Board of Directors Regular Meeting

Monday, October 13, 2008

MST Conference Room
One Ryan Ranch Road, Monterey

10:00 a.m.

TRANSPORTATION: Ride the Peninsula DART to MST Office

1. CALL TO ORDER
   1-1. Roll call.
   1-2. Pledge of Allegiance.

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

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

   2-2. Adopt Resolution 2009-06 recognizing Zoe Smallwood, Marketing Analyst, as Employee of the Month for October 2008. (Danny Avina) (p. 1)

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

   2-4. Minutes of the regular meeting of September 8, 2008. (Sonia Bannister) (p. 5)


   2-6. Maximus Inc. software maintenance agreement. (Mark Eccles) (p. 29)

   2-7. Adopt Resolution 2009-07 recognizing Tom Greer for 21 Years of Service. (Lyn Owens) (p. 31)

   2-8. Reject liability claim. (Ben Newman) (p. 33)
2-9. Approve purchase of security system for Monterey Division.  
(Ben Newman) (p. 35)

2-10. Schedule public hearings for possible fare increases, MST RIDES fare increases and other possible service adjustments. (Hunter Harvath) (p. 37)

End of Consent Agenda

3. SPECIAL PRESENTATIONS

3-1. October Employee of the Month – Zoe Smallwood. (Danny Avina)

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 18, 2008. (Bill Morris) (p. 39)

5-2. Human Resource Committee Minutes – September 8, 2008. (Lyn Owens) (p. 43)

6. BIDS/PROPOSALS

7. PUBLIC HEARINGS

8. UNFINISHED BUSINESS

8-1. Receive update on state budget impacts on MST. (Carl Sedoryk) (p. 45)

8-2. Update on construction of Frank J. Lichtanski facility. (Michael Hernandez) (p. 49)

9. NEW BUSINESS

9-1. Receive report on contracted services from MV Transportation, Inc. (Robert Weber) (p. 51)

9-2. AB2766 Air District Grants. (Hunter Harvath) (p. 55)
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. 57) |
   | 10-2. TAMC Highlights – September 24, 2008. (p. 79) |
   | 10-5. Update on MST Investments. (p. 85) |
   | 10-6. Board referrals. (p. 87) |
   | 10-7. Staff trip reports. (p. 89) |

11. **COMMENTS BY BOARD MEMBERS**

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

12. **ANNOUNCEMENTS**

   12-1. Status of regional transportation issues. (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. General Manager/CEO Performance, (§54954.2) (No enclosure).

14. **RETURN TO OPEN SESSION**

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

15. **ADJOURN**

   *NEXT MEETING DATE:* November 10, 2008 in MST Conference Room.
   
   *NEXT AGENDA DEADLINE:* October 29, 2008
Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Monterey-Salinas Transit Administration office at 1 Ryan Ranch Road, Monterey, CA during normal business hours.

Upon request, MST will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least 5 days before the meeting. Requests should be sent to Sonia Bannister, MST, One Ryan Ranch Road, Monterey, CA 93940 or srbannister@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, Zoe Smallwood began her career with Monterey-Salinas Transit as a Marketing Analyst in September 2007. She quickly learned her duties and displayed all attributes of an outstanding employee; and

WHEREAS, Zoe Smallwood has been instrumental in the opening of the new Bus Stop Shop located in Downtown Monterey in September; and

WHEREAS, Zoe Smallwood has worked together with the Facilities staff to implement a new MST logo signage at TDA and the new Downtown Monterey location; and

WHEREAS, Zoe Smallwood has also helped organize special service to events such as the Monterey County Fair and the Monterey Jazz Fest.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Zoe Smallwood as Employee of the Month for October 2008; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2009-06 this 13th day of October 2008 by the following vote:

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

NOES: None

ABSENT: None

Fernando Armenta
Chairman

Carl G. Sedoryk
Secretary
To: Board of Directors

From: Danny Avina, Marketing and Customer Service Manager

Subject: Disposal of unclaimed property left on bus

St. Vincent De Paul (Seaside)

3 books                  3 cell phones
3 hats                   2 purses
2 coin purses            2 shirts
1 pair of eyeglasses     1 toy
1 eyeglass case          1 sunglasses
1 pair gloves            1 sweater
3 jackets

To be disposed

5 sets of keys
1 coin purse
2 IDs
1 June Salinas Fast pass
4 videos
1 purse
2 shoes

$6.09 turned into 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 10:00 a.m. in the Monterey Mobility Management Center Conference Room.

Present:  Kristin Clark       City of Del Rey Oaks
          James Ford (10:20)  City of Marina
          Libby Downey       City of Monterey
          Vicki Stillwell    City of Pacific Grove
          Thomas Mancini     City of Seaside
          Fernando Armenta  County of Monterey

Absent:   Karen Sharp       City of Carmel-By-The-Sea
          Sergio Sanchez    City of Salinas
          Lisa Senkir       City of Gonzales (Ex-Officio)

Staff:    Carl Sedoryk      General Manager/CEO
          Tom Hicks         CTSA Manager
          Sonia Bannister  Office Administrator
          Zoe Smallwood    Marketing Analyst
          Hunter Harvath   Asst. General Manager/Finance & Administration
          Angelina Ruiz    Human Resource Administrator
          Bill Morris       Contract Transportation Manager
          Lyn Owens        Director of Human Resources
          Mark Eccles      Director of IT
          Cristy Sugabo    Paratransit Eligibility Specialist
          Carl Wulf        Facilities/Capital Projects Manager
          Michael Hernandez Asst. General Manager/Chief Operations Officer

Others:  Dave Laredo       DeLay & Laredo
          Heidi Quinn       DeLay & Laredo
          Paul Lopez        Facilities Technician
          Sherman Upshaw    Utility Service

*Apology is made for any misspelling of a name.*

13. CLOSED SESSION

The Board adjourned to Closed Session to meet with legal counsel regarding potential litigation and General Manager/CEO performance.
14. RETURN TO OPEN SESSION

Upon returning to open Session, General Counsel Laredo announced that the Board received a status report from staff and counsel, and provided general direction. No reportable action was taken by the Board.

2-1. – 2-7. CONSENT AGENDA

The consent agenda items consisted of the following:


2-3. Disposal of property left aboard buses.

2-4. Minutes of the regular meeting of August 18, 2008.


2-6. Authorize transfer of title.

2-7. Approve GM/CEO contract for FY09.

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

3. SPECIAL PRESENTATIONS

Carl Wulf, Facilities/Capital Projects Manager, introduced Paul Lopez, Facilities Technician, as Employee of the Month for September 2008. Paul was instrumental in the cleanup of a large fuel spill at the Wright Division. He worked together with the Facilities staff to remove over sixty gallons of fuel – this minimized the impact to MST. He also worked with the Safety/Training Officer to provide a great training tool at the GSA parking lot at our Fort Ord property. He and others painted and striped the parking lot to provide the bus training team a safe and accurate reproduction of a specific traffic intersection at Central and Lincoln in Salinas.

In the absence of the Facilities Supervisor, he has taken on the leadership role of the Facilities team. He truly is a great asset to his department and MST; and has clearly demonstrated a commitment to performing his assigned duties in the most efficient and timely manner possible.

4. PUBLIC COMMENTS

None.
5. COMMITTEE REPORTS

The Board accepted and filed the Marketing Committee Minutes – August 18, 2008.

6. BIDS/PROPOSALS

None.

7. PUBLIC HEARINGS

None.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10-1. – 10-6. REPORTS & INFORMATION ITEMS

Director Ford arrived at 10:20 a.m.

The reports consisted of the General Manager/CEO Report; TARC Highlights – August 27, 2008; Washington DC Lobbyist Report – August 26, 2008; Sacramento Lobbyist report – September 1, 2008; Property insurance renewal; and Staff trip reports.

11. COMMENTS BY BOARD MEMBERS

Director Downey asked for an update on the Trolley ridership.

12. ANNOUNCEMENTS

CTA Annual Conference, October 6-8, 2008, San Diego, CA.

13. ADJOURNMENT

There being no further business, Chair Armenta adjourned the meeting at 10:30 a.m.

