



AGENDA

Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, November 29, 2016
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, Director; Dick Weinberg, Director; Bill Shelor, Secretary; 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 November 15, 2016.

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

The Board will be asked to review and approve the cash report for the period of November 8, 2016 through November 21, 2016.

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.

CEREMONIAL ITEM

7. BOARD OF DIRECTOR RECOGNITION RESOLUTION #2016-07 - (ATTACHMENTS-ACTION MAY BE TAKEN)

Staff recommends the Board of Directors approve resolution #2016-07 in the matter of dedicating and honoring MTD's auditorium meeting room to former Board Chairman John G. Britton.

TIME CERTAIN 9:00 A.M

8. GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL)

- a) Infrastructure & Facilities
- b) Hiring
- c) Transit Asset Management
- d) Local Agency Corroboration

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

The Board will report on other related public transit issues and committee meetings.

10. RECESS TO CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION - (ACTION MAY BE TAKEN)

Conference with legal counsel pursuant to Government Code § 54956.9

One matter: Martha M. Wright v. Goleta Water District, SBSC case no. SM057969

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

Conference with labor negotiators pursuant to Government Code Section 54957:

SBMTD designated representatives: Dave Davis, Chuck McQuary, Dick Weinberg, Olivia Rodriguez, Roger Aceves, Dave Tabor, Bill Shelor

SBMTD unrepresented employee:

Jerry Estrada, General Manager

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, November 15, 2016
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 with the exception of Director Aceves.

3. REPORT REGARDING POSTING OF AGENDA

Lilly Gomez, Interim Executive Assistant, reported that the agenda was posted on Friday, November 11, 2016 at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

CONSENT CALENDAR

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

Director Tabor moved to approve the draft minutes for the meeting of November 1, 2016 with modifications to the title on agenda item 7 and a change in verbiage on item 10. Director McQuary seconded the motion. The motion passed unanimously with one abstention from Director Shelor.

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

Director Tabor moved to approve the cash report for the period of October 25, 2016 through November 7, 2016. Director McQuary seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

None was made.

7. FINANCIAL UPDATE FOR THE QUARTER ENDING SEPTEMBER 30, 2016 - (ATTACHMENTS-INFORMATIONAL)

Thais Sayat, Assistant Controller, reviewed the Quarterly Finance update for the 3-month period ending September 30, 2016. Mrs. Sayat shared with the board that the first quarter of fiscal year 2016-2017 reflects the increased service level, implementation of the new collective bargaining agreement, a continued decline in passenger fares, and unfilled driver and other positions. With operating revenue of \$4.6 million and operating expenditures of \$6.1 million, the District realized a \$1.4 million deficit for the quarter. Ms. Sayat reported that the first quarter historically experiences this situation because federal operating assistance and property tax revenue are not received until subsequent quarters.

Operating revenue came in 3% under budget and increased 2% over last year. Operating costs came in under budget as well by 4% while growing 5% from FY15/16. The major factors leading to these results are a continued decrease in ridership and the decrease in enrollment at Santa Barbara City College. The majority of the fare revenue shortfall relative to both the budget and the previous year was in the full fare categories of cash fares and adult passes. Youth, senior, and mobility pass sales

were all up from last year. Total contract fares were 5% under budget. The decreased enrollment at SBCC was the primary cause of this, although Downtown-Waterfront Shuttle fares were also under budget by 4%. As a whole, contract fares were flat compared to FY15/16.

8. QUARTERLY STAFF REPORTS - (ATTACHMENTS-INFORMATIONAL)

Planning Manager, George Amoon reviewed quarterly reports for the period of July 1, 2016 through September 30, 2016. Mr. Amoon reported that the recent trend of decreased ridership has not changed. In MTD's first quarter of Fiscal Year 2016-17, ridership is below that for the first quarter of last year with a difference of 11%.

Mr. Amoon provided the board with a graph demonstrating that the decrease in ridership is consistent with the majority of transit agencies statewide. As reported in recent past ridership reports the decrease in ridership is likely attributed to lower gas prices, increased vehicle registrations, decreased international student enrollment (e.g., EF -31.4%) and decreased SBCC enrollment (-7.1%).

