



## AGENDA

Meeting  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**Tuesday, May 17, 2016**  
**8:30 AM**  
**Santa Barbara MTD Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

**1. CALL TO ORDER**

**2. ROLL CALL OF THE BOARD OF DIRECTORS**

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

**3. REPORT REGARDING POSTING OF AGENDA**

**CONSENT CALENDAR**

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

The Board will be asked to waive the reading of and approve the draft minutes for the meeting of May 3, 2016.

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

The Board will be asked to review and approve the cash report for the period of April 26, 2016 through May 9, 2016.

**THIS CONCLUDES THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

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

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

**7. RECESS TO CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION-(SECTION 54956.9) - (ACTION MAY BE TAKEN)**

The Board will meet in closed session pursuant to Government Code § 54956.9(a)  
One case: Carlos Lazo vs. Santa Barbara MTD

**8. QUARTERLY FINANCE UPDATE FOR THE NINE-MONTHS ENDING MARCH 31, 2016- (ATTACHMENT-INFORMATIONAL)**

Staff will present the Quarterly Finance Update for the nine-month period ending March 31, 2016.

9. **FISCAL YEAR 2015-16 AUDIT ENGAGEMENT LETTER - (ATTACHMENTS- ACTION MAY BE TAKEN)**  
Staff recommends that the Board accept the Engagement Letter submitted by McGowan Guntermann for performing audit services for the 2015-2016 fiscal year ending June 30<sup>th</sup>.
10. **QUARTERLY STAFF REPORTS- (ATTACHMENTS-INFORMATIONAL)**  
The Board will review quarterly reports for the period of January 1, 2016 through March 31, 2016.
11. **REQUEST FOR OPTIONS FROM WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES FOR POTENTIAL ACQUISITION OF UP TO 14 ELECTRIC BUSES-(ACTION MAY BE TAKEN)**  
Staff recommends that the Board authorize the General Manager to request options from the Washington State Department of Enterprise Services (DES) for the potential acquisition of up to 14 BYD thirty-foot electric buses.
12. **GENERAL MANAGER'S REPORT UPDATE-(INFORMATIONAL)**
  - a) Local Agency Coordination
  - b) Electric Vehicle Fleet
  - c) Trapeze Software Training
  - d) FTA Grant Application
13. **OTHER BUSINESS AND COMMITTEE REPORTS - (ACTION MAY BE TAKEN)**  
The Board will report on other related public transit issues and committee meetings
14. **ADJOURNMENT**

**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, May 3, 2016**  
**8:30 AM**  
**Santa Barbara MTD Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

**1. CALL TO ORDER**

Chair Davis called the meeting to order at 8:30am

**2. ROLL CALL OF THE BOARD OF DIRECTORS**

Chair Davis reported that all members were present.

**3. REPORT REGARDING POSTING OF AGENDA**

Lilly Gomez, Administrative Assistant, reported that the agenda was posted on Friday, April 29<sup>th</sup>, 2016 at MTD's Administrative Office, mailed and emailed to those on the agenda list, and posted on MTD's website.

### CONSENT CALENDAR

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

Director Aceves moved to waive the reading of and approve the draft minutes for the meeting of April 19, 2016 and the cash reports for the period of March 29, 2016 through April 11, 2016 and April 12, 2016 through April 25, 2016. Director Tabor seconded the motion. The motion passed unanimously.

### THIS CONCLUDES THE CONSENT CALENDAR

**6. PUBLIC COMMENT**

Ms. Bonnie Elliot expressed her appreciation of the new AVL system but also shared her concern about the lack of announcements of the approaching stops on some buses. She requested that all buses have the bus stop announcements.

**7. COMMERCIAL PROPERTY INSURANCE RENEWAL, EFFECTIVE: MAY 24, 2016 THROUGH MAY 23, 2017 - (ACTION MAY BE TAKEN)**

Human Resources Manager, Mary Gregg recommended the Board of Directors authorize MTD staff to bind coverage and renew the commercial property insurance policy with Liberty National Insurance Company effective May 24, 2016. Director Rodriguez noted a typo on the narrative of the staff report and requested that it be corrected to the correct amount dollar amount of \$15,054. Director Aceves moved to renew commercial property insurance With Liberty National. Director Rodriguez seconded the motion. The motion passed unanimously.

**8. EARTHQUAKE INSURANCE RENEWAL, EFFECTIVE: MAY 24, 2016 THROUGH MAY 23, 2017 - (ACTION MAY BE TAKEN)**

Human Resources Manager, Mary Gregg recommended the Board of Directors authorize MTD staff to bind coverage and renew the earthquake insurance policy with Rockhill Insurance Company effective May 24, 2016. Director Tabor moved to renew earthquake insurance policy with Rockhill. Director Aceves seconded the motion. The motion passed unanimously.

**9. PROPOSED FINAL SERVICE PLAN FOR AUGUST 2016 - (ATTACHMENTS-ACTION MAY BE TAKEN)**

Chair Davis announced that this item is a public hearing for the proposed Program of Projects for the estimated FY 2017 Federal Transit Administration Section 5307 apportionment to the Santa Barbara urbanized area.

Planning Manager, George Amoon presented and recommended the board approve the Final Service Plan for August 2016. Mr. Amoon shared all of the efforts in community outreach, the changes made to the head signs to clarify routes 6/11/23/25, and advised the board that staff will insert a map of the Storke/Hollister intersection into the next bus guide.

Mr. Lee Moldaver spoke under public comment in regards to the bus signs at each stop being updated. Mr. Moldaver explained there are many signs that have conflicting schedule times with our guide and the changes that will take effect in August give MTD a great opportunity to update all signs that are incorrect. Additionally he complimented the district for their hard work and creativity that took place for the new service changes and community outreach.

Chair Davis and Director Aceves Thanked Jerry and Staff for all the time, labor, and creativity put into the outreach and service changes to support the needs of the Goleta rider.

Director McQuary moved to approve the Service Plan for 2016. Director Rodriguez seconded the motion. The motion passed unanimously.

**10. MTD - SBCC TRANSIT PASS PROGRAM AGREEMENT - (ATTACHMENTS-ACTION MAY BE TAKEN)**

Manager of Government Relations and Compliance, Steve Maas recommended that the Board authorize General Manager Estrada to sign the attached Agreement with Santa Barbara City College (SBCC) to continue the student transit pass program. Director Tabor moved to sign the agreement with SBCC. Director McQuary seconded the motion. The motion passed unanimously.

**11. MTD - LOSSAN TRANSIT TRANSFER AGREEMENT - (ATTACHMENT-ACTION MAY BE TAKEN)**

Manager of Government Relations and Compliance, Steve Maas recommended that the Board authorize General Manager Estrada to sign a Cooperative Agreement with the Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN). The Agreement will allow Pacific Surfliner passengers to transfer to MTD service without paying an additional fare, and will obligate LOSSAN to reimburse MTD for the fare. Mr. Maas shared that we had a similar agreement in the past the ultimately ended after a few years. Caltrans has just been granted \$1.6 million to reinstate the program. Directors Aceves and Shelor expressed concern with the program ending again and asked how quickly the contract could be amended if needed. Mr. Estrada stated the process to amend contract would only take a couple weeks to bring back to the board for consideration. Staff will follow up with the how quick amendment process is with LOSSAN would take if change is needed. Director Weinberg requested that MTD have our counsel sign off to future agreements. Director McQuary moved to sing the Cooperative Agreement with the Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN). Director Rodriguez seconded the motion. The motion passed unanimously.

***AT THIS POINT CHAIR DAVIS CLOSED THE PUBLIC HEARING***

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

General Manager, Jerry Estrada shared with the Board that Intercon technologies will no longer be helping MTD with the conversion of NiCad to Lithium batteries for the electric vehicle fleets. Mr. Estrada also shared that last week there was a small thermal incident resulting in a NiCad battery melting at the charging station. The issue was handled by staff quickly and efficiently however it is a great example as to why the conversion is a priority. MTD has reached out to E-Bus to continue with the conversion of batteries.

Mr. Estrada advised he is looking to hold a R&D committee meeting in regards to replacing the electric vehicle fleet.

Carpinteria Beautiful is a non profit program that the city and local volunteers participate in to paint the MTD benches to enhance the beauty of the stops around the city of Carpinteria.

SBCC & UCSB Student Bus Pass Programs have both renewed with positive feedback from all fronts. Director Shelor advised the Board that this year's agreement with UCSB had the most affirmative votes on the ballot this year.

Assistant General Manager, Brad Davis gave the Board an update on the Capital Projects & Procurements. The AVL system had tests done in February and there were many technical difficulties, so the announcements were removed. MTD has worked through some of the difficulties and will turn the announcements back on. MTD is in hopes that the system will be put in place by end summer. Chair Davis requested that the board gets an overview of all the changes that will be implemented. Mr. Estrada stated he will give a better picture of the whole system after the budget, closer to end of the year.

Mr. Brad Davis shared that the Marketing services is out on the market currently and the bids will close as of May 12. MTD is looking to have the marketing services finalized by end of June.

#### ***AT THIS POINT DIRECTOR WEINBERG RECUSED HISSELF***

Mr. Brad Davis updated the Board about the roofing project with Schipper construction project. As work started Schipper construction found some metal paneling in the roof that has a number of holes and the metal decking will need to be replaced. Staff is working with the contractor on the options and then reviewing with our architects and structural engineer.

#### ***DIRECTOR WEINBERG REJOINED THE MEETING***

Mr. Estrada also shared that MTD Community Outreach and Customer Service Administrator Nancy Alexander coordinated the successful participation in the Earth day festival. Furthermore Administrative Assistant Lilly Gomez attended Citrix's own Earth day festival and the info was well received about the service changes to the Area.

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

Director McQuary stated the Development committee met and the final service plan presented by George Amoon were the fruits of the labor.

Director Shelor announced that he will not be able to attend the May 17 BOD meeting. The BOD meeting being held May 31 has been cancelled.

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

#### **14. RECESS TO CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION-(SECTION 54956.9) - (ACTION MAY BE TAKEN)**

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

One case: Carlos Lazo vs. Santa Barbara MTD

Chair Davis reported no action was taken.

#### **15. RECESS TO CLOSED SESSION – CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE §54957.6) – (ACTION MAY BE TAKEN)**

Agency designated representative: Mr. Jerry Estrada, General Manager.

Employee organization: International Brotherhood of Teamsters Union, Local 186.

Chair Davis reported no action was taken.

**16. ADJOURNMENT**

Director Aceves moved to adjourn the meeting at 10:59 a.m. Director Rodriguez seconded the motion. The motion passed unanimously.

---

---

**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of May 17, 2016**  
**For the Period April 26, 2016 through May 9, 2016**

---

---

**MONEY MARKET**

**Beginning Balance April 26, 2016** **\$7,204,963.56**

SB-325 (LTF)	461,891.30
Property Tax Revenue	381,811.08
Accounts Receivable	140,436.45
Passenger Fares	130,973.95
Measure "A"	123,268.74
Advertising/Prepaid Deposits	99,627.54
UCSB Fares	95,297.54
Prop 1B Transfers	52,278.32
Miscellaneous/Asset Sales	20,925.00
<b>Total Deposits</b>	<b>1,506,509.92</b>

ACH Garn/Escrow	(3,693.89)
ACH Pensions Transfer	(29,664.05)
ACH Tax Deposit	(144,442.99)
Operations Transfer	(294,884.73)
Payroll Transfer	(324,161.39)
<b>Total Disbursements</b>	<b>(796,847.05)</b>

**Ending Balance** **\$7,914,626.43**

**CASH INVESTMENTS**

LAIF Account	\$3,350,004.78
Money Market Account	7,914,626.43

**Total Cash Balance** **\$11,264,631.21**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$4,086,553.75)
-------------------------	------------------

**Working Capital** **\$7,178,077.46**

**Santa Barbara Metropolitan Transit District**  
**Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
112329	4/29/2016	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	384.64	
112330	4/29/2016	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	1.38	
112331	4/29/2016	CENTRAL CITY ABS, INC.	BUS SUPPLIES	180.26	
112332	4/29/2016	CINTAS CORPORATION	FIRST AID SUPPLIES	84.23	
112333	4/29/2016	CIO SOLUTIONS, LP	IT SERVICES	2,800.00	
112334	4/29/2016	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	107.80	
112335	4/29/2016	CA STATE OF BOARD OF EQUALIZ	SALES/CONSUMER USE TAX	704.00	
112336	4/29/2016	MARY DEAIL	PAYROLL RELATED	106.15	
112337	4/29/2016	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	31.36	
112338	4/29/2016	ERGOMETRICS, INC.	DRIVER TEST SCORING	50.00	
112339	4/29/2016	STATE OF CALIFORNIA/FTB	PAYROLL RELATED	88.64	
112340	4/29/2016	STATE OF CALIFORNIA	PAYROLL RELATED	572.22	
112341	4/29/2016	FRANK SCHIPPER CONSTRUCTION	T1 CANOPY PROJECT	28,644.52	
112342	4/29/2016	FRONTIER CALIFORNIA INC.	TELEPHONES	1,232.46	
112343	4/29/2016	HAYNES SALES DBA	B&G REPAIRS & SUPPLIES	48.41	
112344	4/29/2016	HAYWARD LUMBER	SHOP SUPPLIES	1,064.44	
112345	4/29/2016	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	187.72	
112346	4/29/2016	INTERCON TECHNOLOGIES DBA	EV/CHARGER REPAIRS	6,651.14	
112347	4/29/2016	JERRY'S PLUMBING & HEATING, I	PLUMBING REPAIRS	560.00	
112348	4/29/2016	LAWSON PRODUCTS INC	SHOP SUPPLIES	240.47	
112349	4/29/2016	MC CORMIX CORP. (OIL)	LUBRICANTS	1,806.52	
112350	4/29/2016	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,498.42	
112351	4/29/2016	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	120.18	
112352	4/29/2016	NATIONAL DRIVE	PAYROLL DEDUCTION	140.00	
112353	4/29/2016	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	442.27	
112354	4/29/2016	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	716.04	
112355	4/29/2016	STEPHEN C. OLIVERA	DMV REIMBURSEMENT	10.00	
112356	4/29/2016	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
112357	4/29/2016	ALEX RAMIREZ	REIMBURSEMENT	53.00	
112358	4/29/2016	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	1,060.00	
112359	4/29/2016	SILVAS OIL CO., INC.	LUBRICANTS	137.48	
112360	4/29/2016	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	489.93	
112361	4/29/2016	SHIELD HEATING & AIR DBA	B&G REPAIRS & SUPPLIES	787.74	
112362	4/29/2016	SM TIRE, CORP.	BUS TIRE MOUNTING	119.00	
112363	4/29/2016	THE GAS COMPANY DBA	UTILITIES	22.08	
112364	4/29/2016	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	5.70	
112365	4/29/2016	SB CITY OF-REFUSE/WATER	UTILITIES	692.87	
112366	4/29/2016	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	431.57	



