

 TRANSIT DISTRICT MEMBERS:

 City of Carmel-by-the-Sea • City of Del Rey Oaks • City of Gonzales • City of Greenfield

 City of King • City of Marina • City of Monterey • City of Pacific Grove • City of Salinas

 City of Sand City • City of Seaside • City of Soledad • County of Monterey

Board of Directors Regular Meeting

Monday, August 9, 2010

MST Conference Room One Ryan Ranch Road, Monterey

10:00 a.m.

TRANSPORTATION: Ride Line 8 Ryan Ranch-Edgewater 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 2011-05 recognizing Ronaldo Alcantara, Utility Service Person, as Employee of the Month for August 2010. (Mike Hernandez)
- 2-3. Disposal of property left aboard buses. (Danny Avina)
- 2-4. Minutes of the regular meeting of July 12, 2010. (Sonia Bannister)
- 2-5. Financial Report June 2010. (Hunter Harvath)
- 2-6. Approve Board Committee assignments. (Carl Sedoryk)
- 2-7. Adopt Resolution 2011-06 designating the General Manager/CEO or his designate to act on behalf of MST for CSAC Excess Insurance Authority.
- 2-8. Designate signatories for Rabobank Worker's Compensation checking account. (Hunter Harvath)
- 2-9. Approve Monterey-Salinas Transit Corporation Bylaws. (Carl Sedoryk)

2-10. Appoint officers and agents of Monterey-Salinas Transit Corporation. (Carl Sedoryk)

End of Consent Agenda

3. SPECIAL PRESENTATIONS

3-1. August Employee of the Month – Ronaldo Alcantara, Utility Service Person. (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 CTSA Mobility Advisory Committee Minutes May 12, 2010. (Tom Hicks)
- 5-2. MST Facilities Committee Minutes July 7, 2010. (Carl Wulf)

6. BIDS/PROPOSALS

6-1. Exercise \$150,000 option year two with Occlink for worker's compensation employer-based management program. (Lyn Owens)

7. PUBLIC HEARINGS

7-1. Conduct public hearing on fare increase for MST special medical trips program changes. (Tom Hicks)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9-1. Transit 101: Bus Operations. (No enclosure) (Robert Weber)

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. Washington D. C. Lobbyist report July 29, 1020.
- 10-3. 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. California Transit Association Annual Fall Conference, San Diego, CA, September 14-15, 2010.

13. CLOSED SESSION

As permitted by Government Code §64956 <u>et seq.</u> 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 Legal Counsel – Labor Negotiations, Amalgamated Transit Union contract. (No enclosure) (Dave Laredo)

14. RETURN TO OPEN SESSION

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

15. ADJOURN

NEXT MEETING DATE: September 13, 2010 in MST Conference Room.

NEXT AGENDA DEADLINE: September 1, 2010

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

RONALDO ALCANTARA AUGUST 2010 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, Ronaldo Alcantara began his career as a Utility Service Person in June 2008. He has been recognized with an Attendance Award in 2009 and the Safety Award two years in a row; and

WHEREAS, Ronaldo Alcantara has helped to organize the duties on the fuel island. He was able to account for the time it takes to accomplish a coach service. Based on the new procedure, he was able to create a weekly inventory of all the cleaning products and weekly usage; and

WHEREAS, Ronaldo Alcantara was able to determine which parking brake valves on the entire fleet were in need of repair after a Coach Operator was injured. He is an asset to the Maintenance Team;

THEREFORE, BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Ronaldo Alcantara as Employee of the Month for August 2010; and

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

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2011-05 this 9th day of August 2010.

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

Goodwill (Seaside)

| 3 pairs of eyeglasses | 1 Bible |
|-----------------------|-----------------------|
| 1 wallet | 3 coffee mugs |
| 4 cell phones | 3 pairs of sunglasses |
| 1 shirt | 1 sunglass case |
| 2 hats | 1 calculator |
| 1 beanie | 2 tote bags |
| 1 purse | 1 pair of shoes |
| 1 phone charger | 2 books |
| 2 canes | |
| | |

To be disposed

| 1 sweater | 1 sweatshirt |
|-------------|----------------|
| 2 notebooks | 2 lunch bags |
| 2 jackets | 1 thermos |
| 1 apron | 1 umbrella |
| 1 purse | 1 diaper bag |
| 2 shorts | 5 sets of keys |

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 Sedor

BOARD OF DIRECTORS REGULAR MEETING MONTEREY-SALINAS TRANSIT July 12, 2010

1. CALL TO ORDER

Chairman Armenta called the meeting to order at 10:00 a.m. in the MST Conference Room.

| Present: | Karen Sharp Kristin Clark Maria Orozco John Huerta, Jr. Susan Kleber James Ford Libby Downey Alan Cohen Sergio Sanchez David Pendergrass Patricia Stephens Thomas Mancini Fernando Armenta | City of Carmel-By-The-Sea City of Del Rey Oaks City of Gonzales City of Greenfield City of King City of Marina City of Monterey City of Pacific Grove City of Salinas City of Sand City City of Soledad City of Seaside County of Monterey |
|----------|--|--|
| Absent: | None | |
| Staff: | Carl Sedoryk Hupter Harvath | General Manager/CEO |

| | , | |
|---------|-------------------|---|
| | Hunter Harvath | Asst. General Manager/Finance & Administration |
| | Sonia Bannister | Office Administrator/Marketing & Sales Specialist |
| | Lyn Owens | Director of Human Resources |
| | Michael Hernandez | Asst. General Manager/COO |
| | Robert Weber | Director of Transportation Services |
| | Mark Eccles | Director of IT |
| | Kelly Halcon | Human Resource Manager |
| | Tom Hicks | CTSA Manager |
| | Mike Gallant | Planner |
| | Kathy Williams | General Accounting Manager |
| | Ken Smith | Senior Operations Supervisor |
| | Benjamin Newman | Risk/Security Manager |
| Others: | Dave Laredo | De Lay & Laredo |
| | Heidi Quinn | De Lay & Laredo |
| | Bob Parks | ATU, Local 1225 |
| | Doug Wallace | ATU, Local 1225 |
| | Lance Atencio | MV Transportation |
| | Jim Fink | Customer |
| | | |

| Elizabeth Torres | MST |
|------------------|-----|
| Steven Judd | MST |

Apology is made for any misspelling of a name.

2-1. – 2-7. CHANGE OF GOVERNANCE

The change of Governance items consisted of the following:

- 2-1. Swearing in ceremony
- 2-2. Adopt By-laws.

Director Ford moved to adopt the Monterey-Salinas Transit District By-Laws. Director Clark seconded and the motion carried unanimously.

- 2-3. Conduct election of officers. Director Downey moved to approve the election of officers and nonelected officers and appointments for the District. Director Ford seconded and the motion carried unanimously.
- 2-4. Adopt FY 2011-2013 Strategic Plan. Director Pendergrass moved to adopt the FY 2011 – 2013 Strategic Plan. Director Mancini seconded and the motion carried unanimously.
- 2-5. Adopt FY 2011 budget. Director Clark moved to: 1) approve the FY 2011 budget; 2) approve FY 2011 staffing levels; and 3) approve Resolution 2010-20 authorizing federal grant applications. Director Sharp seconded and the motion carried unanimously.
- 2-6. Adopt master resolution approving existing policies. Director Ford moved to adopt Resolution 2011-03 approving existing policies, guidelines, contracts, agreements, and memoranda of understanding. Director Huerta, Jr. seconded and the motion carried unanimously.
- 2-7. Appoint Board committee assignments.

Director Sharp made a correction to the Human Resources Committee members. Director Ford should be listed instead of Director Sharp. Legal Counsel Laredo also noted that each committee can have up to six members. Director Downey moved to: 1) adopt existing committee structure; and 2) direct Chair to appoint new board committee members for approval at the August 9, 2010 Board meeting. Director Ford seconded and the motion carried unanimously.

3-1. – 3-11. CONSENT AGENDA

The consent agenda items consisted of the following:

- 3-2. Adopt Resolution 2011-01 Assembly member Anna Caballero appreciation for transit advocacy.
- 3-3. Adopt Resolution 2011-02 recognizing Elizabeth Torres, Coach Operator, as Employee of the Month for July 2010.
- 3-4. Disposal of property left aboard buses.
- 3-5. Minutes of the regular meeting of June 14, 2010.
- 3-6. Financial Report May 2010.
- 3-7. APTA dues.
- 3-8. Receive update on Pacific Grove trolley demonstration.
- 3-9. Adopt Limited English Proficiency Plan.
- 3-10. Adopt 2010-2013 Affirmative Action Plan.
- 3-11. Assetworks maintenance contract.

Director Clark moved to approve the items on the consent agenda. Director Sharp seconded and the motion carried unanimously.

4. SPECIAL PRESENTATIONS

Robert Weber, Director of Transportation Services, presented Elizabeth Torres, Coach Operator, as the July Employee of the Month. Elizabeth was the key factor in recognizing and reporting the diesel fuel spill that occurred on June 4, 2010. She had the presence of mind to accurately assess the situation and report the spillage in a timely manner to the Communication Center thereby preventing the situation from becoming far worse that had it remained undetected.

5. PUBLIC COMMENT

Jim Fink, has been a satisfied customer for 13 years. He spoke about the timetable on Line 55. The bus is always arriving early in Morgan Hill and ends up having to wait. He proposed that the running time to Morgan Hill is too long. The timetable is too loose and needs to be tightened.

6-1. – 6-3. COMMITTEE MINUTES

The Board accepted and filed the Transition Committee Minutes – June 10, 2010; Human Resources Committee Minutes – June 14, 2010; and Legislative Committee Minutes – June 21, 2010.

7-1. STATE LEGISLATIVE SERVICES CONTRACT

Mr. Harvath, Assistant General Manager for Finance and Administration reported that this procurement was issued in an effort to secure a state legislative consultant who is familiar with public government representation and experienced with various state policy and fiscal matters.

Director Sanchez commented that the consultants need to be held accountable and that they need to be evaluated yearly.

Director Sanchez moved to: 1) award a \$108,000 three-year contract to JEA & Associates, Inc. for state legislative consulting services; and 2) authorize staff to extend the contract for up to two additional one-year periods. Director Orozco seconded and the motion carried unanimously.

7-2. SECURITY FOOT PATROL SERVICES

Mr. Benjamin Newman, Risk/Security Manager, reported that MST has a continuing need for security services. The security service includes on-site security in a cost effective, efficient and professional manner, which properly safeguards and protects personnel and property of MST, thereby creating a safe and secure environment for MST staff and the riding public.

Mr. Fink commented that people with Type 3 diabetes needs to use the restroom facilities more frequently. He asked if the hours for the security foot patrol services could be adjusted to allow the public restrooms to be kept open for longer periods. He also requested that the MST Facilities Committee look at this problem and to check the possibility to allow Marina Public Safety to augment coverage during the times the restrooms would be kept open.

Director Mancini moved to: 1) award a three-year contract to First Alarm Security & Patrol, Inc. of Aptos, CA in the amount of \$102,310 for the first year of security foot patrol services; and 2) authorize staff to extend the contract for up to two additional one-year periods, for an amount not to exceed \$209,330. Director Cohen seconded and the motion carried unanimously.

7-3. FINANCIAL AUDIT SERVICES CONTRACT

Ms. Kathy Williams, General Accounting Manager, reported that Federal and State laws require financial audit services be performed each year by a certified public accountant. The audit covers the general purpose financial statements for the year, compliance with laws and regulations related to federal financial assistance, and a Schedule of Federal Financial Assistance. In addition, the auditor provides information and support in the preparation of the California State Controller's Report and the Federal Transportation Administration's National Transit Data Base Report and PTMISEA compliance.

Director Mancini moved to award a three-year contract to Vavrinek, Trine, Day, & Co, LLP for annual financial audit services in the amount of \$90,000 for the fiscal year ending June 30, 2010 through 2012. Director Clark seconded and the motion carried unanimously.

8. PUBLIC HEARINGS

None.

9. NEW BUSINESS

None.

10-1. OPERATING LINE OF CREDIT

Mr. Hunter Harvath, Assistant General Manager for Finance & Administration, stated that given the uncertainties and delays that have occurred at the local, state and federal levels with regards to transit funding, there are times – usually near the end or beginning of the fiscal year – when short-term cash flow becomes problematic. This line of credit would cover operating expenses on a short-term basis.

Director Clark moved to approve a line of credit in the amount of \$500,000 for operating expenditures to address short-term cash-flow difficulties. Director Ford seconded and the motion carried unanimously.

11-1. – 11-5. REPORTS & INFORMATION ITEMS

The reports consisted of the General Manager/CEO Report; TAMC Highlights – June 23, 2010; Washington DC Lobbyist Report – June 30, 2010; State Legislative Report – June 30, 2010 and staff trip reports.

12. COMMENTS BY BOARD MEMBERS

None.

13. ANNOUNCEMENTS

None.

14. CLOSED SESSION

The Board adjourned to Closed Session to meet with legal counsel regarding conference with property negotiators, and anticipated litigation.

15. RETURN TO OPEN SESSION

Upon returning to open session, General Counsel Laredo reported that with regard to labor negotiations, a status report was provided and no reportable action was taken.

Regarding the potential litigation, Mr. Laredo reported that this matter was pulled. No discussion or action occurred.

16. ADJOURNMENT

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

Prepared by: _____ Sonia Bannister

Monterey-Salinas Transit Board of Directors Meetings 2010 Attendance Report

| | JAN | FEB | MAR | APR | МАҮ | NUL | JUL | AUG | | OCT | VOV | DEC |
|----------------------|------------------|--------------|-----------------------------|------------------|-----------------|---------------|-----|-----|----|-----|-----|-----|
| | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 |
| F. Armenta, Chair | Ъ | д. | ш | ٩ | ٩. | ٩. | ٩ | | | | | |
| Monterey County | | | | | | | | | | | | |
| K. Clark, Vice-Chair | Ч | Ч | Ч | Ч | d | d | Ч | | | | | |
| Del Rey Oaks | | | | | | | | | | | | |
| K. Sharp | ፈ | ፈ | ፈ | ٩ | ፈ | ٩ | ٩ | | | | | |
| Carmel-By-The-Sea | | | | | | | | | | | | |
| M. Orozco | Ъ. | ٩ | ٩ | | ٩. | ٩ | ٩ | | | | | |
| Gonzales | (Ex-Officio) | (Ex-Officio) | (Ex-Officio) | | (Ex-Officio) | (Ex-Officio) | | | | | | |
| John Huerta, Jr. | | | | | | | ┙ | | | | | |
| Greenfield | | | | | | | | | | | | |
| Susan Kleber | | | | | | | Ч | | | | | |
| King City | | | | | | | | | | | | |
| J. Ford | ٩ | ₽ | ٩ | ٩ | ٩ | ٩ | ٩ | | | | | |
| Marina | | | | | | | | | | | | |
| L. Downey | Ъ | Ъ | Ъ | Ч | Ч | Ч | Ч | | | | | |
| Monterey | | | | | | | | | | | | |
| A. Cohen | Ч | ٩ | ط | ۲ | Ч | Ч | ط | | | | | |
| Pacific Grove | | | | | | | | | | | | |
| S. Sanchez | Ч | Ъ | Ч | Ч | Ч | Ч | ٦ | | | | | |
| Salinas | | | | | | | | | | | | |
| David Pendergrass | | | | | | | Ч | | | | | |
| Sand City | | | | | | | | | | | | |
| T. Mancini | Ч | Ч | ط | ٩ | Ч | Ч | ٩ | | | | | |
| Seaside | (Vice- Chair) | (Vice-Chair) | (Vice-Chair) | (Vice- Chair) | | | | | | | | |
| Patricia Stephens | | | | | | | Ч | | | | | |
| Soleuau | | | | | | | | | | | | |
| | | <u>،</u> | Present | ц́ І Ц | F – Fxcused A - | A - Alternate | | | | | | |

P – Present E – Excused A - Alternate

To: Board of Directors

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

Subject: Financial Reports – June 2010

RECOMMENDATION:

- 1. Accept report of June 2010 cash flow presented in Attachment #1
- 2. Approve June 2010 disbursements listed in Attachment #2
- 3. Accept report of June 2010 treasury transactions listed in Attachment #3
- 4. Accept June 2010 Preliminary Revenue & Expense Summary listed in Attachment #4

FISCAL IMPACT:

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

| Beginning balance June 1, 2010 | \$ 4,599,438.56 |
|--------------------------------|---------------------------|
| Revenues | 2,333,457.81 |
| Disbursements | <u><2,410,603.59</u> > |
| Ending balance June 30, 2010 | <u>\$ 4,522,292.78</u> |

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. A consolidated Revenue & Expense Summary is provided for your review in Attachment #4

REVIEWED BY: PREPARED BY:

(REVENUES & DISBURSEMENTS)

CASH FLOW

| Beginning balance June 1, 2010 | | \$ 4,599,438.56 |
|---|--|---|
| Revenues | | |
| Passenger Revenue DOD Revenue LTF Grants Non Transit Revenue Total Reven | 580,032.76 8,399.00 888,324.00 835,005.33 21,696.72 ues | 2,333,457.81 |
| Disbursements | | |
| Operations (See Attachment #2) Capital Total Disbur Ending balance June 30, 2010 | 730,901.02 1,679,702.57 sements | \$ (2,410,603.59) 4,522,292.78 |
| COMPOSITION OF ENDING BALANCE | | |
| Checking - First National Bank Checking - Rabo Bank Checking(s) - Wells Fargo Bank Local Agency Investment Fund (LAIF) Money Market - Homeland Security Money Market - Rabo MM Money Market - Rabo Prop. 1 B Bank of America - Escrow Petty cash fund, STC Coin Machine, and 2 change | funds | \$ 5,531.79 (71,743.42) 156,241.70 539,173.11 444,059.44 1,547,587.29 1,835,408.47 56,034.40 10,000.00 |

Total

\$ 4,522,292.78

PAYROLL ACCOUNT

| June 6 Payroll & Related Expenses June 18 Payroll & Related Expenses Manual Checks | 434,087.51 435,553.01 0.00 869,640.52 | 869,640.52 |
|---|--|----------------|
| GENERAL ACCOUNT | | |
| Disbursements on Attached Summary Workers Comp. Disbursements Bank Service Charge/Armored Car | 1,451,144.66 84,530.55 5,287.86 | |
| | 1,540,963.07 | \$1,540,963.07 |
| Total Disbursements | | 2,410,603.59 |
| Less Capital Disbursements & Transfers | | (1,679,702.57) |
| Operating Disbursements | | \$730,901.02 |

DISBURSEMENTS SUMMARY: GENERAL ACCOUNT DISBURSEMENTS FOR June 1, 2010 - June 30, 2010

| VENDOR / DESCRIPTION | CHECKS | AMOUNT |
|---------------------------|-------------|------------|
| Accounts Payable 06/03/10 | 22152 | 2,500.00 |
| Accounts Payable 06/08/10 | 22153-22154 | 487,326.58 |
| Accounts Payable 06/08/10 | 22155 | Void |
| Accounts Payable 06/11/10 | 22156-22255 | 345,270.16 |
| Accounts Payable 06/11/10 | 22256 | 359,699.02 |
| Accounts Payable 06/11/10 | 22257 | 60,000.00 |
| Accounts Payable 06/25/10 | 22258-22291 | 188,788.90 |
| Accounts Payable 06/29/10 | 22292-22293 | 7,560.00 |

TOTAL

1,451,144.66

| CHECKS \$100,000 AND OVER | BOARD | CHECK | CHECK | |
|---------------------------|-------------------|--------|---------|------------|
| VENDOR / DESCRIPTION | APPROVED | NUMBER | DATE | AMOUNT |
| | | | | |
| GFI Genfare - Fareboxes | 04/12/10 | 22153 | 6/8/10 | 485,156.82 |
| PERS-Contributions | Recurring Expense | 22225 | 6/11/10 | 124,984.44 |
| MV Transportation | Recurring Expense | 22256 | 6/11/10 | 359,699.02 |
| Coast Oil | Recurring Expense | 22269 | 6/25/10 | 107,879.41 |

Board Report

MONTEREY - SALINAS TRANSIT

G/L Register: Creation Date: 06/03/10 Vendor Ledger Entry: Posting Date: 06/03/10

| Check Date | Check No. | No. | Name | Description | Amount (\$) |
|---------------|-----------|--------|------------|-------------|-------------|
| 06/03/10 | 22152 | HALJON | HALI JONES | HALI JONES | 2,500.00 |
| | | | | | |
| | | | | | 2,500.00 |

June 3, 2010 4:41 PM Page 1 CCHASE

......

