BOARD OF DIRECTORS REGULAR MEETING

MONDAY, MARCH 19, 2007

MST CONFERENCE ROOM
ONE RYAN RANCH ROAD, MONTEREY

10:00 A.M.

TRANSPORTATION: Ride the Peninsula DART to MST Office

1. CALL TO ORDER

1-1. Roll call.

1-2. Pledge of Allegiance.

2. CONSENT AGENDA

2-1. Review highlights of Agenda. (Carl Sedoryk)

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


2-3. Disposal of property left aboard buses. (Danny Avina) (p. 3)

2-4. Minutes of the regular meeting of February 12, 2007. (Sonia Bannister) (p. 5)


2-7. Approve Mid-Year Budget Transfers for FY 2007. (Dave Sobotka) (p. 29)

2-8. Schedule public hearing for federally funded Program of Projects. (Hunter Harvath) (p. 35)
2-9. Rejection of claim. (Ben Newman) (p. 37)

2-10. Disposal of Accountable Property. (Dave Sobotka) (p. 39)

End of Consent Agenda

3. **SPECIAL PRESENTATIONS**

3-1. March Employee of the Month – Paul Lopez. (Michael Hernandez)

4. **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.

5. **COMMITTEE REPORTS**

No action required unless specifically noted.

| 5-1. MST RIDES Advisory Committee Minutes – January 17, 2007. (Bill Morris) (p. 41) |
| 5-2. MST Local Transportation Ad-Hoc Committee Minutes – February 20, 2007. (Carl Sedoryk) (p. 45) |
| 5-3. MST Legislative Committee Minutes – February 28, 2007. (Hunter Harvath) (p. 49) |

6. **BIDS/PROPOSALS**

| 6-1. Award $1,414,633 to Falcon Fuels, Inc. for the purchase of ultra low-sulfur diesel fuel and unleaded gasoline. (Michael Hernandez) (p. 53) |
| 6-2. Award $50,854.95 to Sam Linder Honda for the purchase of 2 hybrid sedans and $55,679.92 to Serramonte Ford for the purchase of 2 hybrid Sport Utility Vehicles. (Michael Hernandez) (p. 55) |

7. **PUBLIC HEARINGS**

8. **UNFINISHED BUSINESS**
9. **NEW BUSINESS**

9-1. Approve contingency budget for Marina Transit Exchange.
    (Michael Hernandez) (p. 57)

9-2. Receive presentation on the MST Transit Fare Structure Analysis.
    (Hunter Harvath) (p. 59)

10. **REPORTS & INFORMATION ITEMS**

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

10-1. General Manager/CEO Report. (p. 61)

10-2. TAMC Highlights – February 28, 2007. (p. 83)


10-5. Letter from Federal Transit Administration regarding participation on FTA’s Charter Bus Negotiated Rulemaking Advisory Committee. (p. 93)

10-6. Frank J. Lichtanski scholarship recipients. (p. 95)

10-7. Quarterly Performance Results Report – 2nd Quarter FY 2007. (p. 97)

10-8. Letter opposing public transportation funding cuts in the Governor’s proposed 2007-08 budget. (p. 119)

10-9. Staff trip reports. (p. 121)

11. **COMMENTS BY BOARD MEMBERS**

11-1. Reports on meetings attended by Board members at MST expense (AB1234).

12. **ANNOUNCEMENTS**

13. **ADJOURN**

    *NEXT MEETING DATE:* April 9, 2007 in MST Conference Room.

    *NEXT AGENDA DEADLINE:* March 28, 2007
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 5 days before the meeting. Requests should be sent to Sonia Bannister, MST, One Ryan Ranch Road, Monterey, CA 93940 or sbannister@mst.org
WHEREAS, each month Monterey-Salinas Transit recognizes an outstanding employee as Employee of the Month; and

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

WHEREAS, Paul Lopez began his career with Monterey-Salinas Transit in June 1998 as a Utility Service Person. In September 2001, he was promoted to Senior Utility Service Person and in January 2007 to Facilities Technician. As a Facilities Technician, Paul has displayed all the attributes of an outstanding employee; and

WHEREAS, Paul Lopez has provided excellent support during a major service change within the Monterey Peninsula area, consisting of 322 different sign changes. With his vast knowledge of the routes, he was able to complete the task in a timely manner. Paul’s increasing technical skills and willingness to accept additional responsibilities are instrumental to the operational success of all support equipment.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Paul Lopez as Employee of the Month for March 2007; and

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


________________________________________  ______________________________________
Fernando Armenta                                    Carl Sedoryk
Chairman                                                Secretary
To: Board of Directors

From: Danny Avina, Customer Service Supervisor

Subject: Disposal of unclaimed property left on bus

**Goodwill**

- 2 record albums
- 5 cell phones
- 2 coffee mugs
- 1 cassette player
- 1 bible
- 1 religious cross
- 21 books

<table>
<thead>
<tr>
<th>To be disposed</th>
<th>To be retained</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Mexico i.d.</td>
<td>1 bag of clothes</td>
</tr>
<tr>
<td>2 purses</td>
<td>1 pair of googles</td>
</tr>
<tr>
<td>1 February Gold pass</td>
<td>1 scarf</td>
</tr>
<tr>
<td>3 pairs of gloves</td>
<td>1 bike lock</td>
</tr>
<tr>
<td>1 notebook</td>
<td></td>
</tr>
</tbody>
</table>

$10 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.
1. CALL TO ORDER

Chairman Armenta called the meeting to order at 10:00 a.m. in the Monterey-Salinas Transit Conference Room.

Present:  Michael Cunningham   City of Carmel-By-The-Sea  
          Kristin Clark     City of Del Rey Oaks  
          Gary Wilmot     City of Marina  
          Libby Downey     City of Monterey  
          Vicki Stilwell   City of Pacific Grove  
          Thomas Mancini   City of Seaside  
          Fernando Armenta County of Monterey

Absent:  Sergio Sanchez City of Salinas  
          Lisa Senkir City of Gonzales (Ex-Officio)

Staff:  Carl Sedoryk General Manager/CEO  
        Lyn Owens Director of Human Resources  
        Hunter Harvath Director of Administration  
        Michael Hernandez Chief Operating Officer  
        Robert Weber Transit Services Manager  
        Sonia Bannister Office Administrator  
        Mary Archer Planner  
        William Morris Contract Transportation Manager  
        Dave Sobotka Controller  
        Tonja Posey Human Resource Supervisor

Others:  Dave Laredo DeLay & Laredo  
          Anthony Lewis Coach Operator  
          Jim Fink Salinas resident  
          Kay Barron Seaside resident  
          Evan Verglan CSUMB student

Apology is made for any misspelling of a name.

2-2. – 2-8. CONSENT AGENDA

The consent agenda items consisted of the following:

2-3. Disposal of property left aboard buses.


2-6. Amendment to MST RIDES Advisory Committee (RAC) bylaws.

2-7. Schedule of Board committee meetings.

2-8. Authorize $92,133 purchase of up to 9 real-time passenger information signs from Siemens VDO.

Item 2-8 was pulled for further discussion. This item will be discussed later in the agenda.

**Director Mancini moved to approve the remaining items on the consent agenda. Director Downey seconded and the motion carried unanimously.**

### 3. SPECIAL PRESENTATIONS

Robert Weber, Director of Transportation Services, introduced Anthony Lewis, Coach Operator as MST Employee of the Month for February 2007. He is being recognized for his work ethic, which is consistently at a high standard. His dedication to his job and his interest in the safety and security of co-workers and customers is a statement of his professionalism. Tony has received positive Observation Reports from independent sources that rate driver skills. He consistently rates “Above Standard” when being evaluated for Operator Check Rides.

### 4. PUBLIC COMMENTS

Jim Fink, Salinas resident, asked about the status of service to San Luis Obispo County. He is excited that the construction on the new transit center in Marina is starting. He said MST should lease buildings not currently being used for MST business to generate additional revenue. He complimented staff on the beautiful design of the 2007 passes. There needs to be additional training for VTA operators with regards to MST passes. He also supports having BRT on the Peninsula and he likes the new route design.

Kay Barron, Seaside resident, commented that with the recent service change on the Peninsula, her brother-in-law no longer has DART service on the former Fort Ord to allow him to get to work. Staff will work with Ms. Barron on this issue.

Evan Verglan, CSUMB student, said he did research on the low conversion cost of using bio-diesel in public transit. He would like to present his findings to staff and possibly do a trial run.
Mr. Sedoryk replied that MST is actively pursuing using bio-diesel in the fleet. However, MST has been told by the engine manufacturers that they will not support warranty issues if bio-diesel is used. MST will continue to work with its bus manufacturers and actively pursue if bio-diesel is the appropriate fuel choice.

5-1. FINANCE COMMITTEE MINUTES

The Board accepted and filed the MST Finance Committee Minutes – January 8, 2007.

6. BIDS/PROPOSALS

None.

7. PUBLIC HEARINGS

None.

8-1. SMART CARD FARE COLLECTION DEMONSTRATION

Mr. Sedoryk reported that electronic fare-payment systems are becoming more widely used throughout the public transit industry. These types of systems use cards that allow customers to store value to be used on buses as needed and have proven to be very popular for both customers and transit agencies alike.

The credit card-sized TransLink card stores value in the form of electronic cash (e-cash) and transit passes. To pay a fare, a rider simply “tags” the card by touching it to one of the card readers installed on buses or at the entrance to transit stations or terminals and — in an instant — the card reader automatically deducts the correct fare and applies any appropriate discounts, including transfers. TransLink provides several convenient options for getting a card and loading value onto it. Customers can order TransLink cards — and add value to them — online, by phone or by mail, or pick up a card at participating retail locations and transit agency ticket offices. Customers also can add value at self-serve Add Value Machines located in transit stations, or through an employee transit benefit program (such as Commuter Check®).