Check #	Date	Company	Description	Amount	Voids
112367	4/29/2016	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	331.80	
112368	4/29/2016	UNITED WAY OF SB	PAYROLL DEDUCTION	102.00	
112369	4/29/2016	J.C. M. AND ASSOCIATES INC.	UNIFORMS	423.93	
112370	4/29/2016	U.S. BANK NATIONAL ASSOCIATIO	MISC. CC PURCHASES	3,798.39	
112371	4/29/2016	U.S. DEPARTMENT OF EDUCATION	PAYROLL RELATED	95.96	
112372	4/29/2016	VENTURA STEEL, INC.	B&G REPAIRS & SUPPLIES	22.14	
112373	4/29/2016	VERIZON WIRELESS	WIRELESS PHONES	503.97	
112374	4/29/2016	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,161.14	
112375	4/29/2016	WAYTEK INC.	BUS PARTS & SHOP SUPPLIES	432.85	
112376	4/29/2016	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	166.00	
112377	4/29/2016	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	340.05	
112378	5/5/2016	ABC BUS COMPANIES INC	BUS PARTS	128.54	
112379	5/5/2016	ACCONTEMPS DBA	CONTRACT EMPLOYMENT	3,103.68	
112380	5/5/2016	BIG GREEN CLEANING CO. DBA	JANITORIAL SERV./SUPPLIES	320.35	
112381	5/5/2016	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	271.76	
112382	5/5/2016	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	30,821.79	
112383	5/5/2016	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	143.23	
112384	5/5/2016	CITY OF CARPINTERIA	ELECTRIC CHARGING STATION	1,063.80	
112385	5/5/2016	CARPINTERIA VALLEY CHAMBER	MEMBERSHIP DUES	275.00	
112386	5/5/2016	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	575.00	
112387	5/5/2016	CLEVER DEVICES LTD	AIM CONTRACT INSTALLMENT	69,061.14	
112388	5/5/2016	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	244.25	
112389	5/5/2016	CIO SOLUTIONS, LP	IT SERVICES	87.50	
112390	5/5/2016	COAST TRUCK PARTS	BUS PARTS	265.19	
112391	5/5/2016	CUMMINS PACIFIC, LLC	BUS PARTS	4,554.70	
112392	5/5/2016	DILLINGHAM TICKET CO., LLC	BUS INSPECTION FORMS	5,540.80	
112393	5/5/2016	DOWNTOWN ORGANIZATION, INC	TC MAINTENANCE	3,600.00	
112394	5/5/2016	EVERSHADE LLC DBA	STEAM CLEANING BUS STOPS	260.00	
112395	5/5/2016	FAST UNDERCAR	EV BUS PARTS	214.07	
112396	5/5/2016	FRONTIER CALIFORNIA INC.	TELEPHONES	838.61	
112397	5/5/2016	GIBBS INTERNATIONAL INC	BUS PARTS	2,185.14	
112398	5/5/2016	GILLIG LLC	BUS PARTS	5,313.55	
112399	5/5/2016	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	12,284.11	
112400	5/5/2016	H.G. MAKELIM CO., INC.	BUS PARTS	1,965.06	
112401	5/5/2016	HIGH IMPACT INC.	FORKLIFT SAFETY TRAINING	270.00	
112402	5/5/2016	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	65.52	
112403	5/5/2016	GABRIEL HUERTA	VTT REIMBURSEMENT	10.00	
112404	5/5/2016	INTERSTATE BATTERY OF SIERRA	EV ACCESSORY BATTERIES	1,470.63	
112405	5/5/2016	LANSPEED DBA	IT SERVICES	307.50	
112406	5/5/2016	MANSFIELD OIL CO.- GAINESVILL	BUS FUEL	32,451.46	
112407	5/5/2016	MC CORMIX CORP. (OIL)	LUBRICANTS	3,639.20	

Check #	Date	Company	Description	Amount	Voids
112408	5/5/2016	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	68.05	
112409	5/5/2016	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	4,431.56	
112410	5/5/2016	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	1,011.16	
112411	5/5/2016	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	60.52	
112412	5/5/2016	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,270.35	
112413	5/5/2016	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	27,423.00	
112414	5/5/2016	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	465.57	
112415	5/5/2016	NEW FLYER INDUSTRIES CANADA	BUS PARTS	67.00	
112416	5/5/2016	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	1,278.62	
112417	5/5/2016	OFFICETEAM	TEMPORARY STAFF	1,843.34	
112418	5/5/2016	PERRY LINCOLN MERCURY MAZD	SERVICE VEHICLE PARTS / REPAIRS	52.62	
112419	5/5/2016	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	42.35	
112420	5/5/2016	SM TIRE, CORP.	BUS TIRE MOUNTING	300.76	
112421	5/5/2016	SO. CAL. EDISON CO.	UTILITIES	6,140.43	
112422	5/5/2016	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	317.43	
112423	5/5/2016	STAPLES CREDIT PLAN	OFFICE & COMPUTER SUPPLIES	618.90	
112424	5/5/2016	SB CITY OF-REFUSE/WATER	UTILITIES	3,112.24	
112425	5/5/2016	THE MEDCENTER	MEDICAL EXAMS	2,862.00	
112426	5/5/2016	UC REGENTS	MEETING ROOM RENTAL	123.50	
112427	5/5/2016	J.C. M. AND ASSOCIATES INC.	UNIFORMS	699.09	
112428	5/5/2016	VALLEY POWER SYSTEMS, INC.	BUS PARTS	718.21	
112429	5/5/2016	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	718.58	
				<b>294,884.73</b>	
				<b>Current Cash Report Voided Checks:</b>	0.00
				<b>Prior Cash Report Voided Checks:</b>	0.00
				<b>Grand Total:</b>	<b>\$294,884.73</b>

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

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
5/2/2016	Gem Faire, Inc	Advertising on Buses	3,260.00
5/3/2016	ASTI Holding Company, LLC	Overpass Property Lease - May 2016	15,389.18
5/3/2016	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship 4/6	3,714.96
5/3/2016	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship 3/30	4,312.16
5/3/2016	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship 3/28	4,312.16
5/3/2016	City of SB-Environmental Services D	Advertising on Buses	1,410.00
5/3/2016	KCSB - FM	Advertising on Buses	498.00
5/6/2016	Jim Haggerty	Retiree - Vision	12.20
5/9/2016	County of Santa Barbara	Passes/Token Sales	3,006.25
5/9/2016	Stevens and Associates	Advertising on Buses	374.85
5/9/2016	Stevens and Associates	Advertising on Buses	1,285.15
5/9/2016	UCSB - Contract Fares	Contract Fares - April 2016	95,297.54
5/9/2016	UCSB - Parking Services-7001	Passes/Passports Sales	7,564.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$140,436.45</b>



## BOARD OF DIRECTORS REPORT

**MEETING DATE:** May 17, 2016

**AGENDA ITEM #:** 8

**TYPE:** Informational

**PREPARED BY:** Thais Sayat

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

**REVIEWED BY:** General Manager

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

**SUBJECT: Quarterly Finance Update for the 9 Months Ending March 31, 2016**

### **DISCUSSION:**

With the continued reduction in ridership during the third quarter, this financial update for the first nine months of fiscal year 2015-16 generally reflects a continuance of the trends previously experienced this year. Fare revenue, while still down, was in line with the revised budget projection and total expenses were 3% under anticipated outlays. Increased property tax and bus advertising revenues generally offset the sales tax revenue budget shortfall. Expenditures for the nine months were under budget largely due to a combination of lower than projected wages, fringe benefits, and fuel costs. Relative to the prior year, total revenue is flat and operating expenses are up by 1.5%.

Given the recent certification of this year's pending federal operating grant by the Department of Labor, MTD is recognizing the FTA formula assistance in the third quarter financial statements. The effect is to transform the nearly \$2 million operating deficit indicated in the six-month reports into a \$385,000 surplus as of last March 31.

### Performance Indicators

The farebox ratio for the nine-month period was 32.1%. This is a substantial decrease from the prior year's 35.5% ratio as a result of the drop in fare revenue. Recent changes to TDA regulations decreased the minimum allowable farebox ratio for all urban transit operators to 20%. Previously, MTD was required to maintain a 30.3% farebox ratio which was based on its revenue and expense figures from the 1970s when the TDA program was enacted.

Total ridership still reflects an 8% decrease from the prior year as reported last quarter. This combined with the 1.5% increase in operating expenditures resulted in a 10.3% increase in the cost per passenger to \$3.43. The operating cost per hour for the nine months was \$113.83. This reduction from the prior year figure of \$114.05 was due to the 1.7% increase in the service level compared to the 1.5% growth in operating expenditures.

### Operating Revenue

The approximate \$18.2 million in total MTD operating revenue was in line with budget expectations. Total fare revenue was \$68,000 under budget in spite of the budget revision decrease in such income. However, this was offset by non-transportation income which surpassed budget expectations by \$58,000. Operating revenues as a whole were nearly unchanged from last year.

Fare revenues were 1% under budget and \$515,000, or 8%, less than the prior year. As noted in previous quarters, current year revenues reflect \$25,000 in Coastal Express Limited (CEL) refunds processed following termination of the service in June 2015. This year's revenue is further affected by the loss of the \$100,000 generated by the CEL service last year. The remaining factors contributing to the fare revenue decrease are attributable to the ongoing drop in cash fares and pass sales as a result of reduced ridership. On a somewhat positive note, the revenue loss compared to the prior year occurred at a slower rate during the third quarter. Contract fares were generally in line with expectations. Of note is a nearly \$30,000 increase in revenue generated by additional cruise ship shuttle service.

Total non-operating revenue surpassed budget expectations by \$58,000 and reflected growth of 4% from the prior year. Most areas in non-operating revenue exceeded budget projections, which offset the under-budget LTF and Measure A sales tax revenue. About half of the growth in non-fare revenue relative to the prior year is due to the \$250,000 increase in Local Operating Assistance. This reflects the combination of new funding from UCSB (lines 12x and 24x) and LCTOP (lines 1 and 2). The remaining growth stems from a large uptick in advertising revenue as a result of a new contracts at the recently revised advertising rates.

### Operating Expenditures

Operating expenditures came in under budget less than 3% or approximately \$526,000 for the nine months. The largest component of this amount is the wages and fringe benefits expense, which was \$320,000 less than expected. As mentioned in previous updates, there were budgeted positions that remained vacant in Route Operations and Vehicle Maintenance, which resulted in cost savings. In addition to this, positions filled in Risk & Safety, Hire & Training, Transit Development, and District Administration were not filled at the start of the year as intended. Also, there were several employees on leave of absences so this factor also increased the cost savings. Diesel fuel and bus parts were under budget for a total of \$123,000. Other Promotions and Fare Processing were under budget by \$44,000 and \$46,000 respectively. Operating expenditures relative to prior year increased by \$265,000 or 1.5%. MTD's Self-Insured Liability and Workers Compensation as a whole were over budget by \$159,000 or 14% of projected costs. Relative to the prior year, there was an increase of approximately \$99,000 or 62%.

### Capital Budget

MTD capital expenditures through the first three quarters totaled \$3.5 million. 90% of these costs were attributable to the acquisition of the five Gillig buses (\$2.2 million) and the AIM Intelligent Transportation System project (\$957,794). The balance is composed of outlays for numerous projects including the TI canopy upgrades, the TC renovation, a new GFI ticket vending machine, Lithium-Ion battery upgrades, and ongoing vehicle drivetrain replacements.

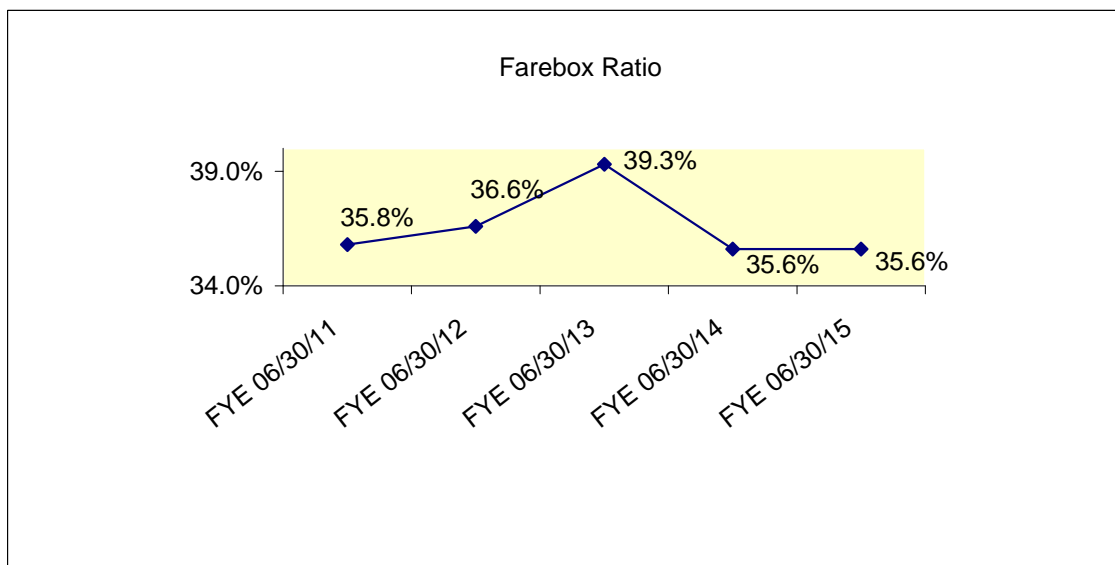
# Santa Barbara Metropolitan Transit District

## Revenue, Expense & Performance Report

**For 9 Months Ending March 31, 2016**

Category	FY 2015-16	FY 2014-15	% Change
Passenger Fares (Cash & Discounted Passes)	\$ 3,417,478	\$ 3,944,839	-13.4%
Passenger Fares (Contract Related)	2,330,584	2,318,273	0.5%
Total Passenger Fares:	\$ 5,748,062	\$ 6,263,112	-8.2%
Advertising Revenue	\$ 420,312	\$ 365,178	15.1%
Total Operating Expense	\$ 17,887,580	\$ 17,622,865	1.5%
Farebox Ratio	32.1%	35.5%	-9.6%
Required Farebox Ratio:	20.0%	30.3%	
Revenue Hours	157,140	154,518	1.7%
Revenue Miles	1,904,548	1,932,553	-1.4%
Total Passengers	5,210,641	5,661,624	-8.0%
Cost/Passenger	\$3.43	\$3.11	10.3%
Cost/Hour	\$113.83	\$114.05	-0.2%
Cost/Mile	\$9.39	\$9.12	3.0%
Passenger/Hour	33.16	36.64	-9.5%
Passenger/Mile	2.74	2.93	-6.6%

Farebox Ratios for Prior Fiscal Years:



**Santa Barbara Metropolitan Transit District**

**Operating & Capital Budget  
For 9 Months Ending March 31, 2016**

	<b>ACTUAL FY 2015-16</b>	<b>BUDGET FY 2015-16</b>	<b>PRIOR FY 2014-15</b>
<b>OPERATING REVENUE</b>			
Passenger Fares	\$5,748,062	\$5,816,392	\$6,263,112
Sales Tax Revenue (TDA)	5,632,757	5,710,911	5,589,245
Federal Operating Assistance	3,793,563	3,708,853	3,685,772
Measure A, Section 3 LSTI	1,526,629	1,556,319	1,506,629
Non-Transportation Income	630,451	589,533	551,032
Property Tax Revenue	617,003	550,875	579,174
Local/LCTOP Operating Assistance	328,732	300,390	78,611
<b>Total Operating Revenue</b>	<b>\$18,277,197</b>	<b>\$18,233,273</b>	<b>\$18,253,575</b>
<b>OPERATING EXPENSE</b>			
Route Operations	\$10,817,789	\$10,796,163	\$10,402,529
Vehicle Maintenance	3,784,370	4,065,503	4,079,839
Passenger Accommodations	1,118,258	1,289,157	1,132,083
General Overhead	2,167,163	2,262,553	2,008,414
<b>Total Operating Expense</b>	<b>\$17,887,580</b>	<b>\$18,413,376</b>	<b>\$17,622,865</b>
<b>Net Gain/(Loss) from Operating Activities</b>	<b>\$389,617</b>	<b>(\$180,103)</b>	<b>\$630,710</b>

	<b>ACTUAL FY 2015-16</b>	<b>BUDGET FY 2015-16</b>	<b>PRIOR FY 2014-15</b>
<b>CAPITAL REVENUE</b>			
Measure A - Capital Replacement Fund	\$776,866	\$1,340,786	\$741,112
State Transit Assistance (TDA)	0	2,958,673	2,332,146
Prop. 1B Capital Assistance Fund	2,309,556	4,580,536	141,383
Federal Capital Assistance	418,774	1,361,255	0
Other Capital Assistance	3,495	0	0
<b>Total Capital Revenue</b>	<b>\$3,508,691</b>	<b>\$10,241,250</b>	<b>\$3,214,641</b>

<b>CAPITAL PROJECTS</b>			
Buses	\$2,128,064	\$2,643,750	\$2,226,974
Intelligent Transportation Systems	957,794	3,210,000	420,333
Bus Improvements	170,196	517,500	405,237
Passenger Facilities & Equipment	150,659	375,000	29,970
Buildings & Fixed Facilities	92,721	1,796,250	36,153
Shop Equipment	6,184	56,250	48,251
Office Furniture & Equipment	3,073	18,750	918
Electric Vehicles	0	1,500,000	0
Management Information Systems	0	67,500	0
Radios, Fareboxes & Bike Racks	0	56,250	46,805
<b>Total Capital Projects</b>	<b>\$3,508,691</b>	<b>\$10,241,250</b>	<b>\$3,214,641</b>

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## STATEMENT OF NET POSITION

March 31, 2016

### ASSETS

#### *CURRENT ASSETS*

Cash & Cash Items	17,087,568	
Receivables	5,951,461	
Materials & Supplies Inventory	1,329,220	
Prepayments	<u>287,739</u>	
		24,655,988

#### *NON-CURRENT ASSETS*

Work in Process	2,270,375	
Land	5,596,297	
Fixed Facilities	12,975,305	
Revenue Fleet	44,466,201	
Non-Revenue Vehicles	762,621	
Shop Equipment	609,738	
Office & IT Equipment	2,201,747	
Bus Stop Facilities	1,091,042	
Accumulated Depreciation	<u>37,684,349</u>	
		<u>32,288,978</u>

