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 October 15, 2007. (Sonia Bannister) (p. 5)


- 2-6. Adopt Resolution 2008-09 approving CalPERS service credit option pre-tax. (Lyn Owens) (p. 29)

- 2-7. Appointment of MST RIDES Advisory Committee member. (William Morris) (p. 33)

- 2-8. Approve facility lease for Monterey Mobility Management Center. (Tom Hicks) (p. 35)
2-9. Approve annual performance incentive for General Manager/CEO. (Carl Sedoryk) (p. 45)

2-10. Receive revised schedule for proposed board committee meeting dates. (Carl Sedoryk) (p. 47)

2-11. Authorize purchase of Rides vehicle. (Michael Hernandez) (p. 49)

2-12. Change of banking institutions. (Dave Sobotka) (p. 51)

2-13. Approve First Amendment to Memorandum of Understanding for Line 55 Transit Service. (Hunter Harvath) (p. 53)

End of Consent Agenda

3. SPECIAL PRESENTATIONS

3-1. November Employee of the Month – George Balian, Coach Operator. (Robert Weber)

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 – August 20, 2007. (Bill Morris) (p. 71)

5-2. MST Legislative Committee Minutes – October 15, 2007. (Hunter Harvath) (p. 75)

6. BIDS/PROPOSALS

7. PUBLIC HEARINGS

8. UNFINISHED BUSINESS

8-1. Discontinuation of demonstration Line 53 King City – Monterey. (Hunter Harvath) (p. 79)
9. NEW BUSINESS

9-1. MST RIDES free fixed route fare modification. (William Morris) (p. 81)

9-2. Receive update on FORA projects. (Hunter Harvath) (No Enclosure)

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. 83)

10-2. TAMC Highlights – October 24, 2007. (p. 105)


10-5. Quarterly Performance Results Report - 1st Quarter FY 2008. (Dave Sobotka) (p. 113)

10-6. Letter regarding MST winning the California Transit Association’s Small Operator’s Transit Excellence Award for the Grapevine Express. (p. 133)

10-7. Congressional Record honoring MST’s 35th Anniversary – October 12, 2007. (p. 135)

10-8. Staff trip report. (p. 137)

11. COMMENTS BY BOARD MEMBERS

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

12. ANNOUNCEMENTS

12-1. Frank J. Lichtanski Memorial Scholarship Fund. (Carl Sedoryk)

13. 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.

13-1. Conference with labor negotiators. (No Enclosure)
   Agency designated representatives: D. Laredo, L. Owens
   Employee organization: Amalgamated Transit Union
14. **RETURN TO OPEN SESSION**

14-1. Report on Closed Session and possible action.

15. **ADJOURN**

**NEXT MEETING DATE:** December 10, 2007 in MST Conference Room.

**NEXT AGENDA DEADLINE:** November 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, George Balian began his career with Monterey-Salinas Transit as a Customer Service Representative in March of 2002. A year later, he applied for and was selected as a Coach Operator; and

WHEREAS, George Balian has served as a Line Instructor and has been recognized for three years of Safe Diving. His upbeat demeanor is infectious and has helped him in any situation he encounters; and

WHEREAS, George Balian was recently selected to fill the position of Interim Operations Supervisor. He learned the job quickly and demonstrated a willingness to assist with a positive attitude.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes George Balian as Employee of the Month for November 2007; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2008-08 this 19th day of November 2007 by the following vote:

AYES: Armenta, Clark, Downey, Ford, Mancini, Sanchez, Sharp, Stilwell

NOES: None

ABSENT: None

__________________________  __________________________
Fernando Armenta           Carl G. Sedoryk
Chairman                   Secretary
To: Board of Directors

From: Danny Avina, Customer Service Supervisor

Subject: Disposal of unclaimed property left on bus

Salvation Army

2 aprons 1 sweater
1 hat 1 wallet
1 pair of eyeglasses 1 cell phone
1 pair of pants 2 purses
1 shirt

To be disposed

2 sets of keys 1 cap
1 address book 1 wallet
1 bag of clothes 1 July fast pass
1 shoe

To be retained

$1.31 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.

PREPARED BY: ___________________ REVIEWED BY: ___________________

Danny Avina                  Carl Sedoryk
1. CALL TO ORDER

Chair Armenta called the meeting to order at 10:02 a.m. in the Monterey-Salinas Transit Conference Room.

Present: Karen Sharp  City of Carmel-By-The-Sea
         Kristin Clark  City of Del Rey Oaks
         James Ford   City of Marina
         Libby Downey  City of Monterey
         Vicki Stilwell City of Pacific Grove
         Robert Russell City of Salinas (10:04)
         Thomas Mancini City of Seaside
         Fernando Armenta County of Monterey
         Lisa Senkir   City of Gonzales (Ex-Officio) (10:03)

Absent: None

Staff:  Carl Sedoryk  General Manager/CEO
        Lyn Owens    Director of Human Resources
        Hunter Harvath  Director of Administration
        Michael Hernandez  Chief Operating Officer
        Robert Weber  Dir. Transportation Services
        Sonia Bannister  Office Administrator
        Zoe Smallwood  Marketing Analyst
        Dave Sobotka  Controller
        Tom Hicks  CTSA Manager
        Mark Eccles  Director of IT
        Carl Wulf  Facilities/Capital Projects Manager.
        Benjamin Newman  Risk & Security Manager

Others: Dave Laredo  DeLay & Laredo
        Rafael Rosado  Coach Operator
        John Arriaga  JEA & Associates
        Jim Fink  Salinas resident

Apology is made for any misspelling of a name.

Chair Armenta opened the meeting with a moment of silence in memory of Philip Johnson, Coach Operator.
2-2. – 2-8. CONSENT AGENDA

The consent agenda items consisted of the following:


2-3. Disposal of property left aboard buses.


2-7. Approve Board Committee meeting dates.

2-8. Disposal of accountable property.

With regards to item 2-7 it was requested that the Marketing Committee meet in December and the Facilities Committee meet in late April.

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

3. SPECIAL PRESENTATIONS

Michael Hernandez, Chief Operating Officer, introduced Carl Wulf, Facilities/Capital Projects Manager, as MST Employee of the Month for October 2007. While working at the Marina Transit Exchange (MTX), Carl protected MST’s interest on the job site by verifying the Exchange was built according to the blueprints and to verify the contractor was using quality construction techniques and quality materials. As MST’s project manager, Carl identified potential problems with workmanship, materials, and helped identify conflicts in the project schedule. Carl also made decisions to keep the project moving if materials needed to be substituted, or if meetings were needed with agencies/vendors. Carl also played a vital role in coordinating with other MST staff for key project elements like information technology, security and planning for bus operations at the Exchange.

Carl Sedoryk, General Manager/CEO recognized Rafael Rosado, Coach Operator with 30 years of service.

Michael Hernandez, Chief Operating Officer, recognized Benjamin Newman, Risk & Security Manager with 20 years of service.
Carl Sedoryk, General Manager/CEO recognized Dave Sobotka, Controller, for receiving the Certificate of Achievement for Excellence in Financial Reporting Award for the past five years.

4. PUBLIC COMMENTS

Jim Fink, Salinas resident, requested to have a flagged bus stop at Market Circle in Salinas. He is impressed with the display boards at the Marina Transit Exchange. The DART missed picking him up at Edgewater Transit Exchange because of buses holding. He suggested adding a disclaimer in the Rider’s Guide with regards to bus departure times.

5-1. HUMAN RESOURCES COMMITTEE MINUTES

The Board accepted and filed the MST Human Resources Committee Minutes – September 10, 2007.

6-1. UTILITY SERVICE TRUCKS

MST has two 1997, one-ton diesel utility service trucks. Utility staff uses these trucks to service over 1,200 bus stops between King City and San Jose and at MST’s transit facilities. The trucks are used to move equipment, benches, shelters, and complete routine maintenance and repair at bus stops. These trucks are considered the “workhorse” of the facilities department and have accumulated 117,510 and 144,442 miles. These trucks are equipped with 1997 diesel engines that no longer meet acceptable California emission requirements.

Director Mancini moved to: 1) authorize a $74,316.30 purchase for two utility service trucks from Salinas Valley Ford-Isuzu; and 2) authorize the disposal of two retired vehicles. Director Ford seconded and the motion carried unanimously.

6-2. MINI-BUS PURCHASE

MST’s contractor, MV Inc. operates fifteen mini-buses for DART and other fixed route services. This purchase will replace model year 2002 minibuses. FTA rates the life of a medium duty transit minibus at 5 years and 150,000-miles. The mileage on these vehicles currently ranges between 191,000 and 227,000 miles. MST is responsible for the repair/replacement of all major components on contractor-operated vehicles. These vehicles have operating/repair costs of about 41 cents per mile, versus 24 cents per mile for newer vehicles.

Director Mancini moved to: 1) authorize the $232,900.11 purchase for three Aero Tech mini-buses from Creative Bus Sales; 2) authorize the option to purchase up to two additional vehicles from Creative Bus Sales in calendar year
2008; and 3) authorize the disposal of up to five retired vehicles. Director Clark seconded and the motion carried unanimously.

7. PUBLIC HEARING

None.

8-1. MST ON-CALL

Hunter Harvath, Director of Administration, gave a brief overview of the new “MST On-Call” service in Marina. A new, demand-response type of service in Marina, “MST On Call” will have its own logo and brand identity. Customers wishing to travel locally in Marina will simply call a toll-free number and schedule a ride whenever they need to travel during the hours of operation of the service (approximately 6:30 am to 6:30 pm on weekdays, with slightly shorter hours on weekends). Timed transfers to MST’s regional routes will be available at the newly opened Marina Transit Exchange. MST has drafted a zone of service for “MST On Call” in Marina. Through a public hearing, MST will solicit input on the “MST On Call” zone and may make modifications in order to most effectively serve its customers in the Marina area MST is awaiting delivery of a vehicle to operate this service, which could begin as early as late October/early November 2007.

Mr. Fink suggested branding the MST On-Call vehicles with the On-Call logo. He supports this new service.

Director Ford moved to approve the implementation of the new “MST On-Call” demand response service for Marina. Director Mancini seconded and the motion carried unanimously.

9. NEW BUSINESS

None.

10-1. – 10-5. REPORTS & INFORMATION ITEMS


Mr. Sedoryk reported that ridership for the year is slightly off from previous years. Staff is looking into the cause or if this is an indication of a new trend. The MST RIDES program is showing an increase in ridership. Staff is looking at innovative ways to move passengers off of the RIDES program to fixed route system.
11. COMMENTS BY BOARD MEMBERS

Director Downey gave a brief report on the APTA Annual Conference in Charlotte, SC. Highlights of the conference included fuel cells and bio-diesel; green building initiatives; and partnerships with colleges and senior centers.

Director Clark wants staff to try to increase ridership by talking to employers and having the employers provide bus passes to the employees; and install more bus shelters.

Mr. Sedoryk said this past conference was one of the best he has attended with regards to the types of topics that were covered.

12. ANNOUNCEMENTS

Hunter Harvath, Director of Administration, introduced Zoe Smallwood, Marketing Analyst.

13-1. – 13-4. CLOSED SESSION

The Board adjourned to Closed Session to meet with legal counsel regarding existing litigations; and the performance of the General Manager/CEO.

Upon returning to Open Session, the following actions were taken.

13-1. Staff and counsel provided a status report. No reportable action was taken. 13-2. Counsel and staff provided status report. No reportable action was taken. 13-3. Counsel provided status report. No reportable action was taken. 13-4. The Board met with Mr. Sedoryk to provide its general performance evaluation of the GM/CEO.

14. ADJOURNMENT

There being no further business, Chair Armenta adjourned the meeting at 12:00 p.m.

Prepared by: ______________________________

Sonia AR Bannister
To: Board of Directors

From: D. Sobotka, Controller


RECOMMENDATION:

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

FISCAL IMPACT:

The cash flow for October 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 October 1, 2007</td>
<td>$3,502,275.91</td>
</tr>
<tr>
<td>Revenues</td>
<td>4,914,922.94</td>
</tr>
<tr>
<td>Disbursements</td>
<td>&lt;2,423,713.89&gt;</td>
</tr>
<tr>
<td>Ending balance October 31, 2007</td>
<td>$5,993,484.96</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.

Prepared by: ______________________  Reviewed by: ___________________

Dave Sobotka                      Carl Sedoryk
## TREASURY TRANSACTIONS
FOR OCTOBER 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>Oct 9</td>
<td>LAIF</td>
<td>1140695</td>
<td>2,553,000</td>
<td></td>
<td>5,809,404</td>
</tr>
<tr>
<td>Oct 11</td>
<td>LAIF</td>
<td>1141129</td>
<td></td>
<td>339,000</td>
<td>5,470,404</td>
</tr>
<tr>
<td>Oct 1</td>
<td>LAIF</td>
<td>Interest Income</td>
<td>76,883</td>
<td></td>
<td>5,547,287</td>
</tr>
<tr>
<td>Oct 22</td>
<td>LAIF</td>
<td>1144674</td>
<td>493,000</td>
<td></td>
<td>6,040,287</td>
</tr>
<tr>
<td>Oct 25</td>
<td>LAIF</td>
<td>1145114</td>
<td></td>
<td>473,000</td>
<td>$ 5,567,287</td>
</tr>
</tbody>
</table>

Local Agency Investment Fund:
(Earned 5.231% for September 2007) $ 5,567,287

Treasury Balance at 10/31/07: $ 5,567,287
To: Board of Directors

From: L. Owens, Director of Human Resources

Subject: CalPERS Resolution for Pre-tax Service Credit Purchase Option

RECOMMENDATIONS:

Authorize staff to adopt the CalPERS pre-tax payroll deduction plan for service credit purchases.

