Board of Directors Regular Meeting  
December 9, 2013  

LOCATION:  
Monterey Bay Unified Air Pollution Control District  
Board Room, 3rd Floor  
24580 Silver Cloud Ct., Monterey  

10:00 a.m.  

TRANSPORTATION:  Ride Line 8 from Monterey Transit Plaza (Munras Gate) at 9:15 a.m. or Sand City Station at 9:30 a.m. Request a taxi voucher from MST Customer Service for your return trip. (Good for a $17 one-way trip).

The Regular Meeting of the Monterey-Salinas Transit Corporation will immediately follow this Regular Meeting of MST Board of Directors.

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

2. SPECIAL PRESENTATIONS  
   2-1. Resolution of Appreciation – The Honorable Assembly Member Mark Stone. (Carl Sedoryk)  
   2-2. Resolution of Appreciation – The Honorable Senator Bill Monning. (Carl Sedoryk)  
   2-3. Resolution of Appreciation – The Honorable Assembly Member Luis Alejo. (Carl Sedoryk)  
   2-4. Resolution of Appreciation – The Honorable Senator Anthony Cannella. (Carl Sedoryk)  
   2-6. Retirement - Arnold Casey, Coach Operator. (Michael Hernandez)
2-7. 25 Years of Service - Sonia Bannister, Customer Service Supervisor. (Zoe Shoats)


2-9. State Legislative Update – Hunter Harvath

3. CONSENT AGENDA

3-1. 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.*

3-2. Adopt Resolution 2014-09 recognizing the Honorable Assembly Member Mark Stone. (Carl Sedoryk) (pg. 1)

3-3. Adopt Resolution 2014-10 recognizing the Honorable Senator Bill Monning. (Carl Sedoryk) (pg. 3)

3-4. Adopt Resolution 2014-11 recognizing the Honorable Assembly Member Luis Alejo. (Carl Sedoryk) (pg. 5)

3-5. Adopt Resolution 2014-12 recognizing the Honorable Senator Anthony Cannella. (Carl Sedoryk) (pg. 7)


3-7. Adopt Resolution 2014-14 recognizing Arnold Casey, Coach Operator upon his retirement. (Michael Hernandez) (pg. 11)

3-8. Disposal of property left aboard buses. (Sonia Bannister) (pg. 13)

3-9. Minutes of the Regular Meeting of November 4, 2013. (Deanna Smith) (pg. 15)


3-11. Authorize pool of Special Legal Services and authorize staff to assign Special Legal Counsel as necessary. (Kelly Halcon) (pg. 31)

End of Consent Agenda

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. Facilities Committee Minutes from November 4, 2013. (Deanna Smith) (pg. 35)

6. MAJOR PROCUREMENTS

6-1. Authorize Purchase of Motor Coach Industries Commuter Coaches. (Michael Hernandez) (pg. 39)

6-2. Authorize Purchase of Gillig Coaches. (Michael Hernandez) (pg. 41)

7. PUBLIC HEARINGS

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9-1. Adopt 2014 Legislative Program. (Hunter Harvath) (pg. 43)

9-2. Receive update on agency cash flow issues and authorize internal operating budget borrowing of up to $6.8 million from MST’s $10,083,500 Proposition 1B capital fund. (Hunter Harvath) (pg. 50A)

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 – October 2013. (pg. 51)

10-2. TAMC Highlights – October 2013. (pg. 69)


10-4. State Legislative Advocacy Update – November 2013. (pg. 75)

10-5. RTA Highlights – October 2013. (pg. 77)

10-6. Staff trip reports. (pg. 79)

10-7. Correspondence.
10-7.1 MV Response to Service Complaint. (pg. 83)
10-7.2 Article - Public Transit Systems Partner with Military. (pg. 85)
10-7.3 Article - BRT combines with Monterey Jazz. (pg. 91)

11. COMMENTS BY BOARD MEMBERS

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

11-2. Board Member Comments and Announcements.

11-3. Board Member Referrals for future agendas.

12. ATTACHMENTS

13. CLOSED SESSION

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

13-1 Conference with Labor Negotiators – Amalgamated Transit Union (ATU), Local 1225, and MST (No enclosure) (D. Laredo, K. Halcon) (§54957.6)


13-3 General Manager Performance Evaluation, Gov. Code (§54957(b)) (No enclosure) (K. Halcon)

14. RETURN TO OPEN SESSION

15-1. Report on Closed Session and possible action.

15. ADJOURN
NEXT MEETING DATE:
January 27, 2014 at 9:00 a.m.

Monterey Bay Unified Air Pollution Control District Board Room, 3rd Floor

NEXT AGENDA DEADLINE:
January 13, 2014

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 Deanna Smith, MST, One Ryan Ranch Road, Monterey, CA 93940 or dsmith@mst.org.
APPRECIATION FOR SERVICES RENDERED
BY THE
HONORABLE ASSEMBLY MEMBER MARK STONE

WHEREAS, Assembly Member Stone represents the people of California's 29th Assembly District, which includes portions of Santa Cruz, Santa Clara, and Monterey Counties; and

WHEREAS, Assembly Member Stone sponsored AB 946 – Bus On Shoulder, which provides public transit operators within Monterey and Santa Cruz counties the ability to implement innovative traffic management solutions; and

WHEREAS, during the 2013 Legislative Session the California Legislature passed and the Governor signed AB 946 into law; and

WHEREAS, Assembly Member Stone was a strong advocate for other MST priority pieces of legislation that became law this year including AB 730 – MST Bond Financing, and AB 1222 – Transit Exemption To Public Employee Pension Reform Act; and

WHEREAS, Assembly Member Stone has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County and remains a staunch advocate of public transportation;

THEREFORE BE IT RESOLVED that the Board of Directors gives The Honorable California Assembly Member Mark Stone its sincerest thanks for his continued service to the people of California’s 29th District.

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2014-09 this 9th day of December, 2013.

__________________________  ____________________________
Maria Orozco                                   Carl G. Sedoryk
Chairman                                      Secretary
APPRECIATION FOR SERVICES RENDERED
BY THE
HONORABLE SENATOR BILL MONNING

WHEREAS, Senator Monning was elected in November of 2012 to represent the 17th Senate District, which includes portions of Monterey, Santa Cruz, San Luis Obispo, and Santa Clara Counties; and

WHEREAS, Senator Monning was a strong advocate for several MST priority pieces of legislation that became law this year including AB 730 MST Bond Financing, AB 946– Bus On Shoulder, and AB 1222 – Transit Exemption To Public Employee Pension Reform Act; and

WHEREAS, Senator Monning has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County and remains a staunch advocate of public transportation;

THEREFORE BE IT RESOLVED that the Board of Directors gives The Honorable California Senator Bill Monning its sincerest thanks for his continued service to the people of California’s 17th Senate District.

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2014-10 this 9th day of December, 2013.

_______________________  _______________________
Maria Orozco                  Carl G. Sedoryk
Chairman                      Secretary
APPRECIATION FOR SERVICES RENDERED
BY THE
HONORABLE ASSEMBLY MEMBER LUIS ALEJO

WHEREAS, Assembly Member Alejo represents the people of California’s 30th Assembly District which includes San Benito County, the Salinas Valley, North Monterey County, South Santa Clara County, the city of Watsonville, and a large portion of the Monterey County coast; and

WHEREAS, Assembly Member Alejo sponsored AB 730 MST Bond Financing which provides Monterey-Salinas Transit the ability to access up to $50 Million in bond financing for critical bus and bus facility related capital projects; and

WHEREAS, during the 2013 Legislative Session the California Legislature passed and the Governor signed AB 730 into law; and

WHEREAS, Assembly Member Alejo was a strong advocate for other MST priority pieces of legislation that became law this year including AB 946 – Bus On Shoulder and AB 1222 – Transit Exemption To Public Employee Pension Reform Act; and

WHEREAS, Assembly Member Alejo has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County and remains a staunch advocate of public transportation;

THEREFORE BE IT RESOLVED that the Board of Directors gives The Honorable California Assembly Member Luis Alejo its sincerest thanks for his continued service to the people of California’s 30th District.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2014-11 this 9th day of December, 2013.

_______________________  ______________________
Maria Orozco                      Carl G. Sedoryk
Chairman                          Secretary
APPRECIATION FOR SERVICES RENDERED
BY THE
HONORABLE SENATOR ANTHONY CANNELLA

WHEREAS, Senator Cannella was elected in November 2010 to represent the people of the 12th District in the California State Senate including the residents of the cities of the Salinas Valley and unincorporated areas of Monterey County; and

WHEREAS, Senator Cannella was a strong advocate for several MST priority pieces of legislation that became law this year including AB 946–Bus On Shoulder and AB 1222 – Transit Exemption To Public Employee Pension Reform Act; and

WHEREAS, Senator Cannella has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County and remains a staunch advocate of public transportation;

THEREFORE BE IT RESOLVED that the Board of Directors gives The Honorable California Senator Anthony Cannella its sincerest thanks for his continued service to the people of California’s 12th District.

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2014-12 this 9th day of December, 2013.

Maria Orozco
Chairman

Carl G. Sedoryk
Secretary
DOUGLAS CROW  
DECEMBER 2013  
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, Douglas Crow started his career with Monterey-Salinas Transit as a Coach Operator in January 1995. He was later promoted to a Dispatcher in September 1997 and transitioned to the Communications Systems Specialist position in April 2006; and

WHEREAS, Douglas Crow has received special recognition for his instrumental role in coordinating an emergency response when an MST Coach Operator was injured after his bus was caught in the cross-fire of a gang related shooting in June of 2009; and

WHEREAS, Douglas Crow also received Employee of the Month in October 2003 for locating a missing disabled passenger, successfully reuniting him with his family; and

WHEREAS, Douglas Crow was quick to respond to a bomb threat at the Monterey Transit Plaza in September of 2013. His quick and calm actions resulted in MST continuing to provide service to the local community;

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Douglas Crow as Employee of the Month for December 2013 and congratulates and thanks him for his excellent work at Monterey-Salinas Transit;

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT  
PASSED AND ADOPTED RESOLUTION 2014-13 this 9th day of December, 2013.

_________________________  _________________________
Maria Orozco                Carl G. Sedoryk  
Chairman                    Secretary
ARNOLD CASEY
24 YEARS OF SERVICE

WHEREAS, Arnie Casey began his career with Monterey-Salinas Transit in April of 1989 as a Coach Operator, and

WHEREAS, Arnie Casey has been recognized with multiple attendance awards and boasts 23 years of safe driving throughout his career; and

WHEREAS, Arnie Casey was Employee of Month in 1991 and 1993 for his superb customer service and his assistance in the Operations Department; going above and beyond his normal Coach Operator duties and assisting in the Communications Center; acting as a Line Instructor for new employees; and for volunteering his time to provide Coach Operators the benefit of his perspective and experience regarding new routes, services, schedules, and labor relations; and

WHEREAS, Arnie Casey’s jovial disposition brighten everyone’s day, and he has truly been an asset to the Operations Department throughout his career; and

WHEREAS, after 24 years of service with MST Arnie Casey retired on November 27, 2013;

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes and congratulates Arnie Casey for his outstanding service to MST; and

BE IT FURTHER RESOLVED the Board of Directors expresses its sincere gratitude to Arnie Casey and wishes him continued success and a satisfying retirement;

THE BOARD OF DIRECTORS OF MONTEREY–SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2014-14 this 9th day of December, 2013.

_______________________  _______________________
  Maria Orozco          Carl G. Sedoryk
   Chairman             Secretary

11
To: Board of Directors

From: Sonia Bannister, Customer Service Supervisor

Subject: Disposal of unclaimed property left on bus

St. Vincent De Paul (Seaside)

1 apron 1 purse 1 pair ear phones
1 belt 2 shirts 1 clipper tool
2 pairs of eyeglasses 2 pairs of sunglasses 1 shawl
1 eyeglass case 1 pair of shorts 1 make up bag
1 hat 1 wallet
7 jackets 10 cell phones
1 lunch bag 1 baby blanket

To be disposed

1 set keys 1 jacket 1 pair shorts
2 earrings 2 containers 2 pairs socks
3 credit cards 1 hat
1 back pack 1 shirt
1 note book 1 pair shoes

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.
1. CALL TO ORDER

1-1 Roll call.

1-2 Pledge of Allegiance.

Chair Orozco called the meeting to order at 10:02 a.m. Roll call was taken and Director Armenta led the Pledge of Allegiance.

Present: Fernando Armenta  County of Monterey
Tony Barrera  City of Salinas
Victoria Beach  City of Carmel-by-the-Sea
Alan Cohen  City of Pacific Grove
Libby Downey  City of Monterey
Alvin Edwards  City of Seaside
Terry Hughes  City of King (10:07 a.m.)
Randy Hurley  City of Greenfield
Frank O'Connell  City of Marina
Maria Orozco  City of Gonzales
David Pendergrass  City of Sand City
Patricia Stephens  City of Soledad

Absent: Kristin Clark  City of Del Rey Oaks

Staff: Carl Sedoryk  General Manager/CEO
Hunter Harvath  Asst. General Manager/Finance & Administration
Michael Hernandez  Asst. General Manager/COO
Deanna Smith  Executive Assistant/Clerk to the Board
Kelly Halcon  Director of Human Resources & Risk Management
Robert Weber  Director of Transportation Services
Mark Eccles  Director of IT
Tom Hicks  CTSA Manager
Zoe Shoats  Marketing Manager
Mike Gallant  Business Development Planner
Dave Laredo  De Lay & Laredo
Miriam Gutierrez  Customer Service Representative
Public:

Jim Fink MST Rider
Renee Leonard MST Rider
Alivia Stricklin --
Eric Petersen --
Lance Atencio MVT

Apology is made for any misspelling of a name.

2. CONSENT AGENDA

2-1 Review highlights of Agenda.


2-3. Disposal of property left aboard buses.


2-6. 2014 Board Calendar and Committee Schedule.

2-7. Authorize Contract Agreement with Gillig, LLC.

2-8. Authorize purchase of Facilities service trucks.


2-10. Approve Retirement and Disposal of Vehicles.


Public Comment

Mr. Fink requested Agenda # 2-4 be pulled. He asked that the minutes of October 14, 2013, be corrected to reflect his comment under Consent Agenda of “a 91 year-old local man, Mr. Jesus Cortez, who is an inpatient at Ridge Skilled Nursing Home and relies on this service for dialysis treatment.” He also requested that his Public Comment be corrected to reflect his request that “MST implement a system similar to VTA in Santa Clara whereby passengers may de-board the bus by request for reasons of personal safety at locations other than designated flag stops.”

Close Public Comment

Director Hughes arrived at 10:07 a.m.

Director Barrera made a motion to approve the Consent Agenda, with requested corrections, and was seconded by Director Downey. The motion carried unanimously.
3. SPECIAL PRESENTATIONS

3-1. November Employee of the Month – Carl Wulf, Facilities/Capital Projects Manager.

Michael Hernandez recognized Carl Wulf, Facilities and Capital Projects Manager, for his excellent work on behalf of MST and the entire community.

4. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Renee Leonard still believes the walking distance between the JAZZ stop at Burger King and Otis at Broadway is too far for most people. She requests that an MST staff member walk this route to understand the hardship it presents to MST riders. The bus signs for Hilby Avenue to the Aquarium are still confusing. She appreciates that Line 94 serves the Community Hospital of the Monterey Peninsula, but would like to see weekend service as well. She is very upset about the homeless situation at the Monterey Transit Plaza. She believes it is wrong to provide them with free bus passes while she and others on fixed income must pay. She witnessed a homeless individual with a large bottle of vodka waiting for the bus recently and this activity is causing seniors to leave the transit stations.

Mr. Fink liked the old Lines 9 and 10. He stated that it is difficult now that the stop at Fremont and Elm is no longer available. He is also unhappy that the southbound stop at Canyon Del Rey is no longer available. He feels MST is appealing to visitors at the expense of local residents. He requests that Lines 9 and 10 be reinstated and the JAZZ lines be retooled as an express service. He also is happy that Line 22 is back in service on the weekends, but more service is needed in the evenings.

Alivia Stricklin moved here four years ago and has worked with BART, ACE, and other transit agencies. She congratulated MST for their good service. She likes Line 78 but would like a more frequent schedule during the week. She also noticed that MST makes requests for public input on their buses, and offered to help with surveys and outreach. She asked that the pavement at Monterey Transit Plaza be cleaned early in the morning because it is dirty from the many homeless people sleeping in the area.

5. COMMITTEE REPORTS

5-1. HR Committee Minutes from October 14, 2013.

6. CLOSED SESSION

6-1. Conference with Legal Counsel – Litigation - Existing Litigation, (§54956.9(a)): Monterey County Superior Court Case No. M 122629 Cal Signal Corp. v. County of Monterey et al. (No enclosure)
(D. Laredo, C. Sedoryk)

6-2. Conference with Legal Counsel – Litigation – Existing Litigation, (§54956.9(a)): Monterey County Superior Case No. M 124391 Torabbagi
et al. v. Monterey-Salinas Transit District. (No enclosure)
(D. Laredo, C. Sedoryk)

6-3. Conference with Legal Counsel – Litigation - Existing Litigation, (§54956.9(a)): Monterey County Superior Court Case No. M 124539 Ket Lam v. Monterey-Salinas Transit, George Balian. (No enclosure)
(D. Laredo, C. Sedoryk)


6-5. Conference with Labor Negotiators – Amalgamated Transit Union (ATU), Local 1225, and MST, (§54957.6). (No enclosure) (D. Laredo, K. Halcon)

6-6. General Manager Performance Evaluation, Gov. Code (§54957(b))
(No enclosure) (K. Halcon)

Director Orozco moved to Closed Session at 10:24 a.m.

RETURN TO OPEN SESSION

During Closed Session, the Board reviewed Agenda # 6-4 Conference with Property Negotiators, and Agenda # 6-6 General Manager Performance Evaluation. No reportable action was taken on either matter.

7. MAJOR PROCUREMENTS

7-1. Purchase Intelligent Voice Response (VPS) System for MST RIDES.

Mr. Sedoryk stated that the software is 100% funded by FTA Job Access and Reverse Commute (JARC) funds and a local match of State of California toll credits.

Director Barrera made a motion to approve the purchase of a software upgrade to improve service for MST customers with disabilities and was seconded by Director Edwards. The motion carried unanimously.

7-2. Award Contract for Workers’ Compensation Contracted Services.

Director Downey requested an explanation of the cost comparison between vendors. Ms. Halcon explained that two vendors offered only “bundled services” plans and MST has experienced significant cost savings by awarding separate contracts to vendors for each specific service provided.

Director Cohen made a motion to award a three-year contract to Pacific Claims Management to provide Third Party Claims Administration services for
Worker’s Compensation and separate three-year contracts to Excel Managed Care for utilization review and managed care services; ADM for managed care services; and MCMC LLC for bill review, and authorized staff to extend the contract for up to two additional one-year extensions under the same terms, conditions, and prices provided the suppliers have provided satisfactory service. Director Edwards seconded the motion and stated that he appreciates reviewing contracts every 5 years. The motion carried unanimously.

8. PUBLIC HEARINGS

9. UNFINISHED BUSINESS

9-1. Review preliminary design of MST Thomas D. Albert Facility located at One Ryan Ranch Road and approve proposed budget for final design, engineering, environmental, and permitting phase to Board.

Mr. Harvath presented a schematic of a preliminary expansion and rehabilitation design for the Thomas D. Albert Facility at 1 Ryan Ranch Road in Monterey. He stated that the project is designed to meet the two most critical needs of increasing maintenance bays and bus parking. He introduced Rich Weber with Whitson Engineers, a subcontractor of AECOM, who provided more detail.

Director Edwards requested a timetable with specific objectives for the project. Mr. Harvath stated that upon approval of the staff request, a timeline would be provided to the Board at the next Board meeting.

Public Comment

Mr. Fink asked if this project will eliminate the need for further construction and the Salinas maintenance facility. He explained that he recently wrote a letter to the Monterey County Herald, the Salinas Californian, and the Monterey County Weekly regarding Measures K and M and the tactics of Land Watch Monterey County. He recently researched the county assessor’s records and found that the oak trees on the parcels that were intended for the Whispering Oaks Facility are only twenty-five years old and the site was formerly a military landfill. To that end, he would like the issue of Whispering Oaks development to be brought back to the Monterey Board of Supervisors for reconsideration.

Mr. Harvath stated that the Salinas facility will still be needed and there may still be other construction in other areas in the future.

Close Public Comment

Director Armenta asked if this design serves the same purpose as the Whispering Oaks Development. Mr. Sedoryk stated that this is Phase I of a decentralized approach.
Director Edwards made a motion to approve the proposed budget for the final design, engineering, environmental, and permitting phase, not to exceed $1,900,000 or approximately 15% of the project’s preliminary cost estimate of $13 million, and was seconded by Director Cohen. The motion carried unanimously.

9-2. Receive update on MST’s military partnerships with the Presidio of Monterey, Naval Postgraduate School, and Fort Hunter Liggett and provide direction.

Mr. Harvath provided an update on military partnerships and the anticipated reduction of the federal transit benefit supporting the project from $240 to $125 beginning January 1, 2014. The $125 benefit will not allow MST to continue to support the Presidio bus lines. The current MOU between MST and the Presidio requires a 90-day notice to terminate the program.

Public Comment

Mr. Fink expressed his appreciation for the military service and asked that staff take all steps possible to avoid elimination of the program.

Close Public Comment

Mr. Sedoryk stated that he has had meetings in Washington, DC, and at the Pentagon over the last year regarding the matter and will travel to DC again in December to meet with Congressman Sam Farr who sits on the Defense Communities Caucus to request his support for continued funding at current levels.

Director Cohen made a motion to approve staff efforts to communicate with and lobby appropriate legislators and agencies for a continued federal transit benefit at current levels and was seconded by Director Downey. The motion carried unanimously.

10. NEW BUSINESS

11. REPORTS & INFORMATION ITEMS

11-4. BRT Budget Status – Project Closeout.
11-5. Staff trip reports.
11-6. Correspondence.
Public Comment – none.

12. COMMENTS BY BOARD MEMBERS

12-1. Reports on meetings attended by Board Members at MST expense (AB1234).

Director Orozco reported on her attendance at the APTA Annual Meeting in Chicago, IL, in September 2013. She was impressed with the new technology presented.

Director Edwards reported on his attendance at the CTA Fall Conference in Anaheim, CA, in October 2013. He commended MST staff for being well-known and influential among their peers. He thanked Mr. Hicks for assisting Mr. Fink with his transportation needs and thanked staff for assisting with the needs of the students at the Salinas Adult School Transitional Center.

Director Beach reported on her attendance at the APTA Annual Meeting in Chicago, IL, in September 2013. The learning curve was steep and she was impressed by the members of the larger national community of transit professionals and the importance of integrated transit modes. She learned much that will benefit her as a representative of her community.

12-2. Board Member Comments and Announcements.

Director Armenta stated that he was pleased to hear the experience of new MST Board members and stated that this was why he advocated so strongly that MST continue to budget board member travel to conferences.

Director Downey requested that Ms. Leonard continue to “bug” the Monterey City Counsel about the needs at Monterey Transit Plaza. She requested that Hunter speak with Supervisor Parker about issues regarding the Transitional Homeless Area in Marina.

Director Barrera stated that when he was first appointed to the MST Board, Mr. Sedoryk encouraged him to think regionally as a MST representative. The importance of this recommendation has become more relevant over time. He encourages a speedy resolution to the controversy among Salinas-area taxicab companies and wished everyone a Happy Thanksgiving.

Mr. Fink stood to address the Board regarding the homeless issue. Director Cohen called a Point of Order, asking Chair Orozco if she intended to re-open Public Comment. Mr. Laredo stated that Mr. Fink should address staff or board members after the meeting was adjourned.

12-3. Board Member Referrals for future agendas.
Director Downey requested that a quarterly update on the RTA Board meetings be added to the MST agenda.

13. ATTACHMENTS

14. ADJOURN

There being no further business, Chair Orozco adjourned the meeting at 11:32 a.m.

Prepared by: Deanna Smith, Deputy Secretary
To: Board of Directors
From: Angela Dawson
Subject: Financial Reports – October 2013

RECOMMENDATION:

1. Accept report of October 2013 cash flow presented in Attachment #1
2. Approve October 2013 disbursements listed in Attachment #2
3. Accept report of October 2013 treasury transactions listed in Attachment #3
4. Accept October 2013 financial statements listed in Attachment #4

FISCAL IMPACT:

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

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<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Beginning balance October 1, 2013</td>
<td>$12,045,648.26</td>
</tr>
<tr>
<td>Revenues</td>
<td>3,920,420.72</td>
</tr>
<tr>
<td>Disbursements</td>
<td>&lt;2,453,560.04&gt;</td>
</tr>
<tr>
<td>Ending balance October 31, 2013</td>
<td>$13,512,508.94</td>
</tr>
</tbody>
</table>

POLICY IMPLICATIONS:

Disbursements are approved by your Board each month and are shown in Attachment #2. Treasury transactions are reported to your Board each month, and are shown in Attachment #3.

A detail of disbursements can be viewed within the GM Report at http://www.mst.org/about-mst/board-of-directors/board-meetings/
(REVENUES & DISBURSEMENTS)

CASH FLOW

Beginning balance October 1, 2013 $ 12,045,648.26

Revenues

- Passenger Revenue 497,752.43
- DOD Revenue 130,275.43
- LTF / STA / 5307 2,452,835.51
- Grants 752,428.00
- TAMC Loan/Rabo LOC advance 0.00
- Non Transit Revenue 87,329.35

Total Revenues 3,920,420.72

Disbursements

- Operations (See Attachment #2) 2,358,849.55
- Capital 94,710.49

Total Disbursements (2,453,560.04)

Ending balance October 31, 2013 $ 13,512,508.94

COMPOSITION OF ENDING BALANCE

- Checking - First National Bank $ 4,159.33
- Checking - Rabo Bank 311,362.48
- Checking(s) - Wells Fargo Bank 21,515.19
- Local Agency Investment Fund (LAIF) 42,565.05
- Money Market - Homeland Security 739,480.74
- Money Market - Rabo MM 1,625,977.58
- Money Market - PTMISEA 10,085,033.73
- Money Market - Rabo Prop. 1 B 408,656.99
- Bank of America - Escrow 58,426.00
- Petty cash fund, STC Coin Machine, and 2 change funds 11,250.00
- RBC Wealth - Fuel Hedging 50,000.00
- Rabobank-Regional Taxi Authority 154,081.85

Total $ 13,512,508.94
**PAYROLL ACCOUNT**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 4 Payroll &amp; Related Expenses</td>
<td>452,913.51</td>
</tr>
<tr>
<td>October 18 Payroll &amp; Related Expenses</td>
<td>429,555.55</td>
</tr>
<tr>
<td>Payroll adj</td>
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<tr>
<td>Pers &amp; 457</td>
<td>146,244.28</td>
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<td>Garnishments</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,035,839.95</strong></td>
</tr>
</tbody>
</table>

**GENERAL ACCOUNT**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disbursements on Attached Summary</td>
<td>1,357,115.52</td>
</tr>
<tr>
<td>Paydown loan</td>
<td>-</td>
</tr>
<tr>
<td>Workers Comp. Disbursements</td>
<td>45,068.05</td>
</tr>
<tr>
<td>Interest expense</td>
<td>2,195.83</td>
</tr>
<tr>
<td>Bank Service Charge/Armored Car</td>
<td>13,340.69</td>
</tr>
<tr>
<td>Transfer to/from Rabobank general account</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Disbursements</strong></td>
<td><strong>1,417,720.09</strong></td>
</tr>
</tbody>
</table>

Total Disbursements: $2,453,560.04

Less Capital Disbursements & Transfers: $(94,710.49)

Operating Disbursements: $2,358,849.55
**DISBURSEMENTS SUMMARY:**
**GENERAL ACCOUNT DISBURSEMENTS FOR October 1, 2013 - October 31, 2013**

<table>
<thead>
<tr>
<th>VENDOR / DESCRIPTION</th>
<th>CHECKS</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable 10/03/13</td>
<td>33060 - 33135</td>
<td>266,468.44</td>
</tr>
<tr>
<td>Accounts Payable 10/11/13</td>
<td>33136 - 33212</td>
<td>679,133.97</td>
</tr>
<tr>
<td>Accounts Payable 10/15/13</td>
<td>33213 - 33222</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Accounts Payable 10/24/13</td>
<td>33223 - 33226</td>
<td>12,348.00</td>
</tr>
<tr>
<td>Accounts Payable 10/25/13</td>
<td>33227 - 33314</td>
<td>127,405.19</td>
</tr>
<tr>
<td>Accounts Payable 10/29/13</td>
<td>33315 - 33341</td>
<td>270,759.92</td>
</tr>
</tbody>
</table>

**TOTAL**

1,357,115.52

**CHECKS $100,000 AND OVER**

<table>
<thead>
<tr>
<th>VENDOR / DESCRIPTION</th>
<th>BOARD APPROVED</th>
<th>CHECK NUMBER</th>
<th>CHECK DATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coast Oil</td>
<td>Recurring Expense</td>
<td>33075</td>
<td>10/03/13</td>
<td>103,606.84</td>
</tr>
<tr>
<td>MV Transportation</td>
<td>Recurring Expense</td>
<td>33175</td>
<td>10/11/13</td>
<td>447,559.30</td>
</tr>
<tr>
<td>Coast Oil</td>
<td>Recurring Expense</td>
<td>33325</td>
<td>10/29/13</td>
<td>102,749.26</td>
</tr>
</tbody>
</table>
## TREASURY TRANSACTIONS FOR OCTOBER 2013

### LAIF ACCOUNT

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Bank</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward at 10/01/13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>42,565.05</td>
</tr>
<tr>
<td>Transfer to checking for payroll</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Local Agency Investment Fund: Interest earned</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>LAIF Treasury Balance at 10/31/13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>42,565.05</td>
</tr>
</tbody>
</table>