Director McQuary and Weinberg advised staff to reach out to transit agencies in the state that maintained or increased ridership to evaluate their strategies.

Director McQuary inquired about the construction progress of the UCSB projects around Isla Vista and acknowledged the great service provided to the UCSB area.

9. MODIFIED DRAFT BYD LEASE AGREEMENT - (ATTACHMENTS-ACTION MAY BE TAKEN)

Assistant General Manager Brad Davis recommended that the Board approve changes in the terms of the draft BYD electric bus lease. On August 23, 2016, the Board authorized the General Manager to enter into an agreement with BYD Motors to lease six 30' electric buses contingent upon approval of the terms and conditions of the lease by MTD legal counsel. It was reported to the Board at that time that the lease period was 12 years and that MTD retained the right to return any bus at any time with no penalty. Because these buses will be customized by BYD for MTD, the parties agreed to the changes to account for the cost and resale risk incurred by BYD for early termination of the lease agreement.

Mr. Davis advised that the recommended changes to reduce the lease period from 12 years to 8 years, which would increase the monthly lease payment per bus from \$3,536 to \$4,762, to guarantee to lease all 6 buses for a minimum of 24 months, and thereafter to pay an early termination fee for any bus returned before the end of the lease period do not affect MTD's right to buy the leased buses prior to the end of the 8-year term with all lease payments being applied towards the purchase price. Additionally, the early termination fee is not applicable if the purchase option is exercised. Mr. Davis also reported that the revised lease agreement has been reviewed and approved by legal counsel.

After briefly discussing the alternative options if the new electric buses are not used for the Downtown-Waterfront Shuttle, Director Rodriguez moved to approve the modified BYD lease agreement. Director McQuary seconded the motion. The motion passed unanimously.

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

General Manager Jerry Estrada shared that the annual Veteran's Day luncheon was a big success and well received.

Mr. Estrada reported that MTD had a 40 ft. electric bus demonstration here in the past week. Mr. Estrada is awaiting further reports and feedback from Operations and Maintenance to provide a full report on the performance.

The Planning staff attended a UCSB Transportation Alternatives Board meeting on November 7 to coordinate with UCSB on alternative transportation projects. Bike share for the UCSB/Isla Vista/Goleta area and a potential vanpool from Carpinteria were a few of the items that were discussed.

Mr. Estrada also advised the Board that the Downtown-Waterfront Shuttle Ad Hoc Committee is scheduled to meet on Friday, November 18. Mr. Estrada will be attending the APTA conference in

Oakland; therefore, Manager of Government Relations and Compliance Steve Maas will attend the Ad Hoc Committee on his behalf.

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

Chair David advised the board that the Calle Real Ad Hoc Committee met, and the Goleta Water District provided information that will be further discussed with the full Board in upcoming meetings when more details have been gathered and counsel is present.

12. RECESS TO CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION - (ACTION MAY BE TAKEN)

The Board met in closed session pursuant to Government Code § 54956.9(a)

One matter: Swostik Lamichhane, Reeti K.C. Lamichhane, Sapana Lamichhane, Rachayita Pant v. SBMTD

Upon returning from closed session Chair Davis reported that no action was taken.

13. ADJOURNMENT

Director Rodriguez moved to adjourn the meeting at 11:19am. Director Tabor seconded the motion. The motion passed unanimously.

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Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of November 29, 2016
For the Period 11/8/2016 through 11/21/2016

MONEY MARKET

Beginning Balance 11/8/2016 **\$11,794,779.78**

Accounts Receivable	216,398.48
Passenger Fares	141,332.48
LCTOP Transfers	15,833.33
Prop 1B Transfers	12,901.12
Advertising/Prepaid Deposits	8,100.00
Miscellaneous/Asset Sales	1,729.98
Interest Income	97.71
Total Deposits	396,393.10

Bank/CC Fees	(1,084.12)
ACH Garn/Escrow	(1,220.28)
ACH Pensions Transfer	(32,739.65)
WC Transfer	(44,266.17)
ACH Tax Deposit	(159,274.94)
Payroll Transfer	(334,409.28)
Operations Transfer	(703,750.11)
Total Disbursements	(1,276,744.55)

