



**AGENDA**

**Meeting**

of the

**BOARD OF DIRECTORS**

of the

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

A Public Agency

**Tuesday, August 18, 2015**

**8:30 A.M.**

**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; David Tabor, Director; Roger Aceves, 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 July 21, 2015.

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

The Board will be asked to review the cash reports for the periods of July 14, 2015 through July 27, 2015 and July 28, 2015 through August 10, 2015.

**THIS CONCLUDES THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

Members of the public may address the Board on items within 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 number that you wish to comment on.

**7. APPLICATION FOR FTA SECTION 5339 CAPITAL FUNDS- (ATTACHMENT-ACTION MAY BE TAKEN)**

Approve Resolution 2015-05 authorizing MTD's application for FFY 2014 FTA Section 5339 capital funds for the procurement of two 30-foot electric transit buses.

**8. DISCUSSION OF STRATEGIC PLAN UPDATE WORKSHOP- (ATTACHMENT- ACTION MAY BE TAKEN)**

Discuss recommendations from the Development Committee regarding the upcoming MTD Strategic Plan workshop.

- 9. SOLICITATION FOR SUPPLY AND DELIVERY OF DIESEL FUEL -(ACTION MAY BE TAKEN)**  
Staff requests that the Board authorize the General Manager to enter into a contract with a diesel fuel supplier resulting from the current solicitation if the following criterion is met:
1. Price per gallon not to exceed the budgeted estimate for the second half of the year. (\$2.60)
  2. That the bid be found to be reasonable and responsive.
- 10. GENERAL MANAGER'S REPORT UPDATE-(INFORMATIONAL)**
- a) CHP Audit
  - b) VTT
  - c) FTA Training Workshop
  - d) Castillo St. /Highway 101
- 11. OTHER BUSINESS AND COMMITTEE REPORTS-(ACTION MAY BE TAKEN)**  
The Board will report on other related public transit issues and committee meetings
- 12. ADJOURNMENT**

**AMERICAN 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.



**MINUTES**

**Meeting**

of the

**BOARD OF DIRECTORS**

of the

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

A Public Agency

**Tuesday, July 21, 2015**

**8:30 A.M.**

**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**

Natasha Garduno, Executive Assistant, reported that the agenda was posted on Friday, July 17, 2015 at MTD's Administrative Office, mailed and emailed to those on the agenda list, and posted on MTD's website.

**CONSENT CALENDAR**

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

Director Tabor moved to waive the reading of and approve the draft minutes for the meeting of July 7, 2015 and the cash report for the period of June 30, 2015 through July 13, 2015. Director McQuary seconded the motion. The motion passed unanimously.

**THIS CONCLUDES THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

None was made.

**7. ANNUAL REPORT ON COMMUNITY OUTREACH EFFORTS- (INFORMATIONAL)**

Nancy Alexander, Customer and Public Outreach Administrator, provided the Board with a presentation on outreach efforts for the year that were focused on Mobility Impaired, Senior Citizens, Students, Transit Dependent and MTD Employees.

General Manager Jerry Estrada congratulated Ms. Alexander on her work with the various outreach efforts she has worked on to date.

Director Aceves suggested that MTD coordinate some joint marketing efforts with Easy Lift. Director Tabor suggested working with the Downtown Organization to market to downtown employees and business owners.

**8. "AT-LARGE" BOARD MEMBER POSITION VOTE- (ACTION MAY BE TAKEN)**

Director McQuary moved to reappoint Director Shelor to the "At-Large" Board member position for a four year term. Director Weinberg seconded the motion. The motion passed unanimously.

Chair Davis shared that he felt Director Shelor was a valuable member to the Board and brings with him great experience that is beneficial to the organization.

Director Aceves shared that he had concerns regarding the process in which the Board reappoints members to the "At-Large" position. He felt that a process and policy should be created for future appointments to be able to provide transparency.

**9. REAL PROPERTY- CALLE REAL -(ACTION MAY BE TAKEN)**

Staff recommended that the Board consider forming an ad-hoc committee or have the External Affairs Committee begin work on preparing objectives and a process that would be vetted with the full board to address the future of the Calle Real property.

Director Aceves shared that he felt the External Affairs committee would be appropriate for the conversation. Chair Davis agreed as well. The Board asked staff to take the item to the External Affairs committee and to bring the item back afterwards to the full Board.

**10. GENERAL MANAGER'S REPORT UPDATE-(INFORMATIONAL)**

General Manager Estrada reported that hiring for bus drivers is ongoing and that the Human Resources department has been making progress on the recruitments for the Route Scheduler position as well as the Procurement position.

Mr. Estrada shared that Mike Cardona, Interim Manager of Maintenance and Steve Hahn, Assistant Superintendent of Maintenance, recently visited Gillig to work out issues with the order for new buses. Currently there are three new buses on order scheduled to arrive shortly after the new year but there could possibly be five buses which are to replace Nova buses that will be retired.

Staff tested the Articulated buses on a few 12x and 24x routes daily for this summer to help alleviate overloads on these lines due to an increased amount of EF International students riding these routes. Staff was pleasantly surprised with their performance during this test period. Staff also plans to have a discussion with EF International school to better coordinate routes schedules and bus allocations for routes frequently used by their students.

