

MONTEREY-SALINAS TRANSIT

Board of Directors Regular Meeting

Monday, August 13, 2007

MST Conference Room
One Ryan Ranch Road, Monterey

10:00 a.m.

TRANSPORTATION: Ride the Peninsula DART to MST Office

1. CALL TO ORDER

- 1-1. Roll call.
- 1-2. Pledge of Allegiance.

2. CONSENT AGENDA

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

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

- 2-2. Adopt Resolution 2008-01 recognizing Luis Morales, Maintenance Supervisor, as Employee of the Month for July 2007. (Mike Hernandez) (p. 1)
- 2-3. Adopt Resolution 2008-02 recognizing Belem Cruz, Coach Operator, as Employee of the Month for August 2007. (Robert Weber) (p. 3)
- 2-4. Disposal of property left aboard buses. (Danny Avina) (p. 5)
- 2-5. Minutes of the regular meeting of June 11, 2007. (Sonia Bannister) (p. 7)
- 2-6. Financial Report – June 2007. (Dave Sobotka) (p. 13)
- 2-7. Financial Report – July 2007. (Dave Sobotka) (p. 33)
- 2-8. Approve expenditure for Injury Prevention Program. (Lyn Owens) (p. 65)
- 2-9. Approve American Public Transportation Association dues in the amount of \$25,269 for FY 2007 – 2008. (Hunter Harvath) (p. 67)

- 2-10. Approve MST RIDES ADA paratransit eligibility appeals process.
(Bill Morris) (p. 69)
- 2-11. Disposal of Accountable Property. (Dave Sobotka) (p. 75)
- 2-12. Receive report on renewal of Property and Liability Insurance, Excess Worker's Compensation, Directors & Officers and Employment Liability Insurance. (Lyn Owens) (p. 77)
- 2-13. Adopt Resolution 2008-03 terminating the California Public Entity Insurance Authority. (Lyn Owens) (p. 79)
- 2-14. Adopt Resolution 2008-04 Appreciation for services rendered by Gary Wilmot. (Carl Sedoryk) (p. 81)
- 2-15. Adopt Resolution 2008-05 Appreciation for services rendered by Michael Cunningham. (Carl Sedoryk) (p. 83)
- 2-16. Amend Monterey Bay BRT Contract by \$58,000 to include additional work tasks to be funded by University of California – Santa Cruz.
(Hunter Harvath) (p. 85)

End of Consent Agenda

3. SPECIAL PRESENTATIONS

- 3-1. July Employee of the Month – Luis Morales, Maintenance Supervisor.
(Mike Hernandez)
- 3-2. August Employee of the Month – Belem Cruz, Coach Operator.
(Robert Weber)
- 3-3. Charles Armrbuster, Communications System Manager – 20 years of service. (Michael Hernandez)
- 3-4. Fernando Manansala, Advanced Mechanic – 20 years of service.
(Mike Hernandez)
- 3-5. Appreciation for service on MST Board of Directors – Gary Wilmot.
(Carl Sedoryk)
- 3-6. Appreciation for service on MST Board of Directors - Michael Cunningham.
(Carl Sedoryk)

4. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

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

5. COMMITTEE REPORTS

No action required unless specifically noted.

5-1. MST RIDES Advisory Committee Minutes – May 21, 2007. (Bill Morris) (p. 91)

5-2. Planning/Operations Committee Minutes – June 11, 2007. (Hunter Harvath) (p. 95)

5-3. HR Committee Minutes – June 25, 2007. (Lyn Owens) (p. 99)

5-4. Facilities Committee Minutes – July 9, 2007. (Carl Wulf) (p. 103)

5-5. MST RIDES Advisory Committee Minutes – June 18, 2007. (Bill Morris) (p. 105)

6. BIDS/PROPOSALS

6-1. Award \$60,452 contract to Salinas Steel Builders and Cypress Painting & Decorating for the repair of two bus washers and \$7,000 for Brent Electric for associated electrical repairs. (Carl Wulf) (p. 109)

6-2. Award \$27,348 contract to Moore & Associates to conduct 2007 Passenger and Non-Passenger Surveys. (Hunter Harvath) (p. 111)

7. PUBLIC HEARINGS

8. UNFINISHED BUSINESS

8-1. Update on Marina Transit Exchange. (Carl Wulf) (p. 113)

8-2. Approve Property Development Policy. (Hunter Harvath) (p. 115)

8-3. Amend Joint Powers Agreement. (Carl Sedoryk) (p. 119)

9. NEW BUSINESS

10. REPORTS & INFORMATION ITEMS

The Board will receive and file these reports, which do not require any action by the Board.

- 10-1. General Manager/CEO Report. (p. 131)
- 10-2. TAMC Highlights – June 27, 2007. (p. 155)
- 10-3. Washington D. C. Lobbyist report – June 22, 2007. (p. 159)
- 10-4. Sacramento Lobbyist report – July 1, 2007. (p. 161)
- 10-5. Staff trip reports. (p. 163)

11. COMMENTS BY BOARD MEMBERS

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

12. ANNOUNCEMENTS

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-Millas-Brown Act representative.

- 13-1. Conference with labor negotiators. (No Enclosure)
Agency designated representatives: D. Laredo, L. Owens
Employee organization: Amalgamated Transit Union
- 13-2. Conference with Legal Counsel and Director of Human Resources –
Existing Litigation (Enclosure) D. Laredo, L. Owens
(Gov. Code Section 54945.9(a))
Name of Case: G. Valencia Superior Court Case #M77539 (p. 167)
- 13-3. Performance of General Manager/CEO. (Enclosure) D. Laredo. (p.169)

14. RETURN TO OPEN SESSION

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

15. ADJOURN

NEXT MEETING DATE: September 10, 2007 in MST Conference Room.

NEXT AGENDA DEADLINE: August 29, 2007

Upon request, MST will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least 5 days before the meeting. Requests should be sent to Sonia Bannister, MST, One Ryan Ranch Road, Monterey, CA 93940 or sbannister@mst.org

LUIS MORALES
JULY 2007
EMPLOYEE OF THE MONTH

WHEREAS, each month Monterey-Salinas Transit recognizes an outstanding employee as Employee of the Month, and is recognized for their positive contribution to MST and to the entire community; and

WHEREAS, Luis Morales began his career with Monterey-Salinas Transit in March 1988 as a Coach Operator. In August 2002, he was promoted to Maintenance Supervisor and has assisted by primarily by overseeing Utility Service Workers and the daily efforts to fuel and clean vehicles. Luis was named Employee of the Month in November 2001 and in December 2005. He has been formally recognized on several occasions for his above standard driving, outstanding customer service skills and excellent attendance. He has received eight consecutive Safe Driving Awards, which validates his commitment to safety; and

WHEREAS, Luis has a wide variety of responsibilities, including conducting monthly safety meetings and DOT driver training with new maintenance employees. Luis is also responsible for conducting forklift training. When MST buses are used for parades or other special events, Luis is tasked with directing staff's detailing efforts to make sure that vehicles look pristine; and

WHEREAS, in addition to his overall excellent work efforts, Luis is recognized as the July 2007 Employee of the Month for his behind the scenes help to manage the various work activities related to keeping the advertising signage on buses and providing support to staff. Luis is a highly conscientious supervisor, who works hard to keep the various daily activities within the bus yard and fuel islands operating smoothly and safely at night.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Luis Morales as Employee of the Month for July 2007; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2008-01 this 13th day of August 2007 by the following vote:

AYES: Armenta, Clark, Downey, Ford, Mancini, Russell, Stilwell

NOES: None

ABSENT: (City of Carmel)



Fernando Armenta
Chairman



Carl G. Sedoryk
Secretary

**BELEM CRUZ
AUGUST 2007
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, Belem Cruz began her career with Monterey-Salinas Transit in March 2003 as a Coach Operator; and

WHEREAS, On July 7, 2007, Belem Cruz contacted the Communication Center stating that a passenger had fallen outside her coach. Upon review of the DVR it shows that after a passenger had deboarded her coach and Belem began to pull away from the curb this passenger began running along side of her coach banging on the side panel with his hand-apparently wishing to re-board the coach. The passenger then lost his balance and fell to the ground near the rear wheels; and

WHEREAS, Belem Cruz saw the passenger fall through her side mirror and initiated an emergency stop, opened the doors and immediately moved to aid the passenger. She immediately notified the Communication Center of the incident after offering the passenger medical assistance, which he refused. If it were not for her attentiveness and quick reaction in stopping her coach, this passenger could have been seriously injured.

THEREFORE BE IT RESOLVED that the Board of Directors of Monterey-Salinas Transit recognizes Belem Cruz as Employee of the Month for August 2007; and

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

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2008-02 this 13th day of August 2007 by the following vote:

AYES: Armenta, Clark, Downey, Ford, Mancini, Russell, Stilwell

NOES: None

ABSENT: (City of Carmel)



Fernando Armenta
Chairman



Carl G. Sedoryk
Secretary

To: Board of Directors
From: Danny Avina, Customer Service Supervisor
Subject: Disposal of unclaimed property left on bus

St. Vincent De Paul (Seaside)

1 belt	2 nintendo games	1 massager
2 eyeglasses	1 scarf	3 hats
5 sunglasses	3 books	1 package of hair ties
5 hats	2 cell phones	1 phone ear piece
1 necklace	3 wallets	4 cell phone cases
2 eyeglass cases	1 ring	1 purse

To be disposed

8 sets of keys	1 shoe	1 bag of clothes
1 make up	3 credit cards	1 towel
1 June fast pass	4 photos	2 backpacks
1 coin purse	1 thermos	1 hair clip
1 Rx medication	3 credit cards	

To be retained

\$3.52 forwarded to accounting for deposit

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

PREPARED BY: _____ REVIEWED BY: _____
Danny Avina Carl Sedoryk

BOARD OF DIRECTORS
REGULAR MEETING
MONTEREY-SALINAS TRANSIT
June 11, 2007

1. CALL TO ORDER

Vice-Chair Mancini called the meeting to order at 10:02 a.m. in the Monterey-Salinas Transit Conference Room.

Present:	Michael Cunningham	City of Carmel-By-The-Sea
	Kristin Clark	City of Del Rey Oaks
	Gary Wilmot	City of Marina
	Libby Downey	City of Monterey
	Vicki Stilwell	City of Pacific Grove
	Robert Russell	City of Salinas
	Thomas Mancini	City of Seaside
Absent:	Fernando Armenta	County of Monterey
	Lisa Senkir	City of Gonzales (Ex-Officio)
Staff:	Carl Sedoryk	General Manager/CEO
	Lyn Owens	Director of Human Resources
	Hunter Harvath	Director of Administration
	Michael Hernandez	Chief Operating Officer
	Robert Weber	Dir. Transportation Services
	Sonia Bannister	Office Administrator
	Mary Archer	Planner
	Tonja Posey	Human Resource Supervisor
	Tom Hicks	CTSA Manager
	Helene Buckman	Marketing Consultant
	Mark Eccles	Director of IT
	Roger Vandevent	Maintenance Supervisor
Others:	Dave Laredo	DeLay & Laredo
	Michelle DiPretoro	Senior Maintenance Clerk
	Stan Badowski	Intermediate Mechanic

Apology is made for any misspelling of a name.

2-2. – 2-9. CONSENT AGENDA

The consent agenda items consisted of the following:

- 2-2. Adopt Resolution 2007-24 recognizing Michelle DePretoro, Senior Maintenance Clerk, as Employee of the Month for June 2007.

- 2-3. Disposal of property left aboard buses.
- 2-4. Minutes of the regular meeting of May 14, 2007.
- 2-5. Financial Report – May 2007.
- 2-6. Receive FTA Triennial Review.
- 2-7. Adopt Resolution 2007-25 recognizing June 21, 2007 as the Second Annual National Dump the Pump Day.
- 2-8. Approve \$46,765 transfer of funds into the Advanced Communication System budget.
- 2-9. Adopt Resolution 2007-26 recognizing Stanislaw Badowski, Intermediate Mechani, for 24 years of service.

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

3. SPECIAL PRESENTATIONS

Roger Vandever, Maintenance Supervisor, introduced Michelle Di Pretoro, Senior Maintenance Clerk, as MST Employee of the Month for June 2007. During a recent fuel delivery, the vendor's truck driver was preparing to unload 650 gallons of gasoline into MST's underground storage tank. The tank was already partially full and set off the warning alarm, which Michelle quickly acted upon. Due to her quick thinking and fast actions, she averted a potential major fuel spill. This action avoided a disaster, which may have resulted in fire, injuries, loss of equipment and heavy fines.

Michael Hernandez, Chief Operating Officer, recognized Stanislaw Badowski, Intermediate Mechanic, for 24-years of service. Mr. Badowski started at MST as a Coach Operator and worked his way up to the Intermediate Mechanic position. The Board wished him well on his retirement.

4. PUBLIC COMMENTS

None.

