

MST AGENDA & MEETING NOTICE

Group: Board Operations Performance Committee (BOPC)

Directors: Albert (Chair), Amelio, Baron, Carbone,
Velazquez (Vice-Chair), Worthy

Staff: Carl Sedoryk, General Manager/CEO, Hunter Harvath, AGM, Kelly Halcon, Director of HR and Risk Management, Robert Weber, Chief Operating Officer, Norman Tuitavuki, Deputy Chief Operating Officer, Mark Eccles, Director of Information Technology, Lisa Rheinheimer, Director of Planning and Marketing

Date: May 13, 2019

Time: 9:00 am

Place: 19 Upper Ragsdale Dr., Suite 100, Monterey 93940

The BOPC Committee provides policy direction to the Board and monitor performance in areas of Transit, ADA Paratransit and Mobility Management Service Design/Service Delivery, Capital Investment Requirements, Capital Projects, Transit Facilities/Customer Amenities, Asset Management, Labor Relations, and Safety/Security.

- 1. Call to order.**
- 2. Public comment on matters not on the agenda.**

Members of the public may address the Committee 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 Committee will not take action or respond immediately to any public comments presented, but may choose to follow-up at a later time, either individually, through staff, or on a subsequent agenda.

- 3. Review of Operations Performance. (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)**
- 4. Construction Update Clarence J Wright Salinas Division (No Enclosure)(Carl Wulf)**
- 5. Update on union objections to federal grants (Refer to MST Board Agenda Item 7-1) (Carl Sedoryk)**
- 6. Update on contracted fixed route services negotiations. (No Enclosure) (Robert Weber)**
- 7. Review FY 2020 Budget assumptions and refer budget to Admin Committee for final recommendation. (Enclosure)(Hunter Harvath, Kelly Halcon, Lisa Rheinheimer)**

8. Closed session.

As permitted by Government Code §54957 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.

- 8.1. Conference with Monterey-Salinas Transit and ATU Contract Negotiators, – Gov. Code § 54957.6.

9. Return to open session and report on closed session.

10. Staff and Committee member comments, questions, or referrals.

11. Adjourn.

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

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



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Monterey - Salinas Transit

**Draft Budget
FY2020**

	FY2019 TOTAL BUDGET	FY2020 TOTAL YEAR FIXED ROUTE	FY2020 TOTAL YEAR RIDES	FY2020 TOTAL YEAR MEASURE Q- FR	FY2020 TOTAL YEAR COMBINED	VARIANCE OVER/ (UNDER)
REVENUE						
CASH REVENUE						
PASSENGER FARES	(4,073,040)	(3,552,456)	(277,716)	-	(3,830,172)	(242,868)
TROLLEY	(750,000)	(603,012)	-	-	(603,012)	(146,988)
OTHER LOCAL, SC,	-	-	-	-	-	-
REVENUE - DOD	(5,429,736)	(4,344,552)	-	-	(4,344,552)	(1,085,184)
SPECIAL FARES - OTHER	(679,992)	(679,992)	-	-	(679,992)	-
ADVERTISING	(315,060)	(425,592)	-	-	(425,592)	110,532
OTHER AUXILIARY REVENUE	(1,884)	(1,884)	-	-	(1,884)	-
INVESTMENT INCOME	(12,000)	(12,000)	-	-	(12,000)	-
TAXI LEASE REVENUE	-	-	-	-	-	-
OTHER NON-TRANSPORTATION	(30,000)	(15,000)	-	-	(15,000)	(15,000)
TOTAL REVENUE	(11,291,712)	(9,634,488)	(277,716)	-	(9,912,204)	(1,379,508)
LTF OPERATING FUNDS	(15,279,684)	(16,749,684)	-	-	(16,749,684)	1,470,000
LTF/RSTP SWAP FUNDS	-	-	-	-	-	-
APCD FUNDS	-	-	-	-	-	-
CAP AND TRADE	(205,344)	(622,800)	-	-	(622,800)	417,456
OTHER LOCAL FUNDS	(158,436)	(110,004)	-	-	(110,004)	(48,432)
SALES TAX	(9,339,984)	-	(6,370,308)	(4,584,816)	(10,955,124)	1,615,140
STATE OPERATING FUNDS	(4,074,792)	(4,367,760)	-	-	(4,367,760)	292,968
FEDERAL 5307 FORMULA FUNDS	(8,010,744)	(8,369,880)	-	-	(8,369,880)	359,136
FEDERAL 5311 RURAL FUNDS	(624,204)	(624,204)	-	-	(624,204)	-
FEDERAL 5311F INTERCITY FUNDS	(557,952)	(835,284)	-	-	(835,284)	277,332
FEDERAL 5316 JARC FUNDS	-	-	-	-	-	-
FEDERAL 5303 FUNDS	-	-	-	-	-	-
FEDERAL 5313B FUNDS	-	-	-	-	-	-
FEDERAL 5317 FUNDS - NF	-	-	-	-	-	-
OTHER FEDERAL FUNDS	(18,000)	-	-	-	-	(18,000)
CASH GRANTS & REIMBURSEMENT	(38,269,140)	(31,679,616)	(6,370,308)	(4,584,816)	(42,634,740)	4,365,600
TOTAL REVENUE	(49,560,852)	(41,314,104)	(6,648,024)	(4,584,816)	(52,546,944)	2,986,092
EXPENSES	-	-	-	-	-	-