The demonstration to provide smart technology on eight coaches that are used on long distance routes would cost $200,000. The smart cards would provide interoperability with other regional systems like Santa Clara VTA, and Caltrain.

Director Cunningham supports the project; however, he would like to see additional analysis that shows the initial $1.2 million investment will be recouped in the form of service efficiency and customer satisfaction.

Santa Cruz Metro is looking to submit a regional project to Congressman Farr that would benefit both MST and Santa Cruz Metro. However, staff does not want this project to
compete with money for buses. In fiscal years 2002 and 2003, MST received $1,244,446 in federal ITS grant funds. Of this amount, $676,035 remains uncommitted towards specific ITS projects. A portion of this money can be used to fund the smart card demonstration project.

The Board suggested having staff evaluate and analyze other fare system alternatives currently being used in other transit systems and report back to the Board with a recommendation prior to proceeding with the demonstration project.

Jim Fink, Salinas resident, wants MST to explore BART+ tickets. Monterey Live (bus pass vendor) was closed when they were supposed to be open. He wants staff to revisit having a 1-day grace period at the beginning of the month on the previous month’s pass.

2-8. ON-STREET REAL-TIME CUSTOMER INFORMATION LED SIGNS

The On-Street LED signs will display actual MST bus arrival time or scheduled departure times from bus bays at STC. The signs have the same hardware and software as on an actual vehicle and as such will display “live” information based on the Global Positioning System (GPS) location of the bus. Such signage is becoming increasingly common at transit stations throughout the country.

Director Cunningham likes the concept; however, he feels that this project should not come before the smart-card project.

Jim Fink, Salinas resident, said having real-time information signs makes it easier for the customer to gauge when their next bus is due to arrive. He would like to see it implemented at other locations besides transit centers.

Director Mancini moved to approve $92,133 to purchase on-street real-time customer information LED signs from Siemens VDO as part of the ongoing implementation of Intelligent Transportation Systems (ITS). Director Wilmot seconded and the motion carried with Director Cunningham opposed.

8-2. UPDATE ON PENINSULA ROUTE CHANGES

Mr. Harvath, Director of Administration, gave a brief update on the Peninsula route and schedule changes which was implemented on January 27, 2007.

Director Stilwell commended staff on getting the word out to the public regarding the service changes.

With regards to a pass sales vendor in Monterey, staff has found it to be extremely difficult in finding someone willing to sell the passes.

Director Wilmot would like staff to evaluate the possibility of having DART serve the outskirts of Marina.
9. NEW BUSINESS

None.

10-1. – 10-4. REPORTS & INFORMATION ITEMS


Mr. Sedoryk reported that ridership continues to grow. In January, Directors Armenta, Clark, and Sanchez accompanied Mr. Sedoryk and Mr. Harvath to Sacramento to meet with Assemblymembers Caballero and Maldonado, and Senators Laird and Denham.

11. ELECTION OF OFFICERS

The MST Board of Directors held their election of officers and re-elected Director Fernando Armenta as Chair and Director Tom Mancini as Vice-Chair. Other staff appointments remain the same.

Director Cunningham moved to accept the recommendation of the Nominating Committee appointing Director Armenta as Chair and Director Mancini as Vice-Chair. All other appointment remain the same. Director Downey seconded and the motion carried unanimously.

12. COMMENTS BY BOARD MEMBERS

None.

13. ANNOUNCEMENTS

March 22, 2007 Board Strategic Planning workshop.

Form 700 – Statement of Economic Interest, due to MST by April 2, 2007.

14. ADJOURNMENT

There being no further business, Chairman Armenta adjourned the meeting at 12:04 p.m.

PREPARED BY: [Signature]
Sonia AR Bannister
To: Board of Directors
From: D. Sobotka, Controller

RECOMMENDATION:

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

FISCAL IMPACT:

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

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning balance January 27, 2006</td>
<td>$ 797,999.01</td>
</tr>
<tr>
<td>Revenues</td>
<td>3,067,816.29</td>
</tr>
<tr>
<td>Disbursements</td>
<td>&lt; 1,173,651.22&gt;</td>
</tr>
<tr>
<td>Ending balance February 28, 2007</td>
<td>$ 2,692,164.08</td>
</tr>
</tbody>
</table>

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.
# TREASURY TRANSACTIONS
## FOR FEBRUARY 2007

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Confirmation #</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Balance Forward at 1/27/07</td>
</tr>
<tr>
<td>Jan 29</td>
<td>LAIF</td>
<td>1108626</td>
<td>570,000</td>
<td></td>
<td>707,870</td>
</tr>
<tr>
<td>Feb 1</td>
<td>LAIF</td>
<td>1109177</td>
<td>345,000</td>
<td></td>
<td>362,870</td>
</tr>
<tr>
<td>Feb 7</td>
<td>LAIF</td>
<td>1109744</td>
<td>2,670,000</td>
<td></td>
<td>3,032,870</td>
</tr>
<tr>
<td>Feb 14</td>
<td>LAIF</td>
<td>1110416</td>
<td>148,000</td>
<td></td>
<td>2,884,870</td>
</tr>
<tr>
<td>Feb 15</td>
<td>LAIF</td>
<td>1110583</td>
<td>311,000</td>
<td></td>
<td>$2,573,870</td>
</tr>
</tbody>
</table>

Local Agency Investment Fund:
(Earned 5.156% for January 2007) $2,573,870

Treasury Balance at 2/28/07: $2,573,870
To: Board of Directors
From: D. Sobotka, Controller
Subject: Capital Budget Transfers: FY 2005

RECOMMENDATION:

Approve budget transfers as detailed in Attachment 1.

FISCAL IMPACT:

Capital budget transfers are necessary to recognize an increase of Section 5310 federal capital funding of $21,922 for MST RIDES for FY 2005.

The entire MST budget remains balanced and funds match expenditures.

Capital Transfers are summarized below:

<table>
<thead>
<tr>
<th></th>
<th>Remaining Capital Budget</th>
<th>Proposed Transfers</th>
<th>Proposed Capital Budget Revised</th>
<th>Attachment</th>
</tr>
</thead>
<tbody>
<tr>
<td>MST RIDES</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FY 2005 Budget</td>
<td>$157,830</td>
<td>$21,922</td>
<td>$179,752</td>
<td>1</td>
</tr>
</tbody>
</table>

POLICY IMPLICATIONS:

Approval of these budget transfers would indicate the Board’s desire to accept the reinstated Federal funds and associated match adjustments necessary to balance the budget for the fiscal year.

DISCUSSION:

The budget transfers are based upon the addition of Federal competitive funds for three (3) medium buses from FY 2005 Section 5310 funds for MST RIDES. Your Board approved the RIDES project at the February 2006 meeting for funding of three (3) small buses. Subsequently, competitive funds became available necessitating this budget transfer. These changes are listed in Attachment 1.
The Finance Committee will meet on March 19 to review these transfers, and will report to your Board as appropriate.

**Attachments:**

1. FY 2005 MST RIDES Capital Budget Revision
To: Board of Directors
From: D. Sobotka, Controller
Subject: FY2007 Budget Transfers

RECOMMENDATION:

Approve budget transfers as detailed in Attachments 1 through 3.

FISCAL IMPACT:

A budget transfer is necessary to recognize additional Federal Section 5317 New Freedom funds, CMAQ, State Transportation Authority (STA), STIP and Local Transportation funds (LTF) for the fiscal year. In addition, there is a need to transfer Federal Section 5311 Capital funds to the operating budget for Fixed-Route BUS. Air Pollution Control District (APCD) capital funding of $100,000 was also made available for this budget year.

The net impact is an increase in the total budget by $6,181,500. The entire MST budget remains balanced and revenues match expenses.

FY 2007 Transfers are summarized below:

<table>
<thead>
<tr>
<th></th>
<th>FY 07 Budget</th>
<th>Proposed Transfers</th>
<th>Proposed FY 07 Budget Revised</th>
<th>Attachment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fixed Route Bus</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Budget</td>
<td>$21,584,207</td>
<td>$538,481</td>
<td>$22,122,688</td>
<td>1</td>
</tr>
<tr>
<td>Capital Budget</td>
<td>$1,424,640</td>
<td>4,853,019</td>
<td>6,277,659</td>
<td>2</td>
</tr>
<tr>
<td>Total</td>
<td>$23,008,847</td>
<td>$5,391,500</td>
<td>$28,400,347</td>
<td></td>
</tr>
</tbody>
</table>

| **MST RIDES**        |              |                    |                               |            |
| Operating Budget     | $1,952,226   | -0-                | 1,952,226                     | 3          |
| Capital Budget       | -0-          | -0-                | -0-                           |            |
| Total                | $1,952,226   | -0-                | $1,952,226                    |            |
| Total Budget         | $24,961,073  | $5,391,500         | $30,352,573                   |            |
POLICY IMPLICATIONS:

Approval of these budget transfers would indicate the Board’s desire to continue to operate at the current service levels for the remainder of this fiscal year.

DISCUSSION:

The mid-year budget transfers are based upon seven months of revenue and cost experience. Operating Budget expenses are slightly higher than projected, and grant revenues are higher than projected, while Capital revenues and expenditures will increase greatly. These changes are summarized below, and listed in Attachments 1, 2 and 3.