### RABOBANK MM ACCOUNT

<table>
<thead>
<tr>
<th>Date</th>
<th>Account</th>
<th>Bank</th>
<th>Deposit</th>
<th>Withdrawal</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/01/13</td>
<td>Balance Forward at 10/01/13</td>
<td></td>
<td></td>
<td></td>
<td>398,007.38</td>
</tr>
<tr>
<td>10/04/13</td>
<td>To P/R</td>
<td>LTF</td>
<td>1,399,534.37</td>
<td>650,000.00</td>
<td>1,797,541.75</td>
</tr>
<tr>
<td>10/15/13</td>
<td>To A/P</td>
<td>LTF</td>
<td>1,053,101.14</td>
<td></td>
<td>2,200,642.89</td>
</tr>
<tr>
<td>10/15/13</td>
<td>To P/R</td>
<td></td>
<td></td>
<td>275,000.00</td>
<td>1,925,642.89</td>
</tr>
<tr>
<td>10/18/13</td>
<td>To P/R</td>
<td></td>
<td></td>
<td>300,000.00</td>
<td>1,625,642.89</td>
</tr>
<tr>
<td>10/31/13</td>
<td>Interest @ 0.25%</td>
<td></td>
<td>334.69</td>
<td></td>
<td>1,625,977.58</td>
</tr>
</tbody>
</table>

RABO MM Balance at 10/31/13 1,625,977.58
### MONTEREY - SALINAS TRANSIT

**Revenue & Expense - Consolidated**

*Budget vs Actual-Current Month*

*For the Period from October 1, 2013 to October 31, 2013*

*(Amounts are in USD)*

*(Includes Fund: 001)*

*(Includes GL Budget Name: BUDDY14)*

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Curr Mo. Actual</th>
<th>Curr Mo. Budget</th>
<th>Curr Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Fares</td>
<td>(410,546)</td>
<td>(416,087)</td>
<td>6,121</td>
<td>(1,672,201)</td>
<td>(1,886,667)</td>
<td>(5,534)</td>
</tr>
<tr>
<td>Special Transit</td>
<td>(161,072)</td>
<td>(336,200)</td>
<td>175,128</td>
<td>(890,031)</td>
<td>(1,344,800)</td>
<td>454,769</td>
</tr>
<tr>
<td>Cash Revenue</td>
<td>(28,271)</td>
<td>(31,571)</td>
<td>3,300</td>
<td>(323,897)</td>
<td>(126,283)</td>
<td>(197,613)</td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>(1,947,302)</td>
<td>(1,838,305)</td>
<td>(108,996)</td>
<td>(6,723,499)</td>
<td>(7,353,226)</td>
<td>629,737</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>(2,547,190)</strong></td>
<td><strong>(2,622,744)</strong></td>
<td><strong>75,554</strong></td>
<td><strong>(9,809,618)</strong></td>
<td><strong>(10,490,976)</strong></td>
<td><strong>881,358</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor</td>
<td>858,476</td>
<td>964,521</td>
<td>(106,045)</td>
<td>3,201,186</td>
<td>2,838,084</td>
<td>(556,916)</td>
</tr>
<tr>
<td>Benefits</td>
<td>549,899</td>
<td>646,859</td>
<td>(96,675)</td>
<td>2,334,366</td>
<td>2,587,475</td>
<td>(253,109)</td>
</tr>
<tr>
<td>Advertising &amp; Marketing</td>
<td>3,341</td>
<td>13,542</td>
<td>(10,201)</td>
<td>14,837</td>
<td>54,167</td>
<td>(39,528)</td>
</tr>
<tr>
<td>Professional &amp; Technical</td>
<td>74,977</td>
<td>43,799</td>
<td>31,178</td>
<td>200,605</td>
<td>175,196</td>
<td>25,409</td>
</tr>
<tr>
<td>Outside Services</td>
<td>14,678</td>
<td>18,083</td>
<td>(3,405)</td>
<td>59,742</td>
<td>72,333</td>
<td>(12,591)</td>
</tr>
<tr>
<td>Outside Labor</td>
<td>53,014</td>
<td>55,292</td>
<td>(2,278)</td>
<td>196,696</td>
<td>221,169</td>
<td>(24,473)</td>
</tr>
<tr>
<td>Fuel &amp; Lubricants</td>
<td>283,130</td>
<td>302,480</td>
<td>(20,349)</td>
<td>1,090,684</td>
<td>1,213,918</td>
<td>(123,234)</td>
</tr>
<tr>
<td>Supplies</td>
<td>55,190</td>
<td>52,096</td>
<td>3,094</td>
<td>209,259</td>
<td>208,385</td>
<td>874</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>55,909</td>
<td>53,263</td>
<td>2,646</td>
<td>217,921</td>
<td>213,050</td>
<td>4,871</td>
</tr>
<tr>
<td>Marketing Supplies</td>
<td>6,016</td>
<td>2,500</td>
<td>3,516</td>
<td>23,814</td>
<td>10,000</td>
<td>13,814</td>
</tr>
<tr>
<td>Utilities</td>
<td>18,261</td>
<td>23,297</td>
<td>(5,036)</td>
<td>106,334</td>
<td>93,187</td>
<td>13,147</td>
</tr>
<tr>
<td>Insurance</td>
<td>26,842</td>
<td>31,329</td>
<td>(4,487)</td>
<td>123,145</td>
<td>125,316</td>
<td>(2,170)</td>
</tr>
<tr>
<td>Taxes</td>
<td>23,968</td>
<td>19,833</td>
<td>4,135</td>
<td>71,201</td>
<td>79,331</td>
<td>(8,130)</td>
</tr>
<tr>
<td>Purchased Transportation</td>
<td>382,228</td>
<td>280,237</td>
<td>101,991</td>
<td>1,322,280</td>
<td>1,120,049</td>
<td>201,323</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>47,034</td>
<td>12,708</td>
<td>34,326</td>
<td>92,488</td>
<td>50,833</td>
<td>41,654</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>2,196</td>
<td>2,196</td>
<td>0</td>
<td>6,588</td>
<td>6,588</td>
<td>0</td>
</tr>
<tr>
<td>Leases &amp; Rentals</td>
<td>8,135</td>
<td>5,752</td>
<td>2,383</td>
<td>37,728</td>
<td>23,008</td>
<td>14,720</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>2,466,388</strong></td>
<td><strong>2,526,620</strong></td>
<td><strong>(60,212)</strong></td>
<td><strong>9,308,656</strong></td>
<td><strong>10,156,401</strong></td>
<td><strong>(797,745)</strong></td>
</tr>
<tr>
<td>Operating (Surplus) Deficit</td>
<td><strong>(80,802)</strong></td>
<td><strong>(96,144)</strong></td>
<td><strong>15,342</strong></td>
<td><strong>(300,962)</strong></td>
<td><strong>(384,075)</strong></td>
<td><strong>83,613</strong></td>
</tr>
</tbody>
</table>
## MONTEREY - SALINAS TRANSIT

Revenue & Expense - Consolidated

For the Period from October 1, 2013 to October 31, 2013

(Amounts are in USD)

(Includes Fund: 002)

(Includes G/L Budget Name: BUDFY14)

<table>
<thead>
<tr>
<th>Description</th>
<th>Curr Mo. Actual</th>
<th>Curr Mo. Budget</th>
<th>Curr Mo. Variance</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passenger Fares</td>
<td>(27,446)</td>
<td>(32,063)</td>
<td>4,617</td>
<td>(100,635)</td>
<td>(128,333)</td>
<td>21,498</td>
</tr>
<tr>
<td>Special Transit</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash Grants &amp; Reimbursement</td>
<td>(213,041)</td>
<td>(213,041)</td>
<td>(852,164)</td>
<td>(852,164)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>(240,487)</td>
<td>(245,124)</td>
<td>4,637</td>
<td>(958,999)</td>
<td>(980,498)</td>
<td>21,498</td>
</tr>
<tr>
<td>Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Labor</td>
<td>3,874</td>
<td>3,520</td>
<td>354</td>
<td>14,444</td>
<td>14,082</td>
<td>362</td>
</tr>
<tr>
<td>Benefits</td>
<td>2,107</td>
<td>1,728</td>
<td>379</td>
<td>9,113</td>
<td>6,913</td>
<td>2,201</td>
</tr>
<tr>
<td>Advertising &amp; Marketing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional &amp; Technical</td>
<td>187</td>
<td>(167)</td>
<td></td>
<td>667</td>
<td></td>
<td>(567)</td>
</tr>
<tr>
<td>Outside Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outside Labor</td>
<td>4,465</td>
<td>1,398</td>
<td>3,067</td>
<td>11,484</td>
<td>5,911</td>
<td>5,564</td>
</tr>
<tr>
<td>Fuel &amp; Lubricants</td>
<td>42,580</td>
<td>41,687</td>
<td>914</td>
<td>156,545</td>
<td>166,667</td>
<td>(10,122)</td>
</tr>
<tr>
<td>Supplies</td>
<td>1,078</td>
<td>1,375</td>
<td>(297)</td>
<td>1,478</td>
<td>5,500</td>
<td>(4,022)</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>483</td>
<td>1,250</td>
<td>(767)</td>
<td>483</td>
<td>5,000</td>
<td>(4,517)</td>
</tr>
<tr>
<td>Marketing Supplies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>704</td>
<td>(704)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchased Transportation</td>
<td>202,931</td>
<td>193,066</td>
<td>9,865</td>
<td>758,624</td>
<td>772,263</td>
<td>(13,638)</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>213</td>
<td>250</td>
<td>(37)</td>
<td>213</td>
<td>1,000</td>
<td>(787)</td>
</tr>
<tr>
<td>Interest Expense</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leases &amp; Rentals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>257,731</td>
<td>245,124</td>
<td>12,607</td>
<td>952,385</td>
<td>980,498</td>
<td>(28,112)</td>
</tr>
<tr>
<td>Operating (Surplus) Deficit</td>
<td>17,244</td>
<td>0</td>
<td>17,244</td>
<td>(6,614)</td>
<td>0</td>
<td>(6,614)</td>
</tr>
</tbody>
</table>
To: Board of Directors

From: Kelly Halcon, Director of Human Resources & Risk

Subject: Authorize MST Staff to Develop Special Counsel Pool

RECOMMENDATION:

1. Authorize staff to establish a pool of legal service providers to act as special counsel when needed.

2. Authorize staff to assign special services from the pre approved pool of Legal Counsel when the need arises.

FISCAL IMPACT:

Funding is available in the FY 2014 operations budget.

POLICY IMPLICATIONS:

Your Board authorizes Special Legal Services.

DISCUSSION:

When legal issues arise and the expertise needed is outside of the scope of MST’s General Counsel, MST will assign Special Counsel to the case. Up until now, MST has utilized Special Counsel on a case by case basis. However this is not the most efficient use of staff time to obtain Special Counsel.

In an effort to simplify the process, MST published an RPF in March of this year asking for quotes for Special Legal Services to develop a pool to utilize when the need arises. During the process, MST received many proposals but, unfortunately, received only one proposal for Workers’ Compensation Legal Services. In order to develop a pool for Workers’ Compensation, MST included the Workers’ Compensation Legal Services into the Workers’ Compensation RFP that was published in September of this year.

Staff, along with General Counsel, reviewed the proposals based on a number of criteria that included each firm’s relevant experience, qualifications, staffing, understanding of MST needs, and cost. Based on the review staff recommends including the following firms for pre-approved special legal services.
Table 1: Staff Recommended Firms For Special Legal Services

<table>
<thead>
<tr>
<th>Firm</th>
<th>Specialty</th>
<th>Cost per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hanson Bridgett</td>
<td>All aspects of public sector work experience in transit, Work in Taxi Cab Regulations</td>
<td>$190-$375</td>
</tr>
<tr>
<td>Richards Watson Gershon</td>
<td>All aspects of public sector work experience except WC</td>
<td>$150-$275</td>
</tr>
<tr>
<td>Best Best and Krieger</td>
<td>All aspects of public sector work experience except WC</td>
<td>$260-$395</td>
</tr>
<tr>
<td>Libert Cassidy Whitmore</td>
<td>Labor, Employment</td>
<td>$255-$300</td>
</tr>
<tr>
<td>Burke Williams Sorensen</td>
<td>All aspects of public sector work experience except WC</td>
<td>$135-$295</td>
</tr>
<tr>
<td>McDonald Law Corporation</td>
<td>Workers’ Compensation</td>
<td>$160</td>
</tr>
<tr>
<td>Haworth, Bradshaw, Stalknecht &amp; Barber, Inc.</td>
<td>Workers’ Compensation</td>
<td>$168</td>
</tr>
<tr>
<td>Yrulegui &amp; Roberts, PC</td>
<td>Workers’ Compensation</td>
<td>$160</td>
</tr>
<tr>
<td>D’ Andre, Peterson, Bobus &amp; Rosenberg</td>
<td>Workers’ Compensation</td>
<td>$150-$175</td>
</tr>
<tr>
<td>McNamara &amp; Drass</td>
<td>Workers’ Compensation</td>
<td>$100-$160</td>
</tr>
<tr>
<td>Kennedy, Archer and Giffen</td>
<td>Liability, Employment</td>
<td>$200-$225</td>
</tr>
</tbody>
</table>
The table below identifies firms who submitted proposals that staff does not recommend their inclusion within the established pool at this time.

<table>
<thead>
<tr>
<th>Firm</th>
<th>Specialty</th>
<th>Cost per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edgerton and Weaver</td>
<td>Municipal Law</td>
<td>$25k Retainer</td>
</tr>
<tr>
<td></td>
<td>General Litigation</td>
<td>$225-$250</td>
</tr>
<tr>
<td>Nossaman</td>
<td>Environmental</td>
<td>$300-$550</td>
</tr>
<tr>
<td></td>
<td>Construction</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Corporation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Domain</td>
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<tr>
<td>Valencia Wilberding &amp; Tompkins</td>
<td>Workers’ Compensation</td>
<td>$150</td>
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<tr>
<td>Goldfarb Lipman</td>
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<td>$130-$275</td>
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<td></td>
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<td></td>
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<td></td>
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<tr>
<td>Meyers Nave</td>
<td>Liability</td>
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With approval of this action, staff intends to establish a pool of legal firms (included in Table 1) to provide specialized services based on MST’s legal needs on an as-needed basis. There is no financial cost to MST to establish the list and the process has allowed staff to receive competitive proposals from a variety of legal firms. To efficiently address legal timelines staff would also recommends with this action for the Board to authorize staff to utilize special counsel from the established pool without requiring further approval.

PREPARED BY: ____________________     REVIEWED BY: ____________________
Kelly Halcon                    Carl G. Sedoryk
Facilities Committee
November 4, 2013
Minutes

Group: Facilities Committee
Place: MST Office, One Ryan Ranch Road, Monterey, CA
Present: Directors Barrera, Beach, Downey, Hurley, O’Connell
Absent:
Staff: Carl Sedoryk, Hunter Harvath, Michael Hernandez, Carl Wulf, Deanna Smith
Others: Dave Laredo, MST General Counsel;

1. Call to order.

Chair Downey called the meeting to order at 9:00 a.m. Roll call and the Pledge of Allegiance followed.

2. Public comment on matters not on the agenda.

No public comment.

3. JAZZ BRT Final Report.

Michael Hernandez provided a handout breaking out the final costs of the project by category. The final total cost of the project came in at $6.126 million out of a total budgeted amount of $6.375 million. Page 78 of the MST Board packet provided a list of local and California-based vendors who benefitted from the project.

Public Comment – none.