Prepared by: ______________________________

Sonia A.R. Bannister
To: Board of Directors  
From: H. Harvath, Assistant General Manager for Finance & Administration  

RECOMMENDATION:

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

FISCAL IMPACT:

The cash flow for September 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 August 23, 2008</td>
<td>$9,686,550.08</td>
</tr>
<tr>
<td>Revenues</td>
<td>2,337,425.90</td>
</tr>
<tr>
<td>Disbursements</td>
<td>&lt;3,518,086.18&gt;</td>
</tr>
<tr>
<td>Ending balance September, 2008</td>
<td>$8,505,889.80</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: __________

Hunter Harvath  Carl Sedoryk
TREASURY TRANSACTIONS
FOR SEPTEMBER 2008

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Confirm #</th>
<th>Bank</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 28 LAIF</td>
<td>1185756</td>
<td>WF</td>
<td></td>
<td>474,000</td>
<td></td>
<td>9,285,522</td>
</tr>
<tr>
<td>Sep 08 LAIF</td>
<td>n/a</td>
<td>WF</td>
<td></td>
<td>730,000</td>
<td></td>
<td>8,555,522</td>
</tr>
<tr>
<td>Sep 18 LAIF</td>
<td>n/a</td>
<td>WF</td>
<td></td>
<td>437,000</td>
<td></td>
<td>8,118,522</td>
</tr>
<tr>
<td>Sep 22 LAIF</td>
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<td>WF</td>
<td></td>
<td>330,000</td>
<td></td>
<td>7,788,522</td>
</tr>
<tr>
<td>Sep 25 LAIF</td>
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<td>WF</td>
<td></td>
<td>336,000</td>
<td></td>
<td>7,452,522</td>
</tr>
<tr>
<td>Sep 26 LAIF</td>
<td>1188962</td>
<td>WF</td>
<td>1,000,000</td>
<td></td>
<td></td>
<td>8,452,522</td>
</tr>
</tbody>
</table>

Local Agency Investment Fund:
(Earned 2.779% for August 2008) $ 9,759,522

Treasury Balance at 09/26/08: $ 9,759,522
To: Board of Directors  
From: M. Eccles, Director of Information Technology  
Subject: Maximus Inc. Maintenance Agreement  

RECOMMENDATIONS:  

Authorize the General Manager/CEO to execute a contract with Maximus Inc. for one year of service maintenance with an option for one additional year at a cost not to exceed $55,557.  

FISCAL IMPACT:  

$27,101 in current fiscal year and is available in the approved budget. Second year’s expenses will be included in annual budget process.  

POLICY IMPLICATIONS:  

Your Board approves transactions greater than $25,000.  

DISCUSSION:  

In April 2005 MST implemented the Maximus Maintenance system. The system is used to keep track of the maintenance requirements of the fleet of buses and support vehicles as well as monitoring inventory and creating work orders for bus and facilities work control.  

Due to the complex and proprietary nature of the system software, MST does not have the ability to retain the services of another vendor for this service, nor does it have the internal expertise to fully maintain the software. Also, with the maintenance agreement MST will be eligible to receive software updates that enhance functionality at no additional cost.  

Annual costs quoted by Maximus Inc. for software and hardware maintenance are as follows:  

July 1, 2008 – June 30, 2009  $27,101  
July 1, 2009 – June 30, 2010  $28,456  

Approval of this item will allow staff to contract with Maximus Inc. for maintenance of the Maximus system for a fixed price for two years.  

PREPARED BY: ___________________  REVIEWED BY: ___________________  
Mark Eccles  Carl Sedoryk
HERBERT T. GREER
21 YEARS OF SERVICE

WHEREAS, Herbert T. Greer began his career with Monterey-Salinas Transit on April 21, 1987 as a Coach Operator; and

WHEREAS, Herbert T. Greer was recognized as MST’s Employee of the Month in May of 2003 for his dedication to his job and to MST; and

WHEREAS, Herbert T. Greer provided exceptional support to MST’s new Coach Operator training program; and

WHEREAS, Herbert T. Greer provided numerous helpful suggestions to help improve transit service for MST and customers; and

WHEREAS, Herbert T. Greer supported MST through his professionalism and dedication to safety, accumulating 20 years of Safe Driving; and

WHEREAS, Herbert T. Greer is a positive influence within the workforce and maintained an excellent working relationship with his customers, peers and all MST staff; and

WHEREAS, after 21 years of service with MST, Herbert T. Greer retired on September 8, 2008.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes and congratulates Herbert T. Greer for his outstanding service to MST; and

BE IT FURTHER RESOLVED the Board of Directors expresses its sincere thanks and appreciation to Herbert T. Greer and wishes him continued success and a satisfying retirement.

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2009-07 this 13th day of October 2008 by the following vote:

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

NOES: None

ABSENT: None

Fernando Armenta
Chairman

Carl G. Sedoryk
Secretary
To: Board of Directors

From: Ben Newman, Risk Manager

Subject: Liability Claim Rejection

RECOMMENDATION:

Reject claim by the claimant below.

FISCAL IMPACT:

In excess of $15,000.

POLICY IMPLICATIONS:

None.

DISCUSSION:

Mr. Zaplishny claims an injury to his neck, back, headache and dizziness from an alleged incident that occurred on bus #1720, Route 41 on June 2, 2008.

After conducting a preliminary investigation into this matter, it is determined that Monterey-Salinas Transit has no liability in this claim and recommends that it be rejected in its entirety.

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

PREPARED BY: __________________ APPROVED BY: __________________

Ben Newman                  Carl Sedoryk
To: Board of Directors

From: B. Newman, Risk & Security Manager

Subject: Video Surveillance System for the Thomas D. Albert Facility

RECOMMENDATION:

Approve the purchase and installation of video surveillance system from Westcorp.

FISCAL IMPACT:

Total project cost is $39,102. The entire project is financed utilizing state homeland security grant monies.

POLICY IMPLICATIONS:

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

DISCUSSION:

In recent years, public transit security concerns have increased significantly. The Federal Transit Administration recommends the use of video surveillance to secure transit facilities. The Salinas facility, C JW, has security measures in place utilizing exterior mounted cameras that capture the property 24-hours per day. There have been problems in recent years at the Monterey facility, TDA, with vandalism of employee vehicles, persons entering the facility after normal working hours and unauthorized traffic through the bus yard. Video surveillance has proven to reduce vandalism and give the employees working the evening hours a better sense of security.

PREPARED BY: ___________________ REVIEWED BY: ___________________

Ben Newman Carl G. Sedoryk
To: Board of Directors

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

Subject: Public hearings for possible fare increases, MST RIDES fare increases and other possible service adjustments

RECOMMENDATION:

1. Authorize staff to schedule public hearings for possible fare increases, MST RIDES fare increases and other possible service adjustments.

2. Authorize the Chair to appoint hearing officer(s) for the hearings.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board sets hearings to receive public input on major changes to routes and fares.

DISCUSSION:

With the adoption of the California FY 2009 Budget in September, over $1.7B of funds designated for transit purposes was shifted to other General Fund programs resulting in a $2.9M loss of expected revenue to MST. The revenues that were shifted were State Transit Assistance funds, which are used, in part, to pay for MST’s RIDES Paratransit program. Compounding this issue is that MST is experiencing a dramatic growth in usage of the MST RIDES program due to changes in local Medi-Cal policies that have resulted in a surge of dialysis related trips on the MST RIDES service. At the same time, Congress has declined to pass a new federal transportation budget for the federal fiscal year that began October 1, 2008 and has passed a continuing resolution that calls for freezing federal public transportation at last year’s level.

Given these recent fiscal setbacks, other measures should be considered to raise revenues and/or reduce costs to ensure MST budgets remain balanced into the future. In that regard, staff is seeking your Board’s authorization to hold public hearings to solicit community input on potential fare increases, MST RIDES fare increases and other possible service adjustments.
MST RIDES Advisory Committee  
August 18, 2008  
Minutes

Present:  
Chair: Alma Almanza: CCCIL: Consumer Representative  
Vice Chair: Diana Seay: Consumer Representative  
Brandy Abend: Salinas Valley Dialysis  
George Redmon: Consumer Representative  
MST Staff: William Morris: Contract Transportation Manager  
MV Transportation Staff: Lance Atencio: General Manager  
MV Transportation Staff: Brent Boardman: Operations Manager  
TAMC Staff: Andy Cook: Transportation Planner

Excused: Margie Rossi: REAP

1. Call to order

Committee Chair Alma Almanza called the meeting to order at 1:07 p.m.

2. Introductions

Attendees introduced themselves and explained their affiliations.

3. Approval of the Minutes

Chair Diana Seay was changed to Acting Chair. The minutes were approved as amended.

4. Public Comment

None.

5. Committee Member Reports

None.

6. New Business

Andy Cook, TAMC Staff, reviewed the sales tax initiative. He explained that the initiative would provide more funding for transportation projects, as well as helping with the operating costs for the MST RIDES program. Committee member Brandy Abend,
asked where the money for the sales tax marketing efforts was coming from. Mr. Cook explained that private organizations were involved, but he didn't know the specifics. It was suggested that the TAMC Director might know who to contact for specific information concerning privately funded marketing efforts.

The Committee unanimously approved adoption of a Resolution of Appreciation to MST RIDES employees of MV Transportation. They presented the plaque to MV General Manager, Lance Atencio. He will present the plaque and appreciation letters to his employees at their next safety meeting.

7. Comments by Committee Members

Committee member Alma Almanza stated that the newer vehicle # 9001 needed to have the furthest back seats removed, to make it easier to maneuver wheelchairs. She also said that vehicle # 5040 had a screw coming loose at the front left passenger side of a roof panel. Alma additionally showed members a telephone call record that her agency gives to her clients to use in case of problems they encounter with the MST RIDES program.

The Committee discussed the Early/Late report for the month of July. The On time percentage was 82.43%, but there was some concern that 42 of the late arrivals were over 60 minutes. Staff explained that a lot of those were misleading in that quite often a dialysis patient is not ready at their pick up time, and that when the vehicle returned for them, the original pick up time was still being used to measure schedule adherence. Staff has now made adjustments to correct the reporting inaccuracy. Committee members also expressed concern that courtesy calls to clients when a vehicle may be arriving late, are not being made as often as they should. MV Staff was asked to improve upon this procedure.