Monterey - Salinas Transit

**Draft Budget
FY2020**

	FY2019 TOTAL BUDGET	FY2020 TOTAL YEAR FIXED ROUTE	FY2020 TOTAL YEAR RIDES	FY2020 TOTAL YEAR MEASURE Q- FR	FY2020 TOTAL YEAR COMBINED	VARIANCE OVER/ (UNDER)
LABOR	-	-	-	-	-	-
COACH OPERATORS WAGES	7,438,020	7,027,824	-	-	7,027,824	(410,196)
COACH OPERATOR OVERTIME	1,151,964	1,151,964	-	-	1,151,964	-
OTHER WAGES	7,715,376	7,518,648	128,808	325,836	7,973,292	257,916
OTHER OVERTIME	224,268	224,268	-	-	224,268	-
TOTAL LABOR	16,529,628	15,922,704	128,808	325,836	16,377,348	(152,280)
BENEFITS	-	-	-	-	-	-
PERS	2,263,824	2,486,232	11,172	28,644	2,526,048	262,224
INSURANCE	4,221,552	4,193,988	31,272	78,180	4,303,440	81,888
IN LIEU INSURANCE	163,200	163,200	-	4,800	168,000	4,800
OTHER FRINGE BENEFITS	23,652	23,820	-	-	23,820	168
PAYROLL TAXES	354,468	335,580	2,556	6,516	344,652	(9,816)
WORKERS COMPENSATION EXPENSE	750,000	678,984	5,964	15,060	700,008	(49,992)
HOLIDAYS	857,352	814,188	6,288	15,516	835,992	(21,360)
PERSONAL LEAVE	1,841,196	1,768,596	12,528	28,596	1,809,720	(31,476)
UNIFORMS	88,320	82,272	108	600	82,980	(5,340)
AUTO ALLOWANCE	29,520	33,600	-	-	33,600	4,080
TUITION REIMBURSEMENT	5,772	8,064	-	-	8,064	2,292
SAFETY AWARD & EE RECOGNITION	51,780	51,780	-	-	51,780	-
TOTAL BENEFITS	10,650,636	10,640,304	69,888	177,912	10,888,104	237,468
ADVERTISING & MARKETING	-	-	-	-	-	-
MARKETING SERVICES	89,208	119,700	5,004	5,004	129,708	40,500
TROLLEY MARKETING	5,004	5,004	-	-	5,004	-
TOTAL ADVERTISING & MARKETING	94,212	124,704	5,004	5,004	134,712	40,500
PROFESSIONAL & TECHNICAL	-	-	-	-	-	-
PHYSICAL EXAMS	12,504	12,504	-	-	12,504	-
BANK SERVICES	222,000	222,000	-	-	222,000	-
AUDITORS	34,008	34,008	-	-	34,008	-
ARMORED CAR	71,148	83,856	-	-	83,856	12,708
LEGAL SERVICES	80,004	80,004	-	-	80,004	-
CONTRACT NEGOTIATION	20,004	80,004	-	-	80,004	60,000
DIRECTORS FEES	14,304	14,304	-	-	14,304	-
BROCHURE DELIVERY	1,500	1,500	-	-	1,500	-
HEARING COSTS	996	1,116	-	-	1,116	120
CONSULTING	240,012	180,000	5,004	50,004	235,008	(5,004)
RECRUITING SERVICES	6,000	9,492	-	-	9,492	3,492
INSPECTION	10,008	10,008	-	-	10,008	-
DRUG TESTING	9,000	9,000	-	-	9,000	-
OTHER PROFESSIONAL	10,008	113,052	-	-	113,052	103,044
CONSULTING - GRANT FUNDED	166,008	110,004	-	-	110,004	(56,004)
TOTAL PROFESSIONAL & TECHNICAL	897,504	960,852	5,004	50,004	1,015,860	118,356