Carl Wulf stated that at the last Facilities Committee meeting, MST staff informed the committee about rust issues at the transit facility that required repainting. Pacific Coast Painting has begun the work, using an epoxy rust-resistant paint that should lengthen the time between required maintenance. The facility’s location near the ocean is particularly corrosive to painted and metal surfaces. The project is expected to be complete in three to four weeks.
Public Comment – none.

5. **Bus Shelters – Salinas**

Carl Wulf informed the committee that the glass side panels at specific bus shelters in the Salinas area are being routinely vandalized. While graffiti can be removed on painted surfaces, deep scratches and “etching” on the glass surfaces require replacement. The cost of replacing the glass on each shelter is between $1,000 and $1,200, which is unsustainable given the frequency of the damage. Poorly maintained shelters create an unsafe atmosphere and local developers have complained about the condition of shelters.

Staff recommends removing the glass altogether in areas of continued vandalism. If complaints are received regarding the lack of shelter from rain or wind, staff will bring the issue back to the committee for reconsideration. Options include replacing the glass panels with a paintable surface or a perforated steel material, although this results in a dark and potentially dangerous environment for MST riders.

Director Barrera stated that he does not expect many complaints from residents of the Alisal community as they tend to be grateful simply to have bus service. He stated that he is not happy about the removal of the panels because it will cause the elderly and mothers with children to suffer during inclement weather, although graffiti and other vandalism also create an unsafe environment and it is best to remove the graffiti soon rather than later. He is unsure of the best solution but supported staff’s recommendation and offered to alert staff if he received any complaints.

Director Downey recommended removing the glass slowly, one area at a time, to assess whether this is a burden to riders.

Director Hurley stated that the City of Greenfield would be happy to take the removed glass panels for their shelters.

Director Beach asked if other alternatives were analyzed for their cost-effectiveness compared to total removal. Mr. Wulf stated that removal is much less expensive than replacing, given the safety issues of complete enclosure and routine graffiti removal and repainting. MST has a 24-hour graffiti removal policy. Director Beach stated that a cost comparison would be helpful and offered to view the shelters in person to offer her advice.

Mr. Sedoryk offered to transport any interested committee members to the affected areas to better understand the challenges and offer additional recommendations. Staff will move forward, but research other creative options. He will also place a Facilities: 101 presentation on a MST agenda in the near future.

Chair Downey moved to Closed Session at 10:30 a.m.
6. **Closed Session**


**Return To Open Session.**

Chair Downey moved to Open Session at 10:40 a.m.

No reportable action taken.

7. **Review preliminary design of MST Thomas D. Albert Facility located at One Ryan Ranch Road and recommend proposed budget for final design, engineering, environmental, and permitting phase to Board.**

   Mr. Harvath stated that the primary needs at the TDA facility are to increase the number of bus maintenance bays and bus parking spaces. The project being proposed has a total projected cost of $13 million, which staff believes is what MST can afford to finance. He introduced Rich Weber of Whitson Engineers, subcontractor for AECOM, and Carl Wulf, MST Facilities and Capital Projects Manager, who will both offer information on the project.

   Mr. Wulf explained that the schematic presented is the final of four or five renditions. MST staff and engineers from Whitson Engineers worked back from the $13 million limit to produce a workable solution within financial constraints.

   Mr. Weber confirmed that the project keeps MST’s water usage static.

   Director Beach asked if the plan solves the current bus movement problem. Mr. Harvath stated that it does provide the necessary space for the targeted number of buses, although it is very tight and wide aisles will be reduced; this is typical of larger transit facilities.

   Mr. Sedoryk confirmed that approximately thirty-six buses will be moved from the Salinas facility and those drivers and additional maintenance personnel will be moved to the TDA facility. This will require a new location for MST Administrative personnel.

   Director Beach asked if adding a second story was considered. Mr. Weber explained that given the physical limitations of the property, local height code restrictions, and visibility limitations, adding a second story is not feasible. Adding a second story to house Administrative personnel also adds to the number of employee parking spaces, which is not possible given the priorities of additional maintenance bays and bus parking.

   Mr. Sedoryk stated that the first phase of the project is to be funded with a combination of Whispering Oaks settlement funds reimbursed by the County of
Monterey and Proposition 1B funds. This phase of the project is 15% - 18% of total project costs, which is typical for construction projects.

Director Hurley made a motion to recommend that the MST Board authorize staff to move forward with the preliminary design of MST Thomas D. Albert Facility located at One Ryan Ranch Road and the proposed budget for final design, engineering, environmental, and permitting phase. The motion was seconded by Director O'Connell and carried unanimously.

8. Adjourn

There being no further business, Chair Downey adjourned the meeting at 9:58 a.m.
To: Board of Directors

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

Subject: Approve the Purchase of Two Commuter Coaches

RECOMMENDATIONS:

Authorize MST to purchase two (2) heavy-duty suburban coaches from Motor Coach Industries (MCI).

FISCAL IMPACT:

Not to exceed $1,200,000. Based on final options, the new MCI coaches are estimated to cost up to $600,000 each. This purchase is funded in the amount of $600,000 through the Rural Transit & Intercity Bus FTA Section 5317(f) grant and $600,000 from California’s Transportation Bond Program Prop 1B.

POLICY IMPLICATIONS:

Your Board approves purchase over $25,000.

DISCUSSION:

MST operates a fleet of 13 commuter coaches used for service to San Jose and Santa Cruz and south to King City, Hunter Liggett, and Paso Robles. These coaches are specially designed for operators on long-distance routes.

In addition to our 2013 Gillig low-floor commuter coach operating between Monterey and Santa Cruz, MST has four MCI commuter coaches with an average of 243,000 miles and eight model year 2002/2003 Gillig commuter coaches with an average of 662,000 miles.

These two MCI coaches will supplement our existing high-mileage commuter coaches and will be placed into service on the new Line 83-Fort Hunter Liggett-San Jose Airport Express. These MCI coaches are ideal for long distance commuter service providing seating capacity for up to 57 passengers and space for luggage.

MST and three other transit properties are part of a joint agency procurement effort led by Victor Valley Transit Authority (VVTA), which enables members to purchase MCI
coaches over a five year period. This joint agency procurement method is an FTA approved procurement process which eliminates the need for MST to develop individual specifications and manage a formal procurement process.

Approval of this item will authorize staff to issue a Notice to Proceed, or purchase order, to MCI for two commuter coaches in the amount not to exceed $1,200,000. MCI currently has a 52 week delivery timeline and, if approved by MCI, the Notice to Proceed will allow MST to place its order into the MCI production schedule and avoid a longer delivery delay.

MST’s contract with MCI will be contingent upon Victor Valley Transit Authority’s finalizing contract documents with MCI, as the procurement was approved on November 18th, a day prior to drafting this memo.
To: Board of Directors
From: Michael Hernandez, Assistant General Manager/Chief Operating Officer
Subject: Approve the Purchase of Gillig Coaches

RECOMMENDATIONS:

Authorize MST to purchase up to fifteen (15) low floor coaches from Gillig Corporation.

FISCAL IMPACT:

Up to $7,460,000. This purchase is funded through FTA's State of Good Repair grant in the amount of $5,000,000 and $2,460,000 from California's Transportation Bond Program, Prop 1B.

POLICY IMPLICATIONS:

Your Board approves purchase over $25,000.

DISCUSSION:

MST currently operates a fleet of 75 heavy-duty coaches. This procurement is intended to replace MST’s oldest coaches in the fleet, model year 2000 Gillig Phantoms (1100 series) with a fleet average of 595,063 miles, with some vehicles exceeding 625,000 miles.

All these vehicles exceed FTA retirement eligibility criteria of 12 years or 500,000 miles. MST’s fleet of 75 vehicles has 23 coaches, or 31% of the fleet, eligible for retirement with another 8 vehicles projected to reach 500,000 miles in the next year.

MST and 21 other transit properties are members of the Central Contra Costa Transit Authority (CCCTA) purchasing consortium. As a member of the consortium, and as provided in the contract with Gillig approved by your Board last month, MST is authorized to purchase buses directly from Gillig thereby eliminating the need for staff to develop specifications and manage a formal procurement process.

These replacement buses are critical to the fleet as operating costs for MST’s older coaches have increased significantly in FY14 due to the high repair costs for these aging vehicles. As a comparison, the operating cost of the 1100 series coaches for October was $1.46 per mile, versus $0.76 per mile for our newest 2013 Gillig coach.
Approval of this item will authorize staff to issue a Notice to Proceed for up to 15 coaches for an amount not to exceed $7,460,000. Gillig currently has a 17 to 18 month delivery timeline and with the Notice to Proceed MST’s order will be placed into Gillig’s production schedule to avoid an even longer delay in the delivery of this order.

PREPARED BY: Michael Hernandez

REVIEWED BY: Carl Sedoryk
To: Board of Directors
From: Hunter Harvath, Assistant General Manager – Finance & Administration
Subject: 2014 Legislative Program

RECOMMENDATIONS:

Receive update on state and federal legislative issues and approve the proposed Monterey-Salinas Transit 2014 Legislative Program.

FISCAL IMPACT:

The 2014 Legislative Program would advocate preservation of existing transportation funding and increased funding for priority projects.

POLICY IMPLICATIONS:

Your board adopts an annual legislative program. The recommended legislative program for 2014 (Attachment) is consistent with our mission of advocating and delivering quality public transportation as a leader within our industry. The 2014 Legislative Program will be presented to state and federal legislators and their respective staff members and will guide MST positions on legislative matters throughout the year. The Legislative Program is also used as a guideline for supporting, opposing, or watching legislation when time does not permit official MST Board action on specific legislation.

DISCUSSION:

To monitor and guide transit-related legislation in Sacramento and Washington, DC, MST participates in the California Transit Association (CTA), the California Association of Coordinated Transit (Cal-Act), the Community Transit Association of America (CTAA), and the American Public Transportation Association (APTA). In addition, MST is represented by Walters & Associates in Washington, DC. This firm provides analysis, advice, staff support, and advocacy regarding federal issues on our behalf and has successfully assisted MST in seeking additional funding for ongoing capital and operating needs.

While 2014 will see the official expiration of the 2 year Transportation Authorization funding bill known as “Moving Ahead for Progress in the 21st Century” (MAP-21), it is likely that due to current dysfunction within Congress the bill will be extended for some time into the future. The implementation of MAP-21 resulted in...
substantial revisions to the way transportation funding is apportioned amongst transit operators around the country as well as to states which administer transit programs for some small urban and rural areas. MST has realized less federal operating and capital funding under the MAP-21 than under previous bills for MST’s day-to-day operations, and fewer capital formula funds for use in purchasing assets like vehicles and equipment, acquiring property, and constructing buildings and other infrastructure. The bill has also eliminated the New Freedom and Jobs Access Reverse Commute Programs that provided funding for specific programs designed for the elderly, persons with disabilities, and low-income jobs. While the new bill is providing less funding overall to MST, the bill directs the Federal Transit Administration (FTA) to draft official directives and guidance that require the establishment of federal standards for safety, asset management, and overall performance, which have the potential to increase costs for the agency.

As a part of its FY 2014 appropriations process, Congress has only appropriated 3 ½ months of funding for virtually all governmental agencies, including the Department of Transportation (which includes the Federal Transit Administration). Staff will be traveling to Washington, DC, several times this winter to meet with legislative staff on transit-related issues, including advocacy for the remaining 8 ½ months of appropriations for FY 2014 and restoring the federal transit benefit to support MST’s military partnership programs. Federal dollars continue to be crucial to both operating needs (e.g., fuel, wages, etc.) as well as capital project delivery, particularly for the replacement of buses, MST’s Bus Rapid Transit (BRT) program, and development of transit centers and other infrastructure. In addition, with MAP-21 officially expiring on September 30, 2014, staff will continue participating in discussions with fellow APTA and CTAA members regarding funding and program priorities to be included in the next transportation authorization legislation.

At the state level, MST will focus on ensuring that essential capital needs are funded by advocating for the timely issuance of state transportation bonds approved by voters in November of 2006. MST will continue to monitor the outcome of the November 2010 passage of Proposition 22, which was designed to protect funding for transit, as well as other local funds, from raids by the state legislature and governor to help balance the general fund budget. Staff will also continue working closely with key representatives of Caltrans Division of Mass Transportation to ensure that transit funds administered by that agency are distributed to local transit agencies promptly, effectively and equitably.

While staff will monitor these important issues in Sacramento as the year progresses, MST will endeavor to maintain positive working relationships with our state delegation and will communicate with representatives of the Brown Administration to advocate streamlining state administered federal grant programs, where appropriate. This approach would allow federal funds to be managed more directly by small urban transit operators who, like MST, already receive and manage federal transit grants.
In order to maximize our legislative effectiveness in 2014, MST will continue to be involved closely with CTA and Cal-ACT at the state level and APTA and CTAA at the federal level. Additionally, MST shares a number of the same legislative objectives as TAMC, the Fort Ord Reuse Authority, and the MST member-jurisdictions and has been working closely with a number of those agencies on the development of our respective FY 2014 legislative programs.

Attachment: Proposed MST 2014 Legislative Program
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MST 2014 DRAFT Legislative Program

State Issues

1S. Engage in cooperative support among partner organizations.
   a. Support the 2014 Legislative Programs of the California Transit Association (CTA) and California Association of Coordinated Transportation (CalACT).
   b. Support the 2014 State Legislative Programs for the Transportation Agency for Monterey County (TAMC), the Fort Ord Reuse Authority (FORA), and MST member-jurisdictions.
   c. Support other partner agency legislative efforts where common interests exist.
   d. Ensure state legislative efforts are consistent with and coordinated with the MST federal legislative program.

2S. Support transit-related legislation.
   a. Support legislation and polices that enable transit supportive development.
   b. Introduce and/or support legislation creating pilot programs to fund public transit buses and support vehicles with bio-fuel-powered and other alternative-powered engines, including hybrids.
   c. Support legislation that increases safety for transit employees and customers by increasing penalties against those that commit crimes against an operator of a transit vehicle, against the transit riding public, or against property of transit agencies.

3S. Encourage the state to restore, preserve and augment transportation and transit funding.
   a. Oppose any transfer or expenditure of Transportation Development Act, Public Transportation Account, Traffic Congestion Relief Fund, and other transit funds to state and local agencies for purposes other than those specified in the Act and existing transit funding law. Monitor the effects of 2010 Proposition 22 and Proposition 26 on transit funding.
   b. Support and advocate fair and equitable transportation program funding and project criteria and allocation formulas for funds from transportation and housing bond measures that were passed on the 2006 General Election Ballot, including any remaining funds that have been disencumbered from other agencies’ cancelled projects. Ensure that funds are maximized for MST and that the region’s authority to decide how to program any new funds is retained. Work
with the Governor’s Administration, the Legislature, the California Transportation Commission, Caltrans and others in key decision-making processes. Seek bond funding for bus operations, maintenance and administration facilities; new bus purchases; transit stations; security improvements to property and buses; Intelligent Transportation Systems (ITS); Bus Rapid Transit (BRT); and mixed-use transit oriented developments (TODs).

c. Seek state funding for critical transit capital projects, including but not limited to bus operations, maintenance and administration facilities; new bus purchases; transit stations; security improvements to property and buses; Intelligent Transportation Systems (ITS); Bus Rapid Transit (BRT); mixed-use transit oriented developments (TODs); and other transit facilities.

d. Support enactment of comprehensive long-term transit funding programs to: increase operating revenue; create new transit capital funding programs; enact transit-supportive development funding; add revenue needed to comply with air quality requirements.