Staff has been in discussion with Cal-trans regarding the Castillo underpass construction and the detours that will be put in place for the bus routes that utilize this area. The project is expected to continue until after the start of the Fall SBCC semester. MTD staff will discuss details with SBCC regarding this issue.

Mr. Estrada shared that staff will be looking to put out a solicitation for marketing services. He shared that Ms. Alexander and Ms. Boche have done a great job so far. He would like to begin working on developing new graphics for the agency as well as new project promotions.

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

The full board agreed to cancel the next regular Board meeting schedule for August 4, 2015.

The Finance Committee agreed to meet with staff on Tuesday, July 28<sup>th</sup> at 10:00 a.m.

**12. ADJOURNMENT**

Director McQuary moved to adjourn the meeting at 9:28 a.m. Director Tabor seconded the motion. The motion passed unanimously.

---

---

**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of August 4, 2015**  
**For the Period July 14, 2015 through July 27, 2015**

---

---

**MONEY MARKET**

**Beginning Balance July 14, 2015** **\$11,210,131.25**

Passenger Fares	192,891.19
Accounts Receivable	38,761.90
Advertising/Prepaid Deposits	2,625.00
Interest Income	2,000.49
Miscellaneous/Asset Sales	1,214.08
<b>Total Deposits</b>	<b>237,492.66</b>

ACH Garn/Escrow	(973.13)
Bank/CC Fees	(1,139.74)
ACH Pensions Transfer	(30,913.01)
WC Transfer	(35,519.57)
ACH Tax Deposit	(134,178.19)
Payroll Transfer	(298,016.13)
Operations Transfer	(648,157.12)
<b>Total Disbursements</b>	<b>(1,148,896.89)</b>

**Ending Balance** **\$10,298,727.02**

**CASH INVESTMENTS**

LAIF Account	\$3,337,999.04
Money Market Account	10,298,727.02

**Total Cash Balance** **\$13,636,726.06**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$3,932,124.32)
-------------------------	------------------

**Working Capital** **\$9,704,601.74**

**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
110056	7/17/2015	DELTA DENTAL OF CALIFORNIA	DENTAL INSURANCE	10,197.99	
110057	7/17/2015	DELTA DENTAL INSURANCE COM	DENTAL INSURANCE	2,356.83	
110058	7/17/2015	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,264.32	
110059	7/17/2015	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	574.88	
110060	7/17/2015	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	248.88	
110061	7/17/2015	SPECIAL DISTRICT RISK MGMT	MEDICAL HEALTH INSURANCE	48,091.98	
110062	7/17/2015	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	165,023.00	
110063	7/20/2015	ABC BUS COMPANIES INC	BUS PARTS	573.44	
110064	7/20/2015	AMIT ABHYANICAR	CEL REFUND	98.00	
110065	7/20/2015	ACCONTEMPS DBA	CONTRACT EMPLOYMENT	2,027.76	
110066	7/20/2015	AMERICAN PUBLIC TRANSPORTA	APTA DUES	27,685.00	
110067	7/20/2015	B2B SERVICES DBA	OFFICE SUPPLIES	81.46	
110068	7/20/2015	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	207.40	
110069	7/20/2015	BIG GREEN CLEANING CO. DBA	JANITORIAL SERV./SUPPLIES	5,240.00	
110070	7/20/2015	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	269.27	
110071	7/20/2015	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	65.71	
110072	7/20/2015	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	68.73	
110073	7/20/2015	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	281.45	
110074	7/20/2015	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	575.00	
110075	7/20/2015	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	242.03	
110076	7/20/2015	CINTAS CORPORATION	FIRST AID SUPPLIES	28.75	
110077	7/20/2015	COAST TRUCK PARTS	BUS PARTS	1,103.49	
110078	7/20/2015	CSAC/CPEIA	WORKMANS COMP INSURANCE	70,817.00	
110079	7/20/2015	CUMMINS PACIFIC, LLC	BUS PARTS	4,225.91	
110080	7/20/2015	CA STATE BOE, MOTOR CARRIER	QTRLY USER FUEL TAX	1,507.94	
110081	7/20/2015	CA. STATE BOARD OF EQUALIZAT	UNDERGROUND STORAGE TANK FEE	2,988.54	
110082	7/20/2015	COUNTY OF S.B.PUBLIC WORKS D	WASTE DISPOSAL	170.00	
110083	7/20/2015	DEPARTMENT OF INDUSTRIAL RE	ANNUAL ELEVATOR INSPECTION FEE	225.00	
110084	7/20/2015	DILLINGHAM TICKET CO., LLC	BUS INSPECTION FORMS	5,540.80	
110085	7/20/2015	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	36.35	
110086	7/20/2015	DONS INDUSTRIAL SUPPLY DBA	BUS PARTS/SHOP SUPPLIES	182.60	
110087	7/20/2015	EASY LIFT TRANSPORTATION, IN	ADA SUBSIDY	52,422.00	
110088	7/20/2015	FERRO MAGNETIC CORPORATION	BATTERY CHARGERS/PARTS	862.72	
110089	7/20/2015	GIBBS INTERNATIONAL INC	BUS PARTS	1,918.52	
110090	7/20/2015	GILLIG LLC	BUS PARTS	4,889.32	
110091	7/20/2015	OBAIDULLAH HALIMI	CEL REFUND	70.00	
110092	7/20/2015	STEPHEN HAHN	TRAVEL REIMBURSEMENT	108.16	
110093	7/20/2015	H.G. MAKELIM CO., INC.	BUS PARTS	389.24	