Monterey - Salinas Transit

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OUTSIDE LABOR						
CUSTODIAL SERVICES	275,004	300,000	-	-	300,000	24,996
SECURITY SERVICES	170,004	180,000	-	-	180,000	9,996
BUS PAINTING	37,500	37,500	-	-	37,500	-
HAZARDOUS WASTE DISPOSAL	65,004	80,004	-	-	80,004	15,000
LAUNDRY	96,000	150,000	-	-	150,000	54,000
SHOP EQUIPMENT REPAIR	10,008	10,008	-	-	10,008	-
SUPPORT VEHICLES REPAIR	40,176	40,176	-	-	40,176	-
TOWING	22,596	22,596	-	-	22,596	-
BUS WASHER MAINTENANCE	7,500	7,500	-	-	7,500	-
ELECTRICAL, PLUMBING , ROOFING	50,004	50,004	-	-	50,004	-
COPIER & OFFICE EQUIP REPAIR	12,372	10,008	-	2,004	12,012	(360)
COMPUTER MAINTENANCE	884,964	1,039,560	81,000	2,400	1,122,960	237,996
SEAT REPAIRS	6,504	6,504	-	-	6,504	-
BUILDING AND EQUIPMENT MAINT	100,008	150,000	-	-	150,000	49,992
TELEPHONE EQUIPMENT REPAIR	1,008	1,008	-	-	1,008	-
PARTS CLEANING	5,808	5,808	-	-	5,808	-
RADIO REPAIRS	45,000	55,008	-	-	55,008	10,008
OTHER OUTSIDE LABOR	126,000	126,000	-	-	126,000	-
MAINTENANCE SHOP	25,260	15,000	-	-	15,000	(10,260)
GROUPS MAINTENANCE	36,000	50,004	-	-	50,004	14,004
PEST CONTROL	4,800	6,504	-	-	6,504	1,704
TEST UNDERGROUND TANKS	9,204	9,204	-	-	9,204	-
FIRE EXTINGUISHER SERVICE	6,852	6,000	-	-	6,000	(852)
TOTAL OUTSIDE LABOR	2,037,576	2,358,396	81,000	4,404	2,443,800	406,224
FUEL, GAS AND TIRES						
DIESEL - REVENUE	2,800,008	2,500,008	-	-	2,500,008	(300,000)
LUBRICANTS - REVENUE	210,000	250,008	-	-	250,008	40,008
ELECTRICITY - REVENUE	26,208	26,208	-	-	26,208	-
GAS	65,003	100,008	-	-	100,008	35,005
FUEL PURCHASES - MV	1,050,000	496,356	616,800	86,844	1,200,000	150,000
TIRES & TUBES	240,000	300,000	-	-	300,000	60,000
TOTAL FUEL & LUBRICANTS	4,391,219	3,672,588	616,800	86,844	4,376,232	(14,987)

