



AGENDA

Meeting

of the

BOARD OF DIRECTORS

of the

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

A Public Agency

Tuesday, October 3, 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; Bill Shelor, Secretary; Olivia Rodriguez, Director; Dick Weinberg, Director; David Tabor, Director; Paula Perotte, Director

3. REPORT REGARDING POSTING OF AGENDA

CEREMONIAL ITEM

4. EMPLOYEE RECOGNITION- (INFORMATIONAL)

The Board will honor Ronnie Shabazian who is retiring after 16 years of service.

CONSENT CALENDAR

5. 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 August 22, 2017.

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

The Board will be asked to review the cash reports of August 15, 2017 through August 28, 2017, August 29, 2017 through September 11, 2017 and September 12, 2017 through September 25, 2017.

THIS CONCLUDES THE CONSENT CALENDAR

7. 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.

8. CALLE REAL RFQ CONTRACT AWARD RECOMMENDATION - (ACTION MAY BE TAKEN)

Staff recommends that the Board authorize the General Manager to award the contract resulting from the Calle Real Property Permitting & Project Management Request for Qualifications (RFQ) to Suzanne Elledge Planning & Permitting Services, Inc. (SEPPS).

9. **FY 2016-17 PRELIMINARY FINANCIAL RESULTS - (ATTACHMENT-INFORMATIONAL)**
Staff will present preliminary financial results for the fiscal year ended last June 30.
10. **RENEWAL OF SBCC TRANSIT PASS AGREEMENT- (ATTACHMENT-ACTION MAY BE TAKEN)**
Staff is seeking direction concerning the renewal of the Transit Pass Program Agreement with Santa Barbara City College.
11. **GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL)**
 - a. Operations
 - b. Fleet Update
 - c. Transit Center & Bus Stops Projects
 - d. MTD Bus Tracker App
12. **OTHER BUSINESS AND COMMITTEE REPORTS - (INFORMATIONAL)**
The Board will report on other related public transit issues and committee meetings
13. **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, August 22, 2017
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

Director Shelor called the meeting to order at 8:30am.

2. ROLL CALL OF THE BOARD OF DIRECTORS

Director Shelor reported all members were present with the exception of Director McQuary and Chair Davis.

3. REPORT REGARDING POSTING OF AGENDA

Lilly Gomez, Office Administrator, reported that the agenda was posted on Friday, August 18, 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 August 8, 2017. Director Perotte seconded the motion. The motion passed unanimously with one abstention from Director Tabor.

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

Director Rodriguez moved to approve the cash reports of August 1, 2017 through August 14, 2017. Director Perotte seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

Lee Moldaver recommended staff work closely with local partners to try to minimize loitering at the bus stops to ensure stops are clean, safe, and inviting for riders.

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

No public comment related to Closed Session was made.

7. LIABILITY CLAIMS UPDATE 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: Virginia Saucedo—SBSC No.16CV05565

Upon returning from closed session, Director Shelor reported no action was taken.

8. ANNUAL OPERATING & RISK REPORT UPDATE - (INFORMATIONAL)

Bill Morris, Operations Manager, and Mary Gregg, Manager of Human Resources and Risk, updated the Board on the employees and activities of their departments for the past year. They thanked the employees for the commitment and joint effort to provide great service.

Director Tabor expressed his gratitude as it pertained to following the strategic plan put in place in 2016.

Directors Perotte and Rodriguez thanked Mr. Morris and Ms. Gregg for the discussion of employees and duties, as it assisted their understanding of MTD's day-to-day operations.

Director Shelor stated that he was very pleased with the internal opportunities MTD provides to employees.

9. ANNUAL RIDERSHIP REPORT - (ATTACHMENT-INFORMATIONAL)

Planning Manager George Amoon presented the trends affecting ridership in Fiscal Year 2017. Mr. Amoon stated that both in California and nationwide many transit agencies have experienced decreased ridership. While MTD has also seen decreased ridership, the agency remains among the strongest performers nationwide of transit agencies operating in small cities. Contributing factors to decreased ridership include lower fuel prices, rising housing prices prompting some lower- and middle-income people to move out of the region, traffic congestion causing schedule adherence issues, the decline in enrollment at SBCC and at the local international language schools, and stricter national immigration policies. Santa Barbara also had twenty additional days of precipitation in FY 2017 than in the previous fiscal year, which typically has a negative effect on ridership.

Mr. Amoon stated that in FY 2017 MTD sought more ridership by making MTD's services more reliable, frequent, and convenient for our riders. The new AVL technology has been a tremendous asset to MTD. It allows MTD to track buses so the planning department can make appropriate corrective action for traffic congestion and improve schedule adherence.

Mr. Amoon acknowledged Route and Planning Scheduler Jennifer Tanner for providing detailed data for the report.

Director Shelor thanked Mr. Amoon and staff for the valuable and informative report.

10. ADVANCED BOARD CALENDAR - (ACTION MAY BE TAKEN)

General Manager Jerry Estrada proposed cancelling both September Board meetings to allow for preparation for the three evening Board meetings to be held October 3, 17, and 24. Mr. Estrada he also proposed to hold the regularly scheduled morning meeting of October 3. The Board agreed that the proposed meeting schedule is appropriate.

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

Mr. Estrada informed the Board that the first day of the schedule changes was an uneventful day in the office, which is typically a good sign that changes did not generally have a negative effect on riders.

Mr. Estrada advised the Board that Hillary Blackerby, Marketing and Community Outreach Manager has completed and released the new 1-minute video regarding MTD's new real-time bus tracker smartphone app. Ms. Blackerby played the video for the Board and advised the Board that MTD was the top story in the City of Santa Barbara's email news.

Director Shelor recommended that staff present the video to UCSB and SBCC during orientations.

Mr. Estrada acknowledged all of staff for the great transition in MTD's services and the hard work put into the new technologies provided to the public.

12. OTHER BUSINESS AND COMMITTEE REPORTS - (INFORMATIONAL)

No other items were discussed.

13. ADJOURNMENT

Director Tabor moved to adjourn the meeting at 10:48 A.M. Director Weinberg seconded the motion. The motion passed unanimously.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of September 5, 2017
For the Period August 15, 2017 through August 28, 2017

MONEY MARKET

Beginning Balance August 15, 2017 **\$6,726,554.79**

SB-325 (LTF)	631,628.21
Passenger Fares	143,514.84
Accounts Receivable	13,296.50
Miscellaneous Income	510.00
Measure A Transfer	.00
Total Deposits	788,949.55

Garn/Escrow Transfers	(1,039.26)
401(k)/Pension Transfer	(32,362.95)
Payroll Taxes	(150,327.97)
Payroll	(322,622.10)
Accounts Payable	(395,433.85)
Total Disbursements	(901,786.13)