Check #	Date	Company	Description	Amount	Voids
110094	7/20/2015	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	3.77	
110095	7/20/2015	INTERCON TECHNOLOGIES DBA	EV/CHARGER REPAIRS	1,488.00	
110096	7/20/2015	INTEGRATED SOFTWARE SYSTEM	WEB SITE CONSULTING	110.00	
110097	7/20/2015	IPC (USA), INC.	BUS FUEL	72,866.72	
110098	7/20/2015	JENISH JARIWALA	CEL REFUND	45.50	
110099	7/20/2015	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	105.84	
110100	7/20/2015	DAVID KEADLE	CEL REFUND	17.50	
110101	7/20/2015	LANSPEED DBA	IT SERVICES	730.00	
110102	7/20/2015	MATSON COMPANY CORP	VENDOR BUS REPAIRS	108.58	
110103	7/20/2015	MC CORMIX CORP. (OIL)	LUBRICANTS	3,630.94	
110104	7/20/2015	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,987.87	
110105	7/20/2015	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	81.63	
110106	7/20/2015	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	695.00	
110107	7/20/2015	MGB INDUSTRIAL SUPPLY	BUS & SHOP SUPPLIES	40.82	
110108	7/20/2015	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	101.56	
110109	7/20/2015	DAVID MORSE	TRAVEL PER DIEM	240.00	
110110	7/20/2015	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	27,423.00	
110111	7/20/2015	NEW FLYER INDUSTRIES CANADA	BUS PARTS	645.02	
110112	7/20/2015	NEW PIG CORP.	B/G SUPPLIES (OF)	763.04	
110113	7/20/2015	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	251.37	
110114	7/20/2015	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS & SOFTWARE	1,624.58	
110115	7/20/2015	PETTY CASH- HAHN, STEVE	MISC SHOP NEEDS	71.62	
110116	7/20/2015	PITNEY BOWES INC	POSTAGE METER QTRLY CHARGES	145.81	
110117	7/20/2015	RICH POTIER	SHOP SUPPLIES	65.27	
110118	7/20/2015	REGIONAL GOVERNMENT SERVIC	PERSONNEL RECRUITMENT	1,610.00	
110119	7/20/2015	SAFEGUARD DBA	OFFICE SUPPLIES	183.91	
110120	7/20/2015	SHIELD HEATING & AIR DBA	B&G REPAIRS & SUPPLIES	1,555.00	
110121	7/20/2015	SM TIRE, CORP.	BUS TIRE MOUNTING	156.50	
110122	7/20/2015	SMARDAN-HATCHER CO., INC	B&G REPAIRS & SUPPLIES	139.56	
110123	7/20/2015	SO. CAL. EDISON CO.	UTILITIES	6,567.43	
110124	7/20/2015	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	112.33	
110125	7/20/2015	SOUTHWEST LIFT & EQUIPMENT,	LIFT REPAIRS & SUPPLIES	3,856.91	
110126	7/20/2015	STAPLES INC. & SUBSIDIARIES	OFFICE SUPPLIES	528.72	
110127	7/20/2015	STAPLES CREDIT PLAN	OFFICE & COMPUTER SUPPLIES	86.36	
110128	7/20/2015	TDS SERVICE CORP. DBA TRANSI	BUS PARTS REPAIRS	628.50	
110129	7/20/2015	THE LIGHTHOUSE	SHOP SUPPLIES	25.21	
110130	7/20/2015	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	22.79	
110131	7/20/2015	VALLEY POWER SYSTEMS, INC.	BUS PARTS	849.01	
110132	7/20/2015	VAQUERO SYSTEMS	AVL PROJECT SERVICES	3,647.50	
110133	7/20/2015	VENTURA COUNTY OVERHEAD D	B&G REPAIRS & SUPPLIES	125.00	
110134	7/20/2015	VERIZON CALIFORNIA	TELEPHONES	89.99	

