Board of Directors Regular Meeting

**Monday, September 14, 2009**

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 2010-03 recognizing Danny Alvarado, Coach Operator as Employee of the Month for September 2009. (Robert Weber)

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

   2-4. Minutes of the regular meeting of August 10, 2009. (Kelly Halcon)


   2-6. Claim rejection. (Ben Newman)

   2-7. Board Committee meeting dates. (Carl Sedoryk)

   End of Consent Agenda
3. SPECIAL PRESENTATIONS

3-1. September Employee of the Month – Danny Alvarado, Coach Operator. (Robert Weber)

3-2. Kenneth Smith, Senior Operations Supervisor – 20 Years of Service. (Mike Hernandez)

3-3. Doris Martinez, Scheduling/Planning Analyst- 25 Years of Service. (Hunter Harvath)

3-4. Paul K. Scott, Coach Operator- 25 Years of Service. (Mike Hernandez)

3-5. Steve Colburn, Coach Operator- 20 Years of Service. (Mike Hernandez)

4. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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

5. COMMITTEE REPORTS

No action required unless specifically noted.

5-1. MST RIDES Advisory Committee Minutes – July 20, 2009. (Tom Hicks)

5-2. Marketing Committee Minutes – August 10, 2009. (Zoe Smallwood)

6. BIDS/PROPOSALS

7. PUBLIC HEARINGS

8. UNFINISHED BUSINESS

8-1. Receive presentation from Moore & Associates regarding Marina Area Service Study. (Michael Gallant)

8-2. Update on AB644. (Carl Sedoryk) (No Enclosure.)

9. NEW BUSINESS
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.

10-2. TAMC Highlights – August 26, 2009.


10-5. Staff trip reports.

11. COMMENTS BY BOARD MEMBERS

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

12. ANNOUNCEMENTS

12-1. CTA Annual Fall Conference & Expo – October 27-29, 2009, Pasadena, CA.

13. CLOSED SESSION

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

13-1. Conference with property negotiators (Parcel # APN 031-101-056-000). (No enclosure) (Carl Sedoryk)

13-2. Conference with property negotiators (Parcel # APN 259-011-067, 003-171-024, 002-248-009-010, 002-248-005, 032-171-005, L.2.1, 1.2.4.3, L.2.4.2, L.2.2.1, L.2.2.2, L.2.3, L.2.4.1) (Carl Sedoryk)

13-4. Conference with Legal Counsel –Existing Litigation (Gov. Code § 54956.9 (a)) (Enclosure)
Name of Case: Patti Sterling v. MST (L. Owens)
Worker’s Compensation Claim

13-5. Conference with Legal Counsel –Litigation Update, (§54956.9) (Puente v MST). (Lyn Owens)
14. RETURN TO OPEN SESSION

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

15. ADJOURN

**NEXT MEETING DATE:** October 12, 2009 in MST Conference Room.

**NEXT AGENDA DEADLINE:** September 30, 2009

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
DANNY ALVARADO  
SEPTEMBER 2009  
EMPLOYEE OF THE MONTH  

WHEREAS, each month Monterey-Salinas Transit recognizes an outstanding employee as Employee of the Month; and  

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

WHEREAS, Danny Alvarado began his career as a Coach Operator in May 1995. Danny was a recent recipient of an 11 year safe driving award for 2009; and  

WHEREAS, Danny Alvarado has been awarded multiple attendance awards, service commendations and served with distinction as a Line Instructor since 1999; and  

WHEREAS, Danny Alvarado assisted with a male passenger who suffered a seizure at the Salinas Transit Center. Danny immediately responded to administer first aid and stayed with the passenger until the EMS personnel arrived on the scene. Danny’s quick thinking helped prevent more serious injury to the passenger;  

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Danny Alvarado as Employee of the Month for September 2009; and  

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2010-03 this 14th day of September 2009.

_______________________  ________________  
Thomas Mancini  Carl G. Sedoryk  
Vice-Chairman  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)

4 pairs of sunglasses       4 books
5 pairs of eyeglasses       2 wallets
2 shirts                    3 jackets
2 sweaters                  5 cell phones
3 backpacks                 2 purses
1 pocket knife              2 beanies
2 pairs of gloves           1 make up bag
1 scooter                   1 bible

To be disposed

4 sets of keys              2 towels
3 credit cards              2 jackets
1 coffee mug                3 shirts
1 wallet                    1 baby blanket
2 makeup bags               1 sweat shirt
1 pair of gloves
2 coin purses
1 bag of clothes

MST makes an attempt to contact the owners of Lost and Found items. If the items are unclaimed after 30 days, they are added to the above list.

PREPARED BY: _______________ REVIEWED BY: _______________

Danny Avina                  Carl Sedoryk
1. CALL TO ORDER

Chair Armenta called the meeting to order at 10:02 a.m. in the MST Conference Room.

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

Absent:  None

Staff:  Carl Sedoryk  General Manager/CEO  
Hunter Harvath  Asst. General Manager/Finance & Administration  
Robert Weber  Director of Transportation Services  
Michael Gallant  Planning Manager  
Kelly Halcon  Human Resources Manager  
Carl Wulf  Facilities/Capital Projects Manager  
Mark Eccles  Director of IT  
Lyn Owens  Director of Human Resources  
Zoe Smallwood  Marketing Analyst  
Benjamin Newman  Risk & Security Manager  
Kathy Williams  General Accounting Manager

Others:  Dave Laredo  DeLay & Laredo  
Michael Laredo  DeLay & Laredo  
Bob Parks  ATU Local 1225  
Lance Atencio  MV Transportation  
Jamie Strachan  Occlink  
Jerry Laval  Occlink  
Jim Fink  Public

Apology is made for any misspelling of a name.
2-1. – 2-8. CONSENT AGENDA

The consent agenda items consisted of the following:


2-3. Adopt Resolution 2010-02 recognizing Michael Gallant, Planning Manager, as Employee of the Month for August 2009.

2-4. Disposal of property left aboard buses.


2-7. APTA dues.


Carl Sedoryk thanked the Human Resources Department for their assistance with the duties of Sonia Bannister during her vacation. Director Mancini moved to approve the items on the consent agenda. Director Stilwell seconded, Director Ford abstained and the motion carried unanimously.

Director Sanchez arrived for Board Meeting 10:03 a.m.

3. SPECIAL PRESENTATIONS

Lyn Owens, Director of Human Resources and Risk Management, introduced Benjamin Newman, Risk & Security Manager, as Employee of the Month for July 2009. Ben has managed MST’s claims in a manner that has kept the agency’s cost down and has provided both courteous and professional assistance to those where we have been responsible for damage or injury. In addition to his regular duties, Ben completed a two-year course of study which earned him a professional certification in Risk Management. He has provided tremendous assistance to almost every police force of local jurisdictions. In one case, Ben assisted in identifying a graffiti vandal, helped locate a missing elderly person and identified person who assaulted an individual at one of our stops.

Hunter Harvath, Assistant General Manager/Finance and Administration, introduced Michael Gallant, Planning Manager, as Employee of the Month for August 2009. Last year, Mike signed the Naval Post-Graduate School to support two new transit lines. Since its implementation in September of 2008, ridership on these NPS buses has increased from 840 during the first month to 2,224 in April of 2009. Building on his experiences and knowledge gained from the NPS program, Mike turned to the Presidio of Monterey (POM) and began negotiating with them to implement new transit lines serving the base. Most importantly, he secured full funding (approximately $1.5 million per year) through the federal transit benefit
for these eleven new lines at a time when most transit agencies are cutting service and laying off people. In fact, his efforts enabled the agency to hire approximately 20 additional drivers for the NPS and DLI services.