FISCAL IMPACT:

None

POLICY IMPLICATIONS:

None

DISCUSSION:

Currently employees of Monterey-Salinas Transit do not have the option of purchasing service credits on a pre-tax basis. Employees currently buying service credits are purchasing credits post-tax.

This service credit purchase option allows eligible CalPERS members to purchase "additional retirement service credit" that can be applied toward retirement benefits. After Board approval, Monterey-Salinas Transit will implement the provisions of the IRC section 414(h)(2) by making employee contributions for service credit purchases pre-taxed. This will benefit the employee by lowering their taxable income, making it more affordable to purchase service credits, which in turn enhances their retirement benefits.

PREPARED BY: ________________     APPROVED BY: __________________

Lyn Owens                                     Carl G. Sedoryk
WHEREAS, the Board of Administration of the California Public Employees’ Retirement System (CalPERS) at the April 1996 meeting approved a pre-tax payroll deduction plan for service credit purchases under Internal Revenue Code (IRC) section 414(h)(2); and

WHEREAS, the Monterey-Salinas Transit (Employer) has the authority to implement the provisions of IRC section 414(h)(2) and has determined that even though implementation is not required by law, the tax benefit offered by this section should be provided to those employees who are members of CalPERS; and

WHEREAS, the Monterey-Salinas Transit (Employer) elects to participate in the pre-tax payroll deduction plan for all employees in the following CalPERS Coverage Group(s):

   {Membership Coverage Group(s)}

   Monterey-Salinas Transit
   Local Miscellaneous
   2%@55

NOW, THEREFORE, BE IT RESOLVED:

I. That the Monterey-Salinas Transit (Employer) will implement the provisions of IRC section 414(h)(2) by making employee contributions for service credit purchases pursuant to the California State Government Code on behalf of its employees who are members of CalPERS and who have made a binding irrevocable election to participate in the pre-tax payroll deduction plan. “Employee contributions” shall mean those contributions reported to CalPERS which are deducted from the salary of employees and are credited to individual employee accounts for service credit purchases, thereby resulting in tax deferral of employee contributions.

II. That the contributions made by the Monterey-Salinas Transit (Employer) to CalPERS, although designated as employee contributions, are being paid by the Monterey-Salinas Transit (Employer) in lieu of contributions by the employees who are members of CalPERS.
III. That the employees shall not have the option of choosing to receive the contributed amounts directly instead of having them paid by the Monterey-Salinas Transit (Employer) to CalPERS.

IV. That the Monterey-Salinas Transit (Employer) shall pay to CalPERS the contributions designated as employee contributions from the same source of funds as used in paying salary, thereby resulting in tax deferral of employee contributions.

V. That the effective date for commencement of the pre-tax payroll deduction plan cannot be any earlier than the date the completed resolution is received and approved by CalPERS.

VI. That the governing body of the Monterey-Salinas Transit (Employer) shall participate in and adhere to requirements and restrictions of the pre-tax payroll deduction plan by reporting pre-tax payroll deductions when authorized by CalPERS for those employees of the above stated Coverage Group(s) who have elected to participate in this plan.

PASSED AND ADOPTED by the governing body of the Monterey-Salinas Transit (Employer) this 19 day of November, 2007. {year}

BY _____________________________________________
(Signature of Official)

______________________________
(Title of Official)

RETURN ADDRESS:
Monterey-Salinas Transit
One Ryan Ranch Rd.
Monterey, CA
93940

FOR CALPERS USE ONLY

Pre-tax payroll deduction plan effective date: ________________________________

Approved By: ________________________________ Title: ________________________________

MEMBER SERVICES DIVISION, Service credit section-Unit 830
To:       Board of Directors

From:    William G. Morris, Contract Transportation Manager

Subject: Appointment to MST RIDES Advisory Committee (RAC).

RECOMMENDATION:

Appoint Margie Rossie to serve as a member of the MST Rides Advisory Committee.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

The MST Board of Directors shall recruit not less than three and not more than seven citizens for the MST RIDES Advisory Committee. (Reference: RAC Charter)

The appointment of Ms. Rossie would provide the committee with five, (5), voting members.

DISCUSSION:

MST RIDES Advisory Committee member Janne Bennick has ended her term with the committee in October 2007, due to an employment promotion. Ms. Bennick was representing interests from the Rejuvenation Education Assistance Program (REAP), and is requesting that Margie Rossie, who is assuming her duties, be appointed to the committee in her absence. During the meeting of October 22, 2007, The RAC instructed staff to recommend to the MST Board of Directors that Margie Rossie be appointed to the Committee.

PREPARED BY: ___________________ REVIEWED BY: ___________________

William Morris       Carl Sedoryk
To: Board of Directors

From: Tom Hicks, Consolidated Transportation Services Agency Manager

Subject: Facility Lease for Monterey Mobility Management Center

RECOMMENDATION:

Authorize the General Manager/CEO to sign a lease on behalf of MST for the rental of office space in Monterey for the Monterey Mobility Management Center and a satellite customer service center.

FISCAL IMPACT:

$36,000 per year plus utility costs of approximately $9,420 per year funded from 5317 New Freedom funds and the MST general fund.

POLICY IMPLICATIONS:

Your Board approves expenditures exceeding $25,000.

DISCUSSION:

The Federal Transportation Administration (FTA) has established Mobility Management Centers as a high priority in their criteria for funding local transportation agencies. These centers provide a variety of services that promote and encourage the use of economical and efficient forms of public transportation. One such service is travel training whereby riders learn about all the modes of transportation available to them and the benefits in time and dollars of each. Current and prospective ADA paratransit (RIDES) customers will be encouraged to try alternate forms of transit that might better meet their needs while also shifting the high cost of providing paratransit services to more cost effective modes of travel. Mobility Management Centers in other California counties, and across the country, have produced substantial savings to paratransit programs while also providing less expensive, same-day services to many customers via fixed-route or other services.

A Customer Service Representative would be located in the Center to provide ticket and non-ADA paratransit pass sales to make travel more convenient for all customers. In addition, the Center would provide offices for the CTSA Manager, the Contract Transportation Manager, and the Paratransit Eligibility Specialist.
Current plans for the Center have the aforementioned services occupying approximately ¾ of the 2000 square feet of available space. The remaining 530 square feet would be available for other MST purposes or could be subleased to recover approximately 25% of the cost of the lease and utilities.

The lease premises is located on the corner of Del Monte Avenue and Tyler Street next to the City of Monterey Parking garages and is just one block from Alvarado Street. It is three blocks from the current Monterey Transit Plaza and across the street from the old train station on Del Monte Avenue. MST Lines 1, 2, 20, 55, DART and Trolleys stop at this location.

The Monterey County Convention and Visitors Bureau conducted a survey in March 2007 of the cost of office space in Monterey. The survey showed a range of $1.53 to $2.50 per square foot for comparable space. MST staff followed up in June of 2007 and found these amounts to be accurate. MST’s proposed lease for a new mobility management center (see attached) stipulates a cost of $1.50 per square foot.

PREPARED BY: _______________________ REVIEWED BY: _________________________

Tom Hicks Carl G. Sedoryk

Attachment: Proposed Lease for 150 Del Monte Avenue, Monterey, CA 93940
COMMERCIAL LEASE AGREEMENT

This Commercial Lease Agreement (Lease) is entered into on this ____ day of ________________, 2007, by and between Chan Associates, LLC, a California Limited Liability Company (Landlord) and Monterey-Salinas Transit (Tenant). Landlord is the owner of land and improvements whose address is: 150 Del Monte Avenue, Monterey, CA 93940 (“150 Del Monte”). Landlord makes available for lease a portion of the Building located at 150 Del Monte (the “Building”) designated as the street-level, downstairs office space (Leased Premises).

Landlord desires to lease the Leased Premises to Tenant, and Tenant desires to lease the Leased Premises from Landlord for the term, at the rental and upon the provisions set forth herein.

THEREFORE, in consideration of the mutual promises contained herein, and for other good and valuable consideration, it is agreed:

Term.

The Initial Term of the Lease shall begin on the first day of ________________, 200__, and end on the last day of ____ day of ________________, 200__. Landlord shall use its best efforts to put Tenant in possession of the Leased Premises on the beginning of the Lease term. If Landlord is unable to timely provide the Leased Premises, rent shall abate for the period of delay. Tenant shall make no other claim against Landlord for any such delay.

Tenant may renew the Lease for three extended terms of one year each. Tenant shall exercise such renewal option, if at all, by providing written notice to Landlord not less than ninety (90) days prior to the expiration of the Initial Term. The renewal term shall be at the rental set forth below and otherwise upon the same covenants, conditions and provisions as contained in this Lease.

Rent.

Tenant shall pay to Landlord for the first 12 months of occupancy rent of Thirty Six Thousand Dollars ($36,000.00) per year, payable in installments of Three Thousand Dollars ($3,000.00) per month. Each installment payment shall be due in advance on the first day of each calendar month during the lease term to Landlord at the following address: Attention: Pearl Chan, 1234 Harrison Street, Monterey, California 93940-2122

The rental payment amount for any partial calendar months included in the lease term shall be prorated on a daily basis. Commencing with the 13th month, and upon expiration of each 12 months thereafter, rent shall be adjusted according to any increase in the U.S. Consumer Price Index of the Bureau of Labor Statistics of the Department of Labor for All Urban Consumers (“CPI”) for San Francisco-Oakland-San Jose, CA, based upon the following formula: Rent will be multiplied by the most recent CPI preceding the first calendar month during which the adjustment is to take effect, and divided by the most recent CPI preceding the effective date of the Lease term. In no event shall any adjusted Rent be less than the Rent for the month immediately preceding the adjustment. If the CPI is no longer published, then the adjustment to Rent shall be based on an alternate index that most closely reflects the CPI.

Prohibited Uses.

Notwithstanding the forgoing, Tenant shall not use the Leased Premises for the purposes of storing, manufacturing, or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device.

Sublease and Assignment.

Tenant shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part without Landlord's consent, such consent not to be unreasonably withheld or delayed.
Repairs.

During the Lease term, Tenant shall make, at Tenant's expense, all necessary interior repairs to the Leased Premises. Repairs shall include such items as routine repairs of floors, walls, ceilings, and other parts of the Leased Premises damaged or worn through normal occupancy, except for major mechanical systems or the roof, plumbing, electrical to sub-panel and exterior walls, or other damages caused by other tenants or Landlord, subject to the obligations of the parties otherwise set forth in this Lease.

Alterations and Improvements.

Tenant, at Tenant's expense, shall have the right, upon obtaining Landlord's consent, such consent not to be unreasonably withheld, to remodel, redecorate, and make additions, improvements and replacements of and to all or any part of the Leased Premises from time to time as Tenant may deem desirable, provided the same are made in a workmanlike manner and utilizing good quality materials. Tenant shall have the right to place and install personal property, trade fixtures, equipment and other temporary installations in and upon the Leased Premises, and fasten the same to the premises. All personal property, equipment, machinery, trade fixtures and temporary installations, whether acquired by Tenant at the commencement of the Lease term or placed or installed on the Leased Premises by Tenant thereafter, shall remain Tenant's property free and clear of any claim by Landlord. Tenant shall have the right to remove the same at any time during the term of this Lease provided that Tenant shall repair, at Tenant's expense, all damage to the Leased Premises caused by such removal.

Property Taxes.

Landlord shall pay, prior to delinquency, all general real estate taxes, and installments of special assessments coming due during the Lease term on the Leased Premises, and all personal property taxes with respect to Landlord's personal property, if any, on the Leased Premises. Tenant shall be responsible for paying all personal property taxes with respect to Tenant's personal property at the Leased Premises. Tenant shall also be responsible for Fifty Percent (50%) of Landlord's total cost for property taxes assessed on 150 Del Monte.

Insurance.

If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act of negligence by Tenant or by any of Tenant's agents, employees or invitees, rent shall not be diminished or abated while such damages are under repair, and Tenant shall be responsible for the costs of repair not covered by insurance. If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act of negligence by Landlord or by any of Landlord's agents, employees or invitees, rent shall be diminished or abated while such damages are under repair, and Landlord shall be responsible for the costs of repair not covered by insurance.

Landlord shall maintain fire and extended coverage insurance on the Building and the Leased Premises in such amount, as Landlord shall deem appropriate. Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises. Tenant shall also be responsible for Fifty Percent (50%) of Landlord’s total cost for fire and extended coverage insurance on 150 Del Monte.

Tenant and Landlord shall each maintain policies of comprehensive general liability insurance with respect to the particular activities of each at 150 Del Monte with the premiums thereon fully paid on or before the effective date of the Lease term. Such insurance policies shall be issued by and binding upon insurance companies approved by Landlord. Tenant’s policy shall name Landlord as an additional insured and shall afford minimum protection of not less than $1,000,000.00 combined single limit coverage of bodily injury, property damage, or combination thereof. Tenant shall provide Landlord with current Certificates of Insurance evidencing Tenant's compliance with this Paragraph. Landlord’s policy shall name Tenant as an additional insured and shall afford minimum protection of not less than $1,000,000.00 combined single limit coverage of bodily injury, property damage, or combination thereof. Landlord shall provide Tenant with current Certificates of Insurance evidencing Landlord’s compliance with this Paragraph. Tenant shall be responsible for Fifty Percent (50%) of Landlord’s total cost for comprehensive general liability insurance on 150 Del Monte.
Utilities.