5-1. – 5-4. COMMITTEE MINUTES

The Board accepted and filed the MST RIDES Advisory Committee Minutes – April 16, 2007; the Personnel Committee Minutes – May 14, 2007; the Legislative Committee Minutes – May 24, 2007; and the MST-County Adhoc Committee minutes – May 30, 2007.

6-1. SECURITY CAMERA CONTRACT

MST currently has a security camera system from GE Security on 44 buses and trolleys. This same system is already in place at both operating divisions, at the Salinas Transit Center, and will be installed at the Marina Transit Exchange.

Director Stilwell moved to authorize the \$184,726.84 purchase of a security camera system for 21 buses from GE Security, Inc. Director Wilmot seconded and the motion carried unanimously.

7. PUBLIC HEARING

None.

8-1. LAND USE PLAN

MST has identified the need to acquire property for future transit stations and to complete the construction of the Frank J. Lichtanski Monterey Bay Operations Center on property it already owns on the former Fort Ord. Other capital and operating needs could be met with funding generated by development of MST's excess properties. MST possesses or will soon receive title to parcels of property totaling nearly 65 acres throughout Monterey County. Some of these properties could be used to accomplish these goals.

Assembly Bill No. 1937 (Dutra), enacted in February 2002, allows a transit operator to enter into agreements with a public agency, public utility or person or entity for the purpose of joint development. This legislation gives MST the authority to develop and manage real property for transit-oriented development (TOD), and to retain ownership of that property as an ongoing source of revenue for the Agency. Transit Oriented Development consists of a project that is a commercial, residential, or mixed-use development that is undertaken in connection with existing, planned or proposed transit facilities and is located ¼-mile or less from the boundaries of the transit facility. The financial need to jointly develop MST property to create a continuous revenue source to support transit and increase the utilization potential of public transit is the driving force behind the joint development program.

At this point in time, MST has no comprehensive process for evaluating development proposals at joint development sites. It is important that MST has a public process that affords the development community equal notice and opportunity to make development proposals on MST property. It is also important for MST to achieve the best possible project proposals from the best developers and design professionals and for MST to earn the highest revenue returns from land assets. While achieving these goals, MST must coordinate closely with member cities to assure that projects proposed within each city's jurisdiction meets local planning goals and objectives.

Over the previous three months, Bay Area Economics has conducted an in-depth analysis of MST properties as well as the prospective development market of the communities in which these properties are located. Elements of the Land Utilization Plan include: Identification of current market potential/values; Evaluation of permitted development entitlements and opportunities for change; Determination of highest value development programs; Projection of potential development value through pro-forma financial analysis; and Formulation of strategies for implementation.

The results of this plan will be used by MST staff as they work with funding partners in Washington, DC, Sacramento, and in the private sector to finance MST capital and operating needs. Staff intends to use this land utilization plan to guide efforts to develop and redevelop MST properties in an orderly and productive manner. As a result of the research conducted for the land utilization plan, an overarching policy will be drafted and presented to the Board in the near future to provide a framework for the decision-making process as MST issues requests for proposals for development of its various properties.

8-2. LINE 55

On August 28, 2006, Line 55 Monterey-San Jose Express connected the Monterey Peninsula with the Bay Area for the first time with public transit service. This new service is a partnership between MST, Santa Clara Valley Transportation Authority, the Capitol Corridor Joint Powers Authority, and AMTRAK. Following an expected seasonal decline during the winter months, ridership in April reached the highest level since Line 55 began operations.

In late March of 2007, an on-board passenger survey was conducted to measure the satisfaction of customers as well as key demographic and user characteristics. Overall, 86% of passengers surveyed reported that they were very or somewhat satisfied with Line 55. Only 2% of respondents were somewhat or very dissatisfied. The primary trip purpose for passengers on Line 55 is to visit friends and family. If Line 55 were not available, 28% of passengers would not have made the trip at all. This demonstrates a significant demand for this connection between Monterey and the Bay Area. Also, 16% of passengers said they would have driven alone and 25% said they would have traveled in someone else's car if Line 55 were not available. This indicates that Line 55 is reducing congestion on the Highway 101 corridor by eliminating auto trips.

9-1. PARTNERSHIP WITH CHOMP ON LINE 7

A public/private partnership with CHOMP has been proposed to fund a new fixed route transit line demonstration project that would serve the hospital every half hour between 9 a.m. and 5 p.m. on weekdays. Line 7 Monterey-Carmel via CHOMP would provide customers a direct link between the hospital and the communities of Carmel and Monterey without having to call ahead for DART service. This new demonstration project would be scheduled to begin service on Monday, July 2, 2007.

Director Stilwell moved to approve Line 7 Monterey-Carmel via CHOMP demonstration project. Director Wilmot seconded and the motion carried unanimously.

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

The reports consisted of the General Manager/CEO Report; TAMC Highlights – May 23, 2007; Washington D. C. Lobbyist Report – May 25, 2007; Sacramento Lobbyist report – June 1, 2007; Quarterly Performance Results report – 3rd Quarter FY 2007; and Staff trip reports.

Mr. Sedoryk reported that ridership continues to grow.

11. COMMENTS BY BOARD MEMBERS

None.

12. ANNOUNCEMENTS

MST Human Resources Committee Meeting – June 25, 2007, at 9:00 a.m.

MST Facilities Committee meeting – July 9, 2007, at 9:00 a.m.

13. ADJOURNMENT

There being no further business, Vice-Chair Mancini adjourned the meeting at 11:33 a.m.

Prepared by: _____
Sonia AR Bannister

Agenda # **2-6**
August 13, 2007 Meeting

To: Board of Directors
From: D. Sobotka, Controller
Subject: Financial Report – June 2007

RECOMMENDATION:

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

FISCAL IMPACT:

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

Beginning balance May 26, 2007	\$ 1,026,402.43
Revenues	8,248,598.74
Disbursements	<u>< 2,194,414.63></u>
Ending balance June 22, 2007	<u>\$ 7,080,586.54</u>

POLICY IMPLICATIONS:

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

Prepared by: _____ Reviewed by: _____
Dave Sobotka Carl Sedoryk

Attachment #3**TREASURY TRANSACTIONS
FOR JUNE 2007**

<u>Date</u>	<u>Account</u>	<u>Confirm #</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 5/26/07					\$ 918,623
June 4	LAIF	1124613		108,000	810,623
June 7	LAIF	1125039		356,000	454,623
June 12	LAIF	1125537	453,000		907,623
June 13	LAIF	1125789	936,000		1,843,623
June 18	LAIF	1126086		59,000	1,784,623
June 21	LAIF	1126458		960,000	\$ 824,623
Local Agency Investment Fund: (Earned 5.248% for May 2007)					\$ 824,623
Treasury Balance at 6/22/07:					\$ 824,623

Agenda # **2-7**
August 13, 2007 Meeting

To: Board of Directors
From: D. Sobotka, Controller
Subject: Financial Report – July 2007

RECOMMENDATION:

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

FISCAL IMPACT:

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

Beginning balance June 23, 2007	\$ 7,080,586.54
Revenues	2,650,941.16
Disbursements	<u>< 3,258,953.05></u>
Ending balance July 31, 2007	<u>\$ 6,472,574.65</u>

POLICY IMPLICATIONS:

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

Prepared by: _____ Reviewed by: _____
Dave Sobotka Carl Sedoryk

Attachment #3

TREASURY TRANSACTIONS
FOR JUNE 2007

<u>Date</u>	<u>Account</u>	<u>Confirm #</u>	<u>Deposit</u>	<u>Withdrawal</u>	<u>Balance</u>
Balance Forward at 5/26/07					\$ 918,623
June 4	LAIF	1124613		108,000	810,623
June 7	LAIF	1125039		356,000	454,623
June 12	LAIF	1125537	453,000		907,623
June 13	LAIF	1125789	936,000		1,843,623
June 18	LAIF	1126086		59,000	1,784,623
June 21	LAIF	1126458		960,000	\$ 824,623
Local Agency Investment Fund: (Earned 5.248% for May 2007)					\$ 824,623
Treasury Balance at 6/22/07:					\$ 824,623

To: Board of Directors
From: L. Owens, Director of Human Resources
Subject: Authorize Expenditure for Injury Prevention Program

RECOMMENDATION:

Authorize expenditure for an injury prevention program with Future Industrial Technologies.

FISCAL IMPACT:

Not to exceed \$35,000. Monies have been set aside in the Fiscal 2008 approved budget.

POLICY IMPLICATIONS:

Your Board approves all expenditures over \$25,000.

DISCUSSION:

There has been a marked increase in injuries to the shoulder and cervical spine with Coach Operators. The job as a Coach Operator requires many hours of sitting and utilizing the upper body. The injuries to the shoulders and cervical spine are costly and with the most lost days of work. MST contacted Future Industrial Technologies after receiving several recommendations from other transit agencies as to the effectiveness of the "Back Safe/Sitting Safe" program. Santa Clara Valley Transportation Authority (VTA) and Long Beach Transit have both claimed benefits to their drivers and a lowering of the number of worker's compensation claims after the program had been implemented in the first year.

The total cost of the program includes training for all employees for "Back Safe and Sitting Safe" ergonomics. Additionally, up to ten (10) MST employees can be trained to become future trainers for new employees and provide re-training annually to all Coach Operators and Mechanics.

Twenty percent (20%) of MST's claims are for shoulder strain or injury with 214 days of lost work time year to date. The average claim cost for medical and indemnity only is approximately \$30,000. MST anticipates either fewer claims for neck, back and shoulder and/or lower costs of medical treatment required as the employees become better educated on prevention of injury, which will offset the cost of this program.

PREPARED BY: _____ APPROVED BY: _____
Lyn Owens Carl G. Sedoryk

To: Board of Directors
From: H. Harvath, Director of Administration
Subject: FY 2007-2008 APTA Dues

RECOMMENDATION:

Approve the expenditure of \$25,269 for American Public Transit Association (APTA) dues for Fiscal Year 2007-2008.

FISCAL IMPACT:

\$25,269 in funds identified for APTA dues as a part of MST's FY 2008 budget.

POLICY IMPLICATIONS:

Your Board approves expenditures exceeding \$25,000.

DISCUSSION:

The American Public Transportation Association (APTA) is the national advocacy group for public transit. APTA represents MST's interests on a national level through lobbying and testifying before Congress on transit-related issues, as well as through its transit research programs, publications, industry standards and overall industry image building on behalf of transit. MST staff and members of your Board attend various APTA meetings, functions and conferences throughout the year. APTA dues are based on annual operating expenses for the most recent completed year. Because of cost-saving measures taken by APTA over the past year, the annual inflation related dues increase of 2.5% has been waived by the APTA Executive Committee.

PREPARED BY: _____ REVIEWED BY: _____
Hunter Harvath Carl G. Sedoryk

To: Board of Directors
From: William G. Morris, Contract Transportation Manager
Subject: MST RIDES ADA Paratransit Eligibility Appeals Process

RECOMMENDATION:

Formally adopt the RIDES ADA Paratransit Eligibility Appeals Process.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

Provides Board sanction to the existing Appeals Process for RIDES as an MST Operational Policy.

DISCUSSION:

MST Staff have established guidelines to ensure a fair appeals process for MST RIDES applicants who were determined ineligible or conditionally eligible for RIDES ADA Paratransit service. The appeals process conforms to the requirements of USC 49 Part 37 Subpart F, Section 37.125(g), which mandates ADA paratransit providers to implement a compliant appeals process.

The guidelines as outlined in the proposed Operational Policy have not been approved by the MST Board of Directors. Staff recommends that your Board formally approve the Policy as drafted.

PREPARED BY _____ REVIEWED BY _____
William G. Morris Carl G. Sedoryk

To: Board of Directors
From: D. Sobotka, Controller
Subject: Disposal of Accountable Property

RECOMMENDATION:

Approve the disposition of the Accountable Property listed on Attachment 1.

FISCAL IMPACT:

The book value (original cost minus accumulated depreciation) of all items on the list total \$0.00.

POLICY IMPLICATIONS:

Your Board approves accountable property removed from the "books."

DISCUSSION:

As a result of the recommendations from staff, the vehicles on Attachment 1 should be disposed of. They have been determined obsolete and surplus.

The disposition of all of these items will reduce the net book value of MST's assets by \$0.00. Any proceeds from the sale of these buses would need to be used to purchase "like" assets.

PREPARED BY: _____
Dave Sobotka

APPROVED BY: _____
Carl G. Sedoryk

To: Board of Directors
From: L. Owens, Director of Human Resources
Subject: Authorize staff to renew Insurances for Fiscal Year 2008

RECOMMENDATIONS:

Authorize staff to renew insurance with California Transit Insurance Pool (CalTIP) for property and liability coverage; National Union Fire Insurance Company of Pittsburgh for Directors & Officers and Employment Liability (D&O, EPLI); County Supervisors Association of California (CSAC) Excess Insurance Authority (EIA) for excess worker's compensation coverage and CHUBB for property liability, not including vehicles.

FISCAL IMPACT:

Not to exceed \$335,000.

