



## BOARD MEETING AGENDA

Meeting  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**Tuesday, February 13, 2018**  
**8:30 AM**  
**John G. Britton Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

**1. CALL TO ORDER**

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

Dave Davis (Chair), David Tabor (Vice Chair), Bill Shelor (Secretary), Olivia Rodriguez (Director), Dick Weinberg (Director), Chuck McQuary (Director), Paula Perotte (Director)

**3. REPORT REGARDING POSTING OF AGENDA**

**CONSENT CALENDAR**

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

The Board will be asked to waive the reading of and approve the draft minutes for the meeting of January 30, 2018.

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

The Board will be asked to review the cash report from January 23, 2018 through February 5, 2018.

**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 that includes both a description of the subject you wish to address and, if applicable, the agenda item number for which you would like to comment. Additional public comment will be allowed during each agenda item, including closed session items. Forms are available at [www.sbmtd.com](http://www.sbmtd.com) and at MTD Administrative offices.

**7. STANDING BOARD COMMITTEE ASSIGNMENTS AND ADVANCED BOARD CALENDAR – (ATTACHMENT - ACTION MAY BE TAKEN)**

Staff will recommend the Board of Directors consider both Committee assignments and a change to the regularly scheduled Board meeting calendar for 2018.

8. **TRANSIT ASSET MANAGEMENT & PUBLIC TRANSPORTATION AGENCY SAFETY - (INFORMATIONAL – NO ACTION WILL BE TAKEN)**  
Staff will provide updates to the Board on the two new Federal Transit Administration (FTA) requirements for Transit Asset Management (TAM) and Public Transportation Agency Safety (PTAS) plans and their respective due dates.
9. **PACIFIC SURFLINER CONNECTING SERVICE - (ATTACHMENT - ACTION MAY BE TAKEN)**  
Staff will recommend the approval of a Memorandum of Understanding (MOU) between MTD and the Santa Barbara County Association of Governments (SBCAG) for Pacific Surfliner Connecting Service.
10. **FINANCIAL UPDATE FOR THE SIX MONTHS ENDING DECEMBER 31, 2107 – (ATTACHMENT - INFORMATIONAL – NO ACTION WILL BE TAKEN)**  
Staff will report on the financial results for the first half of fiscal year 2017-2018.
11. **AUTHORIZATION TO PURCHASE 10 GILLIG 40' CLEAN DIESEL BUSES - (ATTACHMENT - ACTION MAY BE TAKEN)**  
Staff will recommend that the Board authorize the General Manager to award a contract to Gillig to purchase 10 clean diesel, low-floor, forty-foot transit buses contingent upon satisfaction of all Federal Transit Administration (FTA) requirements.
12. **SECOND QUARTER PERFORMANCE REPORTS – (ATTACHMENTS – INFORMATIONAL – NO ACTION WILL BE TAKEN)**  
Staff will present the Quarterly Performance Report for the period beginning July 1, 2017 and ending December 31, 2017.
13. **GENERAL MANAGER'S REPORT UPDATE – (INFORMATIONAL – NO ACTION WILL BE TAKEN)**
  1. Service Detours
  2. Transit Center Project
  3. Fleet Update
  4. New MTD website
14. **OTHER BUSINESS AND REPORTS - (ACTION MAY BE TAKEN)**  
The Board will report on other related public transit issues and Committee meetings.
15. **ADJOURNMENT**

**AMERICAN WITH DISABILITIES ACT:** If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 805.963.3364 at least 48 hours in advance of the meeting to allow time for MTD to attempt a reasonable accommodation.



## BOARD OF DIRECTORS MEETING MINUTES

**Meeting  
of the  
BOARD OF DIRECTORS  
of the  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
A Public Agency  
Tuesday, January 30, 2018  
8:30 AM  
John G. Britton Auditorium  
550 Olive Street, Santa Barbara, CA 93101**

**1. CALL TO ORDER**

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

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

Chair Davis reported all members were present with the exception of Directors Perotte, Shelor, and Rodriguez.

**3. REPORT REGARDING POSTING OF AGENDA**

Rachel Brichan, Board Clerk, reported that the agenda was posted on Friday, January 26, 2018 at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website. In addition, the cancellation notices for the regularly scheduled Board Meeting on January 16, 2018 and January 23, 2018 were posted on January 12, 2018 and January 19, 2018 at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website [www.sbmtd.gov](http://www.sbmtd.gov)

### **CONSENT CALENDAR**

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

Vice Chair Tabor moved to approve the draft minutes from the meeting of December 12, 2017 with the changes as outlined by Chair Davis. Chair Davis seconded the motion. The motion passed three to zero with one abstention from Director McQuary.

### **DIRECTOR PEROTTE JOINED THE MEETING AT 8:43 AM.**

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

The Board was asked to review the cash reports for the following periods:

- December 5, 2017 through December 18, 2017
- December 19, 2017 through January 1, 2018
- January 2, 2018 through January 8, 2018
- January 9, 2018 through January 22, 2018

Director Tabor moved to approve the cash reports. The motion was seconded by Director Weinberg. The motion passed unanimously.

### **THIS CONCLUDED THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

No public comments were made.

**7. STANDING BOARD COMMITTEE ASSIGNMENTS – (ATTACHMENTS - ACTION MAY BE TAKEN)**

General Manager Jerry Estrada recommended the Board of Directors refer to the attached Committee Assignment chart from 2017 and consider Committee assignments for 2018. Mr. Estrada stated that if members have any interest in changing or adding Committee assignments, they will have an opportunity at the next meeting.

**SECRETARY SHELOR JOINED THE MEETING AT 8:51 AM.**

**8. SBCC STUDENT BUS PASS AGREEMENT- (INFORMATIONAL – NO ACTION WILL BE TAKEN)**

General Manager Jerry Estrada updated the Board of Directors on the proposed two-year renewal of the Santa Barbara City College (SBCC) student bus pass program. The current fee is \$32 per student for each fall and spring semester and \$14 per student for each summer session. MTD is willing to renew the agreement through the spring semester of 2020 with no fee increase.

Vice Chair Tabor asked if state law currently imposed a ceiling on what could be charged per student and suggested it might be time to revisit that limit. Mr. Estrada reported that the next Student Senate meeting was scheduled for February 9, 2018 and each renewal requires an affirmative vote by the SBCC students. The draft of the letter and ballot language were reviewed and forwarded to the President of both the Student Senate and the SBCC campus.

**9. FTA SECTION 5307 SMALL URBANIZED AREA TRANSIT FUNDING - (ATTACHMENT - ACTION MAY BE TAKEN)**

Manager of Government Relations and Compliance Steve Maas asked the Board to approve MTD's "Public Transit Operating & Capital Assistance" application to SBCAG for MTD to be awarded all Federal Transit Administration (FTA) Section 5307 funding apportioned to the Santa Barbara Urbanized Area for FY 2019, FY 2020, and FY 2021. Vice Chair Tabor moved to approve the request. Director Chuck McQuary seconded the motion. The motion passed unanimously.