2,500.00

Grand Total

Board Report MONTEREY - SALINAS TRANSIT

G/L Register: Creation Date: 06/08/10 Vendor Ledger Entry: Posting Date: 06/08/10

| Check Date | Check No. | No. | Name | Description | | Amount (\$) |
|---------------|-----------|-------|------------------------------|------------------------------|-------------|-------------|
| 06/08/10 | 22153 | GFI10 | GFI GENFARE, AN SPX DIVISION | GFI GENFARE, AN SPX DIVISION | | 485,156.82 |
| | | | | | | 485,156.82 |
| 06/08/10 | 22154 | COM33 | COMMUNITY HOSPITAL OF THE | COMMUNITY HOSPITAL OF THE | | 2,169.76 |
| | | | | | | 2,169.76 |
| | | | | | Grand Total | 487,326.58 |

487,326.58

TREASURY TRANSACTIONS FOR JUNE 2010

LAIF ACCOUNT

| Date | Account | Bank | Deposit | <u>Withdrawal</u> | Balance |
|----------------------------|------------------------------|------|---------|-------------------|----------------|
| Balance Fo | orward at 06/01/10 | | | | 539,173.11 |
| | | | | | |
| Local Agen Interest ear | icy Investment Fund: med- | | | | |
| LAIF Treas | ury Balance at 06/30/10 | | | | 539,173.11 |

RABOBANK MM ACCOUNT

| Date Account | Bank | Deposit | <u>Withdrawal</u> | Balance |
|-----------------------------|---------------------|------------|-------------------|--------------|
| Balance Forward at 06/01/10 | | | | 1,749,270.80 |
| 00/00/140 | T - D | | 450.000.00 | 1,749,270.80 |
| 06/03/10 | To Payroll | 040 440 00 | 450,000.00 | 1,299,270.80 |
| 06/03/10 | ARRA PM & Oper | 210,118.00 | | 1,509,388.80 |
| 06/03/10 | LTF | 888,324.00 | | 2,397,712.80 |
| 06/09/10 | To Checking | | 100,000.00 | 2,297,712.80 |
| 06/10/10 | Deposits | 3,314.00 | | 2,301,026.80 |
| 06/14/10 | PTMI | 151,270.00 | | 2,452,296.80 |
| 06/16/10 | To Checking | | 650,000.00 | 1,802,296.80 |
| 06/17/10 | To Payroll | | 475,000.00 | 1,327,296.80 |
| 06/17/10 | To Checking | | 130,000.00 | 1,197,296.80 |
| 06/29/10 | STA-Rides | 347,617.33 | | 1,544,914.13 |
| 06/30/10 | Fees | | 75.00 | 1,544,839.13 |
| 06/30/10 | Interest | 2,748.16 | | 1,547,587.29 |
| | | _,, | | 1,547,587.29 |
| | | | | |

RABO MM Balance at 06/30/10

1,547,587.29

MONTEREY - SALINAS TRANSIT Revenue & Expense - Consolidated F1XED ROUTE For the Period from June 1, 2010 to June 30, 2010 Budget vs Actual

(Amounts are in USD)

(includes G/L Budget Name: BUDFY10)

| | Cur Mo. Actual | Cur Mo. Budget | Cur Mo. Variance | YTD Actual | | YTD Budget YTD Variance |
|-----------------------------|-------------------|-------------------|---------------------|---------------|--|-------------------------|
| Revenue | | | | | | |
| Passenger Fares | 485,664.37 | 485,108.00 | 556.37 | 5,070,533.60 | 5,821,296.00 | -750,762.40 |
| Special Transit | 234,034.34 | 99,104.00 | 134,930.34 | 1,776,963.18 | 1,189,248.00 | 587,715.18 |
| Cash Revenue | 10,311.93 | 33,333.00 | -23,021.07 | 297,160.09 | 399,996,00 | -102,835.91 |
| Cash Grants & Reimbursement | 2,850,892.00 | 1,645,102.00 | 1,205,790.00 | 19,181,083.85 | 1,645,102.00 1,205,790.00 19,181,083.85 19,741,224.00 | -560,140.15 |
| Total Revenue | 3,580,902.64 | 2,262,647.00 | 1,318,255.64 | 26,325,740.72 | 3,580,902.64 2,262,647.00 1,318,255.64 26,325,740.72 27,151,764.00 -826,023.28 | -826,023.28 |

Expenses

| | A REAL PROPERTY AND A REAL | | | | | |
|--------------------------|--|---------------------------|-------------|--------------|--------------|-----------------------------|
| 419,079.00 -1,496,501.23 | 419,079.00 | -714,268.95 -1,077,422.23 | -714,268.95 | -667.00 | -714,935.95 | Operating (Income) Loss |
| -2,322,524.51 | 27 | 603,986.69 25,248,318.49 | 603,986.69 | 2,261,980.00 | 2,865,966.69 | Total Operating Expenses |
| -2,551.14 | 61,500.00 | 58,948.86 | 373.00 | 5,125.00 | 5,498.00 | Leases & Rentals |
| | | | | | | Interest Expense |
| -48,788.11 | 254,208.00 | 205,419.89 | -7,111.21 | 21,184.00 | 14,072.79 | Miscellaneous Expenses |
| 91,229.79 | 2,634,648.00 | 2,725,877.79 | 32,063.77 | 219,554.00 | 251,617.77 | Purchased Transportation |
| -81,177,14 | 253,476.00 | 172,298.86 | -5,157.78 | 21,123.00 | 15,965.22 | Taxes |
| -87,959.50 | 457,104.00 | 369,144.50 | 34,751.62 | 38,092.00 | 72,843.62 | Insurance |
| -12,686.50 | 273,864,00 | 261,177.50 | 3,170.23 | 22,822.00 | 25,992.23 | Utilities |
| -33,372.74 | 54,996.00 | 21,623.26 | -3,066.33 | 4,583.00 | 1,516.67 | Marketing Supplies |
| 228,650,48 | 531,312.00 | 759,962.48 | -30,980.02 | 44,276.00 | 13,295.98 | Vehicle Maintenance |
| -208.08 | 475,152.00 | 474,943.92 | 1,426.79 | 39,596.00 | 41,022.79 | Supplies |
| -1,199,822.75 | 3,226,203.00 | 2,026,380.25 | -3,342.74 | 233,260.00 | 229,917.26 | Fuel & Lubricants |
| 22,471.08 | 533,460.00 | 555,931.08 | 29,195.57 | 44,455.00 | 73,650.57 | Outside Labor |
| -7.772.13 | 282,492.00 | 274,719.87 | -3,150.06 | 23,541.00 | 20,390.94 | Outside Services |
| -136,053.89 | 487,200.00 | 351,146.11 | -16,741.53 | 40,600.00 | 23,858.47 | 💭 Professional & Technical |
| -27,615.30 | 99,996.00 | 72,380.70 | -6,231.85 | 8,333.00 | 2,101.15 | 7 🔿 Advertising & Marketing |
| -996,953,81 | 7,161,072.00 | 6,164,118.19 | 106,722.43 | 596,756.00 | 703,478.43 | Benefits |
| -29,914.77 | 10,784,160.00 | 472,064.80 10,754,245.23 | 472,064.80 | 898,680.00 | 1,370,744.80 | Labor |

MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated RIDES Budget vs Actual For the Period from June 1, 2010 to June 30, 2010 (Amounts are in USD) (Includes G/L Budget Name: BUDFY10)

| | | Cur Mo. Actual | Cur Mo. Budget | Cur Mo. Variance | YTD Actual | YTD Budget | YTD Budget YTD Variance |
|----|---------------------------------|-------------------|-------------------|---------------------|--------------|--------------|-------------------------|
| | Revenue | | | | | | |
| | Passenger Fares | 26,961.62 | 46,845.00 | -19,883.38 | 311,348.31 | 562,008.00 | -250,659.69 |
| | Special Transit Cash Revenue | | | | | | |
| | Cash Grants & Reimbursement | 213,303.33 | 242,670.00 | -29,366.67 | 2,269,303.33 | 2,912,040.00 | -642,736.67 |
| | Total Revenue | 240,264.95 | 289,515.00 | 49,250.05 | 2,580,651.64 | 3,474,048.00 | -893,396.36 |
| | | | | | | | |
| | Expenses | | | | | | |
| | Labor | 4,749.28 | 3,254.00 | 1,495.28 | 40,267.86 | 39,048.00 | 1,219.86 |
| | Benefits | 2,327.17 | 1,277.00 | 1,050.17 | 19,961,35 | 15,324.00 | 4,637.35 |
| 1 | Advertising & Marketing | | | | | | |
| 34 | Professional & Technical | 1,221.66 | 2,917.00 | -1,695.34 | 5,339.98 | 35,004.00 | -29,664.02 |
| | Outside Services | | 250,00 | -250.00 | | 3,000.00 | -3,000.00 |
| | Outside Labor | 712.30 | 2,967.00 | -2,254.70 | 14,759.54 | 35,604.00 | -20,844.46 |
| | Fuel & Lubricants | | | | | | |
| | Supplies | 208.96 | 1,966.00 | -1,757.04 | -1,101.09 | 23,592.00 | -24,693.09 |
| | Vehicle Maintenance | | 1,000.00 | -1,000.00 | | 12,000.00 | -12,000.00 |
| | Marketing Supplies | | | | | | |
| | Utitities | | | | | | |
| | Insurance | | | | | | |
| | Taxes | | | | | | |
| | Purchased Transportation | 232,343.87 | 275,081.00 | -42,737.13 | 2,501,067.38 | 3,300,972.00 | -799,904,62 |
| | Miscellaneous Expenses | | 792.00 | -792.00 | 259.26 | 9,504.00 | -9,244.74 |
| | Interest Expense | | | | | | |

-97.36

-893,493.72

2,580,554.28 3,474,048.00

-97.36

47,940.76

-11.00

289,504.00

241,563.24 1,298.29

Total Operating Expenses Operating (Income) Loss

Leases & Rentals



To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Board Committees Subject:

RECOMMENDATION:

- Adopt proposed committee structure. 1.
- 2 Receive proposed committee meeting schedule.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

The Monterey-Salinas District By-laws allow the Board to form committees to provide advice and recommendation to the Board of Directors on policy matters relative, but not limited to transportation services, facilities, compensation and benefit programs, legislation, marketing and finances affecting the District. These committees shall be members of the Board of Directors as selected by the Chair and such other persons, including District staff and public members as selected by the Board. The Monterey-Salinas Transit Joint Powers Agency Board had established six committees with each Board member serving on at least two committees and the Chair and Vice-Chair serving on three committees.

DISCUSSION:

At your meeting of July 12, 2010, staff solicited Board members for their preference regarding placement on committees. After receiving input from Board members and the Board chair, staff recommends the attached committee structure.

Also attached is a proposed schedule of committee meetings. Committee meetings and dates are tentative and dependent upon need and availability.

PREPARED BY:

Carl G. Sedorvk

Proposed MST Committee Assignments As of August 9, 2010

| | Facilities | Finance | Legislative | Marketing | Human Resources | Planning/ Operations |
|-------------|------------|---------|-------------|-----------|--------------------|-------------------------|
| Armenta | | • | • | • | | |
| Clark | | | • | | • | • |
| Downey | • | | • | | | |
| Ford | • | • | | | | |
| Mancini | • | | | | | • |
| Sanchez | • | | • | | | |
| Sharp | | • | | | • | |
| Cohen | | | | • | • | |
| Orozco | | | | • | | • |
| Huerta, Jr. | • | | | • | | |
| Kleber | | • | | | | • |
| Pendergrass | | | • | • | | |
| Stephens | | ● | | | • | |

*Chair and Vice-Chair are each assigned to 3 committees. All other Board members are assigned to 2 committees.

| Committee | Mission Statements | Members | Proposed Meeting Dates |
|----------------------------------|---|---|---|
| Human Resources Committee | Recommends policies to the Board concerning the effective use of human resources and compensation/benefits/ recognition systems | Clark, Sharp, Cohen, Stephens | September 13, 2010 9:00am MST Boardroom |
| Facilities Committee | Recommends to the Board policies which best allows utilization of facilities and other tangible assets to meet organizational growth and development needs | Downey, Ford, Sanchez, Mancini, Huerta, Jr. | October 11, 2010 9:00am MST Boardroom |
| Planning/Operations Committee | Recommends policy to the Board to improve transit services and better meet the transportation needs of Monterey County. | Mancini, Clark, Orozco, Kleber | November 8, 2010 9:00am MST Boardroom |
| Legislative Policy Committee | Recommends to the Board strategies and actions regarding legislative initiative | Armenta, Clark, Sanchez, Downey, Pendergrass | December 13, 2010 9:00am MST Boardroom |
| Marketing Committee | Oversees and recommends policies to the Board regarding public information, marketing plans and bus advertising policies. | Armenta, Orozco, Cohen, Huerta, Jr. Pendergrass | January 10, 2011 9:00am MST Boardroom |
| Finance Committee | Oversees MST financial matters and recommends to the Board policies, practices, and efficiencies, which maximize service and ensure a financially solvent organization. | Armenta, Ford, Sharp, Kleber, Stephens | February 14, 2011 9:00am MST Boardroom |

To: Board of Directors

From: L. Owens, Director of Human Resources-Risk Management

Resolution Delegating GM/CEO or Designate to Act on Behalf of MST Subject:

RECOMMENDATION:

Adopt Resolution 2011-06 delegating the General Manager/CEO or his designate to act on behalf of Monterey-Salinas Transit.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

None.

DISCUSSION:

A Joint Powers Agreement was entered into creating the CSAC, Excess Insurance Authority, also known as an insurance pool. This pool consists of members representing counties and public entities.

CSAC, Excess Insurance Authority (EIA) has determined that it is necessary for each member to delegate to a person(s) or position(s) to act on each member's behalf in matters relating to the member and the Authority.

In order to update the records, the EIA needs our governing board to designate an individual or position who is authorized to officially act on behalf of and enter into agreements with the EIA.

Staff recommends that the Board adopt the resolution appointing the General Manager/CEO or his designate to act on behalf of MST in these matters.

PREPARED BY:

REVIEWED BY:

Attachment: Resolution 2011-06

RESOLUTION NO. 2011-06

A RESOLUTION DELEGATING THE GENERAL MANAGER/CEO OR HIS DESIGNATE TO ACT ON BEHALF OF MONTEREY-SALINAS TRANSIT

WHEREAS, the CSAC Excess Insurance Authority (Authority) has determined that it is necessary for each member of the Authority to delegate to a person[s] or position[s] to act on the member's behalf in matters relating to the member and the Authority; and

WHEREAS, except as to those actions that must be approved by Monterey-Salinas Transit, such delegation of authority is necessary in order to carry out the purposes and functions of the Authority with its members; and

WHEREAS, in order to ensure a person[s] or position[s] is delegated with authority to act on the member's behalf in matters relating to the member and the Authority, action by the member's governing body is necessary; and

NOW THEREFORE, BE IT RESOLVED by the Monterey-Salinas Transit Board of Directors as follows:

Except as to actions that must be approved by the Board of Directors, the General Manager/CEO or his designate is hereby appointed to act in all matters relating to the member and the Authority.

PASSED AND ADOPTED by the Board of Directors for Monterey-Salinas Transit this <u>9th</u> day of <u>August 2010</u>, by the following vote:

AYES:

ABSENT:

NOES:

Fernando Armenta, Chairman

ATTEST:

Clerk/Secretary to the Board

To: Board of Directors

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

Subject: Rabobank – Worker's Compensation checking account

RECOMMENDATION:

Authorize MST staff to designate signatories from LWP Claims Solutions, Inc., for the Rabobank Workers Compensation checking account.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Rabobank requires Board action to change signatories to any MST bank account.

DISCUSSION:

MST identifies staff members of its workers compensation third party administrator LWP Claims Solutions, Inc., to act as signatories only on its workers compensation bank account. This is a common practice and enables the third party administrator to effectively and efficiently monitor and process claims as necessary. Any claim over \$1,500 requires two signatures, and MST staff routinely monitor the workers compensation account as well as LWP's activities processing claims.

PREPARED BY



To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monterey-Salinas Transit Corporation Bylaws

RECOMMENDATIONS:

Approve Bylaws of the Monterey-Salinas Transit Corporation.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

The primary objectives and purposes of the corporation are to provide assistance to the MONTEREY-SALINAS TRANSIT in the acquisition of equipment.

DISCUSSION:

Attached you will find a copy of the proposed bylaws of Monterey-Salinas Transit Corporation, a California Non Profit Public Benefit Corporation. (ATTACHMENT 1)

The information set forth in these bylaws shall be deemed sufficient to serve as the bylaws for the Monterey-Salinas Transit Corporation. These bylaws may be amended by a majority vote of the board of the Monterey-Salinas Transit Corporation and subsequent approval by the MST Board of Directors.

PREPARED BY:

Carl G. Sedoryk

BY-LAWS OF MONTEREY-SALINAS TRANSIT CORPORATION a California Nonprofit Public Benefit Corporation

I. Name, Offices of the Corporation

A. <u>Name</u>

The name of this corporation is Monterey-Salinas Transit Corporation (the "corporation").

B. Principal Office

The principal office for the transaction of the activities and affairs of the corporation (principal office) is located at One Ryan Ranch Road, Monterey, California 93940-5703, in Monterey County, California. The board of directors (board) may change the principal office from one location to another. Any change of location of the principal office shall be noted by the secretary on these bylaws opposite this Section, or this Section may be amended to state the new location.

C. Other Offices

The board may at any time establish branch or subordinate offices at any place or places where the corporation is qualified to conduct its activities.

II. Purposes

The primary objectives and purposes of the corporation are to provide assistance to the MONTEREY-SALINAS TRANSIT (the "District"), by, among other methods, acquiring, leasing, constructing or financing various public facilities, land, equipment and other improvements and property for the use, benefit and enjoyment of the public (herein "improvements"), and in this connection and without limiting the generality of any of the foregoing, the corporation is empowered to hold, own, improve, use and otherwise deal in and with real and personal property, or any interest therein and to make contracts and incur liabilities, borrow money, issue its notes, bonds and other obligations by mortgage, deed to secure debt, creation of a security interest in, or other encumbrances on or all or any part of its property, franchise and income and to use the proceeds from such contracts, borrowed funds, notes, bonds or other evidences of indebtedness to provide financing (including the refinancing of outstanding indebtedness) for the acquisition of equipment, machinery and related property for sale to the District. In that manner, the corporation will be used for a governmental purpose and will perform a governmental function. The activities of the corporation shall be limited to the activities described in its Articles of Incorporation. No gains, profits or

dividends shall be distributed to any of the members of the corporation, if any; and no part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, any of its directors, trustees, officers, private shareholders or members, or to individuals, except as reasonable compensation for services rendered or to make payments in furtherance of its purpose.