POLICY IMPLICATIONS:

Your Board authorizes purchases over \$25,000. The cost for insurance renewals is in the approved Fiscal Year 2008 budget.

DISCUSSION:

CalTIP's history reflects the cooperative efforts of public transit operators acting collectively to meet their insurance needs. In the mid 1980's, public transit operators faced an insurance crisis of increasing premiums, decreasing coverage and increasing deductibles. In 1987 CalTIP began providing insurance services to its 12 initial members. MST has maintained its physical and liability insurance with CalTIP since its inception. The coverage through CalTIP is with GEM and Insurance Company of the State of Pennsylvania and Lexington. The CalTIP premium for FY 2008 is a reduction of \$55,027 from FY 2007. MST elected to use retrospective credits from 1998-2003 for a reduction in premium for this current fiscal year.

After Board approval in 2005, MST contracted with Alliant Insurance Services to act as broker for a variety of insurance coverages. They are charged with the responsibility to obtain coverage for MST at the same level or better and with a

reduction in premium wherever possible. Premiums are now due for property and liability coverage, D&O,EPLI, and excess worker's compensation.

No other insurer could meet the rates offered by National Union for DL&O and EPLI coverage; however, National Union reduced the deductible for Directors and Officers coverage. CSAC-EIA's rates are based on payroll. MST's payroll increased over the previous year thereby causing an increase in premium. This coverage is offered through a public entity pool. MST signed a contract with CSAC-EIA for a minimum of three (3) years.

CHUBB Insurance has again been selected to provide property coverage. The total insured value decreased this year due to the removal of the Reservation Road building. Coverage for the new facility will cost an additional \$2,683 when completed. The Chubb bid showed a decrease of 8% over the prior year's costs. Traveler's and Alliant's Special Property Insurance Program both declined to quote due to competitive rates.

Coverage	Carrier	Premium FY 08	Premium FY07	Difference
Property & Liability	CalTIP	\$225,300	\$280,327	>\$55,027
D&O, EPLI	National Union Fire Ins. Of PA	\$27,093	\$40,950	>\$13,857
Property Liability	CHUBB	\$25,286	\$32,385	> \$7,099
Excess Worker's Compensation	CSAC-EIA	\$52,951	\$42,955	> \$9,996

PREPARED BY: _____
Lyn Owens

APPROVED BY: _____
Carl G. Sedoryk

To: Board of Directors

From: L. Owens, Director of Human Resources

Subject: Terminate County Public Entity Insurance Authority (CPEIA)

RECOMMENDATION:

Adopt resolution 2008-03 terminating CPEIA as an entity.

FISCAL IMPACT: None.

POLICY IMPLICATIONS:

None.

DISCUSSION:

In 2005, your Board authorized staff to enter into an agreement with CPEIA and CSAC EIA for excess worker's compensation insurance. In May 2006, your board adopted resolution 2006-20 to execute the CSAC EIA, Joint Powers Agreement. The current resolution, 2008-03, is the final step in the transition plan for termination of CPEIA as an entity. CPEIA members, acting through their governing board, are required to take action to terminate the CPEIA Joint Powers Agreement. The intent of this restructure is to allow public members to join the EIA directly. The public members will also have limited voting rights on the EIA Board of Directors and the Executive Committee.

PREPARED BY: 

Lyn Owens

APPROVED BY: 

Carl G. Sedoryk

Attachment Resolution

RESOLUTION 2008-03
FISCAL YEAR 2008

A RESOLUTION OF THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT TERMINATING THE CALIFORNIA JOINT PUBLIC ENTITY INSURANCE AUTHORITY JOINT POWERS AGREEMENT

WHEREAS, the CSAC Excess Insurance Authority (EIA) and the California Public Entity Insurance Authority (CPEIA) have merged into one organization, the EIA and there is no need for the CPEAI to continue to exist; and

WHEREAS, CPEIA members are able to join the EIA as public entity members; and

WHEREAS, pursuant to Article 22 of the CPEIA Joint Powers Agreement (Agreement) the affirmative vote of the governing bodies of three-fourths of the members are required to terminate the agreement: and

WHEREAS, there are no assets or other property to distribute under Article 22 of the Agreement;

THEREFORE, BE IT RESOLVED by The Board of Directors of Monterey-Salinas Transit, that pursuant to the provisions of Article 22 of the Agreement it elects to terminate the CPEIA, said termination shall become effective upon the affirmative vote of the governing bodies of three-fourths of the members.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION this 13th day of August 2007 by the following vote:

Ayes: Armenta, Clark, Downey, Ford, Mancini, Russell, Stilwell

Noes: None

Absent: (City of Carmel)



Fernando Armenta
Chairman



Carl Sedoryk
Secretary

APPRECIATION FOR SERVICES RENDERED BY GARY WILMOT

WHEREAS, Gary Wilmot has served on the Board of Directors of Monterey-Salinas Transit from December 2004 to June 11, 2007; and

WHEREAS, Gary Wilmot has served on the Facilities and Planning/Operations Committees; and

WHEREAS, Gary Wilmot was active in the design and development of the Marina Transit Station, and the Peninsula Area Service Study; and

WHEREAS, Gary Wilmot participated in the development of the MST 2008-2010 Strategic Plan and Bus Rapid Transit Study; and

WHEREAS, Gary Wilmot has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County.

THEREFORE BE IT RESOLVED that the Board of Directors wishes him its sincerest thanks and best wishes as he leaves the MST Board of Directors.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT PASSED AND ADOPTED RESOLUTION 2008-04 this 13th day of August 2007 by the following vote:

AYES: Armenta, Clark, Downey, Ford, Mancini, Russell, Stilwell

NOES: None

ABSENT: (City of Carmel)



Fernando Armenta
Chairman



Carl G. Sedoryk
Secretary

APPRECIATION FOR SERVICES RENDERED BY MICHAEL CUNNINGHAM

WHEREAS, Michael Cunningham has served on the Board of Directors of Monterey-Salinas Transit from May 2004 to July 2007; and

WHEREAS, Michael Cunningham has served on the Finance and Personnel Committees; and

WHEREAS, Michael Cunningham was active in the design and development of the Peninsula Area Service Study; and

WHEREAS, Michael Cunningham participated in the development of the MST 2008-2010 Strategic Plan; and

WHEREAS, Michael Cunningham has made a substantial and lasting contribution to the improvement of public transportation throughout Monterey County.

THEREFORE BE IT RESOLVED that the Board of Directors wishes him its sincerest thanks and best wishes as he leaves the MST Board of Directors.

THE BOARD OF DIRECTORS OF MONTEREY-SALINAS TRANSIT
PASSED AND ADOPTED RESOLUTION 2008-04 this 13th day of August 2007 by the following vote:

AYES: Armenta, Clark, Downey, Ford, Mancini, Russell, Stilwell

NOES: None

ABSENT: (City of Carmel)



Fernando Armenta
Chairman



Carl G. Sedoryk
Secretary

Agenda # **2-16**
August 13, 2007 Meeting

To: Board of Directors
From: H. Harvath, Director of Administration
Subject: Monterey Bay Bus Rapid Transit (BRT) Study Contract Amendment

RECOMMENDATION:

Amend the Monterey Bay BRT Study Contract with Wilbur Smith & Associates to include additional work tasks to be funded by the University of California – Santa Cruz.

FISCAL IMPACT:

\$58,000, to be funded in total by the University of California – Santa Cruz.

POLICY IMPLICATIONS:

Your Board approves expenditures exceeding \$25,000.

DISCUSSION:

In September of 2006, your Board awarded a contract to Wilbur Smith & Associates to conduct the Monterey Bay Bus Rapid Transit (BRT) Study, a joint project between MST and Santa Cruz Metropolitan Transit District (METRO) that was funded by the Monterey Bay Unified Air Pollution Control District. Over the previous year, Wilbur Smith has been working with both MST and METRO to study the possibility of implementing BRT systems in the Monterey Bay region. As the study has progressed, the University of California – Santa Cruz (UCSC) has expressed interest in participating and funding the study of an additional corridor that connects the community of Santa Cruz to the university. In that regard, UCSC and METRO have requested that the BRT study contract be amended to include additional work tasks (see Attachment 1) to study this corridor and to include \$58,000 in funding to accomplish these additional tasks. Attachment 2 is a letter from Santa Cruz METRO submitting this amendment request to MST.

PREPARED BY: 
Hunter Harvath

REVIEWED BY: 
Carl G. Sedoryk

Attachment 1: BRT Study – UCSC Funded Work Plan
Attachment 2: Letter from Santa Cruz METRO

BRT STUDY - UCSC FUNDED WORK PLAN

The scope of work agreement for the UCSC portion of the Monterey Bay Bus Rapid Transit (BRT) Study, defined as the corridor from METRO Center via Laurel, Mission and Bay to the University, outlines the tasks that will be complete in assessing the potential use of BRT. This scope has been developed using the findings from the Bay Corridor Preliminary Feasibility Analysis study completed for UCSC and the City of Santa Cruz in March of 2006. The final product will allow UCSC and Santa Cruz METRO, as well as the City of Santa Cruz, to have all the information needed to prepare the operational analysis portions of an application to the FTA for Very Small Starts funding for portion of the corridor from the UCSC campus to Metro Center.

While the previous feasibility study identified Bay Street as the key connector corridor between UCSC and Santa Cruz, this work plan will include a comparison of the current local bus system to this proposed BRT system along the entire corridor from Metro Center to UCSC. The proposed BRT system will possess different attributes from the current local service that will impact the travel speed, travel time, and reliability of the bus and the comfort and convenience of use for the rider. More detailed data for the portions of the corridor from METRO Center/Laurel/Mission will also be developed based on the requirements of the Very Small Starts process; this will match data already gathered on the Bay Street segment.

The analysis will assume no significant physical changes to the current roadway network and that the new service will utilize the existing right-of-way. Minor changes to the existing lane configurations including adding queue jump lanes, and re-striping will be included in the analysis. The specific attributes that will be studied for the new service will include:

- Improvement to the signalization equipment to allow preference and/or preemption for buses
- Modifications within the existing roadway network including: re-striping, new designations for existing lanes (queue jumps, turning lanes, etc.), and possible contra flow lane configurations
- Fleet improvements, such as potential use of higher capacity vehicles
- Stop/station improvements and amenities
- Fare Collection Options

Although various combinations of these attributes will be evaluated for the corridor by WSA, only one preferred BRT plan will be developed and recommended.

Task 1. Collect Data and Analyze Information

WSA will gather relevant data along the proposed BRT corridor, maximizing the use of existing data sources. This data will include:

- Traffic volumes and movement
- Transit ridership information
- Transit travel times, on-time performance and speeds
- Land use/ownership
- Information regarding public processes conducted to date

This information will provide the team with an accurate picture of the current conditions along the corridor. Traffic volume and turning movement data will be used to develop a traffic analysis model that can produce LOS ratings and estimate delay experienced at each signalized and stop controlled intersection. Up to five intersections will be evaluated and their corresponding levels of delay recorded using the traffic analysis model.

Transit ridership data for METRO routes 12,13,15,16, 19 and 19N will show the current usage of bus transit along the corridor for both UCSC pass riders and general public riders. On-time performance data will identify if there is a need for faster or more reliable service along the corridor. Land use and ownership data of the frontage properties along the corridor will also be inventoried to assess development potential for residential and non-residential uses. The final pieces of data will be information generated from any public processes that have been held to date that have discussed transit improvements projects or issues similar to those of the proposed BRT project.

Since METRO records route specific ridership and the above mentioned routes all run along a corridor very similar to the proposed METRO Center/Laurel/Mission/Bay route, this data can be applied directly to the analysis without any additional collection. WSA anticipates the potential to easily supplement existing data with other data collection needed to determine on-board loads and on-time performance. However, if there are other major data gaps, those will be discussed immediately with UCSC staff.

Deliverables: A technical memorandum for Santa Cruz METRO and the University describing the ability of existing data and information to fulfill the anticipated requirements described above and the potential need to collect additional data and information.

Task 2. Stakeholder Involvement Process

WSA will coordinate with the key stakeholders in Santa Cruz (primarily UCSC, Santa Cruz METRO, and the City of Santa Cruz) to document ongoing and previous public processes that relate to the proposed BRT project. Up to three additional stakeholder group meetings will be conducted as needed. If additional input is required, we will work with UCSC and METRO staff to scope additional public participation efforts.

- Meet with jurisdictions, local planning staff, adjacent land and business owners and identify Historic Preservation interests
- Review documentation of previous and ongoing processes conducted in Santa Cruz
- Review of stakeholder interviews conducted during recent METRO Short Range Transit Plan update
- Review any available public participation outreach efforts UCSC and Santa Cruz METRO have recently conducted that may be relevant to the BRT project

Deliverables: Documentation of the public process.