**10. AUTHORIZATION TO PURCHASE 4 BYD 40' ELECTRIC BUSES - (ATTACHMENT - ACTION MAY BE TAKEN)**

Capital Projects Manager Ryan Gripp asked the Board to authorize General Manager Jerry Estrada to purchase 4 electric, low-floor, 40-foot transit buses from BYD.

Discussion ensued around the timeline towards a transition plan for a fully zero-emission fleet. Mr. Estrada reported that currently the MTD site cannot physically accommodate more than four 40-ft. electric buses. Until MTD has a site, cost estimates, and funding sources, any timeline is premature.

Director McQuary moved to approve the request to authorize General Manager Jerry Estrada to execute a contract to purchase 4 battery-electric BYD buses. Director Weinberg seconded the motion. The motion passed unanimously.

**11. GENERAL MANAGER'S REPORT UPDATE – (INFORMATIONAL)**

General Manager Jerry Estrada reported on the Santa Barbara community's tragic and devastating natural disaster that occurred in the early morning hours on January 9<sup>th</sup>. A mudslide from a record breaking rain storm a month after the Thomas fire, resulted in loss of life and displacement of our local residents.

MTD assisted with the evacuation of survivors and continued to provide transport, as needed, each day thereafter until Saturday the 13<sup>th</sup>. Mr. Estrada acknowledged Marketing and Community Relations Manager Hillary Blackerby for stepping in as Public Information Officer (PIO) and using her connections within emergency circles to ensure direct and immediate transportation service was provided to Montecito. Ms. Blackerby also successfully provided real-time updates to passengers through multiple mediums.

Approximately 25% of MTD's workforce lives south of the Montecito flood area. Mr. Estrada commended all of the dedicated employees that managed to find a way to report for duty as well as those that worked extra hours to cover shifts that would have otherwise been unfilled. All of MTD's bus routes, with the exception of those directly impacted by the mudslide, were operational by the end of the second week.

MTD was called upon by the Office of Emergency Management (OEM) to work with transportation officials from Santa Barbara County Association of Governments (SBCAG), Ventura County Transportation Commission (VCTC) and the California Highway Patrol to transport "Critical – Health & Safety" employees between Ventura and Santa Barbara. This program was responsible for healthcare workers, teachers and other essential support teams to remain intact by providing a convoy of buses with a CHP escort to guide them safely through the debris. Mr. Estrada expressed appreciation to Sears and La Cumbre Plaza for generously offering their parking lot during this time of need.

In an effort to provide residents in need with an alternative means of reaching and/or departing from Amtrak train stations, MTD also operated a First/Last Mile bus service during the emergency.

Mr. Estrada emphasized the heartfelt sympathy shared by the entire MTD staff with all those affected by the disaster.

Building Department Staff met with City of Santa Barbara personnel to discuss the final changes needed to proceed with MTD's Interim Facility and Operations Plan as it relates to the rehabilitation of the Transit Center located on Chapala Street. Staff is cautiously optimistic that once the requested changes are resubmitted, project permits may be issued.

Additional Wi-Fi access points have been installed in MTD's maintenance yard to support the wireless farebox launch as well as the remote management of battery-electric bus charging stations. Repairs to the portion of the canopy roof in the yard that was damaged by a large truck in May of 2017 were also completed.

The BYD shuttle replacement buses procured recently will be rolled-out into revenue service as they pass vehicle inspections. Mr. Estrada emphasized that to date no payment has been made to BYD and final execution of the agreement will be delayed until MTD is satisfied that the entire fleet meets MTD standards.

The transaction recently approved by the Board to purchase seventeen 40-ft. 2003 Gillig diesel buses from SamTrans is complete. Mr. Estrada mentioned that staff was set to return with three of the buses on January 30, 2018.

Regarding Senate Bill 1, Mr. Estrada reported that despite MTD providing 80% of the public transit in the County of Santa Barbara, the agency received less than 50% of the "State of Good Repair" (SGR) transit capital program funding in SBCAG's initial call for projects for the new funds.

The ribbon cutting ceremony on December 18, 2017 marking the new bus pass ticket vending machine (TVM) at the City of Santa Barbara Eastside Library Branch was well attended and a success. Mr. Estrada thanked Vice Chair Tabor for his support at the event.

**12. OTHER BUSINESS AND COMMITTEE REPORTS - (INFORMATIONAL)**

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

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

Conference with legal counsel pursuant to Government Code § 54956.9(a) regarding five matters:

1. Michael Totten
2. Patricia Crandall
3. Jeffrey Nielsen v. SBMTD – SBSC No. 17CV04036
4. Virginia Saucedo v. SBMTD – SBSC No. 16CV05565
5. Salvador Chavez v. SBMTD – SBSC No. 17CV03522

No action was taken.

**DIRECTOR RODRIGEZ JOINED THE MEETING AT 10:04 AM.**

**14. RECESS TO CLOSED SESSION – AMENDMENT TO GENERAL MANAGER AGREEMENT (ACTION MAY BE TAKEN – CLOSED SESSION)**

Conference with labor negotiators pursuant to Government Code § 54957.6:

SBMTD designated representatives: Dave Davis, Chuck McQuary, Dick Weinberg, Olivia Rodriguez, Paula Perotte, Dave Tabor, and Bill Shelor

SBMTD unrepresented employee: General Manager, Jerry Estrada

The annual review of General Manager Jerry Estrada resulted in a 2% salary increase retroactive to January 1, 2018.

**15. ADJOURNMENT**

Chair Davis asked for a moment of silence in loving memory of Mrs. Elizabeth “Libby” Weinberg, Director Weinberg's wife, and Mr. Mathew Thibodeaux, Director McQuary's grandson, both of whom recently passed away. Director Davis moved to adjourn the meeting in their honor. Director Perotte seconded the motion. The motion passed unanimously.