Ending Balance **\$6,613,718.21**

CASH INVESTMENTS

LAIF Account	\$6,379,585.37
Money Market Account	6,613,718.21

Total Cash Balance **\$12,993,303.58**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,542,772.81)
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Working Capital **\$9,450,530.77**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
115967	8/18/2017	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	480.00	
115968	8/18/2017	CITY OF SANTA BARBARA	SUPERSTOPS - PERMIT FEES	80.00	
115969	8/18/2017	FRONTIER CALIFORNIA INC.	TELEPHONES	1,961.25	
115970	8/18/2017	ROBIN GONZALEZ	PR RELATED	250.00	
115971	8/18/2017	NATIONAL DRIVE	PAYROLL DEDUCTION	64.00	
115972	8/18/2017	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
115973	8/18/2017	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	760.00	
115974	8/18/2017	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
115975	8/18/2017	SO. CAL. EDISON CO.	UTILITIES	5,962.28	
115976	8/18/2017	SOCALGAS	UTILITIES	106.82	
115977	8/18/2017	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	300.00	
115978	8/18/2017	TEAMSTERS PENSION TRUST	UNION PENSION	95,858.69	
115979	8/18/2017	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	11,044.40	
115980	8/18/2017	TRC ENGINEERING SERVICES, LLC	BUS INSPECTION SERVICES	1,575.00	
115981	8/18/2017	UNITED WAY OF SB	PAYROLL DEDUCTION	68.00	
115982	8/18/2017	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	58.00	
115983	8/24/2017	ABC BUS COMPANIES INC	BUS PARTS	277.61	
115984	8/24/2017	AMERICAN MOVING PARTS, LLC	BUS PARTS	195.57	
115985	8/24/2017	APOLLO VIDEO TECHNOLOGY, LL	AIM SYSTEM HARDWARE	3,272.79	
115986	8/24/2017	APPLEONE EMPLOYMENT SERVIC	CONTRACT EMPLOYMENT	1,690.24	
115987	8/24/2017	B2B PRINTING SERVICES INC.	SERVICE CHANGE RELATED	2,285.38	
115988	8/24/2017	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	136.58	
115989	8/24/2017	JAMES BRACKETT	REIMBURSEMENT	10.00	
115990	8/24/2017	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
115991	8/24/2017	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	139.33	
115992	8/24/2017	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	92.00	
115993	8/24/2017	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	35.49	
115994	8/24/2017	CELTIS VENTURES, INC.	MARKETING SERVICES	14,691.75	
115995	8/24/2017	COASTAL HOUSING PARTNERSHIP	MEMBERSHIP DUES	3,650.00	
115996	8/24/2017	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	235.22	
115997	8/24/2017	CHK AMERICA INC.	SCHEDULE INFO & SYSTEM MAP	19,713.94	
115998	8/24/2017	CLEVER DEVICES LTD	AIM CONTRACT INSTALLMENT	37,206.69	
115999	8/24/2017	CINTAS CORPORATION	FIRST AID SUPPLIES	367.50	
116000	8/24/2017	COAST TRUCK PARTS	BUS PARTS	110.49	
116001	8/24/2017	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	1,904.64	
116002	8/24/2017	CRAIGLIST CORP.	EMPLOYMENT ADS - ONLINE	300.00	
116003	8/24/2017	DAVE BANG ASSOCIATES, INC.	BUS BENCHES, TRASH RECEPTACLES	5,147.89	
116004	8/24/2017	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	400.00	

Check #	Date	Company	Description	Amount	Voids
116005	8/24/2017	ALICIA DIEHL	RETIREE HEALTH REIMBURSEMENT	552.00	
116006	8/24/2017	DILLINGHAM TICKET CO., LLC	BUS INSPECTION FORMS	2,606.25	
116007	8/24/2017	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	329.11	
116008	8/24/2017	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE	450.00	
116009	8/24/2017	FEDEX dba	FREIGHT CHARGES	191.11	
116010	8/24/2017	MELVIN FOUNTAIN	RETIREE HEALTH REIMBURSEMENT	92.00	
116011	8/24/2017	FTI SERVICES, INC.	IT SUPPORT SERVICES	285.00	
116012	8/24/2017	GIBBS INTERNATIONAL INC	BUS PARTS	328.60	
116013	8/24/2017	GILLIG LLC	BUS PARTS	4,039.21	
116014	8/24/2017	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
116015	8/24/2017	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	390.59	
116016	8/24/2017	GRAPHICINK	PROMO ITEM	645.69	
116017	8/24/2017	GRAINGER, INC.	SHOP/B&G SUPPLIES	908.57	
116018	8/24/2017	GRAYBAR ELECTRIC COMPANY, I	REPAIRS & SUPPLIES T1 BLDG/GRDS	39.62	
116019	8/24/2017	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	246.56	
116020	8/24/2017	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	243.56	
116021	8/24/2017	H.G. MAKELIM CO., INC.	BUS PARTS	5,277.95	
116022	8/24/2017	HI-LINE ELECTRIC COMPANY, INC	BUS PARTS	76.85	
116023	8/24/2017	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	102.14	
116024	8/24/2017	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	256.64	
116025	8/24/2017	DONALD JACKSON	RETIREE HEALTH REIMBURSEMENT	230.00	
116026	8/24/2017	JERRY'S PLUMBING & HEATING, I	PLUMBING REPAIRS	203.00	
116027	8/24/2017	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	46.00	
116028	8/24/2017	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	3,495.57	
116029	8/24/2017	LOUIS MANDEVILLE	RETIREE HEALTH REIMBURSEMENT	256.64	
116030	8/24/2017	MANSFIELD OIL CO.- GAINESVILL	DIESEL FUEL	53,468.03	
116031	8/24/2017	MC CORMIX CORP. (OIL)	LUBRICANTS	3,742.11	
116032	8/24/2017	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	109.52	
116033	8/24/2017	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	247.00	
116034	8/24/2017	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	24,088.54	
116035	8/24/2017	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	4,653.13	
116036	8/24/2017	NFP RETIREMENT, INC.	PENSION ADMINISTRATION	3,355.28	
116037	8/24/2017	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	649.46	
116038	8/24/2017	NU IMAGE AD GROUP DBA	PRINTING SERVICES	287.61	
116039	8/24/2017	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	1,353.62	
116040	8/24/2017	CARLOS ORNELAS	RETIREE HEALTH REIMBURSEMENT	180.00	
116041	8/24/2017	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	282.34	
116042	8/24/2017	POWERSTRIDE BATTERY CO.	EV BATTERIES	593.40	
116043	8/24/2017	ENRIQUE RODRIGUEZ	VTT/DRIVERS LICENSE	53.00	
116044	8/24/2017	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	92.00	
116045	8/24/2017	SANSUM CLINIC	MEDICAL EXAMS	1,120.00	

Check #	Date	Company	Description	Amount	Voids
116046	8/24/2017	SANTA BARBARA NEWS PRESS	BUS SCHEDULE GUIDES	19,392.55	
116047	8/24/2017	SM TIRE, CORP.	BUS TIRE MOUNTING	195.50	
116048	8/24/2017	SOCIETY FOR HUMAN RESOURCE	SHRM MEMBERSHIP	199.00	
116049	8/24/2017	SMARDAN-HATCHER CO., INC	B&G REPAIRS & SUPPLIES	410.90	
116050	8/24/2017	SIDEKICK CREATIVE DBA	PSA APP ARTWORK	500.00	
116051	8/24/2017	SMART & FINAL	OFFICE/MEETING SUPPLIES	333.00	
116052	8/24/2017	SOUTHWEST LIFT & EQUIPMENT, I	LIFT REPAIRS & SUPPLIES	3,637.17	
116053	8/24/2017	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	1,034.33	
116054	8/24/2017	SB CITY OF-REFUSE/WATER	UTILITIES	644.14	
116055	8/24/2017	TELCOM, INC.	VENTURA REPEATER SERVICES	753.86	
116056	8/24/2017	TANK TEAM INC.	TANK TESTS	990.40	
116057	8/24/2017	J.C. M. AND ASSOCIATES INC.	UNIFORMS	1,349.01	
116058	8/24/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	653.43	
116059	8/24/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	6,917.35	
116060	8/24/2017	JOHN J. VASQUEZ	RETIREE HEALTH REIMBURSEMENT	658.21	
116061	8/24/2017	LORENZO MONROY VAZQUEZ	DMV REIMBURSEMENT	43.00	
116062	8/24/2017	VAQUERO SYSTEMS	AVL/SMART CARD SERVICES	26,094.17	
116063	8/24/2017	VENTURA COUNTY STAR DBA	PUBLIC NOTICE ADS	1,088.00	
116064	8/24/2017	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	941.29	
116065	8/24/2017	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,813.34	
116066	8/24/2017	WURTH USA WEST INC.	SHOP SUPPLIES	356.33	
116067	8/24/2017	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	300.00	
116068	8/24/2017	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	244.67	
				395,433.85	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$395,433.85