Tenant shall pay charges for sewer, gas, water, trash collection, electricity, telephone and other services and utilities used by Tenant on the Leased Premises during the term of this Lease unless otherwise expressly agreed in writing by Landlord. In the event that any utility or service provided to the Leased Premises is not separately metered, Landlord shall pay the amount due and separately invoice Tenant for Tenant's pro rata share of the charges. The natural gas service provided to the Leased Premises is currently not separately metered. It is Landlord’s understanding, after inquiring from PG&E, the current supplier of natural gas service to the Building, that PG&E will not separately meter the Leased Premises for natural gas service. Likewise, water and sewer service provided to the Leased Premises are currently not separately metered. To address this situation, Tenant and Landlord agree to the following allocation of responsibility for natural gas and sewer and water charges:

1. If the second floor of the Building containing the Leased Premises is occupied by a restaurant, Tenant shall be responsible for Fifteen Percent (15%) of Landlord’s total cost for natural gas and sewer and water service.
2. If the second floor of the Building containing the Leased Premises is unoccupied, Tenant shall be responsible for Eighty-five Percent (85%) of Landlord’s total cost for natural gas and sewer and water service.
3. If the second floor of the Building containing the Leased Premises is occupied by a tenant other than a restaurant, Tenant shall be responsible for Fifty Percent (50%) of Landlord’s total cost for natural gas and sewer and water service.

Tenant shall be responsible for Fifty Percent (50%) of Landlord’s total cost for the private fire service provided to 150 Del Monte.

Tenant shall be responsible for Fifty Percent (50%) of Landlord’s total cost for the security alarm system provided to 150 Del Monte (not including the cost of monitoring the Building’s elevator).

Tenant shall pay all such utility charges prior to the due date. Tenant acknowledges that the Leased Premises are designed to provide standard office use electrical facilities and standard office lighting. Tenant shall not use any equipment or devices that utilize excessive electrical energy or which may, in Landlord's reasonable opinion, overload the wiring or interfere with electrical services to other tenants.

Signs.

Pursuant to the Landlord's consent, Tenant shall have the right to place on the Leased Premises, at locations selected by Tenant, any signs which are permitted by applicable zoning ordinances and private restrictions. Landlord may refuse consent to any proposed signage that is in Landlord's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises or use of any other tenant. Landlord shall assist and cooperate with Tenant in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for Tenant to place or construct the foregoing signs. Tenant shall repair all damage to the Leased Premises resulting from the removal of signs installed by Tenant.

Entry.

Landlord shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided Landlord shall not thereby unreasonably interfere with Tenant's business on the Leased Premises.

Parking.

Landlord and Tenant understand that there are no off-street parking spaces provided with the Leased Premises.
Building Rules.

Landlord shall provide Tenant with a copy of all Building Rules. Tenant shall comply with the rules of the Building adopted and altered by Landlord from time to time and shall cause all of its agents, employees, invitees and visitors to do so. All changes to such rules shall be sent by Landlord to Tenant in writing.

Damage and Destruction.

If the Leased Premises or any part thereof or any appurtenance thereto is so damaged by fire, casualty or structural defects, such damage or defects not being the result of any act of negligence by Tenant or by any of Tenant's agents, employees or invitees, that the same cannot be used for Tenant's purposes, then Tenant shall have the right within ninety (90) days following damage to elect by notice to Landlord to terminate this Lease as of the date of such damage. In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for Tenant's purposes, Landlord shall promptly repair such damage at the cost of the Landlord. In making the repairs called for in this paragraph, Landlord shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor or other matters which are beyond the reasonable control of Landlord. Tenant shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable or unfit for occupancy, or use for Tenant's purposes. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to Tenant. The provisions of this paragraph extend not only to the matters aforesaid, but also to any occurrence which is beyond Tenant's reasonable control and which renders the Leased Premises, or any appurtenance thereto, inoperable or unfit for occupancy or use for Tenant's purposes.

Default.

In the event of a default made by Tenant in the payment of rent when due to Landlord, Tenant shall have ten (10) days after receipt of written notice thereof to cure such default. In the event of a default made by Tenant in any of the other covenants or conditions to be kept, observed and performed by Tenant, Tenant shall have thirty (30) days after receipt of written notice thereof to cure such default. In the event that the Tenant shall fail to cure any default within the time allowed under this paragraph, Landlord may declare the term of this Lease ended and terminated by giving Tenant written notice of such intention, and if possession of the Leased Premises is not surrendered, Landlord may reenter said premises. Landlord shall have, in addition to the remedy above provided, any other right or remedy available to Landlord on account of any Tenant default, either in law or equity. Landlord shall use reasonable efforts to mitigate its damages.

Quiet Possession.

Landlord covenants and warrants that upon performance by Tenant of its obligations hereunder, Landlord shall keep and maintain Tenant in exclusive, quiet, peaceable and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease.

Condemnation.

If any legally, constituted authority condemns the Building or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and Landlord and Tenant shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority.

Subordination.

Tenant accepts this Lease subject and subordinate to any mortgage, deed of trust or other lien presently existing or hereafter arising upon the Leased Premises, or upon the Building and to any renewals, refinancing and extensions thereof, but Tenant agrees that any such mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this Lease on such terms and subject to such conditions as such mortgagee may deem appropriate in its discretion. Landlord is hereby irrevocably vested with full power and authority to subordinate this
Lease to any mortgage, deed of trust or other lien now existing or hereafter placed upon the Leased Premises of the Building. Tenant agrees that it will from time to time upon request by Landlord execute and deliver to such persons as Landlord shall request a statement in recordable form certifying that this Lease is unmodified and in full force and effect (or if there have been modifications, that the same is in full force and effect as so modified), stating the dates to which rent and other charges payable under this Lease have been paid, stating that Landlord is not in default hereunder (or if Tenant alleges a default stating the nature of such alleged default) and further stating such other matters as Landlord shall reasonably require.

Notice.

Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

Landlord: **Attention: Pearl Chan, 1234 Harrison Street, Monterey, California 93940-2122**

Tenant: **Attention: Sandra Amorim-Ruiz, Purchasing Manager, Monterey-Salinas Transit, One Ryan Ranch Road, Monterey, California 93940-5795.**

Landlord and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

Brokers.

Tenant represents that Tenant was not shown the Premises by any real estate broker or agent and that Tenant has not otherwise engaged in any activity which could form the basis for a claim for real estate commission, brokerage fee, finder's fee, or other similar charge, in connection with this Lease.

Waiver.

No waiver of any default of Landlord or Tenant hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord or Tenant shall not be construed as a waiver of a subsequent breach of the same covenant, term, or condition.

Memorandum of Lease.

The parties hereto contemplate that this Lease should not and shall not be filed for record, but in lieu thereof, at the request of either party, Landlord and Tenant shall execute a Memorandum of Lease to be recorded for the purpose of giving record notice of the appropriate provisions of this Lease.

Headings.

The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

Successors.

The provisions of this Lease shall extend to and be binding upon Landlord and Tenant and their respective legal representatives, successors and assigns.
Consent.

Landlord shall not unreasonably withhold or delay its consent with respect to any matter for which Landlord's consent is required or desirable under this Lease.

Performance.

If there is a default with respect to any of Landlord's covenants, warranties or representations under this Lease, and if the default continues more than fifteen (15) days after notice in writing from Tenant to Landlord specifying the default, Tenant may, at its option and without affecting any other remedy hereunder, cure such default and deduct the cost thereof from the next accruing installment or installments of rent payable hereunder until Tenant shall have been fully reimbursed for such expenditures, together with interest thereon at a rate equal to the lesser of ten percent (10%) per annum or the then highest lawful rate. If this Lease terminates prior to Tenant's receiving full reimbursement, Landlord shall pay the un-reimbursed balance plus accrued interest to Tenant on demand.

Compliance With Law.

Tenant and Landlord each shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

Mediation

Tenant and Landlord agree to mediate any dispute or claim arising between them out of this agreement, or any resulting transaction, before resorting to arbitration or court action. Mediation fees, if any, shall be divided equally among the parties involved. If for any dispute or claim to which this paragraph applies, any party commences an action without first attempting to resolve the matter through mediation, or refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney’s fees, even if they would otherwise be available to that party in any such action.

The following matters are excluded from Mediation under this agreement: (i) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed of trust, mortgage, or installment land sale contract as defined in Civil Code § 2985; (ii) an unlawful detainer action; (iii) the filing or enforcement of a mechanic’s lien; (iv) any matter that is within the jurisdiction of a probate, small claims, or bankruptcy court; and (v) an action for bodily injury or wrongful death, or for latent or patent defects to which Code of Civil Procedure § 337.1 or § 337.15 applies. The filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, shall not constitute a violation of the mediation provision.

Court of Competent Jurisdiction

Any legal proceeding instituted by either party to enforce the terms of the Lease or to determine the rights of the parties there under shall be filed with a court in the county of Monterey, located in the State of California.

Attorney’s Fees.

In the event that either party brings suit against the other to enforce any condition or term of this Lease, including payment of rent or suit for possession, then the prevailing party in such suit or suits shall be paid by the other party, in addition to any award made by the court, costs of the action, and any and all reasonable attorney’s fees actually incurred by the prevailing party.

Modifications.

This Lease may be varied, modified, or altered by the mutual consent of the parties. No alterations, amendments, modifications, or variations of the terms of this Lease shall be valid unless made in writing and signed by duly authorized representatives of the Landlord and Tenant.
Final Agreement.

This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

Severability.

The invalidity of any provision of this Lease as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

Monterey-Salinas Transit                                         Chan Associates, LLC

By_________________________________________                              By______________________________
Carl Sedoryk, its General Manager/CEO                         Pearl Chan, its Manager
Tenant                                                           Landlord
To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Amendment To Employment Agreement With GM/CEO

RECOMMENDATION:

Approve a 5% annual Performance Incentive for the General Manager/CEO.

FISCAL IMPACT:

$7,083.38. These costs are included in the approved FY 2008 operating budget.

POLICY IMPLICATIONS:

Your Board approves the employment agreement with the General Manager/CEO.

DISCUSSION:

On September 12, 2005, your Board approved an employment agreement with the General Manager/CEO. At your meeting of January 8, 2007, your Board amended the agreement providing the GM/CEO with benefits comparable to those currently received by Monterey-Salinas Transit Employee Association by adopting an incentive pay pool equal to 5% of the GM/CEO base salary with the incentive paid based upon performance in accordance with achievement of Board adopted goals and objectives. According to the amended agreement, the incentive for the current year of the contract will use the base salary as of July 1, 2006. The incentive payment calculated each year is a one-time payment and does not increase the base pay.

At your meeting of October 15, 2007 your Board completed a review of the GM/CEO performance and achievement of Board adopted goals and objectives. Based upon this review your Board recommended an incentive payment of 5.0%. If approved, this matter shall authorize payment of a 5% Performance Incentive to the General Manager/CEO.
To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Revised Board Committee Meeting Dates

RECOMMENDATION:

Receive schedule for proposed board committee meeting dates.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board has established six committees with each Board member serving on at least two committees. The Chair and Vice-Chair serve on three committees.

DISCUSSION:

At your October 15, 2007 meeting staff proposed a schedule of Board Committee meeting dates. Based on comments from Board members staff has revised the proposed meeting dates and changes are highlighted in bold typeface. The proposed dates are tentative as committee meetings may be added or deleted based on need and Board member availability.

The committees, their mission statements, committee members and revised meeting dates are attached.

PREPARED BY: Carl G. Sedoryk
<table>
<thead>
<tr>
<th>Committee</th>
<th>Mission Statements</th>
<th>Members</th>
<th>Proposed Meeting Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities Committee</td>
<td>Recommends to the Board policies which best allows utilization of facilities and other tangible assets to meet organizational growth and development needs</td>
<td>Downey, Mancini, Ford</td>
<td>November 19, 2007 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Marketing Committee</td>
<td>Oversees and recommends policies to the Board regarding public information and marketing plans to include DART, RIDES, and The WAVE, as well as exterior bus advertising policies.</td>
<td>Ford, Stilwell, Armenta, Senkir</td>
<td>December 3, 2008 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Human Resources Committee</td>
<td>Recommends policies to the Board concerning the effective use of human resources and compensation/benefits/recognition systems.</td>
<td>Mancini, Sharp, Stilwell</td>
<td>December 10, 2007 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Planning/Operations Committee</td>
<td>Recommends policy to the Board to improve transit services and better meet the transportation needs of Monterey County.</td>
<td>Clark, Sanchez, Mancini</td>
<td>February 11, 2008 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Legislative Policy Committee</td>
<td>Recommends to the Board strategies and actions regarding legislative initiatives.</td>
<td>Armenta, Clark, Sanchez, Downey</td>
<td>March 3, 2008 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Oversees MST financial matters and recommends to the Board policies, practices, and efficiencies, which maximize service and ensure a financially solvent organization.</td>
<td>Armenta, Clark, Sharp</td>
<td>March 17, 2008 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Facilities Committee</td>
<td>Recommends to the Board policies which best allows utilization of facilities and other tangible assets to meet organizational growth and development needs</td>
<td>Downey, Mancini, Ford</td>
<td>May 5, 2008 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Oversees MST financial matters and recommends to the Board policies, practices, and efficiencies, which maximize service and ensure a financially solvent organization.</td>
<td>Armenta, Clark, Sharp</td>
<td>May 12, 2008 9:00am MST Boardroom</td>
</tr>
</tbody>
</table>
To: Board of Directors  
From: M. Hernandez, Chief Operating Officer  
Subject: Authorize the Purchase of One RIDES Mini-Bus

RECOMMENDATIONS:

Authorize the purchase of one (1) AeroTech mini-bus from Creative Bus Sales and the disposal of one (1) retired vehicle.

FISCAL IMPACT:

Not to exceed $76,000.00. Funding is available in the approved RIDES capital budget.

POLICY IMPLICATIONS:

Your Board approves purchases greater than $25,000 and authorizes the disposal of depreciated assets/buses.

