



AGENDA

Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, March 21, 2017
8:30 AM
John G. Britton 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; Paula Perotte, 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 March 7, 2017.

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 February 28, 2017 through March 13, 2017.

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. DRAFT SERVICE PLAN FOR AUGUST 2017- (ATTACHMENTS-ACTION MAY BE TAKEN)

The Board will receive a presentation of August 2017 Draft Service Plan

8. ADOPTION OF FISCAL YEAR 2017-18 MEASURE A PROGRAM OF PROJECTS SUBMITTAL - (ATTACHMENT-ACTION MAY BE TAKEN)

Staff recommends that the Board approve the submittal of Santa Barbara Metropolitan Transit District (MTD) Measure A Program of Projects for fiscal year 2017-18.

9. RESOLUTION REGARDING FISCAL YEAR 2017-18 TRANSPORTATION DEVELOPMENT ACT CLAIM - (ATTACHMENT-ACTION MAY BE TAKEN)

Staff requests that the Board adopt the attached resolution authorizing the General Manager to claim all Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District (MTD) for fiscal year 2017-18.

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

- a) Capital Projects
- b) Bus Stops
- c) Final Budget Meeting
- d) Bus Driver Appreciation Day

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

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

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

12. 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 § 54956.9(a):

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

13. 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 § 54956.9:

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

14. 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, March 7, 2017
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

Chair Davis called the meeting to order at 8:32 a.m.

2. ROLL CALL OF THE BOARD OF DIRECTORS

Chair Davis reported all members were present.

3. REPORT REGARDING POSTING OF AGENDA

Lilly Gomez, Office Administrator, reported that the agenda was posted on Friday, March 3, 2017 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 Rodriguez moved to approve the draft minutes for the meeting of February 21, 2017 with corrections to typos on item 10. Director Tabor seconded the motion with corrections. The motion passed unanimously.

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

Director Rodriguez moved to approve the cash report for the period of February 14, 2017 through February 27, 2017. Director Tabor seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

None was made.

7. DRAFT BUDGET FOR FISCAL YEAR 2017-18 - (ATTACHMENTS-INFORMATIONAL)

Assistant General Manager Brad Davis presented the draft budget for fiscal year (FY) 2017-18, which will begin July 1, 2017. Mr. Davis reported that overall revenue is expected to be relatively unchanged at \$25.1 million, while operating expenses are projected to grow by 3% to \$25.8 million; thus, the draft budget includes a \$650,000 operating deficit. The capital budget is \$8.7 million, and makes use of both prior year and FY 2017-18 capital funds.

Mr. Davis explained that with the continued ridership decrease, as experienced statewide, cash and pass sales revenue is anticipated to decline by 5% from the current year budget. It is assumed that increases in contract fare revenue will partially offset that decrease, resulting in an overall 2% fare revenue decrease. These assumptions will be reviewed again as additional operating data is available. Other assumptions are that federal operating assistance will be flat, California Local Transportation Fund sales tax revenue will increase by 2%, and Measure A operating revenue will be flat based on projections provided by SBCAG. There are a number of changes in state and local operating revenues resulting in a \$200,000 reduction; the most significant of these is the

discontinuance of \$190,000 in cap-and-trade funding from the Low Carbon Transit Operations Program (LCTOP) for Lines 1 & 2 A.M. peak service. The estimated revenue for the “last mile” service for future Amtrak commuters is also eliminated.

The main reason for an increase in the operating expense is an estimated 3,700 revenue-hour increase in the service level, primarily to improve on-time performance. Other assumptions driving the increase are a 2% cost of living wage adjustment and an estimated 6.25% rise in health benefit costs for represented employees. Mr. Davis stated that the existing fixed-price diesel fuel contract will expire this November; the budget includes an estimated 10% increase in fuel costs for the remainder of the fiscal year, adding nearly \$100,000 in expenses. The budgeted \$2.20 price per gallon is at the top of the projected price range and, with the upcoming fuel bid, the final budget will be adjusted accordingly.

Mr. Davis explained that only key budget inputs have been addressed in this early draft of the budget. Staff will review all expenses before bringing the budget back for consideration in early June, and an update of the reserve levels will be provided with the next budget draft. Mr. Davis stated that in recent years, the use of cash reserves was projected in the approved budgets. However, those years ended up with operating surpluses, as the current year is now projected to do. This was due to a combination of factors including a lack of full employment and less than anticipated health benefit and fuel costs. However, because of the continued erosion of fare revenue and rising operating costs, this turnaround is very unlikely to occur in FY 2017-18. A five-year forecast is being updated currently. If the trend is forecasted to continue into the near future, per the Finance & Human Resources Committee, staff will be including fare increase scenarios with the final budget to be presented to the Board this June.

Mr. Estrada stated that the presentation was strictly informational and staff intends to meet with the Planning & Marketing Committee and the Finance & HR Committee to determine service levels before further discussions of the final budget with the full Board in June. Chair Davis thanked Mr. Brad Davis for the presentation.

AT THIS POINT, GENERAL MANAGER ESTRADA MOVED ITEM 10 UP ON THE AGENDA

10. COMMERCIAL AUTO AND GENERAL LIABILITY INSURANCE RENEWAL – (ACTION MAY BE TAKEN)

Manager of Human Resources and Risk Mary Gregg recommended renewal of Commercial Auto and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective 4/1/17 – 4/1/18. Ms. Gregg shared that NIIC has collaborated with MTD for over 20 years and has a strong working relationship with MTD’s risk staff. For the 17-18 renewal, the total price increase compared to the expiring policy is 5.6%, a calculation based on an assumption of pricing for the fleet as of the fleet size on 3/31/17.