Ending Balance **\$10,914,428.33**

CASH INVESTMENTS

LAIF Account	\$3,359,659.45
Money Market Account	10,914,428.33

Total Cash Balance **\$14,274,087.78**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,026,009.82)
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Working Capital **\$10,248,077.96**

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**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
112935	7/1/2016	FRED'S UPHOLSTERY DBA	UPHOLSTERY REPAIRS	125.00	V
113867	11/10/2016	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	320.00	
113868	11/10/2016	PIERRE FRANK CHALDU	VETERAN'S DAY BBQ	1,300.11	
113869	11/10/2016	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	345.14	
113870	11/10/2016	MARY DEAILÉ	PAYROLL RELATED	106.15	
113871	11/10/2016	FRONTIER CALIFORNIA INC.	TELEPHONES	94.99	
113872	11/10/2016	ANN HARBOUR	PAYROLL RELATED	275.00	
113873	11/10/2016	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
113874	11/10/2016	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	760.00	
113875	11/10/2016	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	72.40	
113876	11/10/2016	SO. CAL. EDISON CO.	UTILITIES	1,601.94	
113877	11/10/2016	TEAMSTERS PENSION TRUST	UNION PENSION	89,495.65	
113878	11/10/2016	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	9,637.20	
113879	11/10/2016	U.S. BANK CORP. PAYMENT SYSTE	MISC. CC PURCHASES	2,496.95	
113880	11/10/2016	VERIZON WIRELESS	WIRELESS PHONES	2,353.42	
113881	11/17/2016	ABC BUS COMPANIES INC	BUS PARTS	351.49	
113882	11/17/2016	ROGER ACEVES	DIRECTOR FEES	60.00	
113883	11/17/2016	A-OK MOWERS	COMPRESSOR PARTS	130.41	
113884	11/17/2016	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	258.86	
113885	11/17/2016	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	640.00	
113886	11/17/2016	BARCODESOURCE INC.	BARCODE SUPPLIES	144.16	
113887	11/17/2016	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	548.04	
113888	11/17/2016	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	271.76	
113889	11/17/2016	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	159.35	
113890	11/17/2016	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	13.35	
113891	11/17/2016	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	98.00	
113892	11/17/2016	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	158.86	
113893	11/17/2016	CERTIFIED ENVIRONMENTAL	PROFESSIONAL SERVICES	7,776.43	
113894	11/17/2016	COMPASS CONCEPTS, INC	BUS PARTS	584.25	
113895	11/17/2016	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	221.90	
113896	11/17/2016	CLEVER DEVICES LTD	AIM CONTRACT INSTALLMENT	120,856.99	
113897	11/17/2016	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	244.25	
113898	11/17/2016	CINTAS CORPORATION	FIRST AID SUPPLIES	289.90	
113899	11/17/2016	CIO SOLUTIONS, LP	IT SERVICES	600.00	
113900	11/17/2016	COAST TRUCK PARTS	BUS PARTS	709.24	
113901	11/17/2016	CUMMINS PACIFIC, LLC	BUS PARTS	15,181.29	
113902	11/17/2016	CRAIGLIST CORP.	EMPLOYMENT ADS - ONLINE	300.00	
113903	11/17/2016	DAVE BANG ASSOCIATES, INC.	BUS BENCHES, TRASH RECEPTACLES	2,176.24	

