Revenue & Expense - Consolidated**  
 Budget vs Actual  
 For the Period from August 1, 2015 to August 31, 2015  
 (Amounts are in USD)  
 (Includes Fund: 002)  
 (Includes G/L Budget Name: BUDFY16)

Fund 2  
RIDES

	Cur Mo. Actual	Cur Mo. Budget	Cur Mo. Variance	YTD Actual	YTD Budget	YTD Variance
<b>Revenue</b>						
Passenger Fares	-36,785	-38,909	2,124	-72,928	-77,818	4,890
Special Transit						
Cash Revenue						
Cash Grants & Reimbursement	-273,688	-273,688		-547,376	-547,376	
<b>Total Revenue</b>	<b>-310,473</b>	<b>-312,597</b>	<b>2,124</b>	<b>-620,304</b>	<b>-625,194</b>	<b>4,890</b>
<b>Expenses</b>						
Labor	4,134	4,666	-532	8,690	9,332	-642
Benefits	2,673	2,997	-324	5,428	5,994	-566
Advertising & Marketing						
Professional & Technical						
Outside Services						
Outside Labor	2,366	5,584	-3,218	4,732	11,168	-6,436
Fuel & Lubricants	32,363	37,925	-5,562	66,690	75,850	-9,160
Supplies	400	1,960	-1,560	1,858	3,920	-2,062
Vehicle Maintenance						
Marketing Supplies						
Utilities						
Insurance						
Taxes						
Purchased Transportation	262,185	254,489	7,696	512,785	508,978	3,807
Miscellaneous Expenses	4,517	4,976	-459	9,034	9,952	-918
Pass Thru/Behalf of Others						
Interest Expense						
Leases & Rentals						
<b>Total Operating Expenses</b>	<b>308,637</b>	<b>312,597</b>	<b>-3,960</b>	<b>609,216</b>	<b>625,194</b>	<b>-15,978</b>
<b>Operating (Surplus) Deficit</b>	<b>-1,836</b>		<b>-1,836</b>	<b>-11,088</b>		<b>-11,088</b>

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

St. Vincent De Paul Seaside

3 jackets	1 purse	1 radio
8 books	2 pairs of sunglasses	
3 coin purses	6 sweaters	
4 pair of eyeglasses	1 pair of shoes	
1 hat	6 wallets	
8 cell phones	3 water purifier bottles	
6 key rings	1 phone charger	

To be disposed

3 ID's	3 shirts	1 debit card
1 bike lock	2 pairs of pants	1 walkie-talkie
1 apron	2 baby jackets	1 radio
2 jackets	5 keys	1 social security card

To be retained


\$24.40 forwarded to accounting for deposit

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

PREPARED BY:

  
Sonia Bannister

REVIEWED BY:

  
Carl Sedoryk

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To: Board of Directors

From: Michael Hernandez, Assistant General Manager/COO

Subject: Authorize the Purchase of Two Toyota Prius Sedans

**RECOMMENDATION:**

Authorize MST to purchase two (2) Toyota Prius V hybrid sedans at the lowest price/best options at the time of purchase, not to exceed \$32,000 each.

**FISCAL IMPACT:**

Not to exceed \$64,000. This purchase is 100% funded through MST's Capital Budget.

**POLICY IMPLICATIONS:**

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

**DISCUSSION:**

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

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

Approval of this item will authorize staff to obtain price quotes and purchase two (2) Toyota Prius V sedans from local or regional dealerships based on the best price/options at the time of the quote, not to exceed \$32,000 each.

PREPARED BY:

  
Michael Hernandez

REVIEWED BY:

  
Carl Sedoryk

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To: Board of Directors

From: Michael Hernandez, Assistant General Manager/COO

Subject: Authorize the Purchase of One Electric Sedan

**RECOMMENDATION:**

Authorize MST to purchase one (1) electric Nissan Leaf at the lowest price/best options at the time of purchase, not to exceed \$34,500.

**FISCAL IMPACT:**

Not to exceed \$34,500. This purchase is 100% funded as follows: \$27,000 through the Monterey Bay Area Unified Air Pollution Control District AB 2766 Electric Vehicle (EV) Incentive Replacement Program and \$7,500 from MST's capital budget.

**POLICY IMPLICATIONS:**

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

**DISCUSSION:**

In 1990, Assembly Bill (AB) 2766 authorized the DMV to collect \$4 for each vehicle registered within the boundaries of the Monterey Bay Unified Air Pollution Control District (MBUAPCD) and distribute funding to help reduce air pollution. This year the MBUAPCD is continuing to fund electric vehicles under its EV Incentive Replacement Program with AB2766 funds. MST has two electric Leaf's previously funded by the MBUAPCD and was recently awarded \$27,000 for one Nissan Leaf.

This new electric Leaf will be used as a "relief unit by coach operators travelling between MST's operating bases to transit centers. The Nissan Leaf's range is approximately 80 miles per charge and is ideal for multiple relief unit trips each day.

MBUAPCD's contract with MST will be finalized later in the year; once completed staff will solicit the lowest price quote from local or regional Nissan dealerships. Each dealership has price variations based on Nissan's national/state promotions for a specific month and may have additional discounts based on current inventory at the time of purchase. Approval of this item will authorize staff to purchase one (1) electric Nissan Leaf based on the best price/options at the time of the quote, not to exceed \$34,500.

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

To: Board of Directors

From: H. Harvath, Assistant General Manager-Finance & Administration

Subject: New Bus Advertising Rates

**RECOMMENDATION:**

Accept recommendation of MST Board Marketing Committee and adopt the new rate schedule for the MST bus advertising program.

**FISCAL IMPACT:**

Approximately 5% to 8% increase in rates for exterior bus advertising, depending upon size of ad and number of months the ad is on display.

**POLICY IMPLICATIONS:**

Your Board sets rates for MST's bus advertising program.

**DISCUSSION:**

To generate additional revenues to support operations, MST has an advertising program that sells space on the exterior and interior of its buses for commercial ads. Businesses, governmental agencies, non-profits and other such entities purchase ad space to publicize products, services and community based events and programs throughout the county. In general, MST offers three sizes of exterior bus ads: the largest, known as "kings," are affixed to the driver's side of the bus and are most popular with major national advertisers, while medium sized ads known as "queens" are mounted on the side of the bus with the doors. The smallest exterior ads, known as "tails," can be seen on the back of buses and are the most affordable of the three sizes. Much smaller interior advertising, which can be sized at 11" x 17" or 11" x 34", is generally the least popular among businesses and is priced as low as \$9.00 per month per bus.

Since 2011, local consultant Chidlaw Marketing has been assisting MST in the coordination of its advertising program, which is budgeted to generate \$270,000 in revenue for fiscal year 2016. At the September 14, 2015, meeting of your Board's Marketing Committee, Chris Chidlaw, of Chidlaw Marketing, provided an update on the status of MST's bus advertising program. He noted that there are times where demand

for certain ad sizes exceeds supply, which is an opportunity to raise prices to generate more revenue. As such, he recommended a modest increase in rates for most of the categories that are offered – ranging from approximately 5% to 8% (see Attachment for proposed rate changes by category). Discounts would continue to be given for multiple month purchases, as well as for non-profits, as previously approved by your Board. In that regard, staff requests authorization from your Board to increase bus advertising rates as proposed by MST's consultant Chidlaw Marketing and recommended by the MST Marketing Committee.

Attachment: Current and Proposed MST Bus Advertising Rate Schedule

PREPARED BY:  HUNTER HARVATH  
REVIEWED BY:  CARL G. SEDORYK

## Monterey Salinas Transit Bus ad rate

Ad size	1 Month	3 Months	6 Months	12 Months
King	\$380	\$360	\$340	\$320
Queen	\$195	\$185	\$175	\$165
Tail	\$170	\$160	\$150	\$140
Minibus	\$200	\$185	\$170	\$155

## Proposed new ad rates: 5-8% increase

King	\$400	\$380	\$360	\$340
Queen	\$205	\$195	\$185	\$175
Tail	\$180	\$170	\$160	\$150
Minibus	\$200	\$185	\$170	\$155

## Interior Cards

Quantity	1 month	3 months	6 months	1 year
10 cards	\$12	\$11.75	\$11.50	\$11.00
11-20 Cards	\$11	\$10.75	\$10.50	\$10
21+ Cards	\$10	\$9.75	\$9.50	\$9

## Proposed new rates:

10-20 Cards	\$14	\$13	\$12	\$11
21+	\$12	\$11	\$10	\$9

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To: Board of Directors

From: Hunter Harvath, Assistant General Manager of Finance & Administration

Subject: Bus Advertising Consulting Services

**RECOMMENDATION:**

Accept recommendation of MST Board Marketing Committee and authorize staff to negotiate a contract for three years with Chidlaw Marketing to coordinate the MST “Advertising on the Go” program and to provide support in expanding advertising revenue streams for the agency.

**FISCAL IMPACT:**

This revenue-generating contract would continue to provide Chidlaw Marketing with a 10% commission on all bus and shelter ad collections. Based on the FY 2016 budget of \$270,000 in projected bus and shelter ad sales, the commission that would be generated by Chidlaw Marketing is estimated at \$27,000 annually.

**POLICY IMPLICATIONS:**

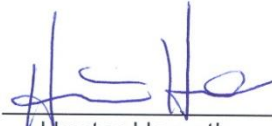
Your Board awards contracts in excess of \$25,000.

**DISCUSSION:**

Since August of 2010, Chidlaw Marketing has performed bus advertising consulting services for the agency under a commission-based revenue contract. The services provided to the agency by Chidlaw Marketing have been of superior quality and effectiveness. Under this firm’s direction, MST’s bus advertising program has generated revenues that have increased by approximately 120% between FY 2010, the year before Chidlaw Marketing was engaged, and FY 2015, which saw ad sales of \$266,701.

At its September 14<sup>th</sup> meeting, the Marketing Committee of your Board received a presentation from Chris Chidlaw on MST’s bus advertising program and recommended that his contract be renewed. In that regard, staff is requesting your Board’s authorization to enter into a 3-year contract with Chidlaw Marketing to continue providing these valued services.

PREPARED BY:



Hunter Harvath

REVIEWED BY:



Carl G. Sedoryk

**Marketing Committee**

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

**Minutes**

September 14, 2015  
9:00 a.m.

