



AGENDA

Meeting

of the

BOARD OF DIRECTORS

of the

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

A Public Agency

January 7, 2014

8:30 AM

Santa Barbara MTD Auditorium

550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

2. ROLL CALL OF THE BOARD OF DIRECTORS

Dave Davis, Chair; Chuck McQuary, Vice Chair; Olivia Rodriguez, Secretary; Dick Weinberg, Director; Bill Shelor, Director; Ed Easton, Director; David Tabor, Director

3. REPORT REGARDING POSTING OF AGENDA

CONSENT CALENDAR

4. APPROVAL OF PRIOR MINUTES- (ATTACHMENT- ACTION MAY BE TAKEN)

The Board will be asked to waive the reading of and approve the draft minutes for the meeting of December 17, 2013.

5. CASH REPORT- (ATTACHMENTS- ACTION MAY BE TAKEN)

The Board will be asked to review the cash report of December 10, 2013 through December 30, 2013.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

Members of the public may address the Board on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk, a "Request to Speak" form including a description of the subject you wish to address. Additional public comment will be allowed during each agenda item, including closed session items. Please fill out the Request to Speak form and indicate the agenda item # that you wish to comment on.

PUBLIC COMMENT WILL ALSO BE ALLOWED RELATED TO EACH CLOSED SESSION ITEM BEFORE THE RECESS

7. RECESS TO CLOSED SESSION- CONFERENCE WITH REAL PROPERTY NEGOTIATORS- (ACTION MAY BE TAKEN)

The Board will meet in closed session pursuant to Government Code Section 54956.8
Negotiators: Sherrie Fisher, General Manager, Jerry Estrada, Assistant General Manager/
Controller,
Related to 5353 Overpass Road, Goleta Ca. 93117
Potential licensee- Sansum
Regarding price and terms of payment

- 8. RECESS TO CLOSED SESSION- CONFERENCE WITH REAL PROPERTY NEGOTIATORS- (ACTION MAY BE TAKEN)**
The Board will meet in closed session pursuant to Government Code Section 54956.8
Negotiators: Sherrie Fisher, General Manager, Jerry Estrada, Assistant General Manager/
Controller,
Related to MTD's Calle Real property
Potential purchaser/lessee– Div. of State of California
Regarding price and terms of payment
- 9. RECESS TO CLOSED SESSION- CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION (ACTION MAY BE TAKEN)**
The Board will meet in closed session pursuant to Government Code Section 54956.9(a)
Sifuentes v. SBMTD
- 10. RECESS TO CLOSED SESSION– UNION NEGOTIATIONS– (ACTION MAY BE TAKEN)**
The Board will meet in closed session pursuant to Government Code §54957.6 to discuss labor negotiations with labor negotiators Sherrie Fisher, General Manager and Jerry Estrada, Assistant General Manager.
Employee Organization: International Brotherhood of Teamsters Union, Local 186.
- 11. FY 2013 REVIEW OF MTD STRATEGIC PLAN: 2013-2017-(ACTION MAY BE TAKEN)**
The Board will receive a report on MTD performance related to the action items and performance indicators (“tracking success”) included in the MTD Strategic Plan: 2013-2017.
- 12. GENERAL MANAGER’S REPORT UPDATE – (ACTION MAY BE TAKEN)**
 - a) Stuff the Bus
 - b) UCSB LRDP
 - c) Holiday Service
- 13. OTHER BUSINESS AND COMMITTEE REPORTS- (ACTION MAY BE TAKEN)**
The Board will report on other related public transit issues and committee meetings.
- 14. ADJOURNMENT**

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



DRAFT MINUTES

**Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
December 17, 2013
8:30 AM
Santa Barbara MTD Auditorium
550 Olive Street, Santa Barbara, CA 93101**

1. CALL TO ORDER

Chair Davis called the meeting to order at 8:30 a.m.

2. ROLL CALL OF THE BOARD OF DIRECTORS

Chair Davis reported that all members were present.

3. REPORT REGARDING POSTING OF AGENDA

Imelda Martin, Administrative Services Manager reported that the agenda was posted at MTD's Administrative Offices on December 13, 2013, mailed and emailed to those on the agenda minutes list and posted on MTD's website.

CONSENT CALENDAR

4. & 5. APPROVAL OF PRIOR MINUTES AND CASH REPORT (ATTACHMENT- ACTION MAY BE TAKEN)

Director Easton moved to approve the draft minutes for the meeting of December 3, 2013 and the cash report of November 26, 2013 through December 9, 2013. Director McQuary seconded the motion. The motion passed unanimously.

At this time, Chair Davis and the Board thanked Ms. Martin for her service as the Board Clerk and congratulated her in her new position as Administrative Services Manager.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

There was none made.