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

Date	Company	Description	Amount
8/15/2017	UCSB Graduate Student Association	Passes/Passports Sales	9,092.50
8/28/2017	Department of Rehabilitation	Passes/Passports Sales	944.00
8/28/2017	Gem Faire, Inc	Advertising on Buses	3,260.00
Total Accounts Receivable Paid During Period			\$13,296.50

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of September 19, 2017
For the Period August 29, 2017 through September 11, 2017

MONEY MARKET

Beginning Balance August 29, 2017 **\$6,613,718.21**

Accounts Receivable	2,464,849.15
Measure A Transfer	181,975.51
Passenger Fares	166,581.35
Prepays & Advertising	19,384.00
Interest Income	66.38
Miscellaneous Income	<u>(1,898.55)</u>
Total Deposits	2,830,957.84

Garn/Escrow Transfers	(706.24)
Bank & CC Fees	(1,283.59)
401(k)/Pension Transfer	(33,423.64)
Workers' Comp	(41,149.71)
Payroll Taxes	(159,041.11)
Accounts Payable	(208,659.89)
Payroll	<u>(344,788.67)</u>
Total Disbursements	(789,052.85)

Ending Balance **\$8,655,623.20**

CASH INVESTMENTS

LAIF Account	\$6,379,585.37
Money Market Account	<u>8,655,623.20</u>

Total Cash Balance **\$15,035,208.57**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,730,298.00)
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Working Capital **\$11,304,910.57**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
116069	9/1/2017	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	576.00	
116070	9/1/2017	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	20,496.32	
116071	9/1/2017	COUNTY OF SANTA BARBARA	COUNTY PERMITS	364.00	
116072	9/1/2017	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	118.58	
116073	9/1/2017	ROBIN GONZALEZ	PR RELATED	250.00	
116074	9/1/2017	RYAN GRIPP	REIMBURSEMENTS	360.35	
116075	9/1/2017	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
116076	9/1/2017	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	510.00	
116077	9/1/2017	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
116078	9/1/2017	SOFTCHOICE CORP, INC.	COMPUTER SOFTWARE	1,766.38	
116079	9/1/2017	STATE BOARD OF EQUALIZATION	PAYROLL RELATED	250.00	
116080	9/1/2017	SB CITY OF-REFUSE/WATER	UTILITIES	1,822.35	
116081	9/1/2017	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	815.74	
116082	9/1/2017	U.S. BANK CORP. PAYMENT SYSTE	CREDIT CARD PURCHASES	2,198.67	
116083	9/11/2017	ABC BUS COMPANIES INC	BUS PARTS	275.72	
116084	9/11/2017	ALLIED ELECTRONICS, INC	BUS PARTS	28.46	
116085	9/11/2017	JESUS AGUILAR	TRANSLATION SERVICES	75.00	
116086	9/11/2017	AMERICAN MOVING PARTS, LLC	BUS PARTS	130.38	
116087	9/11/2017	APPLEONE EMPLOYMENT SERVIC	CONTRACT EMPLOYMENT	711.68	
116088	9/11/2017	ASBURY ENVIRONMENTAL	WASTE OIL RECYCLER	120.00	
116089	9/11/2017	B2B PRINTING SERVICES INC.	OFFICE SUPPLIES	287.70	
116090	9/11/2017	BICKMORE INC	WC ACTUARIAL REVIEW	1,950.00	
116091	9/11/2017	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	1,082.40	
116092	9/11/2017	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	277.30	
116093	9/11/2017	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	33.39	
116094	9/11/2017	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	220.02	
116095	9/11/2017	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	6.53	
116096	9/11/2017	CITY OF CARPINTERIA	ELECTRIC CHARGING STATION	1,156.57	
116097	9/11/2017	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	575.00	
116098	9/11/2017	COAST, COALITION FOR SUSTAIN	SPONSORSHIP	500.00	
116099	9/11/2017	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	249.18	
116100	9/11/2017	CINTAS CORPORATION	FIRST AID SUPPLIES	187.60	
116101	9/11/2017	CIO SOLUTIONS, LP	IT SERVICES	600.00	
116102	9/11/2017	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	16,988.05	
116103	9/11/2017	DAVID DAVIS JR.	DIRECTOR FEES	60.00	
116104	9/11/2017	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	7,990.00	
116105	9/11/2017	EBUS, INC.	BUS PARTS	749.95	
116106	9/11/2017	CARLOS FLORES	TOOL ALLOWANCE	1,100.00	

Check #	Date	Company	Description	Amount	Voids
116107	9/11/2017	FRANK SCHIPPER CONSTRUCTION	T1 CANOPY PROJECT	36,620.15	
116108	9/11/2017	GENFARE, A DIVISION OF SPX COR	FAREBOX REPAIRS & PARTS	2,861.57	
116109	9/11/2017	GIBBS INTERNATIONAL INC	BUS PARTS	754.94	
116110	9/11/2017	GILLIG LLC	BUS PARTS	1,491.28	
116111	9/11/2017	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	11,758.08	
116112	9/11/2017	GRAPHICINK	PROMO ITEM	299.01	
116113	9/11/2017	HAYNES SALES DBA	B&G REPAIRS & SUPPLIES	275.00	
116114	9/11/2017	HAYWARD LUMBER	SHOP SUPPLIES	40.47	
116115	9/11/2017	H.G. MAKELIM CO., INC.	BUS PARTS	2,946.67	
116116	9/11/2017	HI-LINE ELECTRIC COMPANY, INC	BUS PARTS	161.48	
116117	9/11/2017	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	327.18	
116118	9/11/2017	JANICARE DBA	JANITORIAL SERVICES	25.00	
116119	9/11/2017	KIMBALL MIDWEST	SHOP SUPPLIES	362.64	
116120	9/11/2017	KIRKS AUTOMOTIVE, INC	BUS/AUTO PARTS	237.05	
116121	9/11/2017	LAWSON PRODUCTS INC	SHOP SUPPLIES	428.80	
116122	9/11/2017	LENZ PEST CONTROL DBA	FUMIGATION SERVICES	145.00	
116123	9/11/2017	MANSFIELD OIL CO.- GAINESVILL	DIESEL FUEL	35,079.53	
116124	9/11/2017	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,139.84	
116125	9/11/2017	MCGOWAN GUNTERMANN	ANNUAL AUDIT	12,395.00	
116126	9/11/2017	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	13.38	
116127	9/11/2017	CHUCK MCQUARY	DIRECTOR FEES	120.00	
116128	9/11/2017	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	160.58	
116129	9/11/2017	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,417.95	
116130	9/11/2017	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	1,313.72	
116131	9/11/2017	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	370.93	
116132	9/11/2017	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	418.98	
116133	9/11/2017	O'CONNOR PEST CONTROL DBA	FUMIGATION	77.00	
116134	9/11/2017	PAULA A. PEROTTE	DIRECTOR FEES	120.00	
116135	9/11/2017	PETTY CASH- HAHN, STEVE	MISC SHOP NEEDS	89.09	
116136	9/11/2017	PETTY CASH - GOMEZ, LILLY	MISC. PURCHASES	480.08	
116137	9/11/2017	PREMIER AUTO FINISH DBA	BUS REPAIRS	369.77	
116138	9/11/2017	R.C. SIMPSON, INC.	RETAINER FEE	215.00	
116139	9/11/2017	ROGERS, SHEFFIELD & CAMPBELL	LEGAL COUNSEL	4,304.58	
116140	9/11/2017	OLIVIA RODRIGUEZ	DIRECTOR FEES	120.00	
116141	9/11/2017	SB CHAMBER OF COMMERCE	MEMBERSHIP RENEWAL	50.00	
116142	9/11/2017	SBHRA	ANNUAL MEMBERSHIP	145.00	
116143	9/11/2017	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	359.05	
116144	9/11/2017	SILVAS OIL CO., INC.	LUBRICANTS	448.19	
116145	9/11/2017	SANTA BARBARA TROPHY	DRIVER NAME PLATES	10.34	
116146	9/11/2017	WILLIAM JOHN SHELOR	DIRECTOR FEES	120.00	
116147	9/11/2017	SM TIRE, CORP.	BUS TIRE MOUNTING	321.00	