Task 3. Compare Service and State Advantages

The Very Small Starts program requires that the applicant demonstrate a need for the requested project (BRT) and the advantages it offers over the current service. To do this analysis, the findings from the previous studies completed for UCSC/City of Santa Cruz will be used as a baseline for comparing current and future service. Along with the findings from the previous study, a traffic simulation model will be developed for the proposed corridor to simulate the operational conditions under the future BRT scenario. Using this model, the resulting transit advantages (increased speed, reduced delay, higher reliability, etc.) from the proposed improvements will then be documented along with the traffic impacts, as measured in the intersection LOS analysis.

The evaluation will indicate how the proposed BRT system and all its attributes will meet the Very Small Starts criteria, including the use of background transit and traffic data.

Deliverable: A technical memo demonstrating the need for BRT based on the current and future conditions and the proposed advantages of the BRT project, based on the criteria included in the Very Small Starts process.

Task 4. Cost Estimate of Improvements

The various attributes of the BRT improvements will then be analyzed and the total cost of each will be identified. These costs will range from simple roadway re-stripping activities to large capital investments in ITS technology.

Deliverable: A technical memo outlining the various BRT improvements, their specific components, and the associated costs.

Task 5. Cost Effectiveness Analysis/Recommendations

Based upon the cost of these improvements, a cost effectiveness analysis will be prepared that details how the various financial investments are expected to impact the future success of the system. Since a significant criterion of the Very Small Starts process is the ability for the local agency to meet their share of the project's cost, this analysis will further focus the recommendations to those that are feasible financially by UCSC, Santa Cruz Metro, and the City of Santa Cruz. Recommendations for the appropriate attributes of system can then be developed using these findings.

Deliverable: A technical memo summarizing the cost effectiveness analysis, phasing recommendations if appropriate, and resulting recommendations.

MST RIDES Advisory Committee
May 21, 2007
Minutes

Present: **Chair:** Diana Seay: Consumer Representative
Alma Almanza: CCCIL: Consumer Representative
Marie Swank: Consumer Representative
MST Staff: William Morris: Contract Transportation Manager
MST Staff: Tom Hicks: CTSA Manager
MST Staff: Matthew Melzer: ADA Paratransit Eligibility Specialist
MV Transportation Staff: Lance Atencio: General Manager
MV Transportation Staff: Brent Boardman: Operations Manager
TAMC Staff: Andy Cook: Transportation Planner

Absent: Janne Bennick: REAP
Brandy Abend: Salinas Valley Dialysis

1. Call to order

Committee Chair Diana Seay called the meeting to order at 1:00 p.m.

2. Introductions

Attendees introduced themselves and explained their affiliations.

3. Approval Of the Minutes

The minutes were approved as published.

4. Public Comment

None.

5. Committee Member Reports

None.

6. New Business

MST Staff, Tom Hicks, CTSA Manager, gave an update on the CTSA efforts. He explained the functions and concepts of a CTSA. He said that staff has future visions for establishing a mobility center in Salinas and one in Monterey. Mobility centers will be able to sell tickets and passes as well as train people how to use public transit. They will also be looking into establishing a telephone one- number transportation information line, similar to 511 in the Bay area. He also stated that a major effort is needed for coordination between Medi-Cal administration and transit providers. Policies need to be changed in order to allow Medi-Cal recipients to use various transportation options available to them. The goal would help eliminate situations of different transit provider vehicles all going to and from the same destinations.

The committee discussed procedures and criteria for nominating employee of the month candidates. Committee members Alma Almanza and Marie Swank agreed to meet to decide on some selection criteria, and will present their ideas at the next meeting. MST Staff will bring MST's criteria information to the next meeting as well.

After the meeting, Brent Boardman, MV Operations Manager, gave the committee a tour of their facilities. He introduced them to their staff, and explained dispatching and scheduling software and monitoring processes.

7. Comments by Committee Members

Committee member Alma Almanza said that vehicles 5036 and 5039 had broken emergency window latches. MV Staff will investigate and repair as soon as possible. Committee members also expressed concerns that early morning staffing levels may need to be enhanced, in that it seems the Dispatcher is very busy at that time, with answering phones and communicating on the radio. Brent Boardman said that he is currently evaluating the staffing levels, as well as the scheduling software settings.

8. Unfinished Business

None.

9. Staff Reports and Information Items

MST staff reviewed ridership statistics, and discussed on time performance parameters. The overall year to date on time performance for 2007 is 87.04%. The total trips provided in April was 5,791, 12.05% higher than April of last year.

Andy Cook, TAMC Staff, Planner, announced that TAMC would be doing a taxi study to help address inconsistencies in licensing and regulations among taxi companies on the peninsula.

10. Announcements:

None.

11. Adjourn

The Committee adjourned at 2:20 p.m.

SUBMITTED BY: _____
William Morris

Planning & Operations Committee

June 4, 2007
Minutes

Present: Director Mancini
Director Downey
Director Russell
Director Clark
Carl Sedoryk, General Manager/CEO
Hunter Harvath, Director of Administration
Michael Hernandez, Chief Operating Officer
Mark Eccles, Director of IT
Mary Archer, Planner

Absent:

1. Call to order

Director Mancini called the meeting to order at 9:00 a.m.

2. Public Comment

There were no public comments on matters not on the agenda.

3. Consider recommending for approval Line 7 Monterey-Carmel via CHOMP demonstration project (Hunter Harvath).

Hunter Harvath provided an update of Line 7. After the update, Director Mancini asked how many people are impacted by this change. Mr. Harvath responded by saying that before the January 2007 service change went into effect, approximately 25 people a day boarded at CHOMP. Director Clark asked if DART service will continue. Mr. Harvath responded by saying that DART would continue serving CHOMP. Director Mancini asked if the stop schedule has been discussed with Steven Packer, CEO and Director Clark added a question about employee schedules influencing the Line 7 schedule. Mr. Harvath responded by saying that Mr. Packer had been consulted directly on Line 7 and that the service was designed primarily for visitors and patients of CHOMP rather than employees. Carl Sedoryk included information about the existing in-house CHOMP employee shuttle. Director Mancini asked if the Line 7 operations will have much impact to the MST budget. Mr. Harvath responded that it is being partially funded by CHOMP and some slight service cuts that were implemented

in May of 2007 as well as some additional unanticipated State Transportation Assistance funding. Director Russell asked for a clarification of the budget and why Line 7 is only a one-year demonstration. Mr. Harvath responded that ridership patterns would be evaluated throughout the demonstration project period and, if warranted, the Board will be asked to approve the line on a permanent basis next year. Director Clark asked for the start date and schedule. Mr. Harvath let everyone know that Line 7 will begin on Monday, July 2, 2007 and the schedule is already published in the most recent Riders Guide, on page 42.

Director Clark made the motion to recommend approval of Line 7 to the full Board of Directors. Director Russell seconded the motion.

4. Receive update and provide recommendations on the Carmel Trolley demonstration project proposal (Hunter Harvath).

Mr. Harvath provided an update about the Carmel Trolley demonstration project proposal. There were no comments from the directors regarding the City of Carmel to elect not to have a Carmel Trolley. Mr. Harvath indicated that line 4 basically serves a similar function except that it is not be a trolley vehicle and it is not subsidized by the City of Carmel or the Carmel Chamber.

5. Receive report on the Peninsula Area Service Study (PASS) route and schedule changes (Hunter Harvath).

Mr. Harvath provided an update on the PASS route and schedule changes. Director Mancini asked about the newly planned DART service for Marina to service the new shopping center and the Preston and Abrams park area. Hunter Harvath responded by stating that the new DART zone would include these destinations. Director Mancini asked about the decline in ridership in the City of Seaside for routes 9 and 10. Hunter Harvath explained that that this was due to the implementation of Line 11.

6. Receive report on the Line 55 Passenger Survey (Hunter Harvath).

Mr. Harvath provided and update on Line 55. Director Clark asked why Line 55 is not able to provide direct service to the airport. Mr. Harvath responded by explaining the federal requirements to not compete with private carriers, such as the Monterey-Salinas Airbus. Director Clark asked how long a trip on Line 55 would take to get to the airport if one were to make the required transfers to the VTA routes that go to the airport. Mr. Harvath provided the detailed route and connections and concluded that the trip would take at least three hours.

7. Receive briefing on options for the proposed Monterey Intermodal Transit Station (Hunter Harvath).

Mr. Harvath provided an update on the proposed Monterey Intermodal Transit Station. Director Clark asked if the station center would be similar to the Salinas Transit Center and whether there would be good pedestrian access. Mr. Sedorky briefly described the related plans for the Bus Rapid Transit Study, the Monterey Branch Line, and the City's plans for a pedestrian bridge. Director Clark asked whether MST would be charged rent in the proposed remodeled train depot area. Director Mancini suggested that the Chamber also be located in the vicinity to provide tourists with bus information. Director Clark suggested that Simoneau Plaza remain as a "super stop" to serve the needs of students and shoppers close by. Director Mancini suggested that there may be some funding assistance available if the old train depot housed museum information and included local public art.

8. Adjourn

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

SUBMITTED BY: _____
Mary Archer

Human Resources Committee

June 25, 2007

Minutes

Present: Chairman Tom Mancini
Director Mike Cunningham

Carl Sedoryk, General Manager/CEO
Heidi Quinn, Assistant General Counsel
Lyn Owens, Director of Human Resources

Absent: Director Vicki Stilwell

1. Call to order

Chairman Mancini called the meeting to order at 8:57 a.m.

2. Public Comment

There were no public comments on matters not on the agenda.

3. Closed Session

- 3-1. Conference with labor negotiators. (No Enclosure)
Agency designated representatives: H. Quinn, L. Owens
Employee organization: Amalgamated Transit Union

4. Return to Open Session

4-1. No action recommended.

4-2. Discuss creation of new positions.

Carl Sedoryk reviewed two new positions and their potential impact on the Agency. The Marketing and Sales Specialist position is intended to focus more resources on selling MST advertising and also coordinating the production of public information materials. This position is intended to self-fund through more outside advertising sales. The Marketing and Sales Specialist position will report to the Marketing Manager. Sales commission was discussed with the intent to provide a

percentage based commission on sales over annual goals set by MST. At present, there is only about 50% of the ad space sold. We anticipate this percentage could be 100% if a person is dedicated to sales.

Carl Sedoryk reviewed the proposed new position of Associate Scheduler. This position is intended to provide back up for the current Schedule/Planning Analyst position. The Schedule/Planning Analyst is the primary position that sets up the routes and schedules of the bus lines.

MST is required to conduct route surveys every three years. The plan is to utilize the current Scheduling Assistant for this task. There is funding available for the 12 months of surveying. Instead of using the funding to hire an outside consultant to survey, MST will use existing staff and use the funds available for the new Associate Scheduler. In future budget years, the position will be included the budget process.

Carl explained that when the Associate Scheduler is fully trained to take over the day to day changes in schedules from the Analyst, this will free up the Analyst to test out different scenarios for schedules using different criteria other than the 'hub and spoke' model. It is also planned for the Schedule/Planning Analyst to be freed from the day-to-day tasks in order to work with our member jurisdictions in identifying the individual needs of their communities as they grow.

Michael Cunningham expressed that with the Associate Scheduler handling the quarterly schedule changes that the current Analyst handles, the Scheduler/Planning Analyst may be able to come up with some new services and/or efficiencies that will increase ridership, or save money, and as a result, provide the extra funding needed to cover any new budgetary needs.

4-3. Review Management Succession Plan and Organizational Changes

Carl Sedoryk discussed that, with the adoption of the Strategic Plan, it is necessary to realign the organization structure to meet the strategic priorities, and to provide succession-planning opportunities for developing the next generation of MST leadership. Carl discussed how the current structure has too many Administrative departments reporting directly to the CEO taking time away from the CEO to respond to local member jurisdictions, as well as state and federal stakeholders. The previous Organizational Structure provided an Assistant General Manager position to manage and coordinate ongoing operational activities allowing the General Manager/CEO to focus on external issues and long-term planning. Carl expressed that with the increasing responsibilities in the area of government relations and planned expansion of services and facilities, there is a need to develop a new senior management structure. MST has committed to providing an environment that provides internal management succession opportunities and has provided senior managers with the appropriate training required to take on additional responsibilities. With a well-trained staff, a smooth transition is expected as new reporting responsibilities are developed.

Director Cunningham counseled against making changes that might overload any one staff member. He advised that Carl be aware of the weight of the responsibilities of each staff member before a final organizational structure is put into place.

Carl Sedoryk agreed to take a look at the structure and progression of the changes needed.

4-4. Distribution of the GM/CEO Performance Evaluation and Schedule.

Lyn Owens, Director of Human Resources, handed out the evaluation forms, performance goals and the document for the final scoring for the GM/CEO's performance. The evaluation form was the culmination of the Human Resources Committee recommendations. It was noted to the committee that the appraisal forms and time lines would be distributed by General Counsel at a regular board meeting after year end financials and operations results were available.