Check #	Date	Company	Description	Amount	Voids
110135	7/20/2015	VOLT MANAGEMENT CORP.	CONTRACT EMPLOYMENT	2,374.97	
110136	7/20/2015	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,294.70	
110137	7/20/2015	WORKER'S COMPENSATION ADMI	PROFESSIONAL SERVICES	13,301.25	
110138	7/20/2015	WURTH USA WEST INC.	SHOP SUPPLIES	628.26	
110139	7/20/2015	CITY OF CARPINTERIA	ELECTRIC CHARGING STATION	1,057.56	
110140	7/24/2015	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	35.00	
110141	7/24/2015	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	506.59	
110142	7/24/2015	BIG GREEN CLEANING CO. DBA	JANITORIAL SERV./SUPPLIES	366.36	
110143	7/24/2015	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	18,088.98	
110144	7/24/2015	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	90.00	
110145	7/24/2015	MIKE CARDONA	TRAVEL & PER DIEM	60.00	
110146	7/24/2015	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	306.08	
110147	7/24/2015	CINTAS CORPORATION	FIRST AID SUPPLIES	389.09	
110148	7/24/2015	COAST TRUCK PARTS	BUS PARTS	313.47	
110149	7/24/2015	CUMMINS PACIFIC, LLC	BUS PARTS	36.44	
110150	7/24/2015	D.B ROBERTS CO DBA	BUS PARTS	183.12	
110151	7/24/2015	MARY DEAIL	PAYROLL RELATED	106.15	
110152	7/24/2015	ALICIA DIEHL	RETIREE HEALTH REIMBURSEMENT	90.00	
110153	7/24/2015	DIESEL MARINE ELECTRIC, INC.	BUS PARTS	199.40	
110154	7/24/2015	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	354.08	
110155	7/24/2015	FEDEX dba	FREIGHT CHARGES	247.35	
110156	7/24/2015	SHERRIE FISHER	RETIREE HEALTH REIMBURSEMENT	430.44	
110157	7/24/2015	MELVIN FOUNTAIN	RETIREE HEALTH REIMBURSEMENT	90.00	
110158	7/24/2015	STATE OF CALIFORNIA	PAYROLL RELATED	150.00	
110159	7/24/2015	GIBBS INTERNATIONAL INC	BUS PARTS	965.20	
110160	7/24/2015	GILLIG LLC	BUS PARTS	5,384.70	
110161	7/24/2015	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
110162	7/24/2015	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	200.80	
110163	7/24/2015	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	217.90	
110164	7/24/2015	H.G. MAKELIM CO., INC.	BUS PARTS	159.41	
110165	7/24/2015	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	24.29	
110166	7/24/2015	HYDREX PEST CONTROL	FUMIGATION	77.00	
110167	7/24/2015	IPC (USA), INC.	BUS FUEL	24,530.22	
110168	7/24/2015	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	209.01	
110169	7/24/2015	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	120.00	
110170	7/24/2015	KIRKS AUTOMOTIVE, INC	BUS/AUTO PARTS	367.20	
110171	7/24/2015	LARA'S AUTO REPAIR DBA	BUS REPAIRS	56.00	
110172	7/24/2015	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	196.80	
110173	7/24/2015	JOSEPH MARTINEZ	RETIREE HEALTH REIMBURSEMENT	90.00	
110174	7/24/2015	MC CORMIX CORP. (OIL)	LUBRICANTS	377.97	
110175	7/24/2015	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,839.73	



Check #	Date	Company	Description	Amount	Voids
110176	7/24/2015	KENNETH B. MILLS	PROCUREMENT SERVICES	3,619.00	
110177	7/24/2015	NATIONAL DRIVE	PAYROLL DEDUCTION	96.00	
110178	7/24/2015	NEW PIG CORP.	B/G SUPPLIES (OF)	148.36	
110179	7/24/2015	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS & SOFTWARE	107.86	
110180	7/24/2015	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
110181	7/24/2015	PETTY CASH - ALEXANDER, NANC	MISC. PURCHASES	311.66	
110182	7/24/2015	PITNEY BOWES, INC	POSTAGE SUPPLIES	132.17	
110183	7/24/2015	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	564.68	
110184	7/24/2015	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	153.20	
110185	7/24/2015	RGIS INVENTORY SPECIALISTS, L	INVENTORY SERVICE	4,150.00	
110186	7/24/2015	REGIONAL GOVERNMENT SERVIC	PERSONNEL RECRUITMENT	125.00	
110187	7/24/2015	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	90.00	
110188	7/24/2015	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	1,060.00	
110189	7/24/2015	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	60.75	
110190	7/24/2015	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
110191	7/24/2015	SHIELD HEATING & AIR DBA	B&G REPAIRS & SUPPLIES	2,918.04	
110192	7/24/2015	SO. CAL. EDISON CO.	UTILITIES	5,225.58	
110193	7/24/2015	THE GAS COMPANY DBA	UTILITIES	116.38	
110194	7/24/2015	STAPLES INC. & SUBSIDIARIES	OFFICE SUPPLIES	493.28	
110195	7/24/2015	TANK TEAM INC.	TANK TESTS	123.00	
110196	7/24/2015	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	356.20	
110197	7/24/2015	UNITED WAY OF SB	PAYROLL DEDUCTION	63.00	
110198	7/24/2015	U.S. DEPARTMENT OF EDUCATIO	PAYROLL RELATED	240.05	
110199	7/24/2015	VALLEY POWER SYSTEMS, INC.	BUS PARTS	197.78	
110200	7/24/2015	VERIZON CALIFORNIA	TELEPHONES	780.19	
110201	7/24/2015	VOLT MANAGEMENT CORP.	CONTRACT EMPLOYMENT	1,472.63	
110202	7/24/2015	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	196.21	
110203	7/24/2015	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	153.00	
				<b>648,157.12</b>	
<b>Current Cash Report Voided Checks:</b>				0.00	
<b>Prior Cash Report Voided Checks:</b>				0.00	
<b>Grand Total:</b>				<b>\$648,157.12</b>	