Check #	Date	Company	Description	Amount	Voids
116148	9/11/2017	SO. CAL. EDISON CO.	UTILITIES	8,245.72	
116149	9/11/2017	STAPLES CREDIT PLAN	OFFICE & COMPUTER SUPPLIES	161.61	
116150	9/11/2017	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	947.37	
116151	9/11/2017	SB CITY OF-REFUSE/WATER	UTILITIES	980.35	
116152	9/11/2017	THE LIGHTHOUSE	SHOP SUPPLIES	57.31	
116153	9/11/2017	TILFORD WELDING DBA	VENDOR BUS REPAIRS	95.00	
116154	9/11/2017	DAVID T. TABOR	DIRECTOR FEES	60.00	
116155	9/11/2017	TANK TEAM INC.	TANK TESTS	123.00	
116156	9/11/2017	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	421.83	
116157	9/11/2017	J.C. M. AND ASSOCIATES INC.	UNIFORMS	1,158.91	
116158	9/11/2017	U.S. BANK CORP. PAYMENT SYSTE	CREDIT CARD PURCHASES	3,606.05	
116159	9/11/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	5,547.69	
116160	9/11/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,459.42	
116161	9/11/2017	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	886.98	
116162	9/11/2017	RICHARD WEINBERG	DIRECTOR FEES	120.00	
116163	9/11/2017	PABLO ZUNIGA	PAYROLL RELATED	160.00	
				208,659.89	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$208,659.89

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

Date	Company	Description	Amount
7/5/2017	Montecito Community Foundation	Bus Stop Improvements	1,910.55
8/29/2017	City of SB - Public Works Director	Downtown Shuttle Aug '17	82,711.50
8/29/2017	City of SB - Public Works Director	Downtown Shuttle Jul '17	89,295.25
9/1/2017	ASTI Holding Company, LLC	Overpass Property Lease Sep '17	16,070.25
9/5/2017	SB County Public Health (BA)	Advertising on Buses	660.00
9/5/2017	True Media LLC	Advertising on Buses	1,533.60
9/5/2017	UCSB Graduate Student Association	Passes/Passports Sales	6,350.00
9/8/2017	Federal Transit Administration	FTA Operating Assistance Feb & Mar '17	957,811.00
9/8/2017	Federal Transit Administration	FTA Operating Assistance Apr '17	423,484.00
9/8/2017	Federal Transit Administration	FTA Operating Assistance May '17	423,484.00
9/8/2017	Federal Transit Administration	FTA Operating Assistance Jun '17	407,520.00
9/8/2017	Federal Transit Administration	FTA Capital Reimbursement FY17 Q4	54,019.00
Total Accounts Receivable Paid During Period			\$2,464,849.15

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of October 3, 2017
For the Period September 12, 2017 through September 25, 2017

MONEY MARKET

Beginning Balance September 12, 2017 **\$8,655,623.20**

Passenger Fares	131,802.58
Accounts Receivable	89,865.30
Prepays & Advertising	3,440.00
Miscellaneous Income	<u>2,907.87</u>
Total Deposits	228,015.75

Garn/Escrow Transfers	(730.64)
401(k)/Pension Transfer	(35,538.09)
Payroll Taxes	(168,157.03)
Payroll	(347,559.77)
Accounts Payable	<u>(790,462.01)</u>
Total Disbursements	(1,342,447.54)

Ending Balance **\$7,541,191.41**

CASH INVESTMENTS

LAIF Account	\$6,379,585.37
Money Market Account	<u>7,541,191.41</u>

Total Cash Balance **\$13,920,776.78**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,730,298.00)
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Working Capital **\$10,190,478.78**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
116164	9/15/2017	ABC BUS COMPANIES INC	BUS PARTS	834.23	
116165	9/15/2017	AMERICAN MOVING PARTS, LLC	BUS PARTS	157.14	
116166	9/15/2017	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	207.45	
116167	9/15/2017	CIO SOLUTIONS, LP	IT SYSTEM UPGRADES	13,562.50	
116168	9/15/2017	COAST TRUCK PARTS	BUS PARTS	442.71	
116169	9/15/2017	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	388.36	
116170	9/15/2017	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	1,658.72	
116171	9/15/2017	STATE OF CALIFORNIA	PAYROLL RELATED	100.00	
116172	9/15/2017	FRANK SCHIPPER CONSTRUCTION	T1 CANOPY PROJECT	70,009.47	
116173	9/15/2017	FRONTIER CALIFORNIA INC.	TELEPHONES	96.98	
116174	9/15/2017	GIBBS INTERNATIONAL INC	BUS PARTS	2,551.97	
116175	9/15/2017	GILLIG LLC	BUS PARTS	7,428.07	
116176	9/15/2017	ROBIN GONZALEZ	PR RELATED	250.00	
116177	9/15/2017	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,164.95	
116178	9/15/2017	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	582.63	
116179	9/15/2017	LABOR ALLIANCE MANAGED TRU	DENTAL INSURANCE	10,020.00	
116180	9/15/2017	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	101.11	
116181	9/15/2017	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	390.40	
116182	9/15/2017	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	440.62	
116183	9/15/2017	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
116184	9/15/2017	PB-RESERVE ACCOUNT	PREPAID POSTAGE	1,500.00	
116185	9/15/2017	POWERSTRIDE BATTERY CO.	EV BATTERIES	593.40	
116186	9/15/2017	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	510.00	
116187	9/15/2017	SPECIAL DISTRICT RISK MGMT	MEDICAL HEALTH INSURANCE	43,640.00	
116188	9/15/2017	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
116189	9/15/2017	SO. CAL. EDISON CO.	UTILITIES	927.28	
116190	9/15/2017	STATE BOARD OF EQUALIZATION	PAYROLL RELATED	250.00	
116191	9/15/2017	TEAMSTERS MISC SECURITY TRUS	UNION MEDICAL INSURANCE	188,946.00	
116192	9/15/2017	TEAMSTERS PENSION TRUST	UNION PENSION	100,314.61	
116193	9/15/2017	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	11,164.06	
116194	9/15/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	9,189.41	
116195	9/15/2017	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	2,198.73	
116196	9/21/2017	APPLEONE EMPLOYMENT SERVIC	CONTRACT EMPLOYMENT	2,240.69	
116197	9/21/2017	ALTRO USA INC	SHOP SUPPLIES	1,673.72	
116198	9/21/2017	B2B PRINTING SERVICES INC.	OFFICE SUPPLIES	536.60	
116199	9/21/2017	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	544.00	
116200	9/21/2017	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	4.58	
116201	9/21/2017	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	24,615.88	