8. Unfinished Business

The committee decided that most of the recommended ADA Paratransit cost saving practices have already been implemented, and that changes to the advanced reservation policy should only be made if absolutely needed. The Committee also agreed that any fare increases should come as a last resort.

9. Staff Reports and Information Items

William Morris, MST Staff, discussed MST RIDES program statistics. June ridership was up over 56.45% over the previous year, with no signs of slowing. Until the 8 new vehicles arrive, on time percentage will decrease because of the influx of daily rides versus available vehicles. He also informed the Committee that the Monterey Mobility Management Center would be opening September 2, 2008.

Andy Cook, TAMC Staff, stated that the Taxi study should be completed early September.
10. Announcements:

The joint California Transit Association/California Association for Coordinated Transportation conference is in Monterey November 4-7, 2008. More information to follow.

11. Adjourn

The Committee adjourned at 2:33 p.m.

SUBMITTED BY: _____________________________________________  
William Morris
Present: Chairman Tom Mancini  
Director Vicki Stilwell  
Dave Laredo, General Counsel  
Lyn Owens, Director of Human Resources  

Absent: Director Karen Sharp  

1. Call to order  

Chairman Mancini called the meeting to order at 11:00 a.m.  

2. Public Comment  

No public comments.  

3. General Manager/CEO performance and compensation process  

The Director of Human Resources provided information to the Directors regarding the prior performance review process. She gave the committee the option to form a review committee. Each Board member would be provided with the performance materials that include the compensation study, review of FY08 performance objectives and a summary of objectives for the coming year. The Committee discussed this process and decided by unanimous vote to recommend forming a performance committee with the current Human Resources Committee and Chairman Armenta.  

It will be recommended to the Board that Chairman Armenta score all the reviews and discuss with the committee prior to conducting the review with the General Manager/CEO.  

4. Closed Session  

4-1. General Manager/CEO Contract Renewal  
4-2. Conference with Legal Counsel – Potential Litigation, (§54956.9), Monterey County Superior Court #M89949 (Puente v MST). (No Enclosure) (Lyn Owens),
5. Return to Open Session

5-1. The HR Committee recommends that the Board approve another three-year contract with the current GM/CEO, Carl Sedoryk. The Committee also recommends that the GM/CEO received the same wage increase as was approved for the MST Employee Association retroactive to July 1, 2008.

5-2. The committee received an update on the potential litigation, Puente v Monterey-Salinas Transit. No action was taken.

6. Chairman Mancini adjourned the meeting at 10:45 a.m.

SUBMITTED BY: _____________________________

Lyn Owens
To: Board of Directors  

From: C. Sedoryk, General Manager / CEO  

Subject: FY 2009 Budget Update  

RECOMMENDATION:  

Receive an update on FY 2009 MST Operating and Capital Budgets.  

FISCAL IMPACT:  

$2,900,000 of loss of State Transit Assistance Capital funds.  

POLICY IMPLICATIONS:  

None at this time.  

DISCUSSION:  

On May 12th, your Board adopted balanced budgets for the MST BUS and MST RIDES 2009 fiscal year. One of the assumptions used in calculating this budget was that $4.9M of State Transit Assistance Funds (STA) would be made available to MST. At your meeting of June 9th, 2008 your Board received an update regarding the potential for MST to lose significant funds in the FY 2009 state budget process.  

With the adoption of the California FY 2009 Budget in September, over $1.7B of funds designated for transit purposes was shifted to other General Fund programs resulting in a $2.9M loss of expected revenue to MST. Of the original $4.9M of anticipated STA funds in the adopted FY 2009 budgets, staff contemplated using $1.8M for operations of the MST RIDES program, with the remainder going to a wide variety of capital projects. The resulting loss of STA funds proposed by the Governor leaves only $1.8M for MST RIDES operating expenses, and another $200,000 for other capital equipment.  

Compounding this issue is that MST is experiencing a dramatic growth in usage of the MST RIDES program due to changes in local Medi-Cal policies that have resulted in a surge of dialysis related trips on the MST RIDES service. Staff anticipates that this increase in ridership will result in recurring annual increased
costs of approximately $500,000, and increased fare revenue of only $85,000 at current fares. The Central Coast Alliance for Health has agreed to provide MST a one-time amount $117,000 to offset increased costs related to former Medi-Cal related trips. This leaves an unfunded expense of $298,000 for the year and an ongoing, additional unfunded expense of $415,000.

Congress has declined to pass a new federal transportation budget for the federal fiscal year that began October 1, 2008 and has passed a continuing resolution that will fund public transportation at a rate equal to that received during the federal year ending September 30, 2008. TAMC has allocated additional State Transit Assistance funds from South County jurisdictions to MST; however these funds are being reserved to pay-off outstanding debt on the bus-financing program.

With State transit funds having been diverted and federal transit funds being frozen until March 2009, the only possible source of new funds for public transportation would be through the passage of local Measure Z in November.

At the June 2008 meeting, staff recommended the following action plan. Activities that have taken place in pursuit of this action plan are indicated in **bold typeface**.

1. Suspend hiring of new positions contemplated in budget w/ few exceptions;  
   a. **Completed.** **Suspension of hiring of new budgeted positions and staff reorganization would result in savings of approximately $190,000.**

2. Suspend spending on less essential capital items and reprogram funds as necessary; **Completed.** **Staff has reprogrammed appx. $470,000 of capital funds from less essential capital items from prior years to procure needed MST RIDES equipment.**

3. Conclude negotiations with Central Coast Alliance for Health; **Completed.** **Central Coast Alliance for Health will provide MST a one time payment of up to $117,000 to offset expenses from new MST RIDES customers.**

4. Consider raising MST RIDES fares from $2.50 to $3 to make comparable to Santa Cruz METRO ADA services; **Staff is requesting your Board to schedule public hearings regarding fare increases and potential service cuts. (See Agenda Item 2-10)**

5. Determine final impact of State Budget on MST; **Completed.** **$2.9M loss of State Transit Assistance Funds.**
6. Determine impact of final Federal transit appropriation and earmarks/grants; **Completed. Funds frozen at FY 2008 levels until new Administration and Congress is seated after November elections with no stimulus package or earmarks currently being contemplated.**

7. Provide a mid-year budget proposal that contemplates bus fare increases, service cuts, and staffing and operating expense reductions as needed. **Pending outcome of local Measure Z election, and input from public hearings.**

PREPARED BY: ________________________________

Carl G. Sedoryk
To: Board of Directors

From: M. Hernandez, Assistant General Manager/COO

Subject: Update on Frank J. Lichtanski Monterey Bay Operations Center

RECOMMENDATION:

Receive an update on the design status for the Frank J. Lichtanski, Monterey Bay Operations Center (FJL).

FISCAL IMPACT:

None

POLICY IMPLICATIONS:

None.

DISCUSSION:

On July 14, 2008 your Board approved a contract with AECOM (formerly Boyle Engineering) for the design of FJL. An update on the current status of this project will be provided.

PREPARED BY: ____________________  REVIEWED BY:_____________________

Michael Hernandez  Carl G. Sedoryk
To: Board of Directors

From: R. Weber, Director of Transportation Services

Subject: MV Transportation Inc. – Financial Status Report – Contract Negotiations

RECOMMENDATION:

1. Receive report from M.V. Transportation Inc. (MVTI) on the current financial situation of their Monterey County Division.

2. That MST staff enter into formal negotiations with MVTI to:
   a) Explore measures that would provide immediate financial relief to MVTI due to the unforeseen increase in the cost of fuel and other related expenses.
   b) Exercise the first 2-year option to extend the service agreement with MVTI from July 18, 2009 – July 17, 2011.

FISCAL IMPACT:

Unknown

POLICY IMPLICATIONS:

None.

DISCUSSION:

Background:

On May 10, 2004, your Board awarded an exclusive five-year service agreement to MVTI for the provision of services for the MST RIDES ADA Paratransit program, selected fixed route, Trolley, and DART services. The agreement went into effect on July 18, 2004 and is due to expire on July 17, 2009. There is an option to extend this contract by mutual agreement for up to two, (2) two-year periods beyond the initial five-year agreement.

Inclusive of the MST RIDES program, MVTI provides approximately 37% of all MST services under this agreement.
Current Situation:

MVTI has requested that MST:

1. Enter into formal discussions aimed at attaining immediate financial relief due to the unforeseen increase in the cost of fuel and other related expenses.

2. Formally open negotiations to exercise the first 2-year option to extend the service agreement from July 18, 2009 – July 17, 2011.

Should negotiation efforts yield mutually agreeable terms and conditions to address both of these matters, staff shall bring this matter back to your Board for further action.

PREPARED BY: ______________________  REVIEWED BY: ______________________

Robert Weber  Carl Sedoryk

Attachments:

Letter: Dated 9/10/08 from Bill Lewis, Regional Vice President - MVTI
To: Board of Directors

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

Subject: AB2766 Air District Grants

RECOMMENDATION:

Approve the execution of FY 2009 Monterey Bay Unified Air Pollution Control District AB2766 grants.

FISCAL IMPACT:

$119,465 in AB2766 grant funds.

POLICY IMPLICATIONS:

Your Board approves expenditures exceeding $25,000.