#### **TOTAL ASSETS**

56,944,966

### LIABILITIES

#### *CURRENT LIABILITIES*

Accounts Payable	472,654	
Payroll Liabilities	1,222,477	
Other Current Liabilities	<u>1,279,860</u>	
		2,974,991

#### *NON-CURRENT LIABILITIES*

Accrued Benefits & Payouts	<u>6,922,493</u>	
		<u>6,922,493</u>

#### **TOTAL LIABILITIES**

\$9,897,483

### CAPITAL

#### *FEDERAL CAPITAL*

Federal Grants	<u>30,984,435</u>	
		30,984,435

#### *TDA & OTHER CAPITAL*

TDA & Other Capital	<u>1,304,542</u>	
		<u>1,304,542</u>

#### **TOTAL CAPITAL**

\$32,288,977

#### **NET POSITION**

14,758,505

#### **TOTAL LIABILITIES & CAPITAL**

\$56,944,966



# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## REVENUE VARIANCE REPORT

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
<b>OPERATING REVENUE</b>					
CASH FARES					
Regular Cash Fares	1,745,717	1,815,807	(70,090)	1,918,781	(173,064)
	<u>\$ 1,745,717</u>	<u>\$ 1,815,807</u>	<u>(\$ 70,090)</u>	<u>\$ 1,918,781</u>	<u>(\$ 173,064)</u>
TICKETS & TOKENS					
One Day Pass Fares	3,987	4,171	(184)	3,908	79
Adult Ten Ride Pass Fares	498,946	520,455	(21,510)	572,027	(73,082)
Youth Ten Ride Pass Fares	326,956	314,209	12,747	333,173	(6,217)
Senior Ten Ride Pass Fares	58,958	61,468	(2,509)	60,090	(1,132)
Mobility 10-Ride Pass Fares	22,546	23,333	(787)	23,222	(676)
Coastal Express Limited 10 Ride Pa	(7,361)	(7,361)	1	73,898	(81,259)
Regular Fares - Tokens	37,427	35,081	2,345	44,395	(6,968)
Adult 30 Days Passports	461,273	456,681	4,592	536,319	(75,046)
Youth 30 Days Passports	122,954	130,382	(7,429)	184,246	(61,293)
Senior 30 Days Passports	73,464	70,070	3,394	71,316	2,148
Mobility 30 Days Passports	90,615	95,394	(4,779)	95,435	(4,820)
Coastal Express Limited 30 Days Pa	(18,004)	(18,004)	0	28,028	(46,032)
	<u>\$ 1,671,761</u>	<u>\$ 1,685,880</u>	<u>(\$ 14,119)</u>	<u>\$ 2,026,058</u>	<u>(\$ 354,297)</u>
CONTRACT FARES					
Brooks Institute Contract Fares	0	0	0	1,612	(1,612)
UCSB Contract Fares	705,225	704,741	484	695,378	9,848
City Shuttle Contract Fares	788,667	787,759	908	780,669	7,998
Downtown City My Ride Program Co	27,261	42,350	(15,089)	31,250	(3,989)
SBCC Contract Revenue	727,296	727,296	0	745,731	(18,435)
Special Event Fares	82,135	52,560	29,575	63,633	18,502
	<u>\$ 2,330,584</u>	<u>\$ 2,314,706</u>	<u>\$ 15,879</u>	<u>\$ 2,318,273</u>	<u>\$ 12,311</u>
OPERATING REVENUE SUBTOTAL	\$ 5,748,062	\$ 5,816,392	(\$ 68,330)	\$ 6,263,112	(\$ 515,050)
<b>NON OPERATING REVENUE</b>					
NON TRANSPORTATION REVENUE					
Advertising On Buses	420,312	393,750	26,562	365,178	55,134
Interest On Investments	27,650	31,935	(4,285)	30,662	(3,012)
Gain/(Loss) on Assets Sales	30,446	17,500	12,946	4,710	25,736
Miscellaneous Revenue	12,579	7,500	5,079	11,739	841
Overpass Property Revenue	139,463	138,848	616	138,743	720
Prop 1B-OSH	0	0	0	0	0
Prop 1B-PTMISEA	0	0	0	0	0
Property Tax Revenue	617,003	550,875	66,128	579,174	37,829
	<u>\$ 1,247,453</u>	<u>\$ 1,140,407</u>	<u>\$ 107,046</u>	<u>\$ 1,130,206</u>	<u>\$ 117,247</u>
SALES TAX REVENUE					
SB325 Local Transportation Fund	5,632,757	5,710,911	(78,154)	5,589,245	43,512
Measure A, Section 3 LSTI	1,526,629	1,556,319	(29,689)	1,506,629	20,001
Local Operating Assistance	270,630	242,288	28,342	78,611	192,019
LCTOP Operating Assistance	58,102	58,102	0	0	58,102
	<u>\$ 7,488,119</u>	<u>\$ 7,567,620</u>	<u>(\$ 79,501)</u>	<u>\$ 7,174,485</u>	<u>\$ 313,634</u>
FEDERAL ASSISTANCE					
FTA - Operating Assistance	3,739,563	3,708,853	30,710	3,685,772	53,791
	<u>\$ 3,739,563</u>	<u>\$ 3,708,853</u>	<u>\$ 30,710</u>	<u>\$ 3,685,772</u>	<u>\$ 53,791</u>
NON OPERATING REVENUE	<u>\$ 12,475,135</u>	<u>\$ 12,416,880</u>	<u>\$ 58,255</u>	<u>\$ 11,990,463</u>	<u>\$ 484,672</u>
<b>GRAND TOTALS</b>	<u><b>\$ 18,223,197</b></u>	<u><b>\$ 18,233,273</b></u>	<u><b>(\$ 10,076)</b></u>	<u><b>\$ 18,253,575</b></u>	<u><b>(\$ 30,378)</b></u>

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT****OPERATING EXPENDITURES****For the 9 Months ending March 31, 2016**

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
<b><i>ROUTE OPERATIONS</i></b>					
DRIVERS	7,833,757	7,973,640	(139,883)	7,688,711	145,045
DISPATCH & SUPERVISION	442,321	460,814	(18,493)	423,604	18,717
HIRING & TRAINING	219,513	213,961	5,551	281,125	(61,613)
RISK & SAFETY	1,703,065	1,528,615	174,450	1,537,291	165,774
CONTRACTED TRANSPORTATION	619,133	619,133	0	471,798	147,335
<i>SUBTOTAL</i>	<u>\$ 10,817,789</u>	<u>\$ 10,796,163</u>	<u>\$ 21,626</u>	<u>\$ 10,402,529</u>	<u>\$ 415,260</u>
<b><i>VEHICLE MAINTENANCE</i></b>					
MECHANICS	789,281	869,217	(79,936)	759,179	30,101
CLEANERS & FUELERS	598,185	594,685	3,500	584,632	13,553
SHOP SUPERVISION	336,385	340,657	(4,272)	446,476	(110,091)
FUEL, LUBRICANTS AND TIRES	1,503,785	1,608,143	(104,358)	1,765,659	(261,874)
VEHICLE PARTS AND SUPPLIES	489,034	532,246	(43,212)	475,724	13,310
OUTSIDE VEHICLE MAINTENANCE	46,133	61,875	(15,742)	32,089	14,044
RISK AND SAFETY	21,567	58,681	(37,113)	16,080	5,487
<i>SUBTOTAL</i>	<u>\$ 3,784,370</u>	<u>\$ 4,065,503</u>	<u>(\$ 281,134)</u>	<u>\$ 4,079,839</u>	<u>(\$ 295,469)</u>
<b><i>PASSENGER FACILITIES</i></b>					
PASSENGER FACILITIES	487,672	490,558	(2,885)	490,882	(3,209)
TRANSIT DEVELOPMENT	247,160	279,071	(31,911)	258,879	(11,718)
PROMOTION & INFORMATION	178,097	262,516	(84,418)	167,887	10,210
FARE REVENUE COLLECTION	205,328	257,013	(51,685)	214,436	(9,108)
<i>SUBTOTAL</i>	<u>\$ 1,118,258</u>	<u>\$ 1,289,157</u>	<u>(\$ 170,899)</u>	<u>\$ 1,132,083</u>	<u>(\$ 13,825)</u>
<b><i>GENERAL OVERHEAD</i></b>					
FINANCE	341,731	341,676	55	327,128	14,603
PERSONNEL	101,080	117,999	(16,919)	41,982	59,098
OPERATING FACILITIES	250,482	236,966	13,515	234,181	16,300
DISTRICT ADMINISTRATION	1,316,321	1,386,319	(69,998)	1,237,177	79,144
UTILITIES	157,550	179,592	(22,042)	167,945	(10,395)
<i>SUBTOTAL</i>	<u>\$ 2,167,163</u>	<u>\$ 2,262,553</u>	<u>(\$ 95,389)</u>	<u>\$ 2,008,414</u>	<u>\$ 158,750</u>
<b><i>TOTAL OPERATING COST</i></b>	<u><b>\$ 17,887,580</b></u>	<u><b>\$ 18,413,376</b></u>	<u><b>(\$525,796)</b></u>	<u><b>\$ 17,622,865</b></u>	<u><b>\$ 264,715</b></u>

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## ROUTE OPERATIONS

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
<b>DRIVERS</b>					
<b>WAGES</b>					
Scheduled	4,533,766	4,543,438	(9,672)	4,445,980	87,785
Scheduled OT	231,248	246,706	(15,459)	235,828	(4,580)
Unscheduled	160,082	124,465	35,617	120,305	39,777
Driver Light Duty	1,635	15,532	(13,897)	4,004	(2,369)
<b>FRINGE BENEFITS</b>					
FICA - Drivers	422,322	426,315	(3,994)	412,551	9,771
Pension - Drivers	646,370	660,242	(13,872)	672,530	(26,159)
Health Insurance - Drivers	1,143,337	1,219,010	(75,673)	1,092,166	51,171
Sick Pay - Drivers	92,473	99,893	(7,421)	93,536	(1,064)
Vacation - Drivers	322,523	348,316	(25,792)	318,839	3,684
Holiday Pay - Drivers	209,925	219,010	(9,085)	208,165	1,759
Other Pay - Drivers	34,868	20,781	14,087	27,361	7,507
Unemployment Insurance - Drivers	25,004	32,681	(7,677)	32,209	(7,205)
Uniforms - Drivers	10,205	17,250	(7,045)	25,237	(15,032)
	<u>\$ 7,833,757</u>	<u>\$ 7,973,640</u>	<u>(\$ 139,883)</u>	<u>\$ 7,688,711</u>	<u>\$ 145,045</u>
<b>DISPATCH &amp; SUPERVISION</b>					
<b>WAGES</b>					
Supervisors - Dispatch & Supervision	123,563	130,242	(6,679)	121,403	2,160
Staff - Dispatch & Supervision	130,704	135,204	(4,500)	115,679	15,025
<b>FRINGE BENEFITS</b>					
FICA - Dispatch & Supervision	23,807	25,057	(1,249)	23,569	238
Pension - Dispatch & Supervision	30,858	29,300	1,559	29,722	1,136
Health Insurance - Dispatch & Supervi	72,820	75,308	(2,489)	58,016	14,804
Sick Pay - Dispatch & Supervision	10,680	6,251	4,429	20,918	(10,238)
Vacation - Dispatch & Supervision	18,645	27,518	(8,872)	26,197	(7,552)
Holiday Pay - Dispatch & Supervision	13,058	14,750	(1,692)	11,609	1,450
Other Pay - Dispatch & Supervision	17,181	16,036	1,145	15,130	2,051
Unemployment Insurance - Dispatch &	1,004	1,148	(144)	1,360	(357)
	<u>\$ 442,321</u>	<u>\$ 460,814</u>	<u>(\$ 18,493)</u>	<u>\$ 423,604</u>	<u>\$ 18,717</u>
<b>HIRING &amp; TRAINING</b>					
<b>WAGES</b>					
Staff - Hiring & Training	15,181	17,156	(1,975)	24,815	(9,634)
Student Drivers	32,842	27,234	5,608	30,932	1,910
Existing Drivers/Supervisors Training	101,757	100,040	1,718	134,322	(32,564)
<b>FRINGE BENEFITS</b>					
FICA - Hiring & Training	8,253	11,639	(3,386)	13,543	(5,291)
Pension - Hiring & Training	7,952	6,905	1,048	14,027	(6,075)
Health Insurance - Hiring & Training	14,276	15,094	(818)	20,487	(6,212)
Sick Pay - Hiring & Training	1,224	1,324	(100)	5,049	(3,825)
Vacation - Hiring & Training	7,475	3,355	4,120	9,960	(2,485)
Holiday Pay - Hiring & Training	2,732	3,020	(287)	5,900	(3,168)
Other Pay - Hiring & Training	1,001	512	489	1,133	(132)
Unemployment Insurance - Hiring & Tr	378	399	(21)	553	(175)

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## ROUTE OPERATIONS

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
Medical/Driving Exams & DMV Fees (	20,051	16,500	3,551	18,631	1,420
Employment Ads	5,261	3,675	1,586	1,419	3,842
Training, Travel & Meetings (RO)	1,129	7,110	(5,981)	354	775
	<u>\$ 219,513</u>	<u>\$ 213,961</u>	<u>\$ 5,551</u>	<u>\$ 281,125</u>	<u>(\$ 61,613)</u>
<b>RISK &amp; SAFETY</b>					
WAGES					
Staff - Risk & Safety	71,115	67,898	3,217	24,312	46,803
Supervisors - Risk & Safety	214,963	219,704	(4,740)	210,677	4,286
Driver Accident Pay	1,706	1,298	407	1,524	182
FRINGE BENEFITS					
FICA - Risk & Safety	25,541	25,523	18	20,793	4,748
Pension - Risk & Safety	31,813	32,302	(489)	25,248	6,565
Health Insurance - Risk & Safety	56,132	68,861	(12,728)	36,873	19,259
Sick Pay - Risk & Safety	3,102	4,250	(1,148)	11,471	(8,369)
Vacation - Risk & Safety	20,931	21,352	(420)	24,117	(3,185)
Holiday Pay - Risk & Safety	13,020	17,992	(4,972)	9,514	3,506
Other Pay - Risk & Safety	9,401	4,142	5,259	8,214	1,187
Unemployment Insurance - Risk & Saf	890	1,333	(443)	560	330
LIABILITY COSTS					
Liability - Professional Services	130,204	89,299	40,904	120,581	9,623
Liability Insurance	191,373	191,374	0	177,007	14,367
Liability CY Payouts	20,912	56,250	(35,338)	6,422	14,490
Liability CY Reserves	134,071	105,000	29,071	11,002	123,069
Liability PY Payouts	276,000	202,500	73,500	8,677	267,324
Change in PY Liability Reserves	(210,272)	(202,500)	(7,772)	393,451	(603,723)
WORKERS COMP COSTS					
WC Professional Services (RO)	160,566	130,773	29,793	167,075	(6,508)
WC Insurance (RO)	56,376	64,582	(8,206)	56,509	(133)
WC CY Incident Payouts (RO)	56,398	112,500	(56,102)	17,914	38,484
WC CY Incident Reserves (RO)	499,471	187,500	311,971	172,482	326,989
WC PY Incidents Payouts (RO)	164,534	206,250	(41,716)	202,451	(37,917)
Change In WC PY Incident Reserves (	(239,145)	(98,714)	(140,430)	(186,717)	(52,427)
Miscellaneous Risk & Safety	13,961	19,148	(5,187)	17,137	(3,175)
<b>CONTRACTED TRANSPORTATION</b>					
Paratransit Subsidy	619,133	619,133	0	471,798	147,335
	<u>\$ 2,322,198</u>	<u>\$ 2,147,748</u>	<u>\$ 174,450</u>	<u>\$ 2,009,089</u>	<u>\$ 313,109</u>
<b>ROUTE OPERATIONS</b>	<u>\$ 10,817,789</u>	<u>\$ 10,796,163</u>	<u>\$ 21,626</u>	<u>\$ 10,402,529</u>	<u>\$ 415,260</u>