4S. Support reductions in burdensome legal and/or regulatory requirements.

a. Support exemptions for small operators from financially burdensome new legal or regulatory requirements or minimize their impact on small operators.

b. Oppose efforts to mandate benefits or other specific working conditions that would increase MST’s costs and would be more appropriately addressed through the local collective bargaining process.

c. Monitor ongoing rule-making discussions at the California Air Resources Board including AB 32, SB 375 and the state’s new “Cap and Trade” program, and oppose additional regulatory requirements that do not have a new, dedicated funding source provided for their implementation.

d. Support efforts to streamline state-administered federal grant programs to allow funds to be administered directly by small urban transit operators who already receive and manage federal transit grants, where appropriate.

e. Monitor state implementation of pension reform laws.

5S. Raise MST’s profile and role in state legislative issues.

a. Continue to bring legislators, key Governor Brown staff and others to MST for a facilities tour and presentation.

b. Maintain positive working relationships with newly elected state representatives including Governor Brown, Assemblymembers Alejo and Stone, and Senators Monning and Canella.

c. Continue having MST Board and staff participate in transit-related meetings with elected representative, key transportation and budget committee members and other officials.
MST 2014 Legislative Program

Federal Issues

1F. Engage in cooperative support among partner organizations.

a. Support the 2014 American Public Transportation Association (APTA), and Community Transit Association of America (CTAA) Legislative Programs.

b. Support the 2014 Federal Legislative Programs for the Transportation Agency for Monterey County (TAMC), the Fort Ord Reuse Authority and MST member-jurisdictions.

c. Support other partner agency legislative efforts where common interests exist.

d. Participate in TAMC efforts to gain federal funding for fixed-guideway service within the Monterey Bay region.

2F. Ensure short-term and long-term transit funding stability and expansion.

a. Support legislation that provides parity between the Federal Transit Benefit for parking and transit at a level that is at least equal to that established in the American Recovery and Reinvestment Act of 2009 and Section 727 of the Tax Relief, Unemployment Insurance Reauthorization, and Job Creation Act of 2010 (P.L. 111-312).

b. To ensure a steady stream of needed vehicle and infrastructure funding on an annual basis, seek additional funding for the Federal Transit Administration Section 5339 Bus and Bus Facility capital grant program.

c. Seek federal funding for critical transit projects, including but not limited to new buses, bus equipment/facilities, Bus Rapid Transit (BRT), and Intelligent Transportation System (ITS) technology.

d. Seek maximum annual appropriations for transit programs and maintain the guaranteed funding levels and “firewalls” established in current legislation that match transportation revenue to transportation expenditures.

e. Protect Mass Transit Account funded programs in MAP-21 Authorization against rescission, sequestration or other financial reductions from attempts to solve General Fund imbalance problems with the federal budget. Seek funding from all authorized discretionary and formula funding sources including New Freedoms (NF), Small Transit Intensive Cities (STIC), ITS, the federal mass transit benefit, homeland security, FTA Section 5309 (including continuation of the Small Starts and Very Small Starts programs), FTA Section 5339, US Department of Agriculture (rural areas), and other programs.

f. Participate in planning, discussions and negotiations for the next federal transportation reauthorization and support the APTA Recommendations on Federal Public Transportation Authorizing Law.
g. In the next federal reauthorization legislation, stabilize and increase transportation funding sources in light of the depletion of the federal highway trust fund and transit trust fund and advocate for a well-funded, swiftly-implemented, multi-year federal transportation program.

h. Support California receiving its fair share of its contribution to federal transportation funding.

i. Oppose efforts to reduce or limit federal formula or discretionary transit funds.

j. Promote Intelligent Transportation System (ITS) programs and research, as a cost-effective means of addressing transportation needs.

k. Seek additional funding for elderly and disabled transportation, including the FTA Section 5310 elderly and disabled transit capital funding program, which under MAP-21 incorporates funding for projects formerly eligible under the Section 5317 New Freedoms Program.

l. Oppose any efforts to shift current, expanded, or new transit funds or fuel taxes/fees to non-transportation programs or projects.

m. Include transit capital and operating funds as part of any further potential economic stimulus and jobs bills that may be proposed and relieve local agencies from funding match requirements.

3F. Support reductions in burdensome legal and/or regulatory requirements.

a. Encourage legislative and regulatory efficiency.

b. Work to streamline regulations and improve the ability of local and regional agencies to plan and deliver transportation projects and services in a timely, cost-effective manner.

c. Advocate for changes in policies that inhibit MST’s abilities to effectively provide mobility, including inappropriate usage of the 13c provision of the 1964 Federal Transit Act, restrictions of buses based on axel weight, unreasonable spare ratio requirements.

d. Monitor forthcoming Asset Management, Safety and Performance requirements on transit agencies being considered by the Federal Transit Administration and advocate for exemptions and/or reduced reporting requirements for small operators.

5F. Raise MST’s profile and role in federal legislative issues.

a. Continue to bring legislators, key staff and other federal stakeholders to MST for a facilities tour and presentation.

b. Continue having MST Board and staff participate in transit-related meetings with federal elected representatives, key transportation and budget committee members and other officials.
To: Board of Directors

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

Subject: Cash Flow Issues

RECOMMENDATION:

1. Receive update on agency cash flow issues.

2. Authorize internal operating budget borrowing of up to $6.8 million from MST’s $10,083,500 Proposition 1B capital fund.

FISCAL IMPACT:

Up to $6.8 million out of an available $10,083,500 in the agency’s Proposition 1B capital fund account.

POLICY IMPLICATIONS:

Your Board approves borrowing in excess of $25,000.

DISCUSSION:

For the last several years, periodic delays by the federal and state governments for reimbursements in grant funds have adversely affected MST’s cash flow, leaving the agency in danger of being unable pay bills for fuel, health insurance, payroll and other vital operating expenditures. For most transit grant programs, the agency must first spend the funds and then, once checks have been cashed and posted to MST’s accounts, apply for reimbursement from the federal and state governments. It can often take months or even a year or more to be reimbursed for funds expended by the agency even though it must provide bus services and incur expenses on a daily basis.

In order to maintain adequate cash flow, your Board has previously approved a $1 million Rabobank line of credit, of which $600,000 is currently exercised. Additionally, the Board of Directors of the Transportation Agency for Monterey County (TAMC) has authorized borrowing of up to $3 million from its Regional Surface Transportation Program account (RSTP) to facilitate MST’s cash flow until its federal and/or state reimbursements are received.

To date, this combination of a line of credit and periodic loans from TAMC have been sufficient to meet MST’s cash-flow needs. However, during a recent Caltrans
audit, TAMC was instructed to cease loaning MST funds from its RSTP account. In its response to the Caltrans audit, TAMC has maintained that such RSTP loans are indeed allowable under current California law. Nevertheless, RSTP loans to MST are unavailable for the time being while this matter is being resolved between TAMC and Caltrans.

Concurrently, the US Congress has been unable to pass a full fiscal year 2014 budget, which led in part to the 16-day government shutdown in October. With only a 3½-month stop-gap budget now in place, the Federal Transit Administration (FTA) has chosen to not reimburse any Fiscal Year 2014 funds until it sees what Congress will do after the current stop-gap spending law expires in mid-January 2014.

Because both federal reimbursements and TAMC loans are currently unavailable, staff consulted with MST’s auditing consultant to inquire about internal loans of agency capital funds to meet cash flow operating needs on a temporary basis. While not an ideal solution to MST’s cash-flow problem, this arrangement would not violate regulations of California State Proposition 1B, which provides MST over $20 million in capital funds for various bus, infrastructure and facility projects. Further, MST’s auditing consultant advised staff to ensure that any capital interest not gained during the borrowing of the funds was reimbursed when the principle amount was repaid to the capital budget. With interest rates at historically low rates, the financial impact of reimbursing this lost interest would be negligible.

For FY 14, MST expects approximately $6.15 million in FTA operating grant funds for urbanized areas and an additional $715,000 for rural areas to reimburse agency operating expenditures associated with providing transit services to the public. In that regard, staff recommends that your Board authorize internal operating budget borrowing of up to $6.8 million from MST’s $10,083,500 Proposition 1B capital fund account in order to meet operating cash flow needs. For at least a year, staff does not anticipate expenditure of the majority of these capital funds which have been designated for facility expansion and bus replacement. Once received, the expected FTA urban and rural grant funds would fully reimburse MST’s capital account plus interest.
To:       Board of Directors
From:    C. Sedoryk, General Manager/CEO
Subject: Monthly Report – October, 2013

Attached are a summary of monthly performance statistics for the Transportation, Maintenance, and Administration departments for October 2014 (Attachments 1 – 4).

During the month, I attended the California Transit Association and California Association of Coordinated Transportation joint Annual Conference in Anaheim, CA. At the conference I participated as a member of the Executive Committee where I was elected to serve another term. I also attended meetings of the Legislative Committee and the Small Operations Committee. I participated in the conference by acting as moderator for two sessions: Creating New Sustainable Revenue Sources for Transit Agencies and Building A Better Board. I also attended the Product Showcase where I was able to meet with vendors and see many new technologies on display.

Attachment #1 – Dashboard Performance Statistics
Attachment #2 – Operations Department Report - October 2013
Attachment #3 – Facilities & Maintenance Department Report - October 2013
Attachment #4 – Administration Department Report - October 2013
Attachment #5 – Disbursement Journal October 2013

A complete detail of Monthly Performance Statistics can be viewed within the GM Report at http://www.mst.org/about-mst/board-of-directors/board-meetings/

PREPARED BY: ____________________
MST Fixed Route
YTD Dashboard Performance Comparative Statistics
July through October
Fiscal Years 2012-2014

Ridership

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(Total passenger boardings)

Passengers Per Hour

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<td>17.5</td>
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(Passengers per hour of service)

Cost Per Revenue Hour

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<td>$106.63</td>
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(Total operating cost per hour of service)

Fare Box Recovery Ratio

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<td>26%</td>
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(Ratio of passenger fares to total operating costs)

Miles Between Road Calls

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<td>16,380</td>
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(Miles travelled between mechanical failure)

Miles Between Preventable Collisions

<table>
<thead>
<tr>
<th></th>
<th>FY 2012</th>
<th>FY 2013</th>
<th>FY 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>265,358</td>
<td>225,467</td>
<td>210,963</td>
</tr>
</tbody>
</table>

(Total miles travelled between preventable collisions)

On Time Performance

<table>
<thead>
<tr>
<th></th>
<th>FY 2012</th>
<th>FY 2013</th>
<th>FY 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>82.5%</td>
<td>81.0%</td>
<td>80.5%</td>
</tr>
</tbody>
</table>

(Percent of trips within 5 minutes of scheduled arrival)

Percentage of Service Delivered

<table>
<thead>
<tr>
<th></th>
<th>FY 2012</th>
<th>FY 2013</th>
<th>FY 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>99.90%</td>
<td>99.90%</td>
<td>99.80%</td>
</tr>
</tbody>
</table>

(Percentage of scheduled trips completed)

*Data for Fiscal Years 2012 and 2013 Unavailable
MST RIDES
YTD Dashboard Performance Comparative Statistics
July through October
Fiscal Years 2012-2014

Ridership
(Total cumulative YTD passenger boardings)
FY 2012: 37,828
FY 2013: 38,752
FY 2014: 34,599

One Way Trips
(Total cumulative YTD one-way passenger trips completed)
FY 2012: 31,278
FY 2013: 30,135
FY 2014: 26,813

Cost Per Revenue Hour
(Total operating cost per hour of service)
FY 2012: $45.27
FY 2013: $59.49
FY 2014: $45.38

Fare Box Recovery Ratio
(Ratio of passenger fares to total operating costs)
FY 2012: 12.4%
FY 2013: 12.4%
FY 2014: 11.2%

Miles Between Road Calls
(Miles travelled between mechanical failure)
FY 2012: 89,892
FY 2013: 85,208
FY 2014: 52,904

Miles Between Preventable Collisions
(Total miles travelled between preventable collisions)
FY 2012: 95,170
FY 2013: 106,501
FY 2014: 94,635

On Time Performance
(Percent of trips within 15 minutes of scheduled arrival)
FY 2012: 84.2%
FY 2013: 84.2%
FY 2014: 84.8%

Passengers Per Hour
(Passengers per hour of service)
FY 2012: 1.9
FY 2013: 2.0
FY 2014: 1.6

54
ATTACHMENT 2

November 21, 2013

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

From: Robert Weber, Director of Transportation Services

Cc: MST Board of Directors

Subject: Transportation Department Monthly Report – October 2013

FIXED ROUTE BUS OPERATIONS:

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

Preliminary boarding statistics indicate that ridership decreased by 3.51% in October 2013, (346,704), as compared to October 2012, (359,319). Fiscal year-to-date, this represents a 2.20% decrease in passenger boardings from last fiscal year.

Productivity decreased from 17.3 passengers per hour (October 2012), to 16.8 PPH in October of this year.

Supplemental / Special Services:

Oct 18: MST provided special service transporting 26 seniors from the Griffin Senior Center in Pacific Grove, and the Oldemeyer Center in Seaside to the Monterey Symphony in Sherwood Gardens in Salinas.

Oct 26: Supplemental service was provided on the Line 23 providing transportation services to 45 attendee’s of the Monterey County Woman’s Heath workshop held at Hartnell College. This event was sponsored by the Monterey County Health Department.

System Wide Statistics:

- Ridership: 346,704
- Vehicle Revenue Hours: 20,667
- Vehicle Revenue Miles: 342,500
- System Productivity: 16.8 Passengers Per Vehicle Revenue Hour
- One-Way Trips Deployed: 29,527

Time Point Adherence: Of 115,406 total time-point crossings sampled for the month of October, the TransitMaster™ system recorded 22,909 delayed arrivals to MST’s published time-points system-wide. This denotes that 80.15% of all scheduled arrivals at published time-points were on time. (See MST Fixed-Route Bus ~ On Time Compliance Chart FY 2014.)
Service arriving later than 5 minutes beyond the published time point is considered late. The on-time compliance chart, (attached), reflects system wide “on-time performance” as a percentage to the total number of reported time-point crossings.

**Trips With 10 or More Standees:** There were fifty three (53) reported trips with 10 or more standees for the month of October. *(See Operations Summary report for further information)*

**Cancelled Trips:** As listed below, there were a total of eleven (11) cancelled trips for the month of October for both directly operated and contracted services.