7. PRESENTATION OF FISCAL YEAR 2012-13 FINANCIAL STATEMENTS AND COMPLIANCE REPORT - (ACTION MAY BE TAKEN)

Scott Davis with McGowan Guntermann presented the District's Financial Statements and Compliance Report for fiscal year 2012-13 and the auditor's "Board Communication Letter", which outlines the process and outcome of the Single Audit. Mr. Davis reported that there were no negative findings in this year's report. The Board thanked Mr. Davis for the presentation.

8. ANNUAL-ELECTION OF OFFICERS AND COMMITTEE ASSIGNMENTS- (ACTION MAY BE TAKEN)

Following a discussion among the Board, Chair Davis was nominated to another term as was Vice Chair McQuary and Secretary Rodriguez. Regarding the MTD Committee Assignments, as a correction on the list provided, Chair Davis is on the Finance Committee. No other changes occurred.

9. GENERAL MANAGER'S REPORT UPDATE – (ACTION MAY BE TAKEN)

General Manager Fisher reported that the staff Dental Insurance which was discussed recently has been accepted with Guardian Insurance with no increase to current premium.

General Manager Fisher reported that staff continues to discuss Transit Center retrofit. Staff recently met with MTD's architects of Lenvik & Minor.

General Manager Fisher reported that staff viewed a 40' Electric Bus Demo from Zeps.

10. OTHER BUSINESS AND COMMITTEE REPORTS- (ACTION MAY BE TAKEN)

No other items were discussed.

RELATED TO EACH CLOSED SESSION; PUBLIC COMMENT WILL BE ALLOWED RELATED TO THE CLOSED SESSION ITEM(S) BEFORE THE RECESS

11. RECESS TO CLOSED SESSION– UNION NEGOTIATIONS– (ACTION MAY BE TAKEN)

The Board met in closed session pursuant to Government Code §54957.6 to discuss labor negotiations with labor negotiators Sherrie Fisher, General Manager and Jerry Estrada, Assistant General Manager.

Employee Organization: International Brotherhood of Teamsters Union Local 186.

Upon returning Chair Davis reported that no action was taken.

12. RECESS TO CLOSED SESSION– GENERAL MANAGER PERFORMANCE EVALUATION- (ACTION MAY BE TAKEN)

Conference with Labor Negotiators pursuant to Government Code Section 54957.6:

SBMTD designated representatives: Dick Weinberg, Olivia Rodriguez, Ed Easton

Dave Davis, Dave Tabor, Bill Shelor, Chuck McQuary

SBMTD unrepresented employee: General Manager, Sherrie Fisher

Upon returning Chair Davis reported General Manager Fisher's performance evaluation was positive and the Board thanked General Manager Fisher for her service to the district. .

13. ADJOURNMENT

Director Tabor moved to adjourn the meeting at 10:45 a.m. Director Rodriguez seconded the motion. The motion passed unanimously.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of January 7, 2014
For the Period December 10, 2013 through December 30, 2013

MONEY MARKET

Beginning Balance December 10, 2013 **\$6,427,243.26**

Measure "A"		487,463.77
Accounts Receivable		412,548.31
Property Tax Revenue		331,905.37
Passenger Fares		241,189.20
Advertising/Prepaid Deposits		10,205.00
Interest Income- Nov'13		2,433.94
Miscellaneous/Asset Sales		1,739.81
Total Deposits		1,487,485.40

Wire Transfer - Dec '13		402,138.64
Bank Fee CC - Nov '13		(420.10)
ACH Garn/Escrow		(2,652.15)
ACH Pensions Transfer		(30,589.17)
WC Transfer - Nov '13		(32,155.15)
ACH Tax Deposit		(269,266.16)
Payroll Transfer		(592,157.62)
Operations Transfer		(688,299.44)
Total Disbursements		(1,213,401.15)