DISCUSSION:

The Monterey Bay Unified Air Pollution Control District (Air District) conducts an annual grant process authorized by Assembly Bill 2766 which directs a portion of the state’s vehicle licensing fee to emissions reducing projects proposed by local public agencies. At its August meeting, the Air District awarded four grants to MST for the following projects:

- 09-14 Purchase Equipment to Produce Biofuel from Mustard Seed – To fully implement its sustainable biodiesel program, MST would require equipment to process biomass (i.e., mustard seed) into raw biofuel ready for refining into biodiesel. In addition to the $41,074 awarded by the Air District, MST is working with its partner BioEasi, Inc., the biodiesel refinery in Gonzales, to secure an additional $95,600 from other sources to fully fund this project.

- 09-15 Conversion to Biodiesel for MST Diesel Fleet – In order to convert MST’s fleet from diesel to biodiesel, the in-ground fuel tanks must be cleaned and fuel lines and filters must be cleaned and replaced. The $31,500 awarded by the Air District fully funds this project.
• 09-16 Chicago Climate Exchange Membership – With its recent conversion to biodiesel, MST is eligible to join the Chicago Climate Exchange (CCX), an organization that facilitates the trade of carbon emissions credits and offsets. As a member, MST could potentially receive funding from industries nationwide looking to offset their carbon emissions by paying for new transit services here in Monterey. In addition to the $38,123 awarded by the Air District, MST would fund an additional $7,877 from its FY 2009 and 2010 budgets in order to completely cover the cost of two years of membership in CCX.

• 09-18 CSUMB Transit Pass Demo – Year 2 – MST, CSUMB and the Air District have entered into a partnership to provide free transit to anyone boarding MST buses on the CSUMB campus, including both educational and housing areas on the former Fort Ord. Year 1 results of the free fare zone project to date are encouraging, with transit ridership up by an average of 29% on Line 16 (the primary bus route that serves CSUMB) over the previous year when there was no free fare zone. In addition to the $8,768 awarded by the Air District, MST would seek approximately $19,000 from CSUMB to fully fund year 2 of this project, which would begin February of 2009.

PREPARED BY: ______________________________  REVIEWED BY: ______________________________

Hunter Harvath  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 September the Governor signed a state budget that diverted $1.7B from public transportation programs to fund other state General Fund expenses which resulted in a negative impact to MST of $2.9 Million. The California Transit Association (CTA) continues its lawsuit against the State in an attempt to recoup these funds.

On August 29th a large group of MST employees that included myself, staff, coach operators, mechanics, Board Chair Armenta, and MST General Counsel toured the Orange County Transit Authority Santa Ana Facility. The purpose of this trip was to provide staff an opportunity to offer input into the design of the Frank J. Lichtanksi Monterey Bay Operations Center which is based on the initial design of the facility in Santa Ana.

The meeting was very productive and as a result of this meeting staff was able to provide meaningful input into the design process that will ultimately lead to a better design for MST.

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 August 2008  
Attachment #6 – Facilities & Maintenance Department Report August 2008  
Attachment #7 – Administration Department Report August 2008

PREPARED BY: Carl G. Sedoryk
October 2, 2008

To: M. Hernandez, Chief Operating Officer
From: R. Weber, Director of Transportation Services
Subject: Transportation Department Monthly Report – August 2008

FIXED ROUTE BUS OPERATIONS:

System Wide Service: (Fixed Route & DART Services)

Preliminary boarding statistics indicate that ridership increased by 2.82% in August 2008, (489,290), as compared to August 2007, (475,890).

Productivity increased from 24.0 passengers per hour (August 2007), to 25.0 PPH in August of this year.

Seasonal Service:

In August, MST Trolley Service ridership decreased by 10.33% (45,089) passengers as compared to August 2007 (50,281).

Supplemental Service:

August 12-17: MST provided approximately 80 hours of supplemental service on lines 9 and 10 for the 2008 Monterey County Fair. Preliminary boarding statistics for this event are unavailable at this time.

August 16-17: MST provided supplemental service in support of the 2008 Rolex Monterey Historic Automobile Races at Laguna Seca. Preliminary boarding statistics for this event are unavailable at this time.

System Wide Statistics:

- Ridership: 489,290
- Vehicle Revenue Hours: 19,526
- Vehicle Revenue Miles: 304,099
- System Productivity: 25.0 Passengers Per Vehicle Revenue Hour
- Scheduled One-Way Trips: 29,229

On-Time Compliance: Of 105,498 total time-point crossings sampled for the month of August, the TransitMaster™ system recorded 19,827 delayed arrivals to MST’s published time-points system-wide. This denotes that 81.21% of all scheduled arrivals at published time-points were on time. (See MST Fixed-Route Bus ~ On Time Compliance Chart FY 2009.)

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 183 reported trips with 10 or more standees for the month of August. *(See Operations Summary report for further information)*

**Cancelled Trips:** There were a total of 10 cancelled trips for the month of August for both directly operated and contracted services.

<table>
<thead>
<tr>
<th>Reason</th>
<th>MST</th>
<th>MV Transportation</th>
<th>% Of All Missed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident</td>
<td>1</td>
<td></td>
<td>10.00%</td>
</tr>
<tr>
<td>Boarding Delay</td>
<td>4</td>
<td>0</td>
<td>40.00%</td>
</tr>
<tr>
<td>Employee Error</td>
<td>1</td>
<td>0</td>
<td>10.00%</td>
</tr>
<tr>
<td>Mechanical</td>
<td>4</td>
<td>0</td>
<td>40.00%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Documented Occurrences:** MST Coach Operators are required to complete an occurrence report for any unusual incident that occurs during their work day. The information provided within these reports is used to identify trends, which often drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for the month(s) of August 2007 and 2008:

<table>
<thead>
<tr>
<th>Occurrence Type</th>
<th>August-07</th>
<th>August-08</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident: Coach Involved</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>Medical Emergency</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Object Thrown @ Coach</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Passenger Conflict</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Passenger Fall</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>Unreported Damage</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Occurrences</strong></td>
<td>22</td>
<td>12</td>
</tr>
</tbody>
</table>

**CONTRACTED SERVICES:**

**MST RIDES ADA Paratransit Program:**

**MST RIDES Program:**

- Preliminary boarding statistics for the MST RIDES program reflect that for the month of August there were 9,589 passenger boardings. This represents a 51.17 % *increase* in passenger trips from August of 2007.

- For the month of August, 82.31 % of all scheduled trips for the MST RIDES Program arrived on time, *decreasing* from 87.58 % in August of 2008.

- Productivity *increased* from 1.71 passengers per hour in August of 2007, to 2.0 passengers per hour for August of 2008.
For the month of August, 105 applications were reviewed, resulting in 101 approvals and 4 denials. Of the approvals, 70 were new clients, and 31 were recertifications.

42 clients were inactivated in August.

There are 3,133 total active clients as of September 24, 2008.

For the month of August, 600 MST RIDES potential passenger boardings were diverted to fixed-route service, at a net savings of approximately $11,400.00.

Other:

August 24th: There were two missed trips on Line 1x, 7:08am o/b and 7:27am i/b, due to operational error.

August 31st: There was one missed trip on Line 2X, 4:57 am o/b, due to operational error.

COMMUNICATIONS CENTER:

In August, the Communications Center summoned public safety agencies on five (4) 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>4</td>
</tr>
<tr>
<td>Emergency Medical Services</td>
<td>Medical Emergency</td>
<td>1</td>
</tr>
</tbody>
</table>

Robert Weber

## MST FIXED ROUTE
### ON-TIME COMPLIANCE FY 2009

<table>
<thead>
<tr>
<th>MONTH</th>
<th>FY08 ON-TIME PERFORMANCE</th>
<th>FY09 TIME POINT COUNT</th>
<th>FY09 DELAYED ARRIVALS 5+ MINUTES</th>
<th>FY09 ON-TIME PERFORMANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul</td>
<td>82.66%</td>
<td>105,748</td>
<td>16,401</td>
<td>84.49%</td>
</tr>
<tr>
<td>Aug</td>
<td>81.15%</td>
<td>105,498</td>
<td>19,827</td>
<td>81.21%</td>
</tr>
<tr>
<td>Sept</td>
<td>81.75%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct</td>
<td>84.26%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nov</td>
<td>84.23%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dec</td>
<td>85.61%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan</td>
<td>89.11%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb</td>
<td>86.44%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>86.64%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>86.05%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>84.69%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>85.37%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>N/A</strong></td>
<td><strong>211,246</strong></td>
<td><strong>36,228</strong></td>
<td><strong>N/A</strong></td>
</tr>
<tr>
<td><strong>Monthly Average</strong></td>
<td><strong>81.91%</strong></td>
<td><strong>105,623</strong></td>
<td><strong>18,114</strong></td>
<td><strong>82.85%</strong></td>
</tr>
</tbody>
</table>

**On-Time Compliance FY 2009**

Goal 87%
Fixed Route & DART Monthly Operations Summary Report
August 2008

<table>
<thead>
<tr>
<th>Service Delivered</th>
<th>Service Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ridership</td>
<td>489,290</td>
</tr>
<tr>
<td>Passengers / Vehicle Revenue Hour</td>
<td>On-time</td>
</tr>
<tr>
<td>24.97</td>
<td>Time Points</td>
</tr>
<tr>
<td>19,827</td>
<td>Delayed Time Points</td>
</tr>
<tr>
<td>One-way Trips Scheduled</td>
<td>Percent On-time Boardings</td>
</tr>
<tr>
<td>29,233</td>
<td>82.38%</td>
</tr>
<tr>
<td>Cancelled Trips</td>
<td>Overcrowded Trips</td>
</tr>
<tr>
<td>10</td>
<td>180</td>
</tr>
</tbody>
</table>

**Systemwide Service:**
Systemwide ridership increased 3% (475,890 boardings in August 2007 versus 489,290 boardings in August 2008), with vehicle revenue hours increasing by 1%. The net effect was a 1.8% increase in productivity (measured in passenger boardings per vehicle revenue hour) from 24.53 last August to 24.97 this past August.