Director Tabor moved to approve the one-year renewal with NIIC. Director Rodriguez seconded the motion. The motion passed unanimously.

8. ADVANCE AUTHORITY TO EXECUTE DIESEL FUEL CONTRACT - (ATTACHMENTS-ACTION MAY BE TAKEN)

Assistant General Manager Brad Davis stated that an invitation for bids for the delivery of ultra-low-sulfur diesel fuel would be released within the next week. The winning bidder typically locks in its purchase price shortly following award in order to protect its profit margin. The greater the period between bid submittal and contract award, the greater the risk premium the bidder will add to its price to account for potential price increases before contract award. Thus, MTD’s ability to make the award decision quickly minimizes the risk premium. Mr. Davis stated that the \$2.20 per gallon price is utilized for the draft FY 2017-18 budget currently and will be adjusted based on the bids received. MTD currently pays a fixed price of \$1.96 per gallon from a contract entered into 18 months ago. At that time, MTD was paying nearly \$3.00 per gallon. The current contract took advantage of the sizeable fall in oil prices occurring at the time. With prices still relatively low, it is advantageous to lock in prices for another two years. An additional benefit of using fixed-price contracts is the stability that they provide in budgeting future fuel costs. Therefore Mr. Davis is seeking the Board provide advance authorization for the General Manager to enter into a diesel fuel contract at a rate not to exceed \$2.20 per gallon, to the lowest bidder found to be responsive and responsible.

Director Rodriguez moved to approve the advanced authorization. Director Tabor seconded the motion. The motion passed unanimously.

9. LOW CARBON TRANSIT OPERATIONS PROGRAM RESOLUTION - (ATTACHMENTS-ACTION MAY BE TAKEN)

Manager of Government Relations & Compliance Steve Maas recommended the Board Adopt Resolution 2017-03 authorizing MTD to submit the "Ridership Development Marketing Plan" project to be funded with FY 2017 California cap-and-trade auction proceeds from the Low Carbon Transit Operations Program (LCTOP). Mr. Maas shared that MTD was directly allocated \$56,033 for FY 2017. SBCAG was allocated \$197,015 for transit projects throughout the county. On February 15, the county transit operators and SBCAG staff met to determine the allocation of the SBCAG funds, and recommended that \$88,657 of those funds be allocated to MTD. The SBCAG Board is scheduled to vote on the recommended allocations at its meeting of March 16. Mr. Maas explained that the LCTOP project would consist of two major components: the distribution of 10,000 free transit vouchers annually, and enhanced, targeted marketing. It is assumed that 60 percent of the free passes will actually be utilized for bus rides. Under this assumption, the estimated fare revenue reimbursement will be \$10,500 annually. The remaining annual funding will cover the costs of advertising, promotion, printing of materials, and outreach regarding several topics: the bus system in general, new smartcard technology, new real-time bus arrival texting, app and website, and the new electric shuttle fleet.

Director Tabor moved to adopt Resolution #2017-03. Director McQuary seconded the motion. The motion passed unanimously on a roll-call vote.

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

General Manager Jerry Estrada stated that, with the recent rain, many detours and closures were necessary, and extra supervision was scheduled. Dispatcher Eddie Pacheco worked closely with Community Relations and Marketing Manager Hillary Blackerby to publicize the detours and closures via social networks. MTD staff did a great job of keeping the community informed and safe. This highlights the everyday management skills of MTD's Operations Department and the implementation of the AVL & ITS Management (AIM) system.

The new BYD electric vehicles are delayed, and are now expected to go into production in April and to begin arriving at MTD in late May. Driver and mechanic training will take place throughout the summer. The delay means that MTD will need to count on all 14 of the existing Ebus trolleys running through this coming summer. MTD staff will continue to search for extra Li-Ion and Ni-Cad batteries.

General Manager Estrada acknowledged the IT staff, as they have worked diligently to complete the portion of the workstation upgrades budgeted for this year. The project included replacing outdated PC workstations with those that can take full advantage of Microsoft 2016 and Windows 10 security features. IT staff has also been working with Genfare on upgrades necessary to accommodate the new Fast Fare fareboxes.

Mr. Estrada was pleased to announce that staffing for mechanics has been completed. Additionally, 16 bus operators have been hired in the past six months, leaving only five more open driver positions. HR expects to have those filled within the next two months.

12. ADJOURNMENT

Director Tabor moved to adjourn the meeting at 10:38am. Director McQuary seconded the motion. The motion passed unanimously.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 21, 2017
For the Period February 28, 2017 through March 13, 2017

MONEY MARKET

Beginning Balance February 28, 2017 **\$12,350,766.18**

Accounts Receivable	2,913,267.10
Passenger Fares	157,269.02
Miscellaneous/Asset Sales	1,141.21
Advertising/Prepaid Deposits	800.00
Interest Income	94.87
Total Deposits	3,072,572.20

Bank/CC Fees	(977.52)
ACH Pensions Transfer	(30,666.17)
WC Transfer	(54,897.92)
ACH Garn/Escrow	(61,290.65)
ACH Tax Deposit	(162,996.37)
Operations Transfer	(277,395.02)
Payroll Transfer	(356,076.31)
Total Disbursements	(944,299.96)