The MST Board recognized Frank Ferrante, Coach Operator, for 30 years of service. Frank was hired as a Coach Operator in July of 1979. He was recently recognized for 28 years of safe driving. He has received numerous Attendance and Outstanding Customer Service Awards. In 2007, he was commended for his willingness to report the selling of unauthorized bus passes at the Monterey Transit Plaza. In February of 2006, he received the Unsung Hero Award from the Volunteer Center of Monterey County.

Director Orozco arrived for Board Meeting at 10:10 a.m.

4. PUBLIC COMMENTS

Jim Fink, Salinas Resident, commented on the new Line 79 service and thanked staff for adding five more usable hours to do business in Monterey. He asked MST staff if they would consider adding the Santa Theresa Station to the Line 55 like the Line 79 and eliminating the San Miguel Detour Stop. Mr. Fink also suggested to staff about partnering with VTA to offer flyers for the Line 79 like MST does for the Line 55. Mr. Fink also asked staff to look at extending South County service to connect with transit service in San Luis Obispo.

William Parks, ATU 1225 President, commented on how the new Presidio of Monterey Service creating long shifts that make it impossible for staff to have a home life. He asked the MST Board to direct MST staff to change the runs by the September sign up. Mr. Parks commented that if this was accomplished, ATU would take back the Grievance they filed with MST in regards to the working conditions. Mr. Parks also mentioned that Carl Sedoryk, General Manager/CEO, had not responded to an email he sent on August 5, 2009.

5. COMMITTEE REPORT

The Board accepted and filed the MST RIDES Advisory Committee Minutes – June 15, 2009 and Facilities Committee Minutes – June 15, 2009.

6-1. CONTRACT TO OCCLINK

Board authorized General Manager/CEO to enter into a contract with Occlink to provide a specialized Employer Based Workers’ Compensation Management Program for one year with two, one-year performance-based extension options with the first year at $186,000.

Occlink will provide the development and implementation of a customized, state approved Medical Provider Network, a customized web-based management system, and vendor management protocols and support with the ultimate goal of controlling and reducing expenses associated with Workers’ Compensation.
Director Stilwell moved to award $186,00 contract to Occlink for Workers’ Compensation employer-based management program with staff coming back in a year with updated numbers. Director Ford seconded and the motion carried unanimously.

6-2. CONTRACT TO RESEARCH CONSULTANT

Board awarded contract to Moore & Associates for $29,925.00 to conduct passenger and non-passenger surveys. Public transit agencies regularly conduct passenger and non-passerger surveys to gauge opinions of customers and to find out information about those individuals who do not currently take public transit. This data can then be used to improve services for existing passengers as well as to increase ridership by marketing MST more effectively to non-riders.

Director Ford moved to award contract to research consultant to conduct passenger and non-passerger surveys. Director Sharp seconded and the motion carried unanimously.

7. PUBLIC HEARINGS

None.

8-1. AUTHORIZE A PERMIT & FEE BUDGET FOR FJL MONTEREY BAY OPERATIONS CENTER

Board received an update on the budget status for the Frank J. Lichtanski, Monterey Bay Operations Center. Board authorized a budget in the amount of $3,450,000 for the permitting phase of the project as well as authorized staff to pursue financing options for the Permitting, Construction and Move-In project phases.

MST staff’s goal is to expedite the FJL project timeline in preparation for another round of potential Federal American Recovery and Reinvestment Act funding (commonly know as federal stimulus) slated for “shovel ready” projects by the end of the year or early 2010. As MST moves towards the Bidding & Award project phase staff will seek the most favorable financing option to minimize project delays, take advantage of the current downturn in construction prices and maximize Federal funding opportunities.

Director Ford moved to: 1) approve a budget in the amount of $3,450,000 for the Permitting phase of the project; and 2) approve staff to pursue financing option for the Permitting, Construction and Move-In project phases. Director Sharp seconded and the motion carried unanimously.

9-1. CONTRACT AMENDEMENT WITH SAND CITY

Carl Sedoryk, General Manager/CEO, asked the Board to approve a contract amendment with the City of Sand City. The amendment would transfer the maintenance responsibilities for Edgewater Transit Exchange from MST to the City of Sand City. The proposed arrangement for maintenance of the shelters is consistent with other major transfer locating including Del Monte Center and Northridge Mall. In doing so the City will assume
responsibility for the regular and ongoing maintenance and cleaning of the shelters, trash receptacles, and signage at the Edgewater Transit Exchange.

Director Downey moved to approve a contract amendment with Sand City. Director Ford seconded and the motion carried unanimously.

9-2. Temporary Fare reduction promotion

Hunter Harvath, Assistant General Manager/Finance and Administration, presented to the Board a proposal to temporarily reduce MST’s base cash fares of 25 cents (15 cents for discount fares) beginning September 5, 2009 and ending on or before May 29, 2010.

In February of 2009, Congress passed and the President signed the American Recovery and Reinvestment Act, which has provided MST funding over the next two year. In an effort to pass on the value of MST’s ARRA funds to its customers, staff proposed a temporary fare reduction that would apply to base fares paid by fixed-route passengers at the farebox. In addition, a corresponding 25 cents per zone temporary reduction in RIDES cash fares will go into effect. No other passes or fare media would be eligible for the discount.

Director Mancini moved to approve the temporary fare reduction promotion. Director Downey seconded and the motion carried unanimously.

9-3. GENERAL MANAGER/CEO PERFORMANCE EVALUATION

The Board received a report on the General Manager/CEO performance evaluation process. The Board was provided a packet that included a copy of the General Manager/CEO job description, a summary of performance over the past year in pursuit of achievement of the Board strategic plan, and performance evaluation forms to rate the overall performance of the General Manager/CEO.

The completed evaluation forms will be forwarded to the Board Chair Armenta by August 31, 2009. The Board Chair will accumulate the results and share them with the full Board in closed session at the September 10, 2009 Board Meeting.

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


11. COMMENTS BY BOARD MEMBERS

Director Downey asked MST staff if there would be money from 1B money for the Lighthouse project in Monterey. She requested that when staff makes a presentation with figures that they are able to explain how they came to those figures. She would like to see the new figures vs. the old figures when staff comes back in a year to discuss the Oclink
contract. She also wanted to know more about the split situation that was mentioned at the beginning of the meeting by William Parks, ATU 1225 President. Director Downey asked Carl Sedoryk, General Manager/CEO, to consider letting Hunter Harvath, Assistant General Manager/Finance & Administration, to lead a Board Meeting in his absence instead of cancelling the meeting to give Mr. Harvath experience leading a meeting. She also liked MST staff coming forward the proposition to reduce cash based fares for a limited time.

12. ANNOUNCEMENTS

Carl Sedoryk, General Manager/CEO, made an announcement regarding the APTA Annual Conference on October 4-7, 2009 in Orlando, FL. He reminded the Board it would be a great opportunity for those Board Member who have not attended an APTA conference should consider attending this conference.

Mr. Sedoryk also announced the CTA Conference would be the last Tuesday in October.

13. CLOSED SESSION

The Board adjourned to Closed Session to meet with legal counsel regarding potential and existing litigation.

14. RETURN TO OPEN SESSION

Upon returning to open session, General Counsel Laredo reported that no reportable action was taken by the Board.

15. ADJOURNMENT

There being no further business, Chair Armenta adjourned the meeting at 12:09 p.m.

Prepared by: ______________________________
Kelly Halcon
To: Board of Directors

From: K. Williams, General Accounting Manager

Subject: Financial Report

Due to an unforeseen personnel issue, the Financial Report could not be completed in time to be included in the Board packet. Information will be provided at the Board meeting.