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MATERIALS AND SUPPLIES	-	-	-	-	-	-
MARKETING SUPPLIES	27,516	27,000	-	4,008	31,008	3,492
BUS ADVERTISING EXPENSE	-	-	-	-	-	-
PRINTING	54,516	40,008	8,004	11,256	59,268	4,752
RIDERS GUIDES	40,008	40,008	-	-	40,008	-
MAPS	4,008	4,008	-	-	4,008	-
TICKETS	4,008	-	4,008	-	4,008	-
PASSES	50,004	50,004	-	-	50,004	-
BROCHURES	24,516	25,008	1,500	3,504	30,012	5,496
TRANSFERS	-	-	-	-	-	-
MISC MARKETING	28,008	25,008	-	8,208	33,216	5,208
HAZARDOUS MATERIAL CONTAINMENT	12,000	12,000	-	-	12,000	-
COMPUTER SUPPLIES	77,004	60,000	-	-	60,000	(17,004)
SAFETY & PROTECTIVE SUPPLIES	39,204	37,404	-	1,800	39,204	-
TROLLEY SUPPLIES	5,004	5,004	-	-	5,004	-
BUILDING CLEANING SUPPLIES	66,996	66,996	-	-	66,996	-
TRANSIT CENTER/PLAZA SUPPLIES	6,000	6,000	-	-	6,000	-
SHELTER & BUS STOP SUPPLIES	100,008	75,000	-	-	75,000	(25,008)
OTHER SUPPLIES	95,016	40,008	5,004	50,004	95,016	-
SHOP SUPPLIES	109,332	109,332	-	-	109,332	-
OFFICE SUPPLIES/EQUIPMENT	87,012	96,012	1,008	3,000	100,020	13,008
POSTAGE & EXPRESS SERVICE	18,672	13,164	4,452	1,200	18,816	144
COPY MACHINE PAPER	3,096	3,096	-	-	3,096	-
REVENUE VEHICLE PARTS	759,996	950,004	-	-	950,004	190,008
SUPPORT VEHICLE PARTS	15,000	15,000	-	-	15,000	-
FAREBOX PARTS	32,184	32,184	-	-	32,184	-
BUS WASHER SUPPLIES	13,008	15,000	-	-	15,000	1,992
WARRANTY LABOR & PARTS	-	-	-	-	-	-
PARTS CLEANING	5,004	5,004	-	-	5,004	-
FUEL IS/DISPENSER PARTS	5,004	5,004	-	-	5,004	-
TOTAL MATERIALS AND SUPPLIES	1,682,124	1,757,256	23,976	82,980	1,864,212	182,088
UTILITIES	-	-	-	-	-	-
WATER & FIRE PROTECTION	40,008	40,008	-	-	40,008	-
TELEPHONE LINE SERVICE	129,996	129,996	-	-	129,996	-
PG&E	242,976	294,000	-	-	294,000	51,024
ALARM SERVICE	32,376	52,008	-	-	52,008	19,632
DISPOSAL & SEWER	45,396	45,396	-	-	45,396	-
CELLULAR PHONES/PAGERS	72,396	69,120	1,440	1,440	72,000	(396)
TOTAL UTILITIES	563,148	630,528	1,440	1,440	633,408	70,260

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**Draft Budget
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INSURANCE	-	-	-	-	-	-
PHYSICAL DAMAGE EXPENSE	59,784	88,524	-	-	88,524	28,740
RECOVERIES PHYSICAL DAMAGES	-	-	-	-	-	-
LIABILITY EXPENSE	841,308	1,138,392	-	-	1,138,392	297,084
OTHER INSURANCE PREMIUMS	60,684	78,744	-	-	78,744	18,060
TOTAL INSURANCE	961,776	1,305,660	-	-	1,305,660	343,884
TAXES	-	-	-	-	-	-
PROPERTY TAX	7,584	7,584	-	-	7,584	-
VEHICLE LICENSE & REGISTRATION	504	504	-	-	504	-
DIESEL SALES TAX	175,008	227,316	-	-	227,316	52,308
DIESEL FUEL USE TAX	8,616	11,220	-	-	11,220	2,604
GASOLINE TAX	1,884	4,092	-	-	4,092	2,208
OTHER TAXES	18,000	18,000	-	-	18,000	-
TOTAL TAXES	211,596	268,716	-	-	268,716	57,120
PURCHASED TRANSPORTATION	-	-	-	-	-	-
PURCHASED TRANSPORTATION	9,463,776	4,805,724	5,320,212	840,840	10,966,776	1,503,000
TAXI VOUCHERS/PILOT TRAVEL REIMB	612,012	-	200,004	485,316	685,320	73,308
TOTAL PURCHASED TRANSPORTATION	10,075,788	4,805,724	5,520,216	1,326,156	11,652,096	1,576,308
MISCELLANEOUS EXPENSES	-	-	-	-	-	-
SUBSCRIPTIONS	20,004	20,004	-	-	20,004	-
APTA DUES	35,556	36,036	-	-	36,036	480
CTA DUES	15,108	15,396	-	-	15,396	288
CHAMBER AND OTHER DUES	37,008	37,008	-	-	37,008	-
CAL ACT DUES	1,740	1,740	-	-	1,740	-
STAFF TRAVEL	128,652	122,652	-	6,000	128,652	-
STAFF TRAINING	36,012	58,008	5,004	7,008	70,020	34,008
BOARD TRAVEL	25,008	25,008	-	-	25,008	-
AD & PROMOTION MEDIA	45,000	35,004	-	-	35,004	(9,996)
LEGAL ANNOUNCEMENTS	10,008	15,000	-	-	15,000	4,992
AD MEDIA RECRUITING	4,008	4,008	-	-	4,008	-
PERMITS	12,504	15,000	-	-	15,000	2,496
SALES TAX REVENUE EXPENSE	405,468	-	190,884	231,156	422,040	16,572
OTHER MISC. EXPENSE	13,008	13,008	-	-	13,008	-
INTERFUND TRANSFERS	-	(2,156,040)	-	2,156,040	-	-
TOTAL MISCELLANEOUS EXPENSES	789,084	(1,758,168)	195,888	2,400,204	837,924	48,840