<table>
<thead>
<tr>
<th>Reason</th>
<th>MST</th>
<th>MV Transportation</th>
<th>% Of All Missed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Detour</td>
<td>1</td>
<td></td>
<td>9.09%</td>
</tr>
<tr>
<td>Mechanical</td>
<td>3</td>
<td></td>
<td>27.27%</td>
</tr>
<tr>
<td>Accident / Collision</td>
<td>1</td>
<td>1</td>
<td>18.18%</td>
</tr>
<tr>
<td>Traffic</td>
<td>3</td>
<td></td>
<td>27.27%</td>
</tr>
<tr>
<td>Equipment Shortage</td>
<td>1</td>
<td></td>
<td>9.09%</td>
</tr>
<tr>
<td>Staffing Shortage</td>
<td>1</td>
<td></td>
<td>9.09%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>10</strong></td>
<td><strong>1</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**Documented Occurrences:** MST Coach Operators are required to complete an occurrence report for any unusual incident that occurs during their work day. The information provided within these reports is used to identify trends, which often drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for the month(s) of October 2012 and 2013:

<table>
<thead>
<tr>
<th>Occurrence Type</th>
<th>October-12</th>
<th>October-13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collision: MST Involved</td>
<td>11</td>
<td>5</td>
</tr>
<tr>
<td>Medical Emergency</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Object Hits Coach</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Passenger Conflict</td>
<td>13</td>
<td>6</td>
</tr>
<tr>
<td>Passenger Fall</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Employee Injury</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Near Miss</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Unreported Damage</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fuel / fluid Spill</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Occurrences</strong></td>
<td><strong>39</strong></td>
<td><strong>26</strong></td>
</tr>
</tbody>
</table>

**Other:**

In October, there were two promotions in the Transportation Department. Coach Operator Heller Chappel was promoted to full time Operations Supervisor to fill a vacant position. Coach Operator Christine Church was promoted to full time Communications System Specialist to fill a new position.
CONTRACTED SERVICES:

MST RIDES ADA / ST Paratransit Program:

Preliminary boarding statistics for the MST RIDES program reflect that for the month of October there were 9,328 passenger boardings. This denotes an 8.73% decrease in passenger boardings from October of 2012, (10,220). For Fiscal year 2014, this represents a 9.79% decrease in passenger boardings from the previous fiscal year.

- For the month of October, 86.47% of all scheduled trips for the MST RIDES Program arrived on time, increasing from 84.24% in October of 2012. (See MST RIDES ~ On Time Compliance Chart FY 2014.)

- Productivity for October of this year was at 1.87 passengers per hour, decreasing slightly from 1.92 in October of 2012.

Other:

10/12/13: MV Transportation Inc was involved in a non-injury, non-preventable collision in coach # 942, which resulted in no damage to the coach, and very minor damage to the other vehicle.

10/18/13: MV Transportation Inc was involved in a non-injury, non-preventable collision in coach # 944, which resulted in $14.92 in damages to the coach.

10/31/13: MV Transportation Inc was involved in a collision with a bicyclist in RIDES coach # 5405. The cyclist sustained unknown injuries and was flown to San Jose Regional Trauma Center for evaluation and treatment. The coach sustained $2,400 in damage. MVTI’s investigation has found this collision to be non-preventable; however, the official Police report is still pending.

COMMUNICATIONS CENTER:

In October, the Communications Center summoned public safety agencies on ten (10) separate occasions to MST’s transit vehicles and facilities:

<table>
<thead>
<tr>
<th>Agency Type</th>
<th>Incident Type</th>
<th>Number Of Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police</td>
<td>Passenger Incident / Other</td>
<td>6</td>
</tr>
<tr>
<td>Emergency Medical Services</td>
<td>Medical Emergency</td>
<td>4</td>
</tr>
</tbody>
</table>

Robert Weber
ATTACHMENT 3

November 18, 2013

To:    Carl G. Sedoryk, General Manager/CEO

From:  Michael Hernandez, Assistant General Manager/COO

Subject: Monthly Maintenance Report for October 2013

This monthly report summarizes information about fuel prices and the activities of the Maintenance and Facilities Departments during the past month.

Fuel Prices:

<table>
<thead>
<tr>
<th>FY14 Budget:</th>
<th>October Fuel Average</th>
<th>Fuel Average: FY2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diesel:</td>
<td>$3.60</td>
<td>$3.41</td>
</tr>
<tr>
<td>Gas:</td>
<td>$3.90</td>
<td>$3.54</td>
</tr>
</tbody>
</table>

Fleet Status:

<table>
<thead>
<tr>
<th>Operating Cost Per Mile:</th>
<th>Road Call Rate Goal: 7,000 Miles</th>
<th>Miles Between Road Calls:</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 2013: $1.30</td>
<td>October 2014: 15,697</td>
<td></td>
</tr>
<tr>
<td>FY2014 - Year To Date:</td>
<td>FY2014 - Year to Date: 13,962</td>
<td></td>
</tr>
<tr>
<td>FY2013: $1.17</td>
<td>FY2013 YTD Comparison: 16,750</td>
<td></td>
</tr>
</tbody>
</table>

Department Activities/Comments:

There were 21 road calls in October, 17 were categorized as “major mechanical” and 4 for minor mechanical and/or non-mechanical issues. The highest single road call category was for exhaust system issues. The three highest road call categories for FY14 are electrical, exhaust and engine related. These three categories are trending 21% higher than for the same period last fiscal year and are attributed to fleet age.

The operating cost per mile for the month of October jumped to $1.30 per mile due to major repairs on the oldest fleet (Model year 2000 & 2002) which included: multiple exhaust system parts, brake and radiator repairs/replacements. Coach 1717 also had engine work and a high cost turbo charger replacement.
In mid October work began at the Marina Transit Exchange to remove rust, repaint shelters and repair the large marquee sign at the corner of Reservation Road. Additionally, during the month there have been ongoing trouble shooting and repairs to the in-ground hoist at TDA as well as the repair of an older portable ALM hoist.

Michael Hernandez
Date: December 9, 2013

To: C. Sedoryk, General Manager/CEO

From: Hunter Harvath, Assistant General Manager – Finance & Administration; Mark Eccles, Director of Information Technology; Kelly Halcon, Director of Human Resources/Risk Management; Zoe Shoats, Marketing Manager; Sonia Bannister, Customer Service Supervisor.

Subject: Administration Department Monthly Report – October 2013

The following significant events occurred in Administration work groups for the month of October 2013:

**Human Resources**

A total employment level for October 2013 is summarized as follows:

<table>
<thead>
<tr>
<th>Positions</th>
<th>Budget FY14</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coach Operators / Trainees</td>
<td>128</td>
<td>126</td>
<td>-2</td>
</tr>
<tr>
<td>C/O on Long Term Leave *</td>
<td>3</td>
<td>0</td>
<td>-3</td>
</tr>
<tr>
<td>Coach Operators Limited Duty</td>
<td>2</td>
<td>0</td>
<td>-2</td>
</tr>
<tr>
<td>Operations Staff</td>
<td>26</td>
<td>24</td>
<td>-2</td>
</tr>
<tr>
<td>Maintenance &amp; Facilities</td>
<td>43</td>
<td>40</td>
<td>-3</td>
</tr>
<tr>
<td>Administration (Interns 2 PT)</td>
<td>26</td>
<td>24</td>
<td>-2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>228</strong></td>
<td><strong>214</strong></td>
<td><strong>-14</strong></td>
</tr>
</tbody>
</table>

*Total budget numbers do not include the C/O on Long Term Leave as those numbers are already reflected in the Coach Operators/Trainees number.

**August Worker’s Compensation Costs**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Indemnity (paid to employees)</td>
<td>$18,229.04</td>
</tr>
<tr>
<td>Other (includes Legal)</td>
<td>$15,378.38</td>
</tr>
<tr>
<td>Medical includes Case Mgmt, UR, Rx &amp; PT</td>
<td>$11,130.63</td>
</tr>
<tr>
<td>TPA Administration Fee</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Excess Insurance</td>
<td>$7,341.08</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$57,079.13</strong></td>
</tr>
<tr>
<td><strong>Reserves</strong></td>
<td><strong>$1,217,857.68</strong></td>
</tr>
<tr>
<td><strong>Excess Reserved</strong></td>
<td><strong>($234,945.69)</strong></td>
</tr>
<tr>
<td><strong># Ending Open Claims</strong></td>
<td>49</td>
</tr>
</tbody>
</table>
Training

<table>
<thead>
<tr>
<th>Description</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual VTT Training</td>
<td>26</td>
</tr>
<tr>
<td>Line Instructor Training</td>
<td>0</td>
</tr>
</tbody>
</table>

Risk Management Update

<table>
<thead>
<tr>
<th>Description</th>
<th>October 2013</th>
<th>October 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Preventable</td>
<td>Preventable</td>
</tr>
<tr>
<td>Vehicle hits Bus</td>
<td>Yes 0</td>
<td>Yes 0</td>
</tr>
<tr>
<td></td>
<td>No 2</td>
<td>No 4</td>
</tr>
<tr>
<td>Bus hits Vehicle</td>
<td>Yes 4</td>
<td>Yes 2</td>
</tr>
<tr>
<td></td>
<td>No 0</td>
<td>No 0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>Yes 4</td>
<td>Yes 2</td>
</tr>
<tr>
<td></td>
<td>No 2</td>
<td>No 4</td>
</tr>
</tbody>
</table>

During the month of October 2013, there were 4 preventable collisions. A bus hit a pole at a shopping center while backing; a bus hit a parked vehicle while attempting to park at a transit center; a bus made contact with a car while making a left turn; and a bus hit a service stop pole while attempting to dock in a service area.

![Accident Statistics](chart.png)
There were no claim recoveries during this period and no claims paid.

### Customer Service Update

<table>
<thead>
<tr>
<th>Service Report Type</th>
<th>Oct '13</th>
<th>%</th>
<th>Oct '12</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Valid</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee Compliment</td>
<td>3</td>
<td>5.0%</td>
<td>5</td>
<td>9.6%</td>
</tr>
<tr>
<td>Service Compliment</td>
<td>1</td>
<td>1.7%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Improper Employee Conduct</td>
<td>3</td>
<td>5.0%</td>
<td>3</td>
<td>5.8%</td>
</tr>
<tr>
<td>Improper Driving</td>
<td>7</td>
<td>11.7%</td>
<td>6</td>
<td>11.5%</td>
</tr>
<tr>
<td>Request To Add Service</td>
<td>2</td>
<td>3.3%</td>
<td>3</td>
<td>5.8%</td>
</tr>
<tr>
<td>Late Arrival</td>
<td>1</td>
<td>1.7%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>No Show</td>
<td>4</td>
<td>6.7%</td>
<td>5</td>
<td>9.6%</td>
</tr>
<tr>
<td>Fare/Transfer Dispute</td>
<td>4</td>
<td>6.7%</td>
<td>1</td>
<td>1.9%</td>
</tr>
<tr>
<td>Passed By</td>
<td>6</td>
<td>10.0%</td>
<td>2</td>
<td>3.8%</td>
</tr>
<tr>
<td>Inaccurate Public Information</td>
<td>0</td>
<td>0.0%</td>
<td>1</td>
<td>1.9%</td>
</tr>
<tr>
<td>Passenger Injury</td>
<td>2</td>
<td>3.3%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Bus Stop Amenities</td>
<td>2</td>
<td>3.3%</td>
<td>3</td>
<td>5.8%</td>
</tr>
<tr>
<td>Service Schedule</td>
<td>1</td>
<td>1.7%</td>
<td>2</td>
<td>3.8%</td>
</tr>
<tr>
<td>Early Departure</td>
<td>3</td>
<td>5.0%</td>
<td>4</td>
<td>7.7%</td>
</tr>
<tr>
<td>Agency Policy</td>
<td>2</td>
<td>3.3%</td>
<td>1</td>
<td>1.9%</td>
</tr>
<tr>
<td>Full bus/left behind</td>
<td>1</td>
<td>1.7%</td>
<td>0</td>
<td>0.0%</td>
</tr>
</tbody>
</table>
Finance Update

General Accounting/Accounts Payable

In the month of October, staff conducted a physical inventory in preparation for the upcoming FTA triennial audit. Staff continues to work effectively to meet accounts payable and financial reporting deadlines.

Payroll

Third quarter tax returns were completed and filed. Routine changes and adjustments to payroll records were maintained along with filing of all federal, state, and retirement reports and payments on a timely basis. Payroll continued to provide hours and earnings reports upon request to MST departments.

Grants

During the month of October, staff began compiling information for the National Transit Database, coordinated with staff at the Monterey Jazz Festival for submitting grant applications, and began the process to request FY 14 Proposition 1B Security funds. State and Federal quarterly reports were submitted on time, by the end of October.

Purchasing

During the month of October, staff continued to focus on reducing parts inventory value while maintaining parts availability. Inventory value has increased slightly due to large component failures that have started to occur on our aging bus fleet. Staff also continued to negotiate long term contracts that reduce costs, ensure supply, and reduce lead-time.

IT Update

Staff monitored the Trapeze Group TransitMaster system software and hardware. Staff continued to monitor and configure software and hardware for the Trapeze Enterprise Asset Management (EAM) Maintenance system. Staff continued to support and monitor the Serenic Navision Financial system. Staff continued to configure
data for the GIRO DDAM Timekeeping system. Staff updated software on workstations. Staff monitored the functionality of the Customer Service database. Staff updated the MST web page and made the appropriate changes as required.

Staff liaised with the county of Monterey Information Technology Radio department regarding the radio configuration of the hardware sited at its Mount Toro antenna site. Staff liaised with the MST Facilities department in completing the configuration of the new computer server room and the installation of the hardware for the upgraded virtual system.

Staff worked with Maintenance Department staff installing AVL equipment into new vehicles.

Staff attended the CTA conference as a member of the Information Technology Committee.

Staff continued to support MST staff as needed, proactively ensuring MST staff was supported fully with their IT needs.

Marketing and Sales Update

Published news stories include: “Downtown plan before Monterey City Council” (Monterey County Herald, 10/1/13); “New laws let MST operate buses on road shoulders, issue bonds” (The Californian, 10/4/13); “Local youth promote water over sodas” (Monterey County Herald, 10/10/13); “Utah-based WAVE nabs $1.4M to bring wireless electric buses to a dozen cities” (Venture Beat, 10/10/13); “State sues feds over sticking point in MST pension dispute” (Monterey County Weekly, 10/11/13); “MST CEO receives leadership award” (The Californian, 10/16/13); “Health department ad campaign encourages people to drink…water” (Monterey County Weekly, 10/17/13); “MST chief receives leadership award” (Monterey County Herald, 10/17/13); “Monterey-Salinas Transit’s General Manager/CEO…” (Monterey County Business Council’s Friday Facts, 10/18/13); “MST’s ‘Fall in Love with JAZZ’ ad wins award” (Monterey County Business Council’s Friday Facts, 10/18/13); “Monterey dips into homeless fund to pay for more downtown police patrols” (Monterey County Herald, 10/24/13); “Monterey City Council to spend homeless funds on police, revive sit-lie discussion” (Monterey County Weekly, 10/24/13); “MST bus hits teenage bicyclist in Salinas” (KION, 10/13/13); “Monterey City Council to spend homeless funds on police, revive sit-lie discussion” (Monterey County Weekly, 10/24/13); “MST bus hits teenage bicyclist in Salinas” (KION, 10/13/13); “Girl hit by transit bus in Salinas” (Monterey County Herald, 10/13/13).

Press releases sent include: “Bills passed allowing MST to operate buses on shoulders and issue bonds” (10/3/13); “MST’s ‘Fall in Love with JAZZ’ TV commercial wins first place AdWheel award” (10/8/13); “MST GM/CEO Carl Sedoryk awarded for transit leadership” (10/16/13).