PREPARED BY: __________________ APPROVED BY: __________________

Kathy Williams                                       Carl G. Sedoryk
To: Board of Directors

From: Ben Newman, Risk Manager

Subject: Liability Claim Rejection

RECOMMENDATION:

Reject claims by the claimants below.

FISCAL IMPACT:

$4,000.

POLICY IMPLICATIONS:

None.

DISCUSSION:

Mr. Simon fell when entering the front door of the bus on August 3, 2009.

Ms. Dukarevich fell from her seat when the bus was braking on June 27, 2009.

After conducting preliminary investigations into these matters, it is determined that Monterey-Salinas Transit has no liability and recommends that they be rejected in their entirety.

The above claims are under investigation. If any Board member desires further information on these claims, they may request to be discussed in closed session.

PREPARED BY: __________________ APPROVED BY: _________________

Ben Newman                                                      Carl Sedoryk
To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Board Committee Meeting Dates

RECOMMENDATION:

Receive tentative schedule for proposed board committee meeting dates.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

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

DISCUSSION:

The proposed dates are tentative as committee meetings may be added or deleted based on need and Board member availability.

Board members wishing to change committees may make their desires known to the Board Chair or MST General Manager/CEO.

The committees, their mission statements, committee members and tentative meeting dates are attached.
<table>
<thead>
<tr>
<th>Committee</th>
<th>Mission Statements</th>
<th>Members</th>
<th>Proposed Meeting Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing Committee</td>
<td>Oversees and recommends policies to the Board regarding public information, marketing plans and bus advertising policies.</td>
<td>Ford, Stilwell, Armenta, Orozco</td>
<td>September 14, 2009 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Legislative Policy Committee</td>
<td>Recommends to the Board strategies and actions regarding legislative initiatives.</td>
<td>Armenta, Clark, Sanchez, Downey</td>
<td>October 12, 2009 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Planning/Operations Committee</td>
<td>Recommends policy to the Board to improve transit services and better meet the transportation needs of Monterey County.</td>
<td>Clark, Downey, Mancini</td>
<td>November 9, 2009 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Facilities Committee</td>
<td>Recommends to the Board policies which best allows utilization of facilities and other tangible assets to meet organizational growth and development needs</td>
<td>Downey, Mancini, Sanchez</td>
<td>December 14, 2009 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Legislative Policy Committee</td>
<td>Recommends to the Board strategies and actions regarding legislative initiatives.</td>
<td>Armenta, Clark, Sanchez, Downey</td>
<td>January 11, 2010 9:00am MST Boardroom</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Oversees MST financial matters and recommends to the Board policies, practices, and efficiencies, which maximize service and ensure a financially solvent organization.</td>
<td>Armenta, Ford, Sharp</td>
<td>February 8, 2010 9:00am MST Boardroom</td>
</tr>
</tbody>
</table>
MST RIDES Advisory Committee
July 20, 2009
Minutes

Present: Vice-Chair: Diana Seay: Consumer Representative
George Redmon: Consumer Representative
Brandy Abend: Salinas Valley Dialysis
MST Staff: Cristy Sugabo: Paratransit Eligibility Specialist
MST Staff: Tom Hicks, CTSA Manager
MV Staff: Brent Boardman: Operations Manager
TAMC Staff: Andy Cook: Transportation Planner

Excused: Alma Almanza: CCCIL

1. Call to order

Vice-Chair Diana Seay called the meeting to order at 1:20 p.m.

2. Introductions

No guest and no members.

3. Approval of the Minutes

The minutes were approved as published.

4. Public Comment

None

5. Committee Member Reports

None

6. New Business

CTSA Manager, Tom Hicks, suggested committee members come up with ideas for membership representation. These ideas are to be
presented at the next RAC meeting or may email suggestion to 
CTSA@mst.org.

RAC members did not have a nomination for an employee recognition award.

7. Comments by Committee Members

None

8. Unfinished Business

MST Staff, Cristy Sugabo, notified committee members that MST’s Marketing staff is in the process of creating vacancy car cards for RAC recruitment.

9. Staff Reports and Information Items

CTSA Manager, Tom Hicks, informed committee members that MAC transition will be in September. Furthermore, he has been working on writing grants for senior shuttle, taxi transportation, and travel training.

TAMC Staff, Andy Cook, announced the next STAAC meeting which will be held on September 3, 2009. Meeting will include discussion on MAC and STAAC coordination.

10. Announcements

None

11. Adjourn

The Committee adjourned at 1:45 p.m.

SUBMITTED BY: ________________________________

Cristy Sugabo
Paratransit Eligibility Specialist
Marketing Committee
August 10, 2009
Minutes

Present:  Director Armenta
          Director Stilwell
          Carl Sedoryk, General Manager/CEO
          Hunter Harvath, Assistant General Manager for Finance & Administration
          Zoé Smallwood, Marketing Analyst
          David Laredo, Legal Counsel

Absent:   Director Ford
          Director Orozco

1. Call to order

   Director Stilwell called the meeting to order at 9:06 a.m.

2. Public Comment: None

3. Recommend approval of proposed temporary fare reduction promotion

   Mr. Harvath presented information on proposed temporary fare reduction
   beginning September 5, 2009 ending on or before May 29, 2010. Reduction in
   cash fares 25 cents (15 cents for discount fare) with an impact of $320,000 in
   passenger fares not collected.

   Director Armenta moved to authorize the temporary fare reduction. Director
   Stilwell seconded and the motion carried unanimously.

4. Discussion of FY 10 marketing plan

   1) Mr. Harvath presented proposed advertising policy changes to allow
      advertising from non-profits provided it did not include promotion of a view.
      Director Stilwell expressed concerns about an example of an advertisement
      presented by Mr. Sedoryk that would be allowed under proposed changes.
      Director Armenta expressed concerns with not permitting non-profits all
      together, as currently policy states.
2) Mr. Sedoryk suggested to remove “for profit” terminology and bring examples of ads and ad revenues to the full board. Director Stilwell and Director Armenta agreed.
   Ms. Smallwood presented overview of past marketing efforts
3) Ms. Smallwood presented staff’s analysis of traditional media outlets vs. newer media outlets such as online marketing and social networking sites
4) Ms. Smallwood presented South County marketing plans for FY 10. Director Armenta suggested seeking assistance from South County Chamber of Commerce and city halls.
5) Ms. Smallwood presented Hispanic marketing plans for FY 10. Director Armenta suggested MST’s attendance at cultural events and contacting Día el Sol newspaper.
6) Received update on increasing ridership though group discount program targeting schools, large employers and apartment complexes with new promotional material packets.
7) Received update on technology focus to include update to www.mst.org website update and possible use of Twitter for service alerts.

5. Adjourn

Director Stilwell adjourned the meeting at 9:50 a.m.

SUBMITTED BY: _____________________
        Zoé Smallwood
To: Board of Directors
From: Michael Gallant, Planning Manager
Subject: Receive presentation from Moore & Associates regarding Marina Area Service Study

RECOMMENDATION:

Receive presentation by Moore & Associates staff regarding service recommendations resulting from the Marina Area Service Study (MASS).

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board approves the addition of any new MST bus routes.

DISCUSSION:

In January 2009, your Board had approved a contract award to Moore & Associates to perform the Marina Area Service Study (MASS). The Marina Area Service Study was designed to evaluate MST’s current transit service in the Marina/CSUMB area and to examine ways to adequately meet future demand. During the spring of 2009, Moore & Associates had employed numerous surveying techniques to collect important passenger data from hundreds of survey participants. That data and subsequent analysis proved useful to MST for future route planning purposes. Moore & Associates staff will provide a more in depth presentation of the survey results and offer their recommendations for enhanced transit service in the Marina/CSUMB area.

