



**AGENDA**

**Meeting  
of the  
BOARD OF DIRECTORS  
of the  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
A Public Agency  
Tuesday, June 28, 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 June 14, 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 June 7, 2016 through June 20, 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.

**7. RENEWAL OF WORKERS' COMPENSATION EXCESS INSURANCE EFFECTIVE: JULY 1, 2016 THROUGH JUNE 30, 2017 - (ACTION MAY BE TAKEN)**

Staff recommends that the MTD Board of Directors authorize renewal of Workers' Compensation insurance through the California State Association of Counties Excess Insurance Authority (CSAC-EIA)

**8. AUTHORIZATION TO PURCHASE 8 BYD 30' ELECTRIC VEHICLES - (ACTION MAY BE TAKEN)**

Staff recommends that the Board authorize the General Manager to execute an agreement to acquire eight new 30-foot battery-electric shuttles manufactured by BYD.

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

- 9. 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.
- 10. RECESS TO CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION - (ACTION MAY BE TAKEN)**  
The Board will meet in closed session pursuant to Government Code § 54956.9(a) four matters:
1. Jose Mendoza
  2. Virginia Saucedo
  3. Julian Ray Rodriguez v. SBMTD
  4. Swostik Lamichhane, Reeti K.C. Lamichhane, Sapana Lamichhane, Rachayita Pant v. SBMTD
- 11. GENERAL MANAGER’S REPORT UPDATE - (INFORMATIONAL)**
- a) Canopy Project
  - b) Charging Infrastructure
- 12. OTHER BUSINESS AND COMMITTEE REPORTS - (ACTION MAY BE TAKEN)**  
The Board will report on other related public transit issues and committee meetings
- 13. ADJOURNMENT**

**AMERICAN WITH DISABILITIES ACT:** If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



**MINUTES**

**Meeting  
of the  
BOARD OF DIRECTORS  
of the  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
A Public Agency  
Tuesday, June 14, 2016  
8:30 AM  
Santa Barbara MTD Auditorium  
550 Olive Street, Santa Barbara, CA 93101**

**1. CALL TO ORDER**

Chair Davis called the meeting to order at 8:30 a.m.

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

Chair Davis reported that all members were present with the exception of Director Weinberg.

**3. REPORT REGARDING POSTING OF AGENDA**

Lilly Gomez, Executive Assistant, reported that the agenda was posted on Friday, June 10<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. APPROVAL OF PRIOR MINUTES-(ATTACHMENT-ACTION MAY BE TAKEN)**

Director McQuary moved to approve the draft minutes. Director Tabor seconded the motion. The motion passed unanimously with one abstention from Director Shelor that was not present for last meeting and one absent; Director Weinberg.

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

Director Aceves asked for clarification on the large number of voided checks. It was explained that some checks printed were misaligned during the print process and had to be voided.

Director McQuary moved to approve the cash report for the periods May 10, 2016 through May 23, 2016 and May 24, 2016 through June 6, 2016. Director Tabor seconded the motion. The motion passed unanimously with one absent; Director Weinberg.

**THIS CONCLUDES THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

None was made.

***AT 8:39 A.M. DIRECTOR WEINBERG JOINED THE MEETING.***

**7. DRAFT FISCAL YEAR 2016-17 OPERATING AND CAPITAL BUDGET- (ATTACHMENT-ACTION MAY BE TAKEN)**

Brad Davis, Assistant General Manager recommended the Board of Directors approve the draft Operating & Capital Budget for Fiscal Year 2016-17, which begins this July 1<sup>st</sup>. Mr. Davis shared that the operating budget for the 2016-2017 fiscal year is \$25.8 million. With total operating revenue anticipated at \$25.5 million, the use of just under \$300,000 in reserves, representing 1.2% of expenses, is required to balance the operating budget.

The prominent matters and events affecting MTD finances in FY 16-17 and the future include a 4.8% increase in scheduled revenue service hours beginning in August 2016, the effect of the ongoing ridership decrease on fare revenue, expiration of the Teamsters collective bargaining agreement on June 30, 2016, substantial infusion of new state and local operating assistance for designated services, significant increase in marketing activities and customer service enhancements and lastly the cumulative effect of these and other factors is an operating budget that is 5.9% more than the approved FY15-16 budget and an 8.4% increase from the projected actual costs for FY15-16. Mr. Davis stated the majority of the capital improvements are carryovers for ongoing projects. The improvements consist of the Transit Center renovation, three 40-foot Gillig buses on order, the AIM intelligent transportation system, the smart card project, and the canopy improvements.