Ending Balance **\$14,479,038.42**

CASH INVESTMENTS

LAIF Account	\$3,365,382.08
Money Market Account	14,479,038.42

Total Cash Balance **\$17,844,420.50**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,768,712.12)
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Working Capital **\$14,075,708.38**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
114695	3/3/2017	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	118.58	
114696	3/3/2017	STATE OF CALIFORNIA	PAYROLL RELATED	520.80	
114697	3/3/2017	ANN HARBOUR	PAYROLL RELATED	450.00	
114698	3/3/2017	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
114699	3/3/2017	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	760.00	
114700	3/3/2017	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
114701	3/3/2017	SB CITY OF-REFUSE/WATER	UTILITIES	1,676.03	
114702	3/3/2017	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	942.17	
114703	3/10/2017	ABC BUS COMPANIES INC	BUS PARTS	64.65	
114704	3/10/2017	AMERICAN ARBITRATION ASSOCI	PROFESSIONAL SERVICES	75.00	
114705	3/10/2017	AMERICAN MOVING PARTS, LLC	BUS PARTS	428.50	
114706	3/10/2017	ASBURY ENVIRONMENTAL	WASTE OIL RECYCLER	120.00	
114707	3/10/2017	AXLE TECH INTERNATIONAL D	BUS PARTS & REPAIRS	501.68	
114708	3/10/2017	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	256.00	
114709	3/10/2017	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	157.66	
114710	3/10/2017	HILLARY BLACKERBY	REIMBURSEMENT	91.56	
114711	3/10/2017	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	277.30	
114712	3/10/2017	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	131.46	
114713	3/10/2017	CAPITOL HARDWARE & BUILDING	B&G SUPPLIES	9.40	
114714	3/10/2017	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	65.38	
114715	3/10/2017	CITY OF CARPINTERIA	ELECTRIC CHARGING STATION	749.22	
114716	3/10/2017	CELTIS VENTURES, INC.	MARKETING SERVICES	17,911.34	
114717	3/10/2017	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	575.00	
114718	3/10/2017	CHANNEL CITY ENGINEERING	SHOP EQUIPMENT REPAIRS	65.00	
114719	3/10/2017	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	249.18	
114720	3/10/2017	CINTAS CORPORATION	FIRST AID SUPPLIES	561.59	
114721	3/10/2017	CIO SOLUTIONS, LP	IT SERVICES	1,251.25	
114722	3/10/2017	COAST TRUCK PARTS	BUS PARTS	6,822.62	
114723	3/10/2017	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	349.96	
114724	3/10/2017	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	6,280.01	
114725	3/10/2017	DAVID DAVIS JR.	DIRECTOR FEES	120.00	
114726	3/10/2017	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	3,230.00	
114727	3/10/2017	JERRY ESTRADA	REIMBURSEMENT	224.64	
114728	3/10/2017	FGL ENVIRONMENTAL, INC	STORMWATER TEST	493.00	
114729	3/10/2017	FRONTIER CALIFORNIA INC.	TELEPHONES	94.99	
114730	3/10/2017	GENFARE, A DIVISION OF SPX COR	FAREBOX REPAIRS & PARTS	1,080.45	
114731	3/10/2017	GEM EQUIPMENT CO. DBA	BUS PARTS & SUPPLIES	120.46	
114732	3/10/2017	GIBBS INTERNATIONAL INC	BUS PARTS	1,476.25	

Check #	Date	Company	Description	Amount	Voids
114733	3/10/2017	GILLIG LLC	BUS PARTS	4,638.28	
114734	3/10/2017	GRAYPHICS DIGITAL IMAGING D	PRINTING SERVICES	230.48	
114735	3/10/2017	GOLETA VALLEY CHAMBER OF C	MEMBERSHIP / MEETINGS	1,000.00	
114736	3/10/2017	DAVID HARBOUR	RELOCATION EXPENSE REIMBURSEM	368.04	
114737	3/10/2017	HAYNES SALES DBA	B&G REPAIRS & SUPPLIES	45.61	
114738	3/10/2017	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	360.47	
114739	3/10/2017	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	58.22	
114740	3/10/2017	INTEGRATED SOFTWARE SYSTEM	WEB SITE CONSULTING	55.00	
114741	3/10/2017	JANICARE DBA	JANITORIAL SERVICES	71.79	
114742	3/10/2017	JANEK CORP	BUS PARTS	484.88	
114743	3/10/2017	J n L GLASS INC.	REPLACE BUS WINDOWS	908.04	
114744	3/10/2017	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	1,869.25	
114745	3/10/2017	KIMBALL MIDWEST	SHOP SUPPLIES	388.48	
114746	3/10/2017	KLIPPEL TOOL REPAIR DBA	COMPRESSORS MAINT/BUS PARTS	823.34	
114747	3/10/2017	LAWSON PRODUCTS INC	SHOP SUPPLIES	239.92	
114748	3/10/2017	LENZ PEST CONTROL DBA	FUMIGATION SERVICES	255.00	
114749	3/10/2017	STEVE MAAS	REIMBURSEMENT	141.48	
114750	3/10/2017	MANSFIELD OIL CO.- GAINESVILL	DIESEL FUEL	51,696.78	
114751	3/10/2017	MC CORMIX CORP. (OIL)	LUBRICANTS	2,733.48	
114752	3/10/2017	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	3,770.26	
114753	3/10/2017	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	27.65	
114754	3/10/2017	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	485.56	
114755	3/10/2017	CHUCK MCQUARY	DIRECTOR FEES	120.00	
114756	3/10/2017	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	695.00	
114757	3/10/2017	KENNETH B. MILLS	PROCUREMENT SERVICES	1,441.00	
114758	3/10/2017	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	5,231.37	
114759	3/10/2017	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	455.27	
114760	3/10/2017	MCI SERVICE PARTS, INC.	BUS PARTS	189.74	
114761	3/10/2017	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,144.95	
114762	3/10/2017	NATIVE ELECTRICAL CONSTRUCT	CHARGING INFRASTRUCTURE IMPRO	31,587.50	
114763	3/10/2017	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	2,755.96	
114764	3/10/2017	NEWARK ELEMENT14	BUS PARTS	172.43	
114765	3/10/2017	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	511.27	
114766	3/10/2017	NORTHWEST PUMP & EQUIPMENT	FUEL ISLAND SUPPLIES	308.17	
114767	3/10/2017	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	8,552.37	
114768	3/10/2017	PAULA A. PEROTTE	DIRECTOR FEES	180.00	
114769	3/10/2017	PORT SUPPLY DBA	BUS PARTS	157.17	
114770	3/10/2017	POWERSTRIDE BATTERY CO.	EV BATTERIES	1,182.79	
114771	3/10/2017	PROFORMA COLOR PRESS DBA	PROMOTIONAL MATERIALS	2,224.13	
114772	3/10/2017	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	158.58	
114773	3/10/2017	RICON CORPORATION	BUS PARTS	78.51	