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**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of February 13, 2018**  
**For the Period January 23, 2018 through February 5, 2018**

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**MONEY MARKET**

**Beginning Balance January 23, 2018** **\$8,044,420.51**

SB-325 (LTF)	545,121.37
Accounts Receivable	148,265.11
Measure A Transfer	147,943.83
Passenger Fares	115,167.50
Prepays & Advertising	3,402.00
Miscellaneous Income	2,838.83
<b>Total Deposits</b>	<b>962,738.64</b>

Workers' Comp	582.41
Garn/Escrow Transfers	(889.58)
401(k)/Pension Transfer	(30,997.17)
Accounts Payable	(99,035.35)
Payroll Taxes	(160,758.78)
Payroll	(378,552.62)
<b>Total Disbursements</b>	<b>(669,651.09)</b>

**Ending Balance** **\$8,337,508.06**

**CASH INVESTMENTS**

LAIF Account	\$6,412,734.58
Money Market Account	8,337,508.06

**Total Cash Balance** **\$14,750,242.64**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$3,968,112.05)
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**Working Capital** **\$10,782,130.59**

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

Check #	Date	Company	Description	Amount	Voids
117244	1/25/2018	ABC BUS COMPANIES INC	BUS PARTS	602.73	
117245	1/25/2018	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	282.06	
117246	1/25/2018	B&T SERVICE STATION CONTRAC	COTA BUS FUELING SYSTEM	283.50	
117247	1/25/2018	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	352.00	
117248	1/25/2018	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	98.12	
117249	1/25/2018	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	98.00	
117250	1/25/2018	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	189.60	
117251	1/25/2018	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	570.00	
117252	1/25/2018	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	190.00	
117253	1/25/2018	CAPITOL HARDWARE & BUILDING	B&G SUPPLIES	563.05	
117254	1/25/2018	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	428.80	
117255	1/25/2018	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	334.78	
117256	1/25/2018	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	118.58	
117257	1/25/2018	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE & REPAIRS	4,182.16	
117258	1/25/2018	CURTIS, NANCY	RETIREE HEALTH REIMBURSEMENT	154.15	
117259	1/25/2018	CA STATE OF BOARD OF EQUALIZ	SALES/CONSUMER USE TAX	1,093.00	V
117260	1/25/2018	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE	450.00	
117261	1/25/2018	FRONTIER CALIFORNIA INC.	TELEPHONES	823.50	
117262	1/25/2018	GILLIG LLC	BUS PARTS	8,759.86	
117263	1/25/2018	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
117264	1/25/2018	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	253.14	
117265	1/25/2018	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	257.36	
117266	1/25/2018	STEPHEN HAHN	TRAVEL REIMBURSEMENT	638.70	
117267	1/25/2018	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	62.54	
117268	1/25/2018	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	265.14	
117269	1/25/2018	JANICARE DBA	JANITORIAL SERVICES	62.50	
117270	1/25/2018	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	274.00	
117271	1/25/2018	LOUIS MANDEVILLE	RETIREE HEALTH REIMBURSEMENT	265.14	
117272	1/25/2018	DEVIRIN MANKER	TOOL ALLOWANCE	1,100.00	
117273	1/25/2018	MC CORMIX CORP. (OIL)	LUBRICANTS	1,906.38	
117274	1/25/2018	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,023.30	
117275	1/25/2018	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	770.00	
117276	1/25/2018	MILPAS RENTAL INC.	EQUIPMENT RENTAL	769.66	
117277	1/25/2018	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	24,088.54	
117278	1/25/2018	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	14.57	
117279	1/25/2018	N/S CORPORATION	BUS WASHER PARTS	84.33	
117280	1/25/2018	PETTY CASH- HAHN, STEVE	MISC SHOP NEEDS	168.68	
117281	1/25/2018	PETTY CASH - GOMEZ, LILLY	MISC. PURCHASES	418.73	

Check #	Date	Company	Description	Amount	Voids
117282	1/25/2018	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	282.34	
117283	1/25/2018	PRISCILLA REID	RETIREE HEALTH REIMBURSEMENT	240.00	
117284	1/25/2018	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	158.58	
117285	1/25/2018	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	98.00	
117286	1/25/2018	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	240.00	
117287	1/25/2018	SILVAS OIL CO., INC.	LUBRICANTS	417.80	
117288	1/25/2018	SHIELD HEATING & AIR DBA	B&G REPAIRS & SUPPLIES	1,035.84	
117289	1/25/2018	FRANKLIN RODGER STEPHENS	REIMBURSEMENTS	174.00	
117290	1/25/2018	SB CITY OF-REFUSE/WATER	UTILITIES	645.26	
117291	1/25/2018	SUZANNE ELLEDGE PLANNING &	CALLE REAL PERMIT SERVICES	4,383.04	
117292	1/25/2018	TANK TEAM INC.	TANK TESTS	642.50	
117293	1/25/2018	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	30,739.92	
117294	1/25/2018	ULTIMATE BLIND CLEANING DB	REPAIR BLINDS	84.00	
117295	1/25/2018	NICKOLAS G. URIBE SR.	RETIREE HEALTH REIMBURSEMENT	570.00	
117296	1/25/2018	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	652.32	
117297	1/25/2018	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	947.38	
117298	1/25/2018	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	260.40	
117299	1/25/2018	CDTFA	SALES/CONSUMER USE TAX	1,093.00	
117300	2/2/2018	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	220.00	
117301	2/2/2018	STATE OF CALIFORNIA	PAYROLL RELATED	681.26	
117302	2/2/2018	GOLD COAST TRANSIT	BUS BIKE RACKS	116.25	
117303	2/2/2018	ROBIN GONZALEZ	PR RELATED	250.00	
117304	2/2/2018	J n L GLASS INC.	REPLACE BUS WINDOWS	427.08	
117305	2/2/2018	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
117306	2/2/2018	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	510.00	
117307	2/2/2018	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
117308	2/2/2018	SOCALGAS	UTILITIES	51.82	
117309	2/2/2018	SB CITY OF-REFUSE/WATER	UTILITIES	375.73	
117310	2/2/2018	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	935.28	
117311	2/2/2018	TRI-COUNTY AUTO GLASS	REPLACE BUS WINDOWS	300.00	V
117312	2/2/2018	TRI-COUNTY AUTO GLASS	REPLACE BUS WINDOWS	300.00	
				<b>100,428.35</b>	
				<b>Current Cash Report Voided Checks:</b>	1,393.00
				<b>Prior Cash Report Voided Checks:</b>	0.00
				<b>Grand Total:</b>	<b>\$99,035.35</b>

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

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<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
1/23/2018	Sansum Clinic	Overpass Property Annual License Fee CY18	1,016.91
1/23/2018	True Media LLC/Cottage Health	Advertising on Buses	936.00
1/24/2018	Montecito Bank & Trust	Advertising on Buses	2,840.00
1/25/2018	MacDonald Media/MUFG Union Ban	Advertising on Buses	16,383.60
1/25/2018	MacDonald Media/MUFG Union Ban	Advertising on Buses	16,383.60
1/31/2018	Moonlight Graphics/Mktg	Advertising on Buses	7,236.00
1/31/2018	SB County Public Health (BA)	Advertising on Buses	660.00
2/1/2018	Gem Faire, Inc	Advertising on Buses	3,260.00
2/5/2018	City of SB - Public Works Director	Downtown Shuttle Jan '18	99,249.00
2/5/2018	City of SB Creeks Division	Advertising on Buses	300.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$148,265.11</b>



<b>BOARD OF DIRECTORS REPORT</b>
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**MEETING DATE:** FEBRUARY 13, 2018

**AGENDA ITEM: #7**

**DEPARTMENT:** ADMINISTRATION

**TYPE:** ACTION

**PREPARED BY:** RACHEL BRICHAN

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** 2018 STANDING COMMITTEE ASSIGNMENTS & ADVANCED  
BOARD CALENDAR

**RECOMMENDATIONS:**

Staff recommends the Board of Directors consider Committee assignments for 2018 and a change to the scheduled Board meeting calendar as follows:

- That all Board members retain their 2017 Committee assignments for another calendar year.
- That the District adopt a rule that all regular Board meetings be scheduled on the first and third Tuesday of each month effective July 1, 2018. No meetings will be scheduled in August or December unless requested by the General Manager or the Board Chair. Additional Board meetings may be scheduled as needed.