PREPARED BY_________________ REVIEWED BY_________________

Michael Gallant  Carl G. Sedoryk
To: Board of Directors
From: Ben Newman, Risk & Security Manager
Subject: CalTIP Liability Program Presentation by Micheon Balmer
Bickmore Risk Services and Consulting

RECOMMENDATION:

Receive presentation on California Transit Insurance Pool (CalTIP) Liability Programs and staff’s intent to utilize CalTIP claims administration services.

FISCAL IMPACT:

Less than $25,000.

POLICY IMPLICATIONS:

None. This action is consistent with existing policies.

DISCUSSION:

Monterey-Salinas Transit is a founding member of the California Transit Insurance Pool (CalTIP), a joint powers insurance authority organized under California law in 1987 in response to the lack of liability insurance coverages from the commercial insurance market. CalTIP combines the resources of public transit operators to minimize risk, increase buying power, and provide stable, affordable insurance to its members.

CalTIP is a self-insurance program for public transit operators. Rather than pay premiums to a commercial insurance company, CalTIP members pool funds to obtain affordable insurance coverage, claims administration, and safety and loss control programs. CalTIP is governed by representatives of member transit operators who ensure that the programs remain competitive with commercial offering and continue to evolve to meet the changing needs of public transit operators. The CalTIP board has engaged the services of Bickmore Risk Services to manage the insurance program.

CalTIP members may select different levels of services or programs. Program I is for all members that have selected the $0/first-dollar (pre-funded) deductible and for members with self-insured retentions that choose to utilize CalTIP’s claims administrator. Program II is for all members with self-insured retentions that have chosen not to utilize CalTIP’s claims administrator. For the past several years MST has maintained coverage with CalTIP as Program II member and has self administered its claims.

New regulations pursuant to Section 111 of the Medicare, Medicaid, and SCHIP Extension Act of 2007, require all liability, no-fault, and workers’ compensation insurers, self-insurers, and self-insured groups, as well as group health plans, to determine whether any individual claimants/applicants are entitled to Medicare benefits, and if so,
report electronically various information about the claimant to the Centers for Medicare and Medicaid Services (CMS).

There are two options available to MST to comply with the requirements. One is for MST to enter into an agreement with an outside reporting agency to handle these responsibilities. The second option is to changing its status from a Program II member with CalTIP to Program I member and having CalTIP considered the Responsible Reporting Entity (RRE) relieving MST of the responsibilities and risks related to compliance with the new regulation.

As a Program II member of CalTIP’s Liability Program, MST is the Responsible Reporting Entity (RRE) and would be required to begin active reporting of Medicare-eligible claimants to CMS. The Mandatory Insurer Reporting (MIR) process requires more than 130 distinct fields of data to be reported on each identified claimant. For liability cases where there is a single judgment, award, or other payment, reporting will be required on a one-time basis. The penalty for non-compliance is $1,000 per claimant, per day.

Micheon Balmer, Deputy General Manager for Bickmore Risk Services, will present an overview of CalTIP’s history for our newer board members as well as presenting the benefits of becoming a Program I member vs remaining a Program II member.

PREPARED BY:_________________________ REVIEWED BY: _________________________
Ben Newman  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.

Attachment #1 – Fixed Route Bus – Monthly Boardings
Attachment #2 – Fixed Route Bus – Comparative Statistics
Attachment #3 – MST RIDES Monthly Boardings
Attachment #4 – Operations Department Report July 2009
Attachment #5 – Facilities & Maintenance Department Report July 2009
Attachment #6 – Administration Department Report July 2009

PREPARED BY: Carl G. Sedoryk
To: M. Hernandez, Assistant General Manager / C.O.O.

From: R. Weber, Director of Transportation Services

Subject: Transportation Department Monthly Report – July 2009

**FIXED ROUTE BUS OPERATIONS:**

**System Wide Service:** (Fixed Route & DART Services)

Preliminary boarding statistics indicate that ridership decreased by 17.6% in July 2009, (385,052), as compared to July 2008, (467,427).

Productivity decreased from 23.7 passengers per hour (July 2008), to 17.9 PPH in July of this year.

**Seasonal Service:**

Throughout July, the *MST Peninsula Trolley* service continued operation in downtown Monterey. Preliminary boarding statistics indicate that ridership increased by 8.17% (46,544) over last July (43,030).

In July the newly deployed *MST Carmel Trolley* service carried 871 passengers in its second month of operation.

The Line 22 Big Sur continued its summer schedule providing service 7 days a week throughout the month of July boarding 1,154 passengers for the month. This represents an 11.5% decrease in passenger boardings (1,304) from July of 2008.

**Supplemental / Special Services:**

July 3-5: MST provided supplemental service on the Lines 36, 37, 38, & 39. Preliminary boarding statistics show that 5,886 passengers were transported during this three day event. This represents an 18.9% decrease in passenger boardings from last year’s event, (7,257).

**System Wide Statistics:**

- Ridership: 385,052
- Vehicle Revenue Hours: 21,546
- Vehicle Revenue Miles: 343,272
- System Productivity: 17.9 Passengers Per Vehicle Revenue Hour
- Scheduled One-Way Trips: 32,589

**Time Point Adherence:** Of 115,333 total time-point crossings sampled for the month of July, the TransitMaster™ system recorded 16,389 delayed arrivals to MST’s published time-points system-wide. This denotes that 85.79% 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 time point is considered late. The on-time compliance chart (attached) reflects system wide “on-time performance” as a percentage to the total number of reported time-point crossings.

**Trips With 10 or More Standees:** There were twelve (12) reported trips with 10 or more standees for the month of July. *(See Operations Summary report for further information)*

**Cancelled Trips:** There were a total of seven (7) cancelled trips for the month of July 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>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Driver / Passenger Illness</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Traffic</td>
<td>2</td>
<td>0</td>
<td>28%</td>
</tr>
<tr>
<td>Mechanical</td>
<td>5</td>
<td>0</td>
<td>72%</td>
</tr>
<tr>
<td>Passenger Disturbance</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Operational Error</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>7</strong></td>
<td><strong>0</strong></td>
<td><strong>0%</strong></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 July 2008 and 2009:

<table>
<thead>
<tr>
<th>Occurrence Type</th>
<th>July-08</th>
<th>July-09</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident: MST Involved</td>
<td>4</td>
<td>6</td>
</tr>
<tr>
<td>Medical Emergency</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Object Hits @ Coach</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Passenger Conflict</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Passenger Fall</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Employee Injury</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>Near Miss</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Unreported Damage</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Occurrences</strong></td>
<td><strong>30</strong></td>
<td><strong>19</strong></td>
</tr>
</tbody>
</table>

**CONTRACTED SERVICES:**

**MST RIDES ADA / ST Paratransit Program:**

- Preliminary boarding statistics for the MST RIDES program reflect that for the month of July there were 8,939 passenger boardings. This represents a 7.66% decrease in passenger boardings from July of 2008, (9,681).

- For the month of July, 89.49 % of all scheduled trips for the MST RIDES Program arrived on time, increasing from 82.41 % in July of 2008. *(See MST RIDES ~~~ On Time Compliance Chart FY 2010.)*
Productivity for July of this year was at 1.91 passengers per hour, falling slightly from 2.0 in July of 2008.

Paratransit Certification Statistics:

- For the month of July, 84 applications were reviewed, resulting in 81 approvals and 3 denials. Of the approvals, 60 were new program participants, and 21 were recertifications.
- Three (3) program participants were marked as inactive in July.
- As of September 3, 2009, there are 3,623 registered / active program participants.