Director Rodriguez suggested a "package or promotion" to generate more Queen Advertising revenue. Mr. Estrada suggested that options can be discussed in an upcoming Finance Committee meeting.

Director McQuary inquired about the smart card and fare boxes compatibility. Mr. Estrada shared a summary of the options that are available as well as the factors that play a large roll in the decision to move forward. More analysis and research will be done and brought the R&D Committee at a later time.

Chair Davis, Director McQuary and Director Rodriguez acknowledged Mr. Brad Davis for all his hard work and expressed how pleased they were with the presentation of the operating and capital budget report. All the graphs and maps made the report very easy to understand.

Director Rodriguez moved to approve the 2016 Operating & Capitol Budget. Director Aceves seconded the motion. The motion passed unanimously.

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

**8. 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.

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

***TIME CERTAIN 9:30 A.M.***

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

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

Seven matters:

1. Christy Murphy/Alamo Rent-a-Car
2. Reyna Muniz/Farmers Insurance
3. John Frederick/SafeCo Insurance
4. Jose Mendoza
5. Virginia Saucedo
6. Julian Ray Rodriguez v. SBMTD
7. Swostik Lamichhane, Reeti K.C. Lamichhane, Sapana Lamichhane, Rachayita Pant v. SBMTD

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

***DIRECTORS RETURNED FROM CLOSED SESSION AT 10:27 A.M.***

***ITEMS 10 AND 11 WERE PRESENTED IN REVERSE ORDER***

**11. RENEWAL OF FLOOD INSURANCE- EFFECTIVE: JULY 10, 2016 THROUGH JULY 10, 2017- (ACTION MAY BE TAKEN)**

Human Resources Manager, Mary Gregg recommended the Board of Directors authorize MTD staff to bind Flood Insurance coverage with Wright National Flood Insurance Company effective July 10, 2016 through July 10, 2017. Mrs. Gregg stated the insurance increased by 7% due to the Flood rezoning that affected some of MTD's properties. Director Aceves moved to bind Flood Insurance with Wright National Flood Insurance Company. Director Tabor seconded the motion. The motion passed unanimously.

**10. RENEWAL OF WORKERS' COMPENSATION EXCESS INSURANCE EFFECTIVE: JULY 1, 2016 THROUGH JUNE 30, 2017 - (INFORMATIONAL)**

Human Resources Manager, Mary Gregg presented the Board with a preliminary proposal for Workers' Compensation Excess Insurance. Mrs. Gregg stated the Final proposal will be presented in June 28<sup>th</sup> Board of Director's Meeting.

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

General Manager, Jerry Estrada shared that the Summer Bid is finished and is to be released in August. Mr Estrada shared he is very pleased with the new planning scheduler's Mark Clyde and Jennifer Tanner. They have a done a great job! The trapeze round table training was well received and worthwhile.

The Planning department is developing the 2016-2017 service work plan and would like to review with the Development Committee next week. A Survey will be sent out to calendar the meeting.

MTD would like to welcome Mr. David Meyers. Mr. Myers was hired as the Data Analyst. MTD and especially the mechanics department are thrilled to have him join the tem. This week is Executive Assistant, Natasha Garduno's last week with SBMTD. Mrs. Garduno has accepted a position with the Santa Barbara County. MTD wishes her the best in her coming endeavors.

MTD held an art contest for children between K-6<sup>th</sup> grade. The art contest was of great success and the winners have been announced and sent to press to announce all the winners. Congratulations!

Director Shelor inquired about the service provided by MTD mentioned at the State of the City Event. Mr. Estrada stated that no commitments have been made as the scheduling has not been discussed. Staff will follow up and discuss in Development Committee when further information is gathered.

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

The Board Chair Dave Davis reported he will not be attending meetings held between June 29<sup>th</sup>- July 9<sup>th</sup>. Director Shelor also stated he will be unable to attend any meetings held between June 28<sup>th</sup> and July 9<sup>th</sup>.

**14. ADJOURNMENT**

Director Aceves moved to adjourn the meeting at 10:49 a.m. Director Tabor seconded the motion. The motion passed unanimously.