No substantial part of the activities of the Corporation shall consist of lobbying or propaganda, or otherwise attempting to influence legislation, except as provided in section 501(h) of the Internal Revenue Code of 1986, and the Corporation shall not participate in or intervene in (including publishing or distributing statements) any political campaign on behalf of or in opposition to any candidate for public office.

III. <u>Members</u>

The Corporation shall have no member.

IV. Directors

A. Powers

1. General Corporate Powers

Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, the corporation's activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the board.

2. Specific Powers

Without prejudice to the general powers set forth in Section IV.A.1 of these bylaws, but subject to the same limitations, the directors shall have the power to:

(a) Appoint and remove, at the pleasure of the board, all the corporation's officers, agents, and employees; prescribe powers and duties for them that are consistent with law, with the articles of incorporation, and with these bylaws; and fix their compensation and require from them security for faithful performance of their duties.

(b) Change the principal office or the principal business office in California from one location to another and cause the corporation to be qualified to conduct its activities in any other state, territory, dependency, or country and conduct its activities within or outside California.

(c) Adopt and use a corporate seal and alter the forms of the seal and certificates.

(d) Borrow money and incur indebtedness on behalf of the corporation and cause to be executed and delivered for the corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations and other evidences of debt and securities.

B. Number and Qualification of Directors

1. Authorized Number

The board of directors shall consist of at least one (1) but no more than thirteen (13) directors unless changed by amendment to these bylaws. The exact number of directors shall be fixed, within those limits, by the board of directors of the District and in the absence of action by the board of directors of the District, by a resolution adopted by the board of directors of the corporation. The initial number of directors shall be thirteen (13).

2. Restriction on Interested Persons as Directors

No more than 49 percent of the persons serving on the board may be interested persons. An interested person is (a) any person compensated by the corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-inlaw, daughter-in-law, mother-in-law, or father-in-law of such person. However, any violation of the provisions of this paragraph shall not affect the validity or enforceability of any transaction entered into by the corporation.

C. Qualification and Term of Office

Except as hereinafter provided, the directors of the corporation shall be the members of the board of directors of the District and each director shall hold office for a term concurrent with such director's term as a member of the board of directors of the District. Notwithstanding the foregoing, the board of directors of the District may, in its discretion, appoint and remove directors.

D. Vacancies on Board

Subject to the provisions of Section 5226 of the California Nonprofit Public Benefit Corporation Law, any director may resign effective upon giving written notice to the president, the secretary, or the board, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be selected before such time, to take office when the resignation becomes effective. A vacancy or vacancies in the board of directors shall be deemed to exist in case of the death, resignation, or removal of any director, or if the authorized number of directors is increased. Vacancies in the board shall be filled in the same manner as the director whose office is vacant was selected, except that vacancies in the board resulting from an increase in the authorized number of directors shall be filled in the manner determined by the board of directors of the District.

E. Directors' Meetings

1. Place of Meetings

Meetings of the board shall be held at any place within or outside California that has been designated by resolution of the board or in the notice of the meeting or, if not so designated, at the principal office of the corporation.

2. Meetings by Telephone

Any meeting may be held by conference telephone or similar communication equipment, as long as all directors participating in the meeting can hear one another. All such directors shall be deemed to be present in person at such a meeting.

3. Annual Meeting

The board shall hold a regular annual meeting at such place and time as the board may select.

4. Other Regular Meetings

Other regular meetings of the board may be held without notice at such time and place as the board may fix from time to time.

5. Special Meetings

a. Authority To Call

Special meetings of the board for any purpose may be called at any time by the chair of the board, if any, the president or any vice president, or the secretary or any two directors.

b. Notice

(1) Manner of Giving Notice

Notice of the time and place of special meetings shall be given to each director by one of the following methods: (a) by personal delivery of written notice; (b) by first-class mail, postage prepaid; (c) by telephone, either directly to the director or to a person at the director's office who would reasonably be expected to communicate that notice promptly to the director; or (d) by telegram, charges prepaid. All such notices shall be given or sent to the director's address or telephone number as shown on the records of the corporation. Notice shall also be given to the board of directors of the District.

(2) <u>Time Requirements</u>

Notices sent by first-class mail shall be deposited in the United States mails at least four days before the time set for the meeting. Notices given by personal delivery, telephone, or telegraph shall be delivered, telephoned, or given to the telegraph company at least 48 hours before the time set for the meeting.

(3) Notice Contents

The notice shall state the time of the meeting, and the place if the place is other than the principal office of the corporation. Unless required by applicable law, it need not specify the purpose of the meeting.

6. <u>Quorum</u>

A majority of the authorized number of directors shall constitute a quorum for the transaction of business, except to adjourn. Every action taken or decision made by a majority of the directors present at a duly held meeting at which a quorum is present shall be the act of the board, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (a) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (b) approval of certain transactions between corporations having common directorships, (c) creation of and appointments to committees of the board, and (d) indemnification of directors. A meeting at which a quorum is initially present may continue to transact business, despite the withdrawal of directors, if any action taken or decision made is approved by at least a majority of the required quorum for that meeting.

7. Waiver of Notice

Notice of a meeting need not be given to any director who, either before or after the meeting, signs a waiver of notice, a written consent to the holding of the meeting, or an approval of the minutes of the meeting. The waiver of notice or consent need not specify the purpose of the meeting. All such waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meetings. Notice of a meeting need not be given to any director who attends the meeting and does not protest, before or at the commencement of the meeting, the lack of notice to him or her.

8. Adjournment

A majority of the directors present, whether or not a quorum is present, may adjourn any meeting to another time and place.

9. Notice of Adjourned Meeting

A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place of the place where the regular, adjourned regular, special or adjourned special meeting will be held within twenty-four (24) hours after the time of the adjournment. If the original meeting is adjourned for more than 24 hours, notice of any adjournment to another time and place shall be given, before the time of the adjourned meeting, to the directors who were not present at the time of the adjournment.

F. Action Without a Meeting

To the extent permitted under applicable law, any action that the board is required or permitted to take may be taken without a meeting if all members of the board consent in writing to the action; provided, however, that the consent of any director who has a material financial interest in a transaction to which the corporation is a party and who is an "interested director" as defined in section 5233 of the California Corporations Code shall not be required for approval of that transaction. Such action by written consent shall have the same force and effect as any other validly approved action of the board. All such consents shall be filed with the minutes of the proceedings of the board.

G. Sole Director Provided by the Bylaws or Articles of Incorporation

In the event that only one director is required by these bylaws or the Articles of Incorporation and only one director is authorized, then any reference herein to notices, waivers, consents, meetings or other actions by a majority or quorum of the directors shall be deemed to refer to such notice, waiver, consent, meeting or other action by such sole director, who shall have all the rights and duties and shall be entitled to exercise all of the powers and shall assume all the responsibilities otherwise herein described as given to the board.

H. Compensation and Reimbursement

Directors may receive such compensation, if any, for their services as directors or officers, and such reimbursement of expenses, as the board may determine by resolution to be just and reasonable as to the corporation at the time that the resolution is adopted.

V. Officers

A. Officers of the Corporation

The officers of the corporation shall be a president, a secretary, and a chief financial officer. The corporation may also have, at the board's discretion, a chair of the board, one or more vice presidents, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be appointed in accordance with Section V. B of these bylaws. The same person may hold any number of offices, except that neither the secretary nor the chief financial officer may serve concurrently as either the president or the chair of the board.

B. Election of Officers

The officers of the corporation, except those appointed under Section V. C of these bylaws, shall be chosen annually by the board and shall serve at the pleasure of the board, subject to the rights, if any, of any officer under any contract of employment.

C. Other Officers

The board may appoint and may authorize the chair of the board, the president, or other officer, to appoint any other officers that the corporation may require. Each officer so appointed shall have the title, hold office for the period, have the authority, and perform the duties specified in the bylaws or determined by the board.

D. Removal of Officers

Without prejudice to any rights of an officer under any contract of employment, any officer may be removed with or without cause by the board and also, if the officer was not chosen by the board, by any officer on whom the board may confer that power of removal.

E. <u>Resignation of Officers</u>

Any officer may resign at any time by giving written notice to the corporation. The resignation shall take effect as of the date the notice is received or at any later time specified in the notice and, unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party.

F. Vacancies in Office

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for regular appointments to that office, provided, however, that vacancies need not be filled on an annual basis.

G. Responsibilities of Officers

1. Chair of the Board

If a chair of the board is elected, he or she shall preside at meetings of the board and shall exercise and perform such other powers and duties as the board may assign from time to time. If there is no president, the chair of the board shall also be the chief executive officer and shall have the powers and duties of the president of the corporation prescribed by these bylaws.

2. President

Subject to such supervisory powers as the board may give to the chair of the board, if any, and subject to the control of the board, the president shall be the general manager of the corporation and shall supervise, direct, and control the corporation's activities, affairs, and officers. In the absence of the chair of the board, or if there is none, the president shall preside at all board meetings. The president shall have such other powers and duties as the board or the bylaws may prescribe.

3. Vice Presidents

If the president is absent or disabled, the vice presidents, if any, in order of their rank as fixed by the board, or, if not ranked, a vice president designated by the board, shall perform all duties of the president. When so acting, a vice president shall have all powers of and be subject to all restrictions on the president. The vice presidents shall have such other powers and perform such other duties as the board or the bylaws may prescribe.

4. Secretary

a. Book of Minutes

The secretary shall keep or cause to be kept, at the corporation's principal office or such other place as the board may direct, a book of minutes of all meetings, proceedings, and actions of the board and of committees of the board. The minutes of meetings shall include the time and place that the meeting was held, whether the meeting was annual, regular, or special, and, if special, how authorized, the notice given and the names of those present at board and committee meetings. The secretary shall keep or cause to be kept, at the principal office in California, a copy of the articles of incorporation and bylaws, as amended to date.

b. Notices, Seal, and Other Duties

The secretary shall give, or cause to be given, notice of all meetings of the board and of committees of the board required by these bylaws to be given. The secretary shall keep the corporate seal in safe custody and shall have such other powers and perform such other duties as the board or the bylaws may prescribe.

5. Chief Financial Officer

a. Books of Account

The chief financial officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the corporation's properties and transactions. The chief financial officer shall send or cause to be given to the directors such financial statements and reports as are required to be given by law, by these bylaws, or by the board. The books of account shall be open to inspection by any director at all reasonable times.

b. Deposit and Disbursement of Money and Valuables

The chief financial officer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the corporation with such depositories as the board may designate, shall disburse the corporation's funds as the board may order, shall render to the president, chair of the board, if any, and the board, when requested, an account of all transactions as chief financial officer and of the financial condition of the corporation, and shall have such other powers and perform such other duties as the board or the bylaws may prescribe.

c. Bond

If required by the board, the chief financial officer shall give the corporation a bond in the amount and with the surety or sureties specified by the board for faithful performance of the duties of the office and for restoration to the corporation of all of its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the chief financial officer on his or her death, resignation, retirement, or removal from office.

H. Execution of Documents

The board of directors may authorize any officer or officers or agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the corporation and such authority may be general or confined to specific instances; [and unless so authorized by the board of directors, no officer, agent or other person shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount].

VI. Indemnification

A. Right of Indemnity

To the fullest extent permitted by law, the corporation shall indemnify its directors, officers, employees, and other persons described in section 5238(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that section. "Expenses", as used in this bylaw, shall have the same meaning as in section 5238(a) of the California Corporations Code.

B. <u>Approval of Indemnity</u>

On written request to the board by any person seeking indemnification under section 5238(b) or section 5238(c) of the California Corporations Code, the board shall promptly determine under section 5238(e) of the California Corporations Code whether the applicable standard of conduct set forth in section 5238(b) or section 5238(c) has been met and, if so, the board shall authorize indemnification.

C. Advancement of Expenses

To the fullest extent permitted by law and except as otherwise determined by the board in a specific instance, expenses incurred by a person seeking indemnification under Sections VI. A and B of these bylaws in defending any proceeding covered by those Sections shall be advanced by the corporation before final disposition of the proceeding, on receipt by the corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the corporation for those expenses.

VII. Insurance

The corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's, or agent's status as such.

VIII. Records and Reports

A. Maintenance of Corporate Records

The corporation shall keep adequate and correct books and records of account and written minutes of the proceedings of its board of directors.

B. Inspection by Directors

Every director shall have the absolute right at any reasonable time to inspect the corporation's books, records, documents of every kind, physical properties, and the records of each of its subsidiaries. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents.

C. Annual Report

The board shall cause an annual report to be sent to the directors within 120 days after the end of the corporation's fiscal year. That report shall contain the following information, in appropriate detail, for the fiscal year:

(1) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year.

(2) The principal changes in assets and liabilities, including trust funds.

(3) The revenue or receipts of the corporation both unrestricted and restricted to particular purposes.

(4) The expenses or disbursements of the corporation for both general and restricted purposes.

(5) Any information required by Section VIII. D of these bylaws.

The annual report shall be accompanied by any report on it of independent accountants or, if there is no such report, by the certificate of an authorized officer of the corporation that such statements were prepared without audit from the corporation's books and records.

This requirement of an annual report shall not apply if the corporation receives less than \$25,000 in gross receipts during the fiscal year, provided, however, that the information specified above for inclusion in an annual report must be furnished annually to all directors.

D. Annual Statement of Certain Transactions and Indemnifications

The corporation shall annually prepare and furnish to each director a statement of any transaction or indemnification of the following kind within 120 days after the end of the corporation's fiscal year:

(1) Any transaction (i) in which the corporation, its parent, or its subsidiary was a party, (ii) in which an "interested person" had a direct or indirect material financial interest, and (iii) which involved more than \$50,000, or was one of a number of transactions with the same interested person involving, in the aggregate, more than \$50,000. For this purpose, an "interested person" is either of the following:

(a) Any director or officer of the corporation, its parent, or subsidiary (but mere common directorship shall not be considered such an interest); or

(b) Any holder of more than 10 percent of the voting power of the corporation, its parent, or its subsidiary. The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the corporation, the nature of their interest in the transaction and, if practicable, the amount of that interest, provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.

(2) Any indemnifications or advances aggregating more than \$10,000 paid during the fiscal year to any officer or director of the corporation under Sections VI. A, B or C of these bylaws.

IX. Construction and Definitions

Unless the context requires otherwise, the general provisions, rules of construction and definitions in the California Nonprofit Corporation Law shall govern the construction of these bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

X. Amendments

New bylaws may be adopted or these bylaws may be amended or repealed by a majority vote of the board of directors, except that if any provision of these bylaws requires the vote of a larger proportion of the board than is otherwise required by law, that provision may not be altered, amended, or repealed except by that greater vote.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting Secretary of Monterey-Salinas Transit Corporation, a California nonprofit public benefit corporation, that the above bylaws are the bylaws of this corporation and that they have not been amended or modified since that date.

Executed on _____, 2010 at Monterey, California.

Secretary



To. Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Appoint Officers and Agents of Monterey-Salinas Transit Corporation

RECOMMENDATIONS:

Appoint officers and agents for Monterey-Salinas Transit Corporation as follows:

Carl G. Sedoryk, General Manager/CEO and Secretary to the Board Hunter Harvath, Assistant General Manager for Finance & Administration David C. Laredo, General Counsel

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Your Board needs to appoint officers and agents responsible for performing tasks related to the financing of new buses up to and including the executing and signing of documents necessary to complete the transaction, and other duties as required.

DISCUSSION:

The Monterey-Salinas Transit Corporation (MSTC), a California public benefit nonprofit corporation was organized for the benefit of Monterey-Salinas Transit. In the past, the MSTC was used to complete the equipment-financing plan for 63 new buses.

Your Board needs to appoint officers and agents responsible for performing tasks related to the financing of new buses, equipment, and facilities.

PREPARED BY: MAN

Carl G. Sedory

CTSA Advisory Committee Regular Meeting Wednesday, May 12, 2010

1. CALL TO ORDER

Chair Ronn Rygg called the meeting to order at 1:00 p.m. in the conference room of the County of Monterey Board of Supervisors Second District office of Supervisor Louise Calcagno.

| Present: | Ronn Rygg George Redmon Spencer Wilson Andy Cook Brandy Abend Brittney Furter Diana Seay Kate Spacher Lance Atencio Marcie Castro Margarita Zarraga Carol Lieberman Rena Weaver Teresa Sullivan Marilyn Lynds | United Way Monterey County Consumer Consumer TAMC Transportation Planner Salinas Valley Dialysis Monterey Dialysis Consumer Interim, Inc (Alternate) MV Transportation Area Agency on Aging Monterey County Community Action Project Monterey County Community Action Project (Alternate) Blind & Visually Impaired Center Alliance on Aging Consumer |
|----------|---|---|
| Absent: | Noel Arroyo | Central Coast Center for Independent Living |
| | Kathy Spake | The Carmel Foundation |
| Staff: | Tom Hicks Cristy Sugabo Beronica Carriedo | CTSA Manager Paratransit Eligibility Specialist MST Travel Trainer |

2. CONSENT AGENDA

2.1 Minutes of the regular meeting of March 10, 2010 (Ronn Rygg)

Member Diana Seay moved to approve items on the consent agenda. Member Margarita Zarraga seconded and the motion carried unanimously.

SPECIAL PRESENTATIONS

Member Teresa Sullivan, Executive Director of the Alliance on Aging for Monterey County, was introduced by Chair Ron Rygg. Ms. Sullivan stated that the Alliance on Aging celebrated its fortieth year of service in Monterey County. It was established in 1970 and it is the oldest and largest non-profit agency providing support and services for seniors. Its mission is to provide services and resources to optimize independence, dignity and quality of life for all older adults. There are seven programs that Alliance on Aging provides: Information and Assistance, Senior Peer Counseling, HICAP (Health Counseling and Advocacy Program), Tax Counseling, Ombudsman for Long Term Care, Senior Employment Training, and Family Care Giver Training.

3. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

None.

4. COMMITTEE REPORTS

MST Staff Tom Hicks informed the committee that the ad hoc Taxi Voucher Committee has not set a meeting date.

5. UNFINISHED BUSINESS

5.1 Member Lance Atencio of MV Transportation resigned. However, he will continue to participate on the committee as a Monterey-Salinas Transit support staff.

5.2 Member Diana Seay resigned. However, she will continue being a member of the ADA Paratransit (RIDES) subcommittee.

5.3 Member Spencer Wilson resigned as the Secretary. However, he will continue to be a member of the Mobility Advisory Committee.

5.4 The Committee gathered ideas and goals related to public transportation improvement. The committee discussed and recommended the following:

- Provide fixed-route transit "How are we doing" survey cards on board fixedroute buses for passenger comments and concerns regarding service delivery.
- Identify bus stop location barriers and safety and accessibility problems for people with disabilities.
- Offer riders more service hours of operation on Sundays.

5.5 The paratransit subcommittee is responsible for providing advice and guidance in matters related to ADA Paratransit services. The Committee discussed and agreed to name the subcommittee the ADA Paratransit (ADAPTR) Committee.

The ADAPTR subcommittee members discussed and agreed that regular meetings shall be held on every other (even numbered) month on every second Wednesday of each month at 1:00PM.

Member Rena moved to approve the subcommittee name, date and time of meetings. Member Marilyn seconded the motion and motion carried unanimously.

5.6 Due to the resignation of the Committee Secretary, members discussed the nomination and election of its new Secretary. The following motion was made, seconded, and passed:

RESOLVED: Margarita Zarraga is elected Secretary of the Committee with her term of office beginning immediately and lasting until her successors is elected following the next annual election of Committee officers.

6. REPORTS & INFORMATION ITEMS

Lance Atencio, MV Staff, reported that he is anticipating the new RIDES replacement vehicle will be in service soon. He also stated that paratransit trips in April were down 5-6% comparable to the same month for the year 2009.