Ending Balance **\$6,701,327.51**

CASH INVESTMENTS

LAIF Account		\$3,325,822.43
Money Market Account		6,701,327.51

Total Cash Balance **\$10,027,149.94**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves		(\$2,128,028.77)
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Working Capital **\$7,899,121.17**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
103298	2/7/2013	ANAHEIM TRANSPORTATION NET	BUS PARTS	6.00	V
105492	12/13/2013	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	33.33	
105493	12/13/2013	COAST TRUCK PARTS	BUS PARTS	361.96	
105494	12/13/2013	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	303.62	
105495	12/13/2013	CUMMINS PACIFIC, LLC	BUS PARTS	5,166.63	
105496	12/13/2013	MARY DEAILÉ	PAYROLL RELATED	106.15	
105497	12/13/2013	DELTA DENTAL OF CALIFORNIA	DENTAL INSURANCE	8,236.50	
105498	12/13/2013	DELTA DENTAL INSURANCE COM	DENTAL INSURANCE	2,048.48	
105499	12/13/2013	4ONE LLC	BUS PARTS	401.18	
105500	12/13/2013	STATE OF CALIFORNIA/FTB	PAYROLL RELATED	34.87	
105501	12/13/2013	STATE OF CALIFORNIA	PAYROLL RELATED	831.77	
105502	12/13/2013	GIBBS INTERNATIONAL INC	BUS PARTS	1,615.51	
105503	12/13/2013	GILLIG LLC	BUS PARTS	1,445.20	
105504	12/13/2013	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,170.76	
105505	12/13/2013	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	908.96	
105506	12/13/2013	MEDICAL EYE SERVICES, INC.	VISION SERVICES	214.72	
105507	12/13/2013	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	203.52	
105508	12/13/2013	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	193.46	
105509	12/13/2013	OR DEPT OF JUSTICE	PAYROLL RELATED	145.11	
105510	12/13/2013	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
105511	12/13/2013	PERRY LINCOLN MERCURY MAZD	SERVICE VEHICLE PARTS / REPAIRS	198.24	
105512	12/13/2013	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	1,125.00	
105513	12/13/2013	SPECIAL DISTRICT RISK MGMT	MEDICAL HEALTH INSURANCE	47,495.28	
105514	12/13/2013	KAREN SEELEY	PAYROLL RELATED	75.69	
105515	12/13/2013	SO. CAL. EDISON CO.	UTILITIES	1,886.60	
105516	12/13/2013	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL/DENTAL	153,091.00	
105517	12/13/2013	TEAMSTERS PENSION TRUST	UNION PENSION	90,055.88	
105518	12/13/2013	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	9,672.54	
105519	12/13/2013	TRANSIT PRODUCTS AND SERVIC	BUS PARTS	2,156.00	
105520	12/13/2013	VALLEY POWER SYSTEMS, INC.	BUS PARTS	5,655.18	
105521	12/19/2013	ALTERNATIVE COPY SHOP, INC.	PRINTING SERVICES	303.79	
105522	12/19/2013	APTA	MEMBERSHIP DUES	249.00	
105523	12/19/2013	ANAHEIM TRANSPORTATION NET	BUS PARTS	6.00	
105524	12/19/2013	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	425.92	
105525	12/19/2013	BNS ELECTRONICS, INC.	SY SITE RENTAL	265.83	
105526	12/19/2013	BOB HOIZER TOWING & STORAGE	TOWING SERVICE	40.00	
105527	12/19/2013	BROWN & BROWN/WHILT FATCH	DIRECTORS/OFFICERS INSURANCE	30,785.00	
105528	12/19/2013	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	111.37	

Check #	Date	Company	Description	Amount	Voids
105529	12/19/2013	CENTRAL CITY ABS, INC.	BUS SUPPLIES	476.09	
105530	12/19/2013	CERTIFIED ENVIRONMENTAL	PROFESSIONAL SERVICES	1,699.00	
105531	12/19/2013	NICHOLAS R. CONTI	SURVEYOR	305.00	
105532	12/19/2013	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	238.96	
105533	12/19/2013	CINTAS FIRST AID & SAFETY LOC	FIRST AID SUPPLIES	282.68	
105534	12/19/2013	CIO SOLUTIONS, LP	PROFESSIONAL SERVICES	600.00	
105535	12/19/2013	COAST TRUCK PARTS	BUS PARTS	175.69	
105536	12/19/2013	CUMMINS PACIFIC, LLC	BUS PARTS	4,475.04	
105537	12/19/2013	CUNNINGHAM'S RADIATOR DBA	REPAIR SERVICE	1,585.62	
105538	12/19/2013	DENMUN OFFICE EQUIPMENT	OFFICE MACHINE SUPPLIES/MAINTEN	3,650.00	
105539	12/19/2013	DOCUPRODUCTS CORPORATION	COPIER COPIES & SUPPLIES	297.10	
105540	12/19/2013	EASY LIFT TRANSPORTATION, IN	ADA SUBSIDY	52,022.00	
105541	12/19/2013	ERGOMETRICS, INC.	DRIVER TEST SCORING	25.00	
105542	12/19/2013	FAST UNDERCAR	EV BUS PARTS	3.19	
105543	12/19/2013	FEDEX dba	FREIGHT CHARGES	75.72	
105544	12/19/2013	FIA CARD SERVICES	MISC CREDIT CARD CHARGES	10,603.18	
105545	12/19/2013	GARY ATKINS SOUND SYSTEMS	PROFESSIONAL SERVICES	305.00	V
105546	12/19/2013	GIBBS INTERNATIONAL INC	BUS PARTS	559.11	
105547	12/19/2013	GILLIG LLC	BUS PARTS	2,392.71	
105548	12/19/2013	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	10,841.30	
105549	12/19/2013	GRAINGER, INC.	SHOP/B&G SUPPLIES	19.78	
105550	12/19/2013	HAYNES SALES DBA	B&G REPAIRS & SUPPLIES	155.30	
105551	12/19/2013	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	200.22	
105552	12/19/2013	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	184.60	
105553	12/19/2013	Dept. INDUSTRIAL RELATIONS, Stat	ANNUAL SELF INSURANCE FEE	18,999.80	
105554	12/19/2013	IPC (USA), INC.	BUS FUEL	49,635.64	
105555	12/19/2013	JANEK CORP	BUS PARTS	972.00	
105556	12/19/2013	KIMBALL MIDWEST	SHOP SUPPLIES	226.81	
105557	12/19/2013	KLIPPEL TOOL REPAIR DBA	COMPRESSORS MAINT/BUS PARTS	99.89	
105558	12/19/2013	LANSPEED DBA	SOFTWARE SUPPORT	146.25	
105559	12/19/2013	LAWSON PRODUCTS INC	BUS BODYSHOP REPAIR PARTS	100.33	
105560	12/19/2013	LUBRICATION ENGINEERS, INC.	LUBRICANTS	179.17	
105561	12/19/2013	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	169.80	
105562	12/19/2013	MC CORMIX CORP. (OIL)	LUBRICANTS	4,098.31	
105563	12/19/2013	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,073.74	
105564	12/19/2013	MCGOWAN GUNTERMANN	ANNUAL AUDIT	10,685.00	
105565	12/19/2013	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	136.04	
105566	12/19/2013	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	695.00	
105567	12/19/2013	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	260.63	
105568	12/19/2013	NEWEGG, INC	COMPUTER SUPPLIES & REPAIRS	174.69	
105569	12/19/2013	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	149.31	