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**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of June 28, 2016**  
**For the Period June 7, 2016 through June 20, 2016**

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**MONEY MARKET**

**Beginning Balance June 7, 2016** **\$8,670,743.57**

Accounts Receivable	5,544,706.29
Passenger Fares	131,218.13
Property Tax Revenue	36,338.21
Miscellaneous/Asset Sales	3,241.02
Advertising/Prepaid Deposits	1,786.00
Interest Income	68.21
<b>Total Deposits</b>	<b>5,717,357.86</b>

Bank/CC Fees	(1,116.01)
ACH Garn/Escrow	(1,211.52)
ACH Pensions Transfer	(30,982.59)
WC Transfer	(80,056.53)
ACH Tax Deposit	(143,056.94)
Payroll Transfer	(307,464.85)
Operations Transfer	(662,420.10)
<b>Total Disbursements</b>	<b>(1,226,308.54)</b>

**Ending Balance** **\$13,161,792.89**

**CASH INVESTMENTS**

LAIF Account	\$3,350,004.78
Money Market Account	13,161,792.89

**Total Cash Balance** **\$16,511,797.67**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$3,996,746.90)
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**Working Capital** **\$12,515,050.77**

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**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
112747	6/10/2016	ABC BUS COMPANIES INC	BUS PARTS	485.29	
112748	6/10/2016	AGENCIES TOOL CENTER dba	SHOP SUPPLIES	51.52	
112749	6/10/2016	A.G.S. REBUILDERS, INC.	SERVICE VEHICLE PARTS/BUS PARTS	238.02	
112750	6/10/2016	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	344.38	
112751	6/10/2016	CUMMINS PACIFIC, LLC	BUS PARTS	6.79	
112752	6/10/2016	MARY DEAILÉ	PAYROLL RELATED	106.15	
112753	6/10/2016	DELTA DENTAL OF CALIFORNIA	DENTAL INSURANCE	10,928.30	
112754	6/10/2016	DELTA DENTAL INSURANCE COM	DENTAL INSURANCE	2,311.80	
112755	6/10/2016	STATE OF CALIFORNIA	PAYROLL RELATED	565.08	
112756	6/10/2016	FRONTIER CALIFORNIA INC.	TELEPHONES	94.99	
112757	6/10/2016	GENFARE, A DIVISION OF SPX COR	FAREBOX REPAIRS & PARTS	1,573.97	
112758	6/10/2016	GIBBS INTERNATIONAL INC	BUS PARTS	281.07	
112759	6/10/2016	GILLIG LLC	BUS PARTS	2,416.58	
112760	6/10/2016	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,661.60	
112761	6/10/2016	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	653.35	
112762	6/10/2016	ANN HARBOUR	PAYROLL RELATED	275.00	
112763	6/10/2016	H.G. MAKELIM CO., INC.	BUS PARTS	849.25	
112764	6/10/2016	MC CORMIX CORP. (OIL)	LUBRICANTS	1,826.52	
112765	6/10/2016	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	356.24	
112766	6/10/2016	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	695.00	
112767	6/10/2016	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	4,841.81	
112768	6/10/2016	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,120.75	
112769	6/10/2016	NATIONAL AUTO BODY & PAINT I	EV REPAINTING	12,480.00	
112770	6/10/2016	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	309.59	
112771	6/10/2016	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
112772	6/10/2016	POWERSTRIDE BATTERY CO.	EV BATTERIES	592.77	
112773	6/10/2016	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	660.00	
112774	6/10/2016	SPECIAL DISTRICT RISK MGMT	MEDICAL HEALTH INSURANCE	49,338.42	
112775	6/10/2016	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	487.11	
112776	6/10/2016	SO. CAL. EDISON CO.	UTILITIES	6,306.15	
112777	6/10/2016	SB CITY OF-REFUSE/WATER	UTILITIES	1,309.34	
112778	6/10/2016	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	169,834.00	
112779	6/10/2016	TEAMSTERS PENSION TRUST	UNION PENSION	88,915.31	
112780	6/10/2016	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	9,756.91	
112781	6/10/2016	U.S. DEPARTMENT OF EDUCATION	PAYROLL RELATED	224.39	
112782	6/10/2016	VALLEY POWER SYSTEMS, INC.	BUS PARTS	7,772.83	
112783	6/17/2016	ACCONTEMPS DBA	CONTRACT EMPLOYMENT	1,090.02	
112784	6/17/2016	AXLE TECH INTERNATIONAL D	BUS PARTS & REPAIRS	2,115.99	