Revenues. Fixed-Route BUS: Federal Section 5317 New Freedoms Funds and 5311 Rural funds have been identified for MST. (Attachment 1)

Expenses. Fixed-Route BUS: An increase in insurance reserves, the addition of a Mobility Manager and increased rural service will utilize the additional grant funds identified above. (Attachment 1)

Capital Expenditures. Fixed-Route BUS: STA funds of $2,433,019 are being added, as well as STIP of $2,500,000 being made available from the State. TAMC has swapped RSTP and CMAQ funds of $375,000 and APCD has added $100,000 funding for the CNG Station. In addition to Bus Lease payments the funds will be used to fund the cost of previously unfunded projects from the initial FY 2007 Capital Budget. (Attachment 2)

Revenues. MST RIDES: LTF and STA funds of $300,981 have been swapped between Fixed-Route BUS and MST RIDES. (Attachment 3)

Expenses. MST RIDES: There is no change in expenses for this fund transfer. (Attachment 3)

The Finance Committee will meet on March 19 to review these final transfers, based upon a preliminary review by the Committee on December 19, and will report to your Board as appropriate.
Attachments: 1. FY 2007 Fixed-Route BUS Operating Budget Revision
2. FY 2007 Fixed-Route BUS Capital Budget Revision
3. FY 2007 MST Rides Operating Budget Revision
To: Board of Directors

From: H. Harvath, Director of Administration

Subject: FY 2007 Program of Projects

RECOMMENDATION:

Schedule a public hearing for April 9, 2007, to receive comments on the draft Program of Projects for FY 2007.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board must conduct a public hearing for and approve MST’s Program of Projects to comply with federal regulations.

DISCUSSION:

The Program of Projects (POP) allocates federal funds to specific projects each fiscal year. The POP becomes part of MST’s application for federal grant funding that is submitted to the Federal Transit Administration via AMBAG. According to federal regulations, MST is required to develop, publish and afford an opportunity for a public hearing on and submit for approval a POP.

In addition, the projects listed in the POP will be submitted to AMBAG for inclusion in the Metropolitan Transportation Improvement Program (MTIP). AMBAG will be amending the MTIP in March and again in May to ensure compliance with the provisions of SAFETEA-LU, the current federal transportation authorization legislation, before the July 1, 2007 deadline.

It is appropriate for your Board to schedule a public hearing at its April 9, 2007, board meeting to receive comments on the POP and then consider its adoption. Hearing notices will be published in the Herald, the Californian and El Sol later this month in advance of the April 9th Board meeting.
To: Board of Directors

From: Lyn Owens, Director of Human Resources

Subject: Liability Claim Rejection

RECOMMENDATION:

Reject claim by the claimant below.

FISCAL IMPACT:

$5,132.99.

POLICY IMPLICATIONS:

None.

DISCUSSION:

Edward Cosby alleges to have injured himself on January 17, 2007 when the bus had to brake suddenly to avoid hitting a vehicle. Mr. Cosby states that he had to grab the poles on either side of the isle to avoid being thrown, jerking his body. The Notice of Claim form was received 7 days after the alleged incident. A preliminary investigation was conducted to determine the validity of the claim but no witnesses were identified and no records were found in the Dispatch log or Occurrence Reports. The driver of the bus does not recall an incident occurring and no one reported being injured.

Passengers have a responsibility to notify the Coach Operator of any incidents on-board transit vehicles. It is undetermined if the incident actually occurred. Therefore, Monterey-Salinas Transit has no liability in this claim and recommends that it be rejected in its entirety.

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

PREPARED BY: Lyn Owens

REVIEWED BY: Carl G. Sedoryk
To: Board of Directors
From: D. Sobotka, Controller
Subject: Disposal of Accountable Property

RECOMMENDATION:

Approve the disposition of the Accountable Property listed on Attachment 1.

FISCAL IMPACT:

The Book Value (Original Cost minus Accumulated Depreciation) of all items on the list total $496.16.

POLICY IMPLICATIONS:

The Board approves accountable property removed from the "books".

DISCUSSION:

As a result of the recommendations from staff the vehicles on Attachment 1 should be disposed of. They have been determined obsolete and surplus.

The disposition of all of these items will reduce the net book value of MST's assets by $496.16. Any proceeds from the sale of these buses would need to be used to purchase “like” or similar assets.
MST RIDES Advisory Committee
January 17, 2007
Minutes

Present: Chair: Diana Seay: Consumer Representative
Vice Chair: Marie Swank: Consumer Representative
Alma Almanza: CCCIL: Consumer Representative, via telephone
Brandy Abend: Salinas Valley Dialysis
TAMC Staff: Mike Zeller: Transportation Planner
MST Staff: William Morris: Contract Transportation Manager
MST Staff: Robert Weber: Director of Transit Services
MV Transportation Staff: Lance Atencio: General Manager

Absent: Janne Bennick: REAP

1. Call to order

   Committee Chair Diana Seay called the meeting to order at 1:27 p.m.

2. Introductions

   Attendees introduced themselves and explained their affiliations.

3. Approval Of the Minutes

   The minutes were approved as published.

4. Public Comment

   None.

5. Committee Member Reports

   None.

6. New Business

   None.
7. Comments by Committee Members

Some committee members expressed satisfaction with the new dispatcher Ramiro, as well as some RIDES and DART drivers giving great customer service. MST staff informed the committee that staff was issuing a letter of thanks to two line 27 drivers, that were commended in a letter from a hotel manager.

Committee member Alma Almanza commented that some vehicles were still dirty inside and out, and that one of the vehicles’ heaters was no longer fastened to the floor properly. The committee decided to invite the MV Manager of Maintenance to the next meeting so that their concerns could be directly relayed.

Committee member Marie Swank, asked whether or not dispatcher schedule tweaking past the pick up window times given to customers, was allowable. Staff explained that some degree of schedule tweaking is necessary to accommodate additional trips, but that schedulers must call the customer if there is a need to renegotiate pick up times outside of the 15-minute window.

Committee member Brandy Abend, requested that a teleconference phone be available for her use when meetings occur at MST.

8. Unfinished Business

None.

9. Staff Reports and Information Items

MST staff reviewed ridership statistics. The new Trapeze certification statistical report was reviewed, but the committee was informed that there were still some corrections needed to the report. MST staff, Robert Weber, explained the service changes that are effective January 17th, informed them that MST had hired a consultant to study Bus Rapid Transit possibilities, that MST was looking for financing to build the proposed FJL building on Fort Ord, and that AMBAG would soon be releasing a study for South County transportation improvements. He also informed the committee that the Marina Transit Station was now closed for approximately 8 months during construction. Buses have been relocated to Seacrest and Reservation.

MV General Manager Lance Atencio, said that they were fully moved in to the new facility, and that they were in the process of hiring a third Bus Washer and a third Road Supervisor. He also stated that the new phone system was working much smoother.
10. Announcements:

None.

11. Adjourn

The Committee adjourned at 2:38 p.m.

SUBMITTED BY:  

William Morris
Local Transportation Funds Ad-Hoc Committee
February 20, 2007
Minutes

Present: Chair, Fernando Armenta, MST – Monterey County Supervisor
Director Kristin Clark, MST
Carl Sedoryk, General Manager/CEO, MST
Dave Potter, District 5 Supervisor, County of Monterey
Wayne Tanda, Resource Management Agency Director, County of Monterey
Ron Lundquist, Public Works Director, County of Monterey

Absent: Director M. Cunningham

Called to order 1:15pm

Review and discuss disbursement of Local Transportation Funds.

Supervisor Armenta requested Mr. Sedoryk and Mr. Tanda to provide presentations regarding their positions relative to how County Local Transportation Funds (LTF) should be allocated between transit and county road programs.

Carl Sedoryk stated that MST has two issues with regard to County of Monterey LTF allocations provided to MST. The first being that TAMC has not allocated LTF funds in a manner that is consistent with the MST Joint Powers Agreement. Also, MST staff feels that the County of Monterey share of LTF provided within the JPA agreement does not adequately compensate MST due to changes in federal law and guidelines. He went on to provide a brief presentation that included the following points:

- State of California Transportation Development Act (TDA) states that Local Transportation Funds (LTF) are to be used for transit purposes before they are used for road rehabilitation purposes.

- LTF funds comprise about 40% of the MST Fixed Route bus budget and about 75% of the MST RIDES ADA paratransit service budget.

- The Monterey-Salinas Transit Joint Powers Agreement agreed to in 1981 specifies that the County provides a portion of LTF to MST equal to the percentage of the County’s population that resides within a ½ mile corridor of an MST route and that LTF allocations amounts are calculated by the Transportation Agency of Monterey County (TAMC).

- MST recently discovered that TAMC had been using an out-dated percentage of the County population residing within the ½ mile MST service corridor that did
not reflect the actual percentage of population reflected in the Year 2000 Census. Since the Year 2000 census figures were published, MST staff estimates that TAMC has over allocated $290,000 of LTF funds to the County of Monterey that should have come to MST per the language of the MST Joint Powers Agreement. TAMC has since updated the LTF allocation percentage effective fiscal year 2007, however MST staff seeks repayment from the County of Monterey for those funds that were allocated in error.

- The MST JPA was executed before the inception of the Americans with Disabilities Act of 1990 (ADA). The ADA and all subsequent Federal Transit Administration guidance, and State of California TDA law defines the population served by transit as that which resides within ¾ mile corridor of a transit route. MST is required by ADA to provide complimentary paratransit services for persons with disabilities through the MST RIDES program to persons within this ¾ mile corridor.

- The County of Monterey only provides LTF funds for the population within a ½ mile corridor based on the original JPA. MST member jurisdictions and customers have been effectively subsidizing the population served within ½ mile - ¾ mile corridor through reduced services, increased fares, deferred maintenance and delayed capital investments.

- MST staff requests that the JPA be updated to change the County of Monterey share of LTF funds provided to MST to be equal the percentage of the population living within the ¾ mile ADA corridor served by MST. This change would transfer approximately an additional $270,000 of LTF funds to MST each year. Changes to the MST JPA may only be made by unanimous consent of MST Board members.