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## VEHICLE MAINTENANCE

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
<b>MECHANICS</b>					
WAGES					
Mechanics	478,281	495,659	(17,378)	457,052	21,229
Less Mechanics Labor for Capitalizati	(13,810)	(22,148)	8,339	(9,682)	(4,127)
Mechanics-Overtime	10,576	19,167	(8,591)	17,374	(6,798)
FRINGE BENEFITS					
FICA - Mechanics	43,149	48,643	(5,494)	42,079	1,070
Pension - Mechanics	60,585	68,422	(7,837)	57,617	2,968
Health Insurance - Mechanics	101,446	111,781	(10,335)	80,599	20,846
Sick Pay - Mechanics	11,581	14,650	(3,069)	16,514	(4,932)
Vacation - Mechanics	49,666	81,867	(32,201)	47,132	2,535
Holiday Pay - Mechanics	24,127	28,148	(4,022)	22,835	1,292
Other Pay - Mechanics	580	1,052	(472)	1,157	(577)
Unemployment Insurance - Mechanics	2,299	2,241	57	2,729	(430)
Uniforms - Mechanics	10,901	9,000	1,901	11,675	(773)
Tool Allowance - Mechanics	9,900	10,735	(835)	12,099	(2,199)
	<u>\$ 789,281</u>	<u>\$ 869,217</u>	<u>(\$ 79,936)</u>	<u>\$ 759,179</u>	<u>\$ 30,101</u>
<b>CLEANERS &amp; FUELERS</b>					
WAGES					
Service Workers - Cleaners & Fuelers	323,115	328,402	(5,287)	321,869	1,246
FRINGE BENEFITS					
FICA - Cleaners & Fuelers	28,580	27,860	719	28,183	397
Pension - Cleaners & Fuelers	53,049	53,557	(508)	52,678	371
Health Insurance - Cleaners & Fuelers	121,488	121,388	101	112,138	9,350
Sick Pay - Cleaners & Fuelers	6,585	6,967	(382)	10,996	(4,412)
Vacation - Cleaners & Fuelers	37,247	23,261	13,986	30,651	6,596
Holiday Pay - Cleaners & Fuelers	16,190	21,113	(4,923)	16,304	(114)
Other Pay - Cleaners & Fuelers	1,023	1,450	(428)	748	275
Unemployment Insurance - Cleaners	2,069	2,940	(871)	2,688	(619)
Uniforms - Cleaners & Fuelers	6,145	5,324	822	6,539	(394)
Medical Exams/DMV Fees (VM)	2,693	2,422	271	1,837	856
	<u>\$ 598,185</u>	<u>\$ 594,685</u>	<u>\$ 3,500</u>	<u>\$ 584,632</u>	<u>\$ 13,553</u>
<b>SHOP SUPERVISION</b>					
WAGES					
Staff - Maintenance Supervision	192,257	183,218	9,040	261,967	(69,710)
FRINGE BENEFITS					
FICA - Supervision Vehicle Mainten	17,271	16,561	710	23,078	(5,807)
Pension - Supervision Vehicle Mainte	20,899	21,648	(749)	30,282	(9,383)
Health Insurance - Supervision/Vehicl	61,953	75,678	(13,725)	84,673	(22,721)
Sick Pay - Supervision Vehicle Mainte	694	3,194	(2,501)	5,271	(4,577)
Vacation - Supervision Vehicle Mainte	24,743	19,157	5,587	19,116	5,627
Holiday Pay - Supervision Vehicle Mai	9,519	9,483	36	13,488	(3,969)
Other Pay - Supervision & Vehicle Mai	186	2,126	(1,939)	2,139	(1,953)
Unemployment Insurance - Supervisio	613	1,008	(396)	1,120	(508)

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## VEHICLE MAINTENANCE

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
Training, Travel & Meetings (VM)	8,250	8,585	(335)	5,341	2,909
<b>FUEL, LUBRICANTS AND TIRES</b>					
Bus Tire Mounting	6,049	7,500	(1,451)	5,732	317
Fuel and Lubes - Buses	1,327,174	1,421,443	(94,269)	1,586,396	(259,222)
Electric Bus Power	58,141	61,320	(3,179)	57,397	744
Lease Cost - Tires Buses	112,420	117,880	(5,460)	116,134	(3,714)
<b>VEHICLE PARTS AND SUPPLIES</b>					
Vehicle Parts - Buses	416,951	445,996	(29,045)	406,617	10,334
Shop Supplies	49,599	63,750	(14,151)	57,494	(7,895)
Bus Cleaning Supplies	6,846	15,000	(8,154)	7,294	(448)
Hazmat Disposal/Tank Tests	15,638	7,500	8,138	4,318	11,320
<b>OUTSIDE VEHICLE MAINTENANCE</b>					
Vendor Vandalism Repairs	3,068	33,750	(30,682)	8,217	(5,149)
Vendor Accident Repairs	3,147	5,625	(2,478)	207	2,940
Less Monies Collected/Accident Colle	(12,713)	(3,750)	(8,963)	(7,593)	(5,120)
Vendor Bus Repairs	52,632	26,250	26,382	31,258	21,373
<b>RISK AND SAFETY</b>					
WC Professional Services (VM)	20,898	6,883	14,015	47,948	(27,050)
WC Insurance (VM)	5,600	6,798	(1,198)	5,375	225
WC CY Payouts (VM)	0	7,500	(7,500)	5,872	(5,872)
WC CY Incident Reserves (VM)	503	18,750	(18,247)	81,778	(81,276)
WC PY Incidents Payouts (VM)	7,561	56,250	(48,689)	9,447	(1,886)
Change in WC PY Incident Reserves (	(12,994)	(37,500)	24,506	(134,340)	121,346
	<u>\$ 2,396,904</u>	<u>\$ 2,601,601</u>	<u>(\$ 204,698)</u>	<u>\$ 2,736,027</u>	<u>(\$ 339,124)</u>
<b>VEHICLE MAINTENANCE</b>	<u><u>\$ 3,784,370</u></u>	<u><u>\$ 4,065,503</u></u>	<u><u>(\$ 281,134)</u></u>	<u><u>\$ 4,079,839</u></u>	<u><u>(\$ 295,469)</u></u>

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## PASSENGER FACILITIES

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
<b>PASSENGER FACILITIES</b>					
WAGES					
Supervisors - Passengers Facilities	142,614	137,127	5,487	142,835	(221)
TC Advisors	77,282	87,026	(9,743)	80,047	(2,765)
Staff - Passenger Facilities (Bus Stop	31,820	29,455	2,366	31,443	377
FRINGE BENEFITS					
FICA - Passenger Facilities	22,696	21,752	943	22,561	135
Pension - Passenger Facilities	19,119	19,736	(617)	19,233	(114)
Health Insurance - Passenger Facilitie	99,259	106,149	(6,890)	98,521	738
Sick Pay - Passenger Facilities	9,420	3,112	6,308	6,393	3,027
Vacation - Passenger Facilities	20,740	15,035	5,705	22,135	(1,395)
Holiday Pay - Passenger Facilities	11,684	13,003	(1,319)	11,545	139
Other Pay - Passenger Facilities	2,996	1,753	1,243	4,287	(1,291)
Unemployment Insurance - Passenger	1,781	1,800	(19)	2,176	(395)
BUILDINGS AND GROUNDS					
Property Insurance (PF)	1,913	3,820	(1,907)	2,195	(282)
Contract Maint-PF	35,675	35,790	(115)	36,996	(1,322)
B&G Repairs & Supplies (PF)	7,215	7,500	(285)	4,636	2,579
Bus Stop Repairs & Supplies	3,458	7,500	(4,042)	5,877	(2,419)
	<u>\$ 487,672</u>	<u>\$ 490,558</u>	<u>(\$ 2,885)</u>	<u>\$ 490,882</u>	<u>(\$ 3,209)</u>
<b>TRANSIT DEVELOPMENT</b>					
WAGES					
Staff - Transit Development	144,168	160,032	(15,863)	162,374	(18,205)
FRINGE BENEFITS					
FICA - Transit Development	13,594	13,916	(323)	14,173	(580)
Pension - Transit Development	17,764	18,191	(427)	18,250	(486)
Health Insurance - Transit Developme	32,173	42,369	(10,196)	37,314	(5,141)
Sick Pay - Transit Development	4,661	4,202	458	3,626	1,035
Vacation - Transit Development	19,036	10,730	8,306	9,156	9,880
Holiday Pay - Transit Development	6,959	8,486	(1,528)	8,583	(1,625)
Other Pay - Transit Development	4,198	2,122	2,077	3,464	734
Unemployment Insurance - Transit De	599	750	(151)	896	(297)
SERVICE PLANNING					
Planning Studies & Surveys	403	13,500	(13,097)	1,042	(639)
Training, Travel & Meetings (TD)	3,606	4,773	(1,167)	0	3,606
	<u>\$ 247,160</u>	<u>\$ 279,071</u>	<u>(\$ 31,911)</u>	<u>\$ 258,879</u>	<u>(\$ 11,718)</u>
<b>PROMOTION &amp; INFORMATION</b>					
WAGES					
Staff - Promotion & Information	69,015	69,355	(339)	57,348	11,667
FRINGE BENEFITS					
FICA - Promotion & Information	6,203	5,888	315	5,218	985
Pension - Promotion & Information	8,109	7,697	411	6,303	1,806
Health Insurance - Promotion & Inform	16,468	19,001	(2,532)	14,805	1,663
Sick Pay - Promotion & Information	2,709	1,667	1,042	1,711	998
Vacation - Promotion & Information	4,372	3,664	708	5,199	(827)

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## PASSENGER FACILITIES

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
Holiday Pay - Promotion & Information	3,470	3,621	(151)	3,053	416
Other Pay - Promotion & Information	1,519	754	765	900	620
Unemployment Insurance - Promotion	304	414	(110)	224	80
PROMOTIONS					
Media Ad Placement (MA)	0	3,750	(3,750)	155	(155)
Brochures & Publications (BP)	1,349	3,750	(2,401)	1,144	205
Promotional Giveaways (PG)	1,936	3,750	(1,813)	3,846	(1,909)
Bus/Shuttle Decorations (BD)	606	1,875	(1,269)	2,329	(1,723)
Training, Travel & Meetings (PI)	0	4,170	(4,170)	0	0
INFORMATION					
Other Promotions (OP)	5,021	48,750	(43,729)	4,726	296
Route Schedules & Information (RI)	57,016	84,411	(27,395)	60,928	(3,912)
	<u>\$ 178,097</u>	<u>\$ 262,516</u>	<u>(\$ 84,418)</u>	<u>\$ 167,887</u>	<u>\$ 10,210</u>
FARE REVENUE COLLECTION					
WAGES					
Staff - Fare Revenue Collection	81,232	78,165	3,067	62,435	18,797
FRINGE BENEFITS					
FICA - Fare Revenue & Collection	6,103	6,996	(893)	6,280	(178)
Pension - Fare Revenue Collection	9,192	9,145	47	7,966	1,226
Health Insurance - Fare Revenue Coll	42,746	45,820	(3,073)	38,783	3,963
Sick Pay - Fare Revenue Collection	3,456	2,414	1,042	7,323	(3,867)
Vacation - Fare Revenue & Collection	4,294	5,875	(1,581)	9,671	(5,376)
Holiday Pay - Fare Revenue Collectio	4,061	3,994	67	2,661	1,400
Other Pay - Fare Revenue Collection	1,596	1,664	(68)	1,482	114
Unemployment Insurance - Fare Reve	367	439	(72)	468	(101)
Tickets and Transfers	14,144	20,000	(5,856)	19,906	(5,762)
Farebox-TVM-Change Machine Parts	28,110	26,250	1,860	18,464	9,646
Fare Processing	10,026	56,250	(46,224)	38,996	(28,970)
	<u>\$ 205,328</u>	<u>\$ 257,013</u>	<u>(\$ 51,685)</u>	<u>\$ 214,436</u>	<u>(\$ 9,108)</u>
PASSENGER FACILITIES	<u>\$ 1,118,258</u>	<u>\$ 1,289,157</u>	<u>(\$ 170,899)</u>	<u>\$ 1,132,083</u>	<u>(\$ 13,825)</u>



# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## GENERAL OVERHEAD

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
<b>FINANCE</b>					
<b>WAGES</b>					
Staff - Accounting	210,788	193,669	17,119	193,079	17,709
<b>FRINGE BENEFITS</b>					
FICA - Accounting	18,447	17,708	740	17,509	938
Pension - Accounting	20,658	23,146	(2,489)	22,402	(1,744)
Health Insurance - Accounting	59,253	66,077	(6,824)	55,208	4,045
Sick Pay - Accounting	7,281	9,932	(2,651)	5,583	1,698
Vacation - Accounting	11,823	15,087	(3,264)	18,464	(6,641)
Holiday Pay - Accounting	10,769	12,546	(1,777)	10,662	107
Other Pay - Accounting	1,948	2,324	(375)	3,258	(1,309)
Unemployment Insurance - Accountin	763	1,187	(424)	963	(200)
	<u>\$ 341,731</u>	<u>\$ 341,676</u>	<u>\$ 55</u>	<u>\$ 327,128</u>	<u>\$ 14,603</u>
<b>PERSONNEL</b>					
<b>WAGES</b>					
Staff - Personnel	70,434	69,097	1,338	24,312	46,122
<b>FRINGE BENEFITS</b>					
FICA - Personnel	6,101	5,902	199	2,591	3,510
Pension - Personnel	2,782	7,716	(4,934)	2,965	(182)
Health Insurance - Personnel	14,097	23,569	(9,473)	4,514	9,583
Sick Pay - Personnel	545	836	(291)	0	545
Vacation - Personnel	3,616	3,873	(257)	5,905	(2,289)
Holiday Pay - Personnel	2,853	4,918	(2,064)	1,189	1,664
Other Pay - Personnel	273	1,640	(1,366)	394	(121)
Unemployment Insurance - Personnel	378	448	(70)	112	266
<b>UTILITIES</b>					
Telephone & Data Communication	26,907	34,500	(7,593)	31,593	(4,686)
Power, Water, and Trash	119,363	130,500	(11,137)	121,447	(2,085)
Two-Way Radios	11,281	14,592	(3,311)	14,905	(3,624)
	<u>\$ 258,630</u>	<u>\$ 297,591</u>	<u>(\$ 38,962)</u>	<u>\$ 209,927</u>	<u>\$ 48,703</u>
<b>OPERATING FACILITIES</b>					
<b>WAGES</b>					
Staff - Operations/Facilities	38,627	41,146	(2,519)	39,070	(443)
<b>FRINGE BENEFITS</b>					
FICA - Operating Facilities	3,529	3,547	(18)	3,487	42
Pension - Operating Facilities & Equip	4,657	4,637	20	4,696	(39)
Health Insurance - Operating Facilities	7,636	8,737	(1,101)	6,993	643
Sick Pay - Operating Facilities & Equip	2,085	633	1,452	1,668	417
Vacation - Operating Facilities & Equip	4,002	2,649	1,354	3,231	771
Holiday Pay - Operating Facilities & E	1,888	2,119	(230)	2,080	(191)
Other Pay - Operating Facilities & Equi	0	176	(176)	0	0
Unemployment Insurance - Operating	175	224	(49)	224	(49)
<b>SERVICE VEHICLES</b>					
Service Vehicle Parts & Repairs	10,111	9,000	1,111	11,020	(909)