5. Chairman Mancini adjourned the meeting at 10:05 a.m.

SUBMITTED BY: _____
Lyn Owens

Facilities Committee

July 9, 2007
Minutes

Present: Director Mancini
Director Downey
Carl Sedoryk, General Manager/CEO
Michael Hernandez, Chief Operating Officer
Carl Wulf, Facilities/Capital Projects Manager
Hunter Harvath, Director of Administration

1. Call to order

Director Mancini called the meeting to order at 9:05 a.m.

2. Public Comment

None

3. Discuss Property Development Policy for the project at 280 Reservation Road.

Mr. Harvath stated that MST has issued a request for proposal for development at 280 Reservation Road. He hoped that we would have a selection by Sept. 21, 2007 so that an announcement could be made at the ribbon cutting ceremony. The pre-proposal Conference is scheduled for July 10, 2007 at 1:00 pm. Proposal due date is August 10, 2007 at 5:00 PM.

4. Receive an update on Marina Transit Exchange construction project.

Michael Hernandez gave a brief overview of the project status and then passed on the presentation to Carl Wulf. Carl gave a Power point presentation with pictures from the start of the project to the present day. There was brief discussion about contingency and change order costs to date as well as some of the construction challenges due to an extremely constrained design period. Carl Sedoryk stated that the project is moving along smoothly, with overall very few problems.

5. Brief information about future TDA Landscape enhancements.

Michael Hernandez stated the in the next few month we will be improving landscaping around the entrance to TDA. The area of dead weeds and shrubs will be enhanced to provide a more appealing look.

6. Received an update on transferring of the CARS back to the city of Monterey.

Michael Hernandez handed out a transition plan with 7 goals.

- Identify target date (tentatively October 31-November 15,2007)
- Retire CNG fleet
- Identify list of items to return to City of Monterey
- Identify training requirements
- Review maintenance history of station
- Request OSHA and City of Monterey inspection of the station
- Contact/notify CASR users, PG&E, insurance carrier, MBUAPCD and contractors

7. Additional Items Discussed:

Staff informed the committee that a specific smoking area at the Salinas Transit Center will be identified for the public and employees in order for MST to be in compliance with laws requiring smoking to be away from open doors and windows.

Director Downey inquired about the plans for downtown Monterey and whether MST has made any plans or use studies for the train depot building. She expressed her concern that the area by Tyler St. would most likely not work for MST. The Train Depot is still a historical landmark and would be required to maintain the same look if improvements were made. Staff indicated that we are still evaluating the train depot site and no decisions have been made.

8. Adjourn

Director Mancini adjourned the meeting at 9:38 a.m. and a site visit to the Marina Transit Exchange was offered. Directors Wilmot and Downey visited the construction site with MST staff.

SUBMITTED BY: _____
Carl Wulf

MST RIDES Advisory Committee

June 18, 2007

Minutes

Present: **Chair:** Diana Seay: Consumer Representative
Alma Almanza: CCCIL: Consumer Representative
Marie Swank: Consumer Representative
MST Staff: William Morris: Contract Transportation Manager
MST Staff: Tom Hicks: CTSA Manager
MST Staff: Matthew Melzer: ADA Paratransit Eligibility
Specialist
MST Staff: Cristy Sugabo: ADA Paratransit Eligibility Specialist
MV Transportation Staff: Lance Atencio: General Manager
TAMC Staff: Andy Cook: Transportation Planner

Absent: Janne Bennick: REAP
Brandy Abend: Salinas Valley Dialysis

1. Call to order

Committee Chair Diana Seay called the meeting to order at
1:02 p.m.

2. Introductions

Attendees introduced themselves and explained their affiliations.

3. Approval Of the Minutes

The minutes were approved as published.

4. Public Comment

None.

5. Committee Member Reports

None.

6. New Business

The eligibility appeals process was reviewed, and the committee approved its appeals panel members of, Alma Almanza, CCCIL, Brandy Abend, Salinas Valley Dialysis, and Gretchen Faus, MST.

7. Comments by Committee Members

Committee member Alma Almanza stated that vehicle 5036 had two emergency window handles broken with duct tape wrapped around them. She also reported that interior stenciled vehicle numbers were still missing in some vehicles. MV General Manager Lance Atencio said that he thought all broken handles had been repaired, but he will double-check vehicle 5036. They will also check for stenciled numbering. There was also some discussion that some air conditioners might not be working; so all units should be checked before temperatures rise during Summer.

Committee member Diana Seay commented that not all drivers were wearing nametags. Lance Atencio stated that all employees should have their laminated identification badges within the next two weeks.

Committee member Marie Swank announced that she would be resigning from the committee due to personal reasons. There was some discussion about soliciting new committee members, and about reminding all committee members to let MST Staff know if they expect to be absent from a meeting. MST Staff said they would send out letters about absences and teleconferencing opportunities to all committee members.

8. Unfinished Business

The committee voted to include an employee of the month selection on each agenda, in case a member wishes to nominate someone at a meeting. Some criteria was also discussed such as life saving/emergency efforts, punctuality, professional attitude and safe driving skills.

9. Staff Reports and Information Items

MST staff reviewed ridership statistics. Lance Atencio, MV General Manager, said that a new driver class had recently graduated, and another class of 5 drivers was just beginning. MV has also promoted dispatcher Romiro, to Field supervisor. Committee members commented that some of the new employees seemed to be very polite, friendly, and professional.

Tom Hicks, CTSA Manager, told the committee that MST was currently negotiating a lease for a mobility management center in Monterey.

Andy Cook, TAMC Planner, told the committee about an approved taxi study of taxi usage, regulation, and accessibility that was beginning, with the results expected in early 2008.

10. Announcements:

MST staff announced that the next MST RIDES Advisory Committee meeting would be at TAMC July 16, 2007. Tom Hicks announced a day-long conference taking place at MST on July 18, 2007. The conference is about improving public transportation accessibility, affordability, and efficiency.

11. Adjourn

The Committee adjourned at 2:13 p.m.

SUBMITTED BY: _____
William Morris

To: Board of Directors

From: C. Wulf, Facilities/Capital Projects Manager

Subject: Award Contract for Bus Washer Repair

RECOMMENDATION:

1. Award a contract to Salinas Steel Builders and Cypress Painting & Decorating for the repair of two bus washers.
2. Authorize \$7,000 for Brent Electric for associated electrical repairs.

FISCAL IMPACT:

\$60,452. Funding is available in the FY2008 Capital budget.

POLICY IMPLICATIONS:

Your Board approves contracts greater than \$25,000.

DISCUSSION:

MST has one bus washer at each of our two operating facilities. These washers are used regularly to wash MST's 78 buses and are designed for heavy-duty equipment. The TDA washer was replaced in approximately 1985 and the CJW bus washer was built in 1986, and then upgraded in 1991. Both units have excessive rust and corrosion. The TDA washer has signs of metal fatigue and there is a concern about potential structural failure should corrective action not be taken.

The repair work will replace all ceiling supports and all of the sidewall sheet metal. Electrical repair work will also be completed on both the washers. The need to repair these washers was reviewed with the Facilities Committee in April, who agreed with staff's recommendation to make these repairs.

MST solicited bids from the following steel building vendors and painting contractors listed below. Other steel building vendors declined to bid the job, citing either a lack of interest in the project, or "territorial" restrictions impacting their ability to bid jobs outside a designated service area. An independent cost estimate has been completed and MST has determined this is a fair and reasonable price.

Steel Building Vendors:

Salinas Steel Builders, Salinas	\$37,047.00
Advantage Building Systems, Gilroy	Declined to Bid
Pryer & Hanson Inc. Steel Construction, Salinas	Declined to Bid
Wynn Construction Services, Salinas	Declined to Bid
Central Coast Agri-Buildings, Hollister	Declined to Bid

Painting contractors:

Cypress Painting & Decorating Inc., Carmel	\$ 8,520.00
Coastal Painting, Salinas	\$13,200.00
Saleh Painting Co., Marina	\$14,890.00

MST's contract electrician will complete the electrical repairs, and this price is set per MST's contract with Brent Electric. Electrical repairs for the two bus washers are estimated to be \$7,000.

For both bus washers the price to complete the repair/construction work, the painting and electrical work using the three contractors noted above is \$52,567. An additional \$7,885 is a 15% project contingency in the event additional repair work is needed once corroded supporting structure and other parts have been removed. This will then bring the total project cost to \$60,452. This project is fully funded and staff recommends approval of this project. A short PowerPoint presentation will be provided at the Board meeting to review the needed repairs.

PREPARED BY:  Carl Wulf
REVIEWED BY:  Carl G. Sedoryk

To: Board of Directors
From: H. Harvath, Director of Administration
Subject: Survey Research Consultant RFP

RECOMMENDATION:

Award a contract to Moore & Associates for \$27,348 to conduct passenger and non-passenger surveys.

FISCAL IMPACT:

\$27,348 in funds identified for the 2007 Passenger and Non-Passenger Surveys are in MST's FY 2008 budget.

POLICY IMPLICATIONS:

Your Board approves expenditures exceeding \$25,000.

DISCUSSION:

Public transit agencies regularly conduct passenger and non-passenger surveys to gauge opinions of customers and to find out information about those individuals who do not currently take public transit. This data can then be used to improve services for existing passengers as well as to increase ridership by marketing MST more effectively to non-riders. These surveys should be conducted approximately every two years to ensure data is current and remains valid as economic, social and population conditions change.

In June of 2007, MST issued an RFP for a Survey Research Consultant to conduct in-person surveys of passengers as well as a telephone survey of Monterey County residents who have not used MST transit in the past year. Four firms responded to the RFP and were scored as follows:

PROPOSER	SCORE	PRICE
CIC Research, Inc.	92	\$47,136
Moore & Associates	78	\$27,348
Perteet, Inc.	84	\$37,565
SCI Survey Communications	50	\$28,375

With the lowest price of the four submittals, Moore & Associates received an acceptable score and is qualified to conduct the surveys.

PREPARED BY: _____ REVIEWED BY: _____
Hunter Harvath Carl G. Sedoryk

To: Board of Directors
From: M. Hernandez, Chief Operating Officer
Subject: Marina Transit Exchange Project Update

RECOMMENDATION:

Receive an update from staff on the status of the Marina Transit Exchange construction project.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

None.

DISCUSSION:

In December 2006, your Board awarded a contract to DMC Construction in the amount of \$2,605,008 for the construction of a new Transit Exchange in Marina. By awarding the contract to DMC by the December 31 deadline, MST remained eligible for \$2.5 million in State Transportation Improvement Program (STIP) funds for this project.

Construction at the site started in January 2007 with a projected completion date by the end of September. In March 2007, your Board also approved a contingency budget of \$263,600, not including preliminary site work, city fees and other required permits, to allow for change orders, unknown project costs and complete the project. Current project costs are listed below:

Marina Transit Exchange - Project Costs

Land Acquisition	\$2,500,000
Original Design (2003)	\$250,465
Current Design & Construction Documents (2006)	\$552,551
DMC Construction Contract	\$2,636,008
Preliminary Site Work, Fees, Permits	\$149,350
Contingency - Spent	\$224,805
Approximate Project Costs To Date:	\$6,313,179
Remaining Contingency	\$38,795

The contingency budget has been used for several change orders, design modifications, safety upgrades and signage, including but not limited to a sprinkler system, siding change, On-Street signage and security camera systems. Most of the preliminary site work, City fees and permits were completed early on and are not included in the contingency budget.

A project update and site visit was provided to the Facilities Committee on July 9. I am pleased to report that progress on the project is essentially on track with a project completion date estimated to be in the first week in October. A ribbon cutting ceremony is scheduled for September 21.

Carl Wulf, MST's Facility/Capital Projects Manager will provide a brief PowerPoint slide show showing the different phases of the project.

PREPARED BY: _____ REVIEWED BY: _____
Michael Hernandez Carl G. Sedoryk

To: Board of Directors
From: Hunter Harvath, AICP, Director of Administration
Subject: Property Development Policy

RECOMMENDATION:

Based on the findings of the May 2007 MST Land Utilization Plan, adopt a Property Development Policy.

FISCAL IMPACT:

None.

POLICY IMPLICATIONS:

At the June 11, 2007, MST Board of Directors meeting, the final report of the MST Land Utilization Plan was submitted to your Board. A Property Development Policy that would be adopted by your Board would guide staff in its efforts to implement the land utilization plan, and would support the adopted strategic priorities to improve service design and infrastructure and develop stable, long term revenue sources.

DISCUSSION:

Assembly Bill No. 1937 (Dutra), enacted in February 2002, allows a transit operator to enter into agreements with a public agency, public utility or person or entity for the purpose of joint development. This legislation gives MST the authority to develop and manage real property for transit-oriented development (TOD), and to retain ownership of that property as an ongoing source of revenue for the Agency. Transit Oriented Development consists of a project that is a commercial, residential, or mixed-use development that is undertaken in connection with existing, planned or proposed transit facilities and is located ¼-mile or less from the boundaries of the transit facility. The financial need to jointly develop MST property to create a continuous revenue source to support transit and increase the utilization potential of public transit is the driving force behind the joint development program.