DISCUSSION:

MST’s contractor, MV Inc. operates twenty-three RIDES vehicles. This purchase will replace one model year 2001 or 2002 minibus in calendar year 2008. Several RIDES vehicles have mileage ranging between 220,000 and 250,000 miles. MST is responsible for the repair/replacement of all major components on contractor-operated vehicles. The new vehicle will be available around mid 2008.

Prior to last month’s Board meeting, MST evaluated minibus pricing though the State of California, Department of General Services (DGS) contract, versus the price of vehicles available on the San Mateo County Transit/Creative Bus contract. MST is a designated purchaser on the SamTrans contract, which has a lower price per vehicle than the State contract. Pricing for the two contracts at that time is listed below. The RIDES vehicle has slightly different specifications and will not exceed $76,000.

<table>
<thead>
<tr>
<th>Contract</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>SamTrans/Creative Bus Contract</td>
<td>$77,633.37</td>
</tr>
<tr>
<td>California State Department of General Services</td>
<td>$79,133.73</td>
</tr>
</tbody>
</table>

RIDES vehicles are normally funded through Section 5310 grants. The funding cycle for 5310 grants has been delayed by Caltrans for approximately one year until the
The competitive scoring process for vehicle replacements has been revised. The delayed scoring process will also impact the grant application process, thereby substantially delaying the delivery of RIDES replacement vehicles for MST and all other grant applicants in California. Staff is exploring additional funding sources for RIDES vehicles, as several vehicles will need to be replaced prior to the new timeline for Section 5310 grant applications.

For clarification, at last month’s Board meeting your Board authorized the purchase of three fixed-route/MST On Call vehicles, with an option for two additional vehicles from Creative Bus in calendar year 2008. The October 15 Board meeting vehicle replacement request is separate, and is not linked to this RIDES vehicle request.

Approval of this item will authorize the purchase of one RIDES vehicle from Creative Bus and the retirement of one RIDES minibus in 2008. Retired vehicles will be auctioned and have an estimated salvage/sale value between $800 and $3,000 each.
To: Board of Directors
From: D. Sobotka, Controller
Subject: Change of Banking Institutions

RECOMMENDATION:

Approve the transfer of checking accounts to Wells Fargo Bank.

FISCAL IMPACT:

This is cost neutral, as banking services are a part of MST’s FY 2008 budget.

POLICY IMPLICATIONS:

As this transaction is for expenditure of less than $25,000, it does not require Board approval. Your Board does approve fiduciary matters. This action calls for moving our three checking accounts from one bank to another.

DISCUSSION:

Recent knowledge of deterioration in the financial performance of our current bank has lead staff to consider another bank to service our accounts. Wells Fargo was the second choice during the prior evaluation completed in 1997. We have completed a new evaluation and have determined that their current rates and services compared more favorably to our current bank, First National Bank of Central California, than previously. With the opportunity for additional services from Wells Fargo affecting our employees and customers, we recommend that this transfer take place. We would coordinate this change in conjunction with the start-up of our new payroll system on January 1, 2008.

PREPARED BY: ____________________ REVIEWED BY: ____________________
Dave Sobotka Carl G. Sedoryk
To: Board of Directors
From: H. Harvath, Director of Administration
Subject: Line 55 Memorandum of Understanding – Amendment 1

RECOMMENDATION:

Approve Amendment 1 to Line 55 Memorandum of Understanding.

FISCAL IMPACT:

Payments from Santa Clara Valley Transportation Authority to MST of $35,000 per year for two years, for a total of $70,000.

POLICY IMPLICATIONS:

Your Board approves funding matters above $25,000.

DISCUSSION:

MST inaugurated Line 55 Monterey-San Jose Express in August of 2006. MST was fortunate to have enlisted the financial support of two partners – the Capitol Corridor Joint Powers Authority (CCJPA) and Santa Clara Valley Transportation Authority (VTA) – to help fund the service. This partnership was memorialized in a Memorandum of Understanding (MOU), which had a 1-year term (See Attachment 1). Given the success of Line 55, CCJPA and VTA wish to extend their participation in funding this service by amending the original MOU (See Attachment 2). As such, VTA’s Board of Directors has approved continuing its participation in the Line 55 service for two years, but is considering implementing and funding additional transit service of its own in the Gilroy – Morgan Hill – San Jose corridor. In that regard, VTA has asked that its annual payment of $90,000 be reduced to $35,000. The CCJPA’s funding level of $80,000 per year will remain the same. MST will fund the remaining portion of the cost to provide Line 55 service with a federal Jobs Access Reverse Commute (JARC) grant as well as State Transit Assistance (STA) funds.

PREPARED BY: ________________________ REVIEWED BY: ________________________

Hunter Harvath Carl G. Sedoryk

Attachment 1: Memorandum of Understanding for Line 55 Transit Service
Attachment 2: First Amendment to Memorandum of Understanding for Line 55 Transit Service
MST RIDES Advisory Committee
August 20, 2007
Minutes

Present:  **Chair:** Diana Seay: Consumer Representative
          Alma Almanza: CCCIL: Consumer Representative
          Marie Swank: Consumer Representative
          MST Staff: William Morris: Contract Transportation Manager
          MST Staff: Tom Hicks: CTSA Manager
          MST Staff: Cristy Sugabo: ADA Paratransit Eligibility Specialist
          MV Transportation Staff: Lance Atencio: General Manager
          TAMC Staff: Andy Cook: Transportation Planner

Absent:  Janne Bennick: REAP
Excused:  Brandy Abend: Salinas Valley Dialysis

1. **Call to order**

   Committee Chair Diana Seay called the meeting to order at 1:10 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**

   Rena Weaver, Blind and Visually Impaired Center, stated that some of her clients have seen general improvements to MST RIDES, and that the current drivers have been very helpful. She also told the committee about a scheduling error that she had experienced.

5. **Committee Member Reports**

   None.
6. New Business

The committee discussed employee recognition award criteria, and Alma Almanza stated that social service agency representatives should encourage their clients to fill out the “Tell us about your trip” questionnaires available on the vehicles. MST Staff presented MV General Manager Lance Atencio, with an employee recognition award from the RAC, to Lynn Herrera.

The status of vehicle cleanliness was discussed. The committee consensus was that most of the vehicles appear clean. Alma Almanza stated that some vehicles have dirty floors in need of mopping, and that most of the vehicles have water spots on the windows. She also said that some drivers were using scented products when cleaning the interiors of their vehicles. She asked that they be reminded that some clients have issues with odors, so they should be using non-scented products.

7. Comments by Committee Members

The committee member staffing level was discussed, and MST Staff thanked Marie Swank for attending this meeting in order to meet the quorum. MST Staff said they would be contacting committee member Janne Bennick, to determine whether or not she is still interested in being a member.

Committee member Alma Almanza reported that some vehicles still needed to have their vehicle number stenciled in their interior. She also inquired about the status of the new vehicles. MST Staff reported that they should be in service in approximately two more weeks.

Lance Atencio stated that he would remind his Maintenance Manager to check all vehicles for interior numbers.

8. Unfinished Business

The committee heard introductions from RAC candidates Kerry Bishop and Richard Frost, and each spoke about their qualifications and interests in becoming committee members. The committee explained the purpose of the committee with respect to advising the MST Board of Directors on recommendations to improve the MST RIDES program. The committee voted to accept both candidates for nomination to the RAC, and advised MST Staff to recommend their appointments by the Board.
9. Staff Reports and Information Items

MST staff reviewed ridership statistics. Lance Atencio, MV General Manager, said that 4 new drivers had been placed into service within the last two weeks, and that he currently has a sufficient number of drivers available. He stated that he has a new dispatcher named Mary Juarez, and would appreciate future feedback from the committee about her performance.

Tom Hicks, CTSA Manager, explained the CTSA notes that were included in the agendas. He said that he is currently waiting for decisions and actions to be made, so that he may proceed with the various projects. He also said that MST is currently negotiating the Mobility Center lease with the city of Monterey, and hopes that it will be signed by the end of the year.

10. Announcements:

MST staff announced that the next MST RIDES Advisory Committee meeting would be at TAMC September 17, 2007. Staff also distributed MST RIDES Customer Handbooks, and asked that the committee bring any suggested revisions to the next meeting, before they print new books. Andy Cook, TAMC Planner, announced that the next SSTAC meeting on September 13, 2007 would include the unmet needs process topic. The SSTAC meeting is at TAMC at 2:30pm.

11. Adjourn

The Committee adjourned at 2:23 p.m.

SUBMITTED BY: ________________________________
William Morris
Legislative Committee
October 15, 2007
Minutes

Present: Director Armenta
Director Clark
Director Downey
Carl Sedoryk, General Manager/CEO
Hunter Harvath, AICP, Director of Administration
John Arriaga, JEA & Associates (Via Telephone)
Don Gilchrest, Walters & Associates (Via Telephone)

Absent: Director Sanchez

1. Call to order

Director Armenta called the meeting to order at 9:01 a.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. Congress is still working on the FY 2008 Transportation Appropriations bill. While a continuing resolution is in place until November 16, it is anticipated that work will continue on the Appropriations Bill under another continuing resolution through mid-December. MST will be receiving its annual $217,000 SAFETEA-LU earmark for bus replacement, and there currently is another $200,000 earmark in the House version of the Transportation bill. The Senate has an amendment in their version of the Transportation bill that would prevent additional bus funds to be diverted to the Urban Partnership program, as the $438 million in FY 2007 discretionary funds were. Mr. Sedoryk indicated that he spoke on this issue at the APTA Small Operators Committee.

Mr. Gilchrest updated the committee on efforts to reprogram excess Marina Transit Exchange grant funds to the bus replacement fund and encouraged MST to be active in the upcoming discussions for the next Reauthorization bill. Mr. Sedoryk
indicated that Reauthorization would be a primary focus of staff and Board member visits to Washington in January and March of 2008.

Director Armenta inquired as to federal support of transit-oriented development. Mr. Gilchrest responded that there might be Economic Development Administration grants available or housing/commerce funds for distressed neighborhoods. Director Armenta also asked about funds to address global warming issues. Mr. Sedoryk responded that efforts are being made to seek 100% federal funding for purchases of alternative fuels transit vehicles. Director Downey asked about hybrid technologies. Mr. Gilchrest responded that many of these policy issues would be discussed at the committee level and that he would check into the status of alternative fuels/hybrids as these discussions occur.

4. Governor’s Revised Budget

Mr. Harvath discussed the final state budget that was signed into law by the Governor. It contains substantial diversions of transit dollars into non-transit programs, which resulted in a loss of approximately $2 million in State Transit Assistance (STA) funding for MST. However, because an additional $100 million that was diverted from the STA program was funneled into the State Transportation Improvement Program, MST’s $7.5 million that was approved in September by the California Transportation Commission for bus replacement is fully funded. Director Armenta asked how STA funds were tied to the Transportation Infrastructure Bond. Director Downey also asked for a clarification of the funding diversions. Mr. Sedoryk responded by highlighting the lawsuit that the California Transit Association is filing against the state challenging the funding diversions. Mr. Arriaga indicated that if successful as the Teachers had been in their lawsuit against the state regarding a similar diversion, MST could recover the $2 million it lost in STA funds this year.

5. State legislative update

Mr. Arriaga detailed legislative and funding activities at the state level. Senate Bill 717, which would fix the formula for distribution of Proposition 42 funds, is being closely watched. In addition, implementation bills for various aspects of the Transportation Infrastructure Bond are proceeding through the legislature. In addition, Mr. Arriaga is monitoring the Housing Infrastructure Bond programs that relate to Transit Oriented Development and Infill Developments.

6. Review upcoming legislation and recommend positions

Mr. Arriaga indicated that MST, TAMC and County staff would be working closely together on their upcoming 2008 Legislative programs. He mentioned how the implementation of AB 32, the climate change legislation passed during the 2007 session, could affect bond programs, growth plans and other matters. Mr. Sedoryk indicated that MST’s Strategic Plan Priority #5 - Conserve Natural Resources would be applicable with regards to theses climate change issues, including MST’s plans to
incorporate bio-diesel to fuel its fleet. The committee recommended that staff revise the Legislative Program accordingly and bring a final draft to the Board of Directors at its December 10\textsuperscript{th} meeting. Director Armenta inquired as to whether there was a need for a lobbying trip to Sacramento in January or February. Mr. Arriaga concurred that this would be a good idea.

7. Adjourn

Chair Armenta adjourned the meeting at 9:52 a.m.

Prepared by: __________________________________________

Hunter Harvath
To: Board of Directors
From: H. Harvath, Director of Administration
Subject: Discontinuation of Line 53 Monterey Peninsula-South County Express

RECOMMENDATION:

Receive report on the discontinuation of the Line 53 Monterey Peninsula-South County Express project.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board approved the implementation of Line 53 in 2004. After the 3-year demonstration period, grant funds for the service are no longer available.

DISCUSSION:

In 2002, staff applied for a Federal Transit Administration Section 5311(f) grant that would support a peak-hour express service connecting the South Monterey County communities of King City, Greenfield, Soledad, Gonzales, and Chualar to the rest of MST’s route network. As it was implemented in September of 2004, this service offered the opportunity for South County residents to reach the Monterey Peninsula before a typical 8am shift start-time, which they were previously unable to do given the existing Line 23 Salinas-King City and Line 20 Monterey-Salinas schedules. MST received subsequent annual grants to support Year-2 and Year-3 of the service.

Despite such outreach activities as substantial bi-lingual promotion and hosting a job fair in the South County communities, ridership has not met expectations. For the last year and a half, monthly ridership has hovered between 400 and 500 passengers without any clear signs of growth.

Typically, grant-funded bus demonstration projects last for approximately three years. If ridership does not materialize within that three-year period, then the demonstration projects are usually discontinued and resources are directed to a new demonstration project. Often, the lessons learned from a demonstration project that did
not meet expectations help guide planning for the next one. For instance, MST discontinued its Line 25 Monterey-Gilroy and Line 26 Salinas-Gilroy Caltrain Connection service to Gilroy after approximately three years after ridership did not meet projections and was not showing any growth potential. As a result, MST refocused its resources to Line 55 Monterey-San Jose Express, which has been a clear success, carrying over 2,000 passengers per month, and which has significant ridership growth indicators.