Check #	Date	Company	Description	Amount	Voids
116202	9/21/2017	CASH	CASH FOR TVM104	105.63	
116203	9/21/2017	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	442.41	
116204	9/21/2017	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	119.97	
116205	9/21/2017	CITY OF SANTA BARBARA	SUPERSTOPS - PERMIT FEES	80.00	
116206	9/21/2017	CELTIS VENTURES, INC.	MARKETING SERVICES	1,092.50	
116207	9/21/2017	CHANNEL CITY ENGINEERING	SHOP EQUIPMENT REPAIRS	75.00	
116208	9/21/2017	COAST TRUCK PARTS	BUS PARTS	323.25	
116209	9/21/2017	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	7,708.13	
116210	9/21/2017	STATE OF CALIFORNIA DTSC	EPA MANIFEST ANNUAL FEE	230.00	
116211	9/21/2017	CITY OF SB - CITY TV	VIDEO TAPE BOARD MEETINGS	1,678.50	
116212	9/21/2017	DAVID DAVIS JR.	DIRECTOR FEES	60.00	
116213	9/21/2017	DAVID RZEPINSKI & ASSOCIATES	PLANNING SERVICES	4,462.50	
116214	9/21/2017	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	7,862.50	
116215	9/21/2017	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	273.86	
116216	9/21/2017	EASY LIFT TRANSPORTATION, INC	ADA SUBSIDY	72,421.50	
116217	9/21/2017	ELECTRONIC DATA MAGNETICS, I	BUS PASSES	6,330.31	
116218	9/21/2017	FEDEX dba	FREIGHT CHARGES	75.25	
116219	9/21/2017	FRONTIER CALIFORNIA INC.	TELEPHONES	2,050.95	
116220	9/21/2017	FTI SERVICES, INC.	IT SUPPORT SERVICES	2,394.00	
116221	9/21/2017	GENFARE, A DIVISION OF SPX COR	FAREBOX REPAIRS & PARTS	500.86	
116222	9/21/2017	GIBBS INTERNATIONAL INC	BUS PARTS	3,475.12	
116223	9/21/2017	GILLIG LLC	BUS PARTS	4,442.48	
116224	9/21/2017	H.G. MAKELIM CO., INC.	BUS PARTS	3,771.25	
116225	9/21/2017	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	30.69	
116226	9/21/2017	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	285.15	
116227	9/21/2017	INTEGRATED SOFTWARE SYSTEM	WEB SITE CONSULTING	82.50	
116228	9/21/2017	JANICARE DBA	JANITORIAL SERVICES	3,998.19	
116229	9/21/2017	JERRY'S PLUMBING & HEATING, I	PLUMBING REPAIRS	75.00	
116230	9/21/2017	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	301.70	
116231	9/21/2017	KLIPPEL TOOL REPAIR DBA	COMPRESSORS MAINT/BUS PARTS	420.00	
116232	9/21/2017	LEO MEJIA	PROGRAMMING SERVICES	495.00	
116233	9/21/2017	MANSFIELD OIL CO.- GAINESVILL	DIESEL FUEL	70,189.45	
116234	9/21/2017	MC CORMIX CORP. (OIL)	LUBRICANTS	5,519.17	
116235	9/21/2017	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,397.25	
116236	9/21/2017	MCGOWAN GUNTERMANN	ANNUAL AUDIT	9,248.00	
116237	9/21/2017	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	110.48	
116238	9/21/2017	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	695.00	
116239	9/21/2017	KENNETH B. MILLS	PROCUREMENT SERVICES	1,089.00	
116240	9/21/2017	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	6,452.60	
116241	9/21/2017	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	138.00	
116242	9/21/2017	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	4.27	

Check #	Date	Company	Description	Amount	Voids
116243	9/21/2017	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	24,088.54	
116244	9/21/2017	NATIVE ELECTRICAL CONSTRUCT	CHARGING INFRASTRUCTURE IMPRO	10,757.59	
116245	9/21/2017	NFP RETIREMENT, INC.	PENSION ADMINISTRATION	1,455.32	
116246	9/21/2017	NU IMAGE AD GROUP DBA	PRINTING SERVICES	62.33	
116247	9/21/2017	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	452.05	
116248	9/21/2017	PERRY LINCOLN MERCURY MAZD	SERVICE VEHICLE PARTS / REPAIRS	996.66	
116249	9/21/2017	POWERSTRIDE BATTERY CO.	EV BATTERIES	593.40	
116250	9/21/2017	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	158.58	
116251	9/21/2017	RON WILLIAMS MACHINE SHOP, I	BUS REPAIRS	775.00	
116252	9/21/2017	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	2.16	
116253	9/21/2017	SANSUM CLINIC	MEDICAL EXAMS	1,140.00	
116254	9/21/2017	SANTA BARBARA NEWS PRESS	PUBLIC NOTICES/EMPLOYMENT ADS	80.96	
116255	9/21/2017	SANTA MARIA TIMES, INC	EMPLOYMENT ADS/PUBLIC NOTICES	240.68	
116256	9/21/2017	SILVAS OIL CO., INC.	LUBRICANTS	633.54	
116257	9/21/2017	SANTA BARBARA TROPHY	DRIVER NAME PLATES	31.03	
116258	9/21/2017	SHIELD HEATING & AIR DBA	B&G REPAIRS & SUPPLIES	2,251.46	
116259	9/21/2017	WILLIAM JOHN SHELOR	DIRECTOR FEES	60.00	
116260	9/21/2017	SM TIRE, CORP.	BUS TIRE MOUNTING	390.50	
116261	9/21/2017	SO. CAL. EDISON CO.	UTILITIES	6,482.35	
116262	9/21/2017	SOAP MAN DISTRIBUTIN DBA	CLEANING SUPPLIES	148.16	
116263	9/21/2017	SOCALGAS	UTILITIES	101.46	
116264	9/21/2017	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	2,231.89	
116265	9/21/2017	THE MEDCENTER	MEDICAL EXAMS	3,936.00	
116266	9/21/2017	J.C. M. AND ASSOCIATES INC.	UNIFORMS	823.23	
116267	9/21/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	259.92	
116268	9/21/2017	VALLEY POWER SYSTEMS, INC.	BUS PARTS	5,502.49	
116269	9/21/2017	VENTURA COUNTY STAR DBA	PUBLIC NOTICE ADS	226.40	
116270	9/21/2017	VENTURA COUNTY OVERHEAD D	B&G REPAIRS & SUPPLIES	150.00	
116271	9/21/2017	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	2,334.62	
				790,462.01	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$790,462.01