**Seasonal Service:**
Service to Laguna Seca was operated on Saturday, August 16th and Sunday August 17th, for the Rolex Monterey Historic Automobile races, carrying a total of 669 passengers for the event.

**Supplemental Service:**
Service for the Monterey County Fair was provided August 12-14 via route deviations of regularly scheduled trips. Additionally, supplemental service on regular routes operated August 15-17. Total ridership for the Fair was 8,021.
Fixed Route & DART Monthly Operations Summary Report
August 2008

Overcrowded Trip Reports by Line - FY09 YTD
- Line 10 - 58 trips (19%)
- Line 11 - 40 trips (13%)
- Line 9 - 28 trips (9%)
- Line 42 - 14 trips (4%)
- Line 41 - 34 trips (11%)
- Line 20 - 113 trips (37%)
- Other Lines - 15 trips (5%)

Cancelled Trips by Month - FY09 YTD
- July: 6
- August: 10

Cancelled Trips by Reason - FY09 YTD
- Mechanical Failure - 6 trips (37%)
- Employee Error - 2 trips (12%)
- Passenger Boarding - 6 trips (38%)
- MST Accident - 2 trips (13%)

Routes accounting for less than 2% of all overcrowding are consolidated as "other"
Ridership by Line - August 2008
Total Passengers

- 41-East Alisal - Northridge: 65,318
- 20-Monterey-Salinas: 60,318
- MST Trolley: 45,115
- 10-Fremont-Ord Grove: 43,566
- 42-East Alisal - Westridge: 43,414
- 9-Fremont-Hilby: 35,257
- 29-Watsonville-Salinas: 21,529
- 23-Salinas-King City: 17,661
- 2-Monterey-Pacific Grove: 16,403
- 11-Edgewater-Carmel: 16,070
- 43-Memorial Hospital: 12,630
- 28-Watsonville-Salinas: 12,067
- 16-Monterey-Marina: 11,792
- 49-Northridge: 11,626
- 1-Monterey-Pacific Grove: 10,626
- 45-East Market-Creekbridge: 8,634
- 24-Carmel Valley-Grapevine Express: 8,180
- 5-Monterey-Carmel: 7,298
- 44-Northridge: 6,362
- Monterey County Fair: 6,258
- 21-Monterey-Salinas: 4,926
- 46-Natividad: 4,499
- 55-Monterey-San Jose Express: 3,531
- 7-Monterey-Carmel: 3,035
- Monterey Peninsula DART: 2,326
- 4-Carmel-Carmel Ranch: 2,291
- 48-East Salinas - Airport Business Center: 2,101
- 27-Watsonville-Marina: 1,858
- 22-Big Sur: 1,754
- MST OnCall: 1,063
- 36, 37, 38, 39 Laguna Seca: 669
- 56-Monterey-Memorial Hospital: 606
- 6-Edgewater - Ryan Ranch: 507
Schedule Adherence by Line - August 2008
Percent On-time Timepoints

- 44-Northridge: 93.9%
- MST Trolley: 88.8%
- 5-Monterey-Carmel: 85.7%
- 41-East Alisal - Northridge: 85.6%
- 48-East Salinas - Airport Business Center: 85.2%
- 1-Monterey-Pacific Grove: 84.5%
- 21-Monterey-Salinas: 84.0%
- 16-Monterey-Marina: 83.5%
- 42-East Alisal - Westridge: 83.4%
- 28-Watsonville-Salinas: 83.2%
- 9-Fremont-Hilby: 82.3%
- 20-Monterey-Salinas: 81.9%
- 11-Edgewater-Carmel: 81.7%
- 6-Edgewater - Ryan Ranch: 81.2%
- 10-Fremont-Ord Grove: 80.5%
- 46-Natividad: 80.4%
- 2-Monterey-Pacific Grove: 79.1%
- 29-Watsonville-Salinas: 77.4%
- 23-Salinas-King City: 77.1%
- 27-Watsonville-Marina: 76.9%
- 4-Carmel-Carmel Rancho: 75.8%
- 22-Big Sur: 75.7%
- 7-Monterey-Carmel: 75.1%
- 49-Northridge: 74.8%
- 43-Memorial Hospital: 73.8%
- 24-Carmel Valley-Grapevine Express: 73.7%
- 56-Monterey-Memorial Hospital: 72.1%
- 55-Monterey-San Jose Express: 69.6%
- 45-East Market-Creekbridge: 68.7%

87% adherence standard
# August 2008

Systemwide Ridership: 489,290  
Systemwide Revenue Hours: 19593:31  
Systemwide Revenue Miles: 304,899.7

## Primary Routes

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRMi</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-Monterey-Pacific Grove</td>
<td>10,626</td>
<td>740:49</td>
<td>7,426.4</td>
<td>14.34</td>
<td>2.2%</td>
<td>3.8%</td>
</tr>
<tr>
<td>9-Fremont-Hilby</td>
<td>35,257</td>
<td>991:25</td>
<td>10,088.2</td>
<td>35.56</td>
<td>7.2%</td>
<td>5.1%</td>
</tr>
<tr>
<td>10-Fremont-Ord Grove</td>
<td>43,566</td>
<td>1129:20</td>
<td>12,217.2</td>
<td>38.58</td>
<td>8.9%</td>
<td>5.8%</td>
</tr>
<tr>
<td>41-East Alisal - Northridge</td>
<td>65,318</td>
<td>1659:49</td>
<td>18,105.8</td>
<td>39.35</td>
<td>13.3%</td>
<td>8.5%</td>
</tr>
<tr>
<td>42-East Alisal - Westridge</td>
<td>43,414</td>
<td>1341:46</td>
<td>15,531.7</td>
<td>32.36</td>
<td>8.9%</td>
<td>6.8%</td>
</tr>
</tbody>
</table>

**Total** 198,181 5863:09 63,369.3 33.80 40.5% 29.9%

## Local Routes

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRMi</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-Monterey-Pacific Grove</td>
<td>16,403</td>
<td>708:42</td>
<td>8,140.1</td>
<td>23.15</td>
<td>3.4%</td>
<td>3.6%</td>
</tr>
<tr>
<td>Monterey Peninsula DART</td>
<td>2,326</td>
<td>812:57</td>
<td>8,530.0</td>
<td>2.86</td>
<td>0.5%</td>
<td>4.1%</td>
</tr>
<tr>
<td>4-Carmel-Carmel Rancho</td>
<td>2,291</td>
<td>393:08</td>
<td>4,006.6</td>
<td>5.83</td>
<td>0.5%</td>
<td>2.0%</td>
</tr>
<tr>
<td>5-Monterey-Carmel</td>
<td>7,298</td>
<td>356:54</td>
<td>4,366.9</td>
<td>20.45</td>
<td>1.5%</td>
<td>1.8%</td>
</tr>
<tr>
<td>6-Edgewater - Ryan Ranch</td>
<td>507</td>
<td>52:30</td>
<td>1,106.7</td>
<td>9.66</td>
<td>0.1%</td>
<td>0.3%</td>
</tr>
<tr>
<td>7-Monterey-Carmel</td>
<td>3,035</td>
<td>168:00</td>
<td>1,948.8</td>
<td>18.07</td>
<td>0.6%</td>
<td>0.9%</td>
</tr>
<tr>
<td>MST OnCall</td>
<td>1,063</td>
<td>398:30</td>
<td>4,716.0</td>
<td>2.67</td>
<td>0.2%</td>
<td>2.0%</td>
</tr>
<tr>
<td>11-Edgewater-Carmel</td>
<td>16,070</td>
<td>622:44</td>
<td>9,645.6</td>
<td>25.81</td>
<td>3.3%</td>
<td>3.2%</td>
</tr>
<tr>
<td>16-Monterey-Marina</td>
<td>11,792</td>
<td>961:49</td>
<td>15,707.8</td>
<td>12.26</td>
<td>2.4%</td>
<td>4.9%</td>
</tr>
<tr>
<td>43-Memorial Hospital</td>
<td>12,630</td>
<td>314:32</td>
<td>3,788.4</td>
<td>40.15</td>
<td>2.6%</td>
<td>1.6%</td>
</tr>
<tr>
<td>44-Northridge</td>
<td>6,362</td>
<td>351:15</td>
<td>4,160.1</td>
<td>18.11</td>
<td>1.3%</td>
<td>1.8%</td>
</tr>
<tr>
<td>45-East Market-Creekbridge</td>
<td>8,634</td>
<td>419:23</td>
<td>6,242.9</td>
<td>20.59</td>
<td>1.8%</td>
<td>2.1%</td>
</tr>
<tr>
<td>46-Natividad</td>
<td>4,499</td>
<td>182:10</td>
<td>1,902.3</td>
<td>9.70</td>
<td>0.9%</td>
<td>0.9%</td>
</tr>
<tr>
<td>48-East Salinas - Airport Business Center</td>
<td>2,101</td>
<td>240:48</td>
<td>4,569.6</td>
<td>8.73</td>
<td>0.4%</td>
<td>1.2%</td>
</tr>
<tr>
<td>49-Northridge</td>
<td>11,626</td>
<td>439:50</td>
<td>3,098.2</td>
<td>26.43</td>
<td>2.4%</td>
<td>2.2%</td>
</tr>
</tbody>
</table>