Check #	Date	Company	Description	Amount	Voids
105570	12/19/2013	PACPROP SERVICE, LLC	PARKING FOR COASTAL EXPRESS BU!	1,500.00	
105571	12/19/2013	PHILLIPS 66-CONOCO-76	SERVICE VEHICLE FUEL	107.31	
105572	12/19/2013	POWERSTRIDE BATTERY CO.	EV BATTERIES	592.77	
105573	12/19/2013	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	148.04	
105574	12/19/2013	ROGERS, SHEFFIELD & CAMPBELL	LEGAL COUNSEL	2,268.25	
105575	12/19/2013	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	224.00	
105576	12/19/2013	SB HUMAN RESOURCES	RENEWAL MEMBERSHIP	290.00	
105577	12/19/2013	SANTA BARBARA NEWSPRESS	D BUS SCHEDULE BOOKLETS	12,612.45	
105578	12/19/2013	SMITTY'S TOWING SERVICE	D TOWING SERVICES	6,950.00	
105579	12/19/2013	SANTA BARBARA TROPHY	DRIVER NAME PLATES	51.84	
105580	12/19/2013	SANTA BARBARA VALET INC	PARKING SPACE FEES	300.00	
105581	12/19/2013	SM TIRE, CORP.	BUS TIRE MOUNTING	107.50	
105582	12/19/2013	SMART & FINAL	OFFICE/MEETING SUPPLIES	1,468.22	
105583	12/19/2013	SO. CAL. EDISON CO.	UTILITIES	2,741.79	
105584	12/19/2013	SOAP MAN DISTRIBUTIN	DBA CLEANING SUPPLIES	53.46	
105585	12/19/2013	SOUTHERN CALIFORNIA GAS CO	UTILITIES	692.11	
105586	12/19/2013	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	113.02	
105587	12/19/2013	STAPLES INC. & SUBSIDIARIES	OFFICE SUPPLIES	1,164.19	
105588	12/19/2013	STAPLES CREDIT PLAN	OFFICE & COMPUTER SUPPLIES	41.01	
105589	12/19/2013	TELCOM, INC.	VENTURA REPEATER SERVICES	1,500.00	
105590	12/19/2013	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL/DENTAL	3,680.00	
105591	12/19/2013	TRI-COUNTY AUTO GLASS INC	REPLACE BUS WINDOWS	440.00	
105592	12/19/2013	INTERSTATE CAPITAL CORPORAT	UNIFORMS	1,077.24	
105593	12/19/2013	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,943.45	
105594	12/19/2013	VAQUERO SYSTEMS, L.L.C.	PERFORMANCE SYSTEM	4,875.00	
105595	12/19/2013	VERIZON CALIFORNIA	TELEPHONES	89.99	
105596	12/19/2013	WAXIE SANITARY SUPPLY	DBA JANITORIAL SUPPLIES	1,224.85	
105597	12/27/2013	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
105598	12/27/2013	DONNA BATASTINI	DMV/VTT REIMBURSEMENT	50.00	
105599	12/27/2013	BOB HOLZER TOWING & STORAG	TOWING SERVICE	40.00	
105600	12/27/2013	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	715.83	
105601	12/27/2013	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	120.00	
105602	12/27/2013	MANUEL CASTANON	DMV REIMBURSEMENT	40.00	
105603	12/27/2013	CUMMINS PACIFIC, LLC	BUS PARTS	2,662.56	
105604	12/27/2013	MARY DEAIL	PAYROLL RELATED	106.15	
105605	12/27/2013	ALICIA DIEHL	RETIREE HEALTH REIMBURSEMENT	60.00	
105606	12/27/2013	FEDEX dba	FREIGHT CHARGES	301.71	
105607	12/27/2013	STATE OF CALIFORNIA/FTB	PAYROLL RELATED	32.26	
105608	12/27/2013	STATE OF CALIFORNIA	PAYROLL RELATED	749.43	
105609	12/27/2013	GARY ATKINS	PROFESSIONAL SERVICES	305.00	
105610	12/27/2013	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	