Check #	Date	Company	Description	Amount	Voids
113904	11/17/2016	DAVID DAVIS JR.	DIRECTOR FEES	60.00	
113905	11/17/2016	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	3,570.00	
113906	11/17/2016	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE	450.00	
113907	11/17/2016	EASY LIFT TRANSPORTATION, INC	ADA SUBSIDY	70,925.00	
113908	11/17/2016	EBUS, INC.	BUS PARTS	7,630.20	
113909	11/17/2016	EMBEDDED POWER CONTROL INC	CONSULTANT - EV FLEET	994.01	
113910	11/17/2016	FRED'S UPHOLSTERY DBA	UPHOLSTERY REPAIRS	125.00	
113911	11/17/2016	FRANK SCHIPPER CONSTRUCTION	CANOPY PROJECT	2,400.00	
113912	11/17/2016	FRONTIER CALIFORNIA INC.	TELEPHONES	1,964.38	
113913	11/17/2016	FTI SERVICES, INC.	IT SUPPORT SERVICES	570.00	
113914	11/17/2016	GIBBS INTERNATIONAL INC	BUS PARTS	1,814.21	
113915	11/17/2016	GILLIG LLC	BUS PARTS	6,690.78	
113916	11/17/2016	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
113917	11/17/2016	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	613.12	
113918	11/17/2016	GRAINGER, INC.	SHOP/B&G SUPPLIES	14.93	
113919	11/17/2016	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,498.62	
113920	11/17/2016	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	622.13	
113921	11/17/2016	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	237.68	
113922	11/17/2016	HAYWARD LUMBER	SHOP SUPPLIES	278.87	
113923	11/17/2016	H.G. MAKELIM CO., INC.	BUS PARTS	1,744.00	
113924	11/17/2016	HIGH IMPACT INC.	FORKLIFT SAFETY TRAINING	85.00	
113925	11/17/2016	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	160.45	
113926	11/17/2016	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	1,200.00	
113927	11/17/2016	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	250.52	
113928	11/17/2016	J&A EXPRESS ELECTRIC MOTOR	BUS PARTS REPAIRS	1,826.75	
113929	11/17/2016	JANICARE DBA	JANITORIAL SERV./SUPPLIES	3,978.57	
113930	11/17/2016	JMPE ELECTRICAL ENGINEERING	CHARGING INFRASTRUCTURE	4,800.00	
113931	11/17/2016	LOUIS JONES	DEDUCTIONS WITHHELD IN ERROR 8/	117.60	
113932	11/17/2016	KIMBALL MIDWEST	SHOP SUPPLIES	580.74	
113933	11/17/2016	LARA'S AUTO REPAIR DBA	BUS REPAIRS	90.00	
113934	11/17/2016	LABOR ALLIANCE MANAGED TRU	DENTAL INSURANCE	9,276.00	
113935	11/17/2016	LMA ARCHITECTS, CORP.	ARCHITECTURAL SERVICES	1,527.28	
113936	11/17/2016	LENZ PEST CONTROL DBA	FUMIGATION SERVICES	32.00	
113937	11/17/2016	LOUIS MANDEVILLE	RETIREE HEALTH REIMBURSEMENT	232.76	
113938	11/17/2016	MANSFIELD OIL CO.- GAINESVILL	BUS FUEL	78,024.99	
113939	11/17/2016	MC CORMIX CORP. (OIL)	LUBRICANTS	2,725.94	
113940	11/17/2016	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,849.11	
113941	11/17/2016	MCGOWAN GUNTERMANN	ANNUAL AUDIT	5,480.00	
113942	11/17/2016	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	356.24	
113943	11/17/2016	CHUCK MCQUARY	DIRECTOR FEES	60.00	
113944	11/17/2016	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	695.00	