Check #	Date	Company	Description	Amount	Voids
112785	6/17/2016	B2B PRINTING SERVICES INC.	OFFICE SUPPLIES	407.05	
112786	6/17/2016	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	198.29	
112787	6/17/2016	BIG GREEN CLEANING CO. DBA	JANITORIAL SERV./SUPPLIES	5,240.00	
112788	6/17/2016	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	72.23	
112789	6/17/2016	CLARK SECURITY PRODUCTS DB	GATE FOBS	475.71	
112790	6/17/2016	CIO SOLUTIONS, LP	IT SERVICES	600.00	
112791	6/17/2016	CUMMINS PACIFIC, LLC	BUS PARTS	0.00	V
112792	6/17/2016	CUMMINS PACIFIC, LLC	BUS PARTS	6,355.74	
112793	6/17/2016	CRAIGLIST CORP.	EMPLOYMENT ADS - ONLINE	350.00	
112794	6/17/2016	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	42.22	
112795	6/17/2016	DONS INDUSTRIAL SUPPLY LLC	BUS PARTS/SHOP SUPPLIES	13.53	
112796	6/17/2016	EASY LIFT TRANSPORTATION, INC	ADA SUBSIDY	68,792.58	
112797	6/17/2016	ERGOMETRICS, INC.	DRIVER TEST SCORING	27.00	
112798	6/17/2016	FLORES AUTO BODY & PAINT DB	BUS REPAIRS	758.16	
112799	6/17/2016	FRANK SCHIPPER CONSTRUCTION	SHOP ROOF REPAIRS	96,952.21	
112800	6/17/2016	FRONTIER CALIFORNIA INC.	TELEPHONES	1,152.54	
112801	6/17/2016	GENFARE, A DIVISION OF SPX COR	FAREBOX REPAIRS & PARTS	4,111.52	
112802	6/17/2016	GIBBS INTERNATIONAL INC	BUS PARTS	1,574.23	
112803	6/17/2016	GILLIG LLC	BUS PARTS	2,582.43	
112804	6/17/2016	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	362.46	
112805	6/17/2016	GRAINGER, INC.	SHOP/B&G SUPPLIES	362.92	
112806	6/17/2016	H.G. MAKELIM CO., INC.	BUS PARTS	2,110.52	
112807	6/17/2016	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	91.99	
112808	6/17/2016	LANSPEED DBA	IT SERVICES	410.00	
112809	6/17/2016	LMA ARCHITECTS, CORP.	ARCHITECTURAL SERVICES	3,041.32	
112810	6/17/2016	MANSFIELD OIL CO.- GAINESVILL	BUS FUEL	47,069.52	
112811	6/17/2016	MC CORMIX CORP. (OIL)	LUBRICANTS	1,826.52	
112812	6/17/2016	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	3,061.00	
112813	6/17/2016	KENNETH B. MILLS	PROCUREMENT SERVICES	825.00	
112814	6/17/2016	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	430.89	
112815	6/17/2016	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	228.70	
112816	6/17/2016	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	368.27	
112817	6/17/2016	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	791.37	
112818	6/17/2016	NU IMAGE AD GROUP DBA	PRINTING SERVICES	4,786.18	
112819	6/17/2016	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	170.20	
112820	6/17/2016	PETTY CASH - ALEXANDER, NANC	MISC. PURCHASES	255.53	
112821	6/17/2016	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	158.58	
112822	6/17/2016	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	200.00	
112823	6/17/2016	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	8.63	
112824	6/17/2016	SILVAS OIL CO., INC.	LUBRICANTS	345.73	
112825	6/17/2016	SMITTY'S TOWING SERVICE D	TOWING SERVICES	375.00	