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

Date	Company	Description	Amount
9/12/2017	LOSSAN Rail Corridor Agency	LOSSAN Contract Revenue FY17 Q4	2,166.50
9/12/2017	SB School District	Passes/Token Sales	41,250.00
9/12/2017	SB School District	Passes/Token Sales	3,425.00
9/14/2017	Jim Haggerty	Retiree - Vision	12.20
9/14/2017	SB County Public Health (BA)	Advertising on Buses	660.00
9/18/2017	County of Santa Barbara	Passes/Token Sales	572.00
9/19/2017	City of SB - Downtown Parking	City of SB My Ride	20,000.00
9/19/2017	Department of Rehabilitation	Passes/Passports Sales	996.00
9/19/2017	MacDonald Media	Advertising on Buses	16,383.60
9/20/2017	KCSB - FM	Advertising on Buses	498.00
9/20/2017	SB Museum of Art	Advertising on Buses	1,630.00
9/22/2017	Montecito Bank & Trust	Advertising on Buses	2,272.00
9/25/2017	Rabobank/New & Improved Media Ag	Advertising on Buses	-71.02
9/25/2017	Rabobank/New & Improved Media Ag	Advertising on Buses	71.02
Total Accounts Receivable Paid During Period			\$89,865.30



BOARD OF DIRECTORS REPORT

MEETING DATE: OCTOBER 3, 2017 **AGENDA ITEM #:** 8

TYPE: ACTION ITEM

PREPARED BY: STEVE MAAS

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

SUBJECT: Calle Real RFQ Contract Award Recommendation

RECOMMENDATION:

Staff recommends that the Board authorize the General Manager to award the contract resulting from the Calle Real Property Permitting & Project Management Request for Qualifications (RFQ) to Suzanne Elledge Planning & Permitting Services, Inc. (SEPPS).

DISCUSSION:

Project Description

The purpose of the RFQ is to solicit a firm to provide permit processing and project management services related to potential residential development of MTD's property located at 4678 Calle Real/149 N. San Antonio Road in unincorporated Santa Barbara County.

Project Budget

Frank Thompson of Frank Thompson Housing Consultants prepared an estimate of the cost of the various tasks included in the RFQ. This estimate, which comprised the Independent Cost Estimate (ICE) for the project, totaled \$293,600.

Solicitation Process

Scope of Work

The Scope of Work (SOW) for the project was developed through several iterations in consultation with Frank Thompson, General Manager Estrada, and MTD's Calle Real Ad Hoc Committee. The final SOW represents the consensus reached through these discussions.

Request for Qualifications

The RFQ was advertised in the Santa Barbara News Press and Ventura County Star, posted on MTD's website, and e-mailed to seven firms. Three firms attended a non-mandatory pre-submittal meeting. MTD issued one addendum to the RFQ that answered questions raised by interested firms. MTD received three submittals:

- Suzanne Elledge Planning & Permitting Services, Inc.
- Flowers & Associates, Inc.
- Dudek

Proposal Evaluation

The proposal evaluation committee comprised Steve Maas and Frank Thompson. The committee first reviewed the three proposals for responsiveness to the RFQ, and all three were determined to be responsive. The committee members were in agreement that the proposals demonstrated that each firm had the ability to complete the tasks in the Scope of Work.

The committee members then independently reviewed and scored each proposal on a 1,000 point scale, based upon the following criteria as listed in the RFQ and weighted as indicated:

- Demonstrated successful experience performing projects similar to those listed in the Scope of Work (40%).
- Experience and expertise of personnel proposed to work on anticipated MTD projects (25%).
- Experience working with public entities (20%).
- Fair and reasonable labor and material costs listed in the Price Proposal (15%).

The committee member scores were averaged, resulting in the following:

- SEPPS = 920 pts.
- Dudek = 894 pts.
- Flowers & Associates = 870 pts.

The committee next interviewed representatives of each firm to provide an opportunity to further demonstrate how they could meet the requirements of the RFQ. The interviews were productive, and all three firms did a good job of presenting their strengths and answering the committee's questions.

Flowers & Associates proposed a dedicated project team comprised of a Project Manager and a Public Agency Coordinator. Both were well-qualified for their proposed roles. The firm proposed that various technical staff would be utilized on an as-needed basis. The evaluation committee was concerned that, with limited

dedicated staff, there was a greater risk to ongoing project management than would be the case with the other two firms. The firm's price proposal was comparable to the proposal from SEPPS and lower than that provided by Dudek.

Dudek proposed a project team comprising a Principal In Charge and three Project Managers, assisted by various technical staff. With four staff members available, the committee was comfortable with the proposed project management. The hourly rates proposed in the Dudek price proposal were substantially greater than in the other two proposals.

Suzanne Elledge Planning & Permitting Services (SEPPS) proposed a project team comprising four Planners at various levels and a Public Agency Coordinator. The evaluation committee was confident that this was a sufficient number of staff members to ensure ongoing attention to project management. The hourly rates provided by SEPPS were comparable to those provided by Flowers & Associates, and lower than those proposed by Dudek.

The consensus of the evaluation committee was that the SEPPS proposal was most closely aligned with MTD's requirements. Thus, the committee recommended that the contract be awarded to SEPPS, contingent upon a determination that the SEPPS price proposal was fair and reasonable and that SEPPS is a responsible firm.

Price Analysis

Staff conducted a Price Analysis comparing SEPPS' price proposal rate schedule to those provided by the other two firms. It was determined that the SEPPS price proposal was comparable to that provided by Flowers & Associates, and lower than that provided by Dudek. SEPPS provided MTD with a spreadsheet estimating the total cost of the project, and the estimate was less than the ICE estimate. Based on the Price Analysis, the SEPPS proposal was found to be fair and reasonable.

Responsibility

Staff spoke with each of the three work references provided in SEPPS' proposal, and received highly positive responses from all three. The three credit references that SEPPS provided in the proposal (one bank and two vendors) also provided highly positive responses.

Staff checked the Federal System for Award Management, and neither SEPPS as a firm nor the main persons proposed to work on the project are listed as an excluded or debarred party. The Better Business Bureau (BBB) in the local area returned "no results found," indicating that no complaints have been made to the BBB in at least the last three years. The BBB has not assigned a rating to the firm at this time.

SEPPS is located in Santa Barbara, and is an on-going business which has the management, financial, and technical resources to meet the contract requirements. Staff considers SEPPS to be a responsible firm.

Contract Execution

If contract award is authorized by the Board, staff will notify SEPPS of MTD's intent to execute a contract for the RFQ contingent upon receipt of required certificates of insurance. Once the required documents are received, General Manager Jerry Estrada will execute the contract.



BOARD OF DIRECTORS REPORT

MEETING DATE: OCTOBER 3, 2017 **AGENDA ITEM #:** 9
TYPE: INFORMATIONAL
PREPARED BY: BRAD DAVIS _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: FY 2016-17 Preliminary Financial Results

DISCUSSION:

Staff will present preliminary financial results for the fiscal year ended last June 30.

ATTACHMENT: MTD Annual Financial Report for Fiscal Year Ended June 30, 2017



OPERATING BUDGET REPORT

Fiscal Year Ended June 30, 2017

Executive Summary

For the MTD fiscal year ended June 30, 2017, the financial results were generally as expected with no significant unanticipated financial activities. In FY 16-17, MTD operating income of \$25 million was in line with the budget while expenditures of \$24.7 million were 1% under the approved budget. The net result was an operating surplus of just over \$300,000 representing 1% of the overall budget. The two key trends that continue to affect MTD’s financial results include:

- Total fare revenue was down 5% for the year reflective of the continued fall in MTD ridership. This does represent an improvement from the 9% decrease in the previous fiscal year. More recent results in both ridership and fare revenue suggest that the multi-year descent may be bottoming out.
- Challenges remain in attaining full employment. While this results in lower operating costs (and surpluses) in the short term, it creates operating inefficiencies that ultimately have a negative fiscal impact. Headway has been made in filling driver and mechanic positions through enhanced outreach efforts. However, such gains have been mitigated somewhat by retirements and skilled employees accepting positions in lower cost regions with more favorable working conditions.