Marketing activities: Attended APTA Annual Meeting to receive first place AdWheel Award for best television commercial; co-wrote story in BusRIDE Magazine featuring JAZZ BRT; gathered data for Likely Voter Survey pollsters and election
consultant to draft survey questions; finalized survey instrument and timeline for 2013 Onboard Passenger Survey; coordinated press conference for Monterey County Health Department’s ‘Drink Water’ bus ad campaign; attended Monterey Peninsula Chamber of Commerce’s Business Expo to promote group discount pass program to local employers; determined article topics and design direction for 2013 annual report; scheduled co-op ads in 2014 Official Monterey County Visitor’s Guide for Grapevine Express and Big Sur routes; served on Monterey County Convention and Visitor’s Bureau’s Marketing Committee; managed MST website content, Facebook page and Twitter account; coordinated delivery of printed promotional materials.

Planning

During the month of October, staff fine-tuned the fall service change, which was implemented on September 28th. Staff continued to work with city of Salinas staff on new bus stop locations required for the grant-funded senior shuttle route serving areas of Salinas, connecting senior housing locations with popular destinations, including shopping, dining and medical offices. With a recent increase in federal funds targeted for rural areas only, a revised Line 22 Big Sur resumed its service on weekends during the fall, winter and spring – a service that was discontinued last year due to budget cuts. This route now begins and ends on the Presidio, allowing enlisted personnel living on post to travel down the coast to Big Sur on their weekend days off, which to date has been well received.

Staff continued working with consultant Nelson-Nygaard on a project to design a system-wide route and schedule scenario in the event a significant portion of federal funding is blocked, reduced, or removed on a long-term basis. Staff continued working with the city of Monterey and our consultant team on a second phase of the agency’s Bus Rapid Transit program along the Del Monte/Highway 1 corridor in the cities of Monterey, Seaside, Sand City and Marina as well as a new downtown transit center.

Staff continued working with MST’s military partners at the Presidio of Monterey, Naval Postgraduate School and Fort Hunter Liggett on improving transportation services to these facilities. Work focused on Naval Postgraduate School and Fort Hunter Liggett as the next sites for implementation of the automated ticket machines required to accommodate the Department of Defense’s new Visa debit card-based federal transit benefit program. With military revenues substantially down due to the new VISA card system, staff also continued to work with military partners to increase program participation and revenues and to improve transit services for their employees. In addition, with the expanded federal transit benefit set to be reduced by nearly 50% on December 31, 2013, staff met with representatives of the Presidio of Monterey to discuss contingency plans for substantial reductions in service if Congress does not act in time to extend the transit benefit before the end of the year.

Staff conferred with representatives of the Wireless Power Transfer team to discuss next steps for resuming the trolley electrification project, which had been halted due to the state pension reform dispute. Staff worked with consultants on the telephone and in–person survey projects discussing background information and potential
questions to be asked of likely voters and MST passengers. Staff participated with local stakeholders at a kick-off meeting hosted by the Transportation Agency for Monterey County on the proposed multi-modal corridor through the former Fort Ord planning project. Staff participated in a webinar hosted by the American Public Transportation Association (APTA) to offer comments on proposed FTA rules regarding asset management and the state of good repair of transit agency infrastructure and equipment. And, staff continued discussions as to how to meet the mobility needs of persons with mental and physical disabilities at the new Monterey County Behavioral Health Center on the former Fort Ord.

During the month, staff traveled to Chicago to participate in the APTA annual meeting as well as to Anaheim to participate in the joint annual conference of the California Transit Association and the California Association for Coordinated Transportation. In addition, staff participated in meetings with various local agencies, including the Transportation Agency for Monterey County, Association of Monterey Bay Area Governments, Monterey County Hospitality Association, Monterey Symphony, Monterey Jazz Festival, and the Monterey County Business Council.
TRANSPORTATION AGENCY FOR MONTEREY COUNTY
www.tamcmonterey.org

HIGHLIGHTS

October 23, 2013 Meeting

WHAT'S NEXT? PROPOSED LIST OF PRIORITY PROJECTS PRESENTED

Every two years the State programs transportation revenues from gas taxes and bond funds towards projects selected by the regions and Caltrans in the State Transportation Improvement Program. Staff presented Board members a draft of proposed priority projects for the 2014 State Transportation Improvement Program, which covers the period from 2014/15 to 2018/19. At its meeting, the Transportation Agency discussed potential projects to nominate for state funding, based on the Agency priorities, readiness, and availability of additional funding sources. In December, the Transportation Agency will choose a set of projects from this list that falls between its funding target range of $14 million to $20 million. The agency will also review the existing projects that have been programmed for state funds. Projects under consideration for new state funding are:

- **Imjin Road Widening to Four Lanes** ($2.0M): This project would widen Imjin Parkway from two to four lanes between Imjin Road and Reservation Road. Imjin Parkway serves as a connection between Salinas and Marina, and provides an alternative route to Highway 68 for travel between Salinas and Monterey. The request would be for environmental and design funds to develop the full project cost and scope, with an expected future request for construction funds.

- **Monterey-Salinas Transit Buses** ($2.0M): Monterey-Salinas Transit has a dire need to replace buses in its aging fleet. This funding request would be used to match federal funds to purchase 3 new buses for Monterey-Salinas Transit.

- **Salinas Rail Extension, Kick Start** ($5.0M): The Salinas Rail Extension program is seeking to move forward utilizing state-only funding. This request would be used to fully fund the kick start project for the construction of the Salinas rail station facilities.

- **Salinas Layover Facility Right of Way** ($3.6 M): This funding would support the Rail to Salinas project by allowing the purchase of right of way for the permanent layover facility at the Salinas Station.

- **Castroville Crossing** ($1.5M): The Castroville Bicycle Path and Railroad Crossing project is estimated to cost $8.1 million – this request would fill the gap and fund the project through construction.

The Board of Directors also asked staff to evaluate the potential for funding intersection improvements at Highway 1 at Del Monte and Fremont Streets to improve operations at this regional intersection.
The Transportation Agency expects to adopt a final funding proposal in its 2014 Regional Transportation Improvement Program at its December 4, 2013 meeting. That program will be submitted to the California Transportation Commission for its consideration and final adoption on March 19, 2014.

DESTINATION 511:
TAMC LOOKS AT THE FUTURE OF TRAVELER INFORMATION

The proposed 511 traveler information system for the Monterey Bay Region, the future “go-to” spot for all the facts travelers need to know about journeying through the region, was presented to the Agency Board. Right now, travel and transit information for the area is scattered in many locations, making it challenging for people to find out what the road conditions are and just how many options they have to get around. The 511 traveler information system reduces that challenge by providing a way to better inform travelers in our region about what’s happening and their options with regard to driving and transit. The system would be a joint venture with Santa Cruz County Regional Transportation Commission.

The implementation plan describes how 511 multimodal transportation services can be provided on the internet by integrating Caltrans’ QuickMap traffic conditions webpage, local rideshare programs, and other 511 resources into one webpage. By establishing a web presence for traveler information in our region, people will become familiar with 511 as the place to go for information, which is important for daily commutes and weekend fun, and also in the event of an emergency. A 511 web presence can reduce the number of 911 calls, both daily and during an emergency, leaving those emergency phone lines available for people in need of a live operator.

By implementing the 511 system, the Transportation Agency and Santa Cruz Transportation Commission would be proactive in providing important traveler information, so people are informed of current conditions and the variety of travel options in our region. A final plan will be brought forward for adoption in late 2013 or early 2014.

TAMC SEEKS NOMINEES FOR TRANSPORTATION EXCELLENCE AWARDS

It’s time again for the annual Transportation Excellence Awards and TAMC, the Transportation Agency for Monterey County, is seeking nominations! TAMC loves to show its appreciation to the local community for outstanding efforts to improve transportation in Monterey County.

Awards categories are individual, business/group, program or project. Examples of potential awards include but are not limited to:
- Transportation employees who excel at their jobs and go the extra mile to promote the most efficient use of the transportation system.
- Innovative activities that promote more efficient use of the local transportation network.
- Citizens or organizations that have made significant efforts to inform and educate the public about transportation issues.
- Successful efforts to improve transit services and encourage the use of alternatives to driving alone.

Nomination forms are available on TAMC’s website and are due by noon on December 6, 2013.

The Transportation Excellence Awards ceremony will take place during the regular January 2014 Transportation Agency board meeting.
TO: Carl Sedoryk
FROM: Thomas P. Walters

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

- Provided drafting assistance for Congressional support letter for Commuter Fringe Benefit extension.
- Coordinated with APTA on lobbying for transit fringe benefit parity legislation.
- Began advanced planning for Washington, DC, advocacy meetings.
- Advised on advocacy strategy for Federal agenda and additional lobbying opportunities.
- Provided updates to MST on transportation and appropriations legislation.

TPW:dwg
To: Board of Directors
From: Carl Sedoryk, General Manager/CEO
Subject: State Legislative Advocacy Update October, 2013

Staff participated in the development of state legislative advocacy priorities for the California Transit Association. A variety of tactics were devised to meet the following legislative policy goals of the association:

1. Protect Existing Transit Funds
2. Secure New Transit Funds
3. Ensue Equitable Allocation Prop 1C Transit Oriented Development Funds
4. Enact Laws That Support Transit and Defeat Laws That Impede Transit’s Ability To Meet Community Mobility Needs

During the Special Presentations portion of your Board’s December 9th meeting, staff will present a detailed State Legislative Advocacy Program for the 2014 state legislative session.

Prepared by: Carl Sedoryk
MONTEREY COUNTY REGIONAL TAXI AUTHORITY HIGHLIGHTS

October 28, 2013

TECHNICAL ADVISORY COMMITTEE APPOINTMENTS
Under Consent Agenda, the RTA Board approved the renewal of the following Technical Advisory Committee (TAC) members for a three-year term:

- Roy Graham representing Independent Taxi Company Owners and Operators;
- John Narigi representing the Hospitality and Lodging Industry;
- Alma Almanza representing the Disabled Community;
- Tom Hicks representing the Public Transportation Industry;
- Karen Faurot representing Law Enforcement;
- Beronica Carriedo representing the Public Transportation Industry as an alternate; and
- Chief Michael Klein representing Law Enforcement as an alternate

CONVENE A MEETING OF THE TAC
The RTA Board requested that a meeting of the TAC be scheduled before the next RTA Board meeting in January 2014 to receive additional input on compliance issues that have been raised by taxi drivers and companies over the last quarter including:

- Administrative issues surrounding the annual cab company permit process;
- The request to establish a maximum number of cabs operated by any one RTA cab company; and
- The issue of transportation network companies recently authorized by the Public Utilities Commission (PUC).
November 18, 2013

To: Carl Sedoryk, General Manager, CEO
From: Michael Hernandez, Assistant General Manager/COO

Subject: TRIP REPORT – California Transit Association Annual Meeting

I attended the CTA Annual Meeting in Anaheim from October 15-18 and attended the following sessions:
- CTA Maintenance Committee
- General Session
- Asset Management – State of Good Repair
- FTA Bus Safety Oversight Program & Safety Management Systems
- Bus & Product Showcase
- Innovations in wheelchair securement technology
- Plenary Session-The Language of Transit (system planning)
- Pre Award and post Delivery Audit Requirements

Points of interest from the conference included: an update on bus axle weight issues in California; several properties reviewed how local CHP jurisdictions are interpreting rules regarding three position bicycle rack extensions; a review of new California emission requirements for on-board diagnostics, including the use of tires with “lower rolling resistance” for new bus orders.

I also attended sessions on asset management/ fleet management controls and a meeting conducted by Caltrans staff providing an overview of the pre-delivery bus inspection process, which included examples of MST bus inspections prior to delivery. It was reported at the conference that there continues to be a delay in the certification of 2014 heavy-duty diesel hybrid engines by CARB.

Michael Hernandez
November 18, 2013

To: C. Sedoryk, General Manager/CEO
From: K. Halcon, Director of Human Resources/Risk Management
Subject: Trip Report

I attended the CTA/CalACT Fall Conference in Anaheim, CA from October 15-18, 2013 along with other transit employees representing transit agencies throughout California.

The conference provided me a wonderful opportunity to meet other transit professionals from other neighboring transit agencies. It was interesting and enlightening to share transit stories and strategies with others who have been tackling the same issues as MST. Many of my sessions gave me great ideas to implement into my own department strategies. I was also fortunate to be invited to present on a panel during the HR Hot Topics Session on the last day of the conference. Listed below are some of the sessions I attended while at the Conference:

- **Keeping On Board Employees Safe from the Bogeyman** - Clovis Police Department
- **Attracting New Talent Into the Transit Industry** - Chris Hatfield, CA DOT; Lisa D. King, MV Transportation; and Walter R. L. Dionson, Southwest Transit Association.
- **FTA Bus Safety Oversight Program and Safety Management Systems** - Ream Lazaro, Lazaro & Noel, LLC.
- **Human Resources Hot Topics** - Tom Brierton, University of Pacific; Jerry Laval, Occlink; Cori Sarno, Angelo, Kilday & Kilduff LLP and me.

I am very appreciative to have had the opportunity to sit on a panel and speak to others about a subject matter that I am spend a lot of time working with every single day, Workers’ Compensation. It is my hope that at the end of the day, I gave some very helpful information to another who can take it back to their property and use to help their own organization.

[Signature]

Kelly Halcon
November 14, 2013

To: C. Sedoryk, General Manager/CEO
From: Mark Eccles – Director of Information Technology

Subject: Trip Report – California Transit Association (CTA) Conference

I attended the CTA conference on the 14th – 18th October, 2013 in Anaheim, CA. I participated as a member of the Information Technology Committee. The IT Committee is the CTA body that represents all of the state transit agencies with determining the Intelligent Transportation Systems (ITS) that are in use throughout California.

I also attended several of the conference meetings that dealt with technology and interfacing different systems on vehicles.

As MST is currently upgrading the AVL system on all of our vehicles, I was able to interact with other agencies who have recently undergone a similar upgrade in their AVL systems, and determined the pros and cons of their experiences in this procedure.

Mark Eccles
November 21, 2013

To: Carl Sedoryk

From: Hunter Harvath, AICP – AGM, Finance & Administration

Subject: TRIP REPORT – October 2013

From September 28 through October 2, I traveled to Chicago, Illinois, to attend the 2013 American Public Transportation Association Annual Meeting. While at the meeting, MST was honored with a first prize APTA AdWheel Award for its JAZZ Bus Rapid Transit commercial. During the conference, I participated in numerous meetings and sessions, including the following:

- APTA Small Operators Committee
- APTA Legislative Committee
- Leveraging Innovation in Transportation Investments
- Art & Design in Transit
- Public Transportation, Access to Health Services and Healthy Living

I also viewed the products and services showcase and attended several general sessions, including those featuring Federal Transit Administrator Peter Rogoff and internationally recognized livable cities consultant Gil Penalosa.