---

---

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

---

---

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
7/13/2015	Montecito Bank & Trust	Advertising on Buses	4,045.00
7/14/2015	Idea Engineering, Inc.	Advertising on Buses	2,637.00
7/14/2015	Jim Haggerty	Retiree - Vision	12.20
7/15/2015	Godzilla Graphics	Advertising on Buses	6,522.90
7/15/2015	MacDonald Media	Advertising on Buses	12,605.50
7/20/2015	Department of Rehabilitation	Passes/Passports Sales	516.00
7/20/2015	EF International School	Passes/Passports Sales	10,050.00
7/21/2015	Idea Engineering, Inc.	Advertising on Buses	2,373.30
<b>Total Accounts Receivable Paid During Period</b>			<b>\$38,761.90</b>

---

---

---

---

**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of August 18, 2015**  
**For the Period July 28, 2015 through August 10, 2015**

---

---

**MONEY MARKET**

**Beginning Balance July 28, 2015** **\$10,298,727.02**

SB-325 (LTF)	493,485.75
Passenger Fares	168,019.12
Accounts Receivable	45,327.80
Advertising/Prepaid Deposits	500.00
Measure "A"	.00
Miscellaneous/Asset Sales	<u>(2,158.31)</u>
<b>Total Deposits</b>	<b>705,174.36</b>

ACH Garn/Escrow	(7,092.37)
ACH Pensions Transfer	(31,088.60)
ACH Tax Deposit	(133,140.63)
Operations Transfer	(206,421.33)
Payroll Transfer	<u>(291,277.15)</u>
<b>Total Disbursements</b>	<b>(669,020.08)</b>

**Ending Balance** **\$10,334,881.30**

**CASH INVESTMENTS**

LAIF Account	\$3,340,358.63
Money Market Account	<u>10,334,881.30</u>

**Total Cash Balance** **\$13,675,239.93**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$3,928,545.40)
-------------------------	------------------

**Working Capital** **\$9,746,694.53**

**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
110204	7/31/2015	A-OK MOWERS	SHOP REPAIRS	77.70	
110205	7/31/2015	BANK OF AMERICA, N.A.	CREDIT CARD PURCHASES	6,385.82	
110206	7/31/2015	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	1,075.58	
110207	7/31/2015	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	61.88	
110208	7/31/2015	COMMLINE INC.	2-WAY RADIO REPAIRS/SUPPLIES	362.88	
110209	7/31/2015	CINTAS CORPORATION	FIRST AID SUPPLIES	110.12	
110210	7/31/2015	CIO SOLUTIONS, LP	IT SERVICES	985.00	
110211	7/31/2015	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	98.00	
110212	7/31/2015	CUMMINS PACIFIC, LLC	BUS PARTS	1,437.26	
110213	7/31/2015	CA STATE OF BOARD OF EQUALIZ	SALES/CONSUMER USE TAX	2,054.00	
110214	7/31/2015	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICE	3,060.00	
110215	7/31/2015	LOYRA DIRZO	CEL PASS REFUND	130.50	
110216	7/31/2015	RUSSELL DUREN	CEL PASS REFUND	35.50	
110217	7/31/2015	FAST UNDERCAR	EV BUS PARTS	19.57	
110218	7/31/2015	FEDEX OFFICE	PRINTING SERVICES	97.30	
110219	7/31/2015	GIBBS INTERNATIONAL INC	BUS PARTS	853.26	
110220	7/31/2015	GILLIG LLC	BUS PARTS	1,753.96	
110221	7/31/2015	JENNIFER GLISSON	CEL PASS REFUND	112.00	
110222	7/31/2015	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	11,450.09	
110223	7/31/2015	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	39.88	
110224	7/31/2015	INTERSTATE BATTERY OF SIERRA	EV ACCESSORY BATTERIES	735.32	
110225	7/31/2015	LANSPEED DBA	IT SERVICES	1,722.50	
110226	7/31/2015	VALERIE LARSON	CEL PASS REFUND	101.50	
110227	7/31/2015	LENVIK & MINOR ARCHITECTS, IN	ARCHITECTURAL SERVICES	16,546.32	
110228	7/31/2015	LIBERTY MUTUAL GROUP INC.	ANNUAL PROPERTY INSURANCE	1,263.75	
110229	7/31/2015	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	45.62	
110230	7/31/2015	LINDA MINKY	CEL PASS REFUND	31.50	
110231	7/31/2015	PETTY CASH - CARBAJAL, NATAS	MISC. PURCHASES	271.81	
110232	7/31/2015	REGIONAL GOVERNMENT SERVIC	PERSONNEL RECRUITMENT	1,395.00	
110233	7/31/2015	ROGERS, SHEFFIELD & CAMPBELL	LEGAL COUNSEL	9,330.58	
110234	7/31/2015	SMITTY'S TOWING SERVICE D	TOWING SERVICES	213.75	
110235	7/31/2015	STAPLES INC. & SUBSIDIARIES	OFFICE SUPPLIES	683.05	
110236	7/31/2015	SB CITY OF-REFUSE/WATER	UTILITIES	601.71	
110237	7/31/2015	THE MEDCENTER	MEDICAL EXAMS	2,449.00	
110238	7/31/2015	INTERSTATE CAPITAL CORPORAT	UNIFORMS	573.00	
110239	7/31/2015	VALLEY POWER SYSTEMS, INC.	BUS PARTS	4,854.60	
110240	7/31/2015	VERIZON WIRELESS	WIRELESS PHONES	343.03	
110241	7/31/2015	VOLT MANAGEMENT CORP.	CONTRACT EMPLOYMENT	4,058.04	