Check #	Date	Company	Description	Amount	Voids
112826	6/17/2016	SANTA BARBARA TROPHY	DRIVER NAME PLATES	10.37	
112827	6/17/2016	SANTA BARBARA ELECTRONICS S	BUS PARTS, IT & SHOP SUPPLIES	245.66	
112828	6/17/2016	SHIELD HEATING & AIR DBA	B&G REPAIRS & SUPPLIES	2,343.46	
112829	6/17/2016	SMART & FINAL	OFFICE/MEETING SUPPLIES	65.98	
112830	6/17/2016	SO. CAL. EDISON CO.	UTILITIES	1,435.32	
112831	6/17/2016	THE GAS COMPANY DBA	UTILITIES	109.84	
112832	6/17/2016	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	548.89	
112833	6/17/2016	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	399.09	
112834	6/17/2016	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	460.00	
112835	6/17/2016	SB COUNTY-AUDITOR/CONTROLL	LAFCO BUDGET PRO RATA SHARE	7,791.00	
112836	6/17/2016	TRAPEZE SOFTWARE GROUP, INC.	ANNUAL SOFTWARE LICENSE FEES	3,450.00	
112837	6/17/2016	VENTURA COUNTY STAR DBA	PUBLIC NOTICE ADS	318.50	
112838	6/17/2016	VENTURA COUNTY OVERHEAD D	B&G REPAIRS & SUPPLIES	770.00	
112839	6/17/2016	VERIZON WIRELESS	WIRELESS PHONES	316.78	
112840	6/17/2016	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	864.15	
112841	6/17/2016	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	152.00	
				<b>662,420.10</b>	
				<b>Current Cash Report Voided Checks:</b>	0.00
				<b>Prior Cash Report Voided Checks:</b>	0.00
				<b>Grand Total:</b>	<b>\$662,420.10</b>

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

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
6/7/2016	Alliance	Accident Insurance Claims	1,976.61
6/7/2016	ASTI Holding Company, LLC	Overpass Property Lease - Prop Tax/Ins 2015	6,639.81
6/7/2016	ASTI Holding Company, LLC	Overpass Property Lease - June '16	15,650.26
6/7/2016	Department of Rehabilitation	Passes/Passports Sales	164.00
6/7/2016	Federal Transit Administration	FTA Operating Assistance - March '16	418,774.00
6/7/2016	Jim Haggerty	Retiree - Vision	12.20
6/7/2016	Point Broadcasting LLC	Advertising on Buses	2,930.00
6/7/2016	UCSB - Parking Services-7001	Passes/Passports Sales	7,812.00
6/8/2016	Montecito Bank & Trust	Advertising on Buses	5,396.00
6/10/2016	City of SB - (Downtown Shuttle)	Downtown Shuttle - May '16	87,990.41
6/10/2016	Federal Transit Administration	FTA Operating Assistance - June '16	415,127.00
6/10/2016	Federal Transit Administration	FTA Operating Assistance July '15-March '16	3,736,148.00
6/10/2016	Federal Transit Administration	FTA Operating Assistance - April '16	415,127.00
6/10/2016	Federal Transit Administration	FTA Operating Assistance - May '16	415,127.00
6/10/2016	SB County Public Health	Passes/Token Sales	7,875.00
6/10/2016	Stevens and Associates	Advertising on Buses	1,660.00
6/14/2016	Fritz Creative Marketing	Advertising on Buses	2,700.00
6/16/2016	City of SB Creeks Division	Advertising on Buses	1,251.00
6/17/2016	KCSB - FM	Advertising on Buses	498.00
6/20/2016	County of Santa Barbara	Passes/Token Sales	1,848.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$5,544,706.29</b>

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## BOARD OF DIRECTORS REPORT

**MEETING DATE:** JUNE 28, 2016

**AGENDA ITEM #: 7**

**TYPE:** ACTION

**PREPARED BY:** MARY GREGG

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

**REVIEWED BY:** JERRY ESTRADA

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

**SUBJECT: Renewal of Workers' Compensation Excess Insurance  
Effective: July 1, 2016 through June 30, 2017**

### RECOMMENDATION:

Staff recommends that the MTD Board of Directors authorize renewal of Workers' Compensation insurance through the California State Association of Counties Excess Insurance Authority (CSAC-EIA) with the current Self Insured Retention (SIR) of \$500,000. Claims administration is provided by Workers' Compensation Administrators, LLC (WCA) as MTD's Third Party Administrator (TPA).

Renewal Quote	Fiscal Year		
	2016-2017	2015-2016	2014-2015
Excess Insurance Premium	\$67,914	\$70,817	\$64,458
Third Party Administrator (TPA)	\$55,067	\$53,205	\$51,406
<b>Total</b>	<b>\$126,067</b>	<b>\$124,022</b>	<b>\$115,864</b>

### ANALYSIS:

The EWC premium reflects MTD's estimated 2016/17 exposure, losses in the 2014/15 policy year, experience modification and MTD's placement in the Low Safety category within the pool rating group City/other. Per CSAC EIA, the new rating group was created this year by breaking the City/other rating group into two separate actuarially rated groups going forward, "High Safety" and "Low Safety", based on the percent of overall payroll that is safety payroll. The Low Safety group rates offer MTD better premium positioning than if in High Safety (which increased 19.4%). The Underwriting Committee elected to phase in this change to the premium methodology over a 3-year period to assist with the transition and keep premiums as stable as possible.