**DESCRIPTIONS:**

Finance & Human Resource/Risk

This committee addresses administrative policy issues such as budget, fare structure, and risk matters.

External Affairs

External Affairs covers Board level issues related to official government affairs as well as any federal, state or local policy questions.

Planning & Marketing

Annual bus service planning, long-term policy issues and marketing for the District are reviewed by this committee.

<b>BOARD OF DIRECTORS REPORT</b>
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Fleet & Facilities

Policy-related issues pertaining to the District's current and future fleet of revenue and non-revenue vehicles as well as real property and facilities are typically assigned to the committee. Additionally, most capital projects and technology advancements are assigned to this committee.

**ATTACHMENT:**

Committee list



2017 COMMITTEE LIST	
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## EXTERNAL AFFAIRS

[illegible]

## FINANCE/ HUMAN RESOURCES/ RISK

[illegible]

## PLANNING & MARKETING

[illegible]

## COASTAL EXPRESS WORKING GROUP

[illegible]

## FLEET & FACILITIES

[illegible]

## SBCAG SOUTHCOAST SUBREGIONAL

[illegible]

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## BOARD OF DIRECTORS REPORT

**MEETING DATE:** FEBRUARY 13, 2018 **AGENDA ITEM: #8**  
**DEPARTMENT:** GOVERNMENT RELATIONS/COMPLIANCE  
**TYPE:** INFORMATIONAL ITEM  
**PREPARED BY:** STEVE MAAS \_\_\_\_\_  
Signature  
**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
Signature  
**SUBJECT:** TRANSIT ASSET MANAGEMENT &  
PUBLIC TRANSPORTATION AGENCY SAFETY

### RECOMMENDATION:

Receive updates on two new Federal Transit Administration (FTA) requirements:

- Transit Asset Management (TAM)
- Public Transportation Agency Safety (PTAS).

### DISCUSSION:

#### TAM Plan & PTAS Plan Due Dates

The Final Rule outlining TAM requirements was released July 26, 2016, and requires each agency's initial TAM Plan to be completed and adopted by October 1, 2018, and to be updated every four years. The Final Rule outlining PTAS requirements has not yet been released, but is expected in the spring of this year. The initial PTAS Plan must be completed within one year following the date of the Final Rule. Both plans must be adopted by the Board of Directors.

- Final TAM Plan - October 1, 2018
- Final PTAS Plan - May 1, 2019 (Estimated)

#### TAM & PTAS Accountable Executive

Prior to adoption of the initial TAM Plan, MTD must appoint an Accountable Executive, who has the ultimate responsibility for both TAM and PTAS. The TAM Final Rule states the following:

*Accountable Executive means a single, identifiable person who has ultimate responsibility for carrying out the safety management system of a public transportation agency; responsibility for carrying out transit asset management practices; and control or direction over the human and capital resources needed to develop and maintain both the agency's public transportation agency safety plan, in accordance with 49 U.S.C. 5329(d), and the agency's transit asset management plan in accordance with 49 U.S.C. 5326.*

### **Transit Asset Management**

The TAM Plan will provide a “blueprint” of how MTD intends to implement the requirements of Transit Asset Management. TAM requires MTD to ensure that its capital assets remain in a “state of good repair” (SGR) by monitoring and managing those assets to enhance safety, reduce maintenance costs, increase reliability, and improve performance. MTD is required to set SGR performance measures and develop performance targets based on those measures. MTD’s capital investment priorities must reflect these SGR targets. The preparation of the TAM Plan is the first step in what will be an ongoing process that requires continuing attention to achieve and maintain a capital asset SGR.

Under the TAM rule, all transit agencies are categorized based on the number of fixed-route revenue vehicles operated during peak periods. Agencies that operate 101 or more fixed-route vehicles at peak are “Tier I”; those that operate 100 or fewer are “Tier II.” TAM Plan requirements for Tier I agencies are somewhat greater than those for Tier II agencies, as discussed below. MTD is currently a Tier II agency, but is approaching Tier I status. Staff proposes to utilize the TAM Plan template provided by FTA to develop a draft Tier II TAM Plan for review.

A Tier II TAM plan must include the following elements:

- 1) An inventory of the number and type of capital assets. The inventory must include all capital assets that the agency owns, except equipment with an acquisition value under \$50,000 that is not a service vehicle. The inventory also must include third-party owned assets used by a contractor to provide public transportation.
- 2) A condition assessment of assets for which the agency has direct capital responsibility. A condition assessment must generate information in a level of detail sufficient to monitor and predict the performance of the assets and to inform the investment prioritization.
- 3) A description of analytical processes or decision-support tools that a provider uses to estimate capital investment needs over time and develop its investment prioritization.
- 4) A provider’s project-based prioritization of investments that is consistent with the results of the TAM analysis.

If MTD becomes a Tier I agency, as described above, future TAM Plans will be required to include the following additional elements:

- 5) A provider’s TAM and State of Good Repair (SGR) policy;
- 6) A provider’s TAM plan implementation strategy;
- 7) A description of key TAM activities that a provider intends to engage in over the TAM plan horizon period;
- 8) A summary or list of the resources, including personnel, that a provider needs to develop and carry out the TAM plan; and
- 9) An outline of how a provider will monitor, update, and evaluate its TAM plan and related business practices to ensure the continuous improvement of its TAM practices.

Development of the TAM Plan and subsequent attention to MTD’s TAM and SGR processes will require coordination with the Capital Projects Manager and appropriate Maintenance personnel, as well as with Easy Lift staff, to determine which assets must be included in the inventory and the current condition of those assets. It will also require coordination with Administrative and Financial personnel to describe the processes used to estimate capital investment needs, and to

develop and regularly update the prioritization of capital investments. As stated in #1 above, the TAM Plan must include third-party owned assets used in the provision of public transportation service. This will require MTD's TAM Plan inventory to include the vehicles used by Easy Lift to provide ADA paratransit service for MTD.