Check #	Date	Company	Description	Amount	Voids
110242	8/7/2015	ABC BUS COMPANIES INC	BUS PARTS	1,292.92	
110243	8/7/2015	ACTION TREE CARE DBA	B&G REPAIRS & SUPPLIES	700.00	
110244	8/7/2015	ANTIOCH UNIVERSITY	BUS ADVERTISING REFUND	810.00	
110245	8/7/2015	COMPRESSED AIR OF CALIFORNIA	BUS PARTS	2,280.53	
110246	8/7/2015	CUMMINS PACIFIC, LLC	BUS PARTS	195.10	
110247	8/7/2015	BRADLEY P DAVIS	TRAVEL PER DIEM	300.00	
110248	8/7/2015	MARY DEAILÉ	PAYROLL RELATED	106.15	
110249	8/7/2015	RUSSELL DUREN	CEL PASS REFUND	120.00	
110250	8/7/2015	ELECTRONIC DATA MAGNETICS, I	BUS PASSES	11,105.66	
110251	8/7/2015	STATE OF CALIFORNIA/FTB	PAYROLL RELATED	375.13	
110252	8/7/2015	STATE OF CALIFORNIA	PAYROLL RELATED	19.07	
110253	8/7/2015	GILLIG LLC	BUS PARTS	1,455.38	
110254	8/7/2015	INTERCON TECHNOLOGIES DBA	EV/CHARGER REPAIRS	204.00	
110255	8/7/2015	LENVIK & MINOR ARCHITECTS, IN	ARCHITECTURAL SERVICES	170.00	
110256	8/7/2015	MGB INDUSTRIAL SUPPLY	BUS & SHOP SUPPLIES	228.83	
110257	8/7/2015	DAVID MORSE	TRAVEL PER DIEM	60.00	
110258	8/7/2015	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS & SOFTWARE	15.16	
110259	8/7/2015	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
110260	8/7/2015	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	1,060.00	
110261	8/7/2015	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
110262	8/7/2015	SO. CAL. EDISON CO.	UTILITIES	4,330.59	
110263	8/7/2015	SB CITY OF-REFUSE/WATER	UTILITIES	2,955.62	
110264	8/7/2015	TEAMSTERS PENSION TRUST	UNION PENSION	91,436.44	
110265	8/7/2015	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	10,005.20	
110266	8/7/2015	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	399.51	
110267	8/7/2015	U.S. DEPARTMENT OF EDUCATION	PAYROLL RELATED	225.78	
110268	8/7/2015	VALLEY POWER SYSTEMS, INC.	BUS PARTS	405.00	
110269	8/7/2015	VAQUERO SYSTEMS	AVL PROJECT SERVICES	300.00	
110270	8/7/2015	VENTURA STEEL, INC.	B&G REPAIRS & SUPPLIES	92.88	
				<b>206,421.33</b>	
				<b>Current Cash Report Voided Checks:</b>	0.00
				<b>Prior Cash Report Voided Checks:</b>	0.00
				<b>Grand Total:</b>	<b>\$206,421.33</b>

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

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
7/7/2015	Ken Porter Auctions	Vehicle Sales	2,305.00
7/28/2015	City of SB Creeks Division	Advertising on Buses	3,174.00
7/28/2015	Council on Alcoholism & Drug Abuse	Advertising on Buses	1,293.00
7/30/2015	Department of Rehabilitation	Passes/Passports Sales	288.00
7/30/2015	KCSB - FM	Advertising on Buses	396.00
7/31/2015	City of SB - Downtown Parking	City of SB My Ride	1,682.00
8/4/2015	Coverly Professional Services	Advertising on Buses	3,753.60
8/6/2015	Cottage Hospital	Passes/Token Sales	32,300.00
8/7/2015	Department of Rehabilitation	Passes/Passports Sales	124.00
8/7/2015	Jim Haggerty	Retiree - Vision	12.20
<b>Total Accounts Receivable Paid During Period</b>			<b>\$45,327.80</b>



## BOARD OF DIRECTORS REPORT

**MEETING DATE:** AUGUST 18, 2015      **AGENDA ITEM #:** 7

**TYPE:** ACTION ITEM

**PREPARED BY:** STEVE MAAS

\_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER

\_\_\_\_\_  
*GM Signature*

**SUBJECT:**      **Application for FTA Section 5339 Capital Funds**

### **RECOMMENDATION:**

Approve resolution authorizing MTD's application for FFY 2014 FTA Section 5339 capital funds for the procurement of two 30-foot electric transit buses.

### **DISCUSSION:**

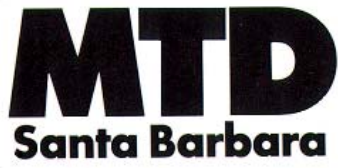
Moving Ahead for Progress in the 21st Century (MAP-21), the current Federal transportation bill, includes the Section 5339: Bus and Bus Facilities Formula Grant program for capital funds. The FY 2014 Section 5339 apportionment for the Santa Barbara urbanized area (UZA) is \$426,711.