Mr. Tanda and Mr. Lunquist presented the County of Monterey staff point of view and made the following points:

- LTF funds diverted from County Public Works would result in less money for road repairs in the County - the same roads on which MST buses must operate, or other County general funds would need to be diverted to road maintenance.

- County staff agrees that the population percentage used to distribute LTF funds to MST should be updated to reflect the most current census information available effective fiscal year 2007 but disagrees that any repayment of past allocations should be made to MST.

- County staff acknowledges that ADA, FTA guidelines, State of California TDA law all define the population served by transit as those residing within a ¾ mile corridor of a transit corridor, but points out that there is no statute that requires the County to provide LTF funding for that amount of the County population living within that corridor.
• County staff does not believe that transit usage within the ¾ mile corridor is as intense as those of other jurisdictions due to lower densities of population and therefore does not think it is fair for the County to be required to subsidize MST at an amount equal to that of other member jurisdictions. They believe that this is why the current agreement calls for an LTF contribution for only that percentage of the population living within the ½ mile corridor and do not see a need to change the contribution percentage.

• County staff calculated that over 50% of their LTF supports both TAMC and MST and reiterated that and that allocating an additional $270,000 of County LTF to MST would inhibit their ability to complete necessary road construction projects.

Ms. Clark stated that MST, like the County and every other jurisdiction and agency within the County does not have enough funds to complete their projects and does not believe that MST member jurisdictions should to subsidize transit service to the County of Monterey unincorporated population residing within the ½ mile and ¾ mile corridor.

Mr. Potter acknowledged that both the need for transit and road rehabilitation in the County were great and asked if there was any room for negotiations between the parties.

Mr. Sedoryk said that MST staff would consider relinquishing its claim for repayment of $290,000 for past LTF misallocations under the current formula in exchange for changing the JPA agreement to reflect a County contribution of LTF that includes the percentage of the population within the ¾ mile corridor of a transit route.

Mr. Armenta, Mr. Potter and Ms. Clark agreed that more time would need to be taken to consider the issues presented.

Mr. Armenta stated that another meeting would be convened in the coming weeks.

*Meeting adjourned at 2:15 pm.*

PREPARED BY: Carl G. Sedoryk
Present:  Director Armenta  
Director Clark  
Director Sanchez  
Director Downey (arrived 3:12 p.m.)  
Carl Sedoryk, General Manager/CEO  
Hunter Harvath, AICP, Director of Administration  
John Arriaga, JEA & Associates (Via Telephone)  
Suzanne Fox, JEA & Associates (Via Telephone)  
Don Gilchrest, Walters & Associates (Via Telephone)  

Absent:  None  

1. Call to order  

Director Armenta called the meeting to order at 3:01 p.m.  

2. Public Comment  

There were no public comments on matters not on the agenda.  

3. Federal legislative update  

Mr. Gilchrest provided an update of federal legislation and funding matters. The FY 07 budget had been dragged out through the fall elections and was just passed by Congress and signed by the President in February. There will be a discretionary program for which MST can apply for bus replacement funds. Half of the funds are already spoken for through SAFETEA-LU earmarks. Mr. Sedoryk asked if MST could get more or less than it has in past years' earmark processes. Don Gilchrest confirmed that MST could get more depending upon the evaluation criteria of the discretionary program. The FY 2008 budget cycle will get started in earnest after Congress deals with several war-related matters on their agenda.  

Director Clark asked what amount of money would be awarded through this grant program. Mr. Gilchrest responded that approximately half of the $855 million total would be directed to this discretionary program. Director Sanchez asked about
Homeland Security programs. Mr. Gilchrest responded that the larger urban transit systems were receiving approximately $175 million and that small transit systems like MST would not be receiving funds at this time. Mr. Sedoryk indicated that transit is unfortunately not a priority for state homeland security funds. Director Armenta asked if MST needed to apply for these funds and Director Clark asked how much MST needed. Mr. Sedoryk responded that MST has identified approximately $500,000 in security upgrades needed on MST buses and at its facilities.

4. APTA Legislative Meeting March 11-13, 2007

Mr. Gilchrest has set up meetings on Tuesday, March 13th with Congressman Sam Farr at 4:30 pm and staff representing Senator Feinstein at 3:00 pm. He is still working on an appointment with a member of Senator Boxer’s staff. Mr. Sedoryk and Mr. Harvath will be meeting with FTA to discuss its Bus Rapid Transit (BRT) program and the Very Small Starts funding process. Mr. Sedoryk briefly touched on the Charter negotiating team process and stated that staff would be preparing comments and talking points for Board members who are attending the APTA Legislative meetings as well as at future meetings with our legislative delegation and their staff.

Director Sanchez asked for more information about BRT and Jobs Access Reverse Commute (JARC) programs. Mr. Gilchrest briefed the committee on the Very Small Starts program, which could fund BRT projects, and Mr. Harvath discussed the JARC and New Freedoms programs and the upcoming Monterey Bay regional Coordinated Human Services Plan being developed by AMBAG. Director Armenta asked about funding for the Marina Transit Exchange (MTX) and shelters. Director Downey echoed the need for more shelters, especially in Ryan Ranch. Mr. Sedoryk stated that we did not need any more funds for the MTX project, which would be a great MST accomplishment to profile to our legislative delegation and their staff. He added that the state infrastructure bond funds could be spent on new shelters. Director Clark profiled the way Del Rey Oaks has successfully made developers pay for shelters and recommended that the Ryan Ranch developers be similarly approached to pay for some, if not all, of the cost of installing shelters.

5. State legislative update

Mr. Arriaga detailed legislative and funding activities at the state level, including TAMC’s victory with the California Transportation Commission (CTC) in getting its Salinas Road project fully funded. Now that the CTC has awarded the full amount of the first round of bond funding, it will be turning to other areas, including goods movement, transit, and homeland security. There will be meetings in March to solicit input on the Transit Oriented Development funds provided for in the 1C-Housing Bond. Board member Armenta questioned why there were no meetings in the Central Coast. Mr. Arriaga stated that Lyn Jacobs, the California Housing and Community Development Director has been invited to the Central Coast, but so far has not committed to meeting here.
Ms. Fox stated that they were preparing a matrix of bills to watch in the upcoming legislative session, including SB45 for the Homeland Security portion of the transportation bond, AB901 for disbursing the first part of the transit portion of the bond, SB717 for addressing the Proposition 42 disbursement formula and SB716 for addressing the spillover revenue issues. The Legislative Analyst’s Office indicates that the budget is $2 billion further out of balance. Mr. Arriaga urged staff and Board Members to fight attempts to fill that deficit with transit dollars.

6. Discuss CTA Lobby Day March 21, 2007

Mr. Arriaga stressed the importance of CTA Lobby Day as we continue to let legislators and their staff members of our specific issues and projects. Mr. Harvath will be coming on Tuesday to meet with Legislative staff and Director Armenta and Clark will join Mr. Sedoryk on Wednesday to meet with the legislators and other transit agency representatives. (After the meeting adjourned, Director Clark discovered a conflict in her schedule as a Del Rey Oaks city councilmember that will prevent her from attending the CTA conference.) So as not to conflict with CTA activities, Director Armenta recommended that Mr. Arriaga set up a breakfast meeting with legislators, which had worked well several years ago.

7. Adjourn

Chair Armenta adjourned the meeting at 3:54 p.m.
To: Board of Directors  
From: M. Hernandez, Chief Operating Officer  
Subject: Award Contract for Ultra Low Sulfur Diesel Fuel (ULSDF) and Unleaded Gasoline.

RECOMMENDATION:

1. Award a two-year contract to Falcon Fuels, Incorporated, to furnish Ultra Low Sulfur Diesel Fuel (ULSDF) and Unleaded Gasoline.

2. Authorize staff to extend the contract for up to three one-year extensions under the same terms, conditions and prices provided the supplier has provided satisfactory service.

FISCAL IMPACT:

$1,414,633.00 for the initial year. This is the estimated cost for ULSDF and Unleaded Gasoline for the first initial year contract period. Funding is available in the FY 2007 operations budget.

POLICY IMPLICATIONS:

Your Board approves contract greater than $25,000.

DISCUSSION:

In March 2003, MST began receiving fuel from Golden Gate Petroleum (GGP) under a two-year contract, with up to three one-year extensions. In late 2006, GGP requested a price relief due to the volatility of fuel prices. MST uses more than 600,000 gallons of diesel per year and declined to renegotiate the pricing terms, as the new terms could potentially increase fuel costs by up to $3,000 per week.

Rather than publish our own IFB, MST choose to coordinate with the San Francisco Bay Area Regional Transit Coordinating Council (RTCC) in order to achieve the maximum benefit of collective procurement for its members. The new contract with Falcon Fuels has a slightly lower cost than the contract with GGP.

Bid amounts for a two-year period for the estimated quantities of ULSDF and Unleaded Gasoline were requested. Fuel prices are based on the average weekly fuel price. The Results of the IFB are listed below.

Falcon Fuels Incorporated, was the lowest responsible and responsive bidder.
Results of the IFB for MST with a **two-year** contract are as follows:

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>LOCATION</th>
<th>AMOUNT</th>
<th>DBE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Falcon Fuels</td>
<td>Paramount, CA</td>
<td>$2,829,106.00</td>
<td>No</td>
</tr>
<tr>
<td>Southern Counties Oil Company</td>
<td>Orange, CA</td>
<td>$2,841,793.10</td>
<td>No</td>
</tr>
<tr>
<td>Golden Gate Petroleum</td>
<td>Martinez, CA</td>
<td>$2,851,882.00</td>
<td>No</td>
</tr>
<tr>
<td>Pinnacle Petroleum</td>
<td>Seal Beach, CA</td>
<td>$2,862,378.00</td>
<td>No</td>
</tr>
</tbody>
</table>

Based upon their submission of a responsive price quote with the lowest cost, and offering all the services that meet the IFB specifications requested by staff, recommendation is to award a two-year contract to Falcon Fuels Inc. Approval of this action also authorizes staff to extend the contract for up to three additional one-year periods.
To: Board of Directors  

From: M. Hernandez, Chief Operating Officer  

Subject: Award Contract for Hybrid Vehicle Purchase

RECOMMENDATION:

1. Award a contract to Sam Linder Honda for the purchase of two (2) hybrid sedans.

2. Award a contract to Serramonte Ford for the purchase of two (2) hybrid Sport Utility Vehicles (SUV).

FISCAL IMPACT:

A total of $106,534.87. $50,854.95 for two (2) Honda Civic Hybrid sedans and $55,679.92 for two (2) hybrid SUVs. Funding is available in the FY 2007 Capital budget.