Check #	Date	Company	Description	Amount	Voids
113945	11/17/2016	KENNETH B. MILLS	PROCUREMENT SERVICES	935.00	
113946	11/17/2016	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	303.00	
113947	11/17/2016	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	226.84	
113948	11/17/2016	MCI SERVICE PARTS, INC.	BUS PARTS	112.42	
113949	11/17/2016	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	2,552.86	
113950	11/17/2016	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	541.89	
113951	11/17/2016	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	2,586.14	
113952	11/17/2016	OFFICETEAM	TEMPORARY STAFF	971.49	
113953	11/17/2016	ORNELAS, CARLOS	RENEWAL DRIVERS LICENSE	225.00	
113954	11/17/2016	PERFECT PATTERN DIFFERENTIAL	OVERHAULED TRANSFER CASE	1,945.35	
113955	11/17/2016	PERRY LINCOLN MERCURY MAZD	SERVICE VEHICLE PARTS / REPAIRS	2,158.08	
113956	11/17/2016	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	282.34	
113957	11/17/2016	POWERSTRIDE BATTERY CO.	EV BATTERIES	889.15	
113958	11/17/2016	PRAXAIR DISTRIBUTION, INC.	SHOP SUPPLIES	88.94	
113959	11/17/2016	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	158.58	
113960	11/17/2016	OLIVIA RODRIGUEZ	DIRECTOR FEES	60.00	
113961	11/17/2016	SANTA BARBARA FASTENERS, INC	SHOP SUPPLIES	7.77	
113962	11/17/2016	SANTA BARBARA NEWSPRESS D	BUS SCHEDULE BOOKLETS	141.25	
113963	11/17/2016	SILVAS OIL CO., INC.	LUBRICANTS	388.47	
113964	11/17/2016	SMITTY'S TOWING SERVICE D	TOWING SERVICES	460.00	
113965	11/17/2016	SECURESITE TECHNOLOGIES GRO	SECURITY CAMERA SYSTEM CONSUL	812.28	
113966	11/17/2016	SHERWIN-WILLIAMS CORP.	BUS STOP MAINTENANCE	45.23	
113967	11/17/2016	WILLIAM JOHN SHELOR	DIRECTOR FEES	60.00	
113968	11/17/2016	SM TIRE, CORP.	BUS TIRE MOUNTING	353.50	
113969	11/17/2016	SIMPLEX GRINNELL	FIRE ALARM SERVICES	734.64	
113970	11/17/2016	SOFTCHOICE CORP, INC.	PC REPLACEMENTS & SOFTWARE	12,475.26	
113971	11/17/2016	THE GAS COMPANY DBA	UTILITIES	126.58	
113972	11/17/2016	DAVID T. TABOR	DIRECTOR FEES	60.00	
113973	11/17/2016	TANK TEAM INC.	TANK TESTS	123.00	
113974	11/17/2016	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	188,795.00	
113975	11/17/2016	TRANSIT TALENT LLC DBA	MISCELLANEOUS SERVICES	115.00	
113976	11/17/2016	J.C. M. AND ASSOCIATES INC.	UNIFORMS	1,115.72	
113977	11/17/2016	VALLEY POWER SYSTEMS, INC.	BUS PARTS	444.02	
113978	11/17/2016	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	889.29	
113979	11/17/2016	WAYNE'S TIRE INC.	VEHICLE TIRES	2,535.11	
113980	11/17/2016	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	157.90	
113981	11/17/2016	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	287.46	

Check #	Date	Company	Description	Amount	Voids
				703,875.11	
			Current Cash Report Voided Checks:	0.00	
			Prior Cash Report Voided Checks:	125.00	
			Grand Total:	\$703,750.11	

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

Date	Company	Description	Amount
11/8/2016	ASTI Holding Company, LLC	Overpass Property Tax '16-'17	388.27
11/8/2016	ASTI Holding Company, LLC	Overpass Property Lease Nov '16	15,650.26
11/8/2016	Bristol Farms/Lazy Acres	Advertising on Buses	2,700.00
11/8/2016	City of SB - (Downtown Shuttle)	Downtown Shuttle Oct '16	89,741.75
11/8/2016	Department of Rehabilitation	Passes/Passports Sales	604.00
11/8/2016	Idea Engineering, Inc.	Advertising on Buses	2,637.00
11/8/2016	Stevens and Associates	Advertising on Buses	1,660.00
11/9/2016	Godzilla Graphics	Advertising on Buses	5,958.00
11/9/2016	Montecito Bank & Trust	Advertising on Buses	4,544.00
11/10/2016	Point Broadcasting LLC	Advertising on Buses	2,930.00
11/10/2016	Santa Barbara Airport	Advertising on Buses	1,760.00
11/14/2016	MacDonald Media	Advertising on Buses	10,738.20
11/15/2016	Santa Barbara Airport	Advertising on Buses	1,760.00
11/15/2016	SB School District	Passes/Token Sales	41,250.00
11/18/2016	Federal Transit Administration	FTA Capital Assistance	34,077.00
Total Accounts Receivable Paid During Period			\$216,398.48

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BOARD OF DIRECTORS REPORT

MEETING DATE: NOVEMBER 29, 2016 **AGENDA ITEM #: 7**

TYPE: ACTION

PREPARED BY: LILLY GOMEZ

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: BOARD OF DIRECTOR RECOGNITION RESOLUTION #2016-07

RECOMMENDATION:

Staff recommends the Board of Directors approve resolution #2016-07 in the matter of dedicating and honoring MTD's auditorium meeting room to former Board Chairman John G. Britton.