Staff is completing the preparation of an application for these funds, plus the local match, to procure two 30-foot electric transit buses to replace two 22-foot shuttle buses that are beyond their useful life by Federal standards (see attached project description).

Caltrans is the recipient of the Section 5339 funds, and MTD will be a subrecipient to Caltrans. The application requires a Board resolution of approval (attached).

### **ATTACHMENTS:**

- Project Description
- Authorizing Resolution



**Santa Barbara Metropolitan Transit District  
FFY 2014 FTA Section 5339 Project Description**

**Purchase of Two 30-Ft. Electric Transit Buses**

**Description**

MTD will utilize Federal Fiscal Year (FFY) Section 5339 funds and Transportation Development Act / State Transit Assistance funds (TDA/STA) to procure two 30-ft. electric transit buses to replace two 22-ft. shuttle buses that are beyond their useful life by Federal standards.

**Funding**

Federal Funds = \$426,711

Estimated Local Funds\* = \$573,289 (57%)

\*Transportation Development Act / State Transit Assistance (TDA/STA)

Estimated Total Funds = \$1,000,000



**PART XI - AUTHORIZING RESOLUTION  
STATE OF CALIFORNIA  
FTA SECTION 5339 PROJECT VEHICLE & EQUIPMENT APPLICATION**

**RESOLUTION NO.** 2015-05

RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5339 WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5339 of the Federal Transit Act (FTA Circular 9300.1B); and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5339 grants for transportation projects for bus and bus facilities; and

**WHEREAS**, the Santa Barbara Metropolitan Transit District (District) desires to apply for said financial assistance to permit purchase of capital equipment in the South Coast of Santa Barbara County; and

**WHEREAS**, District has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that District does hereby authorize General Manager Jerry Estrada to file and execute applications on behalf of District with the Department to aid in the financing of capital assistance projects pursuant to Section 5339 of the Federal Transit Act (FTA Circular 9300.1B); as amended.

That General Manager Jerry Estrada is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That General Manager Jerry Estrada is authorized to provide additional information as the Department may require in connection with the application for the Section 5339 projects.

That General Manager Jerry Estrada is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5339 project(s).

**PASSED AND ADOPTED** by the Board of Directors of the Santa Barbara Metropolitan Transit District, Santa Barbara County, State of California, at a regular meeting of said Board held on the 18<sup>th</sup> of August, 2015, by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Chair, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors



## BOARD OF DIRECTORS REPORT

**MEETING DATE:** AUGUST 18, 2015      **AGENDA ITEM #:** 8

**TYPE:** INFORMATIONAL

**PREPARED BY:** STEVE MAAS

\_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER

\_\_\_\_\_  
*GM Signature*

**SUBJECT:**      **Discussion of Strategic Plan Update Workshop**

### **RECOMMENDATION:**

Discuss recommendations from the Development Committee regarding the upcoming MTD Strategic Plan workshop.

### **DISCUSSION:**

The Development Committee and staff met by phone with Daniel Iacofano, the facilitator for MTD's upcoming Strategic Plan Update workshop. Recommendations regarding the workshop, developed by the Committee following that meeting, are attached for discussion by the Board.

### **ATTACHMENT:**

- Development Committee Recommendations Regarding the Strategic Plan Update Workshop



## **Development Committee Recommendations For the Strategic Plan Workshop**

### **DATE & TIME**

Tuesday, September 15, 2015, 8:30 to Noon (or Later)

### **PARTICIPANTS**

Daniel Iacofano (facilitator), MTD Board and staff, representatives from partner agencies

### **PROPOSED AGENDA**

1. Introduction & Overview
  - a. Status of current Plan: successes, disappointments, work in progress
2. Identify Primary Strategic Issues (see Potential Issues below)
  - a. Environmental Scan
3. Measure Success
4. Review Vision, Mission, & Goals
5. Develop Objectives
  - a. Must be specific, timely and measurable
6. Discuss Implementation of Strategic Plan
7. Next Steps
  - a. Process and public participation

### **POTENTIAL STRATEGIC ISSUES FOR DISCUSSION**

1. Enhancing operating & capital funding opportunities
2. Reviewing fare policies & farebox return ratio
3. Evaluating MTD service for adjustments due to possible increases or decreases in funding
4. Refining MTD's definition(s) of service for transit dependent riders
5. Preparing for new growth & development in Goleta & elsewhere
6. Receiving input from partner agencies regarding transit plans & policies in General & Regional Plans
7. Receiving input from community stakeholders & employees through the public participation process
8. Reviewing MTD's long-term fuel path
9. Evaluating the use of new technologies in operations & customer service
10. Improving MTD's marketing strategies & customer service
11. Conducting facilities planning for all MTD properties
12. Defining MTD's relationship to interregional transit services
13. Developing strategies to address MTD's unfunded liabilities
14. Enhancing MTD's ability to influence state & federal legislation
15. Conducting analyses of major trends, including projected economic & demographic changes
16. Policy on cash reserves and investments

## BOARD OF DIRECTORS REPORT

**MEETING DATE:** August 18, 2015

**AGENDA ITEM #:** 9

**TYPE:** Action

**PREPARED BY:** Jerry Estrada

\_\_\_\_\_  
*Signature*

**REVIEWED BY:** General Manager

\_\_\_\_\_  
*GM Signature*

**SUBJECT: Solicitation for Supply and Delivery of Diesel Fuel**

### **RECOMMENDATION:**

Staff requests that the Board authorize the General Manager to enter into a contract with a diesel fuel supplier resulting from the current solicitation if the following criterion is met:

1. Price per gallon not to exceed the budgeted estimate for the second half of the year. (\$2.60)
2. That the bid be found to be reasonable and responsive.