Andy Cook, TAMC Transportation planner, stated TAMC is responsible for adopting and finding unmet needs in Monterey County and has been working for the last several months on funding unmet transit needs. Mr. Cook stated that TAMC staff will be recommending that available funding be allocated to transit. He also stated that TAMC is coordinating efforts to establish a taxi authority within Monterey County. The taxi authority will partially address taxi issues relating to seniors and people with disabilities.

7. COMMENTS BY COMMITTEE MEMBERS

None.

8. ANNOUNCEMENT

None.

9. ADJOURN

There being no further business, Chairman Rygg adjourned the meeting at 3:00 p.m.

Prepared By: ______ Margarita Zarraga, Secretary

Reviewed By: _____ Tom Hicks, MST Staff

Facilities Committee

July 7, 2010 Minutes

Present: Director Tom Mancini Director Libby Downey Carl Sedoryk, General Manager/CEO Hunter Harvath, Assistant General Manager for Finance & Administration Carl Wulf, Facilities/Capital Projects Manager Michael Hernandez, Assistant General Manager/Chief Operating Officer Daniel Silverie, Stillwater Construction Inc.

1. Call to order

Director Mancini called the meeting to order at 3:05 a.m.

2. Public Comment: None

3. Receive an update on the Marina Transit Development project:

Hunter Harvath presented a historical background on existing status of the Development Project. He noted that the current developer contract had expired and that the board had approved a 1 year extension to Gannet Flemming. The extension has now expired on July 1, 2010. Hunter had received a notice of interest from Daniel Silverie to develop the property. Mr. Silverie has already talked to the City of Marina who has had a favorable response to his initial development proposal. Hunter then introduced Daniel to the committee and stated that we were looking to the committee for approval to introduce him Mr. Silverie to the full MST Board.

Mr. Silverie gave a brief overview of his experience.

- He is a local company
- His family has been here since 1955
- Developed both single use, mixed use and multifamily developments

Mr. Silverie explained the he has spent some time with the City of Marina Planning department as well as the Public Works department and that they are Ok in concept with his proposed development. Mr. Silverie then presented his concept drawings to the Facilities Committee.

Director Tom Mancini asked about the definition of levels of income and how many units would be considered affordable. Silverie responded that it the formula was 30% of 1st 30 units which equaled 9 total units. Director Downey asked if the project would be LEED Certified. Silverie stated that a project of this type would be too costly to design with LEED Certification.

Mr. Silverie stated that he had some project cost concerns about Prevailing Wage requirements. The Committee responded that due to the fact that this is a public funded project that it would be difficult, if not impossible, to not require the Prevailing wage criteria

Mr. Harvath mentioned that the development of this property is a pre-approved project due to the fact that the City of Marina has accepted the concept. We do still have big hurdles to jump over but it is a step in the right direction.

Mr. Silverie mentioned that the project will be about 9,400 sq/ft and that parking would be under some of the building at grade. MST staff questioned the traffic plan. We have some serious concerns at the entrance by the bus pull in area. There is too much potential for a collision with the buses.

Mr. Harvath stated that this project is part of the strategic plan and that it could provide a steady income stream. Staff will be looking at Mr. Silverie's project seriously as it is the only one that has some merit to date.

4. Receive an update on the design and entitlement process for the Monterey Bay Operations and Maintenance facility- Hunter Harvath/Carl Wulf

Carl Wulf gave an update on the project.

- EIR is still on hold waiting for the County Planning to finish
- Plan Check is on hold due to staffing cuts at the county
- County will be hiring a outside consultant to do the plan check review
- MST Staff will be presenting a RFP to the board for approval in September for Constructability Review.
- Received a response back from the USFG on the 2081 take permit application. There are 4 items that will need a response to.

Adjourn

Director Mancini adjourned the meeting at 4:04 a.m.

SUBMITTED BY: Carl Wulf

To: Board of Directors

From: L. Owens, Director of Human Resources-Risk Management

Subject: Exercise authority for contract year two (2) with Occlink for the Worker's Compensation Employer Based Management Program

RECOMMENDATION:

Authorize General Manager/CEO to exercise the option for year 2 of the contract with Occlink to provide a specialized Employer Based Worker's Compensation Management Program.

FISCAL IMPACT:

\$150,000. The total 3-year contract value was \$432,000. Fees would continue to be funded through existing Workers Compensation reserves.

POLICY IMPLICATIONS:

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

DISCUSSION:

Over the past year, Monterey-Salinas Transit staff has worked with Occlink to aggressively manage new and old worker's compensation claims.

MST is self insured but relies on third parties for claims administration and utilization review; however these third-parties have little vested interest to manage the overall program or finances related to ongoing claims.

On August 10, 2009, your Board authorized staff to enter into three- (3) one- (1) year agreements with Occlink to assist MST in managing worker's compensation costs. The analysis at that time revealed that MST's claims were on the rise and reserves would potentially increase from \$2.2M in 2009 to \$2.9M in 2011.

Staff contracted with Occlink to provide a program that would not only reduce the amount of funds required to meet reserves but assist MST in becoming self-sufficient in managing the overall workers' compensation program. The results thus far have been excellent. The claims average has dropped from 48 per year to just 17. The average incurred costs have been reduced by 85% and the reserves have been reduced to under \$1M.

Another important measurement of the success thus far is the change from an average of one injury per 4.5 employees to one injury per 17.5 employees with the goal reaching one injury per 30 employees.

Year two will provide MST with a personalized Medical Provider Network where each employee may choose from the medical specialties within the network to provide them with the medical treatment needed to recover and return to work. The claims information system provided by Occlink will continue to evolve. At present, this system provides MST with current information on each claim as the doctors, attorneys and third party administrators add information and documents to the claims system. The goal remains to provide our employees with the best care available that enables them to recover from their injury and retire in good health.

It is recommended that staff be authorized to option year two of the originally proposed three-year contract with Occlink. The anticipated three year savings have been realized in year one.

PREPARED B

REVIEWED BY:

Agenda # **7-1** August 9, 2010 Meeting

To: Board of Directors

From: Tom Hicks, Consolidated Transportation Services Agency Manager

Subject: MST Special Medical Trips Program Changes

RECOMMENDATION:

- 1. Conduct public hearing to receive public comment on fare increase for Special Medical Trips program changes;
- 2. Approve opening the Special Medical Trips program to the general public and adjust the fare from \$15 to \$40 per day for out-of-county medical transportation.

FISCAL IMPACT:

Approximately \$4,000 per year in reduced subsidies from MST.

POLICY IMPLICATIONS:

Your board approves changes to services and fares after conducting a public hearing.

DISCUSSION:

MST provides limited service twice per month to several medical facilities between San Jose and San Francisco. While not a mandated ADA Paratransit service, this out-of-county medical transportation is available only to certified RIDES passengers with a roundtrip fare of \$15. Currently, three persons per month on average use the service, which generates \$45 in revenue against an operating cost of \$300 to \$400, depending upon actual destinations. This fare structure only provides an 11 to 15 percent farebox return, with MST providing 85 to 89 percent of the cost through subsidy.

Recently, MST has received several requests from area health care providers and hospitals to open the program to other persons with serious medical conditions. In discussions with these providers, it appears that ridership would increase from three per month to eight to 12 per month, which will likely further increase as the program becomes known to other providers. Also, a fare of \$40 per day is quite acceptable to these potential new customers as they are currently spending several hundred dollars per trip using taxi service. The proposed new fare would better offset the cost of the service as well as provide a much better option for current health care providers in Monterey County.

Advertisements in English and Spanish announcing the public hearing were placed in the Monterey Herald, Salinas Californian, and El Sol.

The Mobility Advisory Committee (MAC) met in July to consider the implication of these proposed changes on seniors and persons with disabilities and voted unanimously to support the proposed changes.

PREPARED BY

REVIEWED BY:

Carl G. Sedoryk

Tom Hicks



PUBLIC HEARING NOTICE

MST operates out-of-county medical transportation 2 days per month to Bay Area medical specialty facilities. Presently, this transportation is only offered to ADA paratransit-certified MST customers. The MST Board of Directors is considering changes to this program to allow non-paratransit patients to use it as well as set a standard fare for the program.

MST will hold a public hearing to receive comments on the proposed program changes on August 9, 2010, at 10:00 A.M. at Monterey-Salinas Transit, One Ryan Ranch Road, Monterey, CA.

Interested persons wishing to comment but who are unable to attend the public hearing may submit written comments to: Tom Hicks, CTSA Manager, Monterey-Salinas Transit, One Ryan Ranch Road, Monterey, CA, 93940; or via email at thicks@mst.org

Telephone comments may be submitted by calling toll free 1-888-MST-BUS1. The deadline to receive comments is Wednesday, August 2, 2010.

Californian



□ PROOF O.K. BY:____ □ O.K. WITH CORRECTIONS BY:__

For retail advertising call 831-754-4147 or 831-754-4107. Fax for retail ads: 831-754-4221. For real estate ads call 831-754-4163. For help wanted ads call 831-754-4134. Fax for real estate or help wanted: 831-754-4140 For general advertising information, please call 831-754-4145.

No response indicates your ad is approved for publication.

ADVERTISER: MONTEREY SALINAS TRANSIT

AD #: 9000121937

SALES PERSON: Pam Watson

PROOF DATE: 7/23/2010 1:11 PM

START DATE: 07/24/10

DESIGNER: JHALPEN

COLOR: -

SIZE: 3 COL. 5 in

9000121937

Californian



□ PROOF O.K. BY:____ □ O.K. WITH CORRECTIONS BY:__

For retail advertising call 831-754-4147 or 831-754-4107. Fax for retail ads: 831-754-4221. For real estate ads call 831-754-4163. For help wanted ads call 831-754-4134. Fax for real estate or help wanted: 831-754-4140 For general advertising information, please call 831-754-4145.

No response indicates your ad is approved for publication.

ADVERTISER: MONTEREY SALINAS TRANSIT

AD #: 9000121938

SALES PERSON: Pam Watson

PROOF DATE: 7/27/2010 5:41 PM

START DATE: 07/31/10

DESIGNER: RLARA COLOR: -

COLOR. -

SIZE: 3 COL. 5 in

9000121938



To: Board of Directors

From: C. Sedoryk, General Manager/CEO

Subject: Monthly Report June 2010

Attached are the most recent monthly statistics and the reports from the Administration and Operations/Maintenance Departments. Passenger boardings continue to increase.

Overall passenger boardings decreased by 3% for the entire year, however due to our military partnerships, ridership has been steadily increasing since the beginning of the calendar year and our recent ridership growth outpacing national and state trends.

Preliminary financial results indicate that MST has operated within budget for the fiscal year and are well positioned to continue growing service levels in the new fiscal year. Operating results for the year show that MST continues to excel in areas of customer satisfaction, on-time performance, and safety.

Attachment #1 – Operations Department Report June 2010 Attachment #2 – Facilities & Maintenance Department Report June 2010 Attachment #3 – Administration Department Report June 2010 Attachment #4 – FY 2010 Action Plan Update

PREPARED BY:

July 28, 2010

To: M. Hernandez, Assistant General Manager / C.O.O.

From: R. Weber, Director of Transportation Services

Subject: Transportation Department Monthly Report – June 2010

Cc: MST Board of Directors

FIXED ROUTE BUS OPERATIONS:

System Wide Service: (Fixed Route & On Call Services):

Preliminary boarding statistics indicate that ridership increased by 6.71% in June 2010, (382,331), as compared to June 2009, (358,296). Year to date, passenger boardings have decreased by 3.41% as compared to the same period last year.

Productivity remained unchanged at from June 2009, compared to June of this year, yielding 18.2 PPH.

Trolley Services:

MST Monterey Trolley: carried 29,444 passengers in June, which represents a 13.45% decrease in passenger boardings from June of 2009 (34,019).

MST Carmel Trolley: Carried 191 passengers in June.2, 373.

Supplemental / Special Services:

June 25 – 27: MST deployed supplemental service on lines 9 & 10 for the 2010 Blues Festival, transporting 2,303 boardings for this three day event. This represents a 13.3% increase in passenger boardings over last year's event, (2,036).

System Wide Statistics:

- Ridership: 382,331
- Vehicle Revenue Hours: 20,971
- Vehicle Revenue Miles: 329,172
- System Productivity: 18.2 Passengers Per Vehicle Revenue Hour
- Scheduled One-Way Trips: 33,652

Time Point Adherence: Of 118,377 total time-point crossings sampled for the month of June, the TransitMaster[™] system recorded 15,610 delayed arrivals to MST's published time-points system-wide. This denotes that **86.81%** of all scheduled arrivals at published time-points were on time. (*See MST Fixed-Route Bus ~~ On Time Compliance Chart FY 2010.*)

Service arriving later than **5** minutes beyond the published time point is considered late. The ontime 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 twenty five (25) reported trips with 10 or more standees for the month of June. (*See Operations Summary report for further information*)

Cancelled Trips: There were a total of six (6) cancelled trips for the month of June for both directly operated and contracted services.

| Reason | MST | MV Transportation | % Of All Missed |
|--------------------|-----|-------------------|-----------------|
| Collision | 0 | 0 | 0 |
| Mechanical Failure | 2 | 0 | 34% |
| Operator Error | 3 | 0 | 50% |
| Staffing | 1 | 0 | 16% |
| Totals | 6 | 0 | |

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 theses reports is used to identify trends, which often drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for the month(s) of June 2009 and 2010:

| Occurrence Type | June-09 | June-10 |
|-------------------------|---------|---------|
| Collision: MST Involved | 4 | 4 |
| Medical Emergency | 1 | 0 |
| Object Thrown @ Coach | 0 | 0 |
| Passenger Conflict | 9 | 6 |
| Passenger Fall | 4 | 4 |
| Passenger Injury | 0 | 2 |
| Employee Injury | 0 | 0 |
| Other | 1 | 5 |
| Near Miss | 0 | 0 |
| Unreported Damage | 0 | 0 |
| Total Occurrences | 19 | 21 |

CONTRACTED SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of June there were 8,837 passenger boardings. This represents a 1.36% decrease in passenger boardings from June of 2009, (8,983). Year to date, passenger boardings for this program have decreased by 7.86% as compared to the same period last year.

- For the month of June, 85.94 % of all scheduled trips for the MST RIDES Program arrived on time, decreasing from 86.98 % in June of 2009. (See MST RIDES ~~ On Time Compliance Chart FY 2010.)
- Productivity for June of this year was at 1.94 passengers per hour, which represents no change as compared to June of 2009.

RIDES Paratransit Certification Statistics:

- For the month of June, 92 applications were reviewed, resulting in 89 approvals and 3 denials. Of the approvals, 69 were new program participants, and 20 were recertifications.
- Seventy (70) program participants were marked as inactive in June.
- There are 3,903 registered / active program participants.

COMMUNICATIONS CENTER:

In June, the Communications Center summoned public safety agencies on five (5) separate occasions to MST's transit vehicles and facilities:

| Agency Type | Incident Type | Number Of Responses |
|-------------|----------------------------|---------------------|
| Police | Passenger Incident / Other | 5 |

Robert Weber

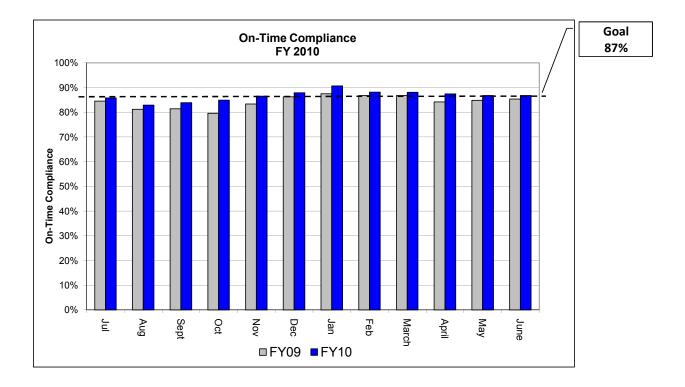
ATTACHMENTS:

MST Fixed-Route Bus ~~ On Time Compliance FY 2010. MST Fixed-Route Bus ~~ Boarding Statistics FY 2010. MST Trolley Service ~~ Boarding Statistics FY 2010 MST RIDES ~~ On Time Compliance FY 2010 MST RIDES ~~ Boarding Statistics FY 2010

MST FIXED ROUTE ON-TIME COMPLIANCE FY 2010

June 2010 Data Sampled: 87.3%

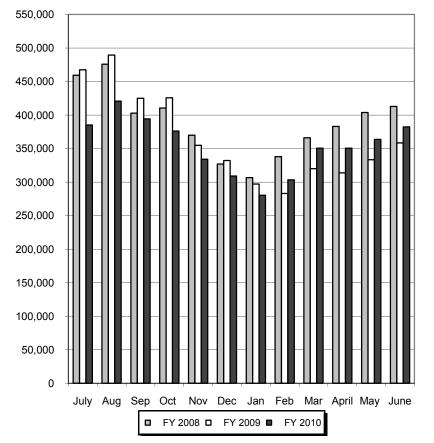
| | FY09 ON-TIME | FY10 TIME POINT | FY10 DELAYED ARRIVALS | FY10 ON-TIME |
|-------------|-----------------|--------------------|--------------------------|-----------------|
| MONTH | PERFORMANCE | COUNT | 5 + MINUTES | PERFORMANCE |
| Jul | 84.49% | 115,333 | 16,389 | 85.79% |
| Aug | 81.21% | 113,357 | 19,367 | 82.92% |
| Sept | 81.42% | 111,421 | 17,948 | 83.89% |
| Oct | 79.59% | 118,700 | 17,918 | 84.90% |
| Nov | 83.36% | 102,927 | 13,861 | 86.53% |
| Dec | 86.24% | 110,996 | 13,479 | 87.86% |
| Jan | 87.50% | 111,629 | 10,397 | 90.69% |
| Feb | 86.81% | 106,668 | 12,636 | 88.15% |
| March | 86.78% | 123,119 | 14,635 | 88.11% |
| April | 84.19% | 119,101 | 14,972 | 87.43% |
| May | 84.87% | 115,335 | 15,248 | 86.78% |
| June | 85.37% | 118,377 | 15,610 | 86.81% |
| Total | N/A | 1,366,963 | 182,460 | N/A |
| YTD Average | 84.22% | 113,508 | 15,168 | 86.64% |
| Total | N/A | 1,366,963 | 182,460 | N/A |



MST FIXED ROUTE BOARDINGS FY 2010 Monthly Boardings

| MONTH | FY 2008 | FY 2009 | FY 2010 | % CHANGE |
|----------------|-----------|-----------|-----------|----------|
| July | 459,413 | 467,427 | 385,052 | -17.62% |
| Aug | 475,890 | 489,290 | 420,751 | -14.01% |
| Sep | 402,787 | 425,085 | 394,189 | -7.27% |
| Oct | 410,451 | 425,723 | 376,171 | -11.64% |
| Nov | 369,866 | 354,699 | 333,974 | -5.84% |
| Dec | 326,910 | 332,080 | 308,937 | -6.97% |
| Jan | 306,691 | 297,095 | 280,327 | -5.64% |
| Feb | 337,900 | 282,949 | 303,307 | 7.19% |
| Mar | 366,025 | 320,001 | 350,500 | 9.53% |
| April | 383,041 | 313,695 | 350,469 | 11.72% |
| May | 403,737 | 333,371 | 363,614 | 9.07% |
| June | 412,863 | 358,296 | 382,331 | 6.71% |
| TOTAL | 4,655,574 | 4,399,711 | 4,249,622 | |
| YTD Avg. | 387,965 | 366,643 | 354,135 | |
| YTD Comparison | 4,655,574 | 4,399,711 | 4,249,622 | -3.41% |