In that regard, staff did not apply for funding for Year-4 of the Line 53. Rather, staff submitted an application for a new demonstration project – Line 23 Express, which will provide peak hour limited stop service between King City and Salinas. It is anticipated that Line 23 Express will better meet the demand for transit along the Highway 101 corridor, as ridership on the existing Line 23 has doubled in just one year.
To: Board of Directors

From: William G. Morris, Contract Transportation Manager

Subject: MST RIDES Free fixed-route fare modification

RECOMMENDATION:

Amend MST’s current fixed-route fare policy to permit MST RIDES Registered Passengers to ride free of charge on all MST fixed route and on demand response transit services (DART, MST-On Call).

FISCAL IMPACT:

Potential savings of $ 56,000 (or greater) to the MST RIDES annual operating expense.

POLICY IMPLICATIONS:

Your Board approves any modifications to MST fare policy.

DISCUSSION:

Staff is recommending a change to the current fixed-route fare policies, to be implemented on January 26, 2008. Currently, MST RIDES clients (ADA Paratransit approved) must pay a discounted fare when they are able to use the fixed-route services. If a free fare policy were adopted, MST RIDES clients may be enticed to use fixed-route services when able.

The MST RIDES ADA program subsidy per passenger is approximately $17 higher per one-way passenger trip than that of the fixed-route. MST RIDES ADA passenger trips have increased this fiscal year by 23% over last year. Should this trend continue, additional funding may have to be transferred from MST’s fixed route operations to support this increase in demand.

Many transit properties across the nation have adopted reduced, or “free fare” policies for their ADA Paratransit passengers as an incentive for them to use fixed-route transit services. For example; Los Angeles Access Services, the ADA Paratransit provider for the county, reported that in FY 2007, 1.3 million ADA Paratransit trips,
(approximately 6%), were converted to their fixed-route services, for a total annual cost savings of approximately 25 million dollars.

Should your Board approve this fare modification, and MST is successful in redirecting only 4% of the ADA Paratransit trips to our fixed-route services, MST could realize an annual cost savings of approximately $56,000.

Additionally, through passenger education and fixed-route travel training efforts, subsequent years could yield even higher cost savings.

At their October 22, 2007 meeting, the RIDES Advisory Committee voted unanimously to recommend that the MST Board of Directors approve this proposed fare modification.

PREPARED BY_________________ REVIEWED BY___________________
William G. Morris                     Carl G. Sedoryk
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.

During October, I attended the American Public Transportation Association Annual Conference with Board members, Armenta, Clark, and Downey along with Hunter Harvath, Director of Administration. At the conference we attended wide variety of sessions related to how transit supports sustainability, improves the environments and conserves natural resources. Excellent presentations were provided by industry leaders on a variety of topics of concern to MST including transit-oriented design, effective management practices, and trends in mobility management. As an APTA Board of Director, I was also involved in helping craft legislative priorities relating to the pending federal Transportation Reauthorization bill.

I attended the annual study session of the California Transit Insurance Pool in Santa Barbara and where we received updates on the status of insurance reserves and claims history for the pool.

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 September 2007  
Attachment #6 – Facilities & Maintenance Department Report September 2007  
Attachment #7 – Administration Department Report September 2007  

PREPARED BY: Carl G. Sedoryk
FIXED ROUTE BUS OPERATIONS:

System Wide Service: (Fixed Route & DART Services)

Preliminary boarding statistics indicate that ridership decreased by 8.4% in September 2007, (402,787), as compared to September 2006, (439,739). Year to date, system wide passenger boardings are down by 6.7% for last year.

September productivity fell slightly from 25.9 passengers per hour last year, to 23.2 passengers per hour for September of 2007.

Seasonal Service:

MST Trolley service was discontinued on September 4th transporting 8,581 passengers over the three days of operation in September.

Supplemental Service:

September 28, 29, & 30th: MST provided supplemental service on lines 48 and 56 during the Salinas California International Air show. 2,552 passengers were transported during this three day event, which represents a 59% increase in boardings over last year’s event.

September 15 & 16: MST provided supplemental service on lines 37, 38, and 39 during the AMA Super Bike races at SCRAMP. 244 passengers were transported during this two day event, which is a new event for SCRAMP.

System Wide Statistics:

- Ridership: 402,787
- Vehicle Revenue Hours: 17,367
- Vehicle Revenue Miles: 274,006
- System Productivity: 23.2 Passengers Per Vehicle Revenue Hour
- Scheduled One-Way Trips: 24,910

On-Time Compliance: Of 86,598 total time-point crossings sampled for the month of September, the TransitMaster™ system recorded 15,803 delayed arrivals to MST’s published time-points system-wide. This denotes that 81.75% of all scheduled arrivals at published time-points were on time. (See MST Fixed-Route Bus ~ On Time Compliance Chart FY 2008.)

Service 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 reported time-point crossings.
Trips With 10 or More Standees: There were 101 reported overcrowded trips for the month of September. (See Operations Summary report for further information)

Cancelled Trips: There were a total of 15 cancelled trips for the month of September for both directly operated and contracted services representing less then one tenth of one percent of all scheduled trips for the month. Cancelled trips for September were attributed to the following:

<table>
<thead>
<tr>
<th>Reason</th>
<th>MST</th>
<th>MV Transportation</th>
<th>% Of All Missed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanical</td>
<td>2</td>
<td>0</td>
<td>13.33%</td>
</tr>
<tr>
<td>Delayed Boarding</td>
<td>1</td>
<td>0</td>
<td>6.67%</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
<td>0</td>
<td>6.67%</td>
</tr>
<tr>
<td>Accident</td>
<td>3</td>
<td>0</td>
<td>20.00%</td>
</tr>
<tr>
<td>Traffic</td>
<td>8</td>
<td>0</td>
<td>53.33%</td>
</tr>
</tbody>
</table>

Documented Occurrences: MST Coach Operators are required to complete an occurrence report for any unusual incident that may occur during their work day. The information provided within theses reports is used to identify trends, which often drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for the month(s) of September 2006 and 2007:

<table>
<thead>
<tr>
<th>Occurrence Type</th>
<th>September-06</th>
<th>September-07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident: Coach Involved</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Medical Emergency</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Object Thrown @ Coach</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Passenger Conflict</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Passenger Fall</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Other</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Unreported Damage</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

CONTRACTED SERVICES:

MST RIDES ADA Paratransit Program:

- Preliminary boarding statistics for the MST RIDES program reflect that for the month of September there were 6,565 passenger boardings. This represents an 18.25 % increase from September of 2006, (5,552). Year to date; passenger boardings for this program have increased by 24.72% over the previous year.

- For the month of September, 88.13 % of all scheduled trips for the MST RIDES Program arrived on time, Increasing from 86.97 % in September of 2006.

- Productivity increased from 1.73 passengers per hour last year, to 1.89 passengers per hour for September of 2007.
For the month of September, 73 applications were reviewed, resulting in 71 approvals and 2 denials. Of the approvals, 39 were new registered program participants, and 32 were recertifications.

43 program participants were designated as inactive in September.

There are 2,593 total active program participants as of November 5, 2007.

Other:

MV employee Donald Parslow replaced Richard Hans as MV’s Maintenance Manager.

MST RIDES 5310 program fleet vehicles received a satisfactory rating during a September 5th inspection by CalTrans.

MV Transportation began operating the new Line 56 service on September 4th.

Line 22 daily service was discontinued September 4th, reverting to weekend only service beginning September 8th.

COMMUNICATIONS CENTER:

In September, the Communications Department summoned public safety agencies on seven (7) 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>5</td>
</tr>
<tr>
<td>Emergency Medical Services</td>
<td>Medical Emergency</td>
<td>2</td>
</tr>
</tbody>
</table>

Robert Weber

## MST FIXED ROUTE
### ON-TIME COMPLIANCE FY 2008

<table>
<thead>
<tr>
<th>MONTH</th>
<th>FY07 ON-TIME PERFORMANCE</th>
<th>FY08 TIME POINT COUNT</th>
<th>FY08 DELAYED ARRIVALS 5 + MINUTES</th>
<th>FY08 ON-TIME PERFORMANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>84.56%</td>
<td>96,770</td>
<td>16,779</td>
<td>82.66%</td>
</tr>
<tr>
<td>August</td>
<td>81.12%</td>
<td>100,678</td>
<td>18,982</td>
<td>81.15%</td>
</tr>
<tr>
<td><strong>September</strong></td>
<td><strong>81.20%</strong></td>
<td><strong>86,598</strong></td>
<td><strong>15,803</strong></td>
<td><strong>81.75%</strong></td>
</tr>
<tr>
<td>October</td>
<td>84.22%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>83.76%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>86.91%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>January</td>
<td>86.40%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>83.81%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>83.10%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>83.40%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>82.67%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>82.63%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>284,046</td>
<td>51,564</td>
<td></td>
</tr>
<tr>
<td><strong>Monthly Average</strong></td>
<td><strong>82.29%</strong></td>
<td><strong>94,682</strong></td>
<td><strong>17,188</strong></td>
<td><strong>81.85%</strong></td>
</tr>
</tbody>
</table>

### Graph: On-Time Compliance

The graph shows the on-time compliance for each month from July to June for FY07 and FY08. The goal for on-time compliance is 87%. The chart indicates that the on-time compliance for FY08 is close to the goal, with a monthly average of 81.85%. The data suggests a steady increase in on-time compliance from July to June, with the exception of March, which shows a decrease. The graph is a visual representation of the data presented in the table, with each bar indicating the on-time compliance percentage for that month.
Operations Summary Report

Fixed Route and DART Service

July – September 2007
Fixed Route & DART Monthly Operations Summary Report
September 2007

<table>
<thead>
<tr>
<th>Service Delivered</th>
<th>Service Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ridership</td>
<td>On-time</td>
</tr>
<tr>
<td>402,787</td>
<td>Time Points</td>
</tr>
<tr>
<td>Passengers / Vehicle Revenue Hour</td>
<td>Delayed Time Points</td>
</tr>
<tr>
<td>23.19</td>
<td>15,803</td>
</tr>
<tr>
<td>One-way Trips Scheduled</td>
<td>Schedule Adherence</td>
</tr>
<tr>
<td>24,819</td>
<td>81.75%</td>
</tr>
<tr>
<td>Cancelled Trips</td>
<td>Overcrowded Trips</td>
</tr>
<tr>
<td>15</td>
<td>101</td>
</tr>
</tbody>
</table>

**System Wide Service:**
Ridership fell 8.4%, from 439,739 boardings last September to 402,787 boardings in September 2007. Revenue hours increased 2.5% compared to last September, resulting in a productivity measurement of 23.2 passengers per hour. Ridership on the three routes serving Watsonville showed the greatest loss, with ridership dropping 15.3%. Intercity service on lines 20 and 21 dropped by 11.7%, intricacy Salinas routes lost 9.1% and Monterey ridership dropped 6.4%. Despite the overall losses some routes showed notable increases, particularly: line 11 (364%), line 16 (358%) and line 24 (219%).

**Seasonal Service:**
Trolley service operated for three days in September, carrying a total of 8,851 riders, compared to last September when it carried 9,176 over four days of service. Service to Laguna Seca operated for two days during the AMA Superbike races, carrying a total of 244 passengers.

**Supplemental Service:**
Supplemental service on lines 48 and 56 was operated during the Salinas Airshow, carrying a total of 2,522 riders during the three days of service. By comparison, last year's Airshow service carried only 1,589 riders.
Fixed Route & DART Monthly Operations Summary Report
September 2007

Overcrowded Trip Reports by Line - FY 08 YTD

- Line 20 - 80 trips (26%)
- Line 23 - 14 trips (5%)
- Line 20 - 80 trips (26%)
- Other Lines: 7 (2%)
- Line 9 - 32 trips (11%)
- Line 10 - 78 trips (25%)
- Line 41 - 35 trips (12%)

Routes accounting for less than 2% of all overcrowding are consolidated as "other"

Cancelled Trips by Month - FY 08 YTD

- July: 28
- August: 17
- September: 15

Cancelled Trips by Reason - FY 08 YTD

- Traffic - 25 Trips (46%)
- Mechanical Failure - 15 Trips (27%)
- Non-MST Accident - 6 Trips (11%)
- MST Accident - 9 Trips (16%)
Schedule Adherence by Line - September 2007
Percent On-time Timepoints

- 7-Monterey-Carmel: 89.9%
- 1-Monterey-Pacific Grove: 89.8%
- 4-Carmel-Carmel Rancho: 89.0%
- 24-Carmel Valley-Grapevine Express: 87.4%
- 9-Fremont-Hilby: 86.5%
- 20-Monterey-Salinas: 86.4%
- 10-Fremont-Ord Grove: 86.3%
- 2-Monterey-Pacific Grove: 86.2%
- 11-Edgewater-Carmel: 86.0%
- 42-East Alisal - Westridge: 84.6%
- 23-Salinas-King City: 84.5%
- 41-East Alisal - Northridge: 84.3%
- 6-Edgewater - Ryan Ranch: 81.0%
- 44-Northridge: 80.8%
- 46-Natividad: 79.2%
- 27-Watsonville-Marina: 78.6%
- 28-Watsonville-Salinas: 78.4%
- 29-Watsonville-Salinas: 76.7%
- 53-Monterey Peninsula-South County Express: 76.3%
- 22-Big Sur: 75.5%
- 55-Monterey-San Jose Express: 73.2%
- 43-Memorial Hospital: 71.4%
- 21-Monterey-Salinas: 70.5%
- 49-Northridge: 69.4%
- 48-East Salinas - Airport Business Center: 67.2%
- 5-Monterey-Carmel: 66.7%
- 16-Monterey-Marina: 65.9%
- 45-East Market-Creekbridge: 55.3%
- 56-Monterey-Memorial Hospital: 44.6%