Check #	Date	Company	Description	Amount	Voids
114774	3/10/2017	ROGERS, SHEFFIELD & CAMPBELL	LEGAL COUNSEL	29,194.50	
114775	3/10/2017	OLIVIA RODRIGUEZ	DIRECTOR FEES	180.00	
114776	3/10/2017	SANSUM CLINIC	MEDICAL EXAMS	305.00	
114777	3/10/2017	SB CHAMBER OF COMMERCE	MEMBERSHIP RENEWAL	700.00	
114778	3/10/2017	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	165.88	
114779	3/10/2017	SANTA BARBARA NEWS PRESS	PUBLIC NOTICES/EMPLOYMENT ADS	460.00	
114780	3/10/2017	SILVAS OIL CO., INC.	LUBRICANTS	292.30	
114781	3/10/2017	SPECIAL DISTRICT RISK MGMT	MEDICAL HEALTH INSURANCE	46,760.00	
114782	3/10/2017	SANTA BARBARA TROPHY	DRIVER NAME PLATES	41.38	
114783	3/10/2017	WILLIAM JOHN SHELOR	DIRECTOR FEES	120.00	
114784	3/10/2017	SM TIRE, CORP.	BUS TIRE MOUNTING	413.50	
114785	3/10/2017	TOM SHELDON	REIMBURSEMENT	149.97	
114786	3/10/2017	SO. CAL. EDISON CO.	UTILITIES	5,988.70	
114787	3/10/2017	SOAP MAN DISTRIBUTIN DBA	CLEANING SUPPLIES	617.94	
114788	3/10/2017	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	591.87	
114789	3/10/2017	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	1,213.48	
114790	3/10/2017	SB CITY OF-REFUSE/WATER	UTILITIES	1,350.07	
114791	3/10/2017	SB COUNTY AIR POLLUTION	PERMIT FEE	421.17	
114792	3/10/2017	THE MEDCENTER	MEDICAL EXAMS	1,640.00	
114793	3/10/2017	DAVID T. TABOR	DIRECTOR FEES	180.00	
114794	3/10/2017	TOTAL BARRICADE SERVICE, INC.	TRAFFIC MANAGEMENT	1,036.00	
114795	3/10/2017	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	267.23	
114796	3/10/2017	J.C. M. AND ASSOCIATES INC.	UNIFORMS	1,217.25	
114797	3/10/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	2,173.24	
114798	3/10/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,751.95	
114799	3/10/2017	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	2,094.36	
114800	3/10/2017	VOICES TRANSLATION AND INTER	TRANSLATION	45.00	
114801	3/10/2017	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	741.30	
114802	3/10/2017	WAYTEK INC.	BUS PARTS & SHOP SUPPLIES	230.79	
114803	3/10/2017	RICHARD WEINBERG	DIRECTOR FEES	120.00	
114804	3/10/2017	WURTH USA WEST INC.	SHOP SUPPLIES	164.79	
114805	3/10/2017	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	316.00	
				277,395.02	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$277,395.02

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

Date	Company	Description	Amount
2/22/2017	County of Santa Barbara	Passes/Token Sales	1,517.00
3/1/2017	Godzilla Graphics	Advertising on Buses	7,236.00
3/6/2017	City of SB Creeks Division	Advertising on Buses	300.00
3/6/2017	UCSB - Parking Services-7001	Passes/Passports Sales	6,940.00
3/7/2017	ASTI Holding Company, LLC	Overpass Property Lease - March 2017	15,650.26
3/7/2017	Public Surplus	Sale of Surplus Property	305.64
3/8/2017	Jim Haggerty	Retiree - Vision	12.20
3/10/2017	KCSB - FM	Advertising on Buses	498.00
3/13/2017	Federal Transit Administration	FTA Operating Assistance Partial '17	362,783.50
3/13/2017	Federal Transit Administration	FTA Operating Assistance Partial '17	2,490,764.50
3/13/2017	Federal Transit Administration	FTA Capital Assistance	18,926.00
3/13/2017	Montecito Bank & Trust	Advertising on Buses	3,124.00
3/13/2017	Santa Barbara Airport	Advertising on Buses	1,760.00
3/13/2017	UCSB Bookstore	Passes/Passport Sales	3,450.00
Total Accounts Receivable Paid During Period			\$2,913,267.10



BOARD OF DIRECTORS REPORT

MEETING DATE: March 21, 2017 **AGENDA ITEM #:** **7**

TYPE: Action

PREPARED BY: George Amoon

Signature

REVIEWED BY: General Manager

GM Signature

SUBJECT: **Draft Service Plan for August 2017**

RECOMMENDATION:

Receive presentation of August 2017 Draft Service Plan.