Other:

- July 1: MV was involved in a preventable collision in where coach # 927 collided with a stationary object causing $1,600 in damages to the coach with no injuries reported.
- July 2: MV was involved in a preventable collision in where Trolley # 1903 collided with a parked vehicle causing $100 in damages to the coach with no injuries reported.
- July 6: Operated by MV Transportation Inc, The new MST Line 73 (Presidio – Prunedale Express) providing service to Prunedale Park & Ride, Castroville, Downtown Monterey and the Presidio of Monterey. *Preliminary boarding statistics for this service is not yet available.*

**COMMUNICATIONS CENTER:**

In July, the Communications Center summoned public safety agencies on seven (7) separate occasions to MST’s transit vehicles and facilities:

<table>
<thead>
<tr>
<th>Agency Type</th>
<th>Incident Type</th>
<th>Number Of Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police</td>
<td>Passenger Incident</td>
<td>5</td>
</tr>
<tr>
<td>Emergency Medical Services</td>
<td>Medical Emergency</td>
<td>2</td>
</tr>
</tbody>
</table>

Robert Weber

**ATTACHMENTS:**

- MST RIDES ~~ On Time Compliance FY 2010
- MST RIDES ~~ Boarding Statistics FY 2010
August 31, 2009

To: Carl G. Sedoryk, General Manager/CEO

From: Michael Hernandez, Assistant General Manager/Chief Operating Officer

Subject: Monthly Maintenance Report for July 2009

This monthly summary report highlights fuel, fleet and facilities activities and information for the month of July 2009. Detailed statistical information is also attached.

**Fuel Prices:**

<table>
<thead>
<tr>
<th></th>
<th>July Low</th>
<th>July High</th>
<th>June Average</th>
<th>July Average</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diesel</td>
<td>$1.96</td>
<td>$2.21</td>
<td>$2.21</td>
<td>$2.09</td>
<td>-5.4%</td>
</tr>
<tr>
<td>Gasoline</td>
<td>$2.47</td>
<td>$2.62</td>
<td>$2.70</td>
<td>$2.51</td>
<td>-7.0%</td>
</tr>
</tbody>
</table>

**Fleet Status:**

<table>
<thead>
<tr>
<th>Road Call Rate Goal: 7,000 Miles or More</th>
<th>Miles Between Road Calls:</th>
<th>Operating Cost Per Mile:</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>15,068</td>
<td>July</td>
</tr>
<tr>
<td>Past 12 Months:</td>
<td>11,049</td>
<td>FY10 Year To Date:</td>
</tr>
</tbody>
</table>

In July there were a total of 21 road calls, of which 20 were maintenance related. The highest road call categories were in the Engine category.

Service to the Presidio of Monterey started on July 6, increasing the peak vehicle requirement to 61 vehicles.

Michael Hernandez
## July 2009
### MST Operated Fixed Route Bus Fleet - Summary Information

<table>
<thead>
<tr>
<th>Active Fleet Series</th>
<th>Manufacturer Model/Year</th>
<th>Quantity</th>
<th>Engine</th>
<th>Fuel Type</th>
<th>MPG</th>
<th>Average Life To Date Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>1101 - 1121</td>
<td>Gillig - 2000</td>
<td>21</td>
<td>Cummins ISM 280 HP</td>
<td>Diesel</td>
<td>4.62</td>
<td>419,841</td>
</tr>
<tr>
<td>1122 - 1129</td>
<td>Gillig - 2003</td>
<td>8</td>
<td>Detroit DC Series 50 ERG</td>
<td>Diesel</td>
<td>4.70</td>
<td>241,088</td>
</tr>
<tr>
<td>1701 - 1712</td>
<td>Gillig Low-floor 2002</td>
<td>12</td>
<td>Cummins ISM 280 HP</td>
<td>Diesel</td>
<td>4.12</td>
<td>267,984</td>
</tr>
<tr>
<td>1713 - 1724</td>
<td>Gillig Low-floor 2003</td>
<td>12</td>
<td>Detroit DC Series 50 ERG</td>
<td>Diesel</td>
<td>4.17</td>
<td>201,753</td>
</tr>
<tr>
<td>1725 - 1729</td>
<td>Gillig Low-floor 2007</td>
<td>5</td>
<td>Detroit DC Series 50 ERG</td>
<td>Diesel</td>
<td>4.19</td>
<td>50,499</td>
</tr>
<tr>
<td>1801 - 1804</td>
<td>Gillig Suburban 2002</td>
<td>4</td>
<td>Cummins ISM 280 HP</td>
<td>Diesel</td>
<td>5.09</td>
<td>404,504</td>
</tr>
<tr>
<td>1805 -1808</td>
<td>Gillig Suburban 2003</td>
<td>4</td>
<td>Detroit DC Series 50 ERG</td>
<td>Diesel</td>
<td>4.99</td>
<td>336,450</td>
</tr>
<tr>
<td>2001 - 2010</td>
<td>Gillig Low-floor 2007</td>
<td>10</td>
<td>Cummins ISM 280 HP</td>
<td>Diesel</td>
<td>4.26</td>
<td>68,506</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Historical Fleet</th>
<th>Manufacturer Model</th>
<th>Quantity</th>
<th>Fuel Type</th>
<th>To Date Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>80</td>
<td>Fageol Twin Coach</td>
<td>1</td>
<td>Gasoline</td>
<td>N/A</td>
</tr>
<tr>
<td>1948 #80</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>93</td>
<td>GMC TGH3102</td>
<td>1</td>
<td>Gasoline</td>
<td>335,000</td>
</tr>
<tr>
<td>1957 #93</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Fuel Used

<table>
<thead>
<tr>
<th>Fuel Used</th>
<th>Revenue Diesel Fleet</th>
<th>Non-Revenue Fleet</th>
<th>Inventory Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miles Traveled</td>
<td>301,361</td>
<td>34,760</td>
<td></td>
</tr>
<tr>
<td>&quot;Gallons/ Equivalent</td>
<td>67,423</td>
<td>1,818</td>
<td>$79,666.80</td>
</tr>
<tr>
<td>Average Miles/Gallon</td>
<td>4.47</td>
<td>19.12</td>
<td>$313,353.20</td>
</tr>
<tr>
<td>Engine Oil Used (Quarts)</td>
<td>2,554</td>
<td></td>
<td>$393,020.00</td>
</tr>
<tr>
<td>Average Miles/Quart</td>
<td>118</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Repeat Road Calls

1
* "Other" category includes: Fluid leaks, Lights, Windshield Wipers other items.
### Diesel Fleet

<table>
<thead>
<tr>
<th>Fleet Series, Year and # of Vehicles</th>
<th>Labor</th>
<th>Parts</th>
<th>Fuel</th>
<th>Oil</th>
<th>Total Cost</th>
<th>Miles</th>
<th>Cost Per Mile</th>
</tr>
</thead>
<tbody>
<tr>
<td>1100s (2000 - 21)</td>
<td>$15,715.53</td>
<td>$21,330.99</td>
<td>$33,781.57</td>
<td>$1,438.62</td>
<td>$72,266.71</td>
<td>74,761</td>
<td>$0.97</td>
</tr>
<tr>
<td>1100s (2003 - 8)</td>
<td>$7,441.69</td>
<td>$6,068.12</td>
<td>$12,358.34</td>
<td>$589.60</td>
<td>$26,457.75</td>
<td>27,883</td>
<td>$0.95</td>
</tr>
<tr>
<td>1700s (2002 - 12)</td>
<td>$7,842.88</td>
<td>$7,357.90</td>
<td>$20,883.71</td>
<td>$777.15</td>
<td>$36,861.64</td>
<td>41,224</td>
<td>$0.89</td>
</tr>
<tr>
<td>1700s (2003 - 12)</td>
<td>$10,472.26</td>
<td>$8,602.21</td>
<td>$11,811.70</td>
<td>$1,066.99</td>
<td>$31,953.16</td>
<td>49,284</td>
<td>$0.65</td>
</tr>
<tr>
<td>1700s (2007 - 5)</td>
<td>$6,028.45</td>
<td>$6,817.89</td>
<td>$8,859.47</td>
<td>$383.89</td>
<td>$22,089.70</td>
<td>17,669</td>
<td>$1.25</td>
</tr>
<tr>
<td>1800s (2002 - 4)</td>
<td>$2,380.04</td>
<td>$715.07</td>
<td>$10,280.96</td>
<td>$188.70</td>
<td>$13,564.77</td>
<td>24,838</td>
<td>$0.55</td>
</tr>
<tr>
<td>1800s (2003 - 4)</td>
<td>$3,571.56</td>
<td>$2,022.62</td>
<td>$11,543.35</td>
<td>$413.41</td>
<td>$17,550.94</td>
<td>27,468</td>
<td>$0.64</td>
</tr>
<tr>
<td>2000s (2007 - 10)</td>
<td>$3,989.16</td>
<td>$5,970.08</td>
<td>$18,578.01</td>
<td>$1,043.40</td>
<td>$29,580.65</td>
<td>38,234</td>
<td>$0.77</td>
</tr>
</tbody>
</table>