**Present:** Directors: Pendergrass (Chair), Armenta, Bonincontri, Miller, Santibañez

**Absent:** None

**Staff:** Carl Sedoryk, General Manager/CEO; Michael Hernandez, Asst. GM/COO; Hunter Harvath, Asst. GM of Finance and Administration; Lisa Rheinheimer, Director of Planning & Development; Zoé Shoats, Marketing Manager; Dave Laredo, General Counsel; Deanna Smith, Executive Asst./Clerk to the Board

**Public:** None.

**1. Call to order.**

Chairperson Pendergrass called the meeting to order at 9:00 a.m. and roll call was taken.

**2. Public comment on matters not on the agenda.**

No public comment.

**3. Review and recommend for board approval modifications to the Group Discount program to increase program participation.**

Zoé Shoats provided a PowerPoint presentation detailing the current and proposed Group Discount Program. Many groups find the current Group Discount rates to be confusing and difficult to manage. The proposed changes would reduce the number of group discount ranges to two from the current six for both 31-day Super and Basic passes. The cost for each would be set at \$71.25 for a Basic pass and \$142.50 for a Super pass for group purchases of 5-20 passes, and \$61.75 for a Basic pass and \$123.50 for a Super pass for group purchases of 21 or more passes. The proposed cost ranges were based on the most frequently purchased pass discounts of 25% to 35%. The pass costs would also be good for a one-year commitment, rather than month-to-month.

A similar discount level was proposed for residential complexes serving elderly and disabled individuals with prices set at \$35.25 for a Basic pass and \$71.25 for a Super pass for group purchases of 5-20 passes, and \$30.55 for a Basic pass and \$61.75 for a Super pass for group purchases of 21 or more passes.

Staff proposed an annual board meeting recognition for both employee and employer for those participating in the program and expanded marketing and outreach upon board approval.

Public Comment – none.

**Director Miller made a motion to recommend for board approval the proposed modifications to the Group Discount program and was seconded by Director Armenta. The motion passed unanimously.**

4. Review and recommend for board approval creation of a weekend super bus pass to enable residents to explore the MST service area at a reduced fare.

Zoé Shoats discussed the proposal to create a Weekend Super Pass for weekend-only travel. MST often has empty seats to fill on the weekends, and the pass is intended to encourage ridership among those who may want to travel for weekend entertainment. The program is specifically geared toward families who may want to travel to the Monterey Peninsula or San Jose for a family outing. The pass would be good on all MST routes.

Staff plans to come up with a bilingual name for the route and price the weekend-only pass at \$15 for a regular fare and \$7.50 for a discount fare.

Director Santibañez arrived at 9:15 a.m.

Public Comment – none.

**Director Miller made a motion to recommend for board approval the creation of a Weekend Super Pass and was seconded by Director Bonincontri. The motion passed unanimously.**

5. Review and recommend for board approval creation of a Congestion Relief Temporary Pass.

Hunter Harvath stated that MST staff was recently informed of a major Highway 1/Roundabout construction project slated to begin in February 2016 that will have a substantial negative impact on traffic between Pacific Grove and Monterey along Lighthouse Avenue near Cannery Row.

To help alleviate the congestion that will result from this project, and to help expose those who otherwise may not choose to ride public transit, MST staff is recommending the creation of a temporary Congestion Relief Pass. Staff is requesting a

recommendation of approval for the pass as well as a recommendation on the proposed discount level.

Director Miller suggested that staff recommend the deepest discount (\$13) to encourage usage of the pass and to increase exposure of public transit on the Monterey Peninsula. Other directors concurred.

Public Comment – none.

**Director Armenta made a motion to recommend for board approval the creation of a temporary Congestion Relief Pass and to recommend the deepest discount for the pass, and was seconded by Director Miller. The motion passed unanimously.**

6. Review and recommend for board approval increases in bus advertising rates.

Chris Chidlaw, of Chidlaw Marketing, provided the committee and handout comparing the current bus advertising rates and the proposed rates. MST has not raised its ad rates in over a year, and demand is increasing. Mr. Chidlaw believes the 5-8 percent average rate increase is within MST's advertisers' comfort zone.

MST will continue its commitment to providing advertising discounts to local nonprofits.

Public Comment – none.

**Director Bonincontri made a motion to recommend for board approval the proposed increases in MST's bus advertising rates and was seconded by Director Miller. The motion passed unanimously.**

7. Recommend for board approval renewal of bus advertising contract with Chidlaw Marketing.

Mr. Harvath reviewed Mr. Chidlaw's success in promoting MST's bus ad program and stated that staff recommended renewal of his contract based on his outstanding performance and relationship with MST's advertising partners. Mr. Chidlaw receives 10 percent of all ad sales received, not sold.

Public Comment – none.


**Director Armenta made a motion to recommend for board approval the renewal of MST's bus advertising contract with Chidlaw Marketing.**

8. Committee member comments, questions, or referrals.

No comments.

**9. Adjourn.**

There being no further business, Chairperson Pendergrass adjourned the meeting at 9:51 a.m.

Prepared by:   
Deanna Smith, Deputy Secretary

To: Board of Directors

From: Hunter Harvath, Assistant General Manager of Finance & Administration

Subject: Temporary Congestion Relief Pass

**RECOMMENDATION:**

Approve creation of a Congestion Relief Temporary Pass as recommended by the MST Board Marketing Committee.

**FISCAL IMPACT:**

Creation of the pass itself would have no fiscal impact. Only when a congestion emergency is declared by your Board would there be a fiscal impact.

**POLICY IMPLICATIONS:**

Your Board sets fares, discounts, and other transit pass programs.

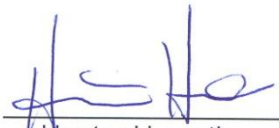
**DISCUSSION:**

MST staff was recently informed of a major construction project at the Highway 1/Highway 68 Holman Highway interchange slated to begin in February 2016. This project will create a new roundabout configuration where the interchange offramps and the Pebble Beach access road intersect. As the 8-phase construction process proceeds, various road closures and detours have the potential to create a substantial negative impact on traffic between Pacific Grove and Monterey along Lighthouse Avenue near Cannery Row. When alerted to these traffic impacts by TAMC and city of Monterey staff, members of the Cannery Row Business Association approached MST to see if there was something this agency could do to help them as construction will be occurring during the busy summer tourist season.

To help alleviate the congestion that is expected to result from this project, and to help encourage those who otherwise may not regularly ride public transit to try it during periods of major congestion, MST staff developed a proposal to create a "Congestion Relief Temporary Pass." As proposed to the Marketing Committee of your Board at its September 14<sup>th</sup> meeting, this new deeply discounted pass would be made available on a temporary basis to businesses and residents of neighborhoods or communities that would be impacted by major construction projects, special events, etc. Offering this pass on a temporary basis would have the potential to help alleviate congestion as well as to create new transit riders who normally drive alone to and from work.

In order to put this pass on sale to the public, staff would ask your Board to declare a “congestion emergency” for a specified period of time and identified area of impact. Once this emergency is declared, staff would then make this deeply discounted Congestion Relief Temporary Pass available to residents and employees of businesses in the affected area, with the hope that they will choose to ride MST and reduce the number of single occupancy vehicles on the local roadways. In addition to increasing ridership, this new pass would have secondary benefits in allowing MST buses to travel through these impacted areas quicker with fewer cars on the roads. Once the construction project, special event or other issue that has created the “congestion emergency” is over, this pass would no longer be available to residents and employees of businesses in the impacted area.

The Marketing Committee has recommended to your Board setting the monthly cost of this Congestion Relief Temporary Pass at \$13 per month. This represents an 86% discount off of a regular 31-day Basic Pass and was based on the per-month cost of the already established \$38 MST Summer Youth Pass. If your Board approves this pass, staff would request a presentation from construction project sponsors and/or event-planners to inform your Board on the need to declare a “congestion emergency” and make this pass available in the affected area.

PREPARED BY:   
Hunter Harvath

REVIEWED BY:   
Carl G. Sedoryk



To: Board of Directors  
From: Zoë Shoats, Marketing Manager  
Subject: Group Discount Modifications

**RECOMMENDATION:**

Approve modifications to the Group Discount program as recommended by the MST Board Marketing Committee..

**FISCAL IMPACT:**

Proposed simplification of the Group Discount program is expected to grow revenues over time as new participants are enrolled.

**POLICY IMPLICATIONS:**

Your Board sets fares, discounts, and other transit pass programs.

**DISCUSSION:**

The marketing committee met in September and recommended approval of several modifications to the Group Discount program. The purpose of MST's Group Discount program is to provide businesses and other groups the opportunity to purchase or make available discounted passes for their employees or members.

MST's Group Discount program has a handful of regular participants, but improvements are needed to see participation growth. Staff requested input from current and previous program administrators as to how the program can be improved. Based on their suggestions, staff is recommending modifications to simplify and remove barriers to participation.

As of now, there are six discount levels for regular passes and an additional six discount levels for discounted passes for residential complexes serving seniors and disabled individuals. Even with this many options, the majority of participants fall into two discount categories, 25% and 35% (based on the quantity of passes purchased each month). Staff recommends reducing the number of discount categories to better reflect ordering patterns.

Additionally, staff recommends locking in discount rates for participants for a calendar year. Many program administrators are forced to guess how many participants

will order passes on a month-to-month basis. Locking in the discount rates will reduce the need to guess participation levels from month to month, thereby providing more stability and predictability for both administrators and participants.

Current Program		Recommended Modifications	
Quantity of Passes	Discount	Quantity of Passes	Discount
3-5	10%	5-20	25%
6-9	15%		
10-19	20%		
20-25	25%		
26-29	30%	21+	35%
30+	35%		

To further promote participation, MST proposes to institute recognition programs for participants/employees and administrators/employers. For participant recognition, employers would have the option to submit names of program participants to be entered into a monthly drawing for a free GoPass of their choice. In addition, an annual recognition program would be developed for administrators/employers who participate in the program year-long.

Staff is requesting that your Board approve the marketing committee's recommendation to implement changes to the Group Discount program as described above. Should your Board approve, MST would expand outreach to top area employers and provide them with marketing materials (e.g. poster for break room, template email blast) to reach out to their employees and enroll in the Group Discount program.