Check #	Date	Company	Description	Amount	Voids
105611	12/27/2013	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	11.87	
105612	12/27/2013	IPC (USA), INC.	BUS FUEL	26,225.29	
105613	12/27/2013	JAVIER JIMENEZ	DMV REIMBURSEMENT	40.00	
105614	12/27/2013	MONTE KIMZEY	RETIREE HEALTH REIMBURSEMENT	60.00	
105615	12/27/2013	MCGOWAN GUNTERMANN	ANNUAL AUDIT	3,636.79	
105616	12/27/2013	JOSEPH MENDOZA	DMV/VTT REIMBURSEMENT	50.00	
105617	12/27/2013	NATIONAL DRIVE	PAYROLL DEDUCTION	110.00	
105618	12/27/2013	OR DEPT OF JUSTICE	PAYROLL RELATED	145.11	
105619	12/27/2013	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
105620	12/27/2013	PRISCILLA REID	RETIREE HEALTH REIMBURSEMENT	360.00	
105621	12/27/2013	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	60.00	
105622	12/27/2013	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	1,125.00	
105623	12/27/2013	KAREN SEELEY	PAYROLL RELATED	75.69	
105624	12/27/2013	SM TIRE, CORP.	BUS TIRE MOUNTING	130.00	
105625	12/27/2013	SHARON SIMKINS	RETIREE HEALTH REIMBURSEMENT	120.00	
105626	12/27/2013	SO. CAL. EDISON CO.	UTILITIES	207.20	
105627	12/27/2013	SOUTHERN CALIFORNIA GAS CO	UTILITIES	31.41	
105628	12/27/2013	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	299.96	
105629	12/27/2013	SB CITY OF-REFUSE/WATER	UTILITIES	587.28	
105630	12/27/2013	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	322.08	
105631	12/27/2013	TRAPEZE SOFTWARE GROUP, INC.	ANNUAL LICENSE FEES	49,255.00	
105632	12/27/2013	UNITED WAY OF SB	PAYROLL DEDUCTION	74.00	
105633	12/27/2013	VERIZON CALIFORNIA	TELEPHONES	1,954.02	
105634	12/27/2013	VERIZON WIRELESS	WIRELESS PHONES	852.56	
105635	12/27/2013	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	34.00	
105636	12/27/2013	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	285.00	
				688,610.44	
				Current Cash Report Voided Checks:	305.00
				Prior Cash Report Voided Checks:	6.00
				Grand Total:	\$688,299.44

**Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable**

Date	Company	Description	Amount
12/10/2013	Fritz Creative Marketing	Advertising on Buses	861.90
12/10/2013	Union Bank/Eleven Inc.	Advertising on Buses	12,835.85
12/10/2013	Visions Learning Academy	Advertising on Buses	1,110.00
12/12/2013	City of SB Waterfront Department	Downtown Shuttle Nov 2013	2,922.53
12/12/2013	City of SB Waterfront Department	Downtown Shuttle Oct 2013	2,882.49
12/12/2013	City of SB Waterfront Department	Downtown Shuttle Jul-Sept 2013	7,905.04
12/13/2013	Department of Rehabilitation	Passes/Token Sales	20.00
12/13/2013	Department of Rehabilitation	Passes/Token Sales	40.00
12/17/2013	County of Santa Barbara	Passes/Token Sales	2,380.75
12/17/2013	Santa Barbara Middle School	Advertising on Buses	795.00
12/17/2013	SB Museum of Art	Advertising on Buses	1,150.00
12/18/2013	City of SB - Browning Allen	Downtown Shuttle Dec 2013	87,164.63
12/23/2013	City of SB Waterfront Department	Downtown Shuttle Dec 2013	3,036.62
12/23/2013	Department of Rehabilitation	Passes/Token Sales	20.00
12/30/2013	American Riviera Bank	Advertising on Buses	664.00
12/30/2013	City of SB - Browning Allen	Downtown Shuttle July 2013	78,106.45
12/30/2013	City of SB - Browning Allen	Downtown Shuttle Nov 2013	83,889.87
12/30/2013	City of SB - Browning Allen	Downtown Shuttle Aug-Oct 2013	84,223.18
12/30/2013	Department of Rehabilitation	Passes/Token Sales	60.00
12/30/2013	Department of Rehabilitation	Passes/Token Sales	20.00
12/30/2013	Department of Rehabilitation	Passes/Token Sales	40.00
12/30/2013	Department of Rehabilitation	Passes/Token Sales	20.00
12/30/2013	Department of Rehabilitation	Passes/Token Sales	20.00
12/30/2013	Department of Rehabilitation	Passes/Token Sales	20.00
12/30/2013	SB School District	Passes/Token Sales	41,250.00
12/30/2013	Visions Learning Academy	Advertising on Buses	1,110.00
Total Accounts Receivable Paid During Period			\$412,548.31