**Total July 2009:** $57,441.57 $58,884.88 $128,097.11 $5,901.76 $250,325.32 301,361 $0.83

### July Fleet Average

- **Labor:** $0.19
- **Parts:** $0.20
- **Fuel:** $0.43
- **Oil:** $0.02
- **Cost Per Mile:** $0.83

### FY09 Cost Per Mile

- **Labor:** $0.19
- **Parts:** $0.20
- **Fuel:** $0.43
- **Oil:** $0.02
- **Cost Per Mile:** $0.83

### Fleet Cost Per Mile - July 2009

**Fleet Miles: 310,361**  
**Average Fleet Cost Per Mile: $0.83**
MECHANICAL ROAD CALLS BY BUS SERIES
July 2009
Total Diesel Miles: 301,361  Roadcalls: 20

<table>
<thead>
<tr>
<th>Bus Series</th>
<th>Road Calls</th>
</tr>
</thead>
<tbody>
<tr>
<td>1100 (00)</td>
<td>4</td>
</tr>
<tr>
<td>1100 (03)</td>
<td>2</td>
</tr>
<tr>
<td>1700 (02)</td>
<td>4</td>
</tr>
<tr>
<td>1700 (03)</td>
<td>4</td>
</tr>
<tr>
<td>1700 (07)</td>
<td>3</td>
</tr>
<tr>
<td>1800 (02)</td>
<td>0</td>
</tr>
<tr>
<td>1800 (03)</td>
<td>0</td>
</tr>
<tr>
<td>2000 (07)</td>
<td>3</td>
</tr>
</tbody>
</table>

Bus Series & Model Year
52 Week Review:
Diesel: High $4.21, Low $1.31, Average $2.45
Gasoline: High $4.00, Low $1.53, Average $2.54
B20 use: Aug 15, 2008 - Dec 18, 2008

FY 2010 Fuel Budget:
Diesel 3.10 Gallon
Gasoline $3.25 Gallon

12 Month Rolling Fuel Cost - As of July 31, 2009

DIESEL  GASOLINE
Date: July 31, 2009

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; Kathy Williams, General Accounting Manager; Tom Hicks, CTSA Manager

Subject: Administration Department Monthly Report July 2009

The following significant events occurred in Administration work groups for the month of July 2009:

**Human Resources**

A total employment level for July 2009 is summarized as follows:

<table>
<thead>
<tr>
<th>Positions</th>
<th>Budget FY10</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coach Operators / Trainees</td>
<td>127</td>
<td>139</td>
<td>12</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>20.5</td>
<td>-2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>228.5</strong></td>
<td><strong>236.50</strong></td>
<td><strong>8</strong></td>
</tr>
</tbody>
</table>

**July Worker’s Compensation Costs**

<table>
<thead>
<tr>
<th>Costs</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indemnity (paid to employees)</td>
<td>$30,774.59</td>
</tr>
<tr>
<td>Legal, bill review Utilize.Review</td>
<td></td>
</tr>
<tr>
<td>NurseCase Management</td>
<td>$1,702.69</td>
</tr>
<tr>
<td>Medical</td>
<td>$39,235.02</td>
</tr>
<tr>
<td>TPA Administration Fee</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Excess Insurance</td>
<td>$4,412.58</td>
</tr>
<tr>
<td><strong>Total Expenses June 2009</strong></td>
<td><strong>$80,124.88</strong></td>
</tr>
<tr>
<td><strong>Reserves</strong></td>
<td><strong>$1,770,842.41</strong></td>
</tr>
<tr>
<td># Ending Open Claims</td>
<td>48</td>
</tr>
<tr>
<td># Closed Claims for Current Month</td>
<td>1</td>
</tr>
</tbody>
</table>
Training

<table>
<thead>
<tr>
<th>Description</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workplace Violence</td>
<td>33</td>
</tr>
</tbody>
</table>

Risk Management Update

<table>
<thead>
<tr>
<th>Description</th>
<th>July 2009 Preventable</th>
<th>July 2008 Preventable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Bus hit object</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Vehicle hit bus</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td>3</td>
<td>1</td>
</tr>
</tbody>
</table>

Liability Claims Paid/Recovered – Property and Personal Injury

There were no recoveries or claims paid for this reporting period.

Customer Services Update

Customer Service received 56 customer comments during the month as follows:

<table>
<thead>
<tr>
<th>Service Report Type</th>
<th>July ’09</th>
<th>%</th>
<th>July ’08</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Compliment</td>
<td>1</td>
<td>1.79%</td>
<td>1</td>
<td>1.96%</td>
</tr>
<tr>
<td>Service Compliment</td>
<td>1</td>
<td>1.79%</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Request To Add Service</td>
<td>12</td>
<td>21.43%</td>
<td>9</td>
<td>17.65%</td>
</tr>
</tbody>
</table>
Improper Driving | 9 | 16.07% | 8 | 15.69%
Improper Employee Conduct | 8 | 14.29% | 10 | 19.61%
Fare / Transfer Dispute | 7 | 12.50% | 4 | 7.84%
Passed By | 6 | 10.71% | 4 | 7.84%
Early Departure | 2 | 3.57% | 0 | 0.00%
Facilities Vandalism | 2 | 3.57% | 0 | 0.00%
Bus Stop Amenities | 1 | 1.79% | 3 | 5.88%
Inaccurate Public Information | 1 | 1.79% | 1 | 1.96%
Passenger Injury | 1 | 1.79% | 1 | 1.96%
ADA Compliance | 1 | 1.79% | 0 | 0.00%
Routing | 1 | 1.79% | 0 | 0.00%
Late Arrival | 1 | 1.79% | 0 | 0.00%
Off Route | 1 | 1.79% | 0 | 0.00%
Service Schedule | 1 | 1.79% | 0 | 0.00%
Passenger Conduct | 0 | 0.00% | 3 | 5.88%
Agency Policy | 0 | 0.00% | 3 | 5.88%
Overcrowding | 0 | 0.00% | 2 | 3.92%
No Show | 0 | 0.00% | 1 | 1.96%
Carried By | 0 | 0.00% | 1 | 1.96%

56 | 100.00% | 51 | 100.00%

“Request To Add Service” reports (12) represented the highest percentage (21.43%) of overall service reports July ’09. This is the highest percentage since January ’08 (26.23%) in conjunction with the PASS (Peninsula Area Service Study) service change. Both are well above the monthly average (13.5%) for this category. A review of these reports did not identify a specific source of the increase.

“Improper Driving” reports (8) represented 18.18% of overall reports in July ’09. A review of these reports showed a variety of complaints including speeding, hard breaking, near accidents, being cut off, unsafe lane changes, and weaving.