PREPARED BY:   
Zoé Shoats

REVIEWED BY:   
Carl Sedoryk

To: Board of Directors  
From: Zoë Shoats, Marketing Manager  
Subject: Weekend Super GoPass

**RECOMMENDATION:**

Approve creation of a weekend Super GoPass as recommended by the MST Board Marketing Committee.

**FISCAL IMPACT:**

Proposed creation of a weekend Super GoPass is expected to grow revenues over time as non-riders try MST services.

**POLICY IMPLICATIONS:**

Your Board sets fares, discounts, and other transit pass programs.

**DISCUSSION:**

The marketing committee met in September and recommended approval of creation of a weekend Super GoPass. On weekends there is excess capacity on MST's fixed-route buses. Staff sees an opportunity to fill these seats with new riders who normally do not take MST buses.

In addition to MST's monthly, weekly and daily bus passes, staff proposes to create an inexpensive weekend pass to enable residents – specifically non-riders – to explore the MST service area at a reduced fare. An initial marketing effort would target Salinas and South County markets, and naming of the pass would be bilingual so that its meaning would be relevant for both English and Spanish-speaking residents. Pricing of the pass would be less than the cost of two day passes to encourage non-riders to utilize MST buses and possibly become regular customers.

GoPass Type	Cost (Regular / Discount)
31-Day Super	\$190 / \$95
7-Day Super	\$40 / \$20
Day Pass	\$10 / \$5
Proposed Weekend Super	\$15 / \$7.50

Staff is asking your board approve the marketing committee's recommendation to create a weekend Super GoPass and set the pass cost at \$15.

PREPARED BY:   
Zoé Shoats

REVIEWED BY:   
Carl Sedoryk

To: Board of Directors  
From: C. Sedoryk, General Manager/CEO  
Subject: Monthly Report – August 2015

Attached is a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for the August 2015 (Attachments 1-4).

Attachment #1 – Dashboard Performance Statistics

Attachment #2 – Operations Dept. Report – August 2015

Attachment #3 – Facilities & Maintenance Dept. Report – August 2015

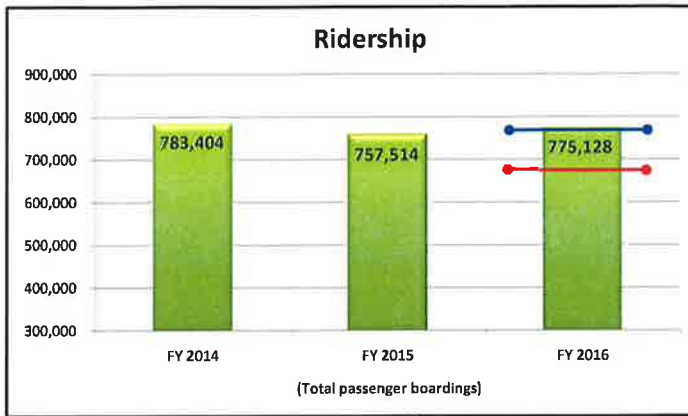
Attachment #4 – Administration Dept. Report – August 2015

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

Prepared by: 

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**MST Fixed Route  
YTD Dashboard Performance Comparative Statistics  
Months of July - August  
Fiscal Years 2014-2016**