BOARD OF DIRECTORS REPORT

MEETING DATE: JANUARY 7, 2014 **AGENDA ITEM #:** 11

TYPE: INFORMATIONAL

PREPARED BY: STEVE MAAS

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

SUBJECT: **FY 2013 Review of *MTD Strategic Plan: 2013 - 2017***

RECOMMENDATION:

Receive report on MTD performance related to the action items and performance indicators (“tracking success”) included in the *MTD Strategic Plan: 2013 - 2017*.

DISCUSSION:

In November 2012, the Board adopted the *MTD Strategic Plan: 2013 – 2017*. Staff has prepared a table (attached) relating MTD’s FY 2013 performance to the action items and performance indicators included in the plan, for the Board’s review and comments.

Staff will present a detailed discussion of selected action items and performance indicators at the Board meeting.

ATTACHMENT:

- FY 2013 review of *MTD Strategic Plan: 2013 – 2017*.

Santa Barbara Metropolitan Transit District - Review of *Strategic Plan: 2013-2017* for FY 2013

GOAL 1: Provide High Quality Public Transit Service	
Tracking Success	Result
At least 95% of all MTD revenue trips shall depart no more than 5 minutes late.	97.4%
At least 98% of all MTD scheduled revenue trips shall be completed.	99.97%
The MTD shall limit annual passenger transfers to 20% of total annual ridership.	9.2%
MTD diesel-powered revenue vehicles shall travel a minimum of 8,000 vehicle miles between all mechanical system failures that require a vehicle exchange.	9,295
MTD revenue vehicles shall travel a minimum of 300,000 revenue miles between reportable safety incidents (January - December, 2012).	847,759
Action Items	Result
1. Establish standard to determine balance of community need and lifeline service within available revenue.	To be developed in 2014
2. Sustain and enhance employee safety programs.	Ongoing
3. Continue analyzing ridership trends and addressing the trends via service changes.	Ongoing
4. Continue to increase ridership, improve customer service, and enhance security.	Ongoing
5. Continue progress in improving bus stops throughout the district.	Six shelters installed
6. Deliver capital projects such as the AVL/GPS system, security cameras, the backup generator, and bus replacements as soon as practicable.	Ongoing
7. Develop a revised passenger transfer performance measure.	To be developed in 2014

Santa Barbara Metropolitan Transit District - Review of *Strategic Plan: 2013-2017* for FY 2013

GOAL 2: Maintain a Fair & Effective Fare Policy		
Tracking Success		Result
MTD shall maintain at least a 40% farebox recovery ratio over any 3-year period. (FY 2011, FY 2012, FY 2013)*		36.0%*
MTD shall strive to maintain special pass program fees similar to the adult 10-ride pass fare.	UCSB	SBCC
	\$1.05	\$0.75
Action Items		Result
1. Assess fare revenue by category in annual budget document.		Completed
2. Include analysis of fare payment trends in financial forecast.		Completed
3. Maintain special pass program fees that are consistent with the general fare policy.		See Tracking Measure above

*The farebox recovery result shown above does not include the FY 2013 one-time \$2.0 million OPEB credit. If this credit were included, the result would be 37.2%.