### **Public Transportation Agency Safety**

The PTAS Plan must be coordinated with the TAM Plan, and achieving and maintaining a capital asset SGR will be an integral element of the PTAS Plan. Similar to TAM, the development of a PTAS Plan will be the first step in what will be an ongoing process that requires continuing attention to achieve and maintain MTD's safety performance targets. The Proposed Rule outlining PTAS requirements states that the PTAS Plan must follow a "Safety Management Systems" (SMS) approach that includes the following elements:

- 1) A Safety Management Policy approved by the Board of Directors.
- 2) Methods for identifying and evaluating safety risks.
- 3) Strategies to minimize the exposure of the public, personnel, and property to hazards and unsafe conditions.
- 4) A process and timeline for conducting an annual review and update of the plan.
- 5) Performance targets based on the safety performance criteria and state of good repair standards set out in the National Public Transportation Safety Plan.
- 6) Assignment of an adequately trained Safety Officer who reports directly to the general manager.
- 7) A comprehensive staff training program for operations personnel and personnel directly responsible for safety that includes the completion of a safety training program and continuing safety education and training.

Easy Lift receives FTA Section 5307 funds from MTD to provide ADA paratransit service. Thus, under the Proposed Rule, they must be covered by a PTAS Plan. According to FTA staff, it is MTD's decision whether that service is included in MTD's Plan, or in a stand-alone Easy Lift Plan.

#### *Safety Officer*

Unlike TAM, for PTAS purposes MTD may be classified as a "larger transit system" operating 101 or more vehicles at peak. This is because, in the PTAS Proposed Rule, the count would include the ADA paratransit vehicles operated by Easy Lift. In the Proposed Rule, at "larger transit systems" the role of Safety Officer as described in #6 above must be separate from any operational or maintenance capacity.

#### *Staff Training Program*

PTAS requires a staff training program, as described in #7 above. Little information about these requirements is currently available. FTA released a Proposed Rule on December 3, 2015, for the "Public Transportation Safety Certification Training Program," but has not yet published a Final Rule. The FTA "Safety Training" website is currently under construction, with no date given for expected availability of those resources. Staff will continue to monitor FTA for safety training opportunities. An FTA "Frequently Asked Questions" document suggests that FTA will allow three years from publication of the PTAS Final Rule for participants to complete the training requirements.

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<b>BOARD OF DIRECTORS REPORT</b>
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<b>MEETING DATE:</b>	FEBRUARY 13, 2018	<b>AGENDA ITEM: #9</b>
<b>DEPARTMENT:</b>	GOVERNMENT RELATIONS/COMPLIANCE	
<b>TYPE:</b>	ACTION ITEM	
<b>PREPARED BY:</b>	STEVE MAAS	_____
		<i>Signature</i>
<b>REVIEWED BY:</b>	GENERAL MANAGER	_____
		<i>Signature</i>
<b>SUBJECT:</b>	PACIFIC SURFLINER CONNECTING SERVICE	

**RECOMMENDATION:**

Approve the Memorandum of Understanding (MOU) between MTD and the Santa Barbara County Association of Governments (SBCAG) whereby SBCAG will reimburse MTD for the net cost of operating the Pacific Surfliner connecting service.

**DISCUSSION:**

The long-awaited retimed commuter-friendly Pacific Surfliner service is expected to commence in April 2018. MTD and SBCAG have been negotiating an MOU regarding MTD's provision of first and last mile service connecting rail passengers with their final destinations.

Under the terms of the draft MOU (attached), MTD will deduct fares collected and invoice SBCAG monthly for the net cost of the service. For the remainder of FY 2018, the service will be billed at the FY 2018 fully allocated rate of \$128.84 per revenue hour. The hourly rate will update annually to reflect MTD's adopted budget for any future fiscal years.

MTD will provide six revenue hours of service per weekday service day, comprising three round trips per day (this includes wait time in the mornings in case the train is late). The FY 2018 cost of the service (before the fare credit) for the period of April through June, 2018, is estimated to total approximately \$50,000. The cost of a full year of service is estimated to total approximately \$200,000.

In the morning, one trip will originate at the Santa Barbara Amtrak station and two from the Goleta station, and transport passengers to major employment destinations. In the afternoon, the trips would transport passengers from those employment destinations back to the Amtrak stations. Maps of the proposed routes are attached to the draft MOU.

**ATTACHMENT:**

Draft MOU Between MTD and SBCAG for Pacific Surfliner Connecting Service (expected to clear SBCAG's final, legal review on Monday, February 12, 2018)

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**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS  
AND THE  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
TO PROVIDE  
CONNECTING TRANSIT SERVICE  
FOR  
PEAK HOUR PACIFIC SURFLINER RAIL SERVICE**

This Memorandum of Understanding (MOU) is entered into between the Santa Barbara County Association of Governments, hereinafter referred to as "SBCAG," and the Santa Barbara Metropolitan Transit District, hereinafter referred to as "DISTRICT," for the purpose of defining agency roles, responsibilities and commitments for the operation of connecting transit service to support peak hour Pacific Surfliner rail service.

WHEREAS, SBCAG administers the Measure A Passenger Rail Program, which provides \$25 million through 2040 for improvements to passenger rail in Santa Barbara County, including support for connecting local transit service; and

WHEREAS, SBCAG and DISTRICT recognize the mutual benefits of partnering to develop and operate connecting transit service to support peak hour Pacific Surfliner intercity rail service; and

WHEREAS, SBCAG recognizes that DISTRICT is established and existing under Part 9, Division 10, of the California Public Utilities Code, codified at Sections 95000-97100, and empowered to provide public transportation service in the South Coast of Santa Barbara County, and DISTRICT can approve or deny services operating in its district boundaries, and DISTRICT has the equipment, vehicles, experience, and expertise necessary to provide connecting local transit service which meets the objectives of SBCAG; and,

WHEREAS, SBCAG is the region's federally designated Metropolitan Planning Organization responsible for carrying out the metropolitan transportation planning provisions of 23 U.S.C. 134 for urbanized areas in Santa Barbara County; SBCAG is the state-designated Regional Transportation Planning Agency, responsible for the development and implementation of regional transportation projects in Santa Barbara County; SBCAG is a member of the Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) that operates the Pacific Surfliner rail service;

NOW THEREFORE, the parties do agree to implement connecting local transit service to support peak hour Pacific Surfliner rail service, according to the roles and responsibilities of a partnership described below.

## **1. New Service**

### **A. Project Description**

The service will consist of local connecting transit service to support peak hour Pacific Surfliner intercity rail service. The service will be open to the public, for all trip purposes, and will be fully accessible to persons with disabilities.

### **B. Responsibilities of Parties**

- 1) Operations. DISTRICT will be responsible for operation of the service in accordance with the service plan developed pursuant to section B (2) below. DISTRICT is responsible for compliance with all federal and state operational requirements, including reporting requirements pursuant to the National Transit Database.
- 2) Service Planning. DISTRICT and SBCAG staff shall jointly develop any necessary modifications to the initial service plan, which is presented in Attachment A.
- 3) Marketing. SBCAG shall be responsible for marketing of the service, in coordination with DISTRICT.