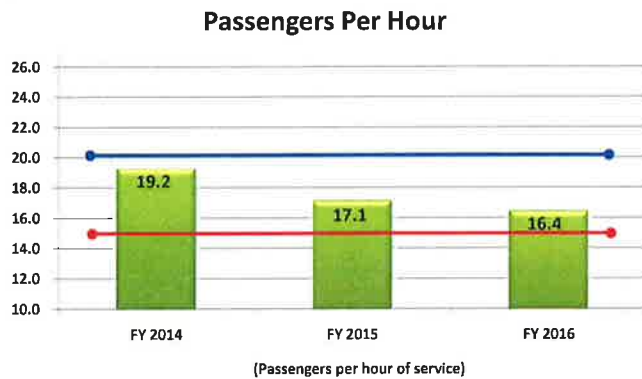


**Goal = 772,664 passengers**

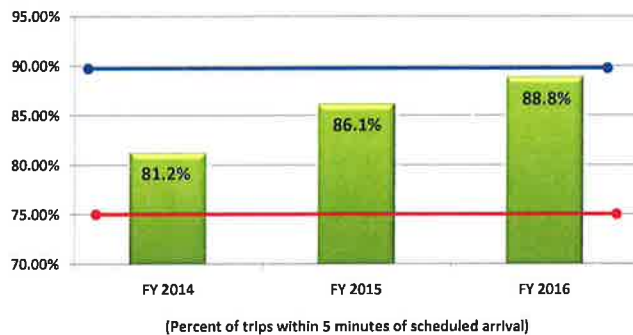
**Minimum = 681,763 passengers**

**Goal = 20 passengers p/h**

**Minimum = 15 passengers p/h**



**On Time Performance**

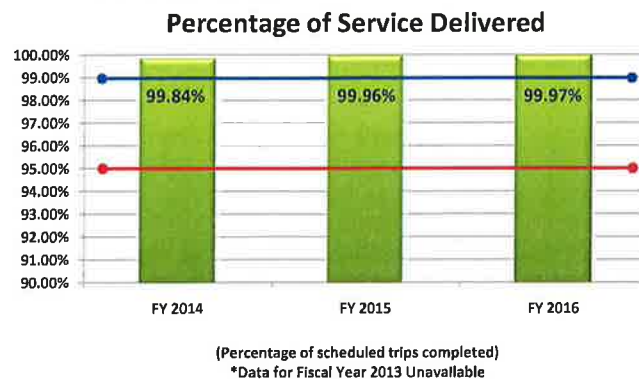


**Goal = 90% on time**

**Minimum = 75% on time**

**Goal = 99% completed**

**Minimum = 95% completed**

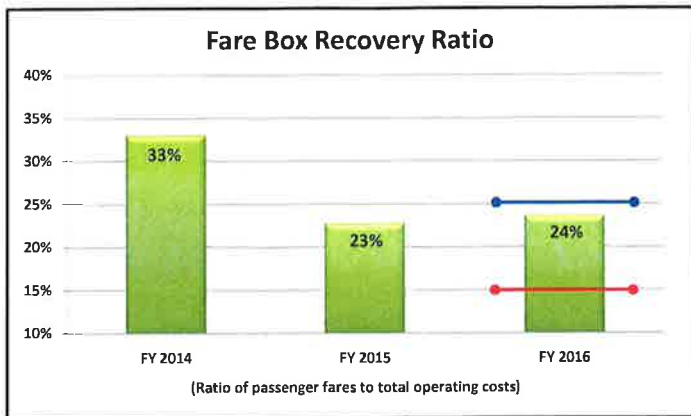


# MST Fixed Route

## YTD Dashboard Performance Comparative Statistics

### Months of July - August

### Fiscal Years 2014-2016

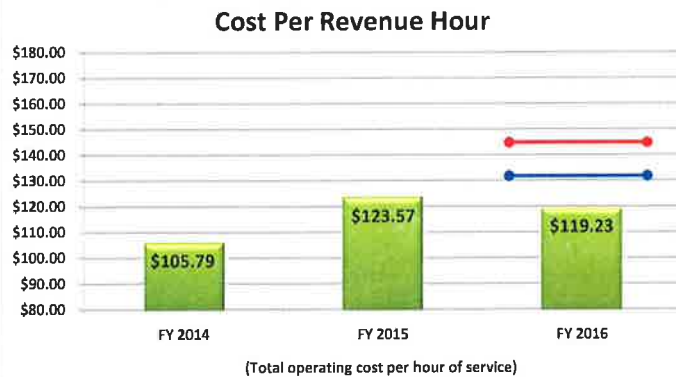


**Goal = 25%**

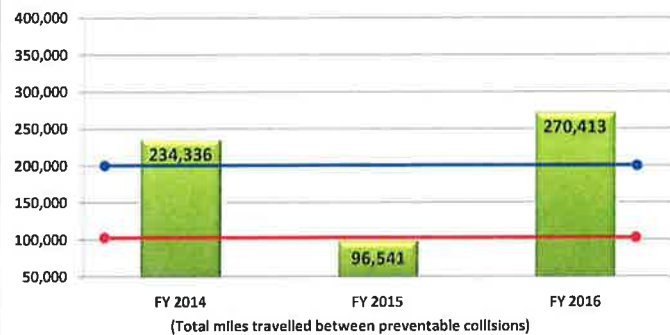
**Minimum = 15%**

**Maximum = \$145.00 per RH**

**Goal = \$131.67 per RH**



### Miles Between Preventable Collisions



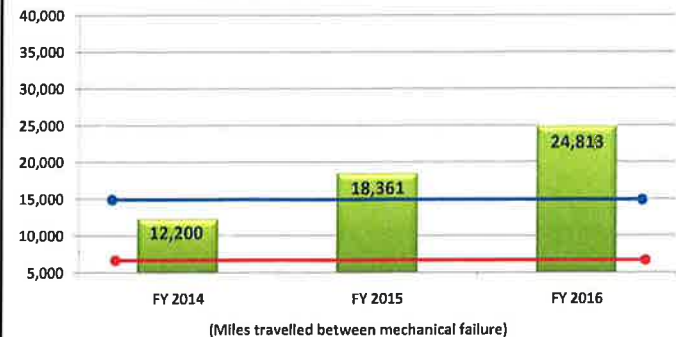
**Goal = 200K Miles**

**Minimum = 100K Miles**

**Goal = 15K Miles**

**Minimum = 7K Miles**

### Miles Between Road Calls



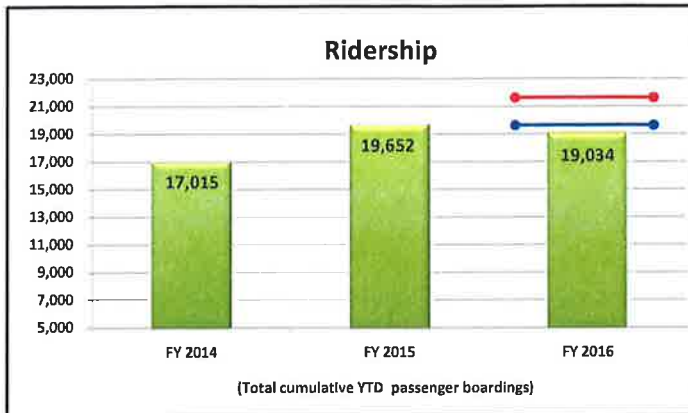


# MST RIDES

## YTD Dashboard Performance Comparative Statistics

### Months of July - August

### Fiscal Years 2014-2016

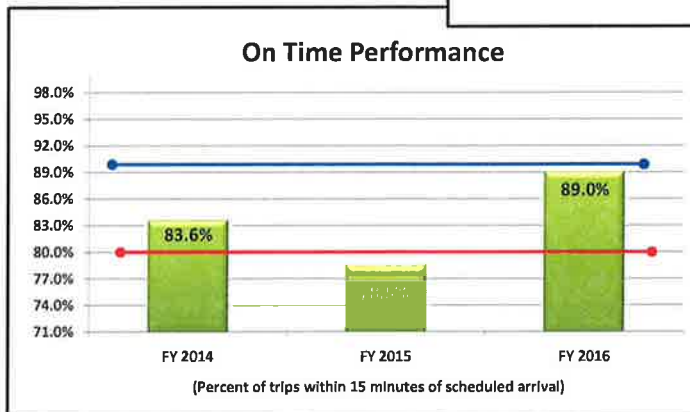
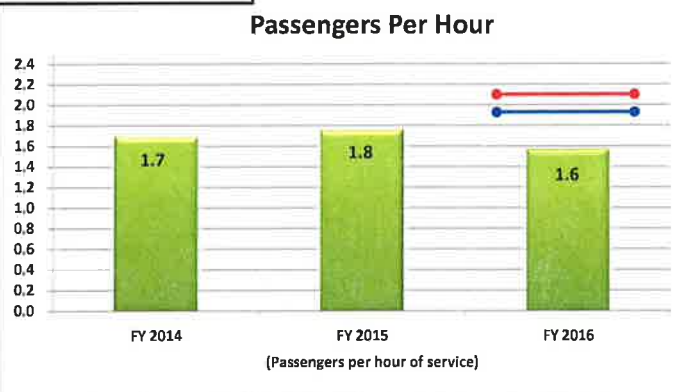


**Goal = 19,530 passengers**

**Maximum = 21,483 passengers**

**Goal = 1.87 passengers p/h**

**Maximum = 2.06 passengers p/h**

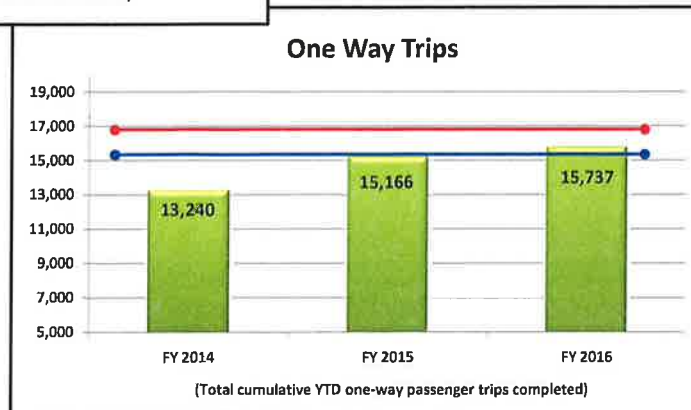


**Goal = 90% on time**

**Minimum = 80% on time**

**Maximum = 16,939 one-way trips**

**Goal = 15,399 one-way trips**

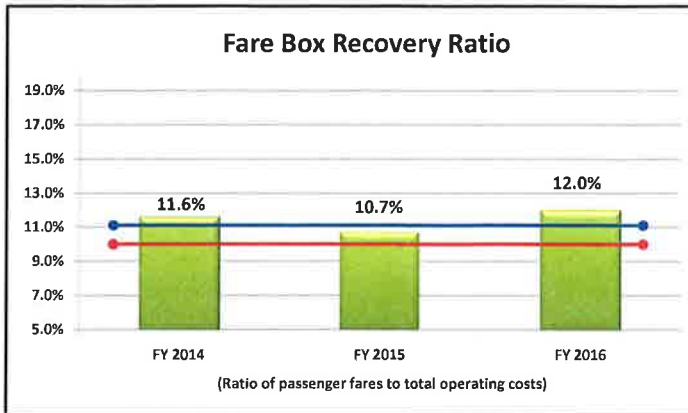


# MST RIDES

## YTD Dashboard Performance Comparative Statistics

### Months of July - August

### Fiscal Years 2014-2016

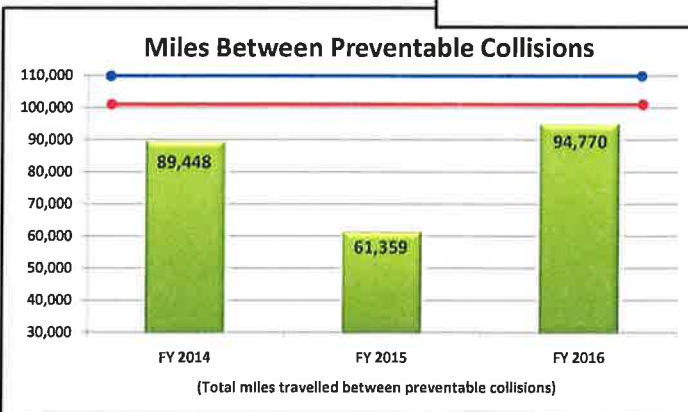
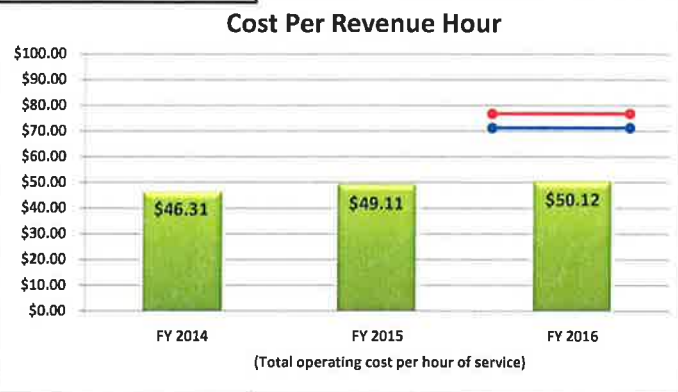


**Goal = 11%**

**Minimum = 10%**

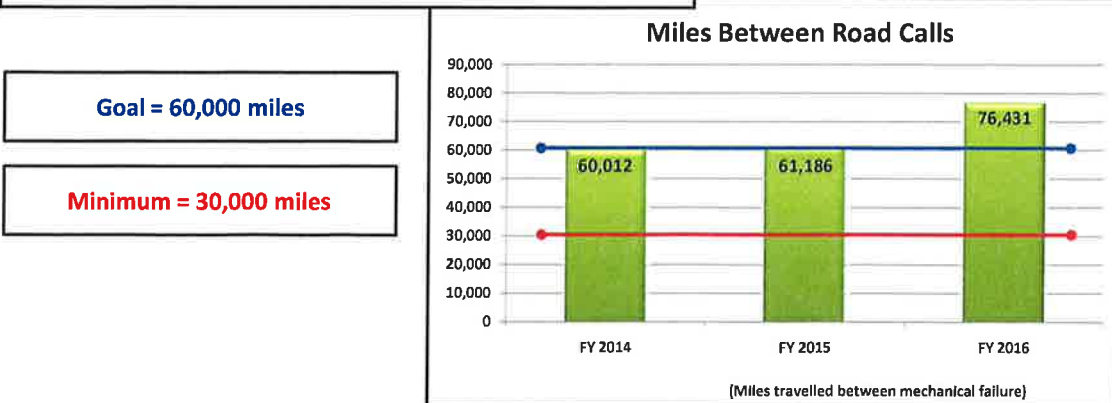
**Goal = \$70.86**

**Maximum = \$77.95**



**Goal = 110K Miles**

**Minimum = 100K Miles**



**Goal = 60,000 miles**

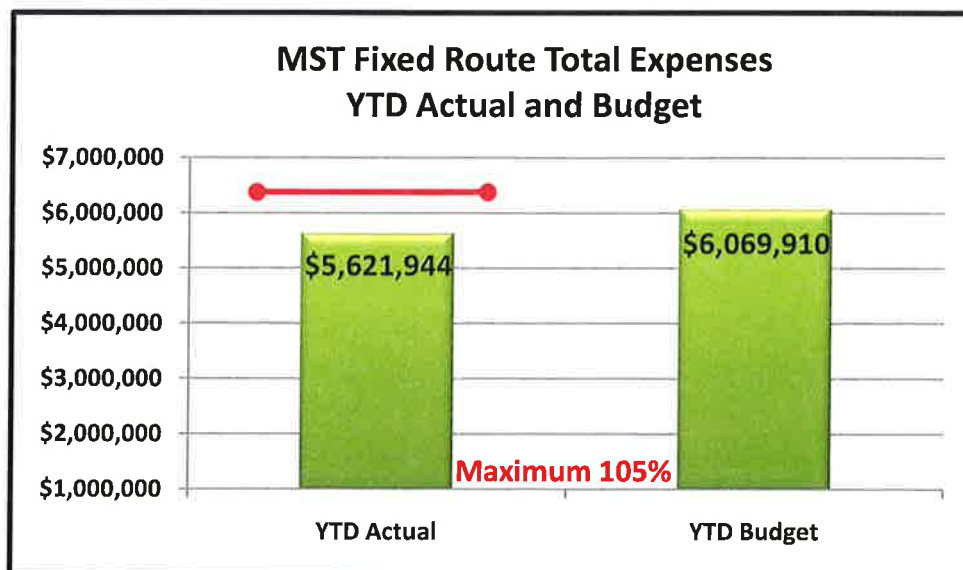
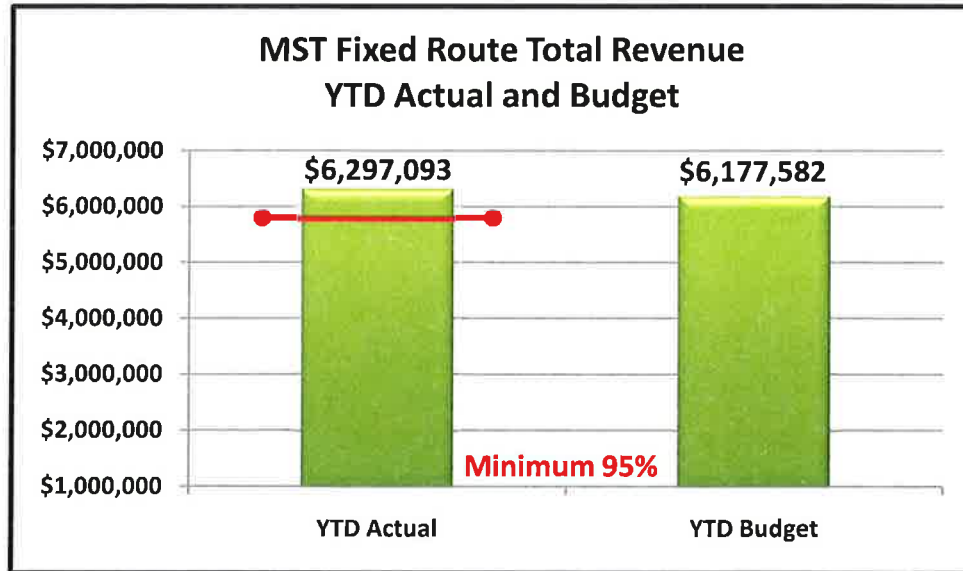
**Minimum = 30,000 miles**