POLICY IMPLICATIONS:

Your Board approves contracts greater than $25,000.

DISCUSSION:

MST’s vehicle replacement guidelines call for keeping non-revenue vehicles (sedans, vans, light/medium duty trucks and SUVs) in service for seven years with a minimum of 125,000 miles; provided operating the vehicles is cost effective. Heavy-duty diesel trucks have a ten-year service life, provided they meet State/CARB emission requirements.

This procurement will replace one 1997 Ford Contour sedan and three 1999 Cherokee Jeeps. The Contour is an Admin support vehicle and Supervisors use the Jeeps for operations field support.

The 1997 Contour was removed from service in late 2006 after the engine sustained major damage and was beyond reasonable/cost efficient repair. Some of the engine parts were then used to repair a 1996 Contour, which also had similar engine problems. The Jeeps have excessive mileage and repair costs. Mileage and repair costs for the three Jeeps exceed the following: Unit 450: 143,000 miles and $6,500; Unit 451: 129,000 miles and $7,000; Unit 452: 123,000 miles and $9,600. Should MST continue to operate these vehicles we can expect more than $2,000 in additional repair costs for at least one of the vehicles.
In effort to reduce fuel consumption and vehicle emissions, hybrid vehicles will become part of MST's non-revenue vehicle replacement plan. Fuel economy for the hybrid vehicles for City/Highway driving is rated as follows: sedans 49/51 and SUVs at 32/29. Based on the cost per gallon of fuel during the past 12 months, and using conservative fuel economy estimates (39mpg for the sedans and 28mpg for the SUV), these four hybrid vehicles will save MST an estimated $35,200 in total fuel costs over their 125,000-mile life, when compared to the fuel economy of the current vehicles. Additionally, to help reduce repair costs, a 7 year, 100,000 mile extended warranty plan is included in the price. Reduced maintenance costs combined with fuel savings will result in a positive return to MST over the life of the vehicles.

MST published an Invitation for Bid (IFB), advertised in local newspapers, mailed to a listing of potential suppliers, and posted an announcement on the MST web site inviting quotes. Bids were received from the following car dealerships, and compared against pricing received from the Department of Government Services.

**Results of the IFB for the two hybrid sedans were as follows:**

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>LOCATION</th>
<th>AMOUNT</th>
<th>DBE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sam Linder Honda</td>
<td>Salinas, CA</td>
<td>$50,854.95</td>
<td>No</td>
</tr>
<tr>
<td>Department of Government Services</td>
<td>Sacramento, CA</td>
<td>$55,364.10</td>
<td>No</td>
</tr>
<tr>
<td>Toyota of Santa Cruz</td>
<td>Capitola, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Gilroy Toyota</td>
<td>Gilroy, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Salinas Toyota</td>
<td>Salinas, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Victory Toyota</td>
<td>Seaside, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Val Strough Honda</td>
<td>Seaside, CA</td>
<td>No Response</td>
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</tbody>
</table>

**Results of the IFB for the two hybrid SUV were as follows:**

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>LOCATION</th>
<th>AMOUNT</th>
<th>DBE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Serramonte Ford</td>
<td>Colma, CA</td>
<td>$55,679.92</td>
<td>No</td>
</tr>
<tr>
<td>Department of Government Services</td>
<td>Sacramento, CA</td>
<td>$58,018.20</td>
<td>No</td>
</tr>
<tr>
<td>Cypress Coast Ford</td>
<td>Seaside, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Cardinale Automobile Group</td>
<td>Seaside, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Gilroy Pontiac, Buick, and GMC</td>
<td>Gilroy, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>My Suzuki</td>
<td>Salinas, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Nissan</td>
<td>Salinas, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Salinas Valley Ford-Isuzu</td>
<td>Salinas, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Tiffany Ford Mercury</td>
<td>Hollister, CA</td>
<td>No Response</td>
<td></td>
</tr>
<tr>
<td>Val Strough Honda</td>
<td>Salinas, CA</td>
<td>No Response</td>
<td></td>
</tr>
</tbody>
</table>

Based upon their submission of a responsive price quote with the lowest cost, and offering all the services that meet the IFB specifications requested by staff, recommendation is to award purchase of two (2) hybrid sedans to Sam Linder Honda and two (2) hybrid SUVs to Serramonte Ford.
To: Board of Directors

From: M. Hernandez, Chief Operating Officer

Subject: Authorize A Contingency Budget For the Marina Construction Project

RECOMMENDATIONS:

1. Authorize a contingency budget in the amount of $263,600 for the Marina Transit Exchange construction project.

2. Authorize staff spending authority for the appropriate City/utility fees, permits and speciation inspections related to the project.

FISCAL IMPACT:

$263,600. Funding is available in the approved capital budget.

POLICY IMPLICATIONS:

Your Board approves purchases and contracts over $25,000.

DISCUSSION:

At the December 11, 2006 meeting your Board authorized awarding a $2,636,008 contract to DMC Construction (DMC) for the construction of the Marina Transit Exchange (MTX). Additionally, MST has already spent approximately $67,400 in City/utility fees, permits and for other special inspections, which are not part of the contract with DMC. The DMC contract amount does not include a contingency for changes to the project, or address other unknown project costs. FTA procurement guidelines call for a 10% contingency for construction projects.

Staff spending is authorized up to $24,999. Based on the magnitude of the project it is anticipated that unknown costs may exceed staff authority. Construction projects typically have some cost increases associated with new or previously unknown findings at the job site, and for materials substitution or design changes. There have already been changes to the project in the amount of $14,139. Without approval to exceed the current spending authorization, work at the job site may be delayed, or in a worse case scenario stop, until the expenditure is authorized at the next Board meeting.
Approval of this item will allow staff to authorize all City/utility permits, fees and special inspections. This action would also authorize a 10% project contingency, up to an additional $249,461 ($14,139 has already been spent). Authorizing this expenditure leaves approximately $1,001,000 remaining in the project budget.
To: Board of Directors

From: H. Harvath, Director of Administration

Subject: Transit Fare Structure Analysis

RECOMMENDATION:

1. Receive presentation from Connetics, Inc., on the MST Transit Fare Structure Analysis.

2. Provide direction to staff regarding the possible implementation of a new fare/zone structure.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board sets MST’s fares and transfer policies. Staff is seeking feedback from your Board on proposals to restructure MST’s fare and zone structures.

DISCUSSION:

MST has engaged Connetics, Inc., to analyze its current fare/zone structure, which is currently comprised of six zones and five overlap zones. Currently, MST fares are calculated according to how many zones a customer travels in on their trip. On a one-way trip, $2 ($1 for discount) is charged for each zone. An additional 25-cent (10-cent discount) transfer is required if more than one bus is utilized to complete the trip. This confusing fare and zone structure is seen as a barrier to increasing ridership. In addition, reduced pricing for shorter trips could also attract new customers to MST buses. Staff asked Connetics to consider historical ridership and revenue data to recommend a new fare strategy and zone structure that would:

- Increase ridership
- Achieve trip-length equity
- Achieve socioeconomic equity
- Maintain farebox recovery ratio of 25-30%
- Improve passenger loading efficiency and fare collection
- Ease customer understanding and usage
- Reduce driver-passenger conflict

Staff is seeking input from your Board on the results of the study and direction as to which, if any, of the proposed new fare structures should be implemented.
To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monthly Report

Attached are the most recent monthly statistics and the reports from the Administration and Operations/Maintenance Departments.

On January 10, 2007 Fernando Armenta, Kristin Clark, Sergio Sanchez, Carl Sedoryk, Hunter Harvath, and John Arriaga conducted meetings in Sacramento to discuss MST projects and the state infrastructure bond measure. Meetings were held with the following individuals:

- Assembly Member John Laird, California Assembly 27th District
- John Barna, Executive Director for the California Transportation Commission
- Assembly Member Anna Caballero, California Assembly 28th District
- Josh Shaw, Executive Director for the California Transit Association
- Senator Abel Maldonado, California Senate 15th District
- Art Bauer, Senate Transportation Committee
- Linda Wheaton, Assistant Deputy Director; Craig Morrow Housing Policy Manager, Department of Housing and Community Development

On January 22–23, 2007, Carl Sedoryk, and Hunter Harvath traveled to Washington DC and conducted meetings related to MST projects FY 2008 federal appropriations. Meetings were held with the following individuals:

- Bernadette Arellano, Professional Staff to Congressman Michael M. Honda (D-CA)
- Dwayne Weeks, Senior Community Planner/Team Leader, Federal Transit Administration
- Ryan Hunt, Professional Staff to Senator Dianne Feinstein (D-CA)
• Congressman Sam Farr (D-CA)
• Laurie Saroff, Professional Staff to Senator Barbara Boxer (D-CA)
• Matt Welbes, Chief of Staff, Federal Transit Administration

On January 27–30, 2007, Carl Sedoryk, traveled to Tempe, AZ to attend the APTA CEO Conference and attended meetings on the following topics.