### **C. Funding**

DISTRICT shall deduct fares collected, including fare reimbursement revenue received from LOSSAN, and invoice SBCAG for the net cost of the service provided on a calendar monthly basis. SBCAG shall reimburse DISTRICT for the net cost of the service. The net cost of the service is defined as the fully-allocated cost of the service, minus the fare revenue generated by the service. SBCAG reimbursement of costs to DISTRICT shall not exceed \$750,000 under the initial term of this MOU.

### **D. Hourly Operating Rate and Capital Expenses**

SBCAG shall reimburse DISTRICT for the operation of the service at the annual DISTRICT fully-allocated rate per vehicle revenue hour. The fully-allocated rate per vehicle revenue hour for fiscal year (FY) 2017-18 shall be \$128.84, as presented in Attachment B. The fully-allocated rate per vehicle revenue hour will be recalculated for each following fiscal year that this MOU is in effect, based on the DISTRICT's original adopted budget for the respective fiscal year. The fully-allocated rate per vehicle revenue hour for each following year shall not be less than the rate used for the immediately preceding fiscal year

Except as noted under Section B (3) above, this rate is inclusive of all costs associated with operating the service, including, but not limited to, maintenance, vehicle insurance, operator/driver compensation, benefits, fare collection, pass distribution and sales, and insurance (including workers' compensation insurance). However, if DISTRICT is not in a fixed-price diesel fuel contract at any time during the term of the MOU, diesel fuel shall be billed at cost plus a negotiated administrative fee.

The table below presents the per-trip and daily total costs for FY 2017-18. The revenue time per trip for each A.M. trip includes standby time (wait time) of 30 minutes to allow for late trains. Wait time beyond the 30 minutes built into the A.M. trips will be considered additional billable time and SBCAG shall reimburse MTD for the additional service time provided. Assuming no additional wait time, the amount shown will be invoiced and DISTRICT will be reimbursed as indicated below:

**FY 2017-18 Billing Rates for Connecting Transit Service**

<b>Trip</b>	<b>Billable Time (Hours)</b>	<b>Fully-Allocated Hourly rate</b>	<b>Cost</b>
Santa Barbara A.M.	1.25	\$128.84	\$161.05
Santa Barbara P.M.	0.75	\$128.84	\$96.63
Goleta West A.M.	1.25	\$128.84	\$161.05
Goleta West P.M.	0.75	\$128.84	\$96.63
Goleta East A.M.	1.25	\$128.84	\$161.05
Goleta East P.M.	0.75	\$128.84	\$96.63
Daily Total	6.00	\$128.84	\$773.04

If both parties through their Designated Representatives, as defined herein, agree in writing to provide service beyond the Billable Time, MTD will be reimbursed for the additional time at the Fully-Allocated Hourly rate.

#### **E. Fares**

Fares for the connecting transit service shall be set as part of DISTRICT's systemwide fare structure. Under the terms of the existing Cooperative Agreement between LOSSAN and DISTRICT, and as long as that Agreement remains in effect, rail passengers with valid rail passes shall be allowed to board at no charge and DISTRICT will bill LOSSAN for the fare for those passengers.

#### **F. Performance**

DISTRICT shall collect all data required to evaluate service performance, and shall provide a monthly written report to SBCAG, including per trip ridership, fare revenue collected, complaints received, and missed trips. SBCAG and DISTRICT shall meet periodically to jointly assess the performance of the service and confer on any changes to the service that may be needed to improve service performance.

#### **H. Vehicles**

DISTRICT will make available DISTRICT-owned vehicles for this service.

#### **I. Days of Service**

The service will operate each weekday, with the following exceptions. Service will not be provided on Thanksgiving Day and Christmas Day. For other holidays that fall on

weekdays, the Parties through their Designated Representative, as defined herein, will determine in writing whether service will be provided.

## **2. Amendment**

This MOU may be amended with the written consent of the Designated Representatives, as described herein, or in writing by both parties.

## **3. Term of the MOU**

The term of this Memorandum of Understanding is from March 1, 2018 to June 30, 2020. The term may be extended to June 30, 2021 by written agreement by the Designated Representatives of each agency. This MOU may be terminated by either party upon written notification to the other 120 days prior to the proposed date of termination.

## **4. Adjustments to Service or Billable Hours**

Any changes, adjustments, increases, reductions or losses of service shall be on the basis of the fully-allocated rate per vehicle revenue hour as described in Section 1.D. of this MOU. Such adjustments to service or billable hours shall be approved in writing by the DISTRICT General Manager and the SBCAG Executive Director.

## **5. Notices**

All notices, approvals, acceptances, demands and other communications required or permitted hereunder, to be effective shall be in writing and shall be delivered either in person or by mailing the same by United States mail (postage prepaid, registered or certified, return receipt requested) or by overnight delivery service to the party to whom the notice is directed at the address of such party as follows:

The Santa Barbara Metropolitan  
Transit District  
Attn: General Manager  
550 Olive Street  
Santa Barbara, California 93101

The Santa Barbara County  
Association of Governments  
Attn: Executive Director  
260 N. San Antonio Rd., Suite B  
Santa Barbara, CA 93110

Any written communication given by mail shall be deemed delivered five (5) business days after such mailing date and any written communication given by overnight delivery service shall be deemed delivered one (1) business day after the dispatch date. Either party may change its address by giving the other party written notice of its new address as herein provided.

## **6. Section Headings**

The headings of the several sections, and any table of contents appended hereto, shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

## **7. Severability**

If any one or more of the non-material provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

## **8. Compliance with Law**

Each party shall, at its sole cost and expense, comply with all state and federal ordinances and statutes, including regulations now in force or which may hereafter be in force with regard to this MOU.

## **9. California Law and Jurisdiction**

This MOU shall be governed by the laws of the State of California. Any litigation regarding this MOU or its contents shall be filed in the Superior Court for the State of California in the County of Santa Barbara.

## **10. Reciprocal Indemnification**

Neither party, nor any officer or employee thereof, is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by the other party, the other party's contractors, sub-contractors, and/or agents under or in connection with any work, authority, or jurisdiction conferred upon that other party under this MOU. It is understood and agreed that, to the extent permitted by law, each party will defend, indemnify, and save harmless the other party and all of the other party's officers and employees from all claims, suits, or actions of every nature, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by that party, its contractors, sub-contractors, and/or agents under this MOU.

## **10. Execution Of Counterparts**

This MOU may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

## **11. DESIGNATED REPRESENTATIVES**

The Executive Director is the representative of SBCAG and will administer this Agreement for and on behalf of SBCAG. The General Manager is the authorized

representative of DISTRICT. Changes in designated representatives shall be made only after advance written notice to the other party.

SBCAG and DISTRICT, represented by the undersigned, do commit to this understanding.