# MST Fixed Route

## Financial Performance Comparative Statistics

### July - August

### Fiscal Year 2016

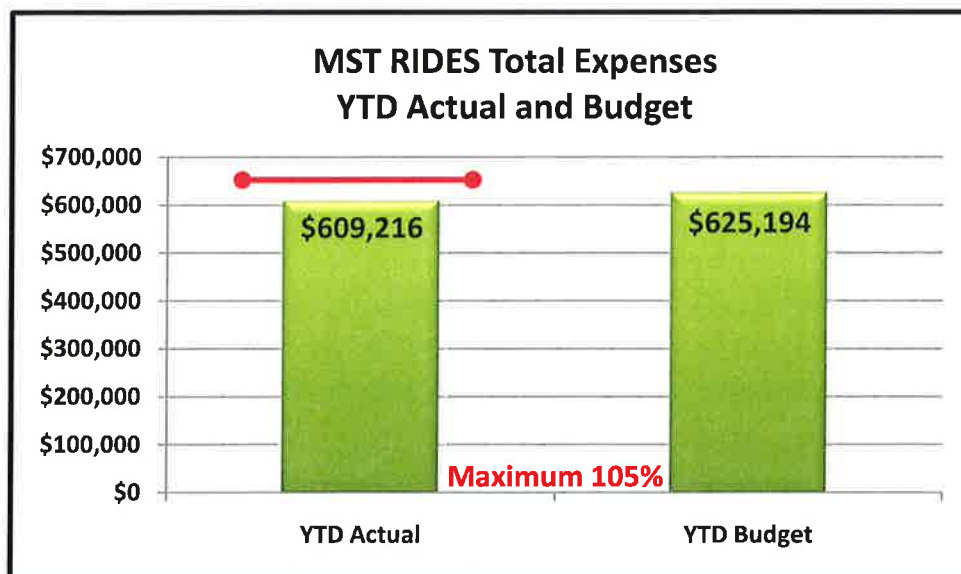
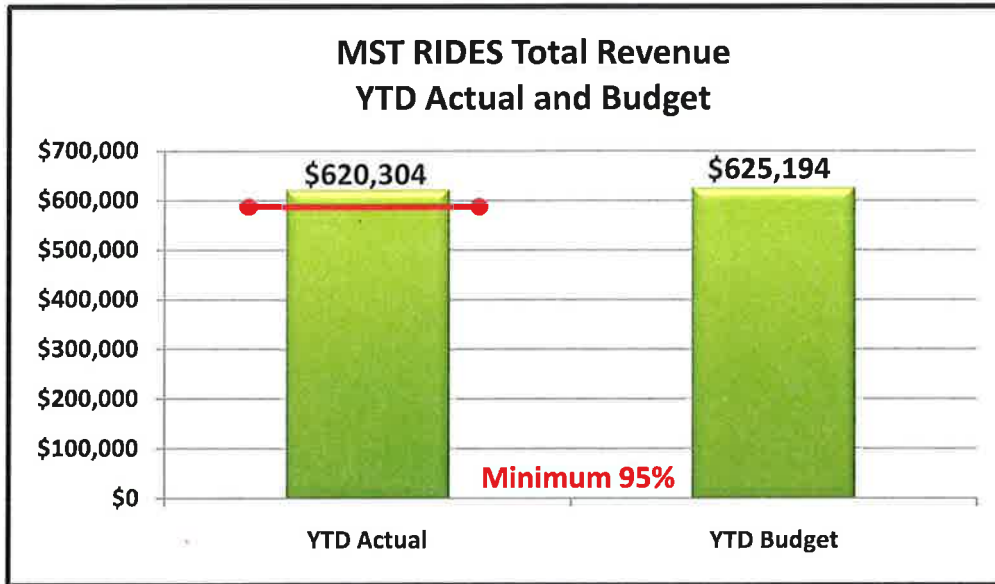


# MST RIDES

## Financial Performance Comparative Statistics

### July - August

### Fiscal Year 2016



## ATTACHMENT 2

September 30, 2015

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 2015**

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### **FIXED ROUTE BUS OPERATIONS:**

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

Preliminary boarding statistics indicate that ridership increased by 0.24% in August 2015, (400,933), as compared to August 2014, (399,960).

Productivity decreased from 17.8 passengers per hour (August 2014) to 16.6 in August of this year.

#### **Supplemental / Special Services:**

August 22-23: The MST Trolley provided shuttle service to the annual West End Celebration in Sand city. Over this two day event, the service transported 273 passengers – decreasing slightly from the previous year, (281).

#### **System Wide Statistics:**

- Ridership: 400,933
- Vehicle Revenue Hours: 24,137
- Vehicle Revenue Miles: 393,569
- System Productivity: 16.6 Passengers Per Vehicle Revenue Hour
- One-Way Trips Provided: 34,808

**Time Point Adherence:** Of 133,259 total time-point crossings sampled for the month of August, the TransitMaster™ system recorded 18,987 delayed arrivals to MST's published time-points system-wide. This denotes that **85.75%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus ~~ On Time Compliance Chart FY 2016.*)

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 nine (9) cancelled trips for the month of August for both directly operated and contracted services:

<b>Total Trips Provided: 34,808</b>			
<b>Category</b>	<b>MST</b>	<b>MV</b>	<b>%</b>
Accident	1	0	11.11%
Mechanical	5	1	66.67%
Passenger Incident	1	0	11.11%
Other <sup>1</sup>	1	0	11.11%
<b>Totals</b>	<b>8</b>	<b>1</b>	<b>100%</b>

<sup>1</sup> Insufficient information provided – cause(s) still under review

**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 2014 and 2015:

<b>Occurrence Type</b>	<b>August-14</b>	<b>August-15</b>
Collision: MST Involved	10	8
Employee Injury	1	0
Medical Emergency	3	3
Object Hits Coach	1	0
Passenger Conflict	4	5
Passenger Fall	4	1
Passenger Injury	0	0
Other	4	6
Near Miss	1	0
Fuel / fluid Spill	0	4
Unreported Damage	0	2
<b>Totals</b>	<b>28</b>	<b>29</b>

## **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 9,558 passenger boardings. This denotes a 0.06% increase in passenger boardings from August of 2014, (9,552).

- Productivity for August of this year was at 1.96 passengers per hour – decreasing from August of 2014, (2.0).
- For the month of August, 88.45 % of all scheduled trips for the MST RIDES Program arrived on time, increasing from 75.69 % in August of 2014.

## **COMMUNICATIONS CENTER:**

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

<b>Agency Type</b>	<b>Incident Type</b>	<b>Number Of Responses</b>
Police	Passenger Incident / Other	2
EMS	Passenger Illness	5
Fire Department	Smoke / fire reported from bus's engine compartment	3

Robert Weber

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### ATTACHMENT 3

September 29, 2015

To: Carl G. Sedoryk, General Manager/CEO

From: Michael Hernandez, Assistant General Manager/COO

Subject: Monthly Maintenance/Facilities Report for August 2015

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

<b>FY16 Fuel Budget:</b>	<b>Average Fuel Price August 2015:</b>	<b>Average Fuel Price: FY2016</b>
Diesel: \$3.25	<b>\$1.97</b>	\$2.02
Gasoline: \$3.35	<b>\$2.99</b>	\$2.96

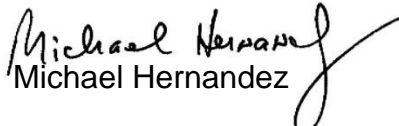
<b>Fleet Status:</b>	<b>Operating Cost Per Mile:</b>	<b>* Miles Between Major Mechanical Road Calls:</b>
<b>August 2015:</b>	<b>\$.93</b>	<b>13,655</b>
<b>FY2016 YTD</b>	\$.95	24,813
FY2015:	\$1.01	18,361 YTD Comparison
FY2014	\$1.20	15,403 FY16

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

#### Department Activities/Comments:

Miles between major mechanical road calls for August were 13,3655 for the fleet, with 24 road calls categorized as "major mechanical" and 11 road calls for minor or non-mechanical issues. The highest major road calls were due to several fleet electrical issues. Maintenance staff conducted a fleet wide inspection on starters during the month.

Scheduled preventative maintenance (PMs) was at 99% for the month of August. Facilities staff completed the installation of a shelter in the city of Chualar and signage changes for the August service change. The annual "summer sweeps" clean-up was conducted at all facilities during the month of August.

  
Michael Hernandez

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## ATTACHMENT 4

Date: October 12, 2015

To: C. Sedoryk, General Manager/CEO

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

Subject: **Administration Department** Monthly Report – August 2015

The following significant events occurred in Administration work groups for the month of August 2015:

### Human Resources

A total employment level for August 2015 is summarized as follows:

<b>Positions</b>	<b>Budget FY16</b>	<b>Actual</b>	<b>Difference</b>
Coach Operators F/T	137	146	9
Coach Operators Limited Duty	0	0	0
CO Occupational Injuries	5	0	-5
Operations Staff	30	29	-1
Maintenance & Facilities	46	43	-3
Administrative (Interns 2 PT)	26	25	-1
<b>Total</b>	<b>244</b>	<b>243</b>	<b>-1</b>

\*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.