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## GENERAL OVERHEAD

For the 9 Months Ending March 31, 2016

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VAR (\$)</u>	<u>PRIOR</u>	<u>VAR (\$)</u>
Fuel - Services Vehicles	32,679	45,000	(12,321)	38,031	(5,352)
<b>BUILDINGS &amp; GROUNDS</b>					
Property Insurance (OF)	36,001	34,378	1,623	35,666	335
Contract Maint-OF	62,065	56,220	5,845	55,808	6,257
B&G Repairs & Supplies-(OF)	47,026	28,500	18,526	32,207	14,819
	<u>\$ 250,482</u>	<u>\$ 236,966</u>	<u>\$ 13,515</u>	<u>\$ 234,181</u>	<u>\$ 16,300</u>
<b>DISTRICT ADMINISTRATION</b>					
<b>WAGES</b>					
Staff - District Administration	399,203	396,312	2,891	324,665	74,538
Bus Ad Revenue Placement	8,668	6,526	2,142	6,659	2,008
<b>FRINGE BENEFITS</b>					
FICA - District Administration	34,427	36,012	(1,585)	34,685	(257)
Pension - District Administration	43,866	47,074	(3,208)	45,768	(1,902)
Health Insurance - District Administrati	104,365	119,177	(14,813)	70,730	33,635
Health Insurance - Retiree & Cobra	45,710	64,524	(18,814)	50,373	(4,663)
Sick Pay - District Administration	10,684	10,990	(306)	66,176	(55,491)
Vacation - District Administration	38,853	36,716	2,138	54,949	(16,096)
Holiday Pay - District Administration	20,711	24,668	(3,957)	17,241	3,469
Other Pay - District Administration	4,943	6,167	(1,224)	3,736	1,207
Unemployment - District Administratio	1,715	1,727	(12)	1,660	55
<b>ADMINISTRATIVE SERVICES</b>					
Public Official Insurance	41,861	38,567	3,294	26,071	15,789
Legal Counsel	73,041	93,750	(20,709)	79,739	(6,698)
Pension Administration	323	15,225	(14,902)	7,115	(6,791)
Audit - Public Costs	67,299	75,000	(7,701)	41,437	25,862
Directors Fees	8,940	9,450	(510)	8,520	420
Office Machines Repair & Maintenanc	117,569	107,211	10,358	108,140	9,429
Miscellaneous Services	139,981	130,574	9,408	144,762	(4,781)
<b>MISCELLANEOUS EXPENSES</b>					
Training, Conferences & Meetings	18,016	12,480	5,536	3,704	14,312
Bus Ad Revenue Program (BA)	1,130	1,125	5	0	1,130
Mandated Fees and Permits	36,397	28,913	7,484	24,531	11,866
Overpass Site Service	1,733	5,625	(3,892)	77	1,656
Office & Computer Supplies	31,402	37,133	(5,731)	28,918	2,485
Dues & Subscriptions	35,656	32,749	2,907	34,442	1,214
Employee Relations	16,689	14,400	2,289	16,561	129
Miscellaneous Expenses	13,139	34,227	(21,088)	36,519	(23,380)
	<u>\$ 1,316,321</u>	<u>\$ 1,386,319</u>	<u>(\$ 69,998)</u>	<u>\$ 1,237,177</u>	<u>\$ 79,144</u>
<b>GENERAL OVERHEAD</b>	<u>\$ 2,167,163</u>	<u>\$ 2,262,553</u>	<u>(\$ 95,389)</u>	<u>\$ 2,008,414</u>	<u>\$ 158,750</u>

# SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

## ASSET ACQUISITION REPORT

For the 9 Months Ending March 31, 2016

	BEGINNING BALANCE	ENDING BALANCE	CURRENT YEAR ACQUISITION
<b>WORK IN PROCESS</b>			
WIP - Canopy Artic Modifications	64,578	85,273	20,695
WIP - Olive Fence Project	170	13,805	13,635
WIP - Bus Stop Shelter (Housing Autho	0	1,303	1,303
WIP - Bus Refurbishing	8,249	13,500	5,251
WIP - AVL	574,813	1,532,607	957,794
WIP - Ticket Vending Machines	0	0	0
WIP - Buses	0	0	0
WIP - Calle Real Development	0	12,646	12,646
WIP - Electric Vehicle Projects	3,351	3,351	0
WIP - LFP Battery Acquisition	278,248	358,915	80,667
WIP - SuperStop	90,265	93,573	3,308
WIP - ITS Projects	50,450	50,450	0
WIP - Transit Center Renovation	34,067	104,953	70,886
	<u>\$ 1,104,191</u>	<u>\$ 2,270,375</u>	<u>\$ 1,166,184</u>
<b>LAND</b>			
Cota Street Land	3,518,444	3,518,444	0
Chapala Street Land	426,986	426,986	0
Overpass RD. Land	281,435	281,435	0
Calle Real Land	1,369,431	1,369,431	0
	<u>\$ 5,596,297</u>	<u>\$ 5,596,297</u>	<u>\$ 0</u>
<b>FIXED FACILITIES</b>			
Terminal One Fixed Facilities	10,531,364	10,577,109	45,745
TC Fixed Facilities	676,659	676,659	0
Overpass Fixed Facilities	1,721,537	1,721,537	0
	<u>\$ 12,929,560</u>	<u>\$ 12,975,305</u>	<u>\$ 45,745</u>
<b>BUSES</b>			
Buses	37,666,646	39,794,711	2,128,064
Bus Equip-Radios/Fareboxes/Bikeracks	2,359,865	2,359,865	0
Bus Equip-Drivetrains/Trailer	1,274,846	1,348,828	73,982
Bus Equip-Electric Vehicles	500,598	506,451	5,853
Bus-Chargin Equipment	387,333	387,333	0
Buses-Refurbishing	64,571	69,014	4,443
	<u>\$ 42,253,859</u>	<u>\$ 44,466,201</u>	<u>\$ 2,212,342</u>
<b>NON-REVENUE VEHICLES</b>			
Service Vehicles	762,621	762,621	0
	<u>\$ 762,621</u>	<u>\$ 762,621</u>	<u>\$ 0</u>
<b>SHOP EQUIPMENT</b>			
Shop Equipment	603,554	609,738	6,184
	<u>\$ 603,554</u>	<u>\$ 609,738</u>	<u>\$ 6,184</u>
<b>OFFICE FIXTURES/EQUIPMENT</b>			
Office Furniture & Equipment	922,966	922,966	0
Office Business Machines	746,160	749,232	3,073
Fare Revenue Equipment & Miscellane	468,803	529,549	60,745
	<u>\$ 2,137,929</u>	<u>\$ 2,201,747</u>	<u>\$ 63,818</u>
<b>BUS STOP EQUIPMENT</b>			
Bus Stop Equip-Signs & Poles & Securi	148,507	148,507	0
Bus Stop Equip-Benches/Trash Recept	170,945	184,347	13,402
Bus Stop Equip-Shelters	757,173	758,189	1,016
	<u>\$ 1,076,624</u>	<u>\$ 1,091,042</u>	<u>\$ 14,418</u>
<b>GRAND TOTAL</b>	<u><b>\$ 66,464,636</b></u>	<u><b>\$ 69,973,327</b></u>	<u><b>\$ 3,508,691</b></u>

## BOARD OF DIRECTORS REPORT

**MEETING DATE:** MAY 17, 2016

**AGENDA ITEM #:** 9

**TYPE:** ACTION

**PREPARED BY:** THAIS SAYAT

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** Fiscal Year 2015-16 Audit Engagement Letter

### **RECOMMENDATION:**

Staff recommends that the Board accept the Engagement Letter submitted by McGowan Guntermann for performing audit services for the 2015-2016 fiscal year ending June 30.

### **DISCUSSION:**

MTD has received the annual engagement letter from McGowan Guntermann to provide professional auditing services. The purpose of the audit is to express opinions as to whether MTD's financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the required supplementary information. The audit objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- State compliance on Transportation Development Act (TDA) requirements.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the *Single Audit Act Amendments of 1996* and *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.

McGowan Guntermann estimates that the cost to conduct the audit will be \$42,000. The cost was increased to the current level in 2010.



CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

---

111 E. Victoria Street 2<sup>nd</sup> Floor, Santa Barbara, CA 93101, (805) 962-9175, Fax: (805) 962-8925, [www.mcgowan.com](http://www.mcgowan.com)

May 10, 2016

Mr. Jerry Estrada, General Manager  
Santa Barbara Metropolitan Transit District  
550 Olive Street  
Santa Barbara, CA 93101

Dear Jerry:

This letter is to confirm our understanding of the terms and objectives of our engagement and to clarify the nature and limitations of our services to Santa Barbara Metropolitan Transit District (the District). You should read it carefully in its entirety.

We will audit the financial statements of the District as of the year ended June 30, 2016. Also, the document we submit to you will include the schedule of expenditures of federal awards that will be subjected to the auditing procedures applied in our audit of the financial statements. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. Management's Discussion and Analysis and the schedule of funding progress of other postemployment healthcare plan is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

Enclosed are the following attachments expanding on issues related to the above services and firm policies:

Audit - pages 3 - 6

Management responsibilities pages 7 - 9

Administration, Timeframe, Billing and Fee Policies - page 10 - 11

Jerry Estrada, General Manager  
Santa Barbara Metropolitan Transit District  
May 10, 2016  
Page 2

If your needs change during the year, the nature of our services can be adjusted appropriately.  
This agreement may be altered by either party with advanced written notice.

If you have any questions, please call me. If this agreement fairly sets forth your understanding, please sign the "acknowledgment copy" of this letter and return it all to us.

We appreciate the opportunity to serve you.

**McGOWAN GUNTERMANN**



Scott Davis, CPA

I have carefully read this agreement and APPROVE:

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

---

Jerry Estrada, General Manager

Date

---

Board Member, Title

Date

### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to on the first page when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- State Compliance on Transportation Development Act (TDA) Requirements
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 *U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The State Compliance report will state that the purpose of the report on compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the TDA. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. All three reports will state that the report is not suitable for any other purpose.

### **Audit Objectives - continued**

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the board of directors of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

### **Audit Procedures - General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.



### **Audit Procedures – General - continued**

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

### **Audit Procedures - Internal Control**

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

### **Audit Procedures - Internal Control – continued**

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that the District programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

**Management Responsibilities - continued**

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

**Management Responsibilities – continued**

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Audit Administration and Other**

We understand that your employees will prepare all confirmations we request and will locate documentation selected by us for testing. At the conclusion of the engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will provide copies of our reports to the District; however, it is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of thirty days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of McGowan Guntermann and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the Department of Transportation or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of McGowan Guntermann personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for seven years after the date the auditor's report is issued or for any additional period requested by the Federal Transit Administration or your pass through entities. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation. Upon the expiration of the seven-year period you agree that we shall be free to destroy (shred) our files unless we receive written notice from you. We do not keep any original client records.

*Government Auditing Standards* require that we provide you with a copy of our most recent quality control review report, which we have provided for you previously.

Scott Davis is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Jerry Estrada, General Manager  
Santa Barbara Metropolitan Transit District  
May 10, 2016  
Page 11

### **Timeframe**

We expect to begin preliminary testing in late June, 2016. If we receive the items we will request by August 3, 2016, we plan to begin our audit on August 9, 2016. After your approval of the draft financial statements, we will issue the final report within three days.

### **Billing and Fee Policies**

Our fees for these services will be based upon the time taken, costs incurred including computer costs, and the difficulty of the work. Based on our estimate, the audit fee will be \$42,000.

We will bill you on a semimonthly basis as our efforts are incurred. Our bills are due when you receive them.

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association (AAA) under its rules for professional accounting and related services disputes, before resorting to litigation. Costs of any mediation proceeding shall be shared equally by all parties. Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the AAA rules for professional accounting and related services disputes. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

This page intentionally left blank





# MTD

Santa Barbara  
FY 2015-16

# QUARTERLY REPORT

January 1, 2016 — March 31, 2016

## **Table of Contents**

<b>Fiscal Year 2016 Summary.....</b>	<b>1-3</b>
--------------------------------------	------------

### **Planning**

<b>Ridership and Overloads.....</b>	<b>4-10</b>
-------------------------------------	-------------

### **Transit Operations**

<b>Operations.....</b>	<b>11</b>
<b>Customer Service .....</b>	<b>12</b>
<b>Fleet Maintenance.....</b>	<b>13-19</b>

### **Management & Administration**

<b>Human Resources.....</b>	<b>20-21</b>
<b>Compliance.....</b>	<b>22</b>
<b>Organization Chart.....</b>	<b>23</b>



# **Summary**

## **Third quarter, Fiscal Year 2015-16**

### **And Fiscal Year to Date: July 1, 2015 through March 31, 2016**

#### **Planning Department**

With 1,777,006 passengers for the third quarter of Fiscal Year 2015-16, ridership is well below that for the third quarter of last year – a difference of 153,848, or -8.0%. For the year to date, ridership has fallen from 5,661,624 to 5,210,641, also -8.0%.

More than 35,000 (7.8%) of those year-to-date passengers were on discontinued Line 22 or Coastal Express Limited routes and more than 48,000 (10.7%) were free & transfer riders. There was one additional weekday in the third quarter of FY 2015-16, due to the leap year, and UCSB was in session for 2 more class days than last year in the third quarter (and for the year to date).

#### **Decreasing Ridership**

APTA and NTD ridership data indicate that MTD is not alone in facing significant ridership decreases, but while some analysts attribute the phenomenon to low gas prices, others claim that there is little or no correlation. However, Santa Barbara County vehicle registrations have increased 8.5% over the past five years, and the City of Santa Barbara reports a 4.2% increase in downtown parking over the past four years.

Among Southern California transit agencies reporting to APTA, the average ridership decrease for calendar year 2015 was 5.1%. MTD did incrementally better than the Southern California average with a calendar year ridership decrease of 5.0%.

As discussed in previous reports, reduced enrollment at SBCC and at the international language schools certainly contributes to the ridership decreases. Spring semester enrollment at Santa Barbara City College is 6.3% lower than last spring (16,418 this year vs. 17,522 last year), while fall semester enrollment was down 3.8%. International school enrollments continue to be lower than last year too – EF reports approximately 35% fewer students enrolled during the third quarter, and 23% fewer for the fiscal year to date.

#### **Fall 2015 Service Changes:**

Ridership results of the service changes that were implemented in August and November 2015 are highlighted below (in route number order).

- At the end of November, weekday morning peak frequencies were increased from every 15 minutes to every 10 minutes on Lines 1 and 2 using grant funding from LCTOP (Cap and Trade). For the third quarter, ridership on Lines 1 and 2 during the 6:30 to 8:30 AM weekday time period decreased 6.9%, which is less than the 9.6% overall weekday ridership decrease on these routes.
- In August, schedules were adjusted for Lines 1 & 2 on the weekends to improve schedule adherence. Trip times were lengthened to improve on-time performance, which entailed the

elimination of three trips on Saturdays and two trips on Sundays. Weekend ridership on Lines 1 & 2 was down 9.8% for the third quarter, and 9.2% for the fiscal year to date. Weekend ridership system-wide decreased 9.6% for the year to date, so Lines 1 & 2 performed slightly better than average.

- Schedules on Line 15x were adjusted in August to improve schedule adherence by extending trip times. Lengthening trips entailed the reduction of four round trips per day. Ridership on Line 15x for the fiscal year to date is down 12.4%. Buses are running more on time since this adjustment was made.
- Weekday ridership on Lines 23 and 25 combined is down 17.4% for the first nine months of the year (the fiscal year to date). Trip times on Lines 23 and 25 were also lengthened in the evenings to improve on-time performance, which entailed the elimination of two round trips per day.
- UCSB-funded weekend and evening service increases on Lines 12x and 24x were implemented at the end of August. For the year to date, Saturday ridership increased 7.0%, and Sunday ridership increased 19.6%, while weekday ridership on the two routes combined decreased 2.5%.

### **UCSB & SBCC:**

Combined UCSB and SBCC student ridership for the first nine months of the year was 29% of total ridership – a slight percentage increase over last year. Total UCSB and SBCC ridership decreased 3.7% (58,378 passengers) for the first nine months of the fiscal year.

For the fiscal year to date, UCSB ridership increased by nearly 58,000 passengers or 7.9%. The great majority of additional weekday student riders were on Lines 24x, 27, and 11, in that order. On Saturdays, while UCSB student ridership increased 3.4% overall, and increased on Lines 12x and 24x, it decreased on Lines 11 & 27. Total Sunday UCSB ridership was down 1.7%, but ridership on Line 24x increased 40.0%. Residents of the recently completed Sierra Madre student housing on Storke Road appear to make up a large proportion of the increased student ridership. As previously discussed, service on Lines 12x and 24x was significantly increased in August.

SBCC ridership for the first nine months of the fiscal year is down 13.8%, or 116,175 passenger trips from the first nine months of FY2015. SBCC enrollment for the school year is down 5.0%, but weekday ridership dropped 13.6% from last year, with more than two-thirds of the decrease on Lines 11, 15x, 16, and 17. The enrollment decrease probably eases the SBCC parking situation, which might reduce the incentive for students to get to campus without a car. Also, for part of August and all of September, Caltrans was resurfacing the Castillo undercrossing, so buses (Lines 5, 16, and 15x) were detoured and often delayed which may have affected ridership. That road work project was finished in early October, but construction of a new building on West Campus began in January and requires a 2-year closure of the West Campus bus stop, which is served by Line 16. Line 16, now on a detour route, saw a passenger decrease for the third quarter of 21.4%.

### **Cruise Ships**

There were six cruise ship visits to Santa Barbara in the third quarter, and there have been a total of 21 for the fiscal year to date. In the third quarter of 2014-15, there were four cruise ship visits, and there were 15 ship visits in the first three quarters of that year. While all of the 2014-15 ships were large vessels, four of the 2015-16 ships were smaller and carried fewer people. The Waterfront Department requested only three extra Downtown-Waterfront Shuttles for those visits (vs. the four extra shuttles we run for the larger ships). As usual, the extra shuttles were appreciated and well-used, with all shuttles together carrying an average of nearly 1,000 additional passengers per day. Note that people paying Senior fare are counted by the fare box as 'Senior' and not as 'Shuttle' passengers – thus the increase in Senior ridership.

