

BOARD OF DIRECTORS
REGULAR MEETING
MONTEREY-SALINAS TRANSIT
January 12, 2004

1. CALL TO ORDER

Chairman Fisher called the meeting to order at 10:00 a.m. in the Monterey-Salinas Transit Conference Room.

Present:	Barbara Livingston	City of Carmel-By-The-Sea
	Jack Barlich	City of Del Rey Oaks
	Bruce Delgado	City of Marina
	Carl Anderson	City of Monterey
	Morris Fisher	City of Pacific Grove
	Sergio Sanchez (10:08)	City of Salinas
	Thomas Mancini	City of Seaside
	Fernando Armenta	County of Monterey
	Maria Orozco (10:08)	City of Gonzales (Ex Officio)
Absent:	None	
Staff:	Frank J. Lichtanski	General Manager/CEO
	Carl Sedoryk	Assistant General Manager/CFO
	Sonia Bannister	Office Administrator
	Richard Burton	Director of Facilities & Maintenance
	Michael Hernandez	Director of Operations
	Dave Sobotka	Controller
	Lyn Owens	Human Resource Manager
	Hunter Harvath	Planning Manager
	Dave Pratt	Facilities Manager
	Robert Weber	Operations Support Manager
	Brigga Mosca	Marketing Manager
	Kelly Halcon	Human Resource Assistant
Others:	David Laredo	General Counsel
	Joseph Fontes	Coach Operator
	Cindy Rodriguez	Operations Supervisor
	Lou Sena	SenaReider
	Jeff Sanford	JT ²
	Nicole Watts	JT ²
	Deanne Sobotka	Seaside resident
	Ken Nordhoff	City of San Rafael
	Harry Wascoe	Laidlaw Transportation Services
	Gina Flower	Laidlaw Transportation Services
	Bill Detweiler	SBA Architects

Gregory Montgomery
Iris Papard

SBA Architects
Everyone's Harvest

Apology is made for any misspelling of a name.

2-1. – 2-12. CONSENT AGENDA

The consent agenda items consisted of the following:

- 2-1. Adopt Resolution 2004-08 recognizing Rafael Rosado as Employee of the Month for December 2003.
- 2-2. Adopt Resolution 2004-09 recognizing Sherman Upshaw as Employee of the Year.
- 2-3. Disposal of property left aboard buses.
- 2-4. Minutes of the regular meeting of December 8, 2003.
- 2-5. Financial Report – November 2003.
- 2-6. Financial Report – December 2003.
- 2-7. Appoint Hunter Harvath as alternate to Fort Ord Reuse Authority Board.
- 2-8. Claim rejection.
- 2-9. Adopt policy for non-transit use of MST property.
- 2-10. Authorize Chair to appoint ad hoc Nominating Committee.
- 2-11. Authorize staff to recruit replacement and new positions.
- 2-12. Adopt 2004 State and Federal Legislative Programs.

Item 2-9 was pulled for further discussion.

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

2-9. NON-TRANSIT USE OF MST PROPERTY

Iris Papard, Chair for Everyone's Harvest, thanked the Board for allowing the Marina Farmer's Market to be held at the Marina Transit Station. She supports the new policy regarding non-transit use of MST property.

Director Livingston moved to adopt the finalized policy for Non-Transit Uses of MST Property. Director Delgado seconded and the motion carried unanimously.

3-1. – 3-3. SPECIAL PRESENTATIONS

Rafael Rosado, Coach Operator, was recognized as the December 2003 Employee of the Month.

Sherman Upshaw, Utility Service Worker, was recognized as the Employee of the Year.

Carl Sedoryk, Assistant General Manager/CFO and David Sobotka, Controller were presented with an Excellence in Financial Reporting Award from the Government Finance Officers Association.

Chairman Fisher introduced Maria Orozco as the Ex Officio representative for the City of Gonzales.

4. PUBLIC COMMENTS

None.

5-1. FACILITIES COMMITTEE MINUTES

The Board accepted and filed the Facilities Committee Meeting minutes – December 8, 2003.

6-1. WORKER'S COMPENSATION CONTRACT

Director Livingston moved to: 1) award a one-year contract to JT² Integrated Resources to provide Third Party Administration (TPA) services for worker's compensation; and 2) authorize staff to extend the contract for up to two (2) additional two-year extensions under the same terms, conditions and prices provided the supplier has provided satisfactory service. Director Armenta seconded and the motion carried unanimously.