Boardings are inclusive of all On Call, Trolley, & Fixed Route Services



MONTHLY RIDERSHIP

MST FIXED ROUTE BUS Program Comparative Statistics FY 2009 - FY 2010

| | INPUT of Resources | | | | OUTPUT | | | | END PRODUCT | |
|----------|--------------------|---------|--------------|--------------|-----------|-----------|---------|---------|-------------|-----------|
| | | | | | VEHI | | | ICLE | TOTAL | |
| | TOT | | | | REVE | - | REVE | - | BOAR | |
| - | EMPLO | | OPERATI | | MIL | - | HOL | | (UNLINKE | , |
| MONTH | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 |
| JUL | 212.5 | 236.5 | \$2,002,127 | \$2,095,312 | 308,932 | 343,272 | 19,702 | 21,546 | 467,427 | 385,052 |
| AUG | 219.5 | 232.5 | \$2,519,815 | \$2,310,378 | 304,100 | 348,846 | 19,527 | 21,135 | 489,290 | 420,751 |
| SEP | 218.5 | 237.5 | \$2,238,263 | \$2,317,568 | 294,476 | 323,338 | 18,623 | 20,048 | 425,085 | 394,189 |
| OCT | 219.5 | 236.5 | \$2,003,420 | \$1,847,892 | 308,500 | 335,317 | 19,337 | 20,626 | 425,723 | 376,171 |
| NOV | 219.5 | 238.0 | \$1,886,639 | \$1,637,415 | 276,620 | 304,685 | 17,458 | 18,743 | 354,699 | 333,974 |
| DEC | 216.5 | 239.0 | \$1,768,993 | \$1,813,976 | 289,434 | 317,664 | 18,298 | 19,589 | 332,080 | 308,937 |
| SUBTOTAL | 217.7 | | \$12,419,257 | \$12,022,541 | 1,782,063 | 1,973,122 | 112,943 | 121,687 | 2,494,304 | 2,219,074 |
| JAN | 215.5 | 239.0 | \$2,543,521 | \$2,142,829 | 293,455 | 313,866 | 18,393 | 19,277 | 297,095 | 280,327 |
| FEB | 218.5 | 237.0 | \$2,211,359 | \$2,075,656 | 272,467 | 287,780 | 17,087 | 17,983 | 282,949 | 303,307 |
| MAR | 225.5 | 238.0 | \$1,561,068 | \$2,065,078 | 304,214 | 328,351 | 19,109 | 20,509 | 320,001 | 350,500 |
| APR | 231.5 | 240.0 | \$1,914,448 | \$2,041,626 | 297,984 | 316,362 | 18,697 | 19,782 | 313,695 | 350,469 |
| MAY | 229.5 | 240.0 | \$1,757,765 | \$2,034,354 | 301,095 | 316,163 | 19,004 | 19,880 | 333,371 | 363,614 |
| *JUN | 239.5 | 240.0 | \$2,600,886 | \$2,865,966 | 309,946 | 329,172 | 19,724 | 20,971 | 358,296 | 382,331 |
| TOTAL | - | - | \$25,008,304 | \$25,248,050 | 3,561,224 | 3,864,816 | 224,958 | 240,089 | 4,399,711 | 4,249,622 |
| AVERAGE | 222.2 | 237.8 | \$2,084,025 | \$2,104,004 | 296,769 | 322,068 | 18,746 | 20,007 | 366,643 | 354,135 |

| | Service Ef | ficiency | Cost Efficiency | Cost Efficiency | | Service Effectiveness Measures | | | | veness |
|----------|-------------------------------|----------|--------------------------|-----------------|------------------------|--------------------------------|---------------------|---------|---------------------------|---------|
| | VEHICLE REVENUE EMPLOYE | | COST/ REVENUE HOUR | | BOARDINGS REVENUE M | - | BOARDING REVENUE | | COST/ UNLINKED TRIP | |
| MONTH | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 |
| JUL | 92.7 | 91.1 | \$101.62 | \$97.25 | 1.51 | 1.12 | 23.7 | 17.9 | \$4.28 | \$5.44 |
| AUG | 89.0 | 90.9 | \$129.04 | \$109.32 | 1.61 | 1.21 | 25.1 | 19.9 | \$5.15 | \$5.49 |
| SEP | 85.2 | 84.4 | \$120.19 | \$115.60 | 1.44 | 1.22 | 22.8 | 19.7 | \$5.27 | \$5.88 |
| OCT | 88.1 | 87.2 | \$103.61 | \$89.59 | 1.38 | 1.12 | 22.0 | 18.2 | \$4.71 | \$4.91 |
| NOV | 79.5 | 78.8 | \$108.07 | \$87.36 | 1.28 | 1.10 | 20.3 | 17.8 | \$5.32 | \$4.90 |
| DEC | 84.5 | 82.0 | \$96.68 | \$92.60 | 1.15 | 0.97 | 18.1 | 15.8 | \$5.33 | \$5.87 |
| SUBTOTAL | 86.5 | 85.7 | \$109.87 | \$98.62 | 1.40 | 1.12 | 22.0 | 18.2 | \$5.01 | \$5.42 |
| JAN | 85.4 | 80.7 | \$138.28 | \$111.16 | 1.01 | 0.89 | 16.2 | 14.5 | \$8.56 | \$7.64 |
| FEB | 78.2 | 75.9 | \$129.42 | \$115.42 | 1.04 | 1.05 | 16.6 | 16.9 | \$7.82 | \$6.84 |
| MAR | 84.7 | 86.2 | \$81.69 | \$100.69 | 1.05 | 1.07 | 16.7 | 17.1 | \$4.88 | \$5.89 |
| APR | 80.8 | 82.4 | \$102.39 | \$103.21 | 1.05 | 1.11 | 16.8 | 17.7 | \$6.10 | \$5.83 |
| MAY | 82.8 | 82.8 | \$92.49 | \$102.33 | 1.11 | 1.15 | 17.5 | 18.3 | \$5.27 | \$5.59 |
| *JUN | 82.4 | 87.4 | \$131.87 | \$136.66 | 1.16 | 1.16 | 18.2 | 18.2 | \$7.26 | \$7.50 |
| TOTAL | | | | | | | | | | |
| AVERAGE | 84.4 | 84.1 | \$111.17 | \$105.16 | 1.24 | 1.10 | 19.6 | 17.7 | \$5.68 | \$5.94 |

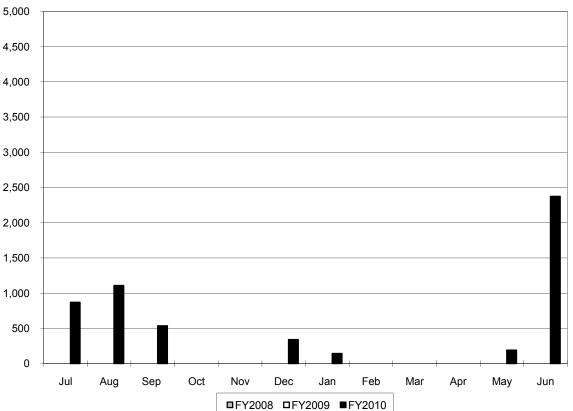
Note - All statistics include contracted-out service.

* - Preliminary data for current year.

MST TROLLEY - CARMEL FY 2010 Monthly Boardings

Did Not Operate

| MONTH | FY2008 | FY2009 | FY2010 | % CHANGE |
|-----------------|--------|--------|--------|----------|
| Jul | | | 871 | |
| Aug | | | 1,109 | |
| Sep | | | 537 | |
| Oct | | | | |
| Nov | | | | |
| Dec | | | 340 | |
| Jan | | | 143 | |
| Feb | | | | |
| Mar | | | | |
| Apr | | | | |
| Мау | | | 191 | |
| Jun | | | 2,373 | |
| Total Ridership | | | 5,564 | |
| YTD Average | | | 795 | |
| YTD Comparison | | | 5,564 | |



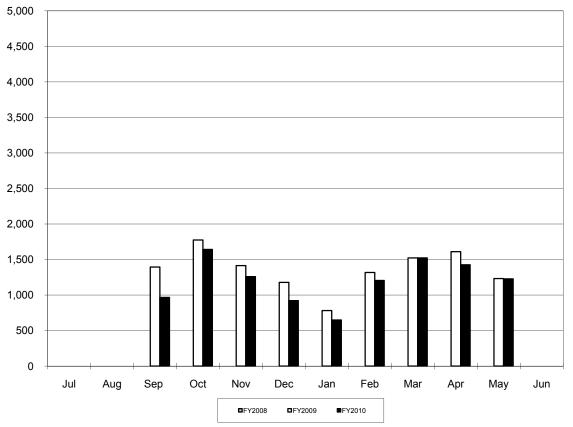
CARMEL TROLLEY MONTHLY RIDERSHIP

MST TROLLEY - SALINAS FY 2010 Monthly Boardings

Did Not Operate

| MONTH | FY2008 | FY2009 | FY2010 | % CHANGE |
|-----------------|--------|--------|--------|----------|
| Jul | | | | |
| Aug | | | | |
| Sep | | 1,394 | 966 | -30.70% |
| Oct | | 1,774 | 1,642 | -7.44% |
| Nov | | 1,414 | 1,258 | -11.03% |
| Dec | | 1,178 | 922 | -21.73% |
| Jan | | 781 | 648 | -17.03% |
| Feb | | 1,318 | 1,205 | -8.57% |
| Mar | | 1,523 | 1,523 | 0.00% |
| Apr | | 1,610 | 1,425 | -11.49% |
| May | | 1,233 | 1,227 | -0.49% |
| Jun | | | | |
| Total Ridership | | 12,225 | 10,816 | |
| YTD Average | | 1,374 | 1,199 | |
| YTD Comparison | | 10,992 | 9,589 | -12.76% |

SALINAS TROLLEY MONTHLY RIDERSHIP

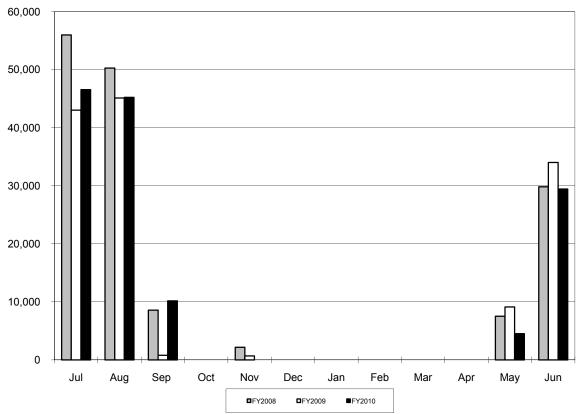


MST TROLLEY - MONTEREY FY 2010 Monthly Boardings

| MONTH | FY2008 | FY2009 | FY2010 | % CHANGE |
|-----------------|---------|---------|---------|----------|
| Jul | 55,989 | 43,030 | 46,544 | 8.17% |
| Aug | 50,281 | 45,115 | 45,228 | 0.25% |
| Sep | 8,581 | 811 | 10,164 | 1153.27% |
| Oct | | | | |
| Nov | 2,183 | 683 | | |
| Dec | | | | |
| Jan | | | | |
| Feb | | | | |
| Mar | | | | |
| Apr | | | | |
| May | 7,528 | 9,115 | 4,511 | -50.51% |
| Jun | 29,810 | 34,019 | 29,444 | -13.45% |
| Total Ridership | 154,372 | 132,773 | 135,891 | |
| YTD Average | 29,259 | 22,410 | 33,979 | |
| YTD Comparison | 117,034 | 89,639 | 101,936 | 13.72% |

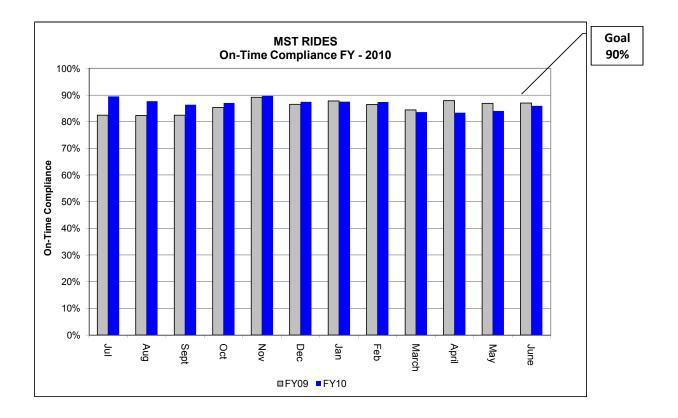
Did Not Operate

MONTEREY TROLLEY MONTHLY RIDERSHIP



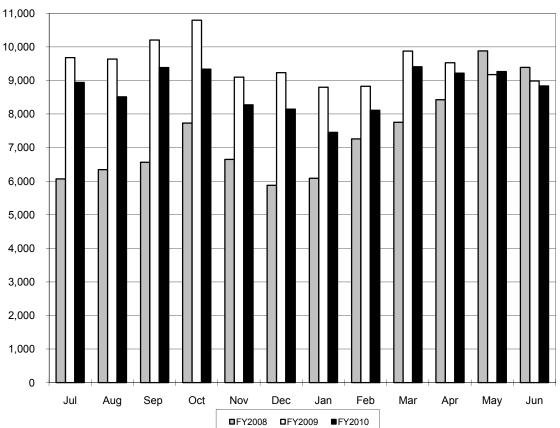
MST RIDES ON TIME COMPLIANCE FY - 2010

| MONTH | FY09 | FY10 |
|-------------|--------|--------|
| Jul | 82.41% | 89.49% |
| Aug | 82.31% | 87.67% |
| Sept | 82.42% | 86.36% |
| Oct | 85.28% | 87.03% |
| Nov | 89.17% | 89.67% |
| Dec | 86.48% | 87.48% |
| Jan | 87.75% | 87.53% |
| Feb | 86.42% | 87.41% |
| March | 84.42% | 83.60% |
| April | 87.87% | 83.35% |
| May | 86.88% | 84.01% |
| June | 86.98% | 85.94% |
| YTD Average | 85.45% | 86.63% |



MST RIDES Program Monthly Boardings

| MONTH | FY2008 | FY2009 | FY2010 | % CHANGE |
|-----------------|--------|---------|---------|----------|
| Jul | 6,066 | 9,681 | 8,939 | -7.66% |
| Aug | 6,343 | 9,636 | 8,514 | -11.64% |
| Sep | 6,565 | 10,203 | 9,386 | -8.01% |
| Oct | 7,729 | 10,793 | 9,335 | -13.51% |
| Nov | 6,648 | 9,100 | 8,275 | -9.07% |
| Dec | 5,877 | 9,231 | 8,147 | -11.74% |
| Jan | 6,085 | 8,798 | 7,454 | -15.28% |
| Feb | 7,261 | 8,827 | 8,112 | -8.10% |
| Mar | 7,756 | 9,875 | 9,406 | -4.75% |
| Apr | 8,426 | 9,528 | 9,219 | -3.24% |
| May | 9,882 | 9,175 | 9,263 | 0.96% |
| Jun | 9,389 | 8,983 | 8,837 | -1.63% |
| Total Ridership | 88,027 | 113,830 | 104,887 | |
| YTD Average | 7,336 | 9,486 | 8,741 | |
| YTD Comparison | 88,027 | 113,830 | 104,887 | -7.86% |



MST RIDES MONTHLY RIDERSHIP

MST RIDES Program Comparative Statistics FY 2009 - FY 2010

| | | INPUT | of Resources | | | OUTPL | END PRODUCT | | | |
|----------|-----------|---------|----------------|-------------|-----------|---------|-------------|---------|------------------|---------|
| | | | VEHICLE | | VEH | VEHICLE | | TOTAL | | |
| | TOTAL | | REVENUE | | REVENUE | | BOARDINGS | | | |
| | EMPLOYEES | | OPERATING COST | | MILES | | HOURS | | (UNLINKED TRIPS) | |
| MONTH | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 |
| JUL | 41.0 | 43.5 | \$188,222 | \$189,986 | 90,878 | 81,667 | 4,819 | 4,677 | 9,681 | 8,939 |
| AUG | 44.0 | 43.5 | \$192,251 | \$189,076 | 86,836 | 80,118 | 4,729 | 4,475 | 9,636 | 8,514 |
| SEP | 42.0 | 43.5 | \$193,086 | \$200,916 | 92,619 | 84,380 | 4,966 | 4,950 | 10,203 | 9,386 |
| OCT | 42.0 | 43.5 | \$182,102 | \$211,433 | 96,516 | 85,037 | 5,251 | 4,931 | 10,793 | 9,335 |
| NOV | 42.0 | 39.0 | \$204,534 | \$191,324 | 84,909 | 77,545 | 4,768 | 4,432 | 9,100 | 8,275 |
| DEC | 42.0 | 42.0 | \$186,395 | \$190,558 | 90,661 | 77,628 | 4,977 | 4,532 | 9,231 | 8,147 |
| SUBTOTAL | | | \$1,146,591 | \$1,173,293 | 542,419 | 486,375 | 29,510 | 27,997 | 58,644 | 52,596 |
| JAN | 42.0 | 39.0 | \$179,368 | \$203,430 | 87,677 | 70,921 | 4,891 | 4,062 | 8,798 | 7,454 |
| FEB | 43.0 | 38.0 | \$209,101 | \$220,193 | 87,307 | 75,280 | 4,672 | 4,218 | 8,827 | 8,112 |
| MAR | 43.0 | 41.0 | \$187,871 | \$236,480 | 94,880 | 86,547 | 5,200 | 4,896 | 9,875 | 9,406 |
| APR | 44.0 | 41.0 | \$204,423 | \$252,147 | 87,767 | 86,096 | 4,995 | 4,874 | 9,528 | 9,219 |
| MAY | 44.0 | 41.0 | \$193,715 | \$253,445 | 84,312 | 86,357 | 4,665 | 4,820 | 9,175 | 9,263 |
| JUN | 44.0 | 41.0 | \$180,232 | \$241,563 | 82,590 | 80,625 | 4,693 | 4,565 | 8,983 | 8,837 |
| TOTAL | - | - | \$2,301,300 | \$2,580,551 | 1,066,952 | 972,201 | 58,626 | 55,432 | 113,830 | 104,887 |
| AVERAGE | 42.8 | 41.3 | \$191,775 | \$215,046 | 88,913 | 81,017 | 4,886 | 4,619 | 9,486 | 8,741 |

| | Service Efficiency Cost Efficiency | | ficiency | Service Effectiveness Measures | | | | Cost Effectiveness | | |
|----------|------------------------------------|---------|----------|--------------------------------|--------------|---------|--------------|--------------------|----------|---------|
| | VEH | ICLE | COST/ | | | | | COST/ | | |
| | REVEN | UE HR/ | REVENUE | | BOARDINGS/ | | BOARDINGS/ | | UNLINKED | |
| | EMPLOYEE | | HOUR | | REVENUE MILE | | REVENUE HOUR | | TRIP | |
| MONTH | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 | FY 2009 | FY 2010 |
| JUL | 117.5 | 107.5 | \$39.06 | \$40.62 | 0.11 | 0.11 | 2.0 | 1.9 | \$19.44 | \$21.25 |
| AUG | 107.5 | 102.9 | \$40.65 | \$42.25 | 0.11 | 0.11 | 2.0 | 1.9 | \$19.95 | \$22.21 |
| SEP | 118.2 | 113.8 | \$38.88 | \$40.59 | 0.11 | 0.11 | 2.1 | 1.9 | \$18.92 | \$21.41 |
| OCT | 125.0 | 113.4 | \$34.68 | \$42.88 | 0.11 | 0.11 | 2.1 | 1.9 | \$16.87 | \$22.65 |
| NOV | 113.5 | 113.6 | \$42.90 | \$43.17 | 0.11 | 0.11 | 1.9 | 1.9 | \$22.48 | \$23.12 |
| DEC | 118.5 | 107.9 | \$37.45 | \$42.05 | 0.10 | 0.10 | 1.9 | 1.8 | \$20.19 | \$23.39 |
| SUBTOTAL | 116.7 | 109.8 | \$38.85 | \$41.93 | 0.11 | 0.11 | 2.0 | 1.9 | \$19.55 | \$22.34 |
| JAN | 116.5 | 104.2 | \$36.67 | \$50.08 | 0.10 | 0.11 | 1.8 | 1.8 | \$20.39 | \$27.29 |
| FEB | 108.7 | 111.0 | \$44.76 | \$52.20 | 0.10 | 0.11 | 1.9 | 1.9 | \$23.69 | \$27.14 |
| MAR | 120.9 | 119.4 | \$36.13 | \$48.30 | 0.10 | 0.11 | 1.9 | 1.9 | \$19.02 | \$25.14 |
| APR | 113.5 | 118.9 | \$40.93 | \$51.73 | 0.11 | 0.11 | 1.9 | 1.9 | \$21.45 | \$27.35 |
| MAY | 106.0 | 117.6 | \$41.53 | \$52.58 | 0.11 | 0.11 | 2.0 | 1.9 | \$21.11 | \$27.36 |
| JUN | 106.7 | 111.3 | \$38.40 | \$52.92 | 0.11 | 0.11 | 1.9 | 1.9 | \$20.06 | \$27.34 |
| TOTAL | - | - | - | - | - | - | - | - | - | - |
| AVERAGE | 114.3 | 111.8 | \$39.25 | \$46.55 | 0.11 | 0.11 | 1.9 | 1.9 | \$20.22 | \$24.60 |

Note - All statistics include contracted-out service. * - Preliminary Data

Monterey-Salinas Transit

Operations Summary Report

Fixed Route Services

July 2009 – June 2010

Fixed Route Operations Summary Report

| Service Delivered Service Quality | | | | | | |
|-----------------------------------|-----------|-----------------------------|---------|--|--|--|
| Ridership | 382,331 | On-time Time Points | 102,767 | | | |
| Passengers / Vehicle Revenue Hour | 18.2 | Delayed Time Points | 15,610 | | | |
| Revenue Miles | 329,172.5 | On-time Passenger Boardings | 331,962 | | | |
| One-way Trips Scheduled | 33,652 | Percent On-time Boardings | 86.8% | | | |

Systemwide Service:

June ridership increased 6.7% this year compared to last year. With revenue hours operated increasing 6.3% over the same timeframe, June productivity was identical for both years (18.2 passengers per hour).