• How Your Leadership Changes Others’ Thinking and Behavior
• Leadership Development and Legacy Thinking
• Leading Through Disasters and Recovery
• Placemaking and Your TOD Investment
• Strategic Leadership
• New Congress – New Opportunities
• Labor Relations Update
• Best Practices & New Public Transportation Programs
• The Board-Savvy Public Transportation CEO

The APTA Conference provided an opportunity to meet and discuss transit leadership strategies with a wide assortment of transit CEO’s from across the nation.

Attachment #1 – Fixed Route Bus – Monthly Boardings
Attachment #2 – Fixed Route Bus – Comparative Statistics
Attachment #3 – MST RIDES Monthly Boardings
Attachment #4 – MST RIDES Comparative Statistics
Attachment #5 – Operations Department Report December 2006
Attachment #6 – Facilities & Maintenance Department Report December 2006
Attachment #7 – Administration Department Report December 2006

PREPARED BY: ____________________________
Carl G. Sedoryk
March 9, 2007

To: M. Hernandez, Chief Operating Officer

From: R. Weber, Director Of Transportation Services

Subject: Transportation Department Monthly Report, January 2007

FIXED ROUTE BUS OPERATIONS:

System Wide Service:

Preliminary boarding statistics indicate that ridership increased by 5.48% in January 2007 (352,979), as compared to January 2006 (334,646).

January productivity remained constant from 20.90 passengers per hour last year, to 20.92 passengers per hour for January of 2007.

Seasonal Service:
None

Supplemental Service:
On January 31st MST provided supplemental transit service for the annual First Night Monterey event – 2,454 passengers were transported for this one night event. This represents a 31.64% decrease in boardings from last years event. Event organizers have reported lower attendance during this year’s event.

System Wide Statistics:

- Ridership: 352,979
- Vehicle Revenue Hours: 16,871.5
- Vehicle Revenue Miles: 263,042
- System Productivity: 20.92 Passengers Per Vehicle Revenue Hour
- Scheduled One-Way Trips: 23,069

On-Time Compliance: Of 86,608 total time-point crossings sampled for the month of January, the TransitMaster™ system recorded 11,780 delayed arrivals to MST’s published time-points system-wide. This denotes that 86.40% of all scheduled arrivals at published time-points were on time.

Buses arriving later than 5 minutes beyond the published schedule are considered late. The on-time compliance chart (attached) reflects system wide “on-time performance” as a percentage to the total number of sampled time-point crossings.

Trips With 10 or More Standees: There were 55 reported overcrowded trips for the month of January. (See Operations Summary report for further information)

Cancelled Trips: There were a total of 10 cancelled trips for the month of January for both directly operated and contracted services representing only 0.04% of all scheduled trips for the month. Cancelled trips for January were attributed to the following:
### Reason

<table>
<thead>
<tr>
<th>Reason</th>
<th>Cancelled Trips</th>
<th>% Of All Missed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operator Error</td>
<td>1</td>
<td>10%</td>
</tr>
<tr>
<td>Mechanical Failure</td>
<td>8</td>
<td>80%</td>
</tr>
<tr>
<td>Accident</td>
<td>1</td>
<td>10%</td>
</tr>
</tbody>
</table>

### CONTRACTED SERVICES:

#### MST RIDES Program:

- Preliminary boarding statistics for the MST RIDES program reflect that for the month of January there were 4,900 passenger boardings. This represents a **2.55% decrease** in passenger trips from January of 2006.

- MV Transportation Inc was involved in two (2) non-preventable vehicle accidents in MST owned RIDES vehicles. Minor damage was sustained to the vehicles, and there were no injuries reported.

### Other:

- January 27 – MV Transportation Inc began Operating the new Line 4 Carmel – Carmel Ranch & the Line 1X Asilomar – Lover’s Point Express

### COMMUNICATIONS:

In January, the Communications Department summoned public safety agencies on **nineteen (19)** separate occasions to MST’s transit vehicles and facilities:

<table>
<thead>
<tr>
<th>Agency Type</th>
<th>Incident Type</th>
<th>Number Of Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police</td>
<td>Passenger Incident</td>
<td>13</td>
</tr>
<tr>
<td>Emergency Medical Services</td>
<td>Medical Emergency</td>
<td>6</td>
</tr>
</tbody>
</table>

Robert Weber

**ATTACHMENTS:** MST Fixed-Route Bus ~ ~ On Time Compliance FY 2007.
### MST FIXED ROUTE

#### ON-TIME COMPLIANCE FY 2007

<table>
<thead>
<tr>
<th>MONTH</th>
<th>FY06 ON-TIME PERFORMANCE</th>
<th>FY07 TIME POINT COUNT</th>
<th>FY07 DELAYED ARRIVALS 3 + MINUTES *</th>
<th>FY07 ON-TIME PERFORMANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>74.38%</td>
<td>87,405</td>
<td>13,494</td>
<td>84.56%</td>
</tr>
<tr>
<td>August</td>
<td>74.16%</td>
<td>89,442</td>
<td>16,890</td>
<td>81.12%</td>
</tr>
<tr>
<td>September</td>
<td>74.95%</td>
<td>84,134</td>
<td>15,816</td>
<td>81.20%</td>
</tr>
<tr>
<td>October</td>
<td>76.71%</td>
<td>86,471</td>
<td>13,643</td>
<td>84.22%</td>
</tr>
<tr>
<td>November</td>
<td>77.21%</td>
<td>80,559</td>
<td>13,083</td>
<td>83.76%</td>
</tr>
<tr>
<td>December</td>
<td>81.52%</td>
<td>87,779</td>
<td>11,492</td>
<td>86.91%</td>
</tr>
<tr>
<td><strong>January</strong></td>
<td><strong>81.97%</strong></td>
<td><strong>86,608</strong></td>
<td><strong>11,780</strong></td>
<td><strong>86.40%</strong></td>
</tr>
<tr>
<td>February</td>
<td>76.63%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>89.06%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>86.82%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>83.42%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>85.54%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* - On time = Arrival within 5 minutes of the published schedule

**TOTAL**

<table>
<thead>
<tr>
<th>MONTH</th>
<th>COUNT</th>
<th>DELAYED ARRIVALS 3 + MINUTES</th>
<th>ON-TIME PERFORMANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>602,398</td>
<td></td>
<td>96,198</td>
</tr>
</tbody>
</table>

**Monthly Average**

<table>
<thead>
<tr>
<th>MONTH</th>
<th>ON-TIME PERFORMANCE</th>
<th>TIME POINT COUNT</th>
<th>DELAYED ARRIVALS 3 + MINUTES</th>
<th>ON-TIME PERFORMANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>77.27%</td>
<td>86,057</td>
<td>13,743</td>
<td>84.02%</td>
</tr>
</tbody>
</table>

---

### On-Time Compliance

Goal 87%
Date: January 31, 2007

To: C. Sedoryk, General Manager/CEO

From: Lyn Owens, Director Human Resources; Hunter Harvath, Director of Administration; Brigga Mosca, Marketing & Sales Manager; Mark Eccles, Director Information Technology

Subject: Administration Department Monthly Report January 2007

The following significant events occurred in Administration work groups for the month of January 2007:

**Human Resources**

Employment activity for the month of January 2007 is summarized as follows:

<table>
<thead>
<tr>
<th>Department</th>
<th>Title</th>
<th>Transaction</th>
<th>Hire Date</th>
<th>Term Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative</td>
<td>Planning Intern</td>
<td>Promo/Transfer</td>
<td>01/02/2007</td>
<td></td>
</tr>
</tbody>
</table>

Total employment levels for January 2007 is summarized as follows:

<table>
<thead>
<tr>
<th>Positions</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coach Operators / Trainees</td>
<td>126</td>
<td>129</td>
<td>3</td>
</tr>
<tr>
<td>C/O on Long Term Leave</td>
<td>10</td>
<td>4</td>
<td>-6</td>
</tr>
<tr>
<td>Coach Operators Limited Duty</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Operations Staff</td>
<td>22</td>
<td>22</td>
<td>0</td>
</tr>
<tr>
<td>Maintenance &amp; Facilities</td>
<td>42</td>
<td>41</td>
<td>-1</td>
</tr>
<tr>
<td>Administration (Interns 2 PT)</td>
<td>21.5</td>
<td>20.5</td>
<td>-1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>222.5</strong></td>
<td><strong>217.5</strong></td>
<td><strong>-5</strong></td>
</tr>
</tbody>
</table>

Workers Compensation statistics are as follows:

<table>
<thead>
<tr>
<th>January 2007</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Expenses</td>
</tr>
<tr>
<td>Reserves</td>
</tr>
<tr>
<td># Open cases</td>
</tr>
<tr>
<td># Closed cases</td>
</tr>
<tr>
<td>Average Reserves per Open claim</td>
</tr>
<tr>
<td># Open with no financial activity</td>
</tr>
</tbody>
</table>

In the Month of January, the new Coach Operator class concluded their training when they passed the Customer Relations module.
Risk Management Update

<table>
<thead>
<tr>
<th>Description</th>
<th>January 2006</th>
<th>January 2007</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Preventable</td>
<td>Preventable</td>
</tr>
<tr>
<td></td>
<td>Yes  No</td>
<td>Yes  No</td>
</tr>
<tr>
<td>Collision w/ stationary object</td>
<td>0  0</td>
<td>2  0</td>
</tr>
<tr>
<td>Collision w/ a vehicle</td>
<td>0  2</td>
<td>0  1</td>
</tr>
<tr>
<td>Passenger fall</td>
<td>0  0</td>
<td>0  2</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>2  2</strong></td>
<td><strong>3</strong></td>
</tr>
</tbody>
</table>

Liability Claims Paid/Recovered – Property and Personal Injury

$445.63 was recovered. There were no claims paid.