**Total** 106,637 6423:12 83,730 16.60 21.8% 32.8%

## Regional Routes

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRMi</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>20-Monterey-Salinas</td>
<td>60,318</td>
<td>1834:36</td>
<td>36,337.2</td>
<td>32.88</td>
<td>12.3%</td>
<td>9.4%</td>
</tr>
<tr>
<td>21-Monterey-Salinas</td>
<td>4,926</td>
<td>117:15</td>
<td>2,157.3</td>
<td>42.01</td>
<td>1.0%</td>
<td>0.6%</td>
</tr>
<tr>
<td>23-Salinas-King City</td>
<td>17,661</td>
<td>880:19</td>
<td>27,177.0</td>
<td>20.06</td>
<td>3.6%</td>
<td>4.5%</td>
</tr>
<tr>
<td>24-Carmel Valley-Grapevine Express</td>
<td>8,180</td>
<td>737:08</td>
<td>15,110.3</td>
<td>11.10</td>
<td>1.7%</td>
<td>3.8%</td>
</tr>
<tr>
<td>27-Watsonville-Marina</td>
<td>1,858</td>
<td>293:39</td>
<td>7,791.0</td>
<td>6.33</td>
<td>0.4%</td>
<td>1.5%</td>
</tr>
<tr>
<td>28-Watsonville-Salinas</td>
<td>12,067</td>
<td>733:48</td>
<td>20,547.3</td>
<td>16.44</td>
<td>2.5%</td>
<td>3.7%</td>
</tr>
<tr>
<td>29-Watsonville-Salinas</td>
<td>21,529</td>
<td>958:20</td>
<td>16,438.2</td>
<td>22.47</td>
<td>4.4%</td>
<td>4.9%</td>
</tr>
<tr>
<td>55-Monterey-San Jose Express</td>
<td>3,531</td>
<td>476:30</td>
<td>14,926.5</td>
<td>7.41</td>
<td>0.7%</td>
<td>2.4%</td>
</tr>
<tr>
<td>56-Monterey-Memorial Hospital</td>
<td>606</td>
<td>63:16</td>
<td>2,370.7</td>
<td>9.58</td>
<td>0.1%</td>
<td>0.3%</td>
</tr>
</tbody>
</table>

**Total** 130,676 6094:51 142,855.5 21.44 26.7% 31.1%

## Seasonal / Supplemental Service

<table>
<thead>
<tr>
<th>Line</th>
<th>Ridership</th>
<th>VRHrs</th>
<th>VRMi</th>
<th>Pax/Hr</th>
<th>% Riders</th>
<th>% Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>22-Big Sur</td>
<td>1,754</td>
<td>267:30</td>
<td>6,643.0</td>
<td>6.56</td>
<td>0.4%</td>
<td>1.4%</td>
</tr>
<tr>
<td>36, 37, 38, 39 Laguna Seca</td>
<td>669</td>
<td>59:00</td>
<td>1,243.0</td>
<td>11.34</td>
<td>0.1%</td>
<td>0.3%</td>
</tr>
<tr>
<td>MST Trolley</td>
<td>45,115</td>
<td>817:42</td>
<td>6,241.5</td>
<td>55.17</td>
<td>9.2%</td>
<td>4.2%</td>
</tr>
<tr>
<td>Monterey County Fair</td>
<td>6,258</td>
<td>68:07</td>
<td>817.4</td>
<td>91.87</td>
<td>1.3%</td>
<td>0.3%</td>
</tr>
</tbody>
</table>

**Total** 53,796 1212:19 14,944.9 44.37 11.0% 6.2%

* Total boardings to the County Fair were 8,021  
  1,763 boardings resulted from route deviations of regularly scheduled service  
  6,258 boardings occurred on supplemental service operated for the Fair
Date: August 31, 2008

To: C. Sedoryk, General Manager/CEO

From: Lyn Owens, Director Human Resources & Risk Management; Hunter Harvath, Assistant General Manager Finance & Administration; Mark Eccles, Director Information Technology

Subject: Administration Department Monthly Report August 2008

The following significant events occurred in Administration work groups for the month of August 2008:

**Human Resources**

Employment activity for the month of August 2008 is summarized as follows:

<table>
<thead>
<tr>
<th>Department</th>
<th>Title</th>
<th>Transaction</th>
<th>Hire Date</th>
<th>Term Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>General Accounting Manager</td>
<td>New Hire</td>
<td>08/09/08</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>Coach Operator</td>
<td>New Hire</td>
<td>08/26/08</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>Coach Operator</td>
<td>New Hire</td>
<td>08/26/08</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>Coach Operator</td>
<td>New Hire</td>
<td>08/26/08</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>Coach Operator</td>
<td>New Hire</td>
<td>08/26/08</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>Coach Operator</td>
<td>New Hire</td>
<td>08/26/08</td>
<td></td>
</tr>
</tbody>
</table>

A total employment level for August 2008 is summarized as follows:

<table>
<thead>
<tr>
<th>Positions</th>
<th>Budget FY09</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coach Operators / Trainees</td>
<td>124</td>
<td>125</td>
<td>1</td>
</tr>
<tr>
<td>C/O on Long Term Leave *</td>
<td>10</td>
<td>10</td>
<td>0</td>
</tr>
<tr>
<td>Coach Operators Limited Duty</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Operations Staff</td>
<td>24</td>
<td>24</td>
<td>0</td>
</tr>
<tr>
<td>Maintenance &amp; Facilities</td>
<td>44</td>
<td>43</td>
<td>1</td>
</tr>
<tr>
<td>Administration (Interns 2 PT)</td>
<td>22.5</td>
<td>22.5</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>225.5</strong></td>
<td><strong>224.5</strong></td>
<td><strong>1</strong></td>
</tr>
</tbody>
</table>

**August Worker’s Compensation Costs**

- Indemnity (paid to employees) $18,075.23
- Legal $4,010.14
- Medical (included Medical Case Mgmt) $22,741.07
- Other (includes bill review) $250.88
- TPA Administration Fee $3899.50
- Excess Insurance $4,412.88
Total Expenses July 2008 | $53,389.40
---|---
Reserves | $965,794.16

| # Ending Open Claims | 50 |
| # Ending Closed Claims | 4 |
| # New Claims or Reopened | 2 |

Training

<table>
<thead>
<tr>
<th>Description</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor Vehicle Safety Training</td>
<td>17</td>
</tr>
<tr>
<td>Annual Training</td>
<td>8</td>
</tr>
<tr>
<td>Tenant Sweeper Training</td>
<td>12</td>
</tr>
</tbody>
</table>

Risk Management Update

<table>
<thead>
<tr>
<th>Description</th>
<th>August 2008 Preventable</th>
<th>August 2007 Preventable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Vehicle hits bus</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Bus hits object</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Passenger fall/injury</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

Liability Claims Paid/Recovered – Property and Personal Injury

There were no claims paid or recovered for the month of August.

Customer Services Update

Customer Service received 49 customer comments during the month as follows:

<table>
<thead>
<tr>
<th>Service Report Type</th>
<th>Aug '08</th>
<th>%</th>
<th>Aug '07</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Compliment</td>
<td>1</td>
<td>2.04%</td>
<td>3</td>
<td>5.56%</td>
</tr>
<tr>
<td>Service Compliment</td>
<td>0</td>
<td>0.00%</td>
<td>1</td>
<td>1.85%</td>
</tr>
<tr>
<td>Improper Employee Conduct</td>
<td>13</td>
<td>26.53%</td>
<td>14</td>
<td>25.93%</td>
</tr>
<tr>
<td>Request To Add Service</td>
<td>9</td>
<td>18.37%</td>
<td>6</td>
<td>11.11%</td>
</tr>
<tr>
<td>Improper Driving</td>
<td>8</td>
<td>16.33%</td>
<td>13</td>
<td>24.07%</td>
</tr>
<tr>
<td>No Show</td>
<td>3</td>
<td>6.12%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Bus Stop Amenities</td>
<td>3</td>
<td>6.12%</td>
<td>7</td>
<td>12.96%</td>
</tr>
<tr>
<td>Passed By</td>
<td>3</td>
<td>6.12%</td>
<td>3</td>
<td>5.56%</td>
</tr>
<tr>
<td>Facilities Vandalism</td>
<td>2</td>
<td>4.08%</td>
<td>0</td>
<td>0.00%</td>
</tr>
</tbody>
</table>
“Improper Employee Conduct” reports (13) represent 26.5% of overall service reports in August ’08 compared to 17% in July ’08 (9) and 9% in June ’08 (7). The 26.5% overall percentage in August ’08 also correlates with the August ’07 (25.9%). “Improper Driving” reports remains steady over the last three months between 14 and 16 percent of overall reports. “Request To Add Service” reports have been the top one or two report categories since January ’08. A review of these reports did not identify a particular source for this continuing trend.