Routes with double-digit ridership increases (11% to 32%) were line 9, 11, 16, 21, 23, 44 and 49. Routes with significant ridership loses (22% to 30%) were lines 4, 7, 22, 24 and 48. Staff is checking further to identify reasons for the variances and to eliminate any data reporting and collection problems that may have contributed.

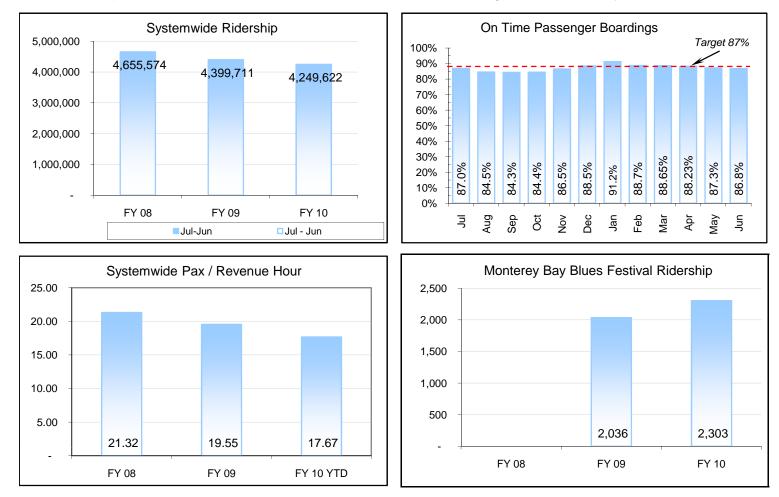
During the entire fiscal year FY 2009-10, each of the first seven months showed negative ridership growth compared to the same month in the previous fiscal year, starting with an 18% loss for July 2009 versus July 2008. However, each of the final five months had positive growth, ranging from 7% to 12%, resulting in a ridership loss of only 3.4% for FY 2009-10 (4,249,622) compared to FY 2008-09 (4,399,711).

Seasonal Service:

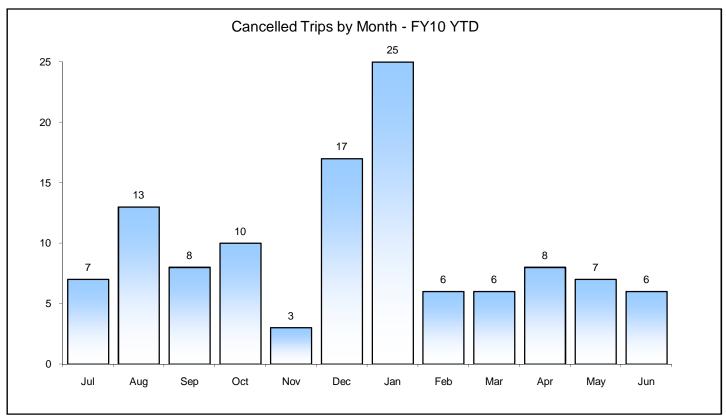
Ridership on the MST Trolley Monterey for the month of June decreased 13.4% between this year and last. The MST Trolley Carmel, which did not operate last June, carried 2,373 riders this month, an average of 79 passengers daily.

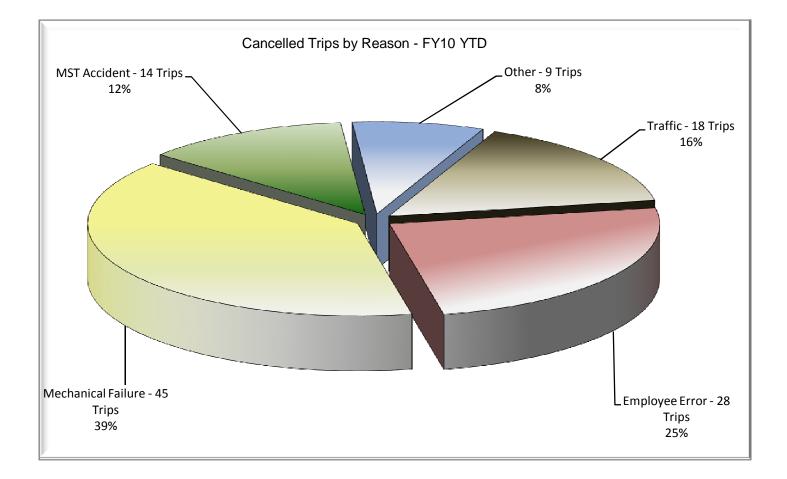
Supplemental Service:

Service was operated for the Blues Festival, with a total of 2,303 boardings for the three-day event.

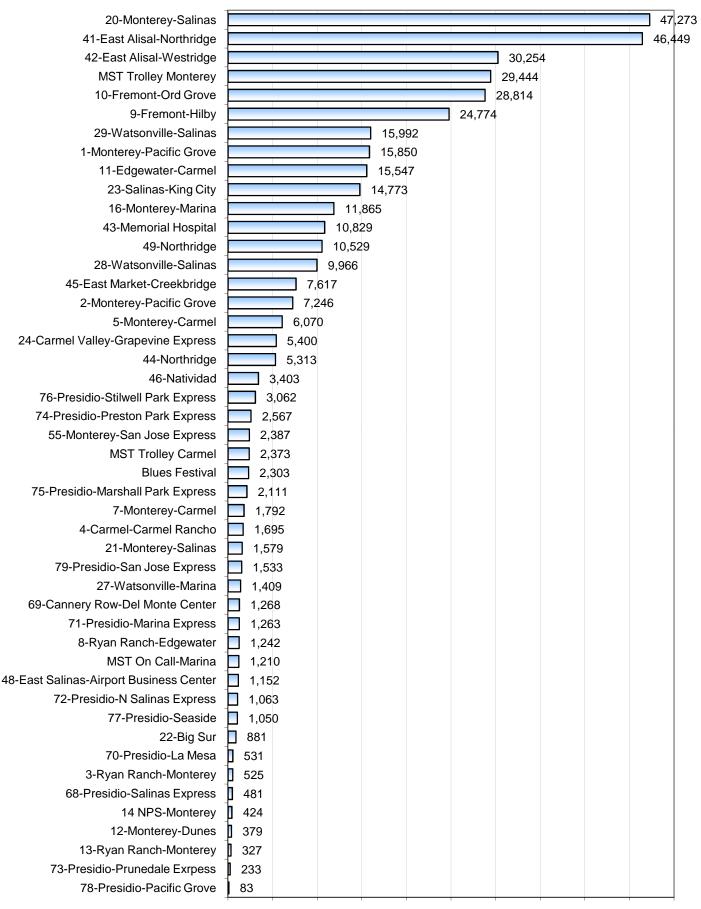


Fixed Route Operations Summary Report June 2010



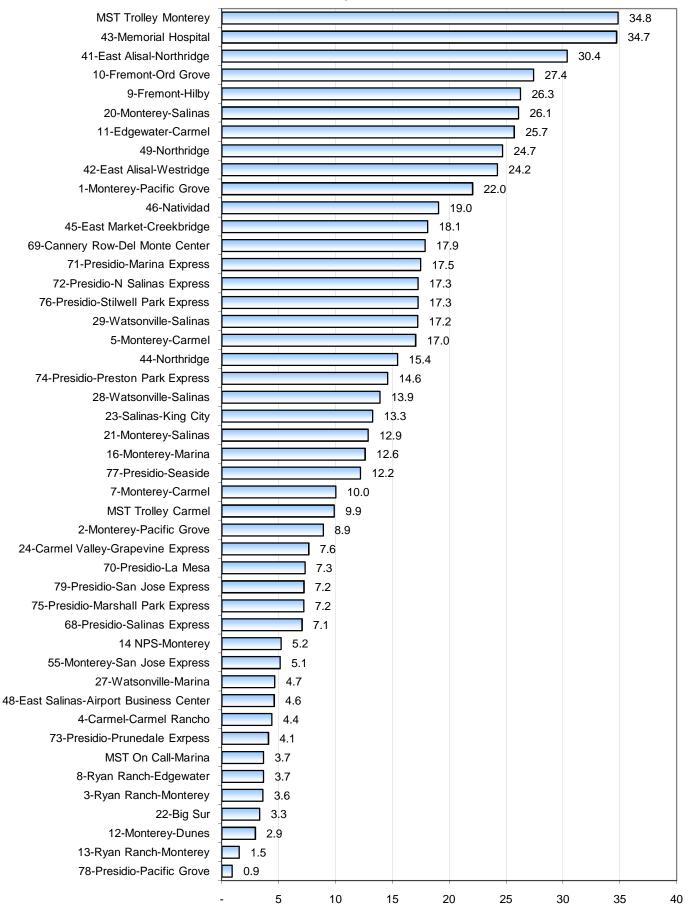


Ridership by Line - June 2010 Total Passengers

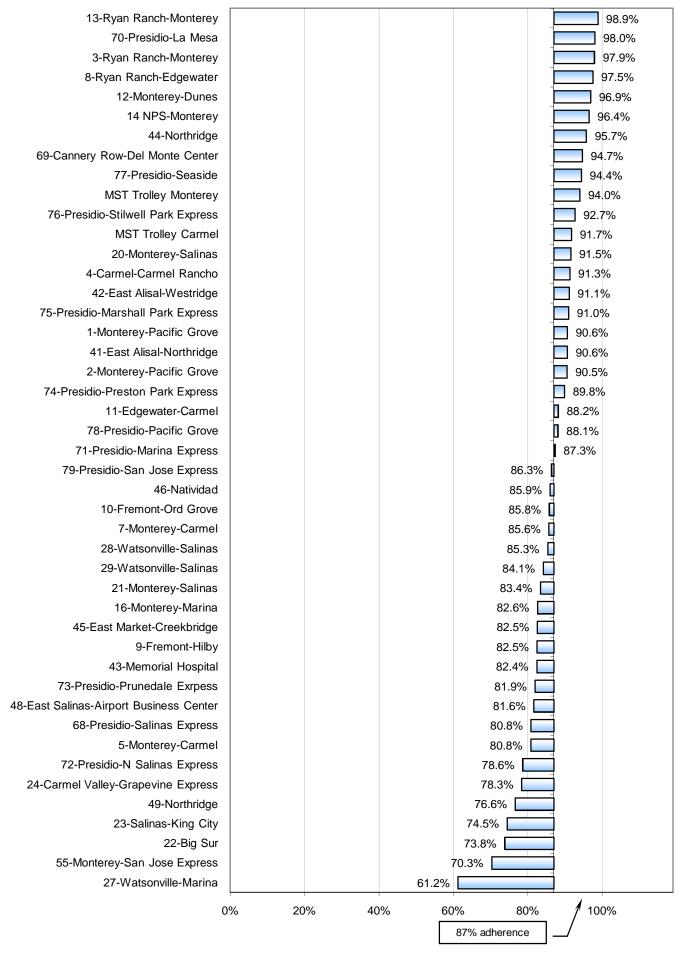


5,000 10,000 15,000 20,000 25,000 30,000 35,000 40,000 45,000 50,000

Productivity by Line - June 2010 Passengers Per Hour



Schedule Adherence by Line - June 2010 Percent On-time Timepoints



June 2010

| Systemwide Ridership: | 382,331 |
|---------------------------|-----------|
| Systemwide Revenue Hours: | 20971:56 |
| Systemwide Revenue Miles: | 329,172.5 |

Primary Routes

| Line | Ridership | VRHrs | VRMi | Pax/Hr | % Riders | % Hrs |
|---------------------------|-----------|---------|----------|--------|----------|-------|
| 1-Monterey-Pacific Grove | 15,850 | 719:00 | 7,020.2 | 22.04 | 4.1% | 3.4% |
| 9-Fremont-Hilby | 24,774 | 943:36 | 10,180.6 | 26.25 | 6.5% | 4.5% |
| 10-Fremont-Ord Grove | 28,814 | 1051:02 | 11,316.0 | 27.41 | 7.5% | 5.0% |
| 41-East Alisal-Northridge | 46,449 | 1530:06 | 16,342.3 | 30.36 | 12.1% | 7.3% |
| 42-East Alisal-Westridge | 30,254 | 1249:06 | 13,543.6 | 24.22 | 7.9% | 6.0% |
| Total | 146,141 | 5492:50 | 58,402.7 | 26.6 | 38.2% | 26.2% |

Local Routes

| Line | Ridership | VRHrs | VRMi | Pax/Hr | % Riders | % Hrs |
|---|-----------|---------|----------|--------|----------|-------|
| 2-Monterey-Pacific Grove | 7,246 | 811:40 | 10,832.8 | 8.93 | 1.9% | 3.9% |
| 3-Ryan Ranch-Monterey | 525 | 145:40 | 1,833.4 | 3.60 | 0.1% | 0.7% |
| 4-Carmel-Carmel Rancho | 1,695 | 385:32 | 3,938.6 | 4.40 | 0.4% | 1.8% |
| 5-Monterey-Carmel | 6,070 | 356:14 | 4,275.2 | 17.04 | 1.6% | 1.7% |
| 7-Monterey-Carmel | 1,792 | 178:56 | 2,092.2 | 10.01 | 0.5% | 0.9% |
| 8-Ryan Ranch-Edgewater | 1,242 | 339:30 | 5,271.0 | 3.66 | 0.3% | 1.6% |
| 11-Edgewater-Carmel | 15,547 | 604:50 | 8,913.2 | 25.70 | 4.1% | 2.9% |
| 13-Ryan Ranch-Monterey | 327 | 213:00 | 3,469.0 | 1.54 | 0.1% | 1.0% |
| 16-Monterey-Marina | 11,865 | 942:00 | 16,406.6 | 12.60 | 3.1% | 4.5% |
| 43-Memorial Hospital | 10,829 | 312:02 | 3,749.6 | 34.70 | 2.8% | 1.5% |
| 44-Northridge | 5,313 | 343:54 | 4,033.4 | 15.45 | 1.4% | 1.6% |
| 45-East Market-Creekbridge | 7,617 | 421:08 | 6,344.6 | 18.09 | 2.0% | 2.0% |
| 46-Natividad | 3,403 | 178:40 | 1,936.8 | 19.05 | 0.9% | 0.9% |
| 48-East Salinas-Airport Business Center | 1,152 | 250:04 | 4,848.8 | 4.61 | 0.3% | 1.2% |
| 49-Northridge | 10,529 | 426:34 | 3,013.6 | 24.68 | 2.8% | 2.0% |
| Total | 85,152 | 5909:44 | 80,958.8 | 14.4 | 22.3% | 28.2% |

Regional Routes

| Line | Ridership | VRHrs | VRMi | Pax/Hr | % Riders | % Hrs |
|------------------------------------|-----------|---------|-----------|--------|----------|-------|
| 20-Monterey-Salinas | 47,273 | 1812:38 | 34,835.2 | 26.08 | 12.4% | 8.6% |
| 21-Monterey-Salinas | 1,579 | 122:50 | 2,164.2 | 12.85 | 0.4% | 0.6% |
| 23-Salinas-King City | 14,773 | 1114:12 | 32,318.8 | 13.26 | 3.9% | 5.3% |
| 24-Carmel Valley-Grapevine Express | 5,400 | 706:26 | 14,558.2 | 7.64 | 1.4% | 3.4% |
| 27-Watsonville-Marina | 1,409 | 302:52 | 8,104.8 | 4.65 | 0.4% | 1.4% |
| 28-Watsonville-Salinas | 9,966 | 717:18 | 19,496.8 | 13.89 | 2.6% | 3.4% |
| 29-Watsonville-Salinas | 15,992 | 929:10 | 15,501.4 | 17.21 | 4.2% | 4.4% |
| 55-Monterey-San Jose Express | 2,387 | 464:42 | 13,890.0 | 5.14 | 0.6% | 2.2% |
| Total | 98,779 | 6170:08 | 140,869.4 | 16.0 | 25.8% | 29.4% |

| Military Express Routes | Diderehin | VDUre | | Dev/Un | 0/ Didara | 0/ 11=0 |
|-----------------------------------|-----------|---------|----------|--------|-----------|---------|
| Line | Ridership | VRHrs | VRMi | Pax/Hr | % Riders | % Hrs |
| 12-Monterey-Dunes | 379 | 128:42 | 2,285.8 | 2.94 | 0.1% | 0.6% |
| 14 NPS-Monterey | 424 | 81:24 | 866.8 | 5.21 | 0.1% | 0.4% |
| 68-Presidio-Salinas Express | 481 | 68:12 | 1,223.2 | 7.05 | 0.1% | 0.3% |
| 69-Cannery Row-Del Monte Center | 1,268 | 70:56 | 761.6 | 17.88 | 0.3% | 0.3% |
| 70-Presidio-La Mesa | 531 | 72:36 | 807.4 | 7.31 | 0.1% | 0.3% |
| 71-Presidio-Marina Express | 1,263 | 72:14 | 1,221.0 | 17.49 | 0.3% | 0.3% |
| 72-Presidio-N Salinas Express | 1,063 | 61:36 | 1,265.0 | 17.26 | 0.3% | 0.3% |
| 73-Presidio-Prunedale Exrpess | 233 | 56:50 | 1,254.0 | 4.10 | 0.1% | 0.3% |
| 74-Presidio-Preston Park Express | 2,567 | 176:00 | 3,053.6 | 14.59 | 0.7% | 0.8% |
| 75-Presidio-Marshall Park Express | 2,111 | 293:18 | 4,770.2 | 7.20 | 0.6% | 1.4% |
| 76-Presidio-Stilwell Park Express | 3,062 | 177:28 | 2,530.0 | 17.25 | 0.8% | 0.8% |
| 77-Presidio-Seaside | 1,050 | 86:10 | 1,122.0 | 12.19 | 0.3% | 0.4% |
| 78-Presidio-Pacific Grove | 83 | 92:24 | 1,146.2 | 0.90 | 0.0% | 0.4% |
| 79-Presidio-San Jose Express | 1,533 | 212:18 | 7,172.0 | 7.22 | 0.4% | 1.0% |
| Total | 16,048 | 1650:08 | 29,478.8 | 9.7 | 4.2% | 7.9% |

Seasonal / Supplemental Service

| Line | Ridership | VRHrs | VRMi | Pax/Hr | % Riders | % Hrs |
|----------------------------|-----------|---------|----------|--------|----------|-------|
| 22-Big Sur | 881 | 265:00 | 6,381.0 | 3.32 | 0.2% | 1.3% |
| 36, 37, 38, 39 Laguna Seca | 0 | 0:00 | 0.0 | 0.00 | 0.0% | 0.0% |
| MST Trolley Monterey | 29,444 | 845:24 | 6,138.4 | 34.83 | 7.7% | 4.0% |
| MST Trolley Carmel | 2,373 | 240:00 | 2,013.0 | 9.89 | 0.6% | 1.1% |
| MST On Call-Marina | 1,210 | 329:50 | 4,268.0 | 3.67 | 0.3% | 1.6% |
| Blues Festival | 2,303 | 68:52 | 662.4 | 33.44 | 0.6% | 0.3% |
| Total | 36,211 | 1749:06 | 19,462.8 | 20.7 | 9.5% | 8.3% |

July 27, 2010

To: Carl G. Sedoryk, General Manager/CEO

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

Subject: Monthly Maintenance Report for June 2010

This monthly report summarizes details about fuel prices and the activities of the Maintenance/Facilities Departments during the month of June 2010. Detailed statistical information is also attached.