DISCUSSION:

Staff is proposing a 1.9% increase in revenue hours for FY 2017-18. The approved service level for FY 2016-17 was 221,119 hours. The proposed changes would raise the service level to 225,293 hours representing an increase of 4,174 hours. The proposed increase in service hours is comprised primarily of modifications to improve schedule adherence and to account for calendar year fluctuations. The table below summarizes the proposed changes:

	Hours	% Change
Approved FY 2016-17 Service Level	221,119	
Proposed Service Improvements	3,310	1.5%
Adjustment due to Calendar Fluctuation & hours in FY 17 for August 2016 changes	1,577	0.7%
Carpinteria - Goleta potential service & Lines 1 and 2 AM weekday peak hour reduction	<u>-713</u>	<u>-0.3%</u>
Total FY2016-17 Changes	<u>4,174</u>	1.9%
Proposed FY 2017-18 Service Level	225,293	

The proposed changes were based on input throughout the year from the public, MTD drivers, extensive field observations and data review. The data obtained from the AVL system schedule adherence reports proved especially useful in preparing the various schedule adjustment proposals this year. Subsequent to the draft changes presented to the Board for approval, staff will present them to the public at community meetings in Santa Barbara, Carpinteria, Goleta and Isla Vista to receive feedback. In addition to press releases and flyers posted in buses and at bus stops, an increased level of social media will be used to broadcast the opportunity for feedback. The feedback received

will be summarized to the Board at the May 2nd Board meeting as part of the final service plan approval.

The proposed service changes are discussed in detail below and summarized in Attachment 1.

- Lines 6/11/23/25: Add time to trips to improve on time performance every day of the week and minor Line 23 re-route. Line 25 is currently on a two-year detour using Bradford Drive and Calle Real in a one-way counter clockwise direction. The detour is due to a slope failure on Cathedral Oaks Road. The current detour is the same route that was proposed by staff prior to the slope failure as a permanent re-route to better serve the neighborhood. As part of the long term closure, the stop at Calle Real at Jenna Drive currently used by school boosters and formerly used by Line 23 until the August 2016 service changes will be serviced by Line 25 as well as by the Line 23 minor re-route. Staff will monitor the detoured route over the coming months. Attachment 2 shows the Line 23 re-route and Line 25 detour re-route.
- Lines 20/21x: Reallocate time within trips and add some time to improve on time performance every day of the week.
- Lines 12x/24x: Adjust schedules to improve on time performance every day of the week. Frequency on these lines varies between 35-minutes and 1-hour. The proposed changes will reduce frequency from 30-minutes to 35-minutes and from 1-hour to 1 hour 10 minutes. This will result in some trips being removed. However, they are mostly isolated "half trips" (e.g., mid-day Line 24x trip that begins at UCSB toward the Transit Center) that served limited purpose. Other frequencies will predominantly stay the same.
- Line 15x: Reallocate time within trips to improve on time performance. This will result in frequencies increased up to six minutes and additional trips.
- Line 15x re-route: Change route off the Mesa to circle around SBCC main campus (Hwy 101-Castillo-Cabrillo-Loma Alta-Cliff Drive/Montecito Street-Castillo-Hwy 101). The timing of the re-route has been contingent on the re-opening of the Line 16 West Campus bus stop, which has been closed since January 2016 due to an adjacent SBCC development project. This bus stop reduces passenger loading and unloading at the highly used SBCC main campus stop. Based on recent feedback from SBCC staff, the earliest the Line 16 West Campus bus stop will re-open will be January 2018. To avoid re-routing the popular Line 15x in the middle of the school year, the re-route is removed from the draft service plan and instead staff intends proposing it as part of the draft service plan next year.
- Line 16: Revert currently detoured route to standard route depending on timing of the re-opening of the SBCC West Campus bus stop.
- Downtown-Waterfront Shuttle: To be determined.
- Miscellaneous service adjustments: Various minor adjustments to certain lines as they arise.

- Lines 1 and 2: Revert AM peak service from 10-minute frequency to 15-minute frequency during the weekdays. Service was enhanced in November 2015 from 15-minute frequency to 10-minute frequency during the weekday AM peak funded by a Cap and Trade LCTOP grant. LCTOP funding has decreased and staff has proposed reallocating that funding source to other priorities. MTD will fund the enhanced service from July 1, 2017 to August 18, 2017 until the new driver bid begins.
- Carpinteria - Goleta service: Potential new service between Carpinteria and Goleta involving two trips during the AM peak period direct from Carpinteria to Goleta and two trips during the PM peak direct from Goleta to Carpinteria. Service will be funded (\$250,000) by Caltrans as part of the Traffic Management Plan for the Linden Avenue and Casitas Pass Road Interchange Project to provide regional transit services to reduce traffic in and around the project area. The available funding would provide approximately 2 1/2 years of service. Bus purchase, if necessary, would result in reduced subsidy for service level. The potential temporary service is based on discussions with SBCAG staff. SBCAG staff is assessing their options at this time.