Monterey - Salinas Transit

Draft Budget
FY2020

	FY2019 TOTAL BUDGET	FY2020 TOTAL YEAR FIXED ROUTE	FY2020 TOTAL YEAR RIDES	FY2020 TOTAL YEAR MEASURE Q- FR	FY2020 TOTAL YEAR COMBINED	VARIANCE OVER/ (UNDER)
OTHER AGENCY EXPENSES	-	-	-	-	-	-
PASS THROUGH/BEHALF OF OTHERS	-	-	-	-	-	-
TOTAL OTHER AGENCY EXPENSES	-	-	-	-	-	-
INTEREST EXPENSE	-	-	-	-	-	-
INTEREST EXPENSE	200,004	293,004	-	-	293,004	93,000
TOTAL INTEREST EXPENSE	200,004	293,004	-	-	293,004	93,000
LEASES & RENTALS	-	-	-	-	-	-
ANTENNA/ SATELLITE RENTAL	30,505	44,004	-	-	44,004	13,500
RESTROOM - MONTEREY	50,005	5,004	-	-	5,004	(45,001)
EQUIPMENT RENTALS	52,500	52,500	-	-	52,500	-
POSTAGE METER RENTAL	10,008	10,008	-	-	10,008	-
BUILDING RENT	333,540	220,320	-	124,032	344,352	10,812
TOTAL LEASES & RENTALS	476,557	331,836	-	124,032	455,868	(20,689)
TOTAL OPERATING EXPENSES	49,560,852	41,314,104	6,648,024	4,584,816	52,546,944	2,986,092
OPERATING (SURPLUS) DEFICIT	-	-	-	-	-	-

FY20 CAPITAL BUDGET - DRAFT

ATTACHMENT 1
version 4/8/19

A		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
A1	Medium Bus Fixed Route Subfleet: Replace 7 vehicles				\$777,095				\$777,095	\$0	\$0	\$777,095
A2	Relief Unit Subfleet: Replace 6 vehicles								\$0	\$0	\$150,000	\$0
A3	Facilities Subfleet: Add 1 Facilities Truck								\$0	\$0	\$60,000	\$0
Total Rolling Stock:		\$0	\$0	\$0	\$777,095	\$0	\$0	\$0	\$777,095	\$0	\$210,000	\$777,095