RESOLUTION
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

IN THE MATTER OF DEDICATING AND HONORING
MTD'S AUDITORIUM MEETING ROOM TO FORMER CHAIRMAN JOHN G. BRITTON RESOLUTION #: 2016-07

IN RECOGNITION

WHEREAS, John G. Britton served as a board member of Santa Barbara Metropolitan Transit District (District) from 1997 to 2009, and was elected Chairman of the Board for 6 years; and

WHEREAS John tirelessly supported and advocated to others the significance of public transit service; and

WHEREAS, John worked to improve, and enhance the public transit service system operated by the District to improve the quality of life and mobility options available to residents and visitors of the South Coast of Santa Barbara County; and

WHEREAS, John's effort to obtain the infrastructure necessary to support and enhance the District's battery-electric fleet was instrumental in the success and growth of the program; and

WHEREAS, in doing so John helped to preserve and further Santa Barbara's national reputation as a transit intensive community; and

IN RECOGNITION and gratitude for these achievements and for more than twenty-two years of public service to the South Coast of Santa Barbara County, this public meeting room is dedicated and henceforth renamed in honor of

John G. Britton

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 29th day of November, 2016 by the following vote:

AYES: _____
NAYS: _____
ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: November 29, 2016
Subject: General Manager's Report

Operations & Maintenance

With the new driver bid beginning November 28, weekday schedules on the following lines were adjusted to improve on-time performance: 6, 10, 11, 23, 25 and Seaside Shuttle. The schedules were updated in the Schedule Guide reprint, on the website and at affected bus stops. Interior ads in buses and flyers at bus stops were posted in advance of the changes.

Operations currently has four operators in training. Geoffrey Cutler successfully passed his DMV tests and is currently out with senior operators. He is expected to be released from training shortly. Human Resources is pleased to announce the recent hire of three new bus operators who recently joined MTD: Jason Martinez, Elizabeth Najera and Gregory Didier. Mr. Martinez has recently moved from Palm Desert, CA, Ms. Najera is from the local area, and Mr. Didier relocated from Orlando, FL, where he was a motor coach operator. Recruiting efforts to fill open driver positions is top priority, and two driver orientation videos were held this month to continue bringing in candidates. Additionally, HR is getting the word out about the opportunity for a career as a driver using a new marketing flyer created by MTD's new marketing firm, Celtis. The flyer was produced in both English and Spanish.

Revised plans for the charger upgrades at Terminal 1 (550 Olive Street) have been provided by the electrical contractor, and were submitted to the City of Santa Barbara on November 14th for approval. Purchase of required upgrade equipment has been spec'd, and the procurement process timeline puts a Notice to Proceed to be issued to the electrical contractor for installation in mid-January, 2017.

As it pertains to the ongoing Cummins engine-related issues, we have been in contact with Cummins Corporate OEM support, and have discussed the emissions-related engine performance problems that continue to plague the 2013 Gillig fleet. Cummins corporate has been working with Ventura Cummins, and have been able to get two of the buses back on the road. Two other buses have been repaired with change-outs of the emissions control equipment. It is believed that early issues with the EGR coolers may have contributed to the early degradation of the SCR catalyst. Complete Coach Works (CCW) is scheduled to perform an onsite assessment of the Nova bus fleet flooring on November 30th. The idea is to have the flooring replaced in the worst of the Nova buses, in order to carry MTD through until replacement buses can be ordered and delivered within the next 24-36 months.

Facilities Maintenance & Procurement

The main Administrative building back-up generator automatic transfer control (ATC) relay has failed, as per diagnosis from a third-party electrical contractor. A new ATC is on order, with an estimated lead-time of 2-3 weeks. In the meantime, the main Admin. building will not have automatic switch over to generator power if commercial is lost. However, the power can be switched manually.

MTD recently began system acceptance testing with Clever Devices, which went well in the areas covered. The testing produced a relatively small “punch list” of corrective items. MTD is still awaiting some deliverables of the public-facing systems as well as the resolution of a few outstanding issues which will delay full system testing. Staff training by Clever Devices also continued and will go into December. Clever Devices is also scheduling the AIM installation work on the remaining seven Nova buses.