The annual financial and single audit for FY 16-17 is still under way although the figures reported herein are not expected to change. The one result still to be incorporated in the financial statements is the adjustment to MTD’s OPEB liability determined as part of the ongoing biennial OPEB valuation.

Operating Budget (\$ thousands)

	FY 16-17 Actual	FY 16-17 Budget	Var %	FY 15-16 Actual	Var %
REVENUE					
Fare Revenue	\$7,205	\$7,224	0%	\$7,562	-5%
Sales Tax Revenue	9,597	9,475	1%	9,383	2%
FTA Operating Assistance	5,066	5,082	0%	4,985	2%
State & Local Op Assistance	1,277	1,414	-10%	476	168%
Property Tax Revenue	1,164	1,111	5%	1,095	6%
Non-Transportation Income	727	846	-14%	847	-14%
Total Operating Revenue	\$25,036	\$25,151	0%	\$24,347	3%
EXPENSE					
Route Operations	\$15,225	\$15,336	-1%	\$14,347	6%
Vehicle Maintenance	5,135	5,277	-3%	4,959	4%
Passenger Accommodations	1,435	1,594	-10%	1,522	-6%
General Overhead	2,926	2,818	4%	2,854	3%
Total Operating Expense	\$24,721	\$25,025	-1%	\$23,682	4%
Surplus/Deficit	\$315	\$126		\$665	

Operating Budget

Operating Revenue – Income from operations of \$25 million was under budget by less than 0.5%. This minor deviation was similar in all three revenue categories: fares, grants and subsidies, and non-transportation income. Overall revenue did increase 3% over the prior year, which is discussed below.

Operating Revenue Detail					
(\$ thousands)					
	FY 16-17	FY 16-17	Var	FY 15-16	Var
	<u>Actual</u>	<u>Budget</u>	%	<u>Actual</u>	%
<i>FAREBOX REVENUE</i>					
Cash Fares & Tokens	\$2,146	\$2,106	2%	\$2,342	-8%
Adult Passes	1,101	1,130	-3%	1,254	-12%
Youth Passes	503	529	-5%	533	-6%
Senior Passes	173	163	7%	177	-2%
Mobility Passes	148	149	0%	153	-3%
Day Passes	5	5	-1%	5	-11%
Coastal Express	0	0	n/a	(25)	n/a
Downtown-Waterfront Shuttle	1,104	1,089	1%	1,055	5%
UCSB Contract Fares	1,024	1,014	1%	991	3%
SBCC Contract Fares	880	886	-1%	931	-5%
Special Event Fares & Amtrak	90	120	-25%	110	-18%
City My Ride Program	31	35	-12%	36	-15%
Subtotal	<u>\$7,205</u>	<u>\$7,224</u>	0%	<u>\$7,562</u>	-5%
<i>GRANTS & SUBSIDIES</i>					
TDA Sales Tax Revenue	\$7,556	\$7,460	1%	\$7,375	2%
FTA Formula Assistance	5,066	5,082	0%	4,985	2%
Measure A	2,041	2,014	1%	2,007	2%
State & Local Op Assistance	1,277	1,414	-10%	476	168%
Property Tax Revenue	1,164	1,111	5%	1,095	6%
Subtotal	<u>\$17,103</u>	<u>\$17,081</u>	0%	<u>\$15,938</u>	7%
<i>NON-TRANSPORTATION INCOME</i>					
Advertising on Buses	\$563	\$600	-6%	\$588	-4%
Interest on Investments	26	23	15%	26	2%
Lease & Other Income	138	223	-38%	233	-41%
Subtotal	<u>\$727</u>	<u>\$846</u>	-14%	<u>\$847</u>	-14%
Total Operating Revenue	<u>\$25,036</u>	<u>\$25,151</u>	0%	<u>\$24,347</u>	3%

For fare revenue, cash and pass sales dipped 8% from the prior year with aggregate contract fares essentially unchanged. As mentioned, recent months exhibit a flattening of the cash/pass sales decline (the FY 17-18 budget assumes a 4% drop in such revenue). UCSB enrollment and associated contract revenue continued to grow whereas SBCC persisted in the opposite direction.

Sales tax revenue and federal operating assistance, which account for 60% of operating revenue, experienced 2% growth. Support from UCSB for the new Line 28 more than doubled local operating assistance. Property tax revenue growth

continued at a robust 6%. As a whole, increases in grants and subsidies more than offset reductions in fare revenue and non-transportation income relative to last year.

Operating Expenses – Operating expenses of \$24.7 million were 1% under budget, which largely accounts for the year-end surplus. As discussed earlier, unfilled positions primarily accounted for this outcome. Compared to FY 15-16, total expenditures increased by 4% due for the most part from growth in the service level coupled with contractual wage and fringe benefit increases.

Operating Expense Detail					
(\$ thousands)					
	FY 16-17	FY 16-17	Var	FY 15-16	Var
	Actual	Budget	%	Actual	%
<i>ROUTE OPERATIONS</i>					
Drivers	\$11,186	\$11,565	-3%	\$10,501	7%
Dispatch & Supervision	607	659	-8%	602	1%
Hiring & Training	411	325	26%	274	50%
Risk & Safety	2,170	1,936	12%	2,145	1%
Transportation Subsidies	851	851	0%	826	3%
Subtotal	<u>\$15,225</u>	<u>\$15,336</u>	-1%	<u>\$14,347</u>	6%
<i>VEHICLE MAINTENANCE</i>					
Mechanics	\$1,101	\$1,191	-8%	\$1,035	6%
Cleaners & Fuelers	830	818	1%	792	5%
Supervision	557	602	-7%	497	12%
Vehicle Consumables	1,718	1,766	-3%	1,895	-9%
Bus Parts & Supplies	844	766	10%	666	27%
Vendor Services	20	60	-66%	50	-59%
Risk & Safety	65	74	-12%	24	169%
Subtotal	<u>\$5,135</u>	<u>\$5,277</u>	-3%	<u>\$4,959</u>	4%
<i>PASSENGER ACCOMMODATIONS</i>					
Passenger Facilities	\$542	\$601	-10%	\$639	-15%
Transit Development	320	328	-2%	354	-10%
Promotion & Information	316	378	-16%	234	35%
Fare Revenue Collection	256	287	-11%	295	-13%
Subtotal	<u>\$1,435</u>	<u>\$1,594</u>	-10%	<u>\$1,522</u>	-6%
<i>GENERAL OVERHEAD</i>					
Finance	\$557	\$557	0%	\$523	6%
Personnel	166	167	0%	160	4%
Utilities & Communication	211	227	-7%	200	6%
Operating Facilities	332	339	-2%	329	1%
District Administration	1,660	1,529	9%	1,642	1%
Subtotal	<u>\$2,926</u>	<u>\$2,818</u>	4%	<u>\$2,854</u>	3%
Total Operating Cost	<u>\$24,721</u>	<u>\$25,025</u>	-1%	<u>\$23,682</u>	4%

Due to the employment vacancies, wage and fringe benefit costs came in \$500,000 under budget. Other noteworthy operating budget results include the following:

- General liability costs for the year were down 10% from FY 15-16 and 18% under budget. Favorable settlement of older claims and minimal claims activity in FY 16-17 led to these results.
- On the other hand, the risk-related costs for workers' compensation were well in excess of budget projections. The increase was composed of a jump in legal defense costs in efforts to close out long pending claims as well as a substantial rise in reserves for anticipated future payouts.
- Development of the marketing plan and other promotional efforts got off the ground as reflected in the increase in marketing outlays compared to FY 15-16. With delays in the introduction of the real-time bus information to the public, related marketing expenditures did not begin in earnest until late in the fiscal year resulting in overall marketing costs coming in below budget.
- Expenditures for bus parts and supplies increased by 27% from last year stemming from the three effects: the write off of obsolete inventory, the increasing age of the fleet, and the cost of meeting more stringent emissions requirements. Replacement of the electric shuttle fleet will have a positive effect on maintenance costs beginning this year. The cost benefit from replacement of the Nova fleet is likely still two years out due to the long lead time for bus manufacturing.