MTD's experience modification factors (ex-mod) represents how MTD's loss rate

compares to the average loss rate for our rating group. MTD's 2016/17 ex-mod has been calculated at 90.70%. An ex-mod of less than 100% indicates that the loss rate is better than the average. Prior years have also seen a favorable ex-mod, 90.00% for 2015/16 and 91.28% for 2014/15.

**FINANCIAL INFORMATION:**

For the ten-year period since 2005, coinciding with changing to insurance carrier CSAC EIA, total claims filed annually on an average have been 22.75. The most claims filed in a one-year period were 30 in FY 2011/12. FY 2010/11 had the highest total paid claims at \$579,835.

**Workers' Compensation Claims Overview (actual as of May 31, 2015)\***

<b>Date of Injury Claim Period</b>	<b>Total Claims</b>	<b>Open Claims</b>	<b>Paid</b>	<b>Average Paid Per Claim</b>	<b>Reserves</b>
FY 2015/16	22	13	\$124,787	\$5,672	\$581,072
FY 2014/15	25	8	\$209,997	\$8,400	\$307,755
FY 2013/14	25	6	\$326,880	\$13,075	\$224,158

\*FY 2015/16 has not closed as of the date of this report; therefore, numbers for that FY are estimates.



BOARD OF DIRECTORS REPORT

MEETING DATE: June 28, 2016

AGENDA ITEM #: 8

TYPE: ACTION

PREPARED BY: BRAD DAVIS

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

DAVE HARBOUR

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

REVIEWED BY: GENERAL MANAGER

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

SUBJECT: AUTHORIZATION TO PURCHASE 8 BYD 30' ELECTRIC VEHICLES

RECOMMENDATION:

Staff recommends that the Board authorize the General Manager to:

- ◆ Purchase eight (8) BYD Motors, Inc., model K7M battery-electric low-floor thirty-foot "shuttle configuration" transit buses;
- ◆ Use options from Washington State Department of Enterprise Services (DES) master contract #09214 with BYD for the purchase;
- ◆ Issue a purchase order subject to the terms of the DES contract to BYD in the amount of \$3,279,240.33 for the eight electric vehicles.

DISCUSSION:

***Project Need***

As reported and discussed in past committee and board meetings, staff has unsuccessfully sought replacement of its aging battery-electric shuttle fleet with vehicles of similar size and style in addition to desired chassis improvements. With the recent retirement of the six remaining 1992 Specialty Vehicle shuttles, MTD is now operating 14 Ebus shuttles built between 2000 and 2002. The Ebus shuttles, at 14+ years of age and no longer in production, are becoming increasingly costly to maintain in terms of labor and parts. Many major components are no longer manufactured and finding either used replacements or qualified vendors to repair them is increasingly challenging. As there still remains no known electric buses meeting MTD's desired criteria in the 22-foot to 25-foot range, staff is recommending replacement of the fleet with 30-foot battery-electric shuttles.

Another important criterion is to obtain the vehicles from an established manufacturer that provides full design, support, parts, and warranty services similar to that of other bus builders such as Gillig and Nova.

### ***Make & Model Decision***

MTD staff has been thorough in researching vehicles that could adequately replace and update what the battery-electric shuttles have brought to the service they have provided. In the past five years, the requirements outlined in California AB32 have driven the challenge for manufacturers to develop and produce “zero-emissions” technology worthy of meeting the roles and duty-cycles of the transit industry.

Following numerous failed attempts to find a vendor that could build a battery-electric shuttle, MTD staff looked to the new battery-electric vehicle technology that has been evaluated and considered by the California Air Resources Board (CARB) and transit industry professionals. In its research, MTD has considered several different battery-electric vehicle manufacturers, with the aim to meet certain criteria, including: achieving the current trolley look and feel, charging technology, viable parts supply-chain, comprehensive training and technical support, industry standardization and familiarity, extended range, and warranty coverage of costly and crucial systems.