At this point in time, MST has no comprehensive process for evaluating development proposals at joint development sites. It is important that MST has a public process that affords the development community equal notice and opportunity to make

development proposals on MST property. It is also important for MST to achieve the best possible project proposals from the best developers and design professionals and for MST to earn the highest revenue returns from land assets. While achieving these goals, MST must coordinate closely with member cities to assure that projects proposed within each city's jurisdiction meets local planning goals and objectives.

The proposed MST Joint Development Policy (Attachment 1) would reflect support for the Designing For Transit Manual as a handbook for successful transit-oriented development. Implicit within the Policy is the vision of the Designing For Transit Manual "...shaping our community to create patterns of development that are compatible with needs of transit". These "new development patterns", often termed transit-oriented development or TOD, will be established at transit stations where the movement of people and location residences, shopping and employment will be increasingly concentrated. MST has an opportunity through joint development to provide models for TOD. As urban infill, redevelopment and increased intensities and densities of land use occur around transit stations, it will be increasingly important to preserve quality of life and by creating successful, attractive and livable environments.

The development community needs a clear statement of MST's objectives for revenue enhancement, ridership potential and achieving transit-oriented development that enhances neighborhoods. The proposed Joint Development Policy provides guidance to developers as to the performance standards and design criteria required for successful transit-oriented development. Without a Policy, MST remains in a reactive position and lacks a strong and clear statement of objectives to present to the development community

In conjunction with this joint development policy, an internal development strategy is required to direct the acquisition, maintenance and disposition of MST properties based on market conditions, current and future capital facility needs, and other related operational priorities. In that regard, there may be a property or properties that do not fit into this strategy and could be sold outright. Additionally, the coordination of MST's development strategies should be consistent with and supportive of long-term regional transportation plans and the stated land use visions of the jurisdictions in which MST's properties are located.

PREPARED BY: _____ REVIEWED BY: _____
Hunter Harvath Carl G. Sedoryk

Attachment 1: Draft Joint Property Development Policy

DRAFT JOINT DEVELOPMENT POLICY

PURPOSE

MST's Joint Development Policy is designed to secure the most appropriate private and public sector development of MST-owned property at and adjacent to transit stations and corridors. MST envisions its station areas and transit corridors as vibrant, prosperous, community assets that create a strong sense-of-place for transit, pedestrians, and the surrounding community, and are destinations in their own right.

The Joint Development Policy provides a framework for creating and pursuing the highest and best opportunities for development around station areas and along corridors. The policy is intended to establish guidelines and procedures for identifying such opportunities to optimize return on investment to MST. Joint Development includes coordination with local jurisdictions in station area land use planning to establish development patterns that enhance transit use.

Goals

MST's Joint Development Policy seeks to:

1. Comprehensively plan and develop the highest and best housing, office and retail uses around station sites and along transit corridors.
2. Increase transportation system capacity by increasing transit use.
3. Generate both a long-term source of revenue for MST, and allow MST to participate in the increase in the value of its real property assets over time.

JOINT DEVELOPMENT POLICY

Joint development projects shall:

1. Create both a long-term source of revenue for MST, and shall allow MST to participate in the increase in the value of its assets over time.
2. Encourage increased transit utilization and ridership.
3. Exhibit high urban design standards and quality.
4. Be consistent with local jurisdiction land use goals and shall be developed with a public participation process that respects neighborhood concerns.

5. Provide for efficient and safe vehicular and pedestrian circulation and shall provide adequate parking to serve both private and public demand, while maximizing shared parking opportunities.
6. Implement the concepts, principles, practices outlined in MST's Designing For Transit Program and shall include the elements of transit-oriented design (TOD).
7. Enhance and maintain existing or future transportation systems, operations, and infrastructure.
8. Address community needs in joint development consistent with MST policy encouraging revenue generation and implementing TOD design principles.

If developing a particular property owned by MST would not accomplish the goals set by this policy, then consideration should be given to disposition of the property through sale, exchange for another property or some other fiscally responsible means.

To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Modify Joint Powers Agreement

RECOMMENDATION:

1. Adopt proposed amendment to Monterey-Salinas Transit Joint Powers Agreement changing the formula for allocation of County of Monterey Local Transportation Funds to MST (Attachment 1).
2. Direct staff to seek approval of amendment to JPA from member jurisdiction governing Boards and Councils.

FISCAL IMPACT:

No fiscal impact in FY 2008. Staff anticipates an additional \$135,000 in LTF funds from the County in FY 2008, and an additional \$270,000 in LTF from the County in 2010 and thereafter depending on sales tax returns and population growth.

POLICY IMPLICATIONS:

Amendments to the Joint Powers Agency Agreement may only be made by the unanimous consent of MST member agencies.

DISCUSSION:

At your December 2006 Board meeting your Board authorized the Chair to form an ad-hoc committee to meet with a sub-committee of County of Monterey Board of Supervisors to discuss local funding issues and possible amendment of the MST Joint Powers agreement related to the distribution of Local Transportation Funds (LTF) to Monterey-Salinas Transit and to suggest modifications to County of Monterey allocations of LTF, if necessary.

The Joint Powers Agreement that governs Monterey-Salinas Transit, which was last ratified in September 1981, addresses how Local Transportation Funds are distributed to MST from member jurisdictions. By state statute, LTF funds are designated to be used for bicycle, pedestrian, and transit programs before being allocated to streets and roads programs. The JPA agreement states that with regard to the County of Monterey these funds would be allocated "according to a ratio of – unincorporated population served by the Agency to the total unincorporated population

of the County. The unincorporated population served is that within one-half mile of the Agency transit routes.”

Since the mid-1990’s, the federal Department of Transportation, Federal Transit Administration, as well as California Department of Transportation have all adopted a definition for the population that is served by either fixed-route or complimentary ADA paratransit services as being that within a $\frac{3}{4}$ mile corridor of transit routes. The sub-committee determined if it would be appropriate to modify the JPA to define the unincorporated population served by transit to include the population within three-quarter miles from Agency transit routes. It is estimated that the population between $\frac{1}{2}$ mile and $\frac{3}{4}$ miles from existing routes would generate an additional \$270,000 per year from County LTF funds.

The Committee ultimately recommended a phased implementation over 3 years to modify the percentage of County LTF funds allocated to MST. MST staff and County staff worked together to develop mutually agreeable language to modify the JPA to reflect the Committee agreement. The attached amendment to the Joint Powers Agreement has been reviewed and approved by both MST General Counsel and County Counsel.

The committee was also tasked with negotiating what repayment, if any was due from the County of Monterey due to misallocation of LTF funds resulting from a clerical error on the part of TAMC. While it was determined that the clerical error resulted in a net loss of County LTF distributed to MST of approximately \$70,000 per year since 2002, the committee determined that MST would not seek repayment.

PREPARED BY: _____
Carl G. Sedoryk

Attachment 1: JPA Amendment

To: Board of Directors
From: C. Sedoryk, General Manager/CEO
Subject: Monthly Report

Attached are the most recent monthly statistics and the reports from the Administration and Operations/Maintenance Departments.

Preliminary results show that ridership for the fiscal year increased by slightly more than 2%, which was in line with budgeted projections for the year.

The California State Budget for fiscal year 2008 remains unresolved. The current budget package that is endorsed by the Governor and approved by the Assembly would result in the diversion of \$1.3B of funds designated under current state law for public transit use to pay for General Fund obligations. The impact on MST would mean a loss of \$2M to MST, and an additional \$7.5M of funding programmed by the California Transportation Commission to pay off MST debt is also now in jeopardy of being diverted to road projects. The Senate only requires one additional vote to pass the budget, however it is widely assumed that the Senate will not reconvene until after completion of Summer Recess on August 20, 2007.

The U.S. House of Representative and Senate have both approved record levels of funding for public transportation for the federal budget year beginning October 1, 2007. While the House version of the bill includes a \$200,000 earmark for MST buses, the Senate version does not contain an earmark for MST. A joint committee of the House and Senate is reviewing the final language of the bill and will consider earmarks before presenting a final bill for passage by both the House and Senate to be signed by the President.

MST staff and our legislative advocates in Sacramento and Washington D.C. are working to ensure that MST retains needed funding for our projects and programs.

- Attachment #1 – Fixed Route Bus – Monthly Boardings
- Attachment #2 – Fixed Route Bus – Comparative Statistics
- Attachment #3 – MST RIDES Monthly Boardings
- Attachment #4 – MST RIDES Comparative Statistics
- Attachment #5 – Operations Department Report June 2007
- Attachment #6 – Facilities & Maintenance Department Report June 2007
- Attachment #7 – Administration Department Report June 2007

PREPARED BY: _____


Carl G. Sedoryk

July 1, 2007

To: M. Hernandez, Chief Operating Officer
From: R. Weber, Director Of Transportation Services
Subject: **Transportation Department Monthly Report, May 2007**

FIXED ROUTE BUS OPERATIONS:

System Wide Service:

Preliminary boarding statistics indicate that ridership decreased by **1.79%** in May 2007, (408,880), as compared to May 2006 (416,339). Year-to-date, system wide boardings have increased by **3.60%** over the same period in 2006.

May productivity fell slightly from 24.3 passengers per hour last year, to 22.6 passengers per hour for May of 2007.

Seasonal Service:

The MST Trolley service began on May 26th, resulting in 8,430 passenger boardings for the six (6) days of operation in May. Boardings are up by 1,985 from May of 2006, however, the Trolley service was in operation for only five (5) days in May last season.

Supplemental Service:

May 19 and 20th MST provided supplemental service on Lines 37, 38, & 39 for the U.S. Sports Car Invitational at Laguna Seca raceway. 192 passengers were transported during this two (2) day event, which is up from 96 recording boardings from last year's event.

System Wide Statistics:

- Ridership: 408,880
- Vehicle Revenue Hours: 18,104.85
- Vehicle Revenue Miles: 288,094.4
- System Productivity: 22.6 Passengers Per Vehicle Revenue Hour
- Scheduled One-Way Trips: 26,294

On-Time Compliance: Of 90,605 total time-point crossings sampled for the month of May, the TransitMaster™ system recorded 15,698 delayed arrivals to MST's published time-points system-wide. This denotes that **82.67%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus ~ On Time Compliance Chart FY 2007.*)

Buses arriving later than **5** minutes beyond the published schedule are considered late. The on-time compliance chart (attached) reflects system wide "on-time performance" as a percentage to the total number of reported time-point crossings.

Trips With 10 or More Standees: There were **88** reported overcrowded trips for the month of May. (See *Operations Summary report for further information*)

Cancelled Trips: There were a total of **18** cancelled trips for the month of May for both directly operated and contracted services representing less than one tenth of one percent of all scheduled trips for the month. Cancelled trips for May were attributed to the following:

Reason	MST	MV Transportation	% Of All Missed
Mechanical	5	0	27.78%
Traffic	10	0	55.56%
Accident	3	0	16.67%

Documented Occurrences: MST Coach Operators are required to complete an occurrence report for any unusual incident that may occur during their work day. The information provided within these reports is used to identify trends, which often may drive changes in policy or standard operating procedures. The following is a comparative summary of reported incidents for the month(s) of May 2006 and 2007:

Occurrence Type	May-06	May-07
Accident: Coach Involved	4	5
Medical Emergency	2	2
Object Thrown @ Coach	0	1
Passenger Conflict	5	5
Passenger Fall	1	2
Passenger Injury	2	1
Unreported Damage	1	1

Disaster Drill: On May 10th, MST participated in a multi-agency disaster drill held at the Monterey Airport. Utilizing one forty foot coach, MST transported 37 passengers to CHOMP, later returning them to the Airport.

CONTRACTED SERVICES:

MST RIDES Program:

- Preliminary boarding statistics for the MST RIDES program reflect that for the month of May there were 6,625 passenger boardings. This represents a **10.21% Increase** in passenger trips from May of 2006. Year-to-date; system wide boardings have increased by **0.24%** over the same period in 2006.
- For the month of May, **85.87%** of all scheduled trips for the MST RIDES Program arrived on time, decreasing from 90.00 % in May of 2006. Increased productivity may have driven this decrease.
- Productivity Increased from 1.74 passengers per hour last year, to 1.82 passengers per hour for May of 2007.
- For the month of May, 90 applications were reviewed, resulting in 90 approvals and no denials. Of the approvals, 54 were new clients, and 36 were recertifications.
- 46 clients were inactivated in May.
- There are 2372 total active clients as of June 26, 2007.

Other:

- MV began operating daily service on the MST Trolley beginning May 26th.
- MV operated an additional MST Trolley until 10pm on May 31st.
- MV began operating a 3 round-trip daily service on line 22 beginning May 26th.

COMMUNICATIONS CENTER:

In May, the Communications Department summoned public safety agencies on *eleven* (11) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident	7
Emergency Medical Services	Medical Emergency	4

Robert Weber

ATTACHMENTS: MST Fixed-Route Bus ~~ On Time Compliance FY 2007.