Financial Outlook

Some of the more salient topics potentially impacting MTD's financial condition over the next several years include the following which will be briefly discussed during the Board meeting:

- The direction of ridership and fare revenue
- A slowdown in sales tax revenue growth
- Revenue generated by SB1
- 2020 Census effect on Small Urbanized Area status



BOARD OF DIRECTORS REPORT

MEETING DATE: OCTOBER 3, 2017 **AGENDA ITEM #:** 10

TYPE: ACTION

PREPARED BY: BRAD DAVIS

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

SUBJECT: **Renewal of SBCC Transit Pass Agreement**

RECOMMENDATION:

That staff prepare and present a contract renewal proposal for consideration by the Santa Barbara City College Administration to the MTD/SBCC Transit Pass Agreement.

DISCUSSION:

Staff is seeking direction concerning the renewal of the Transit Pass Program Agreement with Santa Barbara City College (SBCC) that provides for bus use by SBCC students. The current agreement expires at the end the 2017-18 academic year.

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: October 3, 2017
Subject: General Manager's Report

Operations, Fleet & Facilities

This past month our area was the recipient of what is known meteorologically as a "microburst". Anyone who was in the general area when this weather event happened knows how serious it was, even though it did not last long. Due to flooding and downed trees, several of our routes in the downtown area were rerouted. The supervisors who were on duty at that time did a stellar job of keeping our buses and passengers safe. It was quite a sight to witness.

Operations sent a shuttle and trainer Bill Adams to the grand opening of the new bridge on Cabrillo Boulevard near State Street. The bridge replacement has been a long process, and we are glad to see that area resume normal routing.

Dorothy Williams, Andy Ramirez, Richard Reale, Anthony Perez, Joe Franken, and Charles Marlin are our current Operators in Training. All are in various stages of their training, and all are progressing very well. Operations and Planning staff met for the customary "round table" last week to go over the next bid and the changes planned. This usually takes place approximately two months prior to the start of the bid, to "fine tune" the bid.

The cruise ship season is upon us in Santa Barbara, and we welcome the visitors to the area. Throughout the cruise ship season, several cruise lines disembark their passengers at Sea Landing. Additional supervision and shuttles are added to the Downtown-Waterfront Shuttle to accommodate the passengers and crew that disembark.

As of last week all fourteen of the BYD shuttles were in production, and the first one was delivered on September 21st. MTD's Maintenance and Operations Departments continue to perform a comprehensive shakedown of the bus to ensure all systems and components are functioning properly. Several issues were identified and will be addressed by BYD's aftersales team.

NEC Electrical has completed the 480v charger infrastructure changes necessitated by the arrival of the BYD buses. Staff is continuing to work with I/O Controls to learn and utilize the Electrical Load Management System (ELMS) included with the BYD buses. The technology allows staff to receive vehicle diagnostic data from each BYD bus and

to develop charging schedules to manage load and moderate demand charges from SCE.

EV19 has been down since June 7th due to a failure of several 2010 and 2011 Thundersky battery modules which took out a Ligoo BMS module. The failed battery modules have been replaced by spares removed from EV19 last July when it was repowered with CALB 400AH modules. In the meantime, the same pack six Ligoo BMS module had failed on EV18. We have attempted to reformat a spare Ligoo module to the correct parameters for pack six with no success so far. This means both of these buses are grounded as they cannot charge without a connection from the BMS to the charger.

Staff has met with City of Santa Barbara, City of Goleta, and County of Santa Barbara staff to discuss design and permitting for the proposed bus stop improvements in their respective jurisdictions. Staff will provide additional updates as these bus stop projects get approved.

MTD's civil engineers finalized their drawings of the driveway and loading platform for the Transit Center. Plans have been resubmitted to the City of Santa Barbara Building Department for their review and, potentially, approval and issuance of a permit. Additionally, staff is continuing to work with SCE on upgrades to existing power from 400A 120/240V 1-phase to a 600A 120/240V 1-phase service, and the temporary power needed for the construction staging area and MTD's temporary Transit Center facilities.

Genfare plans to send the new firmware that allows SBCC and UCSB identification cards to be used on the new Fast Fare fareboxes by Friday, September 29th. Once received, staff will load the firmware onto the test farebox and ensure proper functionality before full fleet deployment.

Administration

Planning staff attended the City of Goleta utility coordination meeting on August 31. These meetings are held periodically in order for local agencies and utility companies to all coordinate together on their respective projects within the City.

SBCC 2017 fall semester enrollment has decreased by 794 students or 5.0% compared to last fall. As a result, a decrease in SBCC ridership throughout the semester is anticipated as was experienced the prior school year when there was a decrease of 1,214 students, or 7.1%, compared to fall 2015.

According to the UCSB Transportation Survey conducted in Spring 2017, UCSB student bus ridership is at its highest at 14% compared to the prior year at 9%, an increase of 5%. This is based on 1,063 student survey respondents.

Staff submitted final reports to Caltrans for two projects funded with FY 2016 Low Carbon Transit Operations Program (LCTOP) funds, as required.

MTD was the recipient of additional funding from the Montecito Community Foundation for new benches, trash cans, and pole sleeves for Line 14 bus stops. The Foundation has previously funded other Line 14 bus stop improvements.

On Wednesday, September 20, staff attended a meeting held by the Santa Barbara County Air Pollution Control District regarding possible projects to be funded with potential greenhouse gas mitigation funds. Replacement of MTD diesel buses with electric buses is one such potential project.

Staff presented the FY 2017 Downtown-Waterfront Shuttle Annual Report to the Santa Barbara Transportation and Circulation Committee on Thursday, September 21.

On Thursday, September 28, staff attended a Santa Barbara County Association of Governments (SBCAG) meeting of the Local Agency Partner Subcommittee on U.S. 101 HOV and Related Parallel Project Funding Strategy. The Subcommittee was formed to discuss funding that may be available under Senate Bill (SB) 1 and potential funding.

Human Resources participated in a Job & Resources Fair on September 21st put on by The Chamber of the Santa Barbara Region at the Paseo Nuevo mall. Approximately forty employers attended. There was strong turn-out, and many job seekers visited MTD's table to discuss open positions for bus operator and mechanic.

After one month of availability to the general public, the MTD BusTracker App had over 2000 downloads for Apple, and over 970 for Android. Additionally, over 480 people have used the texting feature, despite the continuing work of installing the bus stop number signs at each stop. Staff has been spreading the word, and we hope to further boost the popularity of the system in the coming months.

MTD had a booth at the Goleta Lemon Festival on September 16 and 17, of which we were a sponsor. Staff shared the latest news and technology with Goodland residents and visitors.