On Tuesday, September 2, 2008, MST staff successfully transitioned customer services from TDA to the new MST Bus Stop Shop at 150 Del Monte Avenue in Monterey. This move involved moving all pass sales, mail orders, courtesy card enrollment, lost and found, and Purchase Orders to the new location in Downtown Monterey. Despite public announcements and signage at all transit centers and onboard all buses, some customer still came to the TDA lobby after the changeover. Customers were directed to the new downtown location with no objections about the move. Most customers who visited the new location commented about the convenience of having a customer service location in close proximity to Transit Plaza. In conjunction with this transition, and for staffing purposes, customer service office hours have changed to 8:00 am – 4:45 pm at all three locations (MST Bus Stop Shop, Salinas Transit Center and Marina Transit Exchange). Customer service phone hours have changed from 7:45 am – 5:15 pm to 8:00 am – 5:00 pm. All customer service hours are Monday through Friday.

Marketing and Sales Update

MST signed advertising contracts with the Jazz Festival, State Farm, and the California International Airshow worth a total of $9,754. Press releases sent include: “Ride MST free to the Monterey County Fair” (8/6/08); “Free Bus Service for Laguna Seca Ticket Holders 35th Rolex Monterey Historic Automobile Races August 15-17, 2008” (8/14/08); “MST service changes go into effect August 30” (8/27/08); “MST bus service on Labor Day” (8/28/08); “MST opens Bus Stop Shop in downtown Monterey” (8/28/08)

Published news stories included: “Regional development impact fees approved by Monterey County and cities” (Central Coast Reporter, August 2008); “Fourth annual Monterey County wine tasting event comes to the Monterey County Fair” (Salinas Valley Chamber of Commerce Business Journal, 8/1/08); “Hard choices, soft economy” (Monterey County Herald, 8/3/08); “Transit officials weigh mustard seed as a pollution solution” (Central Valley Business Times, 8/11/08); “Let’s take the bus to Salinas” (Real Estate & Living, August 2008); “MST going green with mustard seed” (KION, 8/14/08); “Mustard seed may provide cheap source of biofuel” (CBS 5, San Francisco, 8/18/08);
“Hartnell-Oldtown trolley is ready to roll” (Salinas Californian, 8/26/08); “Lanes on Lighthouse” (Monterey County Herald, 8/26/08); “New Trolley service launched in Oldtown Salinas” (KSBW, 8/26/08); “Monterey-Salinas Transit announces bus line changes effective Saturday” (Salinas Californian, 8/27/08); “MST bus route changes start Saturday” (Monterey County Herald, 8/28/08); “MST announces bus line changes” (Salinas Californian, 8/29/08)

Marketing activities: Approved, printed and delivered 8/30/08 Rider’s Guide; worked on fall 2008 ad campaign with Wash Creative; sat on SIGNS committee; installed MST swoosh wall mural at the Bus Stop Shop; installed new vinyl lettering on doors and windows of customer service locations and offices; met with representatives to coordinate MST bus service to/from Monterey County Fair and Monterey Jazz Festival; sat on CTA/CalACT joint conference marketing committee; managed vendor and group discount programs; organized contents of red storage container and archives for Fall Sweep; memo to staff about free family day Sunday for MST employees and families at Monterey County Fair; met with APTA event coordinator for space planning at Custom House Plaza; attended and took photos of mustard seed harvest in King City; created artwork for departure/arrival monitors at transit stations; ordered “Bus Stop Not In Service” bags for ops sups; worked with a copywriter to write articles for “Transit California” magazine in coordination with CTA conference in November; took photos of passengers boarding Trolley on Cannery Row.

Planning Update

Staff continued planning and preparing for the August 30th service change, which introduced the Salinas Trolley and the new Line 12 Monterey-The Dunes via NPS, as well as the “move-in” to the new Bus Stop Shop/Monterey Mobility Management Center at 150 Del Monte Avenue in downtown Monterey. Staff participated in the planning and design work for our new Frank J. Lichtanski Monterey Bay Operations Center and attended a site visit to Orange County Transportation Authority to view their operations & maintenance facility in Santa Ana. Staff met with a representative of the design team for the Salinas Valley Memorial Hospital renovation/expansion project as well as Monterey Peninsula College President Doug Garrison to discuss future transit access to the each facility. Staff participated in the evaluation of our Information Technology / ITS project progress to date by FTA consultants. Staff attended ethics training as required by AB1234 at the County office building. Staff made a presentation to the TAMC Technical Advisory Committee regarding MST’s Bus Rapid Transit program and conducted a site visit with representatives of Caltrans to discuss integrating BRT with various intersections on the Fremont Corridor which fall within their right of way.

Staff attended regular meetings of MCHA, Monterey County Business Council, Monterey Bay Unified Air Pollution Control Board, FORA and other local agencies and organizations. Staff participated in the review of MST’s upcoming public awareness and advertising campaign. Staff met with representatives of the City of Monterey to discuss the traffic simulation that was done for Lighthouse Avenue and with representatives of
Yellow Cab and the Airport to discuss the provision of taxi service on the Monterey Peninsula and MST’s potential role as a regulatory body.

Staff visited the public transit agency in Tallahassee, Florida, to learn about the new “smart card” farebox system that has been recently installed as a part of MST’s evaluation of new fare collection systems for a possible upgrade. Staff attended the American Public Works Convention in New Orleans along with the Executive Director of TAMC to conduct a joint presentation highlighting the environmental benefits of public transit as well as MST’s green initiatives, including our Mustard Seed to Biodiesel project. In addition, staff coordinated the harvest of our Mustard Seed crop on August 13th, which included coverage by several media outlets locally and in the Bay Area.

**Information Technology Update**

Staff worked on the Continental Transitmaster system additional functionality. Staff continued to configure software and hardware for the Maximus Maintenance system. Staff continued to configure software for the ongoing implementation of the FAMIS Payroll system. Staff were developing timelines for the implementation of the FAMIS Human Resources Module. 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 Customer Service databases. Staff kept the MST web page updated and made the appropriate changes as required. Staff conferred with Google Transit for the configuration of the MST Bus Schedules to be available on the Google Transit site. Staff continued to support MST staff as needed, proactively ensuring MST staff were supported fully with their IT needs.
TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

September 24, 2008 Meeting

TRANSPORTATION AGENCY SUPPORTS MEASURE Z

The Transportation Agency officially voted to support Measure Z on the November 2008 ballot. A nearly $1 billion transportation investment plan that will fund highway safety and congestion relief projects, local road and street maintenance, transit projects including increased frequency of bus service, regional bicycle and pedestrian facilities, smart growth transportation incentives and habitat mitigation for road projects. If passed, this measure will levy a one half percent sales tax to fund this range of critical transportation projects over 25 years. When combined with a regional development impact fee, Fort Ord Reuse Authority fees and state and federal matching funds, the 25-year plan will fund a $1.8 billion program of transportation projects. Most regionally important projects and services cannot be implemented over the next 25 years without these additional monies.

The Transportation Agency has been working with its member agencies and community stakeholders over the past two years to prepare a plan that will provide adequate funding for critical transportation projects throughout the county. As a result of this effort, Measure Z: Investment Plan for Monterey County Transportation is on the November 4, 2008 ballot.

REGIONAL DEVELOPMENT FEE GUIDELINES APPROVED

Collection of traffic impact fees from new developments in Monterey County began with creation of The Regional Development Fee Joint Powers Agency on August 27, 2008. New development now pays its fair share for impacts on the regional road network. At the Joint Powers board meeting this Wednesday the board approved the interim Regional Development Impact Fee Guidelines that will serve as a guiding handbook to Monterey County local agencies in computing the fees for new developments. At the request of Agency Board members staff is currently in the process of reviewing studies to determine appropriate fee rates for below-market rate housing development. Since the residents of this type of housing generally drive less, they would have lesser impacts on the regional road system, and consequently would warrant lower fees. Once these are determined, staff will recommend that the interim Implementation Guidelines be updated to include a set of trip rates specific to this type of development; it is expected that low income and senior housing will have lower trip rates and therefore a lower fee. Overall the fee program is expected to generate approximately $328 million (2007 dollars) worth of funding for transportation improvements through the year 2030. When combined with the proposed countywide transportation sales tax on the November, 2008 ballot, these local funds are expected to leverage state and federal monies for a total of $1.8 billion in much-needed transportation improvements over the next 25 years.
CARMEL HILL AND RIVER TRAIL PROJECT CONTINUES

The Carmel Hill and River Trail Project will provide alternative transportation options, such as bicycling and walking for those traveling between the shopping centers, Carmel High School, residential and recreational areas near Highway 1. Construction of the Carmel Hill and River bike and walking trail is expected to begin in late 2009. Initial construction will run within Hatton Canyon to just south of Rio Road and will include a new underpass to cross Carmel Valley Road. A future segment, yet unfunded, will run from Rio Road to the south side of the Carmel River via a new bicycle-pedestrian bridge. The total cost for the initial project is estimated to be $3.2 Million. The Carmel Hill & River Trail will connect with other existing and planned future trail and conservation areas, including trails on the Monterey Peninsula to the north, planned new trails toward Carmel Valley to the east, new trails to the Carmel River and Lagoon areas to the west, and the Palo Corona conservation area to the south. Only the initial construction is fully funded and will proceed at this time. Construction should take about 5 months to complete.