Customer Services Update

Customer Service received 79 customer comments during the month as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>January 07</th>
<th>%</th>
<th>January 06</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Compliment</td>
<td>10</td>
<td>12.66%</td>
<td>10</td>
<td>23.81%</td>
</tr>
<tr>
<td>Request To Add Service</td>
<td>26</td>
<td>32.91%</td>
<td>2</td>
<td>4.76%</td>
</tr>
<tr>
<td>Improper Employee Conduct</td>
<td>6</td>
<td>7.59%</td>
<td>6</td>
<td>14.29%</td>
</tr>
<tr>
<td>Fare / Transfer Dispute</td>
<td>5</td>
<td>6.33%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Routing</td>
<td>4</td>
<td>5.06%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Improper Driving</td>
<td>4</td>
<td>5.06%</td>
<td>6</td>
<td>14.29%</td>
</tr>
<tr>
<td>Bus Stop Amenities</td>
<td>3</td>
<td>3.80%</td>
<td>1</td>
<td>2.38%</td>
</tr>
<tr>
<td>Late Arrival</td>
<td>3</td>
<td>3.80%</td>
<td>1</td>
<td>2.38%</td>
</tr>
<tr>
<td>Passenger Conduct</td>
<td>3</td>
<td>3.80%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>3</td>
<td>3.80%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Early Departure</td>
<td>2</td>
<td>2.53%</td>
<td>3</td>
<td>7.14%</td>
</tr>
<tr>
<td>Passed By</td>
<td>2</td>
<td>2.53%</td>
<td>3</td>
<td>7.14%</td>
</tr>
<tr>
<td>Agency Policy</td>
<td>2</td>
<td>2.53%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Inaccurate Public Information</td>
<td>2</td>
<td>2.53%</td>
<td>1</td>
<td>2.38%</td>
</tr>
<tr>
<td>ADA Compliance</td>
<td>1</td>
<td>1.27%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Off Route</td>
<td>1</td>
<td>1.27%</td>
<td>2</td>
<td>4.76%</td>
</tr>
</tbody>
</table>
Service Schedule

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>1.27%</th>
<th>0</th>
<th>0.00%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overcrowding</td>
<td>1</td>
<td>1.27%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>No Show</td>
<td>0</td>
<td>0.00%</td>
<td>2</td>
<td>4.76%</td>
</tr>
<tr>
<td>Unsafe Conditions</td>
<td>0</td>
<td>0.00%</td>
<td>2</td>
<td>4.76%</td>
</tr>
<tr>
<td>Carried By</td>
<td>0</td>
<td>0.00%</td>
<td>2</td>
<td>4.76%</td>
</tr>
</tbody>
</table>

79  100.00%  42  100.00%

The overall number of Service Reports in January ’07 almost doubled from a year ago. The “Request to add Service” and “Routing” categories accounted for 38% of the service reports. Primarily, customers voiced their opinions and concerns about the January 27, 2007 service change. Service Report increases correlate with the increased call volume that Customer Service experienced in January ’07. Similar results are anticipated for February ’07.

Marketing and Sales Update

Advertising revenue for the month of January totaled $9,977. Clients included: Comcast, McDonald’s, Monterey Regional Water Pollution Control Agency, Kinship Center, Extreme Learning and Northern California Toyota Dealers.

Media activities included press releases written and distributed for: Marina Transit Exchange temporary location change, Bus service schedule Martin Luther King, Jr. Day, Groundbreaking Marina Transit Exchange and January 27 service changes. Published news included: holiday schedule, January service change, Line 55 San Jose Express, Big Sur start-up plus feature stories on Marina Transit Exchange temporary move, MST record ridership achievement and Marina Transit Exchange groundbreaking (featured in print and television).

Marketing activities were focused on public information materials about the major January service change.

Outreach activities included Marina Transit Exchange groundbreaking event with MST staff and Boardmembers, public officials, and media representatives.

Planning Update

During the month of January, planning staff continued the preparation work for the January 27th service change, the largest undertaken by MST in over 7 years. Staff continued working with FORA on the BRT/multi-modal corridor design process as well as with Wilbur Smith, Inc., for the regional Monterey Bay Bus Rapid Transit study. Planning efforts continued on the January 26th groundbreaking ceremony for Phase 1 of the Marina Transit Exchange/Marina Central Village as well as the Phase 2 mixed-use portion of the project.
Graham Carey from Lane Transit in Eugene, Oregon, made presentations to the MST Board and met with representatives from the cities of Monterey and Salinas to discuss implementing BRT facilities in their respective communities. Site visits were conducted during his visit of several corridors to gauge suitability for BRT systems. Consultants from Connetics, Inc., gave a presentation of their draft findings on their review of MST’s fare and zone structure. Staff met with representatives of MPC to discuss upcoming construction impacts on transit service and to explore long-term solutions for improved transit access to campus. Staff met with newly installed President Dianne Harrison of CSUMB to discuss student pass programs. Staff also met with representatives from Salinas Valley Memorial Hospital and HSBC to discuss commute-hour trips between the Peninsula and these work locations.

Staff attended regular meetings of TAMC, SSTAC, FORA, AMBAG, MCHA, Competitive Clusters, as well as the Monterey Peninsula taxi study group. Staff met with representatives of SCRAMP to discuss the possibility of increased transit service to the Red Bull Moto-GP event this July. Staff traveled to both Sacramento and Washington, DC to conduct lobbying efforts for MST’s projects and programs. Staff joined the General Manager/CEO in meeting with newly elected Salinas Mayor Dennis Donahue.

**Information Technology Update**

Staff continued working on outstanding warranty claims with the Siemens Transitmaster system. Staff continued to configure software for the ongoing implementation of the Maximus Maintenance system. Staff continued to configure hardware and software for the ongoing implementation of the FAMIS Accounting system. Staff updated software components of MST workstations. Staff continued developing functionality of the Payroll and Customer Service databases. Staff were working on upgrading servers and reconfiguring the network infrastructure of the MST computer system. Staff continued to support MST staff as needed, proactively ensuring MST staff were supported fully with their IT needs.
REVISED
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
www.tamcmonterey.org

HIGHLIGHTS

February 28, 2007 Meeting

TRANSPORTATION AGENCY SEEKS PUBLIC INPUT ON TRANSPORTATION IN MONTEREY COUNTY

What do you believe are the biggest transportation issues in Monterey County? Where are the most hazardous locations? How do you believe transportation should be funded in Monterey County? The Transportation Agency wants to know your thoughts and concerns about transportation in Monterey County, by attending one of the following community meetings:

Monday, March 26, 2007, 6-8pm
Hilltop Park Center,
Jessie Street and David Avenue,
Monterey

Wednesday, March 28, 2007, 6-8pm
Greenfield Community Center,
1351 Oak Avenue,
Greenfield

Thursday, April 5, 2007, 6-8pm
Salinas Community Center, Santa Lucia Room
940 Main St,
Salinas

STATE FUNDING ANTICIPATED FOR MONTEREY COUNTY TRANSPORTATION PROJECTS

Construction on these Monterey County roads could begin in the next couple years if $28.1 million in state funding is granted in April of this year:

<table>
<thead>
<tr>
<th>Project Title</th>
<th>New Funds (thousands)</th>
<th>TOTAL Project Cost (thousands)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - Salinas Road (right of way cost increase)</td>
<td>$417</td>
<td>$48,516</td>
</tr>
<tr>
<td>101 Airport Blvd Phase 1 (cost increases)</td>
<td>$5,740</td>
<td>$34,483</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>----------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>101 Prunedale Improvement Project (cost increase)</td>
<td>$3,075</td>
<td>$282,255</td>
</tr>
<tr>
<td>101 San Juan @ Red Barn (right of way cost increase)</td>
<td>$8,300</td>
<td>$77,100</td>
</tr>
<tr>
<td>68 - Community Hospital Phase 2 (design)</td>
<td>$250</td>
<td>$21,000</td>
</tr>
<tr>
<td>Davis Road Bridge (cost increase)</td>
<td>$500</td>
<td>$22,000</td>
</tr>
<tr>
<td>Monterey Salinas Transit buses</td>
<td>$7,500</td>
<td>$7,500</td>
</tr>
<tr>
<td>Planning, Programming, Monitoring</td>
<td>$1,800</td>
<td>$1,800</td>
</tr>
</tbody>
</table>

Eligibility for these funds is based on a list of projects prepared by the region for the California Transportation Commission to consider. The projects being considered have already been included in the State Transportation Improvement Program. These new state funds do not pay the full cost of all these projects, they however, will allow the projects to progress to advanced stages including construction, and are the last piece in the funding puzzle for many projects. Given the long list of projects seeking funding and input from the Commission, those projects already in the environmental review stage will receive highest priority. Some projects have been moving forward, but have also experienced cost increases due to construction market forces.

There are still many unknowns at the current time as to the full availability of these funds; therefore finding a stable source of local funding is still needed to support the future of transportation in this county.

**BIG PLANS SLATED FOR HIGHWAY 156 AND 101/156 INTERCHANGE**

Highway 156 is a vital transportation link between the Monterey Peninsula and Silicon Valley. At the Transportation Agency Board meeting Caltrans unveiled two alternatives for the corridor. The first option is to widen the existing Highway 156 and construct interchanges to provide access to the adjacent communities. The second alternative is to add 4 new lanes directly to the south and use the exiting 156 as a frontage road. Both alternatives include a new west end interchange at Castroville Boulevard and a new interchange at 101/156. The new interchange at 101/156 will greatly improve safety and capacity. The estimated cost for each alternative is $300 million, funding which will be sought from both state and local sources. The environmental analysis stage of this project, sponsored by Caltrans, is now underway and will be completed in 2009, with final project completion set for 2014 if funding is available.