87% adherence standard
### September 2007

- **Systemwide Ridership:** 402,787
- **Systemwide Revenue Hours:** 17367:28
- **Systemwide Revenue Miles:** 274,006.4

#### Primary Routes

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRM</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-Monterey-Pacific Grove</td>
<td>9,651</td>
<td>712:56</td>
<td>7,151.9</td>
<td>13.54</td>
<td>2.4%</td>
<td>4.1%</td>
</tr>
<tr>
<td>9-Fremont-Hilby</td>
<td>35,384</td>
<td>932:12</td>
<td>9,341.6</td>
<td>37.96</td>
<td>8.8%</td>
<td>5.4%</td>
</tr>
<tr>
<td>10-Fremont-Ord Grove</td>
<td>40,858</td>
<td>1063:16</td>
<td>11,385.8</td>
<td>38.43</td>
<td>10.1%</td>
<td>6.1%</td>
</tr>
<tr>
<td>41-East Alisal - Northridge</td>
<td>58,074</td>
<td>1599:05</td>
<td>17,424.8</td>
<td>36.32</td>
<td>14.4%</td>
<td>9.2%</td>
</tr>
<tr>
<td>42-East Alisal - Westridge</td>
<td>40,487</td>
<td>1281:00</td>
<td>13,667.0</td>
<td>31.61</td>
<td>10.1%</td>
<td>7.4%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>184,454</td>
<td>5588:29</td>
<td>58,971.1</td>
<td>33.01</td>
<td>45.8%</td>
<td>32.2%</td>
</tr>
</tbody>
</table>

#### Local Routes

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRM</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-Monterey-Pacific Grove</td>
<td>14,564</td>
<td>673:34</td>
<td>7,589.4</td>
<td>21.62</td>
<td>3.6%</td>
<td>3.9%</td>
</tr>
<tr>
<td>Monterey Peninsula DART</td>
<td>2,644</td>
<td>755:03</td>
<td>7,520.0</td>
<td>3.50</td>
<td>0.7%</td>
<td>4.3%</td>
</tr>
<tr>
<td>4-Carmel-Carmel Rancho</td>
<td>2,583</td>
<td>378:40</td>
<td>3,861.0</td>
<td>6.82</td>
<td>0.6%</td>
<td>2.2%</td>
</tr>
<tr>
<td>5-Monterey-Carmel</td>
<td>5,007</td>
<td>343:30</td>
<td>4,099.2</td>
<td>14.58</td>
<td>1.2%</td>
<td>2.0%</td>
</tr>
<tr>
<td>6-Edgewater - Ryan Ranch</td>
<td>378</td>
<td>53:12</td>
<td>1,134.3</td>
<td>7.11</td>
<td>0.1%</td>
<td>0.3%</td>
</tr>
<tr>
<td>7-Monterey-Carmel</td>
<td>1,864</td>
<td>152:00</td>
<td>1,732.8</td>
<td>12.26</td>
<td>0.5%</td>
<td>0.9%</td>
</tr>
<tr>
<td>11-Edgewater-Carmel</td>
<td>20,320</td>
<td>598:00</td>
<td>9,262.3</td>
<td>33.98</td>
<td>5.0%</td>
<td>3.4%</td>
</tr>
<tr>
<td>16-Monterey-Marina</td>
<td>10,948</td>
<td>916:55</td>
<td>17,034.6</td>
<td>11.94</td>
<td>2.7%</td>
<td>5.3%</td>
</tr>
<tr>
<td>43-Memorial Hospital</td>
<td>10,644</td>
<td>295:00</td>
<td>3,561.6</td>
<td>36.08</td>
<td>2.6%</td>
<td>1.7%</td>
</tr>
<tr>
<td>44-Northridge</td>
<td>8,567</td>
<td>337:15</td>
<td>4,062.5</td>
<td>25.40</td>
<td>2.1%</td>
<td>4.1%</td>
</tr>
<tr>
<td>45-East Market-Creekbridge</td>
<td>5,611</td>
<td>387:15</td>
<td>5,804.9</td>
<td>14.49</td>
<td>1.4%</td>
<td>2.2%</td>
</tr>
<tr>
<td>46-Natividad</td>
<td>6,383</td>
<td>173:36</td>
<td>1,820.7</td>
<td>36.77</td>
<td>1.6%</td>
<td>1.0%</td>
</tr>
<tr>
<td>48-East Salinas - Airport Business Center</td>
<td>1,818</td>
<td>217:52</td>
<td>4,134.4</td>
<td>8.34</td>
<td>0.5%</td>
<td>1.3%</td>
</tr>
<tr>
<td>49-Northridge</td>
<td>4,524</td>
<td>421:18</td>
<td>3,004.8</td>
<td>10.74</td>
<td>1.1%</td>
<td>2.4%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>95,855</td>
<td>5703:10</td>
<td>74,623</td>
<td>16.81</td>
<td>23.8%</td>
<td>32.8%</td>
</tr>
</tbody>
</table>

#### Regional Routes

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRM</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>20-Monterey-Salinas</td>
<td>56,129</td>
<td>1682:49</td>
<td>33,207.3</td>
<td>33.35</td>
<td>13.9%</td>
<td>9.7%</td>
</tr>
<tr>
<td>21-Monterey-Salinas</td>
<td>1,094</td>
<td>103:52</td>
<td>1,995.0</td>
<td>10.53</td>
<td>0.3%</td>
<td>0.6%</td>
</tr>
<tr>
<td>23-Salinas-King City</td>
<td>14,145</td>
<td>742:34</td>
<td>22,082.7</td>
<td>19.05</td>
<td>3.5%</td>
<td>4.3%</td>
</tr>
<tr>
<td>24-Carmel Valley-Grapevine Express</td>
<td>6,338</td>
<td>710:32</td>
<td>14,546.1</td>
<td>8.92</td>
<td>1.6%</td>
<td>4.1%</td>
</tr>
<tr>
<td>27-Watsonville-Marina</td>
<td>1,809</td>
<td>265:41</td>
<td>7,022.4</td>
<td>6.81</td>
<td>0.4%</td>
<td>1.5%</td>
</tr>
<tr>
<td>28-Watsonville-Salinas</td>
<td>9,128</td>
<td>701:37</td>
<td>19,617.8</td>
<td>13.01</td>
<td>2.3%</td>
<td>4.0%</td>
</tr>
<tr>
<td>29-Watsonville-Salinas</td>
<td>19,418</td>
<td>926:25</td>
<td>15,978.7</td>
<td>20.96</td>
<td>4.8%</td>
<td>5.3%</td>
</tr>
<tr>
<td>53-Monterey Peninsula-South County Express</td>
<td>564</td>
<td>128:30</td>
<td>4,413.0</td>
<td>4.39</td>
<td>0.1%</td>
<td>0.7%</td>
</tr>
<tr>
<td>55-Monterey-San Jose Express</td>
<td>2,130</td>
<td>461:30</td>
<td>14,553.0</td>
<td>4.62</td>
<td>0.5%</td>
<td>2.7%</td>
</tr>
<tr>
<td>56-Monterey-Memorial Hospital</td>
<td>87</td>
<td>42:16</td>
<td>1,601.7</td>
<td>2.05</td>
<td>0.0%</td>
<td>0.2%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>110,842</td>
<td>5765:56</td>
<td>135,017.7</td>
<td>19.22</td>
<td>27.5%</td>
<td>33.2%</td>
</tr>
</tbody>
</table>

#### Seasonal / Supplemental Service

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRM</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>22-Big Sur</td>
<td>241</td>
<td>62:20</td>
<td>1,608.2</td>
<td>3.87</td>
<td>0.1%</td>
<td>0.4%</td>
</tr>
<tr>
<td>36, 37, 38, 39 Laguna Seca</td>
<td>244</td>
<td>53:16</td>
<td>1,163.5</td>
<td>4.58</td>
<td>0.1%</td>
<td>0.3%</td>
</tr>
<tr>
<td>MST Trolley</td>
<td>8,581</td>
<td>88:30</td>
<td>675.0</td>
<td>96.96</td>
<td>2.1%</td>
<td>0.5%</td>
</tr>
<tr>
<td>Salinas Airshow</td>
<td>2,570</td>
<td>105:47:00</td>
<td>1,948.4</td>
<td>24.29</td>
<td>0.6%</td>
<td>0.6%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>11,636</td>
<td>309:53</td>
<td>5,395.1</td>
<td>37.55</td>
<td>2.9%</td>
<td>1.8%</td>
</tr>
</tbody>
</table>
Date: September 30, 2007

To: C. Sedoryk, General Manager/CEO

From: Lyn Owens, Director Human Resources; Hunter Harvath, Director of Administration; Mark Eccles, Director Information Technology

Subject: Administration Department Monthly Report September 2007

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

**Human Resources**

Employment activity for the month of September 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>
</table>

Total employment levels for September 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>123</td>
<td>122</td>
<td>-1</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>35</td>
<td>-1</td>
</tr>
<tr>
<td>Administration (Interns 2 PT)</td>
<td>21.5</td>
<td>21.5</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>219.5</strong></td>
<td><strong>211.5</strong></td>
<td><strong>-8</strong></td>
</tr>
</tbody>
</table>

Workers Compensation statistics are as follows:

<table>
<thead>
<tr>
<th>September 2007</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Expenses</td>
<td>$42,221</td>
</tr>
<tr>
<td>Reserves</td>
<td>$900,273</td>
</tr>
<tr>
<td># Open cases</td>
<td>61</td>
</tr>
<tr>
<td># Closed cases</td>
<td>8</td>
</tr>
<tr>
<td>Average Reserves per Open claim</td>
<td>$14,758</td>
</tr>
<tr>
<td># Open with no financial activity</td>
<td>32</td>
</tr>
</tbody>
</table>
Training

<table>
<thead>
<tr>
<th>Description</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microsoft Excel</td>
<td>1</td>
</tr>
<tr>
<td>Photoshop</td>
<td>1</td>
</tr>
<tr>
<td>Special District Finance Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

Risk Management Update

<table>
<thead>
<tr>
<th>Description</th>
<th>September 2006</th>
<th>September 2007</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Preventable</td>
<td>Preventable</td>
</tr>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Vehicle Collisions</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Stationary Objects</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Passenger Incident</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>1</td>
<td>4</td>
</tr>
</tbody>
</table>

Liability Claims Paid/Recovered – Property and Personal Injury

$6,157.50 in recoveries during this period. There were $2,046.47 claims paid.

Customer Services Update

Customer Service received 61 customer comments during the month as follows:

<table>
<thead>
<tr>
<th>Service Report Type</th>
<th>Sept '07</th>
<th>%</th>
<th>Sept '06</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Compliment</td>
<td>6</td>
<td>9.84%</td>
<td>11</td>
<td>16.92%</td>
</tr>
<tr>
<td>Service Compliment</td>
<td>2</td>
<td>3.28%</td>
<td>5</td>
<td>7.69%</td>
</tr>
<tr>
<td>Improper Driving</td>
<td>14</td>
<td>22.95%</td>
<td>6</td>
<td>9.23%</td>
</tr>
<tr>
<td>Improper Employee Conduct</td>
<td>11</td>
<td>18.03%</td>
<td>7</td>
<td>10.77%</td>
</tr>
<tr>
<td>Passed By</td>
<td>5</td>
<td>8.20%</td>
<td>2</td>
<td>3.08%</td>
</tr>
<tr>
<td>Request To Add Service</td>
<td>5</td>
<td>8.20%</td>
<td>12</td>
<td>18.46%</td>
</tr>
<tr>
<td>Passenger Conduct</td>
<td>4</td>
<td>6.56%</td>
<td>2</td>
<td>3.08%</td>
</tr>
<tr>
<td>Fare / Transfer Dispute</td>
<td>3</td>
<td>4.92%</td>
<td>4</td>
<td>6.15%</td>
</tr>
<tr>
<td>Bus Stop Amenities</td>
<td>3</td>
<td>4.92%</td>
<td>3</td>
<td>4.62%</td>
</tr>
<tr>
<td>Late Arrival</td>
<td>2</td>
<td>3.28%</td>
<td>1</td>
<td>1.54%</td>
</tr>
<tr>
<td>No Show</td>
<td>1</td>
<td>1.64%</td>
<td>2</td>
<td>3.08%</td>
</tr>
<tr>
<td>Inaccurate Public Information</td>
<td>1</td>
<td>1.64%</td>
<td>1</td>
<td>1.54%</td>
</tr>
</tbody>
</table>
Overall service reports for September '07 (61) are down from September '07 (65) with the “Improper Employee Conduct” and “Improper Driving” categories representing the primary customer concerns for the third consecutive month. A review of the various “Improper Driving” reports did not immediately present a clear reason for the increases over last year. I have forwarded information to Operations for further review.

MST’s authentically restored 1948 Fageol Twin Coach Model 34-S “Bus 80” participated in this years classic car show Cherry’s Jubilee on September 7th. Customer Service staff was available to answer questions about the historic bus and hand out brochures outlining Bus 80’s history and other MST services.

**Marketing and Sales Update**


Published news stories included: “Marina Dedicates Transit Exchange” (Monterey County Herald, 9/22/07), “PG Man Dies in Motorcycle Crash” (Monterey County Herald, 9/26/07), “Marina Transit Exchange to Open Monday” (Salinas Californian, 9/28/07) and Monterey-Salinas Transit to Open New Exchange on Monday” (Monterey County Herald 9/30/07).