ATTACHMENT:

- 1 – Summary of 2017 Proposed August Service Plan Table
- 2 – Maps of minor re-routes

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ATTACHMENT 1 - SUMMARY OF PROPOSED DRAFT 2017 AUGUST SERVICE PLAN

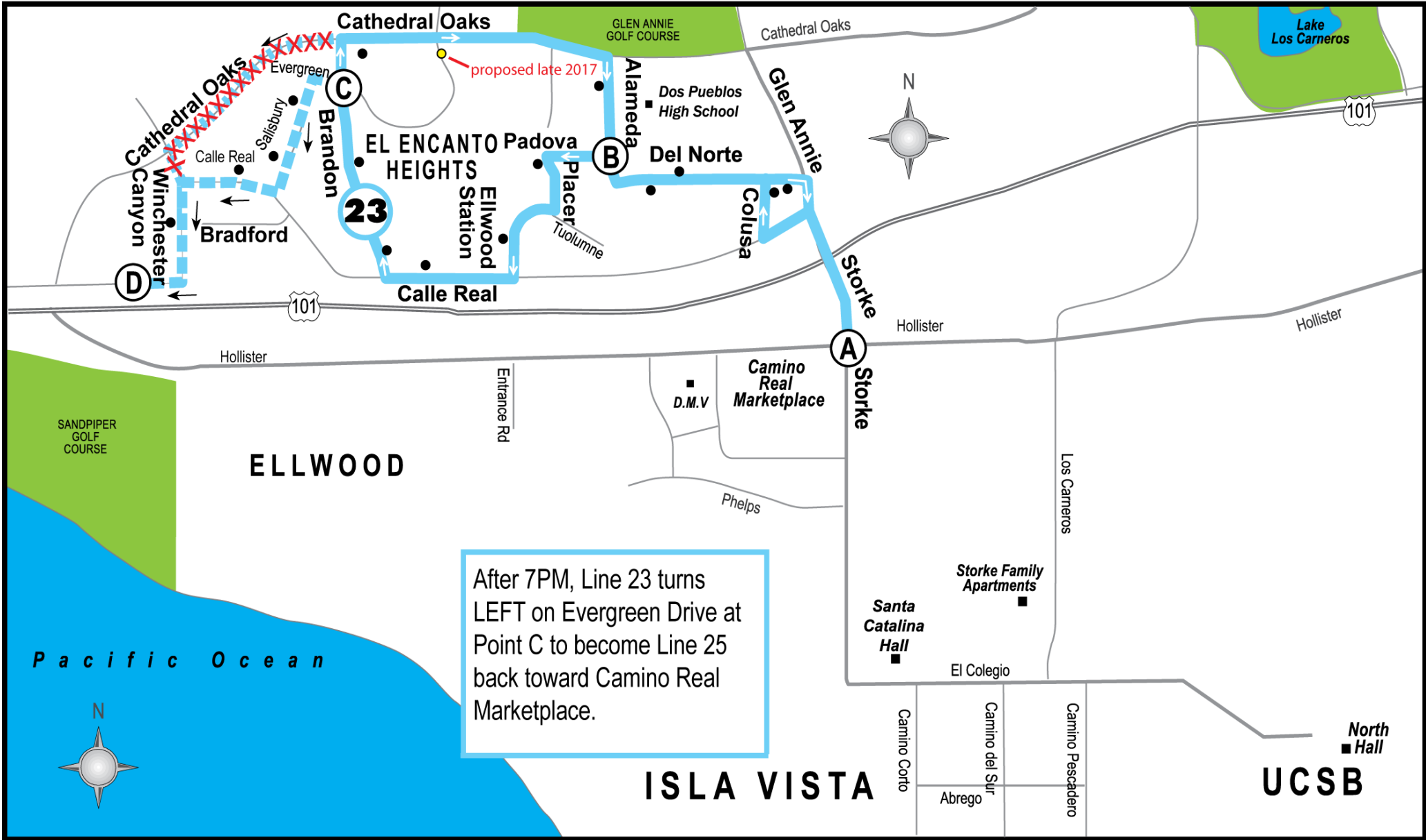
March 14, 2017

DRAFT
to take effect August 21, 2017

Line	Route	Issue	Draft Proposal	Estimated Additional Hours for FY 17-18
FUNDED BY MTD				
6/11/23/25	Lines 6 and 11: Trunk service between Santa Barbara and Goleta/UCSB along State Street and Hollister Avenue. Lines 23 and 25: Ellwood/El Encanto Heights neighborhoods.	Schedule adherence issues between Santa Barbara and Goleta.	Add time to Lines 6 and 11 trips as necessary for improved schedule adherence all days of the week. Minor re-route of Line 23 night service using prior Line 23 route along Salisbury and Calle Real to better serve neighborhood. Utilize existing Calle Real/Jenna Drive bus stop as part of re-route. Line 25 is currently on long-term detour along Bradford and Calle Real for up to two years due to recent slope failure along Cathedral Oaks Road. Utilize existing Calle Real/Jenna Drive bus stop during detour.	2,854
20/21x	Santa Barbara - Carpinteria	Schedule adherence issues.	Reallocate time within segments of trips and add some time per trips as necessary for improved schedule adherence all days of the week.	67
12x/24x	Santa Barbara - Goleta and UCSB/Isla Vista	Schedule adherence issues.	Reallocate time for improved schedule adherence and reduce frequency to 35 minutes when it is 30 minutes during the day and to 1 hr 10 min hour when it is 1 hr. Other frequencies will predominantly stay the same. Results in reduced total trips per day due to decreased frequency of which most are isolated trips that serve limited purpose.	(34)
1 and 2	Santa Barbara Westside - Transit Center - Santa Barbara Eastside	LCTOP grant funds that have been funding the enhanced service are proposed to be applied to a different MTD project next fiscal year due to funding limitations. MTD will fund the enhanced service from July 1, 2017 to August 18, 2017 until the new driver bid begins.	Revert AM peak service from 10-minute frequency to 15-minute frequency during the weekdays.	233 Funded by MTD
15x	Isla Vista - SBCC	Schedule adherence issues.	Reallocate time within segments of trips. Frequency increased up to 6 minutes. Results in additional trips per day due to less overall time allocated per trip.	(10)
15x	Isla Vista - SBCC	More efficient service to SBCC.	Re-route off of Mesa to around SBCC main campus for more efficient service to SBCC. Timing of re-route is contingent on re-opening of Line 16 West Campus bus stop, which at the earliest will occur January 2018. Re-route proposal is removed from this service plan and will be proposed as part of the draft service plan next year.	NA