<b>August Worker's Compensation Costs</b>	
<i>Indemnity (paid to employees)</i>	\$22,081.56
<i>Other (includes Legal)</i>	\$4,751.21
<i>Medical includes Case Mgmt, UR, Rx &amp; PT</i>	\$23,619.26
<i>TPA Administration Fee</i>	\$5,000.00
<i>Excess Insurance</i>	\$7,775.33
<b>Total Expenses</b>	<b>\$63,227.36</b>
<b>Reserves</b>	<b>\$1,564,432.47</b>
<b>Excess Reserved</b>	<b>(\$574,263.66)</b>
<i># Ending Open Claims</i>	42

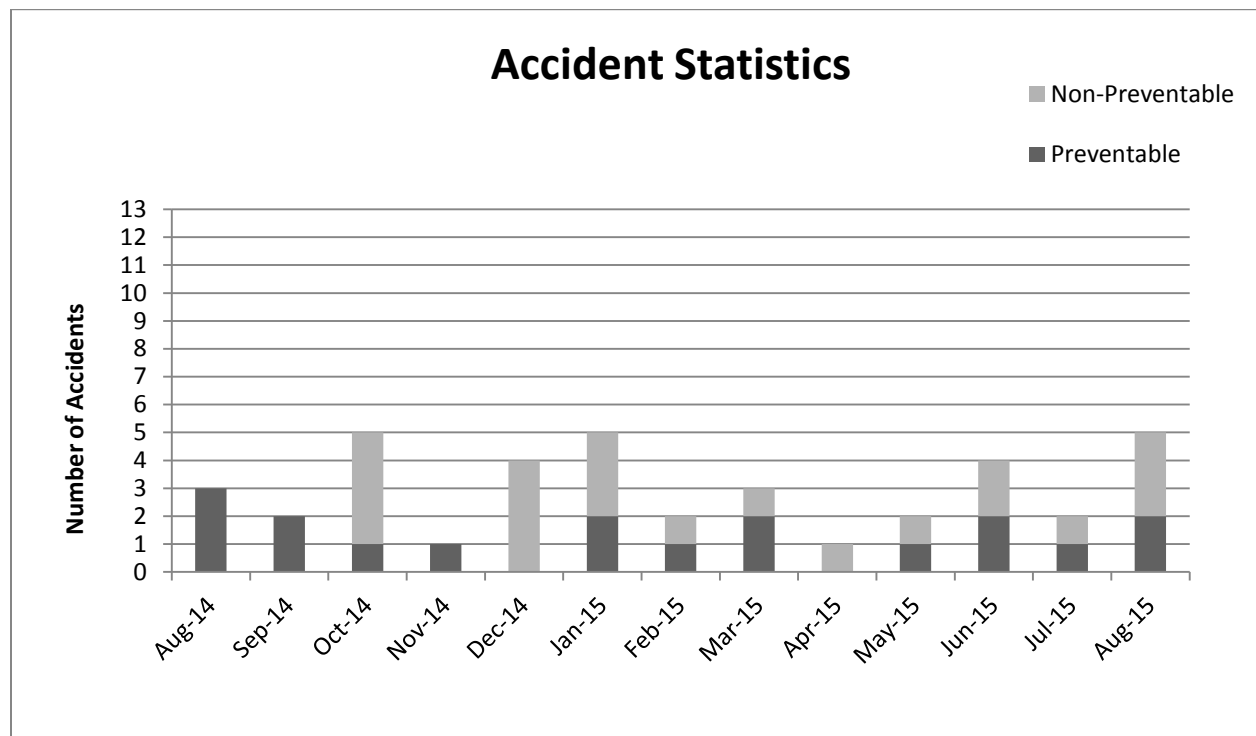
## Training

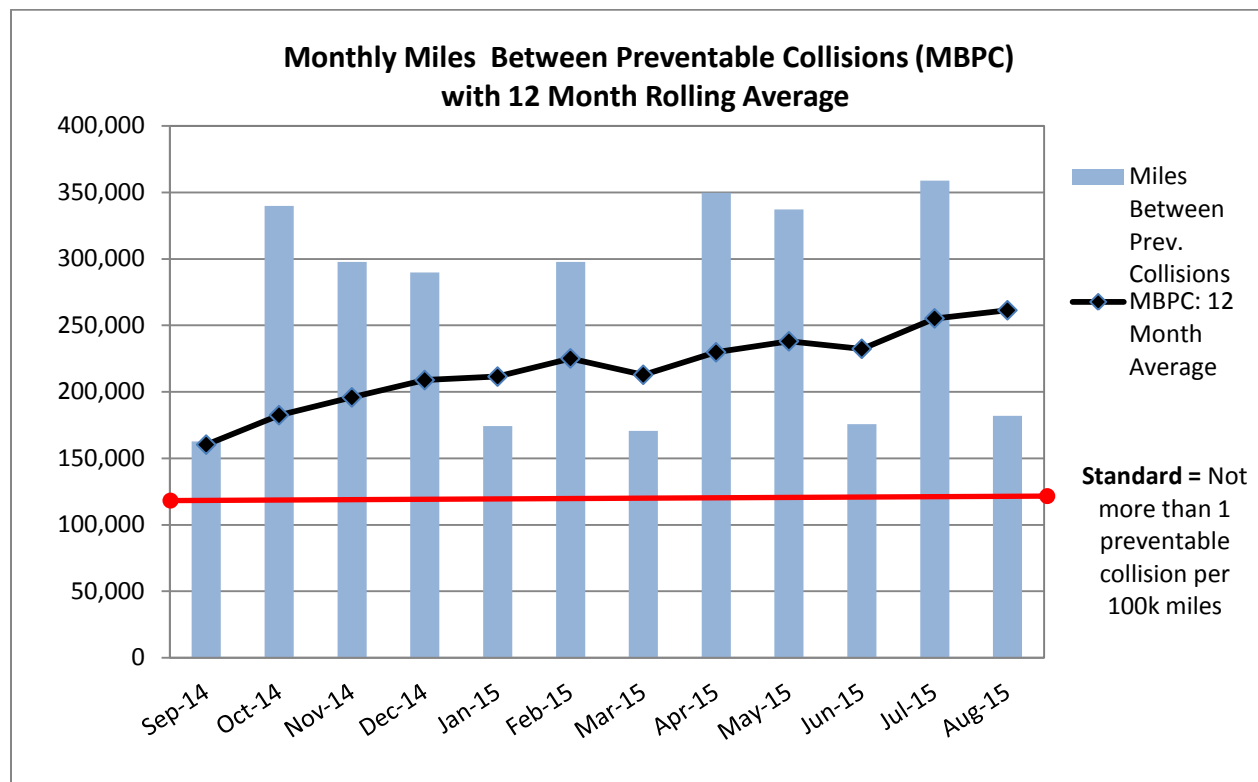
Description	Attendees
New Hire class consisting of Harassment Prevention; D & A Policy and Prevention; Code of Conduct; EEO Policy statement;	16
Re-training – Post Collision/Incident Training/ Safety Counseling Training	2
Financial Management Oversight Seminar	2
Word Level I	1

## Risk Management Update

Description	August 2015 Preventable		August 2014 Preventable	
	Yes	No	Yes	No
Vehicle hits bus	0	3	0	0
Bus hit stationary object	2	0	3	0
<b>TOTAL</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>0</b>

During the month of August 2015, there were 2 preventable collisions, both right side collisions.





There were \$15,268.41 in claim recoveries during this period and no claims paid.

### Customer Service Update

Service Report Type	MST	*Other Provider	# of valid reports	% of reports received	August '14	% of reports received
Improper Driving	5	1	1/1*	10.2%	9	19.5%
Request To Add Service	3			5.1%	2	4.3%
Passed By	3	3	2/3*	10.2%	2	4.3%
Improper Employee Conduct	3	1	1/1*	6.8%	5	10.6%
Bus Stop Amenities	2		2	3.4%	5	10.6%
Late Arrival	1	1		3.4%	3	6.3%
Fare / Transfer Dispute	2	1	1*	5.1%	1	2.1%
No Show	6	2	3/1*	13.6%	4	8.5%
ADA Compliance	6	1	3	11.9%	0	0.0%
Inaccurate Public Information	1			1.7%	1	2.1%
Service Other	1	2	2*	5.1%	5	10.6%
Passenger Conduct					2	4.3%
Agency Policy	1			1.7%	0	0.0%
Early Departure	4		1	6.8%	2	4.3%

Late Departure	1	1	1.7%		
Passenger Injury				1	2.1%
Full bus / Left behind		1	1.7%	0	0.0%
Routing	1		1.7%	1	2.1%
Employee Other				3	6.3%
Service Schedule	3	1	6.8%	1	2.1%
Title VI Complaint	1		1.7%		
Unsafe Conditions		1	1*		
<b>Total Complaints</b>	<b>44</b>	<b>15</b>	<b>100.00%</b>	<b>47</b>	<b>100.00%</b>
Employee Compliment	3	4		1	
Service Compliment				1	

## Finance Update

### General Accounting/Accounts Payable

During the month of August, staff processed timely and accurate payments to vendors, recorded appropriate revenues, and prepared monthly financial reporting and analysis. Staff continues to work effectively to meet financial reporting deadlines.

In August, staff continued working on finalizing the annual audit preparation for FY15. Vavrinek, Trine, Day & Co. LLP (VTD) will perform the remainder of the audit during the week of September 28th.

### 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. Staff updated payroll schedules and rosters for new coach operator sign-ups.

### Grants

During the month of August, staff attended the Federal Transit Administration (FTA) Financial Management Workshop as well as the Caltrans workshop for the Low Carbon Transportation Operations Program. 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 was busy with ordering parts and maintaining low inventory levels. By the end of the month, there was only a marginal decrease in inventory value. The month closed with inventory of parts at \$196,345 dollar value, which represents a 5% decrease over July. Parts purchases continue to increase as major components fail on our aging fleet. However with the receipt of the new Gillig's we anticipate that inventory value will continue to decrease.

## **IT Update**

Staff monitored the hardware and software for the Trapeze Group TransitMaster system. Staff worked with maintenance department Electronics Technician colleagues on the installation of the TM system hardware on contractor operated revenue vehicles.