Fuel Prices:

| June Low | | June High | May Average | June Average | % Change |
|-------------|--------|--------------|----------------|-----------------|-------------|
| Diesel | \$2.07 | \$2.67 | \$2.53 | \$2.35 | -7.1% |
| Gasoline | \$2.47 | \$3.03 | \$2.89 | \$2.75 | -4.8% |

Fleet Status:

| Road Call Rate Goal: 7,000 Miles or More | Miles Between Road Calls: | Operating Cost Pe | er Mile: |
|--|---------------------------------|--------------------|----------|
| June | 24,334 | June | \$0.80 |
| Past 12 Months: | 12,854 | FY10 Year To Date: | \$0.91 |

Comments:

In June there were a total of 18 road calls of which 12 were maintenance related. The highest road call categories were for exhaust and transmission issues.

On June 2nd the third MCI bus arrived for in-processing and is planned to begin service in early September. Vandalism and graffiti costs increased significantly during the month with facilities department staff painting and cleaning benches and shelters.

In June there were two diesel fuel spills on public roadways resulting from an open fuel cap on two buses. An investigation determined that the fuel caps were not properly secured after fueling or checked by the operators prior to pulling out of the bus yard. MST staff conducted the clean up and extensive retraining was conducted with utility crews and coach operators.

Michael Hernandez

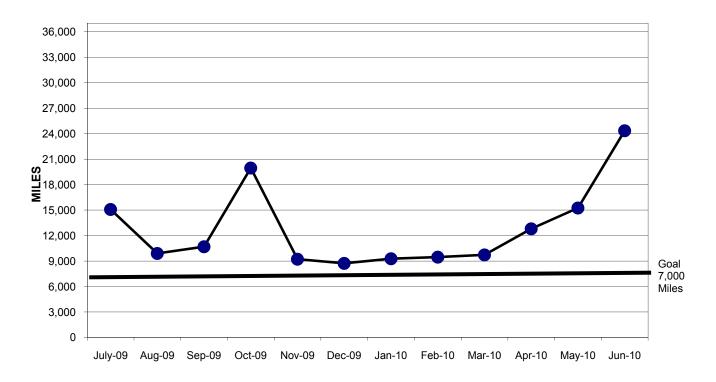
| Active Fleet Series | Manufacturer Model/Year | Quantity | Engine | Fuel Type | MPG | Average Life To Date Miles |
|------------------------|-----------------------------------|----------|--|-----------|------|----------------------------------|
| 1101 - 1121 | Gillig - 2000 | 21 | Cummins ISM 280 HP | Diesel | 4.64 | 456,794 |
| 1122 - 1129 | Gillig - 2003 Gillig Low-floor | 8 | Detroit DC Series 50 ERG Cummins ISM | Diesel | 4.48 | 279,390 |
| 1701 - 1712 | 2002 | 12 | 280 HP | Diesel | 4.56 | 308,058 |
| 1713 - 1724 | Gillig Low-floor 2003 | 12 | Detroit DC Series 50 ERG | Diesel | 4.36 | 240,566 |
| 1725 - 1729 | Gillig Low-floor 2007 | 5 | Detroit DC Series 50 ERG | Diesel | 4.26 | 83,606 |
| 1801 - 1804 | Gillig Suburban 2002 | 4 | Cummins ISM 280 HP | Diesel | 5.22 | 476,760 |
| 1805 -1808 | Gillig Suburban 2003 | 4 | Detroit DC Series 50 ERG | Diesel | 4.93 | 404,069 |
| 2001 - 2010 | Gillig Low-floor 2007 | 10 | Cummins ISM 280 HP | Diesel | 4.62 | 109,303 |
| 4501 - 4503 | MCI D4500 2009/10 | 3 | Cummins ISM 480 HP | Diesel | 5.30 | 21,903 |
| Historical Fleet | Manufacturer Model | Quantity | | Fuel Type | | Average Life To Date Miles |
| 80 | Fageol Twin Coach 1948 #80 | 1 | | Gasoline | | N/A |
| 93 | GMC TGH3102 1957 #93 | 1 | | Gasoline | | 335,000 |

June 2010 MST Operated Fixed Route Bus Fleet - Summary Information

| Fuel Used | Revenue Diesel Fleet | Non-Revenue Fleet | Inventory \ | /alue |
|-----------------------------|-------------------------|----------------------|------------------------------|--------------|
| Miles Traveled | 292,012 | 28,842 | | |
| *Gallons/ Equivalent | 61,695 | 1,497 | Fuel, Coolant, Lubricants | \$68,510.61 |
| Average Miles/Gallon | 4.73 | 19.27 | Parts/ Supplies | \$289,105.25 |
| Engine Oil Used (Quarts) | 2,211 | | Total Value | \$357,615.86 |
| Average Miles/Quart | 132 | | | |
| Repeat R | oad Calls | _ | | |

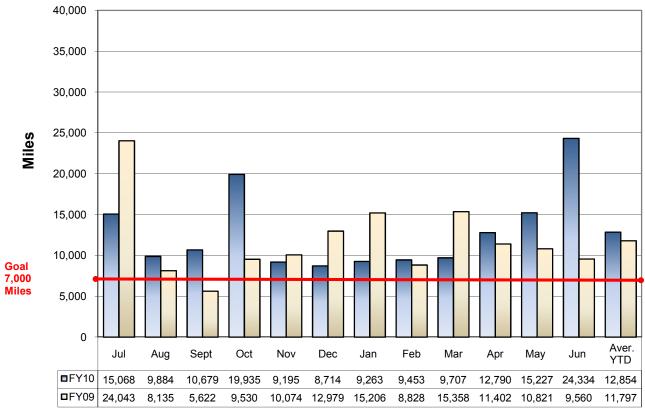
1

MILES BETWEEN MECHANICAL ROAD CALLS June 2010 - Miles: 292,012



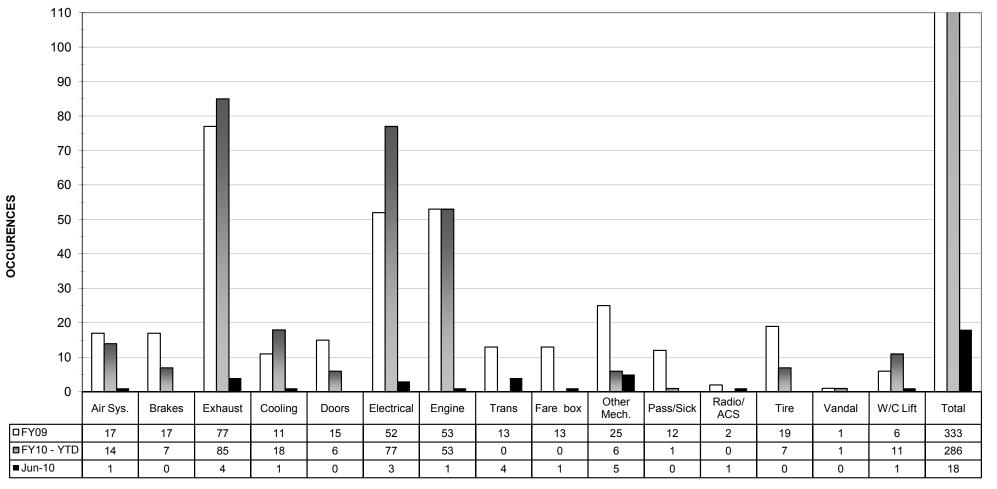
Fleet Wide Miles Between Roadcalls

FY09 vs. FY10 Year to Date Comparison

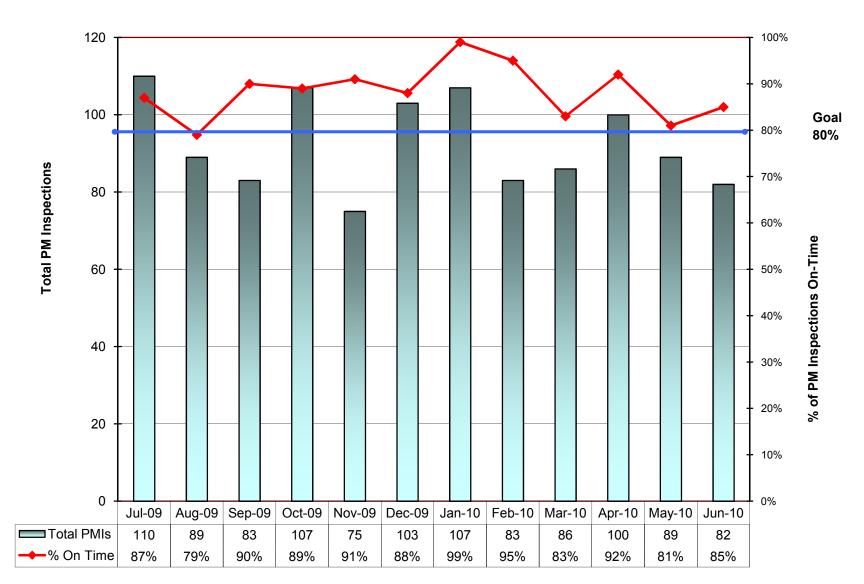


June 2010

All ROAD CALLS - BY CATEGORY FY 2009 & 2010 CUMULATIVE YEAR-TO-DATE

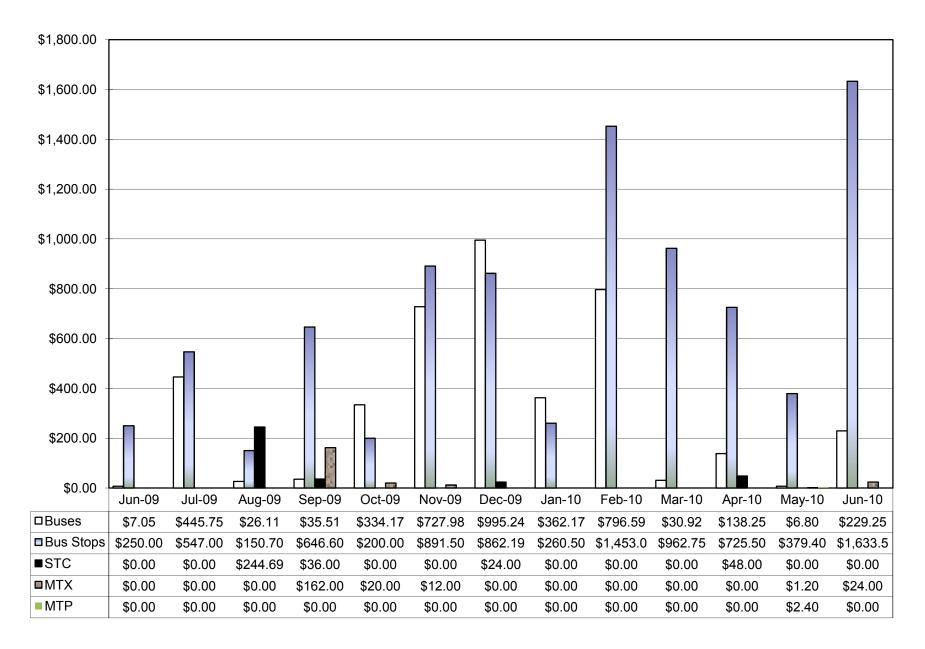


* "Other" category includes: Fluid leaks, Lights, Windshield Wipers other items.

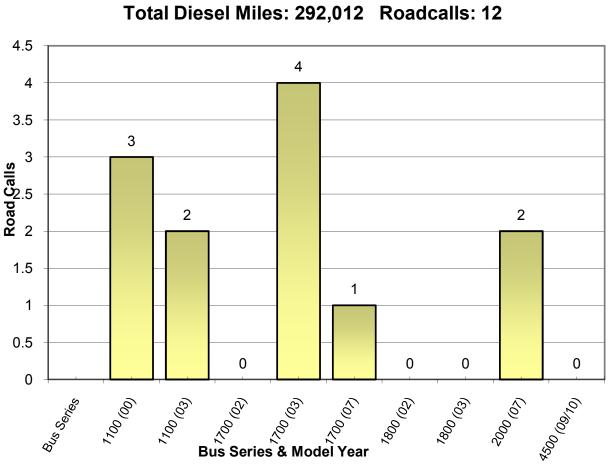


PREVENTIVE MAINTENANCE INSPECTIONS PAST TWELVE MONTHS

VANDALISM COSTS - PAST 12 MONTHS



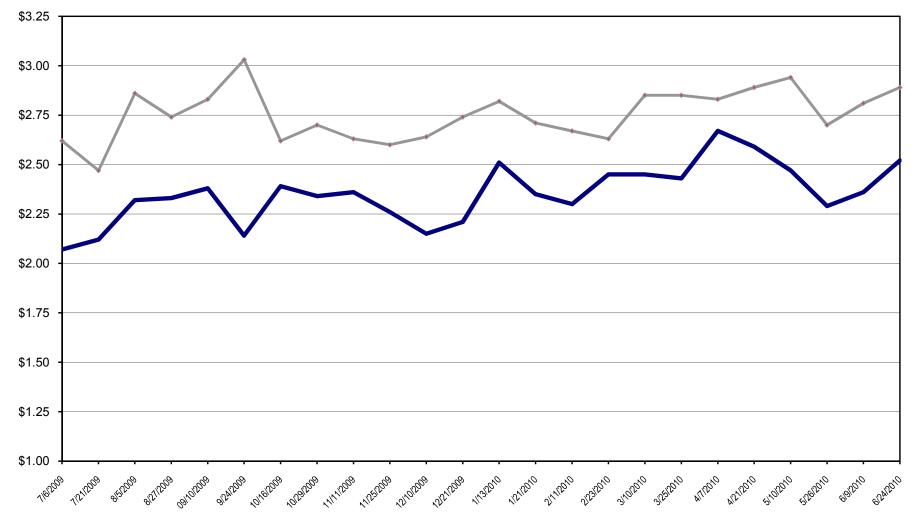
| Flast Carica Veer | Diesel Fleet | | | | | | | |
|--|---------------------------|---|-----------------------------------|-------------------------|----------------|--------------------|------------------|--|
| Fleet Series, Year and # of Vehicles | Labor | Parts | Fuel | Oil | Total Cost | Miles | Cost Per Mile | |
| 1100s (2000 - 21) | \$14,524.90 | \$8,540.94 | \$38,852.12 | \$1,066.88 | \$62,984.84 | 74,940 | \$0.84 | |
| 1100s (2003 - 8) | \$2,740.14 | \$3,475.33 | \$13,317.58 | \$486.24 | \$20,019.29 | 25,675 | \$0.78 | |
| 1700s (2002 - 12) | \$7,870.25 | \$6,990.69 | \$21,240.70 | \$951.59 | \$37,053.23 | 40,192 | \$0.92 | |
| 1700s (2003 - 12) | \$7,465.97 | \$5,012.88 | \$23,448.19 | \$590.86 | \$36,517.90 | 42,400 | \$0.86 | |
| 1700s (2007 - 5) | \$2,204.52 | \$1,598.29 | \$9,170.44 | \$562.15 | \$13,535.40 | 16,133 | \$0.84 | |
| 800s (2002 - 4) | \$2,647.53 | \$627.42 | \$10,747.24 | \$258.03 | \$14,280.22 | 22,931 | \$0.62 | |
| 800s (2003 - 4) | \$2,798.00 | \$1,697.69 | \$10,694.06 | \$273.70 | \$15,463.45 | 21,833 | \$0.71 | |
| 000s (2007 - 10) | \$4,825.82 | \$3,225.63 | \$19,828.13 | \$1,072.90 | \$28,952.48 | 38,176 | \$0.76 | |
| 500s (2009/10 - 3) | \$587.78 | \$0.00 | \$4,450.02 | \$4.30 | \$5,042.10 | 9,732 | \$0.52 | |
| Total Jun 2010: | \$45,664.91 | \$31,168.87 | \$151,748.48 | \$5,266.65 | \$233,848.91 | 292,012 | \$0.80 | |
| | Labor | Parts | Fuel | Oil | Cost Per Mile | | | |
| May Fleet Average: | | \$0.11 | \$0.52 | \$0.02 | \$0.80 | - | | |
| FY10 Cost Per Mile: | \$0.18 | \$0.21 | \$0.50 | \$0.02 | \$0.91 | | | |
| | | | t Cost Per M | ile | | | | |
| | Fleet Miles: | | June 2010 Average Fleet | Cost Per N | lile: \$.80 | | | |
| 1.7% | 2.4% 2.6% | % 1.6% | 4.2% 1. | 8% 1.8% | 3.7% | 0.1% | | |
| 100% | | 13.7% | AND THE PROPERTY OF | 4% | of Charlen 1 a | 0.0% 11.7% | | |
| | 17.4% 18.9% | 6 (c) | 11.8% | .5% | 11.1% | | | |
| 75% - 23.1% | 13.7% | 20.4% | 16.3% | 18.1% | 16.7% | | ■Oil | |
| | 21.29 | % | | | | | | |
| | | | | | | | ■Parts | |
| 50% | | | | | | 88.3% | | |
| | 66.5% | 64.2% | 67.8% | .3% 69.2% | 68.5% | | □Labor | |
| 25% | 57.3% | % | _ | | | | | |
| | | | | | | | ■Fuel | |
| | | | | | | | | |
| 0% Cost Per Mile: \$ 0.84 | \$0.78 \$0.92 | | | .62 \$0.71 | | \$0.52 | | |
| 1100s Fleet Series & (2000) Model Year | 1100s 170 (2003) (2002 | 0s 1700s | | 800s 1800 02) (2003) | | 4500s 009/2010) | | |



MECHANICAL ROAD CALLS BY BUS SERIES June 2010 Total Diesel Miles: 292,012 Roadcalls: 12