16	Downtown Santa Barbara - SBCC	SBCC West Campus project completion proposed in early 2018 will re-open the bus stop at the turn-around.	Revert currently detoured route to standard route. Total trip time remains the same.	0
Downtown and Waterfront Shuttles	Downtown Santa Barbara	To be determined.	To be determined.	To be determined.
Misc Service Adjustments			Various minor adjustments to certain lines as they arise.	200
Subtotal				3,310 1.5% increase
FUNDED BY OUTSIDE SOURCES				
1 and 2	See Lines 1 and 2 above			(1,483) Hours no longer funded by grant
Carpinteria - Goleta (new line)	Carpinteria - Goleta employment centers	Proposed with SBCAG staff as part of the Traffic Management Plan (TMP) for the four year Linden Avenue and Casitas Pass Road Interchange Project.	Potential new service. Two trips during the AM peak period direct from Carpinteria to Goleta and two trips during the PM peak direct from Goleta to Carpinteria. Funded by Caltrans (\$250,000) as part of the TMP. Available funding would provide approximately 2 1/2 years of service. Bus purchase if necessary would be additional cost.	770 Funded by Caltrans
Subtotal				(713) (0.3%) increase
Net hours change for calendar days fluctuation & hours for August 2016 service changes between July 1, 2017 and August 20, 2017				1,577 0.7% increase
Total				4,174 1.9% increase

Line 23 Minor Re-route



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Line 25 Detour Re-route



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BOARD REPORT

MEETING DATE: MARCH 21, 2017 **AGENDA ITEM #:** 8

TYPE: ACTION

PREPARED BY: THAIS SAYAT

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: Adoption of Fiscal Year 2017-18 Measure A Program of Projects Submittal

RECOMMENDATION:

Staff recommends that the Board approve the submittal of Santa Barbara Metropolitan Transit District (MTD) Measure A Program of Projects for fiscal year 2017-18.

DISCUSSION:

Consistent with the Measure A ordinance, MTD has prepared its Program of Projects for fiscal year 2017-18. Attached is the submittal form provided by SBCAG including MTD's estimated appropriation for the next five years.

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Santa Barbara Metropolitan Transit District
Five Year Measure A Program of Projects (FYs 2017/18 to 21/22)
Measure A Local Street and Transportation Improvements Submittal Form
(Figures in \$000)

Local Street & Transportation Improvements	Measure A Revenues									Non-Measure A Revenues				Total Project Cost
	FY 2015/16 Actual Expenditures	Carry-over from FY 15/16	Carry-over from FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	TOTAL Measure A Revenues	Local	State	Federal	TOTAL Non-Measure A Revenues	
Maintainance, Improvement or Construction of Roadways & Bridges									\$0				\$0	\$0
Safety Improvements									\$0				\$0	\$0
Urban Forestry Street Tree Program									\$0				\$0	\$0
Storm Damage Repair to Transportation Facilities									\$0				\$0	\$0
Roadway Drainage Facilities									\$0				\$0	\$0
Traffic Signal Coordination, Intersection Channelization									\$0				\$0	\$0
Traffic Management									\$0				\$0	\$0
Landscaping Maintenance									\$0				\$0	\$0
Highway Improvements									\$0				\$0	\$0
Matching Funds for State and Regional Programs and Projects									\$0				\$0	\$0
TOTAL		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

For Santa Barbara County Only
Class 2 Bikeway Maintenance Expenditure - Count as Alternative Transportation Expenditure
\$0

Alternative Transportation Expenditures	Measure A Revenues									Non-Measure A Revenues				Total Project Cost
	FY 2015/16 Actual Expenditures	Carry-over from FY 15/16	Carry-over from FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	TOTAL Measure A Revenues	Local	State	Federal	TOTAL Non-Measure A Revenues	
Maintenance, Repair, Construction & Improvement of Bike & Ped Facilities									\$0				\$0	\$0
Safe Routes to School Improvements									\$0				\$0	\$0
Reduced Transit Fares for Seniors & Disabled									\$0				\$0	\$0
Bus and Rail Transit Services and Facilities														
Santa Barbara MTD - Operations	\$23,872			\$2,014	\$2,106	\$1,987	\$2,058	\$2,144	\$10,308	\$99,078	\$0	\$27,277	\$126,355	\$136,663
Santa Barbara MTD - Capital	\$1,634	\$690	\$934	\$934	\$976	\$922	\$954	\$993	\$6,403	\$5,056	\$191	\$13,348	\$18,595	\$24,998
Programs, Education, & Incentives to Reduce Single Occupant Auto Trips or Transportation Demand									\$0				\$0	\$0
TOTAL ALTERNATIVE TRANSPORTATION EXPENDITURES	\$25,507	\$690	\$934	\$2,948	\$3,082	\$2,909	\$3,012	\$3,137	\$16,712	\$104,134	\$191	\$40,624	\$144,949	\$161,661
TOTAL EXPENDITURES	\$25,507	\$690	\$934	\$2,948	\$3,082	\$2,909	\$3,012	\$3,137	\$16,712	\$104,134	\$191	\$40,624	\$144,949	\$161,661

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BOARD REPORT

MEETING DATE: MARCH 21, 2017 **AGENDA ITEM #:** 9

TYPE: ACTION

PREPARED BY: THAIS SAYAT

Signature

REVIEWED BY: GENERAL MANAGER

Signature

**SUBJECT: Resolution Regarding Fiscal Year 2017-18 Transportation
Development Act Claim**

RECOMMENDATION:

Staff requests that the Board adopt the attached resolution authorizing the General Manager to claim all Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District (MTD) for fiscal year 2017-18.