## **Operations Department**

The Operations Department tracks on-time bus departures from the Olive Street terminal (a bus leaving no more than five minutes past its scheduled time is considered on-time). MTD achieved 99.9 percent on-time departures from the terminal in FY 2016 year-to-date through March 31, with 33 of 24,430 bus departures leaving the terminal more than five minutes late. (MTD also achieved 99.9 percent on-time departures from the terminal during the same period of FY 2015.) The majority of the late departures are related to minor issues discovered by the driver during the mandatory “pre-op” inspection, which are corrected in a few minutes. The number of late departures is kept to a minimum by MTD’s policy that Supervisors will cover runs if a driver is late, until such time as the Supervisor can be relieved.

MTD also tracks passenger complaints and compliments. MTD has a standard that passenger complaints shall average no more than one complaint per 10,000 MTD passenger boardings. MTD did better than this standard, with one complaint per 19,370 boardings during FY 2016 year-to-date through March 31. The average for the same period of FY 2015 was one complaint per 31,453 boardings. (Staff has improved the process for complaint tracking, and at least a portion of the apparent increase in complaints is due to improved tracking.)

## **Maintenance Department**

The Maintenance Department tracks the cost per mile to operate MTD’s various bus fleets. During FY 2016 year-to-date through March 31, the average cost per mile for the electric shuttle fleet (\$1.29) was greater than that during the same period of FY 2015 (\$1.09). The cost per mile for MTD’s 40-foot and 29-foot diesel and hybrid fleets varied when comparing the FY 2016 year-to-date to the FY 2015 year-to-date; some fleets showed increases, others were flat, and others showed decreases in cost per mile. This quarter was the fourth to include the operation of MTD’s three 60-ft. articulated buses.

## **Human Resources/Risk Department**

The HR/Risk Department reports MTD employee turnover by quarter. The turnover rate among staff during the current quarter of 2016 increased from 0% to 1% compared to the same quarter of 2015. The turnover rate among drivers was unchanged at 2% percent in both quarters.

The HR/Risk Department also reports liability claims and workers’ compensation claims by quarter. The number of liability claims reportable to the National Transit Database (NTD) decreased to 0 in the third quarter of FY 2016 from 1 in the same quarter of FY 2015. A comparison of the current quarter of FY 2016 to the same period of FY 2015 shows that workers’ compensation claims that included lost time, as well as claims with no lost time, both decreased.

# Planning

## Ridership by Fare Category (January – March 2016)

Fare Categories	Quarter			YTD		
	Jan 16 - Mar 16	Jan 15 - Mar 15	% Change	FY 2015-2016	FY2014- 2015	% Change
General Fare	231,652	268,747	-13.8%	774,917	862,240	-10.1%
Transfers	144,327	158,654	-9.0%	457,704	490,157	-6.6%
Full Fare Prepaid (1)	266,190	324,162	-17.9%	880,155	1,044,045	-15.7%
Santa Barbara City College	249,983	297,265	-15.9%	723,523	839,698	-13.8%
Senior & Disabled Prepaid (2)	172,227	171,913	0.2%	514,470	519,904	-1.0%
Shuttle (DWE & Seaside)	52,663	51,875	1.5%	192,245	196,987	-2.4%
UC Santa Barbara	364,115	319,153	14.1%	789,479	731,682	7.9%
Youth Prepaid (3)	174,756	213,680	-18.2%	493,724	567,810	-13.0%
Free	36,220	43,278	-16.3%	119,765	135,692	-11.7%
My Ride / Brooks	23,651	25,708	-8.0%	81,699	92,601	-11.8%
Senior	45,165	38,044	18.7%	136,234	125,982	8.1%
Persons with Disabilities	9,250	11,392	-18.8%	28,311	33,487	-15.5%
Tokens	6,807	6,983	-2.5%	18,415	21,339	-13.7%
Total	1,777,006	1,930,854	-8.0%	5,210,641	5,661,624	-8.0%

(1) Includes adult 10-ride and unlimited 30-day Passport use.

(2) Includes seniors' and persons with disabilities' 10-ride, and unlimited 30-day Passport use.

(3) Includes K-12 Youth 10-ride and unlimited 30-day Passport use.

Source: MTD Passdat Program, MTD Transit Development Department, Planning Section

## Revenue Hours and Revenue Miles (January – March 2016)

Metrics	Quarter			YTD		
	Jan 16 - Mar 16	Jan 15 - Mar 15	%Change	FY 2015-2016	FY2014- 2015	% Change
Passengers	1,777,006	1,930,854	-8.0%	5,210,641	5,661,624	-8.0%
Revenue Hours	52,656	52,222	0.8%	157,140	154,518	1.7%
Passengers per Revenue Hour	33.7	37.0	-8.7%	33.2	36.6	-9.5%
Miles	646,713	646,748	0.0%	1,904,548	1,932,553	-1.4%
Passengers per Mile	2.7	3.0	-8.0%	2.7	2.9	-6.6%

Source: MTD Passdat Program, MTD Transit Development Department, Planning Section

# Planning

## MTD System Ridership (January – March 2016)

		Quarter			YTD		
LINE		Jan 16 - Mar 16	Jan 15 - Mar 15	% Change	FY 2015-2016	FY2014- 2015	% Change
1	West Santa Barbara	100,830	103,961	-3.0%	297,468	309,598	-3.9%
2	East Santa Barbara	146,319	165,914	-11.8%	456,032	493,373	-7.6%
3	Oak Park	49,363	60,916	-19.0%	153,903	178,610	-13.8%
4	Mesa / SBCC	36,485	39,949	-8.7%	106,749	117,138	-8.9%
5	Mesa / La Cumbre	40,401	48,048	-15.9%	122,345	144,838	-15.5%
6	Goleta	157,432	179,727	-12.4%	493,394	538,920	-8.4%
7	County Health / Fairview	31,519	38,720	-18.6%	100,424	114,552	-12.3%
8	County Health	24,722	28,565	-13.5%	77,155	91,208	-15.4%
9	Calle Real / Old Town Shuttle	9,580	9,373	2.2%	27,399	27,640	-0.9%
10	Cathedral Oaks	7,295	8,570	-14.9%	20,670	24,396	-15.3%
11	UCSB	289,304	324,089	-10.7%	835,677	933,536	-10.5%
12x	Goleta Express	59,560	68,057	-12.5%	185,337	210,372	-11.9%
14	Montecito	22,638	26,512	-14.6%	71,790	78,461	-8.5%
15x	SBCC / UCSB Express	93,222	104,949	-11.2%	261,347	298,339	-12.4%
16	City College Shuttle	39,146	49,801	-21.4%	108,742	130,858	-16.9%
17	Lower West / SBCC	42,798	50,335	-15.0%	130,711	150,002	-12.9%
20	Carpinteria	75,996	84,706	-10.3%	238,569	264,039	-9.6%
21x	Carpinteria Express	22,214	25,919	-14.3%	72,030	78,998	-8.8%
22	Old Mission	-	-	0.0%	-	3,172	-100.0%
23	Winchester Canyon	15,064	19,112	-21.2%	46,259	57,738	-19.9%
24x	UCSB Express	191,457	168,394	13.7%	524,112	494,482	6.0%
25	Elwood	11,607	14,979	-22.5%	36,184	42,750	-15.4%
27	Isla Vista Shuttle	114,731	103,583	10.8%	245,280	234,656	4.5%
36	Seaside Shuttle	20,208	18,158	11.3%	61,151	55,689	9.8%
37	Crosstown Shuttle	22,900	27,508	-16.8%	71,834	78,737	-8.8%
	Booster Services	76,984	79,406	-3.1%	188,959	190,866	-1.0%
System Subtotal		1,701,775	1,849,251	-8.0%	4,933,521	5,342,968	-7.7%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	60,834	58,438	4.1%	223,357	229,249	-2.6%
31	East Beach Waterfront Shuttle	8,494	7,442	14.1%	32,712	36,004	-9.1%
32	West Beach Waterfront Shuttle	5,903	5,442	8.5%	21,051	21,419	-1.7%
<i>Coastal Express Limited</i>							
86,87	Limited - Santa Barbara	-	5,311	-100.0%	-	16,002	-100.0%
88,89	Limited - Goleta	-	4,970	-100.0%	-	15,982	-100.0%
<i>Unknown</i>							
		-	-	0.0%	-	-	0.0%
<b>System Total</b>		<b>1,777,006</b>	<b>1,930,854</b>	<b>-8.0%</b>	<b>5,210,641</b>	<b>5,661,624</b>	<b>-8.0%</b>
<i>Related Routes</i>							
20, 2x	Carpinteria	98,210	110,625	-11.2%	310,599	343,037	-9.5%
1, 2, 37	East/West & Crosstown	270,049	297,383	-9.2%	825,334	881,708	-6.4%
4, 5, 15x, 16, 17	Mesa Lines	252,052	293,082	-14.0%	729,894	841,175	-13.2%
6, 11	State/Hollister	446,736	503,816	-11.3%	1,329,071	1,472,456	-9.7%
7, 8, 9	Calle Real/Fairview	65,821	76,658	-14.1%	204,978	233,400	-12.2%

Source: MTD Passdat Program, MTD Transit Development Department, Planning Section

# Planning

## MTD Passengers per Revenue Hour (January – March 2015)

LINE		Quarter			YTD		
		Jan 16 - Mar 16	Jan 15 - Mar 15	% Change	FY 2015-2016	FY2014- 2015	% Change
1	West Santa Barbara	34.6	37.6	-7.8%	35.0	37.3	-6.1%
2	East Santa Barbara	31.7	39.4	-19.6%	34.3	40.1	-14.5%
3	Oak Park	19.0	23.8	-20.1%	19.8	27.0	-26.9%
4	Mesa / SBCC	31.4	34.9	-9.9%	30.7	33.8	-9.3%
5	Mesa / La Cumbre	23.0	27.7	-17.0%	23.3	27.7	-15.9%
6	Goleta	32.3	37.5	-13.9%	33.8	37.3	-9.2%
7	County Health / Fairview	23.9	30.6	-21.9%	25.5	29.8	-14.3%
8	County Health	26.6	31.2	-14.7%	27.6	32.8	-15.8%
9	Calle Real / Old Town Shuttle	15.0	14.8	1.0%	14.3	14.5	-1.2%
10	Cathedral Oaks	18.9	22.6	-16.2%	17.9	21.2	-15.7%
11	UCSB	37.3	42.3	-11.8%	35.9	40.3	-10.8%
12x	Goleta Express	33.4	43.1	-22.4%	35.4	43.9	-19.5%
14	Montecito	17.9	21.2	-15.8%	19.0	20.9	-9.0%
15x	SBCC / UCSB Express	44.9	51.4	-12.6%	46.6	49.2	-5.4%
16	City College Shuttle	51.9	65.9	-21.3%	54.9	66.0	-16.8%
17	Lower West / SBCC	52.8	63.0	-16.2%	53.8	62.1	-13.3%
20	Carpinteria	22.2	25.3	-12.0%	23.3	26.1	-10.7%
21x	Carpinteria Express	20.6	24.3	-15.3%	22.3	24.5	-9.0%
22	Old Mission	-	-	0.0%	-	13.0	-100.0%
23	Winchester Canyon	18.3	23.2	-21.2%	18.7	23.1	-19.4%
24x	UCSB Express	61.1	67.4	-9.3%	57.7	66.5	-13.2%
25	Ellwood	30.5	39.1	-22.0%	31.6	37.0	-14.7%
27	Isla Vista Shuttle	59.6	55.1	8.3%	49.5	47.7	3.6%
36	Seaside Shuttle	19.1	17.3	10.0%	19.2	17.6	9.3%
37	Crosstown Shuttle	15.0	18.4	-18.1%	15.7	18.6	-15.5%
	Booster Services	89.0	92.0	-3.2%	91.7	91.8	0.0%
System Subtotal		34.1	38.6	-11.5%	33.8	37.8	-10.6%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	23.4	23.4	0.3%	25.3	27.4	-7.5%
31	East Beach Waterfront Shuttle	16.9	15.2	11.1%	17.4	19.7	-11.8%
32	West Beach Waterfront Shuttle	22.6	21.3	6.3%	21.4	23.2	-7.7%
<i>Coastal Express Limited</i>							
86,87	Limited - Santa Barbara	-	22.6	-100.0%	-	22.5	-100.0%
88,89	Limited - Goleta	-	19.1	-100.0%	-	20.2	-100.0%
<i>Unknown</i>							
		-	-	0.0%	-	-	0.0%
<b>System Total</b>		<b>33.7</b>	<b>37.0</b>	<b>-8.7%</b>	<b>33.2</b>	<b>36.6</b>	<b>-9.5%</b>
<i>Related Routes</i>							
20, 21x	Carpinteria	218	25.0	-12.8%	23.1	25.8	-10.4%
1, 2, 37	East/West & Crosstown	29.8	35.1	-15.0%	31.3	35.5	-11.8%
4, 5, 15x, 16, 17	Mesa Lines	38.4	45.3	-15.1%	38.9	43.9	-11.4%
6, 11	State/Hollister	35.4	40.4	-12.6%	35.1	39.1	-10.3%
7, 8, 9	Calle Real	22.8	27.3	-16.3%	23.7	27.4	-13.3%

Source: MTD Passdat Program, MTD Transit Development Department, Planning Section



# Planning

## MTD 'At Capacity' Loads\* (January – March 2016)

LINE		Jan 16 - Mar 16	Jan 15 - Mar 15	% Change	FY 2015-2016	FY2014- 2015	% Change
1	West Santa Barbara	8	7	14.3%	24	28	-14.3%
2	East Santa Barbara	34	33	3.0%	100	97	3.1%
3	Oak Park	2	13	-84.6%	12	27	-55.6%
4	Mesa / SBCC	4	5	-20.0%	7	19	-63.2%
5	Mesa / La Cumbre	13	1	1200.0%	34	42	-19.0%
6	Goleta	27	76	-64.5%	126	245	-48.6%
7	County Health / Fairview	8	8	0.0%	28	90	-68.9%
8	County Health	3	1	200.0%	7	2	250.0%
9	Calle Real / Old Town Shuttle	2	-	100.0%	2	2	0.0%
10	Cathedral Oaks	1	2	-50.0%	3	7	-57.1%
11	UCSB	137	213	-35.7%	343	683	-49.8%
12x	Goleta Express	13	24	-45.8%	47	109	-56.9%
14	Montecito	1	1	0.0%	12	7	71.4%
15x	SBCC / UCSB Express	55	30	83.3%	144	479	-69.9%
16	City College Shuttle	5	76	-93.4%	57	133	-57.1%
17	Lower West / SBCC	4	9	-55.6%	36	42	-14.3%
20	Carpinteria	17	49	-65.3%	55	124	-55.6%
21x	Carpinteria Express	3	14	-78.6%	9	23	-60.9%
22	Old Mission	-	-	0.0%	-	-	0.0%
23	Winchester Canyon	2	1	100.0%	2	8	-75.0%
24x	UCSB Express	192	271	-29.2%	528	830	-36.4%
25	Elwood	1	-	100.0%	1	2	-50.0%
27	Isla Vista Shuttle	119	66	80.3%	282	196	43.9%
36	Seaside Shuttle	10	6	66.7%	37	15	146.7%
37	Crosstown Shuttle	2	3	-33.3%	8	8	0.0%
	Booster Services	135	144	-6.3%	355	352	0.9%
System Subtotal		798	1,053	-24.2%	2,259	3,570	-36.7%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	20	129	-84.5%	178	491	-63.7%
31	East Beach Waterfront Shuttle	-	-	0.0%	8	8	0.0%
32	West Beach Waterfront Shuttle	-	6	-100.0%	-	26	-100.0%
<i>Coastal Express Limited</i>							
86,87	Limited - Santa Barbara	-	-	0.0%	-	-	0.0%
88,89	Limited - Goleta	-	-	0.0%	-	-	0.0%
<i>Related Routes</i>							
20, 21x Carpinteria		20	63	-68.3%	64	147	-56.5%
1, 2, 37 East/West & Crosstown		44	43	2.3%	132	133	-0.8%
4, 5, 15x, 16, 17 Mesa Lines		81	121	-33.1%	278	715	-61.1%
6, 11 State/Hollister		164	289	-43.3%	469	928	-49.5%
7, 8, 9 Calle Real, Fairview		13	9	44.4%	37	94	-60.6%
<i>Unknown/Miscellaneous</i>							
		17	1	1600.0%	20	8	150.0%
System Total		835	1,189	-29.8%	2,465	4,103	-39.9%

\* Classified as a 30-foot vehicle with 10 or more standees, or a 40-foot vehicle with 20 or more standees.