12 Month Rolling Fuel Cost - As of June 30, 2010

-DIESEL ----GASOLINE



52 Week Review: Diesel: High \$2.67, Low \$2.07, Average \$2.35 Gasoline: High \$3.03, Low \$2.47, Average \$2.75 B20 use: Aug 15, 2008 - Dec 18, 2008 Date: June 30, 2010

- 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; Danny Avina, Marketing/Customer Service Manager; Zoe Smallwood, Marketing Analyst

Subject: Administration Department Monthly Report June 2010

The following significant events occurred in Administration work groups for the month of June 2010:

Human Resources

| Positions | Budget FY10 | Actual | Difference |
|-------------------------------|-------------|--------|------------|
| Coach Operators / Trainees | 127 | 125 | -2 |
| C/O on Long Term Leave * | 10 | 10 | 0 |
| Coach Operators Limited Duty | 1 | 2 | 1 |
| Operations Staff | 24 | 24 | 0 |
| Maintenance & Facilities | 44 | 44 | 0 |
| Administration (Interns 2 PT) | 22.5 | 22.5 | 0 |
| Total | 228.5 | 227.50 | -1 |

A total employment level for June 2010 is summarized as follows:

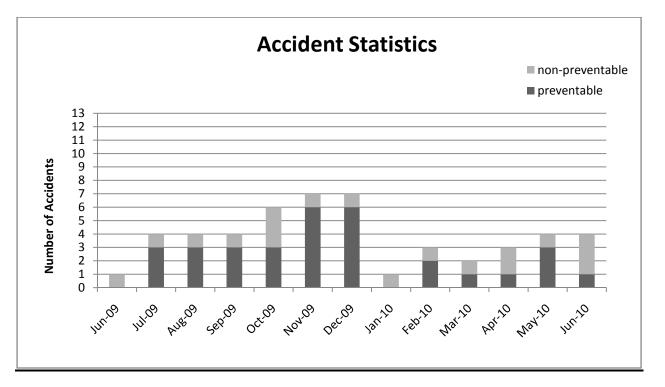
| June Worker's Compensation Costs | |
|--|--------------|
| Indemnity (paid to employees) | \$4,399.62 |
| Other (includes Legal) | \$2,112.50 |
| Medical includes Case Mgmt,UR, Rx & PT | \$19,796.15 |
| TPA Administration Fee | \$3,494.58 |
| Excess Insurance | \$4,000.00 |
| Total Expenses | \$34,214.85 |
| Reserves | \$694,906.32 |
| # Ending Open Claims | 42 |
| # Closed Claims for Current Month | 4 |

Training

| Description | Attendees |
|--|-----------|
| In-service training report pre-trip vehicle inspection | 71 |
| Access 2007 | 1 |
| Bus Air and Brake Systems | 1 |
| Incident Command System Training | 7 |
| Leadership Monterey Peninsula | 1 |
| Understanding Maintenance Disciplinary Process | 4 |

Risk Management Update

| | June 2010 Preventable | | June 2009 Preventable | |
|------------------|--------------------------|----|--------------------------|----|
| Description | Yes | No | Yes | No |
| Vehicle hits Bus | 0 | 3 | 0 | 2 |
| Bus hits object | 1 | 0 | 0 | 0 |
| TOTAL | 1 | 3 | 0 | 2 |



During the month of June, there was one preventable accident and three nonpreventable accidents continuing our low preventability trend. We experienced several incidents involving fuel spills which are currently under investigation. Training addressing fuel cap securement issues was conducted.

Liability Claims Paid/Recovered – Property and Personal Injury

There were no recoveries and no claims paid during this period.

Customer Services Update

Customer Service received 60 customer comments during the month as follows:

| Service Report Type | June '10 | % | June '09 | % |
|-------------------------------|----------|---------|----------|---------|
| Employee Compliment | 3 | 5.00% | 2 | 4.55% |
| Service Compliment | 2 | 3.33% | 2 | 4.55% |
| Improper Driving | 9 | 15.00% | 7 | 15.91% |
| Request To Add Service | 7 | 11.67% | 4 | 9.09% |
| Passed By | 6 | 10.00% | 7 | 15.91% |
| Improper Employee Conduct | 6 | 10.00% | 4 | 9.09% |
| Bus Stop Amenities | 5 | 8.33% | 1 | 2.27% |
| Late Arrival | 5 | 8.33% | 1 | 2.27% |
| Fare / Transfer Dispute | 4 | 6.67% | 3 | 6.82% |
| No Show | 4 | 6.67% | 2 | 4.55% |
| Inaccurate Public Information | 3 | 5.00% | 1 | 2.27% |
| Routing | 2 | 3.33% | 1 | 2.27% |
| Service Schedule | 2 | 3.33% | 0 | 0.00% |
| Agency Policy | 1 | 1.67% | 0 | 0.00% |
| Vehicle Maintenance | 1 | 1.67% | 0 | 0.00% |
| Early Departure | 0 | 0.00% | 3 | 6.82% |
| Passenger Injury | 0 | 0.00% | 2 | 4.55% |
| ADA Compliance | 0 | 0.00% | 1 | 2.27% |
| Facilities Vandalism | 0 | 0.00% | 1 | 2.27% |
| Request to Reduce Service | 0 | 0.00% | 1 | 2.27% |
| Employee Other | 0 | 0.00% | 1 | 2.27% |
| | 60 | 100.00% | 44 | 100.00% |

"Improper Driving" reports (9) represented 15% of overall service reports for June '10 which compares to 15.9% for the months of June '09 and May '10 (16.7%). These reports showed a variety of complaints including; erratic driving, being cut off, hard stopping, tail-gating, and stopping too far from the curb. Of the nine "Improper Driving" reports, one involved MST contracted service.

"Improper Employee Conduct" reports (6) represented 10% of overall service reports for June '10 compared to a 14.8% monthly average for the months of May '09 to April '10. A review of these reports showed a variety of complaints including; coach operator behaving rudely, coach operator using inappropriate language, and coach operator

smoking at a stop. Of the six "Improper Employee Conduct" reports, two involved MST contracted service.

MST received three "Employee Compliment" reports in June '10 as follows:

- Anonymous passenger wrote a letter to commend customer service representative Miriam Gutierrez stating "Miriam took the call and very patiently and cheerfully helped me to plan my trip. In a time where good customer service is so difficult to find it is nice to find a person like her. I am looking forward to trip and I will try to make the bus a part of my routine."
- Passenger Daniel Warren complimented the coach operators on line 55 stating that "On every trip, the driver exhibited the utmost courtesy to every passenger and such professionalism as a driver that I always felt completely safe. I have never felt safer in a motor vehicle."
- Passenger Louis Vallejo complimented coach operator Cris Carbonell for his "excellent driving skills, keeping a safe distance from other vehicles, driving an appropriate speed, slowing in advance of turns and curves in the road. His use of go and stop pedals is smooth and easy."

Customer service staff completed training on the use of translation services provided by Language Line (6/23/2010). Translation services are now available at the MST Bus Stop Shop by utilizing a two handset phone used to connect to a translator at Language Line. Signage at the Monterey Transit Plaza has been posted to announce the availability of this service.

Posted the follow press releases to <u>www.mst.org</u>:

- MST Bus Service To Monterey Blues Festival (6/22/2010)
- Youth Encouraged To Explore With MST's Summer Pass (6/10/2010)
- Fifth Annual National Dump The Pump Day To Be Held On June 17 (6/10/2010)

Marketing and Sales Update

MST signed an advertising contract totaling \$1,176 with Scheid Vineyards.

Published news stories include: "Pacific Grove trolley plan for U.S. Open remains on hold" (Monterey County Herald, 6/4/10); "Name Dropper: Leadership Monterey County" (Monterey County Herald, 6/9/10); "Carmel by the Sea launches free shuttle service" (VisitCarmel.com, 6/14/10); "Ten Trolley Follies, and how to avoid them" (VisitCarmel.com, 6/14/10); "MST offering Summer Youth Pass" (The Californian, 6/15/10); "Youth encouraged to explore with MST's summer pass" (Monterey County Business Council's Friday Facts, 6/18/10); "Salinas' Kiddie Kapers parade moves from Tuesday to Saturday: Big Week parade moves to a weekend" (The Californian, 6/21/10); "Ride the bus for free to the Blues Festival" (The Californian, 6/22/10); "New Salinas to Marina bus line to start in September" (The Californian, 6/24/10); "Monterey

Salinas Transit to launch new bus line" (The Californian, 6/25/10); "Increased MST service" (Monterey County Business Council's Friday Facts, 6/25/10); "Youth encouraged to explore with MST's summer pass" (Salinas Valley Chamber of Commerce Business Journal, June-July 2010)

Press releases sent include: "Fifth annual national Dump the Pump day to be held on June 17: Dump the pump. Save money. Ride transit" (6/10/10); "6th Annual Carmel Valley Chamber of Commerce Art & Wine Celebration offers complimentary rides on the Grapevine Express June 12, 2010" (6/10/10); "Youth encouraged to explore with MST's summer pass" (6/14/10); "MST bus service to Monterey Bay Blues Festival" (6/21/10); "MST bus service for Independence Day" (6/30/10)

Marketing activities: Planned outreach for MST On Call South County in Gonzales; planned promotion for Pacific Grove Trolley; coordinated marketing efforts for national Dump the Pump day June 17; met with representatives from the Monterey Jazz Festival to discuss potential partnership for bus rapid transit line; met with bus rapid transit consultants and MST staff for Jazz brainstorming meeting; revised and reordered San Jose Express brochures; event planning for district ribbon cutting; standards and consistency meeting to review onboard announcements; reviewed monument signage design working drawings Monterey Bay Bus Operations and Maintenance Center; worked on content for new website; managed vendor and group discount programs; attended American Management Association's two-day course titled "Making the transition to management"; attended Monterey County Business Council's annual membership luncheon; attended Leadership Monterey Peninsula Closure class day; Leadership Monterey Peninsula class of 2010 student participating in "Care for the Caregiver" team community service project in coordination with CHOMP's Westland House hospice; ordered MST promotional products

Accounting Update

During the month of June staff was busy preparing for the upcoming fiscal year end. A balanced budget was presented to the Board for approval on June 14, 2010. MST has their FTA Triennial Audit and annual financial audit coming in July/August and staff has been spending considerable time devoted to these important matters.

Payroll and Accounts Payable staff continue to meet their weekly deadlines.

CTSA Update

During June, MST hosted a meeting between staff members of Para Cruz, the paratransit division of Santa Cruz Metro, and members of the RIDES and Mobility Management programs. Para Cruz has implemented improvements to their paratransit delivery system that MST is considering for its own programs. Both the Travel Trainer and the RIDES Eligibility Specialist attended a day of training with the staff of Para Cruz the following week.

The CTSA Manager participated in a meeting of the TAMC Social Services Transportation Advisory Council (SSTAC) where the Council considered the unmet transportation needs in Monterey County. There was rigorous discussion but the Council did not make a recommendation to the TAMC Board of Directors due to quorum-related issues. The CTSA Manager, who is also Chairman of the SSTAC, attended the TAMC Board of Directors meeting where he testified on behalf of the Council.

Also in June, the CTSA Manager also met with the ad hoc Taxi Voucher Committee of the Mobility Advisory Committee (MAC) to consider the best locations for expanding the current taxi voucher program. The committee reviewed survey results from countywide senior centers and programs and agreed to research the matter further before making recommendations to the MAC.

The CTSA Manager participated in a meeting of the Veteran Services Collaborative to gather information about the transportation needs of veterans with disabilities and other travel challenges. This collaborative is working to help veterans transition to civilian life by providing basic services and transportation that will assist them in that process. The CTSA Manager participated in the Mobility Action Project – Project Advisory Committee (MAP-PAC), a joint project between Cal Trans and the State Department of Health. MST staff advised these State agencies on the advantages and obstacles involved in planning mobility services in rural communities. The CTSA Manager also participated in planning sessions for the Fall 2010 CalACT Conference.

During June, the Travel Trainer made a presentation at the Los Abuelitos Senior Housing program. She also completed 5 in-person assessments and travel trainings along with a bus-staging training in King City. Also during June, the Travel Trainer attended several community events where she was able to promote MST's travel training program along with other MST services. Those events included the Festival Del Arte Communitarian @ Creekbridge Park in Salinas, the P.A.R.T.S Collaboration meeting, the Building Healthier Communities meeting, the Gonzales City Council meeting, and the Gonzales On-Call kick off meeting. She also met with staff from Hope Services as well as the local organizers of the upcoming Independent Transportation Network of America. Finally, the Travel Trainer distributed cards and pamphlets on travel training and the new MST On-Call in South County to organizations at the Hope Center on Brunken Drive, C.C.C.I.L., and the P.A.R.T.S Collaboration.

Planning Update

During the month of June, staff continued planning efforts for the Gonzales On-Call route, which would be implemented July 5, 2010; the Pacific Grove Trolley, which would have an 11-day test run in August 2010; and the new Line 25 CSUMB Trolley, which will connect Salinas, CSUMB and parts of Marina beginning September 7, 2010. Staff continued refining MST's Presidio and Naval Post-Graduate School bus services and began planning for expansion of service to Fort Hunter Liggett in southern Monterey County. Staff continued working on developing consistent guidelines for MST's signage and route names/designations. Staff began work on the South County Area Study,

which is examining MST's bus service as well as current and future demand for transit in the Salinas Valley communities.

Staff continued working with the Monterey County Redevelopment Agency and Resource Management planners on the Monterey Bay Bus Operations and Maintenance Center, with emphasis on finalizing the draft Environmental Impact Report. Staff continued working with TAMC on the Monterey County Taxi Study and with the City of Salinas on its East Market Street project. Staff continued with the planning work for the Fremont/Lighthouse Bus Rapid Transit project and participated in the planning meetings for the new Smart Card Farebox Implementation project. Staff attended regular meetings of AMBAG, TAMC, FORA, Monterey County Hospitality Association, Monterey County Business Council and other area agencies and organizations.

Information Technology Update

Staff continuously monitored the TrapezeITS Transitmaster system configuration. Staff continued to monitor and configure software and hardware for the Assetworks Maintenance system. Staff continued to support 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 kept the MST web page updated and made the appropriate changes as required. Staff conferred with Outside contractors regarding the proposed FJL facility IT requirements. Staff continued to support MST staff as needed, proactively ensuring MST staff were supported fully with their IT needs.

Staff worked with Maintenance Department staff to install the MST Intelligent Transportation Systems (ITS) components on the MCI vehicles in time for the predetermined in-service date.

FY 2010 Action Plan Status Update – June 2010 Adopted June 2009

1. Implement appropriate levels of service for funding available.

Status: Ongoing, implemented service changes with minor adjustments to reflect changes in ridership patterns.

2. Maintain and improve service quality, and safety initiatives.

Status: Ongoing. On-time performance, customer satisfaction, service efficiency, and safety performance remain within standards. Performance effectiveness as measured by passengers per hour is below standard due to reduced ridership resulting from the recent economic downturn.

3. Update Bus Utilization Plan and acquire necessary vehicles (trolleys, mini buses).

Status: Bus acquisitions are occurring in a timely manner and remain on target.

4. Finalize plans for future development/dispositions of Marina Transit Exchange Property.

Status: On hold due to downturn in local real estate market conditions resulting in lack of interest in projects that meet the needs of both MST and the City of Marina.

5. Implement additional Line 23 service to meet demand as funding becomes available.

Status: Implemented additional trips on Line 23 and have adjusted timing for work shifts at Firestone Business Park.

6. Implement Presidio of Monterey service.

Status: Completed the largest single service implementation in recent history of the agency.

7. Complete Fremont/Lighthouse BRT-Project Development work.

Status: Ongoing, with regular meetings occurring between MST its consultants, city staff, groups and partners.

8. Procure new smart card Farebox system and begin implementation.

Status: Completed. Board authorized staff to participate in a joint procurement with, San Mateo County Transit (SamTrans), and Santa Cruz Metro at April 2010 meeting.

9. Implement Carmel Trolley, pending funding.

Status: Completed, and funding identified for an additional year.

10. Implement Pacific Grove Trolley, pending funding.

Status: Demonstration Project of PG Trolley to begin August 2010. MST staff provided technical assistance to Pacific Grove staff for Air District grant for next year.

11. Implement Gonzales MST On Call.

Status: Complete. Service initiated July 2010.

12. Complete Architectural and Engineering phase of FJL facility.

Status: Complete and project is current in EIR comment phase.

13. Develop and begin implementation of CTSA program of projects.

Status: Ongoing with successful application and award of 10 separate grants. Hired a Mobility trainer and implemented the Mobility Management Advisory Committee.

14. Actively participate in Salinas Renaissance project to advocate transit friendliness.

Status: Ongoing. City of Salinas has ended its relationship with the Renaissance partners. Staff continues to participate in meetings with City of Salinas staff and city council members regarding the future role of transit in the development of downtown Salinas.

15. Begin implementation of Marina Area Service Study recommendations, pending funding.

Complete. Funding secured for Line 25 Salinas – CSUMB to begin operation September 2010. Line 69 Presidio-Del Monte Center will extend weekend service to The Dunes shopping center December 2010.

16. Develop Information Technology plans for FJL facility.

Status: Completed

17. Develop capital requirements plan for upgrade of bus communications data network.

Status: Completed and funding is included in House 2011 federal transportation appropriations bill. Awaiting final appropriations bill to begin implementation.

18. Implement Serenic/Navision Human Resources software module.

Status: Ongoing. Staff continues to work setting up necessary codes for implementation.

19. Complete FTA Triennial review.

Status: Complete. Staff has requested a delay in the review until transition to a transit district is complete and Triennial review being conduct August 2 – 4, 2010. Results will be provided at the September 2010 Board meeting.

20. Finalize Monterey County regional Taxi Authority framework.

Status: Completed. First regional taxi authority meeting scheduled August 9, 2010.

21. Complete change in governance from Joint Powers Agency to Rapid Transit District.

Status: Complete. New District governance

22. Develop plan to initiate revenue enhancements as appropriate.

Status: Ongoing. Staff has hired a financial consultant to assist with development of private funding sources for MST capital projects.

23. Conduct three-year strategic plan Board workshop.

Status: Completed on January 11, 2010.

24. Actively participate in development of federal transportation authorization bill.

Status: Ongoing, with MST staff participating on authorization committees with the American Public Transit Association and California Transit Association. Lobby visits of staff and members of Board Legislative Committee to Washington DC occurred in January 2010 and March 2010.

25. Actively participate in advocacy for replacement/reinstatement of State Transit Assistance program.

Status: Completed. A State Transit Assistance Program was reinstated at a greatly reduced level. Staff has provided information regarding Proposition 22 and its ability to protect transit funds from diversions by the state in future years.

26. Conduct Analysis of South County Transit Service Integration

Status: Ongoing. Consultant selected in May 2010. Passenger surveys conducted in July. Community meetings and outreach are ongoing and final report to be completed by November 2010.

27. Participate in planning for implementation of transit service on the Monterey Branch Line.

Status: Ongoing. With TAMC decision to select light rail MST staff remains an active participant in the process.

Washington, D.C. Office

DATE: July 29, 2010

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

- Contacted House Delegation regarding MST project requests for *FY 2011 Transportation, Housing and Urban Development Appropriations Act.* Provided information to MST regarding \$800,000 earmark for ITS security system upgrades in House version of bill.
- Contacted House and Senate Delegation regarding local impact of Transit Pass Transportation Fringe Benefits program and requested support for legislation to extend the program.
- Provided requested research and analysis of DOD legislation affecting the provision of municipal services at installations in Monterey County, California.
- Provided requested assistance to Congressman Farr's staff regarding MST site visit and press briefing.
- Advised on lobbying strategies and MST Federal agenda and priorities.

TPW:dwg