DISCUSSION:

Staff is preparing the Santa Barbara Metropolitan Transit District's (MTD) fiscal year 2017-18 TDA claim forms. All claims must be submitted to the Santa Barbara County Association of Governments by April 5, 2017.

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

IN THE MATTER OF AUTHORIZING THE FILING
OF A CLAIM WITH THE SANTA BARBARA
COUNTY ASSOCIATION OF GOVERNMENTS FOR
ALLOCATION OF TRANSPORTATION DEVELOPMENT
ACT FUNDS FOR FISCAL YEAR 2017-18

RESOLUTION NO. 2017-04

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund and the State Transit Assistance Fund, for use by eligible claimants for various transportation purposes; and

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations hereunder (21 Cal. Admin. Code Sections 6600 et seq.) a prospective claimant wishing to receive an allocation from the Local Transportation Fund or the State Transit Assistance Fund shall file its claim with the Santa Barbara County Association of Governments.

NOW, THEREFORE, BE IT RESOLVED that the General Manager, Jerry Estrada, is authorized to execute and file an appropriate claim pursuant to the terms of the Transportation Development Act, as amended, and pursuant to applicable rules and regulations promulgated hereunder, together with all necessary supporting documents, with the Santa Barbara County Association of Governments for an allocation of TDA funds in Fiscal Year 2017-18.

BE IT FURTHER RESOLVED that the authorized claim includes \$ 253,000 for regional and transportation planning and \$7,771,309 for transit purposes, plus STA funds to be allocated for mass transportation or local transportation planning.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Santa Barbara Association of Governments in conjunction with the filing of the claim.

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 21st day of March, 2017 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: March 21, 2017
Subject: General Manager's Report

Operations, Fleet & Facilities

Our Spring, 2017 drivers' bid commenced Monday, March 6, without any issues. Operations conducts at least four bids per year, where drivers, in seniority order, can change their work schedules. Generally, these dates dovetail with our local school schedules, to accommodate service demands.

Our five operators in training: Jose Espinosa, Rudy Villavicencio, Karen Downs, Richard Carradine, and Tracy Wharton, continue their training schedules and are advancing nicely. The quarterly Verification of Transit Training (VTT) classes were successfully held the week of February 27. Periodic VTT classes are a requirement by the State of California to maintain a Class B commercial driver's license (CDL).

Existing electrical infrastructure and technical modification/upgrades continue for the delivery of the BYD electric buses. The GFI farebox project will span a two-month period, with the farebox installations scheduled to be completed by the middle of May, 2017. Vaquero systems continues to make progress with GFI, SBCC and UCSB toward the integration of smartcard technology into the student bus pass programs.

Three 40' Gillig diesel buses will be scheduled to be built in April, with delivery anticipated in August. The Transit Resource Center has been contacted for the Gillig onsite build inspections, and will provide an estimate this week.

Planning & Administration

A ribbon cutting will be held on March 20 at the Thunderbird Open Space, at the northwest corner of Hollister Avenue and Walnut Lane, with Second District Board member Janet Wolf, Santa Barbara County Parks, and MTD.. MTD partnered with the County Parks Department to improve the open space area by funding a shelter with solar powered lighting at the bus stop, along with a bench and trash receptacle. The bus stop serves MTD Lines 6 and 11 and school boosters, with the improvements serving residents of the Walnut Lane neighborhood and workers at the adjacent Magnolia Shopping Center.

In coordination with the City of Goleta, a new bus stop at Cathedral Oaks Road at Brandon Drive serving Line 23 was opened on March 13. Residents in the neighborhood, especially those along Cathedral Oaks Road, will now have a nearby bus stop for this line that continues through the Storke/Hollister intersection as an interlined Line 11 serving Isla Vista, UCSB, Goleta, and Santa Barbara.

Staff submitted the February monthly ridership and safety and security reports to the Federal Transit Administration (FTA), as required.

Staff received comments from the FTA on MTD's Overall Disadvantaged Business Enterprise (DBE) goal for FYs 2016 through 2018. The report was originally submitted to FTA in August of 2015. Staff will make the requested revisions to the document for re-submittal to FTA by the due date of April 24.

Staff is preparing a draft bus stop bench memorial plaque policy for consideration by the Planning and Marketing Committee. One bench, in Montecito, currently has a small plaque stating, "Sponsored by the Montecito Community Foundation 2016." The Foundation is providing MTD with funding for additional new benches and would like to have plaques on these also.

MTD's commercial auto and liability insurance carrier, National Interstate Insurance, recently completed an onsite audit with Risk in advance of the renewal of the policy. The auditors were very impressed with MTD's hiring, training, and safety programs. They were complimentary of MTD's annual safety award recognition given to drivers, supervisors and maintenance personnel for their individual safety record.

Staff is seeking to televise the Board of Directors meeting in June that will include a discussion of the final draft FY 2018 budget. City TV will be filming the meeting. However, the regular scheduled meeting of Tuesday, June 13 is not an available time slot. Therefore, the scheduled Board of Directors meeting will need to be changed and held either Monday June 12 or Wednesday June 13 to accommodate televising the final draft budget.

Development and refinement of the 5-Year Marketing Plan continues with feedback from the Planning and Marketing Committee, in addition to proposed new MTD branding. Hillary Blackerby and Nancy Alexander went out to high-traffic bus stops to collect thank you cards from riders for Bus Driver Appreciation Day, which were shared with drivers on March 16th along with food and goodies to celebrate.