After a lengthy design and review process, the change order for the new canopy roof has been approved. The roof fabrication has been ordered and has a 6-8 week lead time which should allow for restarting onsite work in mid-January. At the advice of the project structural engineer, metal braces will be added to the canopy columns and beams to provide additional structural support to the 43-year-old canopy. The preliminary design is under way to determine the estimated scope and cost of the work. We are also moving forward with incorporating the replacement of the canopy lights as part of the project. This will increase energy efficiency as well as provide much needed lighting improvements. The original bid for the project included the LED lighting but was rejected due to the cost. With the recent receipt of multiple bids for the work, the price will drop considerably. Staff is looking at the aggregate changes to determine if a budget revision requiring board approval is necessary.

The Transit Center driveway soil testing that took place earlier this month found no hazardous materials in any of the samples. We are still awaiting the soil compaction engineering report which is due the week after Thanksgiving. The latter test results will determine if any significant subgrade work is necessary once the existing concrete driveway is removed. If so, this could potentially elevate the level of storm water runoff mitigation required under local regulations. Once the results are received, the project architect will be formally responding to the construction plan comments received from the City of Santa Barbara.

The BYD lease agreement has been executed by MTD and sent to BYD for counter-signature. The contract for the new fareboxes has been prepared, reviewed by legal counsel, and provided to Genfare. MTD just received comments back from Genfare which are now under consideration by MTD legal counsel. The invitation for bids for the charging infrastructure changes necessary to accommodate the 480V BYD electric buses was issued last November 25. The schedule includes adequate cushion to complete the work before arrival of the first bus next year. Procurement staff are in the process of preparing a banking services solicitation with the expectation of implementing any changeover in March or April.

Administration

MTD welcomes Hillary Blackerby as our new Marketing and Community Relations Manager. Earlier this year, MTD began the recruitment process for a Marketing and Community Relations Manager to improve and enhance the District’s brand, build awareness of the services we provide, and increase ridership through marketing campaigns and community outreach. We received an overwhelming response from several highly qualified candidates, and a thorough oral board interview process was conducted with a panel of marketing and transit professionals from within our community. Ms. Blackerby is well known in the community and has worked in the public sector for several years, most recently as a District Director for a California State Assemblyman. In addition to her work experience, she is a strong supporter of public transportation as a lifelong bus rider and has served as the Chair for

the City of Santa Barbara Transportation & Circulation Committee since 2009. Hillary started her new position with MTD on November 21, 2016.

Also joining the MTD team are two Customer Services Representatives, Rebecca Harris, in a full-time capacity, and Anzio Rios, filling a part-time shift. Recruiting efforts continue for a Mechanic and a part-time support position in the Accounting Department.

It was recently reported that the two farebox maintenance positions will be shifting from Accounting to Maintenance to take on AIM system maintenance as well. The Accounting Department is preparing to cover those tasks that the maintenance crew will no longer carry out. The job description for a part time employee to backfill the fare processing, bank deposit, and ticket and change machine stocking among other duties is nearly completed and the intent is to post the job opening by the end of the year. A thanks to our accounting staff, with the cooperation of other departments, for quickly processing payroll to enable payday on the Wednesday before Thanksgiving. Normally, it would occur the Friday following Thanksgiving when the office will be closed. The federal National Transit Database (NTD) and State Controller's reports for fiscal year 2015-16 were completed and submitted prior to their October deadlines.

Dave Harbour and I attended the California Transit Association Fall conference in Oakland this past week. Several topics remain as the focus in the Maintenance working groups including the challenges and benefits of transitioning to all-electric buses, Transit Asset Management (TAM), and indicators for key performance. Information was gathered during the TAM presentations, including some peer contacts and third-party subject matter expert examples of the pathways to TAM for Tier 1 and Tier 2 properties.

Staff attended a Goleta-UCSB "Town and Gown" Committee meeting on Wednesday, November 16, and updated the Committee on the service changes implemented in August. The Committee was appreciative of the update.

Chair Davis and Director Tabor participated in a meeting of the City of Santa Barbara Ad Hoc Downtown-Waterfront Shuttle Committee on Friday, November 18. The Committee also includes members from the City's Downtown Parking Committee and the Harbor Commission. The Committee members agreed that a stakeholder survey should be conducted next year, following consensus on a new five-year agreement between MTD and the City.