### **DISCUSSION:**

Staff has released a solicitation for the delivery of ultra-low sulfur diesel fuel. The solicitation is for one-year with an option for an additional 12-months. Due to the nature of a fixed-price contract, the General Manager requires the authority to enter into such an agreement within 24 hours of bid submittals.

Currently, MTD is paying a fixed-price of \$2.93 per gallon for diesel fuel. That agreement terminates on November 30, 2015. Based on the recent decline in the price of heating oil futures, staff is optimistic that bids will come in lower than \$2.93 per gallon. MTD consumes approximately 615,000 gallons of diesel fuel a year, which translates into a contract that could exceed two million dollars annually.

To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: August 14, 2015  
Subject: General Manager's Report

### Operations & Maintenance

Operations is preparing for the annual CHP Audit set to occur the week of August 24<sup>th</sup>. Operations items checked are the drug and alcohol records, training records, run cuts, driver run sheets and corresponding payrolls, the Pull Notice Program, and the license/VTT/Medical document binders.

The 3<sup>rd</sup> Verification of Transit Training (VTT) of 2015 will take place the week of August 17<sup>th</sup>. Topics will include current issues, general safety, and the August service changes.

The specifications for the five 2016 Gillig 40' buses have been completed. The bus specifications have been changed to include thermo King air conditioning, and Apollo cameras. Engine oil analysis for Gillig #618 has indicated diesel fuel contamination in the oil. Leaking fuel injectors are usually the source and were replaced. The post injector installation oil sample still showed a slight fuel dilution. Staff will continue to monitor the situation.

The artwork has been prepared to rewrap EV 13 and another shuttle to be determined with new Carpinteria graphics. EV 12 has returned from the paint shop with its new teal and white graphics for Downtown/Waterfront service.

The August 2015 Caught in the Act drawing winner is Steve Olivera. His CITA was awarded for assisting a new rider with their fare, transfer, information for destination, and for ensuring the connection was made. He did all this in a courteous and patient manner.

### Administration

Staff attended a meeting of SBCAG's Technical Transportation Advisory Committee (TTAC) on Thursday, August 6. MTD is a voting member of the Committee. TTAC received a report on SBCAG staff's ongoing update of the Measure A Strategic Plan. The Committee recommended that the SBCAG Board approve the FY 2015 Local Transportation Fund balance apportionment.

Staff attended a Federal Transit Administration (FTA) Financial Management Oversight (FMO) workshop on August 13 & 14. As part of its oversight responsibilities, the FTA, through its FMO program, conducts several types of reviews to assure grantee compliance with grant and statutory requirements. The FTA sponsors the FMO seminars to prepare grantees for FMO reviews and

to enhance and refine grantees' financial management systems to meet the standards established by FTA regulations.

Staff submitted the required semi-annual reports to Caltrans for MTD's ongoing projects with Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funds. Staff submitted a grant application for two 30-ft. electric buses to Caltrans for FY 2014 Federal Transit Administration Section 5339 capital funding. Staff will attend a Caltrans workshop on the Low Carbon Transit Operations Program funded by the California cap-and-trade program on August 18.

Staff is initiating a fixed price solicitation for the purchase and delivery of ultra-low sulfur diesel fuel. The existing agreement expires at the end of November and staff is optimistic that the decline in energy prices will result in bids significantly lower than what was budgeted for the second half of the fiscal year.

### Planning

The August changes approved by the Board in the spring will begin on Monday, August 24. They consist of schedule adjustments on Lines 1 and 2 on weekends and on Lines 15x, 23 and 25 on weekdays to improve schedule adherence, enhanced serviced on Lines 24x and 12x funded by UCSB, and an additional trip on Line 7 from the Wake Center to the Transit Center. Abundant information is being disseminated to the public well in advance before the changes take effect.

Staff will be monitoring the changes in the field throughout the initial two weeks of the changes to determine level of effectiveness. Planning staff will also be tabling at the SBCC main campus bus stop on August 25 and 26 during the first week of classes as well at a SBCC alternative transportation incentive plan promotional event on August 27.

SBCC is expanding and improving the main campus bus stop on Cliff Drive by providing expanded seating behind the shelter and re-roofing the wooden shelter. The project is planned for completion before classes begin on August 24.

Caltrans is continuing the undercrossing reconstruction project at Castillo Street/Highway 101 scheduled for completion in mid September. Buses that use the undercrossing have been delayed due to traffic congestion and further delay is anticipated once SBCC classes begin on August 24. SBCC and MTD Planning staffs are coordinating to post notices to inform passengers.

The additional trips and use of the larger articulated buses on Lines 24x and 12x have been successful in offsetting the impact caused by the increased number of EF students living in Isla Vista as a result of their increased Summer enrollment. Most of these additional trips will continue as standard Line 24x trips that will begin on August 24. By that time, EF Summer enrollment will have significantly decreased.