Santa Barbara Metropolitan Transit District - Review of *Strategic Plan: 2013-2017* for FY 2013

GOAL 3: Responsible & Efficient Stewardship of Public Funds

Tracking Success	Result	
Track budgeted growth in cost per service hour versus change in the Consumer Price Index.*	Cost	CPI
	3.7%*	1.96%
Status of recommended changes in practice and/or policy pertaining to the annual audit and triennial reviews.	In process	
The MTD system shall carry an average of not less than 36 passengers per revenue hour for any 3-year period. (FY 2011, FY 2012, FY 2013)	38.2	
The MTD system shall carry an average of not less than 2.5 passengers per revenue mile for any 3-year period. (FY 2011, FY 2012, FY 2013)	3.0	
Projected operating reserves versus the minimum reserve balance approved by the Board will be included in the annual operating budget.	Committee review in 2014	
Report to Board on progress regarding additional capital and operating funding opportunities.	MAP-21 & UCSB	
Action Items	Result	
1. Ensure a transparent and timely implementation of auditor and/or reviewer's recommendations resulting from state, federal and local audits and reviews.	See Tracking Measure above	
2. Board members and appropriate staff shall continue to complete periodic ethics training.	Next due May 2014	
3. Continue to provide quarterly financial updates to the board of directors, including comparisons versus budget and prior year results.	Ongoing	
4. Continue to address unfunded liabilities through structural changes, including retiree health care costs and others.	Ongoing	
5. Develop an orientation process for new Board members, including financial and fiduciary orientation.	To be completed in 2014	
6. Staff will annually project operating reserves versus the reserve balance.	See Tracking Measure above	
7. Staff will continue to pursue all practical capital and operating funding opportunities.	See Tracking Measure above	

*The cost per service hour result shown above does not include the FY 2013 one-time \$2.0 million OPEB credit. If this credit were included, the result would be -5.5%.

Santa Barbara Metropolitan Transit District - Review of *Strategic Plan: 2013-2017* for FY 2013

GOAL 4: Professional, Knowledgeable & Courteous Public Servants

Tracking Success	Result
Report to Board regarding survey results.	Ongoing
Passenger complaints shall average no more than 1 complaint per 10,000 MTD passenger boardings.	30,851
Action Items	Result
1. Continue customer service training for all employees that interact with the public.	Ongoing
2. Continue to encourage staff to take advantage of training opportunities to stay abreast of industry practice.	Ongoing
3. Recognizing the limited time frame to the retirement of the current General Manager, create a succession plan during FY 2013 that includes cross-training and education, thus assisting current staff members to become eligible for consideration for promotion within the district.	To be completed in 2014
4. Conduct surveys (e.g., customer satisfaction, origin/destination, etc.) to track MTD service.	See Tracking Measure above
5. Develop an objective evaluation system and create a policy of performance-based salary increases for staff members.	Committee review in 2014

Santa Barbara Metropolitan Transit District - Review of *Strategic Plan: 2013-2017* for FY 2013

GOAL 5: Productive Community & Government Outreach Activities

Tracking Success	Result
Annual report for the public.	Completed December 2013
City and county policy board presentations.	Ongoing
Participate in Chamber and other business and community events, and work with communities and stakeholders on relevant development projects.	Ongoing
Action Items	Result
1. Participate in local and regional bus and rail transit planning with the goal of recognition by all parties of the necessity of including public transit in the planning process.	Ongoing
A. Stay involved in SBCAG discussions, to ensure the coordination of land use and transit needs in the South Coast.	Ongoing
B. Continue to monitor Measure A funding and keep the Board apprised.	Ongoing
C. Stay involved in emerging South Coast general plans.	Ongoing
D. Work with UCSB to create and implement a "Transit Plan" related to the UCSB Long Range Development Plan and the resulting impact on MTD service.	Ongoing
E. Continue to encourage UCSB, SBCC, and local school districts to accept their responsibility for the costs associated with transportation service for their students and campus.	Ongoing
F. Plan to enhance MTD's Transit Center and work with all relevant agencies.	Ongoing
2. Work with community members and continue to monitor the county process and decision regarding MTD's Calle Real property to change the zoning back to residential.	Ongoing

Santa Barbara Metropolitan Transit District - Review of *Strategic Plan: 2013-2017* for FY 2013

GOAL 6: Practical and Environmentally Prudent Fleet, Facility & Real Property Management Practices

Tracking Success	Result
The MTD revenue vehicle fleet shall comply with California Air Resource Board mandates. (SHOULD BE ACTION ITEM)	Ongoing
The MTD systemwide spare ratio shall not exceed 20%.	20.7%
MTD diesel-powered revenue vehicles shall travel a minimum of 10,000 vehicle miles between major mechanical system failures that require a vehicle exchanges.	13,165
Action Items	Result
1. Maintain and expand, as feasible, the electric vehicle program	Ongoing
2. Report annually to the Board of Directors on MTD's CARB compliance status. (SHOULD BE TRACKING MEASURE)	Completed September 2013
3. Seek opportunities to participate in proof-of-concept demonstrations for new technologies, and identify additional stimulus funding that may become available.	Ongoing
4. Pursue the installation of solar electric-generating facilities in the main yard, if feasible.	Ongoing
5. Explore opportunities for operational savings, seating capacity and comfort through diverse transit fleet vehicles.	Ongoing
6. Create a long-term policy, for the Board's direction, on the future use of the District's real estate assets.	Committee review in 2014
7. Develop a graffiti-removal performance measure.	To be completed in FY 2015

To: MTD Board of Directors
From: Sherrie Fisher, General Manager
Date: January 3, 2014
Subject: General Manager's Report

MTD received seven (7) proposals related to the Automated Vehicle Location (AVL) solicitation. Staff is nearing completion of assessment of the proposals and intends to notify those firms that are selected to proceed to the competitive range in early January. Staff is still optimistic that a recommendation to award a contract will be brought to the Board of Directors by February.