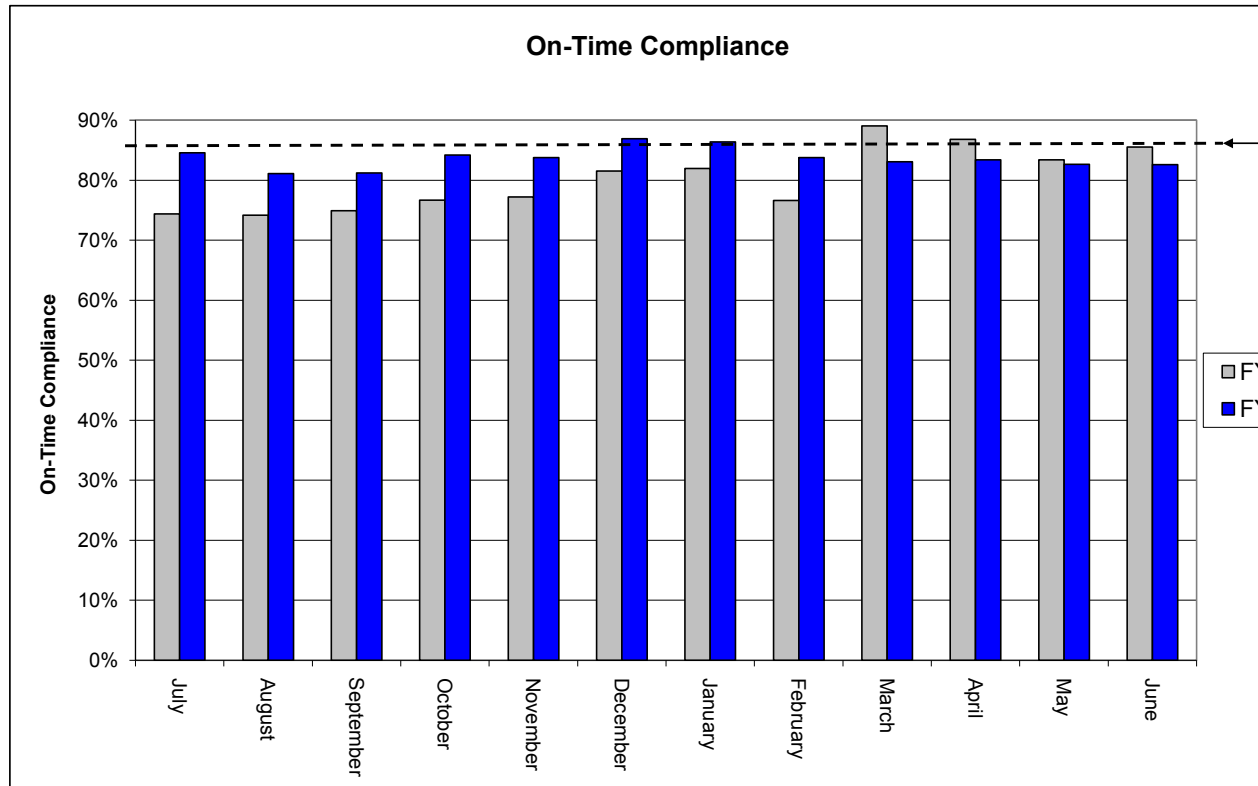
**MST FIXED ROUTE
ON-TIME COMPLIANCE FY 2007**

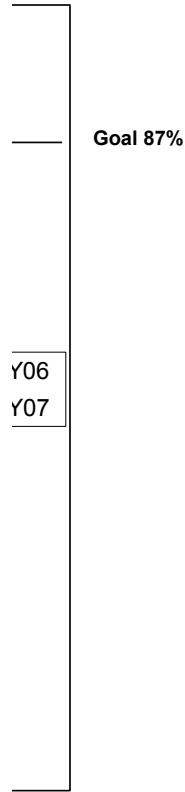
June 2007
Data Sampled: 79.0%

MONTH	FY06 ON-TIME PERFORMANCE	FY07 TIME POINT COUNT	FY07 DELAYED ARRIVALS 3 + MINUTES *	FY07 % of TRIP DELAY	FY07 ON-TIME PERFORMANCE
July	74.38%	87,405	13,494	15.44%	84.56%
August	74.16%	89,442	16,890	18.88%	81.12%
September	74.95%	84,134	15,816	18.80%	81.20%
October	76.71%	86,471	13,643	15.78%	84.22%
November	77.21%	80,559	13,083	16.24%	83.76%
December	81.52%	87,779	11,492	13.09%	86.91%
January	81.97%	86,608	11,780	13.60%	86.40%
February	76.63%	76,459	12,381	16.19%	83.81%
March	89.06%	89,871	15,187	16.90%	83.10%
April	86.82%	85,001	14,111	16.60%	83.40%
May	83.42%	90,605	15,698	17.33%	82.67%
June	85.54%	90,726	15,762	17.37%	82.63%

* - On time= Arrival within 5 minutes of the published schedule

TOTAL		1,035,060	169,337	16.36%	83.64%
Monthly Average	80.20%	86,255	14,111		83.65%





% OF TRIP DELAY

###

###

← Target 82%

ON-TIME PERFORMANCE/INCONVENIENCED PASSENGERS - FY2004

TPC = Timepoint Crossings

Inconvenienced passengers determined by: Total passengers x delayed arrivals

On-Time Performance = arriving no later than 3 minutes of published schedule

Delayed Arrival = arriving later than 3 minutes of published schedule

	Total	Inconvenienced	% Delayed	% On-Time
1st Quarter	Passengers	Passengers	Arrivals at TPC	Performance
July	452,369		26.41%	84.56%
August	451,633		28.79%	81.12%
September	404,074		28.18%	81.20%
Total	1,308,076	363,645	27.80%	82.29%

2nd Quarter				
October	409,117		30.07%	84.22%
November	343,694		26.74%	83.76%
December	337,428		22.60%	86.91%
Total	1,090,239	288,586	26.47%	84.96%

3rd Quarter				
January	326,289		13.60%	86.40%
February	320,722		16.19%	83.81%
March	388,566		16.90%	83.10%
Total	1,035,577	161,181	15.56%	84.44%

4th Quarter				
April	380,102		26.98%	73.02%
May	397,295		26.75%	73.25%
June	413,269		23.50%	76.50%
	1,190,666	306,517	25.74%	74.26%

FY 2004	Total	Delayed	% Delayed	% On-Time
Quarters	Passengers	Passengers	Arrivals at TPC	Performance
1st Quarter	1,308,076	363,645	27.80%	82.29%
2nd Quarter	1,090,239	288,586	26.47%	84.96%
3rd Quarter	1,035,577	161,181	23.45%	76.55%
4th Quarter	1,190,666	306,517	25.74%	74.26%
Total	4,624,558	1,119,930	25.91%	81.27%

Confirm stats

August 2, 2007

To: M. Hernandez, Chief Operating Officer
From: R. Weber, Director Of Transportation Services
Subject: **Transportation Department Monthly Report, June 2007**

FIXED ROUTE BUS OPERATIONS:

System Wide Service:

Preliminary boarding statistics indicate that ridership decreased by **11.74%** in June 2007, (417,714), as compared to June 2006 (473,268). For fiscal year 2007; system wide boardings have increased by **2.09%** over the previous year. *While the statistics for June are preliminary, there has been no specific cause yet identified for the notable decrease in boardings from last June. A contributing factor to the decrease is thought to be the impact of the recent Peninsula service change, which now provides more direct service requiring less passenger transfers throughout the region.*

June productivity fell slightly from 26.4 passengers per hour last year, to 22.7 passengers per hour for June of 2007.

Seasonal Service:

The MST Trolley service operated throughout the month of June transporting 37,960 passengers. This represents a 2.2% increase in boardings from June of last year (37,137).

Supplemental Service:

None

System Wide Statistics:

- Ridership: 417,714
- Vehicle Revenue Hours: 18,406
- Vehicle Revenue Miles: 288,993
- System Productivity: 22.7 Passengers Per Vehicle Revenue Hour
- Scheduled One-Way Trips: 27,846

On-Time Compliance: Of 90,726 total time-point crossings sampled for the month of June, the TransitMaster™ system recorded 15,762 delayed arrivals to MST's published time-points system-wide. This denotes that **82.63%** of all scheduled arrivals at published time-points were on time. (See *MST Fixed-Route Bus ~ On Time Compliance Chart FY 2007.*)

Buses arriving later than **5** minutes beyond the published schedule are considered late. The on-time compliance chart (attached) reflects system wide "on-time performance" as a percentage to the total number of reported time-point crossings.

Trips With 10 or More Standees: There were **53** reported overcrowded trips for the month of June. (See *Operations Summary report for further information*)

Cancelled Trips: There were a total of **5** cancelled trips for the month of June for both directly operated and contracted services representing less than one tenth of one percent of all scheduled trips for the month. Cancelled trips for June were attributed to the following:

Reason	MST	MV Transportation	% Of All Missed
Mechanical	2	0	40.00%
WC Boarding	1	0	20.00%
Accident	1	0	20.00%
Passenger Incident	1	0	20.00%

Documented Occurrences: MST Coach Operators are required to complete an occurrence report for any unusual incident that may occur 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 June 2006 and 2007:

Occurrence Type	June-06	June-07
Accident: Coach Involved	1	3
Medical Emergency	1	0
Object Thrown @ Coach	1	0
Passenger Conflict	2	7
Passenger Fall	3	1
Passenger Injury	1	1
Unreported Damage	0	4

CONTRACTED SERVICES:

MST RIDES Program:

- Preliminary boarding statistics for the MST RIDES program reflect that for the month of June there were 5,996 passenger boardings. This represents a **15.02 % increase** in passenger trips from June of 2006. Total passenger boardings for FY07 were 66,508. This represents an increase of 1.52% from FY06 total passenger boardings.
- For the month of June, 88.13 % of all scheduled trips for the MST RIDES Program arrived on time, decreasing from 88.33 % in June of 2006.
- Productivity increased from 1.74 passengers per hour last year, to 1.88 passengers per hour for June of 2007.
- For the month of June, 63 applications were reviewed, resulting in 61 approvals and 2 denials. Of the approvals, 45 were new participants, and 16 were re-certifications.
- In June, 35 participants were deactivated from the certification database.
- There are 2,433 total active RIDES participants as of July 31, 2007.

Other:

- MV Transportation Inc. reported two minor preventable non-injury accidents.
- In June, Cristy Sugabo accepted the position of Paratransit Eligibility Specialist.

COMMUNICATIONS CENTER:

In June, the Communications Department summoned public safety agencies on *twelve* (12) separate occasions to MST's transit vehicles and facilities:

Agency Type	Incident Type	Number Of Responses
Police	Passenger Incident	8
Emergency Medical Services	Medical Emergency	4

Robert Weber

ATTACHMENTS: MST Fixed-Route Bus ~~ On Time Compliance FY 2007.

Date: May 31, 2007

To: C. Sedoryk, General Manager/CEO

From: Lyn Owens, Director Human Resources; Hunter Harvath, Director of Administration; Mark Eccles, Director Information Technology

Subject: **Administration Department** Monthly Report May 2007

The following significant events occurred in Administration work groups for the month of May 2007:

Human Resources

Employment activity for the month of May 2007 is summarized as follows:

Department	Title	Transaction	Hire Date	Term Date
Maintenance	Utility Service Person	Resigned		5/1/2007
Maintenance	Sr. Utility Service Person	Terminated		5/3/2007
Maintenance	Entry Level Mechanic	Resigned		5/23/2007

Total employment levels for May 2007 is summarized as follows:

Positions	Budget	Actual	Difference
Coach Operators / Trainees	126	126	0
C/O on Long Term Leave	10	4	-6
Coach Operators Limited Duty	1	1	0
Operations Staff	22	22	0
Maintenance & Facilities	42	38	-4
Administration (Interns 2 PT)	21.5	20	-1.5
Total	222.5	211	-11.5

Workers Compensation statistics are as follows:

May 2007	
Total Expenses	\$113,021.58
Reserves	\$1,016,185.87
# Open cases	61
# Closed cases	7
Average Reserves per Open claim	\$16,658.78
# Open with no financial activity	21

Training

Description	Attendees
Supervisor Harassment Prevention Training	4
Employee Harassment Prevention Training	19

Risk Management Update

Description	May 2006 Preventable		May 2007 Preventable	
	Yes	No	Yes	No
Bus hits stationary object	1	0	1	0
Passenger Injury	1	0	0	0
Unreported damage	0	0	0	1
Totals	2	0	1	1

Liability Claims Paid/Recovered – Property and Personal Injury

\$2,040.00 in recoveries during this period. There were no claims paid.