*(Signatures on following page)*

ATTEST:

\_\_\_\_\_  
Marjie Kirn  
Executive Director

\_\_\_\_\_  
Joan Hartmann, Chair  
Santa Barbara County  
Association of Governments

Date: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Rachel Van Mullem  
Chief Assistant County Counsel

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

\_\_\_\_\_  
Jerry Estrada,  
General Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dave Davis, Chair  
Santa Barbara Metropolitan Transit District

\_\_\_\_\_  
Date

## **ATTACHMENT A SERVICE PLAN**

DISTRICT will provide three round trips each weekday service day, one in Santa Barbara and two in Goleta, as shown in the maps on the following pages. Designated bus stops for this service are shown as white dots on the maps.

### **Santa Barbara Route**

The A.M. route will begin at the Santa Barbara Amtrak station at 7:30 A.M. and is scheduled to terminate at the bus stop on Pueblo Street at Santa Barbara Cottage Hospital at 7:50 AM. Designated bus stops are the stops on Santa Barbara at De La Guerra, Figueroa at City Hall, and Chapala at Figueroa. The P.M. route will begin at the Bath at Pueblo bus stop at 4:05 P.M. and terminate at the State at Yanonali bus stop at 4:32 P.M. Designated bus stops are Anacapa at Anapamu and Anacapa at De la Guerra.

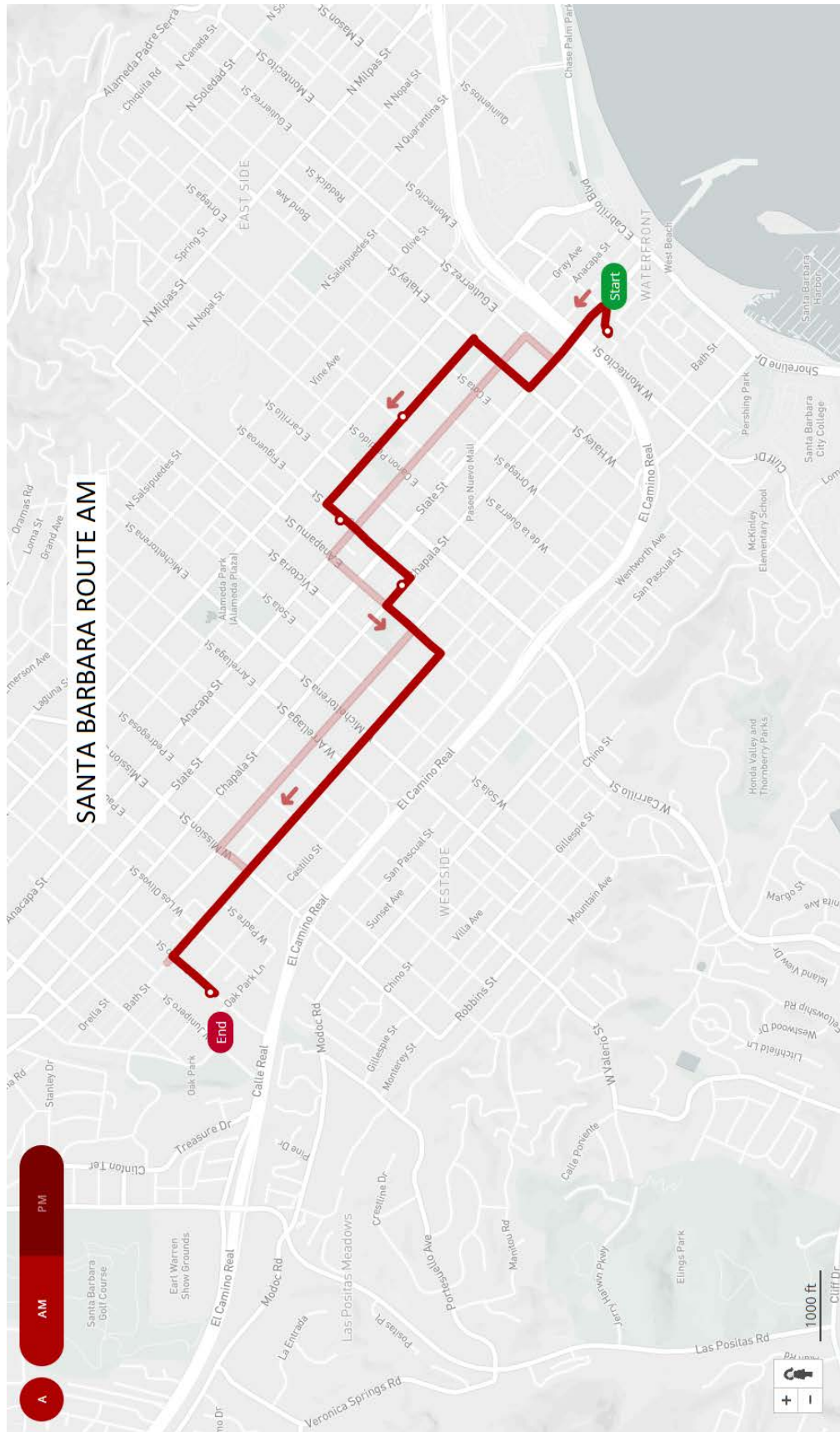
### **Goleta West Route**

The A.M. route will begin at the Goleta Amtrak station at 7:45 A.M. and terminate at the Hollister at Palo Alto bus stop at 8:00 A.M. Designated bus stops along are Hollister at Los Carneros Road, Hollister at Coromar, and Hollister at Village Way. The P.M. route will begin at the Hollister at Palo Alto bus stop at 4:00 P.M. and terminate at the Goleta Amtrak station at 4:17 P.M. Designated bus stops are Hollister and Camino Real Marketplace, Hollister at Coromar, and Hollister at Los Carneros Road.