B		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
B1	Document Management System								\$0	\$0	\$25,000	\$0
B2	Financial Reporting (Jet Reports)								\$0	\$0	\$28,000	\$0
B3	Spare GFI fareboxes (3 short complete sets)								\$0	\$0	\$45,000	\$0
B4	GFI Garage Computer Servers (3)								\$0	\$0	\$25,000	\$0
B5	GFI test bench								\$0	\$0	\$21,000	\$0
B6	Point of Sale System								\$0	\$0	\$50,000	\$0
B7	Mobile phone ticketing & validators		\$400,000						\$400,000	\$0	\$0	\$400,000
B8	20 - Desktop/peripherals Upgrades								\$0	\$0	\$21,000	\$0
B9	10 - Laptops								\$0	\$0	\$12,000	\$0
B10	Geenie Lift Z-boom40								\$0	\$0	\$55,000	\$0
B11	Automatic Passenger Counters	\$163,000			\$163,000				\$326,000	\$0	\$328,000	\$326,000
B12	Unforeseen facility improvements								\$0	\$100,000	\$0	\$100,000
B13	Upgrade TDA Server Bank								\$0	\$100,000	\$0	\$100,000
Total Bus Support & Equip:		\$163,000	\$400,000	\$0	\$163,000	\$0	\$0	\$0	\$726,000	\$200,000	\$610,000	\$926,000

C		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
C1	Fleet radio replacement for AVL (up to 20 units)								\$0	\$20,000	\$0	\$20,000
C2	Ranger Upgrades RIDES Subfleet					\$168,000			\$168,000	\$0	\$0	\$168,000
Total Comm. & Radio Equip:		\$0	\$0	\$0	\$0	\$168,000	\$0	\$0	\$168,000	\$20,000	\$0	\$188,000

D SAFETY & SECURITY		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
D1	Security Cameras at STC								\$0	\$75,000	\$0	\$75,000
D2	MPUSD Access								\$0	\$0	\$7,000	\$0

Total Safety & Security: \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$75,000 \$7,000 \$75,000

E PREVENTIVE MAINTENANCE		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
E1	Fleet - Major components								\$0	\$50,000	\$0	\$50,000
E2	Shop tools and equipment								\$0	\$25,000	\$0	\$25,000

Total Preventative Maint: \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$75,000 \$0 \$75,000

F BUS STATION/STOPS		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
F1	BRT renovate and camera system upgrades								\$0	\$0	\$325,000	\$0
F2	Bus station repairs/improvements								\$0	\$0	\$35,000	\$0
F3	Bus stops, repairs/improvements/ADA					\$20,000			\$20,000	\$0	\$50,000	\$20,000
F4	Bus shelter replacements (20)								\$0	\$0	\$75,000	\$0

Total Bus Stations/Stops: \$0 \$0 \$0 \$0 \$0 \$0 \$20,000 \$0 \$0 \$20,000 \$0 \$485,000 \$20,000

G MAJOR FACILITIES EXPANSION / REHAB		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
G1	South County Maintenance Facility	\$452,000		\$5,000,000	\$242,000		\$4,065,536	\$1,835,253	\$11,594,789	\$0	\$0	\$11,594,789
G2	Generator & improvements - 19 Upper Ragsdale								\$0	\$0	\$140,000	\$0
G3	JLW Reactivation								\$0	\$0	\$219,000	\$0

Total Major Facilities: \$452,000 \$0 \$5,000,000 \$242,000 \$0 \$4,065,536 \$1,835,253 \$11,594,789 \$0 \$359,000 \$11,594,789

Total Grants & MST Capital Budget:		Prop 1B PTMISEA	LCTOP/ TIRCP	MST Finance: Bank Loan	SB1	Measure Q	5339	Measure X	Total Grant, Measure Q, or Loan Funded	MST Capital Budget	Unfunded	Total Grant & MST Funded
		\$615,000	\$400,000	\$5,000,000	\$1,182,095	\$188,000	\$4,065,536	\$1,835,253	\$13,285,884	\$370,000	\$1,671,000	\$13,655,884

Cross Check Row 62:

\$13,655,884

**Monterey-Salinas Transit
Personnel Staffing - Fiscal Year 2020**

Operations:

Assistant General Manager/Chief Operating Officer
Coach Operators - Full Time*
Coach Operators - Full Time Extra Board
Coach Operators - Occupational Injuries*
Coach Operators - Part Time (Limited Duty)
Director of Transportation Services
Chief Operating Officer
Deputy Chief Operating Officer
Operations Manager
Senior Operations Supervisor
Operations Supervisor
Operations Analyst
Communications System Manager
Communications System Specialists
ITS Technician
Schedule/Planning Analyst
Scheduling Assistant
Transit Scheduler
Transit Planning Assistant
Contract Transportation Supervisor
CTSA Manager
Mobility Services Manager
Mobility Services Coordinator
Mobility Specialist
Mobility Assistant
Mobility Trainer
Safety/Training Officer
Trainer
Total Operations