From October 15 through 18, I traveled to Anaheim, California, to attend the 2013 Joint Conference of the California Transit Association and the California Association for Coordinated Transportation. While at the conference, I gave a presentation on the activities and duties of a transit agency Public Information Officer, visited the bus products and services Expo, and attended several sessions, including:

- CTA Legislative Committee Meeting
- CTA Small Operators Meeting and Awards Ceremony
- Creating new sustainable revenue sources for transit agencies
- Winning Marketing Campaigns
- The Language of Transit

Hunter Harvath
October 20, 2013

Mr. Carl Sedoryk  
General Manager/CEO  
Monterey-Salinas Transit  
One Ryan Ranch Road  
Monterey, CA 93940-5703

Dear Mr. Sedoryk:

Thank you for your letter dated September 25, 2013 regarding the quality of MV Transportation’s fixed route service. MV remains committed to providing MST with professional, safe, courteous and reliable transportation services.

Regional VP David Smith has been working closely with Lance and the local team the past several weeks to ensure all aspects of our operation are running as outlined in our contract. I would like to briefly outline the areas we have addressed and those you have mentioned in your letter:

- **Driver Training:** The team had one-on-one conversations with all fixed-route operators regarding their responsibilities, the issues from the complaints and what our expectations are. This one-on-one training has been documented in each employees file.
- **MV has reviewed and updated local procedures and protocols (SOP’s) along with our Area Director of Safety, Mr. Dennis Smith, visited the division and is working with the local team on ensuring fixed route training processes are as prevalent as paratransit training items throughout the drivers initial and ongoing training.**
- **My staff is working with Mary Ann Jackson to visit the division in mid November to evaluate our fixed route services and to provide a report of her findings.**

As for our recruitment efforts for the fixed route manager, RVP Dave Smith has reviewed dozens of resumes and we currently have a strong candidate onsite for an extensive interview and trial to make sure he is a solid match for the operation. This candidate will be introduced to MST staff during the visit for feedback. MV will request MST approval prior to making a formal offer to any candidate.

We are confident that proper steps are being taken to ensure transit operations run smoothly as the paratransit services run. Please do not hesitate to contact me if you have any further concerns or questions.

Sincerely,

Kevin A, Klika, COO
Public Transit Systems Partner with Military Bases
As the country prepares to honor the military on Veterans Day, Nov. 11, Passenger Transport interviewed some general managers of public transit agencies that provide service to their neighboring military installations. The question and their responses follow.

Many public transit agencies provide transportation services to military bases. How did your agency develop this partnership, and what are its benefits to the agency and to the military?

Carl Sadowsky
General Manager/Chief Executive Officer
Monterey-Salinas Transit (MST)
Monterey, CA

When the commuter benefit program received a funding boost from the American Recovery and Reinvestment Act to increase from $110 to $230 monthly, MST was able to create a sustainable model to fund partnerships with local military bases and create express routes that serve the Presidio of Monterey, Naval Postgraduate School, and Fort Hunter Liggett. More than 1,000 military personnel signed up to use the bus service in its first month and more than 122,000 passengers boarded the service during its first year.

Since then, the commuter benefit program has increased to $240 per month, and MST now has 13 new routes connecting military personnel and the general public to work, school, and shopping destinations with ridership growing to more than 530,000 annual...
boardings. In addition to dramatically reducing vehicle miles traveled, carbon emissions, and traffic congestion related to military personnel commutes, this growth helped create and sustain 26 new jobs at MST, with wages adding $2 million to the local economy.

Every year, the continued success of this very popular program is dependent upon Congress continuing the commuter transit benefit at a rate that is comparable to the current parking benefit. To provide certainty to our local military service personnel that this program will continue from one year to the next, MST is actively advocating for legislation that makes the current benefit permanent.

Philip Hale
Chief Executive Officer
Hillsborough Area Regional Transit Authority (HART)
Tampa, FL

HART has been very fortunate to develop a close working relationship with MacDill Air Force Base as HART staff work closely with MacDill staff, military as well as civilian, to keep the lines of communication open.

MacDill has been a great partner in helping HART arrange “town hall” meetings, e-mail surveys, and other public forums with current and potential patrons to receive feedback on services, both current and requested. MacDill has also been supportive of HART by assisting the agency in the installation of amenities on base such as passenger shelters.

HART cannot grant every request for service, but patrons certainly appreciate our efforts to provide a relevant and quality service to the MacDill community. HART feels that this service is vital to support a major Tampa Bay employer, which falls in line with our mission statement to enhance our community’s quality of life. MacDill reaps a benefit by having a significant portion of its workforce use a dependable transit system versus bringing more cars and parking needs onto the base.

MacDill Air Force Base has been an invaluable key partner to ensure that Routes 24X and 25LX happen—working together with diligence and wonderful cooperation to help HART bring the MacDill routes to this community.

Scott Neeley
Chief Executive Officer
Corpus Christi Regional Transportation Authority (CCRTA)
Corpus Christi, TX

Having folks understand our capabilities has been the key to our partnership with our military base... and you never get there without a strong line of communication to the base leadership. For more than two decades, the CCRTA has provided transportation service to the brave men and women at Naval Air Station-Corpus Christi and the Corpus Christi Army Depot via four park-and-ride locations with services tailored around the shift changes.

Our service has a direct and positive impact on parking and security gate traffic. With limited on-site space for parking and the queuing of traffic at base entrance gates creating choke points, the RTA provides a relief valve for employees—encouraged by the base commanders—to take public transit in lieu of driving. Our ability to operate efficiently and reliably is another significant benefit to the military personnel and their contractors who utilize our service.

As for the RTA, we're seeing several key benefits, including providing a primary mobility solution to a specific transportation issue and, of course, increased patronage.

The bottom line? Communicate with your local stakeholders often. You never know when you will be called to action!

John Clauson
Executive Director
Kitsap Transit
Bremerton, WA

Kitsap Transit and Kitsap County’s military commands, specifically the U.S. Navy, have enjoyed a beneficial partnership for many years. Currently, this program operates 30 routes; 26 travel to the Puget Sound Naval Shipyard (PSNS) and Intermediate Maintenance Facility (IMF) and two to Naval Base Kitsap-Bangor.

Our unique program transports thousands of PSNS and IMF employees to and from work each year. One of its central components is worker/driver buses, which are driven by civilian employees of the military commands ("workers") who are also part-time employees of Kitsap Transit ("drivers"). The buses operate much like a large vanpool. The drivers start their buses near their homes in the morning, pick up coworkers along the way to work, park the bus while they perform their eight hours of work...
for the Navy, and reverse the process for the commute home.

Because the drivers are federal employees, they are trained to inspect the buses, allowing for reduced delays at security checkpoints at the gate and making it easier for employees to get to work faster. In addition, parking problems within the base and in the surrounding area, specifically the city of Bremerton, are greatly reduced.

Richard Tift, executive director of the PSNS and IMF, said it best: "The Worker/Driver program directly supports the mission of PSNS & IMF by safely and efficiently transporting thousands of our employees to and from work every work day."

This partnership benefits not only the agency and the U.S. Navy, but the entire county as well by reducing traffic congestion and pollution. Kitsap Transit and the Navy have enjoyed this partnership for the past 30 years and plan to continue the association for many more.

Mark Donaghy
Executive Director
Greater Dayton Regional Transit Authority (GDRTA)
Dayton, OH

As the largest single-site employer in Ohio, Wright-Patterson Air Force Base (WPAFB) is the economic anchor of the Dayton region, providing tens of thousands of jobs within the base community in support of multiple base missions, including the Air Force Materiel Command, Research Laboratory, Life Cycle Management Center, Institute of Technology, and the National Air and Space Intelligence Center.

GDRTA is continually looking for ways to increase our impact and partnership with WPAFB through support of programs that are meaningful to not only the military personnel but also civilian staff. We provide transportation support for WPAFB’s largest event, the annual U.S. Air Force Marathon, which attracts more than 15,000 spectators and 2,500 runners from around the world to the Dayton region.

We’ve just launched GDRTA’s Welcome Home program at WPAFB through a partnership with the Airmen & Family Readiness Center. These centers, located at military bases across the country, provide support to individuals and families. Personnel who are relocating to the Dayton region receive a Welcome Home kit from GDRTA, which includes coupons, a ride guide, GDRTA passes, and a gift.
Our SmartChoice commuter benefit program supports WPAFB internal efforts to provide alternative transportation options to military or civilian personnel. And GDRTA's long range plan and vision includes supplementing our existing commuter services to the base and surrounding research parks as well creating seamless connections to these venues from post-secondary institutions.

T.J. Ross
Executive Director
Pace Suburban Bus
Arlington Heights, IL

Providing public transit service to and from the Great Lakes Naval Station in North Chicago is a great resource for the base and the community at large. We provide area residents with access to civilian jobs on the base while also providing access for military personnel and family members to shopping, entertainment, and services located off the base. The local economy benefits from the job access for residents and the ability of people stationed at the base to support local businesses.

Our partnership with Great Lakes predates Pace in that our service to the base was initially operated by one of the local bus authorities that was consolidated into the agency in the 1980s. However, our Routes 563 and 569 provide convenient service connecting Great Lakes to Metra commuter rail stations, the downtown area of Waukegan, and other neighboring communities. Connections to other Pace routes in Waukegan provide access to destinations throughout Lake County while the Metra UP-North train line serves numerous dynamic communities between downtown Chicago and Kenosha, WI.

Pace is proud to offer free rides to active duty military personnel as a small token of our thanks. We're also extremely proud of the numerous Pace employees who have served in the military, including a number of war veterans. We are grateful to them and all military personnel and veterans for their service to our country.
BRT combines with Monterey Jazz

admin

By Carl Sedoryk
General Manager and CEO
Monterey-Salinas Transit

The long-awaited JAZZ Bus Rapid Transit (BRT) system is now operating after more than five years of planning, identifying funding sources, plus a year to construct and implement the project. Our seven specially-branded JAZZ BRT buses have been traveling the 6.75 mile corridor for barely four months.

Our project is unique to say the least. Working with the Monterey Jazz Festival (MJF) has afforded us a one-of-a-kind opportunity to operate a transit line and create a linear museum to spotlight the sights, sounds, and social significance of the world's longest continuously running jazz festival.

The JAZZ BRT provides a one-of-a-kind experience for our residents and for visitors, who can travel and learn about the history of the festival at the same time. With approval from the Monterey Jazz Festival staff, Monterey-Salinas Transit (MST) hired the festival's graphic designer Phil Wellman to develop our BRT brand by creating visual elements similar to those for the festival. Wellman worked with South American artist Pablo Lobato to arrive at the captivating graphics for the buses.

The original vision
The very first inkling of BRT for this area began with my predecessor Frank Lichtanski, who was an early proponent of Bus Rapid Transit. He traveled on his own money to investigate the BRT systems in operation in other countries, and hosted conferences in the Monterey region to educate policy makers on the value and benefits BRT could bring.

Building on Lichtanski's vision after his death in 2005, MST set out to re-brand the existing MST 24 line to better serve the Carmel Valley area. Interested vintners and growers in the Monterey region provided the agency with marketing funds to create a more vibrant image of transit to serve the numerous wineries, tasting rooms, restaurants, and shops. We named the new minibus service the Grapevine Express.

Due to its snappier branding and faster service, we quickly realized a quadruple increase in ridership along this new direct and more frequent route. It occurred to us that the Grapevine Express was much like BRT, but just on a smaller scale.

The need arises
Further customer surveys revealed the lowest levels of satisfaction of transit service in on-time performance, service frequency, and bus stop amenities. Also, the lines serving shopping and residential areas of Sand City and Seaside had a highest percentage of transfers to routes serving the hotels, businesses, and attractions of areas surrounding Cannery Row and the Monterey Bay Aquarium.

Based on the success of the Grapevine Express, this new information spurred us to improve the level of local transit for residents, employees, and tourists traveling between the cities within this region.

In 2007, the Monterey Bay Air Pollution Control District, which funds projects that reduce auto emissions and improve air quality, provided us seed money that allowed us to conduct a study to evaluate the project to qualify for a Federal Transit Administration (FTA) Very Small Starts program. We received federal grant funding in 2008 and moved forward with the final planning and design of the Fremont-Lighthouse BRT line to serve the cities of Monterey, Seaside, Sand City, and link the major visitor and shopping destinations.

Our project qualified for BRT funding by meeting the required FTA thresholds, including daily ridership, the use of low-floor buses, unique branding, traffic signal, prioritization, stations, off bus fare collection, and on-time next bus arrival technology.

While we marveled at what larger cities had accomplished, and were inspired by such metropolitan BRT systems such as Healthline in Cleveland, OH, and EmX in Eugene, OR, we scaled-back and incorporated only certain BRT elements to levels we thought were a better fit for the size of the communities in our area.

For example, the Cleveland and Eugene systems have fixed bus guideways, which we just could not accommodate within our corridor. There just was not enough room. Our buses operate in conventional traffic lanes and jump queues constructed by the conversion of on-street parking areas. We have achieved significant time savings without the tremendous capital investment that other larger projects have required.
Who likes JAZZ
The JAZZ BRT system incorporates public infrastructure with public art. Our buses and shelters are now places to study learn and access actual jazz music performances through smartphones.

From a transit industry perspective, this is a very unusual concept — and one we had to sell.

Because this seemed so far beyond the normal scope of public transit, we had to spend many days and evenings attending community meetings and events such as farmers markets and street fairs.

Riders' Aha! moment came once they realized what they would be able experience and enjoy while simply waiting for a bus at any of the shelters. From then on, the public embraced our project with enthusiasm.

JAZZ BRT creates jobs
One of the important aspects of this project is the fact that we secured $6 million in funding at a time when the economy was going sideways. The country was experiencing double-digit rates of unemployment.

We were able to spend the vast majority of funds within the Monterey Bay region, putting hundreds of people to work at a time when there was not much work available. We contracted locally for construction, as well as for the creation of the art and graphics for the buses and shelters. We put a lot of people to work when there wasn't much work available at the time.

What we have learned
What we know already is that ridership and on-time performance are increasing faster than our system averages. We went from five shelters to 19 over the 6.75 miles, and increased seating capacity on benches at bus shelters by over 70 percent. It will take about a year to see its true impact, as the economy of the Monterey area is tourist based and we have to let traffic each season run its course.

Based on our experience, everyone at Monterey-Salinas Transit learned there is no such thing as a small BRT construction project. Our project involved a lot of hard work and effort, and we have come out with a product that exceeds all expectations.

BRT is not for the faint of heart. For the small urban operator, a project of this size stretches the staff and the governing board to move beyond their traditional roles and responsibilities. However, with a commitment to a vision, perseverance and broad community support, even a small operator can construct a big project that provides multiple benefits for an entire community.
The JACE 397 system incorporates public infrastructure with public art.

Posted by admin on Nov 1 2013. Filed under . You can follow any responses to this entry through the RSS 2.0. You can leave a response or trackback to this entry
Monterey-Salinas Transit Corporation
Regular Meeting
December 9, 2013

LOCATION:
Monterey Bay Unified Air Pollution Control District
Board Room, 3rd Floor
24580 Silver Cloud Ct., Monterey

Immediately Following Regular Meeting of MST Board of Directors

1. CALL TO ORDER

   1-1. Roll call.

2. 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.

3. REPORTS AND INFORMATION ITEMS

   3-1. General Manager Report. (No enclosure) (Carl Sedoryk)

4. ADJOURN

   Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Monterey-Salinas Transit Administration 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 Deanna Smith, MST, One Ryan Ranch Road, Monterey, CA 93940 or dsmith@mst.org.