Customer Services Update

Customer Service received 55 customer comments during the month as follows:

	May 07	%	May 06	%
Employee Compliment	3	5.5%	4	5.3%
Service Compliment	2	3.6%	1	1.3%
Improper Employee Conduct	14	25.5%	17	22.7%
Passed By	8	14.5%	6	8.0%
Improper Driving	5	9.1%	7	9.3%
Early Departure	4	7.3%	3	4.0%
Request To Add Service	4	7.3%	7	9.3%
Fare / Transfer Dispute	4	7.3%	3	4.0%
Late Arrival	3	5.5%	4	5.3%
Bus Stop Amenities	2	3.6%	6	8.0%
No Show	1	1.8%	8	10.7%
Passenger Injury	1	1.8%	2	2.7%
Service Other	1	1.8%	0	0.0%
Service Schedule	1	1.8%	0	0.0%

Carried By	1	1.8%	0	0.0%
Overcrowding	1	1.8%	0	0.0%
Late Departure	0	0.0%	2	2.7%
Routing	0	0.0%	1	1.3%
Agency Policy	0	0.0%	1	1.3%
Off Route	0	0.0%	1	1.3%
Facilities Vandalism	0	0.0%	1	1.3%
Request To Reduce Service	0	0.0%	1	1.3%
	55		75	

For the second consecutive month, "Improper Employee Conduct" reports accounted for 25% of overall service reports. "Passed By" reports in May '07 (14.5% overall) reflect a sharp increase over May 06 (8% overall) as well as last month (3.5% overall).

Marketing and Sales Update

MST signed contracts worth a total of \$74,095 with 7 advertisers. These include first-time advertisers Pacific Capital Bancorp and Monterey Bay Aquarium as well as McDonald's, California Rodeo Salinas, AT&T, Monterey County Fair and recruitment ads for Natividad Medical Center. Advertising was purchased on X103.9 FM. X103.9 advertises MST on its website, and during an upcoming bumper sticker campaign, MST's ad will be attached to the bumper sticker. Updated scripts were sent to KUSP-FM.

Ads were purchased in *Carmel Magazine*, the *Walkabout Map and Guide*, and *Monterey County Weekly*. Press releases were issued for the May, 2007 service changes and Memorial Day holiday service levels. The latest Riders Guide was issued in advance of the May 26, 2007 service changes. New, updated brochures were published for Line 22 Big Sur and Line 24 Carmel Valley-Grapevine Express.

Planning Update

During the month of May, staff worked on preparations for the summer service change that occurred at the end of the month. New Rider's Guides, system maps, brochures, signage and customer information notices were prepared and distributed, and the website was updated. Work continued on the Monterey Bay Bus Rapid Transit Study, while the MST Land Utilization final report was received from the consultant. Staff continued to work on the Scope of Work for the mixed-use Phase 2 of the Marina Transit Exchange. Staff prepared a grant application requesting federal funding for the upcoming purchase of 15 new buses.

Staff met with Monterey City Council members Libby Downey and Nancy Selfridge to discuss transit concerns of a constituent. Staff participated in a meeting

with TAMC and the police chiefs of the Peninsula cities on the taxi study. Staff made a presentation to the AMBAG Board of Directors on its recent planning studies, including the Salinas Area Service Analysis, the Peninsula Area Service Study, Designing for Transit and the MST Fare/Zone Analysis. Staff assisted in preparing a powerpoint presentation for the Seaside City Council regarding transportation issues. Staff attended regular meetings with TAMC, FORA, AMBAG, Caltrans, and met with the executive director of the Monterey County Convention and Visitors Bureau to discuss transportation issues as they relate to the hospitality industry. Staff also attended events sponsored by the Marina and Carmel chambers of commerce.

Staff traveled to Sacramento for the 2007 California Transit Association Legislative Conference and met with key legislators and their staff members to discuss the impact of the Governor's proposed FY 08 budget on transit. Updates on MST's major capital projects were also discussed with our local legislative delegation. And, staff continued to participate in the Leadership Monterey Peninsula program.

Information Technology Update

Staff continued working on outstanding warranty claims with the Siemens Transitmaster system. Staff continued to configure software for the ongoing implementation of the Maximus Maintenance system. Staff continued to configure hardware and software for the ongoing implementation of the FAMIS Accounting system. Staff upgraded software for the Hastus Runcutting and Ddam software. Staff updated software components of MST workstations. Staff continued developing functionality of the Payroll and Customer Service databases. Staff worked on upgrading servers and reconfiguring the network infrastructure of the MST computer system. Staff continued to support MST staff as needed, proactively ensuring MST staff were supported fully with their IT needs.

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

www.tamcmonterey.org

HIGHLIGHTS

June 27, 2007 Meeting

COMMUNITY LEADERS PROVIDE OPINIONS ON TRANSPORTATION EXPENDITURE PLAN UPDATE

On Thursday June 28, a group of over 70 community leaders convened to assist in identifying which projects and safeguards should be included in a new Transportation Expenditure Plan for a half-cent sales tax to be placed on the November 2008 Ballot. Those in attendance, including representatives from community organizations, business groups, government, taxpayer and environmental interests as well as the Mayors of Monterey, Salinas, Seaside and Marina and County Supervisors, agreed upon the need to raise new local funds to improve local and regional transportation. Based on positive results from a recent public opinion survey, the Transportation Agency has initiated an update to the Transportation Expenditure Plan for Monterey County to identify safety and other transportation improvements to be funded if the half-cent sales tax is approved by 2/3 of the voters. The Transportation Agency has also contracted with the Public Financial Management Group, Inc. to assist in developing a long-term financial planning model. The financial planning model will compare available revenues to annual cost requirements and develop alternative financing strategies. The Community Leaders Group and the Transportation Agency Board of Directors will use results from the financial model to develop different project scenarios for consideration later this summer.

A draft update to the Transportation Expenditure Plan for Monterey County will be released in late 2007 and introduced to the cities and county for adoption in early 2008, in order to be placed on the November 2008 ballot.

TRANSPORTATION AGENCY AWARDS FUNDS TO MONTEREY-SALINAS TRANSIT AND MONTEREY COUNTY

Over \$14 million in Local and State Transportation Funds were awarded to Monterey-Salinas Transit (MST) and Monterey County this Wednesday for fixed-route bus operations, bus purchases, MST Line 23 operations to South Monterey County, bus service to North and South Monterey County, the MST RIDES Program, bus service in Pine Canyon near King City, and ADA bus operations for the Spreckels area. Almost \$2 million was also awarded to the County of Monterey for street and road construction, bicycle and pedestrian projects and general planning.

MONTEREY PENINSULA TAXI AUTHORITY TO BE STUDIED

Residents and visitors to the Monterey Peninsula may soon find it easier to take a taxi from Carmel to Marina with the creation of a Monterey Peninsula Regional Taxi Authority that will be studied by the Transportation Agency and a steering committee of interested parties on the Peninsula. The purpose of the Taxi Authority would be to consolidate the taxi operator licensing and inspection functions in one location with standardized criteria with the ultimate goal of consistency, safety, and quality taxi service. The city police chiefs have requested that taxi licensing be streamlined into one regional authority in order to reduce confusion among taxi agencies, their staff, and customers. A primary step in moving this process forward was the approval, by the Transportation Agency for Monterey County on Wednesday, of the interagency Memorandum of Understanding (MOU) setting forth roles and responsibilities and establishing a steering committee for the preparation of the study. This study would evaluate how to most efficiently transfer the regulating work and background checks from the city or county to a centralized authority that would have more accountability and recourse when taxi conditions are not up to the standards desired by the permitting jurisdictions. The study will also include a financial and technical analysis of reasonable options for consolidating services into a self-funding entity. Another goal of the study will be to foster consumer protection for taxi users by recommending standards for safety, cleanliness, uniform standards, and improved accessibility of taxi service for the elderly and persons with disabilities. The study is expected to be completed in early 2008, with formation of the Authority (if found feasible) shortly thereafter.

MONTEREY PENINSULA REGIONAL PARKS CONTRIBUTES FUNDS TOWARD CARMEL HILL TRAIL PROJECT

The Carmel Hill Trail is one step closer to construction with the agreement this month from Monterey Peninsula Regional Parks to contribute \$130,000 in Caltrans funding to the preliminary engineering and environmental phases of segment 3 of the Carmel Hill Trail project, which includes the Carmel River Bicycle and Pedestrian Bridge. The Carmel Hill Trail will be a multi-use pathway between Carmel High School and the Carmel River for bicyclists and pedestrians. The path will run parallel to Highway 1 and will provide residents and visitors a unique alternative to traveling on Highway 1.

TRANSPORTATION AGENCY BOARD MEETINGS TO BE ON PUBLIC ACCESS TELEVISION AND ONLINE

Beginning August 22, 2007 residents of Monterey County will be able to watch Transportation Agency Board meetings on the Monterey County Channel (Channel 28-Comcast) and on the Transportation Agency website (www.tamcmonterey.org). The Agency is also working to broadcast the meeting on Charter Cable government access channels.

2007 MONTEREY COUNTY BIKE WEEK: SUCCESS

Monterey County Bike Week was a great success with over 2800 people participated in events this year, a 31% increase from 2006. Bike Week 2007 took place May 12-17, 2007. There were ten separate events, eight Bike-to-Work breakfast sites, and eleven Bike-to-School sites throughout the County. Bike Week also received a total of \$40,164 in sponsorships for 2007, which is a 24% increase from 2006. The purpose of Bike Week is to increase awareness of and support for bicycling as a nonpolluting, healthy mode of transportation.

MONTEREY PENINSULA RAPID TRANSIT PROJECT **MOVING FORWARD**

Rapid transit between Monterey and peninsula cities is moving forward with the approval Wednesday by the Transportation Agency Board of a \$825,000 contract amendment to Parsons Transportation Group to complete the studies required to obtain federal funds for the project. The Monterey Peninsula Service will provide bus or light rail rapid transit service along the 16-mile former freight rail line between Monterey and Castroville that was purchased by the Transportation Agency in 2003. This transit service will provide an alternative to congested Highway 1 between Monterey, Seaside, Sand City, Marina/California State University Monterey Bay, and Castroville and could ultimately connect to the planned Caltrain service from Castroville to San Jose. The Transportation Agency will be studying options and getting public input on the service over the summer and fall. Several different service alternatives are under consideration, including intercity rail to San Francisco, local light rail, bus rapid transit service, or a combination thereof. Service is not expected to start until 2014 at the earliest, depending on the availability of funding.

Monterey-Salinas Transit

Washington, D.C. Office

FAX DATE: June 22, 2007

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

- Consulted with MST staff on Federal agenda and advised on lobbying strategies, including efforts to fund bus replacement, facilities and security improvement projects.
- Discussed with FTA and Congressional delegation actions needed to reprogram Federal funds for MST facilities.
- Worked with stakeholders regarding possible changes to charter regulations through FTA rulemaking process.
- Provided updates on FY 2008 appropriations legislation and other legislation affecting public transportation.

TPW:dwg

Monterey-Salinas Transit
Washington, D.C. Office

FAX DATE: July 30, 2007

TO: Carl Sedoryk

FROM: Thomas P. Walters

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

- Consulted with MST staff on Federal agenda and advised on lobbying strategies, including efforts to bus and bus facilities projects.
- Discussed with Congressional delegation actions needed to reprogram Federal funds for MST facilities.
- Provided updates on appropriations legislation and other legislation affecting public transportation.
- Began advanced planning for future Washington, D.C. advocacy meetings by MST.

TPW:dwg

MEMO

DATE: July 1, 2007
TO: Carl Sedoryk, General Manager/CEO
Monterey-Salinas Transit
FROM: John E. Arriaga, President
SUBJ: June 2007 Activity Report

Week of June 4, 2007

- Attended CTC Commissioner Meeting in Sacramento where MST STIP project was approved for funding.
- Attended/monitored Assembly/Senate Transportation hearings
- Monitored Joint Legislative Budget Conference Committee hearing/actions
- Monitored gubernatorial appointments
- Provided Weekly Capitol Update Report
- Provided weekly update of Priority bills voting chart and legislation matrix where MST has taken position and/or is tracking

Week of June 11, 2007

- Attended/monitored Assembly/Senate Transportation hearings
- Monitored Joint Legislative Budget Conference Committee hearing/actions
- Monitored gubernatorial appointments
- Provided Weekly Capitol Update Report
- Provided weekly update of Priority bills voting chart and legislation matrix where MST has taken position and/or is tracking

Week of June 18, 2007

- Attended/monitored Assembly/Senate Transportation hearings
- Monitored Joint Legislative Budget Conference Committee hearing/actions
- Monitored gubernatorial appointments
- Provided Weekly Capitol Update Report
- Provided weekly update of Priority bills voting chart and legislation matrix where MST has taken position and/or is tracking

Week of June 25, 2007

- Attended/monitored Assembly/Senate Transportation hearings
- Monitored Joint Legislative Budget Conference Committee hearing/actions
- Monitored gubernatorial appointments
- Provided Weekly Capitol Update Report
- Provided weekly update of Priority bills voting chart and legislation matrix where MST has taken position and/or is tracking

Please feel free to contact me at (916) 669-1340 with any questions or concerns you may have regarding information contained in this report.