6-2. ADVERTISING AGENCY SERVICES

MST has utilized the services of an advertising agency to develop multiple year marketing plans, developing advertisements, ad campaigns, purchase and placement of media, and the development of collateral materials (e.g., maps, pamphlets, brochures). MST has been without an advertising agency under contract since June 2002.

Transportation related sales tax, developer fees and other funding options are being planned to be placed before the voters in the coming year. It is critical for MST to

develop and implement a professional, comprehensive advertising, and public information campaign to increase awareness of the importance of transit to the community.

Director Mancini moved to: 1) award a one-year contract to SenaReider for advertising agency services; and 2) authorize staff to extend the contract for up to four (4) one-year extensions under the same terms, conditions and prices provided the supplier has provided satisfactory service. Director Livingston seconded and the motion carried unanimously.

6-3. FEDERAL LEGISLATIVE CONSULTANT CONTRACT

Director Livingston moved to: 1) award a three-year contract to Thomas Walters & Associates, Inc. for federal legislative consulting services; and 2) authorize staff to extend the contract for up to two (2) one-year extensions under the same terms, conditions and prices provided the supplier has provided satisfactory service. Director Sanchez seconded and the motion carried unanimously.

7. PUBLIC HEARINGS

None.

8-1. SALINAS TRANSIT CENTER IMPROVEMENT PROJECT

Mr. Pratt, Facilities Manager, said the Salinas Transit Center Improvement project includes design of safety, security and aesthetic improvements. Security improvements include wiring for comprehensive video surveillance, better lighting, and brighter public restrooms with vandal-resistant fixtures. Accessibility improvements include customer service counter upgrades, public restrooms entries, and Braille signage at bus gates, restrooms, and customer service. Aesthetics/User friendly improvements include a paint 'facelift', freshening up existing landscaping, additional gate on Salinas Street, additional circulation paths, new wind protection screens, new benches and platform furnishings, and wired for passenger advanced communication system.

The paint scheme was discussed in detail. The final color does not have to be selected at today's meeting. It was suggested to tone the colors down a bit.

Once the final design of the project is approved, the contractors envision having this project out to bid in May 2004 with construction beginning in July and being completed by November 2004. The question was asked why does it take four months for final design. Part of the process includes the submittal process with the City of Salinas to process/approve various permits. At staff level, the final design will be heavily scrutinized before final approval.

The Board asked if the project timeline could be reduced to have the project completed by August. Mr. Montgomery, SBA Architects said the timeline could be reduced but it would be offset by quality and costs. With the level of improvements being planned, he said the timeline could probably be reduced and minimize the quality compromises but there would be design costs associated with reducing the timeline.

The Board received the information presented by SBA Architects on design of the Salinas Transit Center Improvement Project.

9-1. CSUMB'S INSTITUTE OF VISUAL AND PUBLIC ARTS

Past participation with CSUMB has allowed many of MST's customers who may not normally have access to original artwork to have the opportunity to view locally produced works of art onboard MST buses. In addition, MST has received favorable press in television, radio, and print media, while supporting local efforts to enhance the quality of life in our region.

The MST Board authorized working with CSUMB's Institute of Visual and Public Art to allow original artwork prepared by students to be displayed on MST buses. CSUMB is collaborating on a project with the Boys and Girls Club of Monterey County and requests to have their artwork displayed on interior cards and within exterior frames.

Director Livingston left at 11:35 a.m.

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

The reports consisted of the General Manager/CEO Report; Central Coast Reporter – December 2003; TAMC Highlights – December 3, 2003; Washington D. C. Lobbyist Report – December 22, 2003; and Sacramento Lobbyist Report - December 30, 2003.

Mr. Lichtanski said the City of Gonzales has approved the Memorandum Of Understanding to join the MST Board as an Ex Officio member. As an Ex Officio member, her attendance does not count towards the quorum and she is unable to make motions or to cast a vote.

11. COMMENTS BY BOARD MEMBERS

None.

12. NEXT MEETING DATE

February 9, 2004 at 10:00 a.m. in MST Conference Room.

13. ADJOURNMENT

There being no further business, Chairman Fisher adjourned the meeting at 11:46 a.m.

PREPARED BY: _____
Sonia A.R. Bannister