Began production of the September 5, 2009 riders guide. Edits included adjustments for routes, schedules, regional maps, boarding locations, fare information, and destination information.

Posted the following press releases to www.mst.org:

**MST Launches Presidio Express Bus Service On Monday, July 6** (7/2/2009)
**MST To Operate A Sunday Schedule On Independence Day** (7/2/2009)
**MST To Kick Off New Summer Service On The MST Trolley Carmel** (7/1/2009)
**Free Bus Service For Laguna Seca Ticket Holders To 2009 Red Bull U.S. Grand Prix** (7/1/2009)
Marketing and Sales Update

MST signed a $3,100 advertising contract with Wal-Mart First Tee. Press releases sent include: “All aboard the new MST Trolley in Carmel” (7/1/09); “MST bus service on Independence Day” (7/2/09); “MST launches Presidio bus service Monday” (7/2/09)

Published news stories include: “MST Trolley now in Carmel” (The Californian, 7/1/09); “Money for new service” (VTA Watch, 7/2/09); “Those darling old men on their riding machines” (Monterey County Herald, 7/2/09); “Trolleys in Carmel start July 4” (Carmel Chamber of Commerce Business News, 7/2009); “MST launching Presidio Express bus service” (The Californian, 7/3/09); “All aboard the new MST Trolley in Carmel” (MCBC Friday Facts, 7/3/09); “MST to start Presidio Express bus service” (The Californian, 7/4/09); “MST receives American Recovery & Reinvestment Act Funds” (Salinas Valley Chamber of Commerce Business Journal, 7/2009); “Trolleys come to Carmel” (Monterey County Herald, 7/7/09); “Carmel offers free Trolley transit weekends through Labor Day” (DirectoryofMonterey.com, 7/8/09); “MST bus backs into fire hydrant” (The Californian, 7/9/09); “Visitor shuttles not really Trolleys” (Monterey County Herald, 7/12/09); “Marina council mulls housing, fees, grant ideas” (Monterey County Herald, 7/21/09); “Salinas city council to review parking limits on Tuesday” (The Californian, 7/27/09).

Marketing activities: Designed directional signage for Presidio bus service throughout the military installation; attended kickoff event for Carmel Trolley with elected officials; coordinated photo of Rabobank staff by their MST bus ad; updated Rider’s Guide content for 9/5/09 service change; held marketing brainstorming meeting to set direction for FY 10; managed vendor and group discount programs; ordered MST promotional products.

Planning Update

During the month of July, staff finalized preparations for the new Carmel Trolley and Presidio of Monterey bus service, which comprised ten new transit lines that were implemented July 4th. Staff continued working with representatives of the Monterey County Redevelopment Agency and Resource Management Agency on the planning for MST’s Frank J. Lichtanski Monterey Bay Operations and Maintenance Center. Staff met with two members of the social services community to discuss upcoming service changes and to get feedback on MST’s routes and schedules. Staff met with representatives of the Transportation Agency for Monterey County (TAMC) to discuss the possibility of MST buses using the shoulder lanes of Highway 1 during peak congestion periods. Staff continued work on the Marina Area Service Study and the Bus Rapid Transit study and began work on MST’s bi-annual passenger and non-passenger surveys.

Staff attended training in Oakland with representatives of Caltrans on the federal American Recovery and Reinvestment Act (ARRA) reporting requirements as well as updates on Proposition 1B state bond projects. Staff traveled to Burbank to participate in an executive committee meeting of the California Transit Association. Staff met with
representatives of the city of Salinas to discuss impacts to MST bus lines and stops during the undergrounding of utilities along East Market Street. Work continued on preparations for the fall service change, including the routing and schedules of the new Line 3 Ryan Ranch-Monterey via Monterey Airport and Skyline Forest and Line 8 Ryan Ranch via Seaside and Del Rey Oaks. Staff met with representatives of the Monterey Bay Aquarium to discuss current transit services, including the trolley, as well as future improved access to the venue via MST's Fremont-Lighthouse BRT program. Staff attended regular meetings of TARC, AMBAG, Monterey County Hospitality Association, Monterey County Business Council and Fort Ord Reuse Authority.

Information Technology Update

Staff continued working with the Continental Transitmaster system configuration. Staff continued to configure software and hardware for the Assetworks Maintenance system. Staff continued to configure and monitor the FAMIS Payroll system. Staff continued to configure data for the ongoing implementation of the GIRO DDAM Timekeeping system. Staff updated software components of MST workstations. Staff continued developing functionality of the Payroll and Customer Service databases. Staff continued to support MST staff as needed, proactively ensuring MST staff were supported fully with their IT needs. Staff continued liaison with Facilities Manager regarding the proposed FJL facility.

Accounting Update

The Accounting staff has been busy during the month of July with year end tasks. Staff had a preliminary 3 day visit from our Auditors in July in preparation for our annual Audit. Our Auditors will be returning later in the year to do follow up work and finalize the financial data.

Staff has been busy re-tooling our processes and procedures for our money count area. As of July 1, MST does not employ any Money Count personnel. We have outsourced the money count function to Brinks Inc. We are working towards developing a full “no-touch” policy within MST whereas the money collected from the fareboxes is collected and transferred to Brinks without MST Staff opening any vaults. This has a significant impact on our bottom line not only in wages but potential liability costs. We have Salinas up and running with Brinks collecting the sealed mobile vault.

Staff continues to work on the new reporting requirements for the Public Employees Retirement System (PERS), DDAM implementation and improving current utilization of our Navision system. This is an ongoing commitment of resources.

CTSA Update

During August, staff participated in community organization activities in which transportation of seniors, low-income and/or disabled persons was a component of the planning process. Included were participation on the East Salinas (Alisal) Policy Work Group and the Office of Emergency Services Mass Care & Shelter Work Group.
Staff also worked with the Rides Advisory Committee (RAC) toward integrating the RAC into the newly forming CTSA – Mobility Advisory Committee to the Board of Directors (MAC) as a permanent subcommittee. Broader representation for the MAC was discussed and it was decided that the first meeting of the MAC will take place in November 2009 rather than September as earlier planned. This will allow additional time to identify and recruit members for the MAC.

Also in July, staff completed work on ten FTA grant applications for 5316 (JARC) and 5317 (New Freedom) projects for the FTA 2010 Funding Year (Cycle 4). Grant funding is sought for third and fourth year funding for current two-year projects which include purchases of small paratransit buses, accessible taxis, senior shuttles as well as travel vouchers, travel training, reverse-commute services and 211 support. Other mobility management activities will also be funded from portions of several of these grants.
At its August 26, 2009 meeting, the Transportation Agency learned of new plans to phase in the Highway 156 widening project in order to be able to construct at least a portion of this critical project over time. The project, whose project draft environmental impact report/environmental assessment was released for public review and comment on June 30, 2009, will widen Highway 156 from 2 lanes to 4 lanes between Castroville Boulevard and US 101 and reconstruct the 101/156 connection between San Miguel Canyon Road and Highway 156.

Caltrans held a public hearing for the project and the environmental document at North Monterey High School on July 20, 2009 and the final environmental document is expected to be completed by December 2010. As a major tourist route to the Monterey Peninsula and points south, improvements to this corridor are key for the economy of the county. The Transportation Agency continues to move this project forward however, until local dollars are found, construction will not begin on this project.

Improvements to this corridor will enhance safety, operations, local access to the highways, and capacity for future increases in traffic volumes on this heavily congested stretch of highway. After much review and public comment two build alternatives are under consideration. Alternative 11 would add two new lanes in both east bound and westbound directions, while the existing highway would essentially function as a frontage road. Alternative 12 would use the existing highway for part of the alignment and would add two new lanes south of the existing highway. Both build alternatives would include improvements to the US 101/Highway 156 and San Miguel Canyon interchanges, including new connectors to northbound and southbound US 101.