Source: GFI Genfare, MTD Transit Development Department, Planning Section

# Planning

## MTD 'Too Full to Board' Loads\* (January – March 2016)

		Quarter			Year to Date		
LINE		Jan 16 - Mar 16	Jan 15 - Mar 15	% Change	FY 2015-2016	FY2014- 2015	% Change
1	West Santa Barbara	1	2	-50.0%	6	9	-33.3%
2	East Santa Barbara	6	24	-75.0%	38	58	-34.5%
3	Oak Park	1	8	-87.5%	2	20	-90.0%
4	Mesa / SBCC	-	6	0.0%	-	11	-100.0%
5	Mesa / La Cumbre	11	5	120.0%	24	42	-42.9%
6	Goleta	5	50	-90.0%	77	158	-51.3%
7	County Health / Fairview	3	3	0.0%	12	27	-55.6%
8	County Health	-	-	0.0%	-	5	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	1	-100.0%
10	Cathedral Oaks	-	1	-100.0%	-	8	-100.0%
11	UCSB	181	220	-17.7%	390	573	-31.9%
12x	Goleta Express	2	8	-75.0%	38	41	-7.3%
14	Montecito	1	1	0.0%	1	5	-80.0%
15x	SBCC / UCSB Express	48	50	-4.0%	174	619	-71.9%
16	City College Shuttle	3	57	-94.7%	26	99	-73.7%
17	Lower West / SBCC	-	14	-100.0%	11	37	-70.3%
20	Carpinteria	1	17	-94.1%	19	68	-72.1%
21x	Carpinteria Express	-	6	0.0%	1	35	-97.1%
22	Old Mission	-	-	0.0%	-	-	0.0%
23	Winchester Canyon	-	1	0.0%	-	3	-100.0%
24x	UCSB Express	209	305	-31.5%	654	818	-20.0%
25	Elwood	-	-	0.0%	-	2	-100.0%
27	Isla Vista Shuttle	152	118	28.8%	274	255	7.5%
36	Seaside Shuttle	1	22	-95.5%	7	28	-75.0%
37	Crosstown Shuttle	4	2	100.0%	9	5	80.0%
	Booster Services	72	89	-19.1%	186	230	-19.1%
System Subtotal		701	1,009	-30.5%	1,949	3,157	-38.3%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	74	173	-57.2%	536	757	-29.2%
31	East Beach Waterfront Shuttle	6	2	200.0%	20	25	-20.0%
32	West Beach Waterfront Shuttle	1	6	-83.3%	9	29	-69.0%
<i>Coastal Express Limited</i>							
86,87	Limited - Santa Barbara	-	-	0.0%	-	1	-100.0%
88,89	Limited - Goleta	-	-	0.0%	-	1	-100.0%
<i>Related Routes</i>							
20, 21x	Carpinteria	1	23	-95.7%	20	103	-80.6%
1, 2, 37	East/West & Crosstown	11	28	-60.7%	53	72	-26.4%
4, 5, 15x, 16, 17	Mesa Lines	62	132	-53.0%	235	808	-70.9%
6, 11	State/Hollister	186	270	-31.1%	467	731	-36.1%
7, 8, 9	Calle Real, Fairview	3	3	0.0%	12	33	-63.6%
<i>Unknown/Miscellaneous</i>							
		13	3	100.0%	22	7	214.3%
System Total		795	1,193	-33.4%	2,536	3,977	-36.2%

\* Indicates that passengers were refused service because a vehicle was too full to safely board additional riders.

Source: GFI Genfare, MTD Transit Development Department, Planning Section

# Planning

## MTD Bicycles Carried (January – March 2016)

		Quarter			Year to Date		
LINE		Jan 16 - Mar 16	Jan 15 - Mar 15	% Change	FY 2015-2016	FY 2014- 2015	% Change
1	West Santa Barbara	576	702	-17.9%	1,807	1,947	-7.2%
2	East Santa Barbara	1,532	1,907	-19.7%	4,584	5,535	-17.2%
3	Oak Park	519	591	-12.2%	1,887	1,818	3.8%
4	Mesa / SBCC	465	522	-10.9%	1,637	1,836	-10.8%
5	Mesa / La Cumbre	607	723	-16.0%	2,107	2,467	-14.6%
6	Goleta	3,568	3,967	-10.1%	12,580	12,725	-1.1%
7	County Health / Fairview	573	734	-21.9%	2,244	2,206	1.7%
8	County Health	405	538	-24.7%	1,637	1,762	-7.1%
9	Calle Real / Old Town Shuttle	98	119	-17.6%	301	327	-8.0%
10	Cathedral Oaks	95	195	-51.3%	383	576	-33.5%
11	UCSB	6,107	6,420	-4.9%	19,067	19,926	-4.3%
12x	Goleta Express	1,922	2,243	-14.3%	6,513	6,715	-3.0%
14	Montecito	383	458	-16.4%	1,374	1,367	0.5%
15x	SBCC / UCSB Express	821	1,122	-26.8%	3,204	3,364	-4.8%
16	City College Shuttle	267	503	-46.9%	898	1,282	-30.0%
17	Lower West / SBCC	287	408	-29.7%	1,034	1,379	-25.0%
20	Carpinteria	1,825	2,091	-12.7%	6,219	6,253	-0.5%
21x	Carpinteria Express	482	770	-37.4%	2,108	2,211	-4.7%
22	Old Mission	-	-	0.0%	-	103	-100.0%
23	Winchester Canyon	273	333	-18.0%	764	892	-14.3%
24x	UCSB Express	3,652	3,498	4.4%	11,216	10,111	10.9%
25	Elwood	163	240	-32.1%	510	764	-33.2%
27	Isla Vista Shuttle	938	1,030	-8.9%	2,167	2,181	-0.6%
36	Seaside Shuttle <sup>1</sup>	-	-	N/A	-	-	N/A
37	Crosstown Shuttle <sup>1</sup>	-	-	N/A	-	-	N/A
	Booster Services	106	82	29.3%	183	281	-34.9%
<b>System Subtotal</b>		<b>25,664</b>	<b>29,196</b>	<b>-12.1%</b>	<b>84,424</b>	<b>88,028</b>	<b>-4.1%</b>
<b>Downtown Waterfront Shuttles <sup>1</sup></b>							
30	State Street Shuttle	-	-	N/A	-	-	N/A
31	East Beach Waterfront Shuttle	-	-	N/A	-	-	N/A
32	West Beach Waterfront Shuttle	-	-	N/A	-	-	N/A
<b>Coastal Express Limited</b>							
86,87	Limited - Santa Barbara	-	24	-100.0%	-	51	-100.0%
88,89	Limited - Goleta	-	156	-100.0%	-	554	-100.0%
<b>Related Routes</b>							
20, 21x	Carpinteria	2,307	2,861	-19.4%	8,327	8,464	-1.6%
1,2,37	East/West & Crosstown	2,108	2,609	-19.2%	6,391	7,482	-14.6%
4, 5, 15x, 16, 17	Mesa Lines	2,447	3,278	-25.4%	8,880	10,328	-14.0%
6,11	State/Hollister	9,675	10,387	-6.9%	31,647	32,651	-3.1%
7, 8, 9	Calle Real/Fairview	1,076	1,391	-22.6%	4,182	4,295	-2.6%
<b>Unknown/Miscellaneous</b>							
		538	51	954.9%	650	160	306.3%
<b>System Total</b>		<b>26,202</b>	<b>29,427</b>	<b>-11.0%</b>	<b>85,074</b>	<b>88,793</b>	<b>-4.2%</b>

<sup>1</sup> MTD electric shuttles cannot carry bicycles.

Source: GFI Genfare, MTD Transit Development Department, Planning Section

# Planning

## MTD Wheelchairs Boarded (January – March 2016)

		Quarter			Year to Date		
LINE		Jan 16 - Mar 16	Jan 15 - Mar 15	% Change	FY 2015-2016	FY2014- 2015	% Change
1	West Santa Barbara	319	340	-6.2%	1,008	1,061	-5.0%
2	East Santa Barbara	426	507	-16.0%	1,420	1,759	-19.3%
3	Oak Park	421	370	13.8%	1,214	1,174	3.4%
4	Mesa / SBCC	26	83	-68.7%	79	314	-74.8%
5	Mesa / La Cumbre	196	189	3.7%	605	780	-22.4%
6	Goleta	583	564	3.4%	1,854	1,899	-2.4%
7	County Health / Fairview	235	270	-13.0%	855	701	22.0%
8	County Health	180	201	-10.4%	528	566	-6.7%
9	Calle Real / Old Town Shuttle	47	41	14.6%	194	144	34.7%
10	Cathedral Oaks	8	5	60.0%	11	14	-21.4%
11	UCSB	663	605	9.6%	2,166	2,219	-2.4%
12x	Goleta Express	178	255	-30.2%	567	731	-22.4%
14	Montecito	46	89	-48.3%	179	244	-26.6%
15x	SBCC / UCSB Express	61	4	1425.0%	84	26	223.1%
16	City College Shuttle	68	117	-41.9%	181	278	-34.9%
17	Lower West / SBCC	33	83	-60.2%	87	236	-63.1%
20	Carpinteria	489	411	19.0%	1,305	1,077	21.2%
21x	Carpinteria Express	115	87	32.2%	254	256	-0.8%
22	Old Mission	-	-	0.0%	-	-	0.0%
23	Winchester Canyon	19	34	-44.1%	48	117	-59.0%
24x	UCSB Express	96	105	-8.6%	322	244	32.0%
25	Elwood	6	69	-91.3%	43	171	-74.9%
27	Isla Vista Shuttle	13	16	-18.8%	42	58	-27.6%
36	Seaside Shuttle	17	20	-15.0%	85	53	60.4%
37	Crosstown Shuttle	13	23	-43.5%	54	66	-18.2%
	Booster Services	1	2	-50.0%	6	8	-25.0%
System Subtotal		4,259	4,490	-5.1%	13,191	14,196	-7.1%
Downtown Waterfront Shuttles							
30	State Street Shuttle	143	154	-7.1%	439	490	-10.4%
31	East Beach Waterfront Shuttle	13	35	-62.9%	106	66	60.6%
32	West Beach Waterfront Shuttle	9	7	28.6%	31	38	-18.4%
Coastal Express Limited							
86,87	Limited - Santa Barbara	-	-	0.0%	-	1	-100.0%
88,89	Limited - Goleta	-	1	0.0%	-	5	-100.0%
Related Routes							
20, 21x	Carpinteria	604	498	21.3%	1,559	1,333	17.0%
1, 2, 37	East/West & Crosstown	758	870	-12.9%	2,482	2,886	-14.0%
4, 5, 15x, 16, 17	Mesa Lines	384	476	-19.3%	1,036	1,634	-36.6%
6, 11	State/Hollister	1,246	1,169	6.6%	4,020	4,118	-2.4%
7, 8, 9	Calle Real/Fairview	462	512	-9.8%	1,577	1,411	11.8%
Unknown/Miscellaneous							
		29	6	383.3%	41	14	192.9%
System Total		4,453	4,693	-5.1%	13,808	14,810	-6.8%

Source: GFI Genfare, MTD Transit Development Department, Planning Section

# Transit Operations

## AM/PM Startup for January, February, March

Starts (from terminal)	FY 2015-2016				FY 2014-2015			
	Total Trips	Missed/ Late Starts (missing driver)	Missed/ Late Starts (operations error)	Late Starts (bus failure)	Total Trips	Missed/ Late Starts (missing driver)	Missed/ Late Starts (operations error)	Late Starts (bus failure)
<b>Weekday AM</b>	3,410	3(1)	0	6(2)	4,880	4(1)	2(3)	3(2)
<b>Weekday PM</b>	1,612	0	0	2(2)	2,318	0	0	1(2)
<b>Saturday</b>	750	0	0	0	720	0	1(3)	0
<b>Sunday</b>	672	1(1)	0	2(2)	602	0	1(3)	1(2)
<b>Quarter Totals</b>	6,444	4	0	10	8,520	4	4	4

## AM/PM Startup YTD

Starts (from terminal)	FY 2015-2016				FY 2014-2015			
	Total	Missed/ Late Starts (missing driver)	Missed/ Late Starts (operations error)	Late Starts (bus failure)	Total	Missed/ Late Starts (missing driver)	Missed/ Late Starts (operations error)	Late Starts (bus failure)
<b>Weekday AM</b>	14,169	4(1)	1(3)	12(2)	15,278	6(1)	3(3)	13(2)
<b>Weekday PM</b>	5,987	0	0	2(2)	7,130	0	1(3)	3(2)
<b>Saturday</b>	2,315	2(1)	1(3)	0	2008	3(1)	1(3)	1(2)
<b>Sunday</b>	1,959	1(1)	2(3)	8(2)	1856	0	1(3)	7(2)
<b>YTD Totals</b>	24,430	7	4	22	26,272	9	6	24

(1) Driver minimally late

(2) Minor maintenance problems requiring repair prior to leaving for start of service.

(3) Incidents/accidents

# Customer Service

## FY 2016 3rd Quarter Quarter Complaints & Compliments

Month	Passenger Relations	Driving Observations	Schedule/ Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
January	10	8	3	4	25	22,907	2
February	11	8	3	5	27	22,751	3
March	6	6	1	3	16	37,502	5
Quarter Total	27	22	7	12	68	26,132	10

## Year To Date Total Complaints & Compliments

Month	Passenger Relations	Driving Observations	Schedule/ Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
FY 2016	101	74	44	50	269	19,370	38
FY 2015	53	52	35	40	180	31,453	48

### Definitions:

**Passenger Relations:** Perceived negative treatment of passengers by an MTD Employee.

**Driving Observations:** Concerns regarding driving safety.

**Schedule/Policy:** Missed trips, frequency of service, transfer policy, etc.

**Missed Passengers:** Complaints that passengers were passed up at MTD authorized stops.

**Compliments:** Documented praise of MTD Employee's actions.

### MTD Performance Standard:

Passenger complaints shall average no more than 1 complaint per 10,000 MTD passenger boardings.

# Transit Operations



## Fleet Facts

EV Fleet	Number in Fleet	Battery Type	Traction
EV's 3, 4, 5, 6, 8 & 11	6	Lead Acid	DC Drive
EV's 13, 16,17, 26-29	7	Ni-Cad	AC Drive
EV's 12, 14,15,18,19,20 and 21	7	LiFePO4	AC Drive

## Fleet Consumption Statistics

### Third Quarter Fiscal Year 2016 (March 31, 2016)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
43,797	62,669	0.70	21,496	15,883	\$1.17

### Third Quarter Fiscal Year 2015 (March 31, 2015)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
43,360	68,237	0.64	\$16,394	\$7,606	\$0.91

### Fiscal Year 2016 to Date (March 31, 2016)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
147,747	205,118	0.69	\$85,068	\$51,672	\$1.29

### Fiscal Year 2015 to Date (March 31, 2015)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
137,728	214,275	0.64	\$77,383	\$24,534	\$1.09

# Transit Operations



## Fleet Facts

Diesel Fleet	Number in Fleet	Engine	Transmission
1998 Nova LFS 40	15	Detroit Diesel Series 40 inline 6	Allison B400R
2000 Nova LFS 40	2	Detroit Diesel Series 40 inline 6	Allison B400R

## Fleet Consumption Statistics

### Third Quarter Fiscal Year 2016—One less bus than Q3 2015 (March 31, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
75,808	4.42	\$32,945	\$35,621	\$15,761	\$1.11

### Third Quarter Fiscal Year 2015 (March 31, 2015)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
85,431	4.49	\$58,705	\$13,524	\$7,875	\$0.94

### Fiscal Year 2016 to Date (March 31, 2016) less bus than Q3 2015 FY to date

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
206,306	4.52	\$121,609	\$47,328	\$33,229	\$0.98

### Fiscal Year 2015 to Date (March 31, 2015) FY to date

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
258,593	4.53	\$177,956	\$63,218	\$33,278	\$1.06



# Transit Operations



## Fleet Facts

Diesel Fleet	Number in Fleet	Engine Type	Transmission
2004 Gillig LF 29	14	Cummins ISB inline 6	Allison B300R

## Fleet Consumption Statistics

Third Quarter Fiscal Year 2016 (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
97,634	4.67	\$38,919	\$44,228	\$19,210	\$1.06

Third Quarter Fiscal Year 2015 (March 31, 2015)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
102,754	4.64	\$67,321	\$25,761	\$12,524	\$1.03

Fiscal Year 2016 to Date (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
288,384	4.83	\$154,361	\$123,865	\$57,955	\$1.17