FY2019 Budget	Net Additions (Reductions)	FY2020 Budget
-		-
150	(14)	136
-		-
1		1
-		-
-		-
1		1
1		1
-		-
2		2
9		9
1		1
1		1
6		6
2		2
1		1
1		1
1		1
1		1
1		1
-		-
1		1
1		1
5		5
-		-
-		-
-		-
2		2
188	(14)	174

Vehicle Maintenance:

Fleet Manager
Maintenance Superintendent
Maintenance Manager
Maintenance Supervisor
Maintenance Analyst
Mechanics
Mechanic - Revenue Equipment
Electronic Technician
Shop Helper
Utility Service Worker
Inventory Control Specialist
Inventory Analyst
Inventory Clerk
Total Vehicle Maintenance

-		-
2		2
-		-
3		3
-		-
23		23
-		-
2		2
-		-
10		10
-		-
1		1
3		3
44	-	44

Facilities:

Facilities Capital Projects Manager
Facilities Supervisor
Facilities Technician III
Facilities Technician II
Facilities Technician I
Total Facilities

1		1
1		1
1		1
1		1
4		4
8	-	8

Monterey-Salinas Transit Personnel Staffing - Fiscal Year 2020

	FY2019 Budget	Net Additions (Reductions)	FY2020 Budget
Administration:			
General Manager/CEO	1		1
Assistant General Manager	1		1
Director of Information Technology	1		1
Director of Human Resources/Risk Management	1		1
Director of Planning/Development	1		1
General Accounting & Budget Manager	1		1
Business Development/Transit Planner	1		1
Purchasing Manager	1		1
Marketing and Customer Service Manager	1		1
Risk & Security Manager	1		1
Grants Analyst	1		1
Compliance Analyst	1		1
Executive Assistant to the GM	1		1
Customer Service Supervisor	1		1
Human Resources Manager	1		1
Human Resources Generalist	-		-
Human Resources Administrator	-		-
Human Resources Assistant	2		2
Community Relations Coordinator	1		1
Accountant	2		2
Payroll Specialist	1		1
Information Technology Administrator	1		1
Information Technology Technician	1		1
Customer Service Representative/Spanish Translator	5		5
Customer Service Representative/Greyhound	-		-
Office Administrator	1		1
MST interns	-		-
CSUMB Interns (part-time)**	1		1
Total Administration	30	-	30
MST Total Personnel Staffing	270	(14)	256

* As Coach Operators with occupational injuries recover, they return to work as full-time Coach Operators.

**** Position funded by CSUMB**

FY 2020 Draft Project Action Plan

1. Begin operations of mini bus fixed route services from Joe Lloyd Way facility. August 2019
2. Resolve federal funding issues with Department of Labor. August 2019
3. Develop Information Technology software and capital replacement plan. September 2019
4. Complete negotiations of ATU 1224 labor agreement. December 2019
5. Permit and procurement design/build, and start construction of South County maintenance facility. March 2019
6. Update Measure Q Transit Investment Plan (QTIP) for 2020 - 2024, December 2019
7. Accept delivery and place in to service new electric and conventional fuel buses, trolleys, mini buses, service and support vehicles .Ongoing .
8. Start multiyear environmental review for Phase 2 Bus Rapid Transit (SURF!) pending award of funding from California Transportation Commission.
9. Commence micotransit services within current MST OnCall service areas. January 2020
10. Implement Maintenance Apprenticeship program with Hartnell College. December 2019
11. Complete rehabilitation of Salinas Transit Center public restrooms and employee break areas. October 2019
12. Implement one-year pilot of free fare programs with Hartnell College and Monterey Peninsula Community College. August 2019
13. Secure federal or state funding for Salinas Operations and Maintenance. March 2019
14. Transition Microsoft Office Suite to external Microsoft 365 system. November 2019
15. Procure and begin installation of new software applications including Human Resources/Payroll HRIS and Facilities Enterprise Asset Management system. June 2020
16. Procure mobile ticketing solution and begin implementation. June 2020
17. Adopt Federal Transit Administration approved Safety Management System plan. June 2020

FY 2020 DRAFT Ongoing and Recurring Action Items

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