Marketing activities: Prepared for Marina Transit Exchange ribbon cutting event and coordinated opening of operations with staff. Met with two advertising agencies to discuss Monterey-Salinas Transit’s current marketing and advertising needs. Requested quotes for services from both agencies. Met with radio stations to familiarize myself with current schedules and upcoming campaigns. Rode the bus to familiarize myself with lines. Met with department heads and managers to introduce myself, and learn about their role at MST, and how we will be working together.
Planning Update

Staff continued work on the Monterey Bay Bus Rapid Transit Study and made a presentation to the TAMC Rail Policy Committee. Staff met with TAMC and the County of Monterey to discuss proposed Transit Oriented Development Grant Guidelines and traveled to Sacramento to meet with Housing and Community Development staff to provide comments on the program. Staff continued planning the September 21st Ribbon-cutting event for the new Marina Transit Exchange and worked with other departments to coordinate MST’s move into the facility. Staff met with County Redevelopment representatives to kick-off the planning for the Frank J. Lichtanski Monterey Bay Operations & Maintenance Center on MST’s Fort Ord property at 8th Avenue & Gigling Road.

Staff also conducted a kick-off meeting with Moore & Associates, MST’s survey research consultant, to discuss the 2007 passenger and non-passenger surveys. The non-passenger surveys were conducted on-board MST buses during the last week of September. Staff met with Alma Almanza of Central Coast Center for Independent Living to discuss transit matters related to persons with disabilities. Staff appeared on the Tomorrow Matters radio program to discuss transit’s role in improving the environment. Staff attended the California Transportation Commission meeting in Rocklin, California, where MST was awarded $7.5 million in capital funds to pay for bus replacements. Staff attended a 3-day seminar and training on Special Districts finance and management.

Information Technology Update

Staff continued working on outstanding warranty claims with the Siemens Transitmaster system as well as implementing additional functionality. Staff continued to configure software and hardware 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 continued to configure software for the ongoing implementation of the GIRO DDAM Timekeeping system. Staff updated software components of MST workstations. Staff continued developing functionality of the Payroll and Customer Service databases. Staff kept the MST web page updated and made the appropriate changes as required. Staff continued to support MST staff as needed, proactively ensuring MST staff were supported fully with their IT needs.

Staff completed the IT requirements in relation to the opening of the Marina Transit Exchange. This included setting up the OnStreet signs at each gate giving real-time Arrival information for passengers as well as the Arrivals and Departure information on the LCD display within the Customer Service area.
The Transportation Agency has been working with member jurisdictions and community groups to refine the investment plan for the Sales Tax Expenditure Plan. A variety of different projects throughout Monterey County are being recommended for funding with a proposed 25-year half-cent transportation sales tax, which will be placed on the November 2008 ballot. The projects on the draft funding list include regional safety and congestion relief road projects on US 101, Highway 156 and Highway 68. Eligible for the 20% transit set-aside are bus rapid transit projects connecting Pacific Grove and Monterey to Seaside and Marina, increased bus service between Monterey and Salinas, wheelchair-accessible taxi cabs, and improved transit for the elderly and disabled. Candidates for the 3% funding for bicycle and pedestrian improvements are a bicycle path between Carmel High School and across the Carmel River Bridge, a bridge over the Salinas River between South Salinas and Spreckels, and improvements along the Coast to add to the Monterey Bay Sanctuary Scenic Trail.

The transportation sales tax, when combined with the developer fees and state and federal funds, will assist in funding $1.5 billion worth of safety, maintenance, congestion relief and alternative transportation projects in Monterey County. A preferred scenario slated for approval at the Transportation Agency Board’s December 5, 2007 meeting.

The California Department of Transportation is currently accepting applications for the Bicycle Transportation Account Program. The Bicycle Transportation Account Program funds city and county projects that improve safety and convenience for bicycle commuters. In order to be eligible for these funds a city or county must prepare and adopt a Bicycle Transportation Plan that complies with state law. The plan must be reviewed and approved by the Transportation Agency for Monterey County. Agencies applying for the funds must have a Bicycle Transportation Plan adopted January 1, 2003 or later. Projects that were not identified in the Transportation Agency’s 2005 Genera Bikeways Plan or approved in their own bicycle transportation plan will not be eligible for the funds. Applications are due to the local Caltrans District Local Assistance Office by Monday, December 3, 2007.

The Transportation Agency is also accepting applications from businesses, public agencies, and non-profit organizations for bicycle racks and lockers through the Bicycle Protection Program. The Bicycle Protection Program aims to encourage bicycle use, and reduce air pollution and traffic congestion by providing free bicycle racks and lockers to the public. The Transportation
Agency covers the purchasing price of the lockers and racks including tax, shipping and handling. The applicants only need to install the equipment and monitor its use.

Through the program, the Transportation Agency previously provided 68 bicycle racks and 30 lockers to businesses, public agencies and non-profit organizations throughout Monterey County. With new funding awarded to the Transportation Agency from the Monterey Bay Unified Air Pollution Control District in the total amount of $45,837, this program has been extended. Applications already approved by the Transportation Agency can expect to receive the bicycle racks and lockers by early December.

**MONTEREY-SALINAS TRANSIT TO RECEIVE FEDERAL FUNDING FOR SOUTH COUNTY TRANSIT SERVICE**

Two express round trips will soon be added to the existing weekday operations of Line 23 between Salinas and King City with the award of $50,932 in Intercity Bus Program funds from the Federal Transit Administration. Operating costs will be matched with farebox revenues and $124,604 in Transportation Development Act funds from the County of Monterey, and the Cities of Gonzales, Soledad, Greenfield, and King. Continued Sunday service on Line 23 will also be funded with this award. MST has also been awarded $25,000 in Federal Transit Administration grant funds for the Line 23 Marketing Outreach Plan.

**TRANSPORTATION AGENCY SUPPORTS HIGHWAY 1 SCENIC HIGHWAY DESIGNATION**

To ensure that scenic views are preserved, local jurisdictions along Highway 1 from Carmel to Marina are working together to secure designation of the Highway 1 corridor as a scenic highway. The designation also makes the highway eligible to compete for federal funds that are reserved for scenic highways to improve the quality of life along the highway through bicycle, pedestrian, and other environmental friendly projects. The City of Marina has taken the lead in this effort and is coordinating via the Fort Ord Reuse Authority. More information regarding the scenic highway program can be found at [http://www.dot.ca.gov/hq/LandArch/scenic/scpr.htm](http://www.dot.ca.gov/hq/LandArch/scenic/scpr.htm).

**CITY OF CARMEL-BY-THE-SEA AWARDED STATE TRANSPORTATION FUNDS**

The Transportation Agency allocated the City of Carmel-by-the-Sea $71,812 in state funding this Wednesday for the reconstruction of Mission Street between Third and Fourth Avenue. This money will also fund completion of sidewalks on the west side of the street as well as undergrounding of overhead utility wires.
ANNUAL TRANSPORTATION EXCELLENCE AWARDS:
CALL FOR NOMINATIONS

Is there an individual, group, business or program in Monterey County that has significantly contributed to the way we get around in 2007? Do they deserve to be recognized? Nominate this individual, group, business or program for a Transportation Excellence Award. The Transportation Agency would like to encourage and appreciate the efforts made by Monterey County residents, businesses and employees. Nomination forms can be found at: http://www.tamcmonterey.org/programs/excelaward/index.html and are due by December 7, 2007. The awards ceremony will take place before the regular January 23, 2008 Transportation Agency Board meeting.

Examples of potential awards include but are not limited to:

- Transportation employees who excel at their jobs and go the extra mile to promote the most efficient use of the transportation system.
- Innovative activities that promote more efficient use of the local transportation network.
- Citizens or organizations that have made significant efforts to inform and educate the public about transportation issues.
- Successful efforts to improve transit services and encourage the use of alternatives to driving alone.
TO: Carl Sedoryk  
FROM: Thomas P. Walters  

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

- Participated in MST Legislative Committee meeting to review and plan Federal agenda. Provided updates on FY 2008 appropriations legislation and discussed draft of 2008 legislative agenda.

- Began advanced planning for Washington, D.C. advocacy meetings by MST.

- Discussed proposal for reprogramming Federal funds for MST facilities with Congressional staff.

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

- Continued assistance regarding Congressional recognition of MST anniversary.

- Provided regular updates on legislation and discussed impacts with MST staff.

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

Week of Oct. 1, 2007
- Monitored Governor’s legislative signing and veto messages
- Worked on proposed TOD guideline amendments with HCD and regional agencies
- Monitored gubernatorial appointments

Week of Oct. 8, 2007
- Holiday – in observance of Columbus Day
- Monitored Governor’s legislative signing and veto messages
- Worked on proposed TOD guideline amendments with HCD and regional agencies
- Participated in interregional agency meeting via conference call regarding 2008 priorities
- Monitored gubernatorial appointments
- Provided update of legislative matrix

Week of Oct. 15, 2007
- Participated and provided presentation during Legislative Committee meeting
- Coordinated and participated in meeting with biofuels industry representative in discussing possibilities of pursuing funding and/or legislation for a pilot project in the region.
- Worked on proposed TOD guideline amendments with HCD and regional agencies
- Provided summary and overview of Prop. 1B-E & 84 bond funding programs and allocations in the 2007-08 State Budget
- Monitored gubernatorial appointments

Week of Oct. 22, 2007
- Worked on proposed TOD guideline amendments with HCD and regional agencies
- Monitored gubernatorial appointments

Week of Oct. 29, 2007
- Worked on proposed TOD guideline amendments with HCD and regional agencies
- Monitored gubernatorial appointments

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

From: D. Sobotka, Controller

Subject: Quarterly Performance Results Report – 1st Qtr FY 2008

RECOMMENDATION:

Receive quarterly performance results.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

None. Information only.

DISCUSSION:

This report is for the 1st Quarter ending September 30, 2007. The Quarterly Report is divided into four sections: FY 2008 Objectives, Key Business Driver Performance Results, Budget Control Results and Capital Projects Status.

FY 2008 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 2008.

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 and 4). This section has four parts, described below.

Revenues and Expenditures. Actual revenues and expenditures are compared to the budget in Attachment 3. We are ahead of budget.

Insurance Reserve Funds. Actual reserves are compared to actuary targets in Attachment 4. Results show that reserves are at acceptable balances and are in line with the reserve levels determined by our actuary.

Monthly Boardings. Monthly boardings for Fixed-Route Bus are shown in Attachment 1 and MST RIDES are shown in Attachment 3 of the General Manager/CEO Report at 10-1 on the agenda. Fixed Route Ridership is significantly lower than last year. MST RIDES usage has increased as a result of more usage by qualified riders.

Comparative Statistics. Key Monthly Statistics presented for Fixed-Route Bus are shown in Attachment 2 and MST RIDES are shown in Attachment 4 of the General Manager/CEO Report at 10-1 on the agenda. Cost measures are generally favorable when compared to prior year levels.

Major Capital Projects Status (Attachment 5). 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 5.

Prepared by: ______________________  Reviewed by: ______________________
       Dave Sobotka  Carl Sedoryk

Attachments: 1. FY 2008 Objectives
              2. Key Business Driver Performance Results
              3. Revenues and Expenditures
              4. Insurance Funds
              5. Major Capital Projects Status
FY 2008
GOALS AND OBJECTIVES

Five Strategic Priorities

The following are the strategic priorities and goal statements that MST will pursue over the next three years as adopted by the board in their Strategic Plan. Activities and results to date are highlighted under each goal.

1. Improve Service Design and Infrastructure:

   Develop and implement changes to MST’s existing services and infrastructure to accommodate future growth, while attracting new riders by utilizing effective marketing techniques and by applying greater focus in meeting individual community needs.

Results: To date the following activities have taken place:

   - New Line 7 Carmel via CHOMP service implemented in response to customer demand.
   - New Line 46 Monterey – Salinas Valley Memorial began in September.
   - Continuing negotiations with CSUMB, Ryan Ranch Business Park, and Stone Creek Center to devise special services and/or discounts to increase ridership.
   - Completed installation of passenger shelters in South County cities, Chualar and Prunedale.
   - Staff completed construction of phase 1 of Marina Transit Exchange.
   - Public hearings for Marina On-Call service have been held and service to be implemented on November 26, 2007.
   - Additional service on Line 23 King City – Salinas to begin January 2008.
   - Request for Proposals for Environmental, Final Design, and Engineering issued for FJL Monterey Bay Operations Center.
   - Bus Rapid Transit planning process continues to move forward as recent passenger boarding surveys indicate sufficient ridership to qualify for federal funds through the Very Small Starts program.
2. Develop Stable Long Term Revenue Sources:

Pursue public/private and public/public partnerships, fare-pricing strategies, and revenue generation from the use of MST assets as means to generate the revenue required to construct needed capital facilities, purchase vehicles, and sustain both current and future transit services.

Through education and advocacy, encourage policy makers and the general public to enact legislation at local, state and federal levels to provide sustained revenue sources that will support the future growth of Monterey County’s public transportation system.

Results: To date the following activities have taken place:

Private/public partnerships have been entered into with CHOMP and Salinas Valley Memorial Hospital to fund operating and capital expenses for new services.

Request For Proposals submitted for development of Phase 2 of Marina Transit Exchange with no responsive bids received, however there continues to receive interest from potential developers.

MST staff is providing assistance to the California Transit Association in its lawsuit against the State of California to restore transit funds that were diverted to other programs.

MST staff working with TAMC, and Caltrans staff successfully secured $7.5M in State Transportation Improvement Program Funds.

MST staff is providing comments to State of California regarding proposals to ensure Monterey County receives a “fair share” of Transportation and Housing bond funds.

Participating with the Monterey County Hospitality Association, and Salinas Valley Farm Bureau MST has helped secure support for transit projects in the November 2008 sales tax ballot measure.