MTD chose to field-test the BYD 30-foot battery-electric K7 bus, to see if it could be a possible replacement platform for its aging battery-electric shuttle/trolley fleet. Field testing was positive, with the test bus traveling 120-150 miles per full charge. BYD also warrants their battery for 12 years, with no-cost repair or replacement if the battery falls below 70% capacity.

The BYD K7 platform has the capability to fully charge within 2-3 hours, and does not require opportunity chargers to be stationed throughout the system. Each K7 bus purchased will include a stationary charger, unlike the opportunity charging systems that are at an additional cost, need extra planning and municipality coordination, have to be serviced in the field, and may become a “weak-link” to operations when inoperable. MTD’s current electrical infrastructure allows for up to thirty chargers.

BYD has made the commitment to MTD to use its K7 platform to purpose-build an open-air shuttle/trolley to replace the current battery-electric shuttles and to meet MTD’s current service needs. Some of the construction details included larger window openings, removable window panels, inboard facing bench seating, ability to re-install the entry doors, air conditioning, new GFI FastFare fare boxes, AIM system and video camera system. In addition, BYD has committed to providing training and engineering support.

### ***Vehicle Quantity & Leasing***

Staff recommends limiting the purchase of EV replacements to eight at this time. This decision is based upon having adequate capital funds for other current and future projects as well as to maintain a capital reserve for unanticipated needs. Another reason is uncertainty surrounding the quantity of shuttles required in the future.

Nonetheless, as indicated above, there is a strong need for replacement of all 14 shuttles now. Thus, staff is working with BYD on a leasing arrangement for the remaining six electric buses. While not part of the recommendation of this report, staff is seeking a capital lease with the following attributes: the vehicles could be returned if determined they are not needed; or the electric shuttles could be purchased outright if there is a long-term need for them and the funding is available.

### ***Budget & Funding***

The recently approved capital budget for fiscal year 2016-17 includes \$4 million for the purchase of eight replacement shuttles. The capital funding would be provided from TDA State Transit Assistance Funds. MTD budgeted \$500,000 per vehicle based on the \$450,000 contract list price before sales tax. Several available BYD options were added in as well which bring the full cost, including sales tax, to \$514,655 per vehicle.

The prices quoted are before available California rebates. The California Air Resources Board (ARB), in partnership with CALSTART, launched the California Heavy Duty Voucher Incentive Project (HVIP) in 2009. The HVIP rebate per vehicle is \$104,750 for a net cost per bus of \$409,905. Thus, the total rebate amount is \$838,000 and accounts for the \$3.28 million cost rather than the budgeted amount of \$4 million.

### ***Cooperative Purchasing Method***

At its meeting of May 17, 2016, the Board authorized the General Manager to request 14 options for the BYD electric buses from DES. The request was made and was approved by the State of Washington on May 26, 2016. This cooperative purchasing method, commonly referred to as "piggybacking," allows MTD to use a competitive solicitation process already carried out by another public agency. The method significantly reduces the procurement time and resources in acquiring the needed shuttle replacements in addition to obtaining the advantage of volume pricing.

### ***Federal Funding Considerations***

Although the eight electric buses recommended for purchase in this report will be funded from STA sales tax monies, if the other six vehicles are leased and ultimately purchased, MTD would most likely attempt to make use of federal funds. To this end, DES has assured MTD that their solicitation was carried out under federal guidelines. Staff is also seeking advisement from FTA Region IX that, one, the use of the DES piggyback in particular by MTD would be allowable; and, two, that the leasing arrangement for the vehicles is eligible for payoff using federal funds. MTD is confident on both accounts because the Fast Act specifically encourages both the use of cooperative purchasing and capital leasing. Additionally, MTD has used federal funds to pay off a capital bus lease in the past.

### ***Price Analysis***

In 2014, Washington State DES launched an RFP to establish a statewide master contract for Heavy-duty Transit Vehicles. In order to meet varying operational demands. The RFP requested bids for several different types of propulsion systems, with

numerous body length requests, including 30 ft., 35 ft., 40 ft., 45 ft., & 60 ft. Two bids for 30 ft. battery-electric buses were received, one from BYD Motors Inc. and one from GreenPower Motor Company Inc. The DES bid evaluation process included pricing, options, and non-cost response categories of review. The non-cost response category presented factors that focused on overall product best value. The final bid evaluation and scoring was represented as follows:

<b>Vendor</b>	<b>BYD</b>			<b>Green Power</b>		
<b>Bus Size</b>	<b>Price</b>	<b>Points</b>	<b>Non Cost Points</b>	<b>Price</b>	<b>Points</b>	<b>Non Cost Points</b>
30 ft.	\$ 450,000.00	130	122.57	\$ 606,838.00	118.23	97.29
<b>Total</b>			252.57			215.52

The evaluation performed by DES determined that the BYD 30 ft. battery-electric bus was not only the best priced vehicle option, but also proved to be the best overall vehicle value within the category. Based upon the comprehensive RFP evaluation results provided by the Washington State DES, I find that the \$450,000 base price of the BYD 30 ft. battery electric bus to be fair and reasonable.