TRANSPORTATION AGENCY AWARDS PUBLIC TRANSIT FUNDS TO KING CITY AND GONZALES

The Transportation Agency awarded over $21,000 in Local Transportation Funds for dial-a-ride transit services operated by King City and over $440,000 for the City of Gonzales local streets and roads funding. Local Transportation Funds may be used for local streets and roads projects only after the Agency Board has made a finding regarding unmet transit needs and funding is allocated to new unmet needs that are reasonable to meet. This finding was made in April, 2008.

NEW BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE MEMBER

The Transportation Agency approved Henry Leinen, Jan Roehl and Jeffrey Wriedt as the newest members of the Bicycle and Pedestrian Facilities Advisory Committee. Mr. Henry Leinen and Ms. Jan Roehl will represent the City of Pacific Grove as the main representative and the alternate on the Committee, respectively. Mr. Leinen is an attorney with a background in business, management and law. He also serves on the City of Pacific Grove’s Traffic Commission. Ms. Jan Roehl is a researcher with a Ph.D in Applied Social Psychology. She has lived in the City for over 17 years and is very interested in improving the conditions for pedestrians traveling in the City. Ms. Roehl recently became a member of the Traffic Safety Commission. Mr. Jeffrey Wriedt is appointed to serve as an alternate for Supervisorial District 4. Mr. Wriedt is an accountant. He is an avid bicyclist who rides about 5,200 miles per year and rides to work four to five times a week.
TO: Carl Sedoryk

FROM: Thomas P. Walters

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

- Contacted Senate Banking Committee and Senate Environment and Public Works Committee staff regarding reauthorization of SAFETEA-LU.

- Contacted Senator Boxer’s transportation staff regarding potential MST projects in surface transportation reauthorization legislation.

- Arranged and attended Washington, D.C., advocacy meetings for MST staff with House Transportation and Infrastructure Committee, Federal Transit Administration and Congressional delegation.

- Discussed MST biodiesel initiative with Congressman Farr’s staff and provided requested update and background information.

- Provided information on funding opportunities and the probable schedule for FY 2009 funding bills.

- Provided updates on legislation affecting MST programs and initiatives.

- Advised on lobbying strategies.

TPW:dwg
DATE: October 1, 2008
TO: Carl Sedoryk, General Manager/CEO
Monterey-Salinas Transit
FROM: John E. Arriaga, President
SUBJ: September 2008 Activity Report

Week of September 1, 2008
- Assisted with the outreach for speakers for the CTA Annual Conference Workshop during the California’s Public and Community Transportation Conference and Expo in Monterey during November 4-7, 2008
- Prepared Weekly Capitol Update Report on key events and activities in Sacramento/the Capitol
- Prepared weekly update of Legislative Matrix and reported on legislation of interest
- Monitored ongoing budget negotiations and Floor Sessions, particularly as it relates to transit and spillover revenues
- Monitored gubernatorial appointments

Week of September 8, 2008
- Monitored ongoing budget negotiations and Floor Sessions particularly as it relates to transit and spillover revenues
- Assisted with the outreach for speakers for the CTA Annual Conference Workshop during the California’s Public and Community Transportation Conference and Expo in Monterey during November 4-7, 2008
- Prepared Weekly Capitol Update Report on key events and activities in Sacramento/the Capitol
- Prepared weekly update of Legislative Matrix and reported on legislation of interest
- Monitored gubernatorial appointments.

Week of September 15, 2008
- Assisted with the outreach for speakers for the CTA Annual Conference Workshop during the California’s Public and Community Transportation Conference and Expo in Monterey during November 4-7, 2008
- Monitored ongoing budget negotiations and Floor Sessions particularly as it relates to transit and spillover revenues – Legislature passes Budget Bill on Friday, September 19
- Prepared Weekly Capitol Update Report on key events and activities in Sacramento/the Capitol
- Prepared weekly update of Legislative Matrix and reported on legislation of interest
- Monitored gubernatorial appointments.
Week of September 22, 2008
- Governor signs 2008-09 State Budget 85 days late and “blue-pencils” $510 million
- Monitor the Governor’s sign/veto actions for legislation
- Prepared weekly update of Legislative Matrix and reported on legislation of interest
- Monitored gubernatorial appointments

Week of September 29, 2008
- Monitor the Governor’s sign/veto actions for legislation
- Prepared weekly update of Legislative Matrix and reported on legislation of interest
- 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: C. Sedoryk, General Manager / CEO

Subject: Update on MST Financial Investments

As there has been recent news about the impact of the current financial crisis on the investments of local jurisdictions, I would like to take this opportunity to provide an update on the status of MST investments.

Unlike some local jurisdictions and special districts, MST invests all of its funds in the Local Agency Investment Fund. LAIF is a voluntary program created by statute. It began in 1977 as an investment alternative for California's local governments and special districts and it continues today under Treasurer Bill Lockyer's administration. The enabling legislation for the LAIF is Section 16429.1 et seq. of the California Government Code. This program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars, using the investment expertise of the Treasurer's Office investment staff at no additional cost to the taxpayer.

Throughout the year, MST receives quarterly and annual grant allocations from federal, state, and local sources. We then draw down these amounts over the course of the year to fund our daily operations. At the time of this memo, MST has $11,325,000 in the Local Agency Investment Fund.

LAIF reports that none of its $63B of investments are affected by the recent failures of Lehman Brothers, Merrill-Lynch, AIG, or WaMu. About 8% of the fund is invested in a variety of FNMA and FHLMC balance of funds; however, they do not see a need to adjust their holdings at this time.

MST has also invested $5.7M with Municipal Services Group as part of the bus financing defeasance program. These funds are invested in low risk treasury bills and at this time are not affected by the current financial crisis.

Given this information, I believe that MST's investments remain secure. Staff will continue to monitor our investments and report any significant changes to your Board as appropriate.
### Monterey Salinas Transit Board of Directors

**MEETING:** October 13, 2008

**SUBJECT:** Receive Board Referrals Update

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<td>1</td>
<td>12/10/07</td>
<td>Downey</td>
<td>Transit access to Presidio of Monterey</td>
<td>This item was discussed at the Board meeting on January 14, 2008. City of Monterey to schedule meeting with DLI. MST staff met with City of Monterey and DLI staff. MST staff met on June 12th and on July 8th with Bob Guidy from the Presidio. Mr. Guidy will forward MST staff times of day classes begin and end so schedules accessing Presidio can be developed. Transit access into and/or through the Presidio is still under discussion.</td>
<td>Ongoing</td>
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<td>2</td>
<td>2/11/08</td>
<td>Ford</td>
<td>Marina Library</td>
<td>Director Ford asked to add a fixed route bus stop to serve the Marina Public Library. MST currently offers MST On-Call demand response service to the library as well as Line 16 Monterey-Marina service on Reservation Road adjacent to the library. Beginning September 2, 2008, MST’s Line 27 Watsonville-Marina will serve the library directly on Seaside Court in both the northbound and southbound directions for a total of 14 times each weekday. Because Line 27 does not operate on weekends, residents will need to take MST On-call or Line 16 to the library on weekends.</td>
<td>Ongoing</td>
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<td>3</td>
<td>9/8/08</td>
<td>Downey</td>
<td>Monterey Trolley Service</td>
<td>Director Downey asked for ridership information on the Trolley Service.</td>
<td>Survey results will be presented at November Board meeting</td>
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As of 11/9/2011

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August 28, 2008

To: Carl Sedoryk

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

Subject: TRIP REPORT

From August 14\textsuperscript{th} to 19\textsuperscript{th}, I traveled to the Gulf Coast for transit-related business. On August 15\textsuperscript{th}, I participated in a site visit to StarMetro, the public transit agency for Tallahassee, Florida. StarMetro has purchased and implemented a new “smart card” farebox system from Fare Logistics, Inc. In July of 2008, this company came to MST and conducted a product demonstration of this system. Fare Logistics staff coordinated this site visit with StarMetro, as it is the only US transit agency at which their new fare collection system has been fully implemented. I met with members of StarMetro staff from the transportation, technology and maintenance departments to inquire about the farebox product, the ease of maintenance, and the technological capabilities of the “smart card” and data reporting components. I also rode StarMetro buses to observe the fareboxes in “on-the-road” operating conditions.

On August 19\textsuperscript{th}, I attended the American Public Works Association’s national conference in New Orleans, Louisiana. MST was invited by the Executive Director of the Transportation Agency for Monterey County to give a presentation to conference attendees about MST’s innovative mustard seed biodiesel program as well as the environmental benefits of public transit.

Hunter Harvath