Staff monitored and tweaked the Trapeze Enterprise Asset Management (EAM) vehicle maintenance system after the upcoming EAM system upgrade. Staff continued to support the users of the Serenic Navision accounting/payroll system.

Staff monitored the functionality of the Customer Service database. Staff liaised with the County of Monterey Information Technology department regarding the radio hardware to be installed 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 continued to support other MST staff members as needed, proactively ensuring that all were supported fully with their IT needs.

## **Marketing and Sales Update**

Published news stories include: "Cesar Lara: Funds a win for MST riders, workers, clean air" (Monterey County Herald, 8/1/15); "Pave a safer path to back school [sic]" (The Californian, 8/2/15); "Classic Car Week traffic plan to be released" (Monterey County Herald, 8/6/15); "Salinas Sidewalk repair program underutilized" (The Californian, 8/17/15); "Contra Costa Times editorial: Obama should end attack on Gov. Brown's pension changes" (Contra Costa Times, 8/20/15); "Mercury News editorial: Obama labor secretary needs to release Bay Area transportation money" (San Jose Mercury News, 8/22/15); "Bikes, hikes featured at fall events" (The Californian, 8/23/15); "England will test electric car charging lanes" (CBS News, 8/25/15); "England to build highways with electric car charging lanes" (StarMine News, 8/26/15).

Press releases sent include: (none)

Marketing activities: Designed and installed graphics for electric trolley charging station wrap; conducted youth and passenger photo shoot; began brainstorming work for updating/re-designing MST's Busmobile; conducted mass mailing to residents of San Ardo and San Lucas informing them of new bus service; planned for Trolley service and an MST booth at San City's West End Celebration; attended Monterey County Convention & Visitors' Bureau annual membership luncheon; met with operations to discuss public information regarding routing detours; managed MST website content, Facebook page, and Twitter account.

## **Planning**

During the month of August, staff continued to monitor the revenues and expenses for the military partnerships after implementation of the July 2014 Presidio reductions that were required because Congress allowed the expanded federal transit benefit to be reduced by nearly 50% effective December 2013. Revenues received from the federal transit benefit have stabilized and increased during recent months so that

revenues are matching expenses and are starting to make up for previous losses. During the month the Presidio, with assistance of MST Business Development Planner, Mike Gallant, continued its targeted recruitment efforts to maximize military and civilian participation in the federal transit benefit program. This effort is intended to stabilize and grow revenues for MST to continue operating the military-funded routes.

Planning staff continued Measure Q 15-Year Plan efforts by coordinating with the consultant (Nelson\Nygaard), met with representatives from San Benito County Transit to discuss shared service areas and the future needs of both counties, and listened in on a CalVans meeting to hear more about the vanpool program which serves Monterey County.

Staff met with a representative from the County of Monterey on their plans to consolidate County departments to a single location at 1441 Schilling Place in Salinas, and attended a Seaside Traffic Advisory meeting about new bus stops on Hilby Avenue. A member of the public requested MST to install stops to better serve Line 94, a senior shuttle. Additionally, the City of Seaside invited planning staff to review master consultant proposals for a General Plan Update.

Throughout the month, staff continued participating in TAMC's Wayfinding Planning Advisory Committee, as well in meetings with various local agencies, including Monterey County Convention & Visitors Bureau, Monterey County Vintners and Growers Association, Salinas Valley Chamber of Commerce, Transportation Agency for Monterey County, Association of Monterey Bay Area Governments, the Monterey County Hospitality Association, and the Fort Ord Reuse Authority.



**Monterey-Salinas Transit**  
*Washington, D.C. Office*

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October 1, 2015

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

**FY 2016 Budget**

A short-term Continuing Appropriations Resolution (CR) to provide interim funding was signed into law September 30 to keep the Federal government operating. However, the underlying impasse over Federal spending remains in place with President Obama reiterating his intention to veto any appropriations bills unless the sequester-level budget caps put in place by the Budget Control Act of 2011 are amended to increase Federal spending levels. Many House Republicans oppose increasing the budget caps and that opposition has increased now that conservative members were successful in pressuring House Speaker Boehner to resign. Senate Majority Leader McConnell recently confirmed that he and House Speaker Boehner have spoken to President Obama about starting budget negotiations. The goal would be to fashion a two-year budget agreement with the White House to avoid a budget showdown during next year's presidential election season.

**Surface Transportation Legislation Reauthorization**

House Transportation and Infrastructure Committee Chairman Shuster (R-PA) had intended to release a draft bill to reauthorize MAP-21 in September, to be followed quickly with a Committee mark-up and floor action. This was prevented by the failure of the House Ways and Means Committee and House Leaders to identify the funding mechanism to support the bill.

The Senate passed H.R. 22, the *Developing a Reliable and Innovative Vision for the Economy Act (DRIVE Act)* on July 30. This legislation would authorize surface transportation programs for six years, although the financing portions of the bill only provide enough funding to pay for three years. H.R. 3236 was signed into law on July 31 to provide a three-month extension of Highway Trust Fund programs and expenditure authority (and an \$8.1 billion bailout of the Trust Fund). Enactment of this stopgap bill has kept DOT programs running while providing Congress the opportunity to finish surface transportation reauthorization legislation.

### **Tax Extenders Legislation**

Speaker Boehner's resignation announcement has introduced more uncertainty in the Congressional deliberations over tax policy. Tax reform in general is thought to be on the short-list of items he would like to complete before retiring, however, the complicated legislative and political challenges remain in place.

On July 21, the Senate Finance Committee passed a \$95 billion tax extenders package that would retroactively renew 52 expired provisions through the end of 2016. This includes the parity for exclusion from income for employer-provided mass transit and parking benefits. Finance Committee Chairman Hatch (R-UT) has been seeking opportunities to attach the tax extenders package to other legislative vehicles to smooth its enactment. House Ways and Means Committee Chairman Ryan (R-WI), however, is continuing to focus on a strategy of reforming the entire tax code and making a few tax extenders permanent. The larger tax policy debate is likely to be revisited when the House drafts its version of surface transportation legislation.

### **PEPRA**

We continue to work with the California Transit Association, the California Congressional Delegation and relevant Committees regarding objections filed by unions to FTA grants in California. On September 9, Congressman Farr joined with several other Democratic Members of the California Delegation to meet with Department of Labor Secretary Perez to discuss the status of the Public Employees' Pension Reform Act (PEPRA) litigation and its effect on Federal Transit Administration grants. Congressman Farr urged Secretary Perez to be mindful of the disruption to MST and other transit agencies if any future FTA grants are held up, including the likelihood of service reductions and employee layoffs if FY 2016 funds are interrupted in January. We continue to coordinate with Congressman Farr's staff to provide relevant information for following up with DOL.

### **Lobbying Strategies & Opportunities**

The new Federal fiscal year begins today but the CR signed into law last night only runs through December 11. In addition, the current authorization for surface transportation programs runs through October 29. These deadlines ensure that the fall will continue to be a time of focused legislative activity in Congress. We arranged and attended additional meetings in Washington, DC, during September for MST staff to ensure that your Federal agenda advocacy continues to be timely and effective. We also coordinated with the California Transit Association on these advocacy efforts, including participating in CTA's Legislative Reception on Capitol Hill on September 22. We will continue to suggest additional lobbying opportunities as the events on Capitol Hill unfold.

TPW:dwg

To: Board of Directors  
From: C. Sedoryk, General Manager/CEO  
Subject: State Legislative Update – September 2015

Governor Brown has less than two weeks to act on measures passed this year by the Legislature, including all three of the California Transit Association's sponsored bills and the TAMC sales tax cap increase, all of which passed with strong bipartisan support during the closing days of the 2015 session.

Assembly Bill 1250 (Bloom), dealing with bus axle weights; Senate Bill 413 (Wieckowski), regarding transit violations; Senate Bill 508 (Beall), addressing TDA requirements and Senate Bill 705 (Hill) allowing voters in Monterey and San Mateo counties to increase their local transaction and use taxes in excess of the state mandated limit of 2 percent now await the Governor's signature. The deadline for the Governor to sign or veto bills – or to allow them to become law without his signature – is October 11.

Governor Brown's transportation funding package, which would provide \$3.6 billion to fund the capital needs of state highways, local streets and roads, and public transit was not acted on before the regular session adjourned for interim recess on September 11. Instead, Legislative leaders will convene a conference committee under the rubric of the special session to continue debate on a long-term solution to our state's transportation funding crisis. This debate is expected to continue well into fall.

Attached is a summary by the California Council of Governments of the various legislative proposals from the Transportation Special Session: the Governor's proposal, the Democrat proposals, and the Republican proposals.

Attachment: Extraordinary Session Transportation Funding and Reform Proposals

Prepared by: 

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# FIRST EXTRAORDINARY SESSION TRANSPORTATION FUNDING & REFORM PROPOSALS