To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: June 28, 2016  
Subject: General Manager's Report

### Operations & Maintenance

MTD has decided to purchase EV parts related to Intercon Technologies' business liquidation plans, including controllers, converters, and control systems. Dick Boothe (Embedded Control Inc.) confirmed the lack of availability of the parts and that the prices were actually below market. Mr. Boothe has also determined that he can repair the DC-DC controllers, and could provide a BMS system.

The Terminal 1 Fence project is due to begin in early August. The lift portion of the Canopy project is ongoing, while further review of the vendor-provided estimate for the re-roof is needed to make a final determination.

Reviewed initial assessment of needs for 480v charging on the Haley-wing, and was provided an estimate from John Maloney to upgrade the back-up generator infrastructure. Currently, there is enough 480v power for (30) 480v/80kw chargers. Mr. Maloney expressed that minimal infrastructure changes may be needed to convert the existing 240v chargers, and he would provide an estimate shortly.

### Planning & Administration

In coordination with English First International Language School, staff is preparing for the significant increase in English First (EF) International student enrollment that has been occurring during recent summers. EF houses the surge in students in Isla Vista residence halls. To offset this increased summer demand, the larger capacity articulated buses are proposed for deployment on Lines 24x/12x on weekdays. These lines provide direct access from Isla Vista to downtown Santa Barbara where the EF classes are held.

Staff met with City of Goleta Public Works staff on-site at the Storke/Hollister intersection to further discuss bus stops in coordination with recent traffic improvements. Staff looks forward to continued coordination between the two agencies.

COAST conducted their monthly Bus Riders meeting in Carpinteria. Participants shared their thoughts and suggestions regarding MTD service and passenger amenities. The meeting was positive and productive and staff looks forward to continuing working with the group.

### Administration

Work is proceeding on installation of a shelter at a bus stop on De La Guerra Street near the intersection with Laguna Street. The bus stop is most commonly utilized by residents of the adjoining Housing Authority, City of Santa Barbara property. Staff plans to award a contract for

the necessary concrete work to Lash Construction, Inc., following receipt of an insurance certificate and a copy of the firm's City of Santa Barbara business license.

MTD has received the FY 2016 FTA Section 5307 funds totaling \$4,981,529. These funds provide a substantial portion of MTD's operating assistance for the year.

Caltrans informed staff that MTD's application for a planning grant to prepare a Transit Facilities Master Plan was not approved for funding. Staff plans to confer with Caltrans regarding improvements to the application for a potential re-application in the next cycle.

Staff has initiated discussions with FTA staff regarding revisions to an existing FTA grant. The potential revisions would ensure that the funds remaining in the grant can be utilized in a manner that is in line with MTD's current capital priorities. In these initial discussions, FTA staff has indicated a willingness to consider approval of the potential revisions.

Staff submitted MTD's monthly ridership and safety & security reports for May to FTA's National Transit Database, as required.

HR is pleased to announce that recruiting for the open CSR positions has been going well. Gabe Cortez started last week in a part-time capacity, and we have other qualified candidates that have been interviewed and are being considered for part-time placement. We also welcomed new hire David Myers last week as our new Maintenance Data Analyst. Recruitment continues for bus drivers and a mechanic.

The customer service/outreach department has been quite busy. We participated in Safety Town, where we take a bus and driver to groups of children that will be starting kindergarten in the fall, and introduce them to public transit, as well as taking them out to look at the safety signs, crosswalks, traffic lights, etc. We also did hands-on demonstrations of loading and unloading bikes at the Bicycle Camps in Goleta, Santa Barbara and Carpinteria.

Our Facebook page is gaining popularity! Between May 23 – June 20 we reached 2,545 viewers. Many of these people then shared the info they liked with others by adding it to their own Facebook pages.