The estimated total cost for Alternative 11 is $437 million. The estimated total cost for Alternative 12 is $492 million. The build alternatives may need to be constructed in phases based on funding availability. It was originally anticipated that construction funding could be provided by the proposed transportation sales tax, but now additional funding sources will need to be secured to fully fund the project. Although the funding for the project has yet to be identified, staff will be working to secure a viable funding source for the project and to evaluate construction in phases based on funding availability.
AGENCY APPROVES REGIONAL DEVELOPMENT IMPACT FEE
STRATEGIC EXPENDITURE PLAN

A range of transportation projects are one step closer to construction now that the
Transportation Agency has approved the Strategic Expenditure Plan for the Regional
Development Impact Fee. Projects that are slated to receive development impact fees in
the first five year period include the US 101 San Juan Road Interchange and the
Highway 68 (Holman Hwy) Widening Project at the Community Hospital. Both projects
are key to regional traffic flows in the county.

The Strategic Expenditure Plan updates the project cost estimates and timeline for
delivery of projects given new funding realities since the fee was adopted in August,
2008. Overall, the plan calls for reduced fees, due to the slower pace of development
which delays the need for some project phases beyond the plan’s 25-year timeline.

FEDERAL TRANSPORTATION AUTHORIZATION BILL:
STALLED

The six-year transportation authorization bill, which determines where federal
transportation funds will be invested over the next six years, is stalled in the U.S. House
of Representatives. The Senate is moving toward an 18-month extension of the current
authorization, instead of an overhaul of existing law. This delay will affect projects in
Monterey County by postponing the opportunity for new federal monies for priority
projects such as a new interchange at US 101 and San Juan Road (at the red barn).

The current transportation authorization law expires this year. Congressman James
for Investment and Reform”, which among other provisions would raise the cap on
federal rail “small starts” projects from $75 million to $100 million. This increase would
benefit plans to extend commuter rail to Salinas and to bring rail transit to the Monterey
Peninsula. However, given the Senate action, it is unlikely that this bill will be approved
for another 18 months. The last authorization bill, the Safe, Accountable, Flexible,
Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), had twelve
separate extensions prior to its passage.

The Transportation Agency has submitted requests for federal funding for four priority
projects to be included in the authorization bill:
1. Hwy 101 and San Juan Road Interchange - $17,875,000
2. Commuter Rail Extension to Salinas Right-of-Way - $5,000,000
3. Monterey Branch Line Vehicle acquisition - $26,240,000
4. Hwy 68 (Holman Hwy) widening to 4 lanes - $20,000,000

Congress has already approved $7 billion in short-term funding to keep the Highway
Trust Fund from running out of money before the end of the current fiscal year.
FEDERAL TRANSPORTATION STIMULUS FUNDS
PUT PEOPLE TO WORK IN MONTEREY COUNTY

Seven of the ten original projects allocated by the Transportation Agency Board in February 2009 have awarded contracts for construction and are currently providing new jobs for Monterey County residents. Expeditious effort by local agencies to bring the $19,689,000 in American Recovery and Reinvestment Act funded projects to construction has resulted in bids for projects in Monterey County averaging 30% to 40% below the engineer’s estimate.

Staff at the cities and the County have worked swiftly to bring American Recovery and Reinvestment Act funded projects to construction. As of July 17th, all of the local projects programmed by the Transportation Agency have been submitted to Federal Highway Administration for approval. Seven member agencies have awarded contracts for construction. The City of Soledad started work on the new traffic signal at Oak & Front Street in June, providing 75 new jobs. Projects in Seaside, Marina, Gonzales, and Monterey County all started construction in August.

Local Stimulus Projects:
- **Gonzales**: 2009 South Alta Street Overlay Project
- **Greenfield**: Storm drains on El Camino Real
- **King City**: 2009 King City Resurfacing Project - Phase 1
- **Marina**: California Ave Roadway Improvements
- **Monterey**: Reconstruct Abrego St between Fremont to Eldorado
- **Monterey County**: Espinosa Rd Overlay Project
- **Pacific Grove**: Central Ave Curb and Gutter, Sidewalk Replacement
- **Pacific Grove**: Citywide Rehabilitation Projects
- **Salinas**: East Laurel Drive Improvements
- **Soledad**: Oak St. Traffic Signal
- **Seaside**: Reconstruct Del Monte Blvd: S City Limit to Broadway Ave

The Transportation Agency programmed the remaining $10,450,000 in American Recovery and Reinvestment Act funds to the US 101/San Juan Road Interchange Project for property acquisition.

Expeditious effort by local agencies to bring American Recovery and Reinvestment Act funded projects to construction have placed Monterey County in a good position to receive any American Recovery and Reinvestment Act funds that may be redistributed after March 2, 2010. Eligible regions will receive redistributed Recovery Act funds based on how much money they have already put to work.
DEL REY OAKS RECEIVES FUNDS TO FIX ROSITA ROAD

The Transportation Agency allocated over $13,000 in Regional Surface Transportation Program to the City of Del Rey Oaks to restore and resurface a portion of Rosita Road that has buckled due to root growth. The Agency distributes $1.2 million per year in Regional Surface Transportation Program fair share funding by population to the local jurisdictions for a wide range of eligible transportation projects. Funding is programmed at the discretion of the local jurisdiction for their chosen projects, subject to approval by the Transportation Agency Board of Directors.
TO: Carl Sedoryk
FROM: Thomas P. Walters

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

- Contacted Congressman Farr regarding ARRA implementation and opportunities for additional public transportation investment to stimulate the economy and improve the environment.
- Provided Senate Environment and Public Works Committee Staff with information to follow up meeting with MST staff and to request support for climate change legislation investment in transit.
- Requested support from Senator Boxer and Senator Feinstein for S. 575, the *Clean Low-Emissions Affordable New Transportation Equity Act* (CLEAN-TEA) and related legislation to increase guaranteed surface transportation program funding.
- Provided updates on transportation legislation, including FY 2010 funding bills and the reauthorization of SAFETEA-LU.
- Advised on lobbying strategies and MST Federal agenda and priorities.

TPW:dwg
August 31, 2009

To: Carl Sedoryk

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

Subject: TRIP REPORT

On July 15-16, I traveled to Oakland, CA, for a training session led by representatives of Caltrans regarding the reporting requirements associated with the American Recovery and Reinvestment Act (ARRA) funds MST is receiving as a federal stimulus on the local economy. MST’s share of the ARRA funds amounts to over $8 million of new money for projects such as paying off MST’s bus financing early, new bus purchases, new smart-card fareboxes, preventive maintenance and operating assistance. As a condition of receiving these funds, transit agencies have several layers of new reporting requirements to Caltrans, the Federal Transit Administration and the Office of Management and Budget. In addition, Caltrans staff gave an update presentation on the Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) bond program passed as a part of Proposition 1B in 2006. MST will be receiving over $25 million in Prop 1B funds over the course of the bond program for projects such as the new Frank J. Lichtanski Monterey Bay Maintenance and Operations Center, new smart card fareboxes, and safety/security-related infrastructure improvements (i.e., cameras, gates, walls, fences, etc.)

On July 16-17, I traveled to Burbank, CA, to represent MST at the regularly scheduled Executive Committee of the California Transit Association. Topics of discussion centered on long-term funding solutions for public transit in the state of California and CTA’s litigation against the Governor and his administration regarding his allegedly illegal diversion of public transit funds to non-public transit purposes. In addition, the potential impacts on transit of AB32 and SB375 regarding greenhouse gas emissions were presented to the committee by CTA staff.

Hunter Harvath