Fiscal Year 2015 to Date (March 31, 2015)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
292,058	4.66	\$195,070	\$78,094	\$38,491	\$1.07

\*Rebuilt engine installed in 710 9/2015 drove up parts cost and CPM

# Transit Operations



## Gillig 700 Hybrid Series Fleet Facts

Diesel Fleet	Number in Fleet	Engine	Transmission
2009 Gillig Hybrid LF 29	3	Cummins ISB Inline 6	Allison EP40

## Fleet Consumption Statistics

### Third Quarter Fiscal Year 2016 (March 31, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
13,444	5.47	\$4,532	\$4,853	\$1431	\$0.77

### Third Quarter Fiscal Year 2015 (March 31, 2015)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
8,322	5.19	\$4,881	\$397	\$884	\$.74

### Fiscal Year 2016 to Date (March 31, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
28,799	5.26	\$17,622	\$3,337	\$3,780	\$0.86

### Fiscal Year 2015 to Date (March 31, 2015)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
28,799	5.26	\$17,622	\$3,337	\$3,780	\$0.86

# Transit Operations



## Fleet Facts

Diesel Fleet	Number in Fleet	Engine Type	Transmission
2004 Gillig LF 40	15	Detroit Diesel Series 50 inline 4	Allison B400R
2011 Gillig LF 40	7	Cummins ISL	Allison B400R
2013 Gillig LF 40	13	Cummins ISL	Allison B400R

## Fleet Consumption Statistics

Third Quarter Fiscal Year 2016 (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
371,297	4.67	\$154,803	\$48,265	\$48,227	0.68
Third Quarter Fiscal Year 2015 (March 31, 2015)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
317,929	4.43	\$221,169	\$68,013	\$31,710	\$1.01
Fiscal Year 2016 to Date (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
1,072,663	4.62	\$603,143	\$141,374	\$133,067	\$0.82
Fiscal Year 2015 to Date (March 31, 2015)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
1,034,454	4.52	\$718,025	\$152,747	\$95,908	\$0.93

# Transit Operations



## Fleet Facts

Diesel Fleet	Number in Fleet	Engine	Transmission
2007 Gillig Hybrid LF 40	8	Cummins ISB Inline 6	Allison EP40
2011 Gillig Hybrid LF 40	7	Cummins ISB Inline 6	Allison EP40

## Fleet Consumption Statistics

Third Quarter Fiscal Year 2016 (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
117,946	5.10	\$ 45,287	\$12,351	\$14,704	\$0.63
Third Quarter Fiscal Year 2015 (March 31, 2015)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
148,108	5.30	\$85,163	\$15,246	\$10,229	\$0.75
Fiscal Year 2016 to Date (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
356,126	4.88	\$189,323	\$95,687	\$48,307	\$0.94
Fiscal Year 2015 to Date (March 31, 2015)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
420,036	5.22	\$251,799	\$57,355	\$36,408	\$0.82

\*FY2016 Parts include repowering of 912 and 915 with new engines

# Transit Operations



## Nova 1000 Series Artic Fleet Facts

Diesel Fleet	Number in Fleet	Engine	Transmission
2014	3	Cummins ISL	Allison B500R

## Fleet Consumption Statistics

Third Quarter Fiscal Year 2016 (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
36,891	4.90	\$14,835	\$2,557	\$2,908	\$.55

Second Quarter Fiscal Year 2016 (December 30, 2015)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
33,673	4.48	\$ 21,511	\$5,999	\$2,839	\$1.04

Fiscal Year 2016 to Date (March 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
91,905	4.65	\$50,929	\$9,559*	\$8,082	\$0.75

First Quarter Fiscal Year 2015 Not in Service					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile

\*Accident damage to 1003 greatly affected this number.

# Management & Administration

## January through March

### Liability Claims (bus accidents)

January - March:	2012	2013	2014	2015	2016
ReportableTo National Transit Database	0	0	0	1	0

The NTD defines a Reportable Event (Major Incident) as a safety or security event occurring on transit right-of-way, in a transit revenue facility, in a transit maintenance facility, or involving a transit revenue vehicle meeting the following criteria:

- An evacuation for life safety reasons
- Estimated property damage equal to or exceeding \$25,000
- Fatality
- Immediate transport away from the scene for medical attention (1 or more persons), except illnesses requiring transport for medical attention

MTD's Adopted Safety Standard is "revenue vehicles shall travel a minimum of 300,000 revenue miles between reportable safety incidents." Revenue miles for the quarter totaled 631,591, and reportable events to NTD for the quarter totaled 2. Thus, we exceeded our measure for the quarter.

Additionally, MTD reviews all occurrences of incidents that do not fall under the NTD reporting guidelines as a regular risk assessment practice. MTD's Manager of Human Resources & Risk, in coordination with the new Safety and Training Officer, are currently assessing other agencies' practices for continued development of internal reporting protocols for accidents and incidents.

### Workers' Compensation Claims

January - March:	2012	2013	2014	2015	2016
Temporary Disability (lost time)	4	5	1	4	2
First Aid Only (no lost time)	2	4	1	3	2

# Management & Administration

## January through March

### MTD Employee Turnover Rate

Department vs. Total	2012	2013	2014	2015	2016
Staff	6%	0%	3%	0%	1%
Drivers	1%	1%	1%	2%	2%
Service Workers	0%	0%	0%	0%	0%
Mechanics	0%	0%	0%	1%	0%



# Transit Finance

## Compliance Report for Quarter Ending March 31, 2016

As a recipient of Federal funds from the Federal Transit Administration (FTA), the Santa Barbara Metropolitan Transit District (MTD) is subject to a number of rules and regulations. This report describes actions taken between January 1 and March 31, 2016, to address these requirements.

### MTD Compliance Actions

Submitted MTD monthly National Transit Database Safety and Security reports to FTA, as required.

Submitted MTD monthly National Transit Database Ridership reports to FTA, as required.

Resubmitted MTD FY 2015 National Transit Database Annual Report to FTA, as required.

Submitted calendar year 2015 drug & alcohol testing data to the FTA, as required.

Submitted calendar year 2015 Safety & Security data CEO certification to the FTA, as required.

Participated in an FTA Webinar regarding the new Americans with Disabilities Act Circular prepared by the agency.

Submitted semi-annual reports to the California Department of Transportation (Caltrans) for MTD's Proposition 1B grants from the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA).

Submitted two grant applications to Caltrans for California cap-and-trade funds from the Low Carbon Transit Operations Program (LCTOP).

Continued to monitor all FTA compliance areas and ensure that MTD is in compliance, including the Americans with Disabilities Act (ADA) complementary paratransit service that is operated by Easy Lift Transportation for MTD. *(MTD is responsible for this service, and must ensure that it complies with all FTA requirements.)*



**ROGER ACEVES**  
BOARD DIRECTOR

**DICK WEINBERG**  
BOARD DIRECTOR

**OLIVIA RODRIGUEZ**  
BOARD DIRECTOR

**DAVE DAVIS**  
CHAIR

**CHUCK McQUARY**  
VICE CHAIR

**BILL SHELOR**  
SECRETARY

**DAVID TABOR**  
BOARD DIRECTOR

**JERRY ESTRADA**  
GENERAL MANAGER

**NATASHA GARDUNO**  
EXECUTIVE ASSISTANT  
ADVERTISING COORDINATOR

**LILLIANA GOMEZ**  
ADMINISTRATIVE ASSISTANT

# ORGANIZATIONAL CHART

**BRAD DAVIS**  
ASSISTANT GENERAL MANAGER  
(CONTROLLER - PROCUREMENT OFFICER)

**LIZ DE LA TORRE**  
MANAGER OF ACCOUNTING

**DIANA FLORES**  
BOOKKEEPER

**CLAIRE PATTERSON**  
ACCOUNTING ASSISTANT

**THAIS SAYAT**  
ASSISTANT CONTROLLER

**JUAN PEREZ**  
FAREBOX TECHNICIAN  
LEAD

**JOSH MARTINEZ**  
FAREBOX TECHNICIAN

**TOM SHELTON**  
IT MANAGER

**PABLO ZUNIGA**  
IT SUPPORT SPECIALIST

**RYAN GRIPP**  
PROCUREMENT SPECIALIST

**DAVE HARBOUR**  
FLEET & FACILITIES MANAGER

**MIKE CARDONA**  
SUPERINTENDENT  
OF MAINTENANCE

**MECHANICS**  
13

**UTILITY**  
5(FT) - 8(PT)

**STEVE HAHN**  
ASSISTANT SUPT.  
OF MAINTENANCE

**JOHN HERRERA**  
PARTS CLERK

**VACANT**  
DATA ANALYST

**FRANK REYNOSO**  
FACILITIES SPECIALIST

**BILL MORRIS**  
MANAGER OF OPERATIONS

**DAVE MORSE**  
SUPERINTENDENT OF  
OPERATIONS

**MANNY CASTANON**  
OPERATIONS SAFETY &  
TRAINING OFFICER

**SUPERVISORS**  
3 (ROAD) - 2 (FACILITY) -  
2 (TRANSIT CENTER) - 1  
(TRAINING)

**DRIVERS**  
147

**GEORGE AMOON**  
MANAGER OF PLANNING

**CYNTHIA BOCHE**  
ASST. PLANNING MANAGER  
(COMMUNICATIONS)

**ROBERT OLIVERA**  
BUS STOP MAINT

**MARK CLYDE**  
TRANSIT PLANNER

**JENNIFER TANNER**  
ROUTE SCHEDULER

**STEVE MAAS**  
MANAGER OF GOVERNMENT  
RELATIONS & COMPLIANCE  
(DBE OFFICER)

**VACANT**  
MANAGER OF MARKETING

**NANCY ALEXANDER**  
CUSTOMER & PUBLIC  
OUTREACH ADMIN.

**(5 FTE)**  
CUSTOMER SERVICE  
REPRESENTATIVES

**MARY GREGG**  
MANAGER OF HR & RISK  
(EEO OFFICER)

**JILL GRISHAM**  
ASSISTANT MANAGER OF  
HR & RISK

**LYNROSE DIMALANTA**  
HR & W.C. SPECIALIST

**MTD**  
**Santa Barbara**

Updated: 3/21/2016



## BOARD OF DIRECTORS REPORT

**MEETING DATE:** MAY 17, 2016

**AGENDA ITEM #:** 11

**TYPE:** ACTION

**PREPARED BY:** BRAD DAVIS

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** Request for Options from Washington State Department of Enterprise Services for Potential Acquisition of up to 14 Electric Buses

### **RECOMMENDATION:**

Staff recommends that the Board authorize the General Manager to request options from the Washington State Department of Enterprise Services (DES) for the potential acquisition of up to 14 BYD thirty-foot electric buses.

### **DISCUSSION:**

Staff continues to review its options for the replacement of the aging battery-electric shuttle fleet. Three solicitations to build similar replacement vehicles with necessary design enhancements have been unsuccessful. The main reason is that there is insufficient demand for the desired length and style to warrant the interest of transit vehicle manufacturers. As a result, staff has had to consider EVs of greater size including the more standard 30 feet in length.

Last year, the Washington State Department of Enterprise Services (DES) carried out a solicitation for the purchase of transit buses on behalf of all public transit providers in the state. The agreement was awarded to several vehicle manufacturers. The various vendor contracts cover all standard sizes and propulsion systems for transit buses, including 30' battery-electric.

While initially intended for agencies in the State of Washington, the contract has been used by out-of-state parties. As a result, MTD inquired about using the contract for the purchase of 14 of the "Low-Floor Plug-In Electric, 30-Foot" category, which was awarded to BYD. The DES contract officer indicated that granting the options should not be a problem if the request was made "soon," but that DES would stop approving such "piggybacks" from outside agencies in the near future (the reason is that DES needs to ensure that there are adequate purchasing opportunities for the intended parties before the contract maximum of \$100 million is reached).

Staff has reviewed the quality and performance capabilities of BYD's electric buses in addition to their ability to meet after-market needs. The results are positive. If granted by DES, the options in no way commit MTD to purchasing any vehicles. However, failure to secure the options now would likely result in a significantly longer procurement process if this path is ultimately approved by the Board. The matter was reviewed by the R&D Technology Committee last week, which recommended requesting the options.

To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: May 13, 2016  
Subject: General Manager's Report

### Operations & Maintenance

The Operations department is still in the bidding process for the upcoming summer service, which is scheduled to commence June 13<sup>th</sup>. It appears this process might be completed ahead of schedule. Jay Akely, a new Operator in Training, is testing with the DMV this week. We wish him the best of luck as he continues his training schedule.

Operations supplied a bus, a Supervisor, and the Training Officer this past week to a Santa Barbara Sheriff / SWAT team training session. This was requested of MTD to practice hostage protocol, which took almost eight hours at an off site location.

Maintenance management visited the EBus facility on May 4<sup>th</sup> to tour the plant and to discuss the possibility of having (2) Anaheim EV's refurbished with a new Lithium Ion package. EBus has provided prices, but has also stated that they would need to use 180ah batteries in place of 400ah batteries due to the 400ah's availability. Two of the (5) cross-town shuttles have been repainted and put back into service. Work continues on the remaining (3), with the goal of all being completed before June 1<sup>st</sup>.

### Planning & Administration

General Manager Estrada presented an update on the Downtown-Waterfront Shuttle to the City of Santa Barbara's Downtown Parking Committee on Thursday, May 12. Mr. Estrada discussed the history of the service since 1990, and highlighted major changes such as changes to the fare and to the level of service provided. He finished with a discussion of the need to replace the shuttle fleet, most of which were built around 2000. The Committee members were very interested in the information and were appreciative of Mr. Estrada's presentation.

Planning staff attended a SBCC Transportation Alternatives Group (TAG) meeting on May 5<sup>th</sup> with SBCC and other local agency staff. These meetings are held to gather and coordinate ideas to improve alternative transportation access to campus. Staff briefly presented the recently approved August changes.

With the Fall changes approved by the Board, staff will begin finalizing the August bid after the Trapeze training is completed next week and preparing the passenger information updates. The inbound Hollister/Patterson stop that serves Lines 6 and 11 will be temporarily closed for 2-3 months due to the adjacent Goleta Valley Cottage Hospital project. The ADA accessible Hollister/Sumida Gardens and Hollister/San Ricardo stops are both approximately one fifth of a mile away from this stop in either direction.

First round interviews are being held this week for the Utility Technician position in the Maintenance Department. The position is open due to Jose Bautista's upcoming retirement in June. Recruitment continues for a staff position left vacant due to retirement, Maintenance Data Analyst, which is an administrative support position for the Maintenance

Department. Two bus drivers have just been hired and will begin training in a couple of weeks. Congratulations to driver Lou Mandeville who retired May 3rd after close to 27 years of service.

The Customer Service department has been busy with community outreach in a variety of venues. They have been continuing to go out to the 6<sup>th</sup> grade classes to teach the students about independently riding the bus. Additionally, this week they are participating in the Senior Health & Fitness Day at the Santa Barbara YMCA and the City of Goleta "Public Works Week" event at the Camino Real Marketplace. The MTD Facebook page has been having regular postings, which are reaching a wider audience every week.

The Federal Transit Administration (FTA) has closed MTD's FY 2015 National Transit Database (NTD) annual report. As required by the FTA, staff has submitted MTD's April Safety & Security Report to the NTD.

Staff attended meetings of SBCAG's Joint Technical Advisory Committee (JTAC) and Technical Transportation Advisory Committee (TTAC) on Thursday, May 5<sup>th</sup>. MTD is a voting member of both committees. JTAC continued to review land-use scenarios for the ongoing update of SBCAG's Regional Transportation Plan - Sustainable Communities Strategy (RTP-SCS). TTAC recommended that the SBCAG Board approve SBCAG's Draft 2016 Transit Needs Analysis Report and Draft Final Congestion Management Plan Update.

MTD received funding through Caltrans from the Low Carbon Transit Operations Program (LCTOP), a California cap-and-trade program. Caltrans requires semi-annual reports on LCTOP-funded projects, and staff will submit the required report by the deadline of Monday, May 16<sup>th</sup>. The report will describe the enhanced A.M. peak period service on Lines 1 & 2 that was implemented on November 30, 2015.

Staff will submit a grant application to the FTA for the purchase of 14 buses to replace the remaining 1998 Nova 40-ft. buses. The grant application is through the competitive Section 5339(b) Grants for Buses and Bus Facilities Program. Section 5339(b) is a new grant program under the Fixing America's Surface Transportation Act (FAST-Act), the new Federal transportation bill. This is a nationwide competitive program, and we expect many competitors for the grants.