3. Enhance Information Technology:

Continue to explore and implement new technologies that enhance the overall customer experience, reduce costs, attract new customers, retain existing customers, and improve the image of MST in the community.

Results: To date the following activities have taken place:

Completed implementation of Wi-Fi on Line 55 San Jose Express and Line 23 King City.
ATTACHMENT 1

Implemented Real-time passenger information at the Marina Transit Exchange with additional real-time information to be implemented at Salinas Transit Center by end of the calendar year.

Staff continues to work with Google Transit to provide online Trip Planning by calendar year end.

Staff continues to work with Wells Fargo and Redshift to provide online pass sales by calendar year end.

Implementation of Automated dispatching system and payroll systems is ongoing with completion scheduled for Spring 2008.

4. Improve Service Quality:

Continue MST’s commitment to Service Quality through implementation of the MST Business Model and focus on Key Business Drivers, including safety, efficiency, effectiveness, customer satisfaction, employee satisfaction and stakeholder satisfaction.

Results: Measurements to date are located in the attached report. MST continues to see improved results in safety as measured by accidents per 100,000 miles. Efficiency as measured by cost per hour and farebox recovery exceeds our established standard. Decreased ridership likely due to job losses in Salinas continues to cause a negative impact on our effectiveness as measured by passenger boardings per hour. Continuous improvement continues to be made in other key performance areas.

5. Conserve Natural Resources:

Implement economically sound and environmentally friendly resource conservation policies that reduce both our dependence on scarce natural resources and the potential for negative impacts on our environment.

Results: Staff continues to prepare for implementation of bio-diesel by Spring 2008 using a 20% blend of biofuel that will reduce annual consumption of fossil fuels by 150,000 gallons. In addition, staff has met with local growers and researchers from Lawrence Livermore to discuss the possibility of using currently unproductive ag land to locally produce biomass to support the biofuel needs of the MST fleet.
Professor Smith's appreciation of nature, commitment to the preservation of the environment, and love for CSUDH, the Memorial Garden will serve as a lasting legacy to this extraordinary father, husband, activist, scholar, and teacher. Supported by his widow, June Smith, and his children, this garden will provide, as June says, "a place where people can have quiet contemplation and appreciate nature."

Greg Smith was a city of San Pedro resident, a leader in his district who became a faculty member in 1968 because he wanted to give back to his community. He taught with intelligence and passion, but most importantly he taught from the heart.

A noted scholar and educator, Greg took his students all over Los Angeles so that they could better understand the demographics and issues of the different communities within LA County. Greg was a political geographer who not only studied how the shifting political landscape affected the world, he became actively involved in organizations such as the California Coastal Commission and Los Angeles Tree Commission in order to influence the preservation of the environment in California.

Greg retired from CSUDH in 1992 after having inspired and touched thousands of students, staff and faculty colleagues. It was 5 years after his retirement, while hiking in the Sierra Nevada Mountains, that Greg died of an apparent heart attack at the age of 66. Greg was a role model to those who knew him and inspired many to continue his efforts to preserve the environment. His research on environmental stability, preservation of mountain tops, land surface design and river water containment contributed greatly to the Nation's knowledge base and ability to preserve agricultural and natural resources.

Greg met his wife June, a professor of English at Harbor Community College, while they were undergraduates at Reed College in Portland, OR. They have been residents and active members of the San Pedro community since the late 1960s and have two children, Gila and Cyrus, and a grandson, Hudson Gregory.

I am proud that Greg Smith was my constituent. I am delighted that his family and CSUDH will be honoring the memory of this extraordinary individual with the Greg Smith Memorial Garden.

CONGRATULATING PATIENCE ANN DAVIS ON HER ADMISSION TO THE NORTH CAROLINA BAR

HON. HEATH SHULER
OF NORTH CAROLINA
IN THE HOUSE OF REPRESENTATIVES
Friday, October 12, 2007

Mr. SHULER. Madam Speaker, I rise today to congratulate Fayetteville native Miss Kirstie E. Wade of Argyle High School in Argyle, Texas, for being chosen as a semifinalist in the 44th Annual National Achievement Scholarship Program. It is an honor to have such a qualified student in the 26th District of Texas.

The National Achievement Scholarship Program began in 1964 as a way to provide scholarships to promising black students. Since 1964, almost 28,000 students have been provided with scholarships totaling more than $88 million. Miss Wade was one of 114 semifinalists from the State of Texas. She was chosen based on her Preliminary SAT scores. Finalists will be chosen based on abilities, achievements, and potential for success. The scholarship winners will be announced in April of 2008.

I extend my sincere congratulations to Miss Kirstie E. Wade and her family for her academic achievements at Argyle High School. Her dedication and commitment to her education will lead her to great things. I wish her the best of luck with the remainder of the National Achievement Scholarship Program.

Congratulating Kirstie E. Wade
HON. MICHAEL C. BURGESS
OF TEXAS
IN THE HOUSE OF REPRESENTATIVES
Friday, October 12, 2007

Mr. BURGESS. Madam Speaker, I rise today to congratulate Miss Kirstie E. Wade of Argyle High School in Argyle, Texas, for being chosen as a semifinalist in the 44th Annual National Achievement Scholarship Program. It is an honor to have such a qualified student in the 26th District of Texas.

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In Honor of Monterey-Salinas Transit
HON. SAM FARR
OF CALIFORNIA
IN THE HOUSE OF REPRESENTATIVES
Friday, October 12, 2007

Mr. FARR. Madam Speaker, I have the distinct honor and privilege of representing California’s 17th congressional district and, on behalf of all the residents of the central coast, I would like to commend to my colleagues their attention the 35th Anniversary of Monterey-Salinas Transit.

The Monterey Peninsula Public Transit System, Joint Powers Agency was formed by the cities of Carmel, Del Rey Oaks, Monterey, Pacific Grove, Seaside and the county of Monterey on October 1, 1972. As the predecessor of Monterey-Salinas Transit, it served the Monterey Peninsula area, and later expanded to provide service to the cities of Marina, Salinas, and Watsonville, now serving all of northern Monterey County with new connections into Santa Clara County, including downtown San Jose. It is the foresight of the MST member jurisdictions that has enabled the transit service to be on the cutting edge of technology and service, with ridership of nearly five million passengers each year, including a paratransit van service for disabled customers, a Waterfront Area Visitor Express service for tourists, and the innovative Carmel Valley Grapevine Express.

Not only does MST play a significant role in transportation system of the Monterey Bay region, but it helps meet the basic transportation needs of thousands of constituents. A majority of MST passengers are either elderly or low-income. More than two out of every five
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MST passengers live in a household without an automobile. For the more than four thousand riders who depend on public transportation every day to get to work, the safe and reliable bus system that MST operates is a necessity for their economic independence. In addition, MST is at the forefront of reducing TOD; it is central to achieving—promoting community livability and sustainable development along bus routes. Connecting housing and transportation will be the key to retaining the unique quality of life for residents and visitors to the beautiful Monterey Peninsula. It was my privilege earlier this month to help MST mark a milestone in its history and operations with the opening of the new Marina Transit Exchange. The first phase offers customers and staff expanded amenities, electronic signage, and other customer information services and the second phase will provide MST developed housing.

Madam Speaker, I am pleased to commend Monterey-Salinas Transit for providing 35 years of exemplary public service to the central coast of California, and ask my colleagues in the House of Representatives to wish them well on their next 35 years.

TORTURE POLICIES UNDERCUT U.S. LEADERSHIP ON HUMAN RIGHTS, DEMOCRACY AND THE RULE OF LAW

HON. ALCEE L. HASTINGS
OF FLORIDA
IN THE HOUSE OF REPRESENTATIVES
Friday, October 12, 2007

Mr. HASTINGS of Florida. Madam Speaker, as Chairman of the Commission on Security and Cooperation in Europe, I would like to draw the attention of my colleagues to two events last week that, taken together, illustrate the damaging effect that this administration’s policies have had on America’s credibility as a global leader on human rights, democracy and the rule of law.

First of all, on Friday, the 56th OSCE participating States concluded their annual Human Dimension Implementation Meeting in Warsaw, Poland. This meeting is Europe’s largest regional human rights forum where governments and nongovernmental organizations gather to take stock of how countries are implementing the commitments they have undertaken in the Helsinki process relating to human rights and democracy. As such, this meeting provides an important opportunity for the United States to raise and express concern about serious instances of noncompliance and negative trends in the expansive OSCE region, stretching from Vancouver to Vladivostok.

Separately, on Thursday of last week—just as the Warsaw meeting was drawing to a close—the New York Times ran an article revealing the existence of two classified legal memos authorizing the use of interrogation techniques that, to many reasonable minds, rise to the level of torture, or at least cruel, inhuman, or degrading treatment or punishment—both categories of treatment prohibited under the United Nations Convention Against Torture to which the United States is a party. These memos have already been dubbed by some as “torture memo 2.0” and “torture memo 3.0,” and were reportedly authored by Steven G. Bradbury, who has headed the Department of Justice’s Office of Legal Counsel since 2005.

Madam Speaker, 3 years ago the world was shocked—and the United States was shamed—by pictures showing detainees hooded over their heads, with electrical wires attached to their fingers. But perhaps even more shocking and more shameful was the surfacing of the so-called “torture memo,” adopted by the Department of Justice in 2002 and leaked to the public in 2004. The very existence of such a memo was widely understood to mean that abuses did not just occur by rogue elements or as an aberration, but stemmed from a government policy to effectively authorize the use of torture and cruel, inhuman or degrading treatment or punishment. The 2002 memo was so scandalous that shortly after it was leaked, it was disavowed by the Department of Justice itself.

For many people, the existence of “torture memo 2.0” and “torture memo 3.0” will not come as a surprise but rather as a confirmation of what they suspected to be the case. Certainly, when one looks at the statements issued by the President when he signed into law the 2005 Detainee Treatment Act and the 2006 Military Commissions Act, there was every indication that he considered himself in no way bound by those laws as passed by Congress.

There are, of course, enormous implications for the United States when the President considers himself beyond the reach of the Congress and outside the scope of the Constitution. The President’s policies on torture have seriously undercut American credibility on the very issues this administration purports to hold dear—human rights and democracy promotion.

Can you imagine being at a meeting—like the one that has just concluded in Warsaw—where the United States is supposed to express its concern about a whole range of human rights issues, including the issue of protecting human rights while combating terrorism, when this latest revelation about this administration’s torture policies hits the front pages?

Regrettably, American credibility as an advocate for human rights and democracy has continued in free fall in the face of this latest revelation and attendant implausible denials. Beyond the victims of abuse themselves, U.S. interests are being seriously undermined, including the campaign to win hearts and minds around the globe.

Not surprisingly, the administration’s denials cannot repair the damage that has been done. It will take considerable time to restore the good name of our country—time, and concrete action by this body.

In such circumstances, actions speak louder than words, and two steps must be taken to help restore America’s tarnished reputation, help clear out the thicket of legal cases created by the President’s disastrous policies, and position the United States to build more effective alliances in our counterterrorism operations.

First, I urge my colleagues to restore habeas corpus to detainees where the Military Commissions Act of 2006 was a travesty of justice, but perhaps no part of that legislation departed so sharply from our legal heritage as the decision to deny individuals the most basic right recognized since the Magna Carta: the right to challenge their detention. If we are to convince the world that we do not routinely torture terrorism suspects, providing these detainees one of the most basic legal safeguards is a good place to start.

Second, we must close the detention facility at Guantanamo Bay—a measure I called for at a hearing on Guantanamo I chaired in June. To this end, the United States should release or transfer detainees elsewhere and, for those whom we believe we must hold and try, detainees should be transferred to the United States. Terror suspects can be tried by our Federal courts; they might be tried by military commissions under the Uniform Code of Military Justice; I’d even consider the establishment of special domestic terror courts, as in Spain. But it is time for the President to listen to his own senior officials, including Secretaries Gates and Rice, and close the GTMO camp.

Madam Speaker, while these two steps are not the only ones necessary to fully restore America’s credibility and respect for the values we proclaim abroad, they represent an important start. It is time for this great country to resume its rightful leadership role on human rights, democracy and rule of law, but first, it will need to lead by example.

HONORING DR. ALVAN E. FISHER
HON. PATRICK J. KENNEDY
OF RHODE ISLAND
IN THE HOUSE OF REPRESENTATIVES
Friday, October 12, 2007

Mr. KENNEDY. Madam Speaker, I rise today to recognize the life of Dr. Alvan E. Fisher, a pioneer in treating those affected by AIDS in Rhode Island, who distinguished himself with an extraordinary career as a courageous physician and leader in my home state and throughout the Nation. Dr. Fisher passed away on September 28, 2007, after dedicating over 25 years of service to the treatment of people with AIDS.

As a man with deep conviction and tremendous spirit of public service, Dr. Fisher in the early 1980s ventured into the care of patients who other doctors feared, and I am deeply honored to pay tribute to this outstanding Rhode Island native who spent 22 years in clinical practice in Rhode Island treating and advocating for patients with HIV/AIDS. AIDS Project Rhode Island recognized him with its first “Red Ribbon Community Service Award” in 2002, among many accolades he had received in his lifetime.

Dr. Fisher was a specialist in infectious diseases and a founding member of AIDS Project Rhode Island, where he was instrumental in establishing standards of care for patients with HIV and helping patients find doctors who would treat them. He served as chairman of the AIDS task force at Rhode Island Hospital and helped start the Brown University AIDS Program. More recently, Dr. Fisher continued his work in the field of HIV/AIDS treatment as senior director of medical affairs for Gilead Sciences, a biotech company in Foster City, California.

Dr. Fisher was ahead of the times and was someone who understood very well that through acts of bravery and by deeply caring, he worked every day to ensure that patients in