California Association of Councils of Governments

September 21, 2015

FUNDING SOURCES		EXPENDITURES		POLICIES & REFORMS	
Governor's Proposal	<p><b>Raises \$3.6 Billion in New Revenue</b></p> <ul style="list-style-type: none"><li>• <u>\$500 Million</u> from CPI adjustments</li><li>• \$300 Million from 11 cent diesel tax increase</li><li>• \$2 Billion from \$65 per year vehicle fee</li><li>• \$100 Million in Caltrans efficiencies</li><li>• \$500 Million in Cap &amp; Trade Funding (<i>1 time?</i>)</li></ul> <p><b>Plus \$879 Million in One Time Loan Repayments</b></p> <ul style="list-style-type: none"><li>- \$265 Million for transit and intercity rail</li><li>- \$334 Million for trade corridors,</li><li>- \$148 Million to local traffic congestion relief</li><li>- \$132 Million in state highway repairs.</li></ul>	<p><b>New Road Maintenance &amp; Rehab Account (RMRA)</b></p> <ul style="list-style-type: none"><li>- <b>\$1.8 Billion for State Programs</b><ul style="list-style-type: none"><li>• \$1.6 Billion to SHOPP</li><li>• \$200 Million for Goods Movement (TCIF)</li></ul></li><li>- <b>\$1.8 Billion for Local Programs</b><ul style="list-style-type: none"><li>• \$1.050 Billion to local streets and roads</li><li>• \$250 Million to State-Local Partnership for any county with a dedicated transportation fee</li><li>• \$400 Million commuter rail &amp; low carbon transit</li><li>• <u>\$100 Million</u> – Local complete street program</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Ballot initiative to protect revenues</li><li>• Indexes gas and diesel tax rates to CPI</li><li>• Eliminates fuel tax swap; restores pre-swap 18 cent excise rate</li><li>• CEQA exemption for repairs in ROW</li><li>• P3 extension for 10 years</li><li>• CM/GC extended to 12 projects</li><li>• Unspecified Caltrans efficiencies (\$100 M)</li><li>• Advanced mitigation (\$30 M)</li></ul>		
Legislative Proposals from Democrats	<p><b>\$3.9 Billion in New Road Funding: Beall (SBX1-1)</b></p> <ul style="list-style-type: none"><li>• \$1.8 Billion - 12 cents/gal increase on motor fuels</li><li>• \$572 Million - 22 cents/gal on diesel fuels</li><li>• \$1.5 Billion – New \$35 vehicle registration fee and another \$35 fee for road access (\$100 for Zero Emission Vehicles)</li></ul> <p><b>\$1 Billion in Restored Weight Fees (ABX1-1);</b></p> <ul style="list-style-type: none"><li>• \$1 Billion in weight fees remain in State Highway Account</li></ul> <p><b>\$700 Million Transit Funding: (SBX1-7 &amp; 8) (ABX1-7 &amp; 8)</b></p> <ul style="list-style-type: none"><li>• \$400 Million by doubling allocations from Cap &amp; Trade for Intercity Rail and Low Carbon Transit programs</li><li>• \$300 Million (estimated) from 3.5% increase on diesel fuel sales tax for State Transit Account</li></ul> <p><b>Active Transportation Program (SBX1-23)</b></p> <ul style="list-style-type: none"><li>• <u>\$125 Million redirected</u> to ATP from State Hwy. Account</li></ul>	<p><b>Road Maintenance &amp; Rehab. Account (SBX1-1)</b></p> <ul style="list-style-type: none"><li>• \$300 Million to Goods Movement via TCIF program (from extra 10 cents/gal on diesel fuel)</li><li>• 5% (est. \$180 Million) incents new local sales taxes</li><li>• Remaining \$3.4 Billion split equally for SHOPP and to cities and counties for local streets and roads</li><li>• CTC oversight of fund expenditures</li></ul> <p><b>Weight Fee &amp; Transit Funding:</b> Per existing State Highway Account and Cap and Trade programs</p> <p><b>Active Transportation Program (SBX1-23)</b></p> <ul style="list-style-type: none"><li>• Funds redirected to current ATP;</li><li>• Also includes policy reform proposal in SBX1-1 related to STIP and SHOPP performance criteria.</li></ul>	<p><b>SBX1-1 (and SB 16 from regular session)</b></p> <ul style="list-style-type: none"><li>• Indexes gas and diesel tax rates to CPI</li><li>• Eliminates fuel tax swap; restores base rate</li><li>• Increase Caltrans efficiencies by 30% with savings dedicated to SHOPP maintenance</li></ul> <p><i>Late Active Transportation Amends (SBX1-1)</i></p> <ul style="list-style-type: none"><li>• STIP &amp; SHOPP capital projects must address bike and pedestrian access unless excluded</li><li>• CTC develops criteria for STIP &amp; SHOPP to address GHG, social equity, public health, and effects on disadvantaged communities.</li><li>• CTC develops LSR criteria to measure PCI, bridge health, maintenance LOS, GHG, ATP benefits, and public health co-benefits.</li></ul>		
Legislative Proposals from Republicans	<p><b>Senate Bills Redirect \$1.3 Billion in Existing Revenues</b></p> <ul style="list-style-type: none"><li>• <u>\$1.3 Billion</u> (est)* in Cap and Trade (proposals overlap)<ul style="list-style-type: none"><li>- Redirect all cap and trade funds derived from motor vehicle fuels to transportation (SBX1-2)</li><li>- Redirect 65% of cap and trade proceeds (approximate motor fuel contribution) to CTC (SBX1-6)</li></ul></li></ul> <p><b>Assembly Bills Redirect \$4.4 Billion in Existing Revenues</b></p> <ul style="list-style-type: none"><li>• \$500 Million - 25% of Cap &amp; Trade to SHOPP (ABX1-17)*</li><li>• \$1 Billion from rededicating Weight Fees (ABX1-18)</li><li>• \$200 Million from AHSC (ABX1-13)</li><li>• \$1 Billion annually from General Fund (ABX1-14)</li><li>• \$685 Million by eliminating vacant positions (ABX1-20)</li><li>• <u>\$500 Million</u> by redirecting capital outlay (ABX1-15)</li></ul>	<p><b>Senate Bill Methodologies</b></p> <ul style="list-style-type: none"><li>• <u>\$1.3 Billion*</u> in cap in trade (proposals overlap)<ul style="list-style-type: none"><li>- Appropriated for transportation infrastructure annually, including streets and highways, but excludes high speed rail (SBX1-2)</li><li>- For priority projects; 40%state highways, 40% local streets and roads, &amp; 20% transit (SBX1-6)</li></ul></li></ul> <p><b>Assembly Bill Methodologies</b></p> <ul style="list-style-type: none"><li>• \$1 Billion weight fees stay in State Hwy Account</li><li>• \$500 Million* - 25% Cap &amp; Trade funds to SHOPP</li><li>• Remaining bills would evenly split funds:<ul style="list-style-type: none"><li>- \$1.2 Billion for the SHOPP</li><li>- \$1.2 Billion for Local Streets and Roads</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Ballot initiative to protect revenues (SCAX1-1)</li><li>• Eliminate sunset on P3 authority (SB1X-14)</li><li>• CEQA: exempt ROW repairs (SBX1-11) and prohibit enjoining construction (ABX1-21)</li><li>• Increases Caltrans contracting and limit use of temp funding for permanent positions (SB X1-9)</li><li>• Create Inspector General (SBX1-13)</li><li>• Convert STIP to regional grants (ABX1-10)</li><li>• Allow Design-Build (AB 1X-22)</li><li>• Remove CTC from CalSTA (SBX1-12; ABX1-19)</li><li>• Two county pilot for county operation of state highways (AB1X-16)</li></ul>		

\* Cap and Trade: All calculations based on \$2 billion in annual revenues

\*\* General Disclaimer: This chart is only a summary. Some funding totals and outcomes are inferred. See referenced legislation for specific details.

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## **HIGHLIGHTS**

**September 23, 2015**

### **Shortfall in State Transportation Improvement Program Funds Affects Projects**

Resulting from reduced gas tax revenues, the 2016 State Transportation Improvement Program (STIP) estimates include no new funding for the next five years. As a result, no new projects can be programmed and some existing projects will need to be delayed. STIP is the statewide five-year program which provides funding for state and local transportation projects. The funds for the program comes from state and federal gas tax revenue and are used for capital improvements, such as local road rehabilitation, traffic relief, intersection improvements, bicycle and pedestrian facilities, public transit, passenger rail, and other projects that improve the region's mobility.

Though the Governor has called for an "Extraordinary Session on Transportation and Infrastructure" for the State Legislature to consider funding for transportation infrastructure, the Governor and Legislation have not been able to come to an agreement on how best to proceed.

### **TAMC Board "Brainstorms" to Identify Potential Expenditure Plan Projects**

The Agency's Board of Directors held a brainstorming session during their meeting on Wednesday to identify projects that could be funded through a Transportation Expenditure Plan for a November 2016 sales tax measure. Board members, representing each city and supervisorial district readily identified local streets, highways or corridors that need road maintenance and pothole repairs, safety and traffic reductions, mobility services for seniors and youth, and walkability, bicycle safety and environmental improvements.

The "brainstorming session" reemphasized the need for Monterey County to become a "self-help" county and the importance of having a dedicated source of locally controlled dollars to address critical transportation needs to maintain roads and ensure safe, adequate streets, roads, bus systems, walkways, bike routes and transportation systems for today and in the future.

### **TAMC Selects Firm to Conduct 156 Level 2 Traffic & Revenue Study**

The TAMC Board of Directors authorized TAMC's Executive Director to negotiate a contract with Kimley-Horn and Associates, Inc. to conduct a detailed Level 2 Traffic & Revenue Study for State Route 156 West Corridor.

The Level 2 Traffic and Revenue Study will provide results about current and future traffic diversions, potential toll rates, toll discounts for local residents and businesses, and other questions and concerns brought up by the Board and the public, adopted by the Board of Directors as "Guiding Principles" for evaluating tolling. The information gained from the study will provide the public and elected officials information needed to evaluate the viability of tolling on SR 156. It will also provide the data and analysis needed for the Supplemental Environmental Impact Report required to be completed before the Transportation Agency or Caltrans could take action to approve implementing tolling on the SR 156 corridor.

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August 24, 2015

To: Carl Sedoryk  
From: Deanna Smith, Executive Assistant/Clerk to the Board  
Subject: Trip Report

From August 11-13, I attended the Equal Employment Opportunity Commission's (EEOC, Commission) Excel Conference in Washington, D.C. This year's conference celebrated the Commission's 50<sup>th</sup> anniversary and focused on landmark civil rights milestones and legislation including the Civil Rights Act of 1964, the Voting Rights Act of 1965, and the Americans with Disabilities Act of 1990.

The plenary sessions focused on the history of civil rights in the U.S. with the keynote presentation given by the first African American woman to attend the University of Georgia, Charlayne Hunter-Gault. The second day's speakers included U.S. Department of Labor Secretary Thomas Perez, who focused on the current state of civil rights. The final plenary session included Aneesh Chopra, the first Chief Technology Officer of the U.S., and U.S. Department of Transportation Secretary Anthony Foxx, both of whom spoke on the future of civil rights in the U.S.

I attended sessions that provided technical training on best practices in EEO informal complaint counseling and investigations to help ensure early resolution; dealing with difficult issues during early resolution efforts; creating a positive working relationship between the EEO officer and the human relations department, and identifying and mitigating retaliation during and after an EEO complaint.

I also attended sessions on preparing an agency to create a safe and harassment-free environment for LGBT employees in the workplace as well as handling the rise of social media issues.

Submitted by

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