Staff met with representatives of Lenvik & Minor to kick off the Canopy Modification and Transit Center Remodel projects in December. Staff anticipates receiving the initial Concept Design plans in January. Staff will utilize the information to refine its project estimates for the mid-year budget revision scheduled for February.

The Historic Landmarks Commission (HLC) met on the 18th of December and re-approved the permit for two of the Superstop locations as requested by MTD. Final Public Works approval, which would allow the invitation for bids to be issued, is pending their provision of an "Agreement to Construct" for each location.

Responses to the Transit Technical Consulting Service solicitation are due January 9th. MTD has a number of projects that require specific technical experience to either initiate or implement. Those projects include the study and initiation of photovoltaic systems, smart card technology and the implementation of the automated vehicle location system. Furthermore, technical support for the battery-electric bus program would be beneficial to MTD.

MTD is working closely with City of Santa Barbara staff to solicit the services of a firm to pickup, deliver and install four LNI bus shelters related to this year's project funded by the City's Community Development Block Grant (CDBG). On December 18th two bids were received in response to MTD's solicitation for the installation and delivery of the LNI bus shelters. MTD staff has completed initial review of the low bid and has forwarded the proposed Master Agreement to city of Santa Barbara staff for their review (consistent with their terms related to CDBG funded projects). Staff is optimistic that the agreement will be executed in mid-January, with the project completion anticipated by early March.

The Single Audit for fiscal year 2012-13 has been completed, with final distribution to the federal clearinghouse pending availability of their online system. As discussed with the Board of Directors during the presentation of the Single Audit, staff has asked McGowan Guntermann to assist with the assessment of implementation of new Governmental Accounting Standards Board (GASB) policies, specifically Statement's 67 & 68, which relate to financial reporting of pension plans.

MTD and UCSB staff are completing review of the financial elements of the proposed UCSB transit plan that will serve existing and additional UCSB demand resulting from UCSB housing projects proposed over the next several years. UCSB staff is planning to submit the San Joaquin Residence Hall plan to the UCSB Regents in January (including the transit plan agreement) and subsequently to the California Coastal Commission in

early summer. MTD staff is planning to present the transit and financial plan to the MTD Board before finishing the agreement.

Staff is researching solar pole lights that would provide lighting for passengers when a button is pushed. These would be installed at locations where there is little to no ambient light yet. Staff is seeking receipt of quotes in the Spring to install them at priority locations based on night time ridership levels.

The Operations Manager and the Planning Manager attended the COAST monthly public bus riders meeting on December 12 to hear compliments and concerns related to bus service. The responses from MTD staff were well received by the bus rider group.

MTD's annual "Report to the Community" highlighting accomplishments and strengthened local partnerships was completed and is being distributed to local stakeholders.

On December 14th a shuttle driven by Bill Adams participated in the Milpas Street Parade. Onboard were members of the Neighborhood Advisory Council and Youth Council led by Sebastian Aldana.

The Operations Training department has done an excellent job getting our eight newest drivers through 'basic' training. Roman Ulanicki, Ceylon Horton, and Michael Mendoza have been released from training and are driving solo, with reports indicating all are doing well. Steve Dinka, Steve Rich, and Justin Guenthart passed their DMV test on December 31st and will be finishing their training with senior drivers. Janice Seaver and Don Inda are progressing, with about 2 weeks remaining in their training. Because both Don and Janice came to the MTD with a commercial license with endorsement, no DMV test was needed. Operations will work with the HR and Risk department to evaluate any need to hire more drivers.

Fuel injector harnesses are on order for Gillig #710 to complete the engine replacement. Gillig #914 is down for repetitive crank sensor error codes which thus far seem to be related to the air compressor. Cummins Cal Pacific has not been able to diagnose the cause. The camshaft pulley used as reference for the crankshaft sensor and sensor will be changed. If not successful in eliminating the code, a new air compressor will be installed. Cummins Cal Pacific has been contacted for additional assistance on Gillig #619 to resolve an ongoing DEF (Diesel Exhaust Fluid) related code. The tank and sender have been changed, yet the code for low fluid level persists even though the tank is full. Next action to take is have Cummins reprogram the engine ECM.