Caltrans is also working with the county and the Transportation Agency to find short-term solutions to improving safety along this corridor. Ideas being explored include: enforcing no passing zones, installing rumble strips, restriping, installing signals and building an alternative access point for the Oak Hills community. These short-term changes could be put into place in one to five years.
TRANSPORTATION AGENCY BOARD MEETINGS ON PUBLIC ACCESS TELEVISION

Monterey County residents will soon be able to learn about the Agency's purpose as well as important transportation issues, projects and programs in their county, from the comfort of their home. Beginning this summer Transportation Agency Board meetings will be shown on the Monterey County government-programming channel (Comcast Cable channel 28) and on the government-programming channel used by Charter Cable customers in North and South Monterey County.

ORGANIZATION OF A MONTEREY PENINSULA TAXI AUTHORITY MOVING FORWARD

Taxi service on the Monterey Peninsula could improve greatly if a new study to consolidate taxi administration on the peninsula finds it to be cost effective. The Transportation Agency voted to release a request for proposals to hire a consultant who would research merging the city, county, and airport taxi oversight in order to consolidate different regulations for taxi service throughout the peninsula. These administrative differences have caused confusion among taxi users and operators and have also led to difficulties in enforcing regulations. The purpose of the proposed Regional Taxi Authority would be to consolidate the taxi operator licensing and inspection functions under the entity, with standardized criteria and an ultimate goal of consistency, safety, and quality taxi service.

FAREWELL TO LAURIE MORENO

The Transportation Agency bid farewell to Laurie Moreno, a 6 ½-year employee who has worked for the Agency since it became independent in 2000. Ms. Moreno was recognized for her exemplary service to the region and her efforts to keep the Agency running smoothly and Board members up-to-date on the latest Agency issues. As the Senior Administrative Assistant and Notary Public Ms. Moreno also oversaw the compilation and review of the Agency Board and Committee agenda packets while accomplishing these tasks with humor, dedication and persistence. Ms. Moreno will continue her career in the City of Pacific Grove.
TO: Carl Sedoryk
FROM: Thomas P. Walters

The following report summarizes recent actions taken on behalf of Monterey-Salinas Transit:

- Consulted with MST on 2007 Federal agenda and advised on lobbying strategies for bus replacement, facilities funding, and security improvement projects.

- Contacted Congressional offices and Senators Boxer and Feinstein to request support for MST projects. Assisted MST staff with development and submission of requests for Federal funding support.

- Conducted advanced planning for 2007 advocacy by MST staff and board members, including scheduling meetings in Washington, D.C.

- Participated in MST Legislative Committee meeting to discuss 2007 Federal agenda. Provided updates on FY 2007 appropriations legislation and outlook for FY 2008.

- Represented MST at APTA Washington Area Transit Industry Representatives Task Force meeting.

TPW:dwg
DATE: March 1, 2007
TO: Carl Sedoryk, General Manager/CEO
Monterey-Salinas Transit
FROM: John E. Arriaga, President
SUBJ: February 2007 Activity Report

Week of February 5, 2007
- Met with Robert Chung, Senior Consultant to the California Transportation Commission (CTC) regarding Prop. 1B processes, procedures and timelines.
- Conducted “Meet & Greets” with new members of the Legislature
- Assembly Democrats out of town for Democratic Caucus Retreat
- Assembly Republicans out of town for Republican Caucus Retreat
- Monitored introduction of legislation
- Monitored gubernatorial appointments
- Provided Weekly Capitol Update Report

Week of February 12, 2007
- State Holiday in observance of Lincoln’s Birthday
- Attended Senate Transportation & Housing Committee Informational Hearing on Prop. 1C and its Transit-Oriented Development Program
- Conducted “Meet & Greets” with new members of the Legislature
- Coordinated meeting schedule for MST’s Legislative visits to the State Capitol
- Monitored gubernatorial appointments
- Monitored introduction of Legislation
- Prepared Capitol Weekly Update Report

Week of February 19, 2007
- State Holiday in observance of President’s Day
- Participated in meetings with regional Legislative Representatives and others regarding MST’s State Priorities and infrastructure projects
- Attended CTC Commission Meeting regarding implementation and selection of CMIA proposed projects.
- Attended Senate Transportation & Housing Committee Informational Hearing on Prop. 1B
- Coordinated and participated in the tour and presentation provided to Assembly Member Anna Caballero of MST facilities, programs and projects
- Prepared Capitol Weekly Update Report
- Conducted “Meet & Greets” with new members of the Legislature
- Monitored gubernatorial appointments
- Monitored introduction of Legislation
**Week of February 26, 2007**

- Attended Senate Environmental Quality Committee informational hearing on Prop. 1B and its air quality provisions
- Attended Assembly Joint Transportation Committee and Budget Sub. # 5 informational hearing on Prop. 1B
- Attended Senate Joint Transportation & Housing Committee and Budget # 4 informational hearing on Prop. 1B
- Attended CTC Commission meeting in Orange County regarding the approval of the CMIA project list and funding for $4.5 billion
- Participated in MST Legislative Committee Meeting via conference call
- Prepared Capitol Weekly Update Report
- Monitored gubernatorial appointments
- Monitored introduction of Legislation

Please feel free to contact me at (916) 669-1340 with any questions or concerns you may have regarding information contained in this report.
RECOMMENDATION:

Receive quarterly performance results.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

None. Information only.

DISCUSSION:

This report is for the 2nd Quarter ending December 31, 2006. The Quarterly Report is divided into four sections: FY 2007 Objectives, Key Business Driver Performance Results, Budget Control Results and Capital Projects Status.

FY 2007 Objectives (Attachment 1). Annual objectives are adopted by the Board prior to the start of the fiscal year. MST staff is current with the objectives for FY 2007.

Key Business Driver Performance Results (Attachment 2). Key Business Drivers are derived from MST’s Mission Statement. The drivers listed below are reported in Attachment 2.

Key Business Driver #1 - Operate safely, efficiently and effectively
Key Business Driver #2 - Increase customer satisfaction

Key Business Drivers #3 and #4 are reported annually and not included in this quarter’s results. They are:

Key Business Driver #3 – Strengthen employee development and satisfaction.
Key Business Driver #4 – Enhance support by MST members and other stakeholders.
Budget Control Results (Attachment 3 through 6). This section has four parts, described below.

   Revenues and Expenditures. Actual revenues and expenditures are compared to the budget in Attachment 3. With a few exceptions we are ahead of budget.

   Monthly Boardings. Monthly boardings for Fixed-Route Bus and MST RIDES are shown in Attachment 4. Fixed Route Ridership is slightly higher than last year. MST RIDES usage dropped further as a result of last year’s usage recertification.

   Comparative Statistics. Key Monthly Statistics are presented for Fixed-Route Bus and MST RIDES in Attachment 5. Cost measures are generally favorable when compared to prior year levels.

   Insurance Reserve Funds. Actual reserves are compared to actuary targets in Attachment 6. Results show that reserves are at the required balances and meet the reserve levels determined by our actuary.

Major Capital Projects Status (Attachment 7). MST has several Major Capital Projects for Fixed-Route Bus, which staff monitors for spending against funding sources over multiple years. These projects are included in Attachment 7.

Attachments: 1. FY 2007 Objectives  
2. Key Business Driver Performance Results  
3. Revenues and Expenditures  
4. Monthly Boardings  
5. Comparative Statistics  
6. Insurance Funds  
7. Major Capital Projects Status
Date: 16 February 2007

To: Carl Sedoryk

From: L. Owens, Director of Human Resources

Subject: TRIP REPORT - Public Agency Risk Management Association (PARMA)

On February 14, 15, and 16th, Ben Newman, Risk Manager, and I attended the PARMA conference for public employers.

I attended some of the Leadership track but pieced other Intermediate and Advanced sessions into the 3-day event to get more information on the topics I felt I most needed. Ben concentrated on the daily Risk Manager’s responsibilities and best practices.

Again, as with the Worker’s Compensation Conference I attended last year, the best information came from those who are the practitioners of Risk Management who apply their knowledge on a day-to-day basis.

Of great interest to me were two Actuarial sessions. The moderator for one session was Mujtaba Datoo. He is also the actuarial for CalTIP. Demystifying the Actuarial Report was the topic of this session. His presentation was very clear and understandable to the lay person. I found that I now have a better understanding of what our actuary is communicating and how to identify our weaknesses and strengths.

Both Ben and I attended the How to Handle Litigation session. The handout is an excellent tool for the office. This will be a valuable document to refer to when initiating an investigation. This session also provided clarification as to the attorney/client privilege and work product.

The sessions were all too short as there were many questions left unanswered. In an attempt to get as many questions answered in a short time, some of the sessions were cut short. However, a CD was provided to all participants with hand outs and more information on the topics discussed.

Lyn Owens
March 6, 2007

To: Carl Sedoryk
From: H. Harvath, Director of Administration
Subject: LOBBYING TRIP REPORT

On January 21-23, I joined the General Manager/CEO in a lobbying trip to Washington, DC to discuss MST's priorities and projects with our federal delegation, including the following meetings:

Congressman Sam Farr and his staff members Debbie Merrill and Rochelle Dornatt
Ryan Hunt, Professional Staff to Senator Barbara Feinstein
Laurie Saroff, Professional Staff to Senator Barbara Boxer

In addition, I met with Congressman Abefcrombe and his staff member Diana Muller to follow up on last year's meeting with them on transit oriented development and to present to them our updated Designing for Transit manual. We also had an extremely productive meeting with Dwayne Weeks, Senior Community Planner/Team Leader for the Federal Transit Administration to discuss MST's plans for Bus Rapid Transit and the FTA's new Very Small Starts funding program.

Hunter Harvath