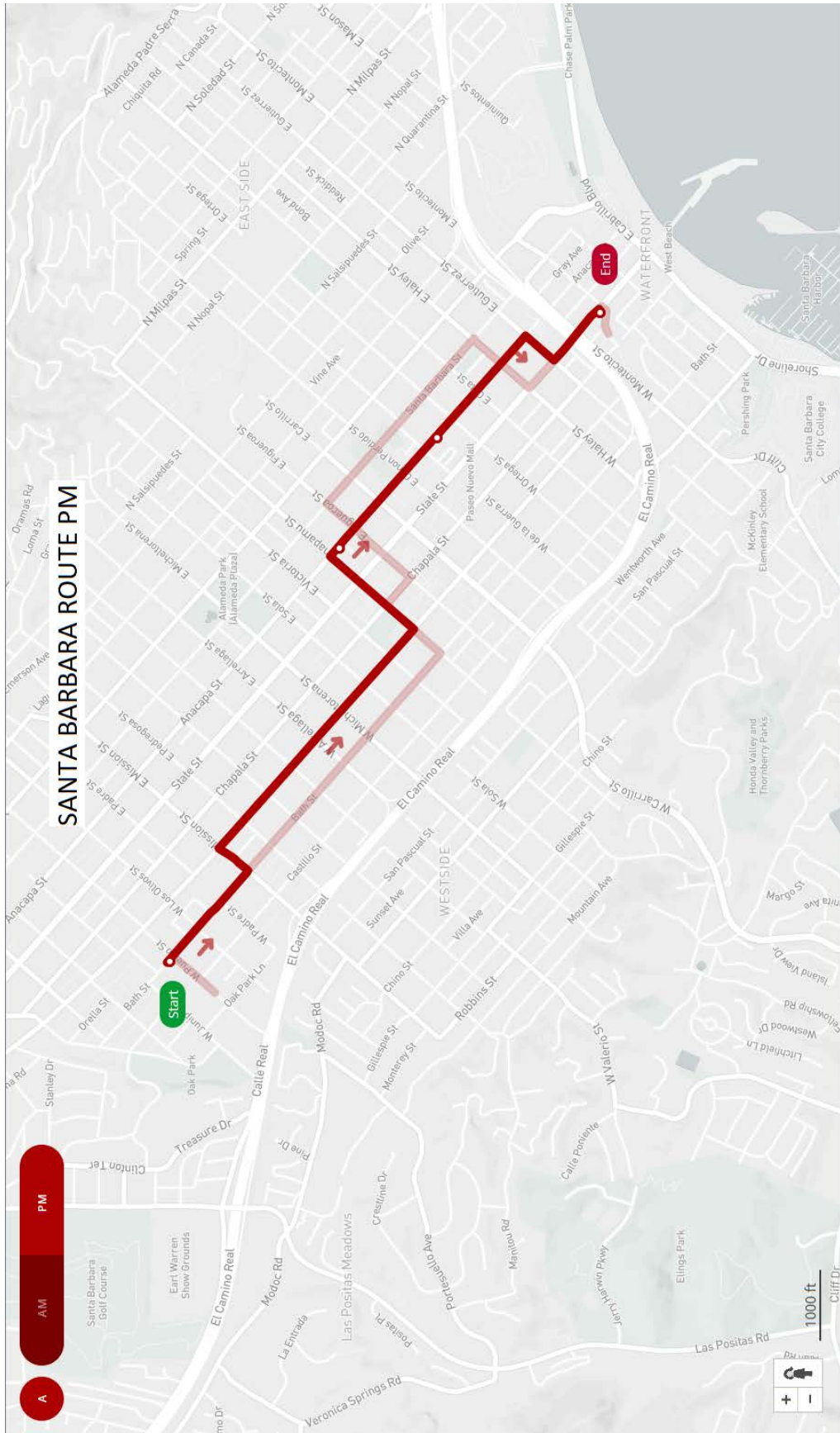
### **Goleta East Route**

The A.M. route will begin at the Goleta Amtrak station at 7:45 A.M. and terminate at the Hollister at Patterson bus stop at 8:00 A.M. Designated bus stops are Hollister at Pine and Hollister at Kellogg. The P.M. route will begin at the Hollister at Patterson bus stop at 4:00 P.M. and terminate at the Goleta Amtrak station at 4:17 P.M. Designated bus stop are Hollister at Kellogg and Hollister at Nectarine.

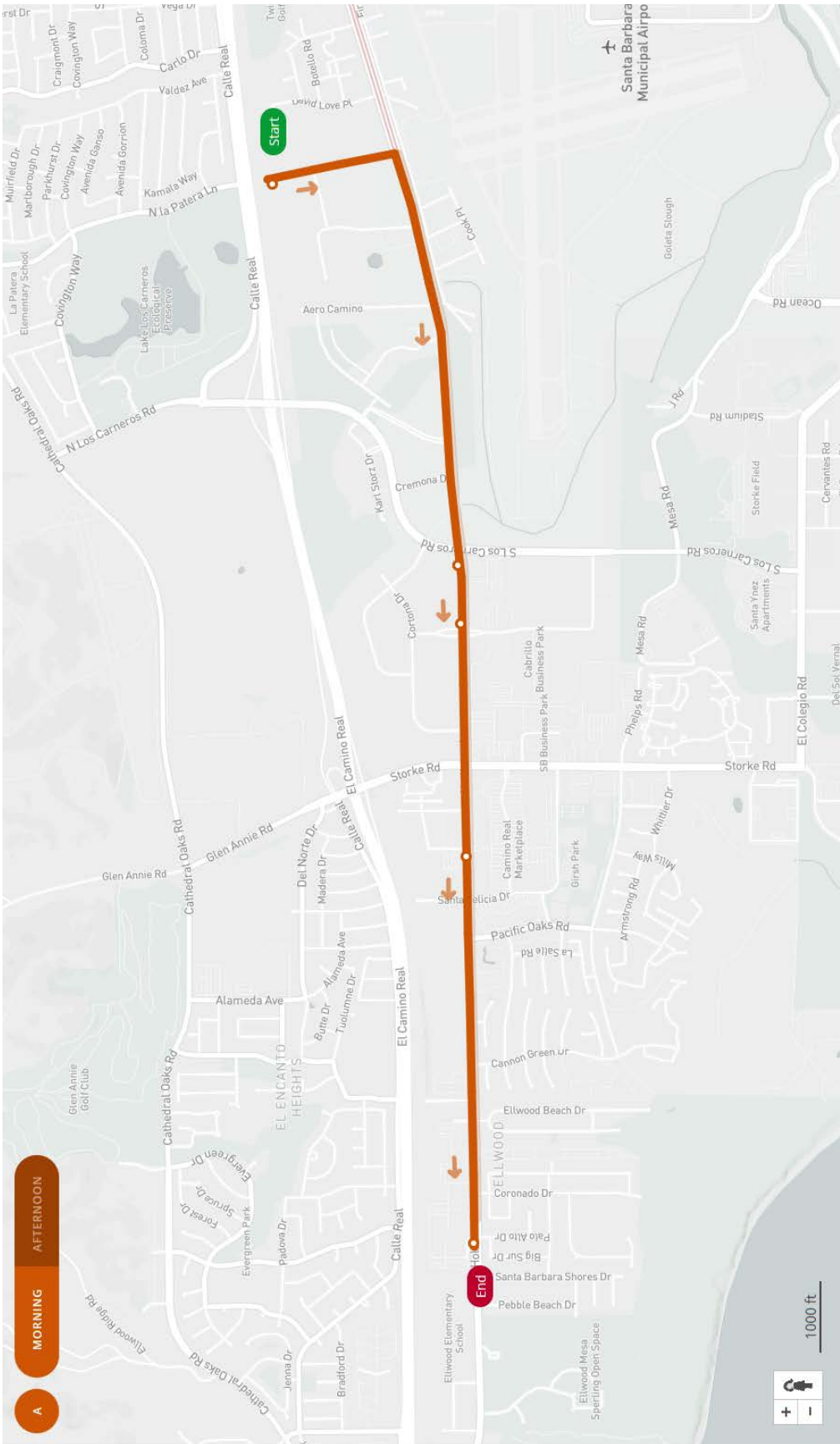
## Santa Barbara Route: A.M.



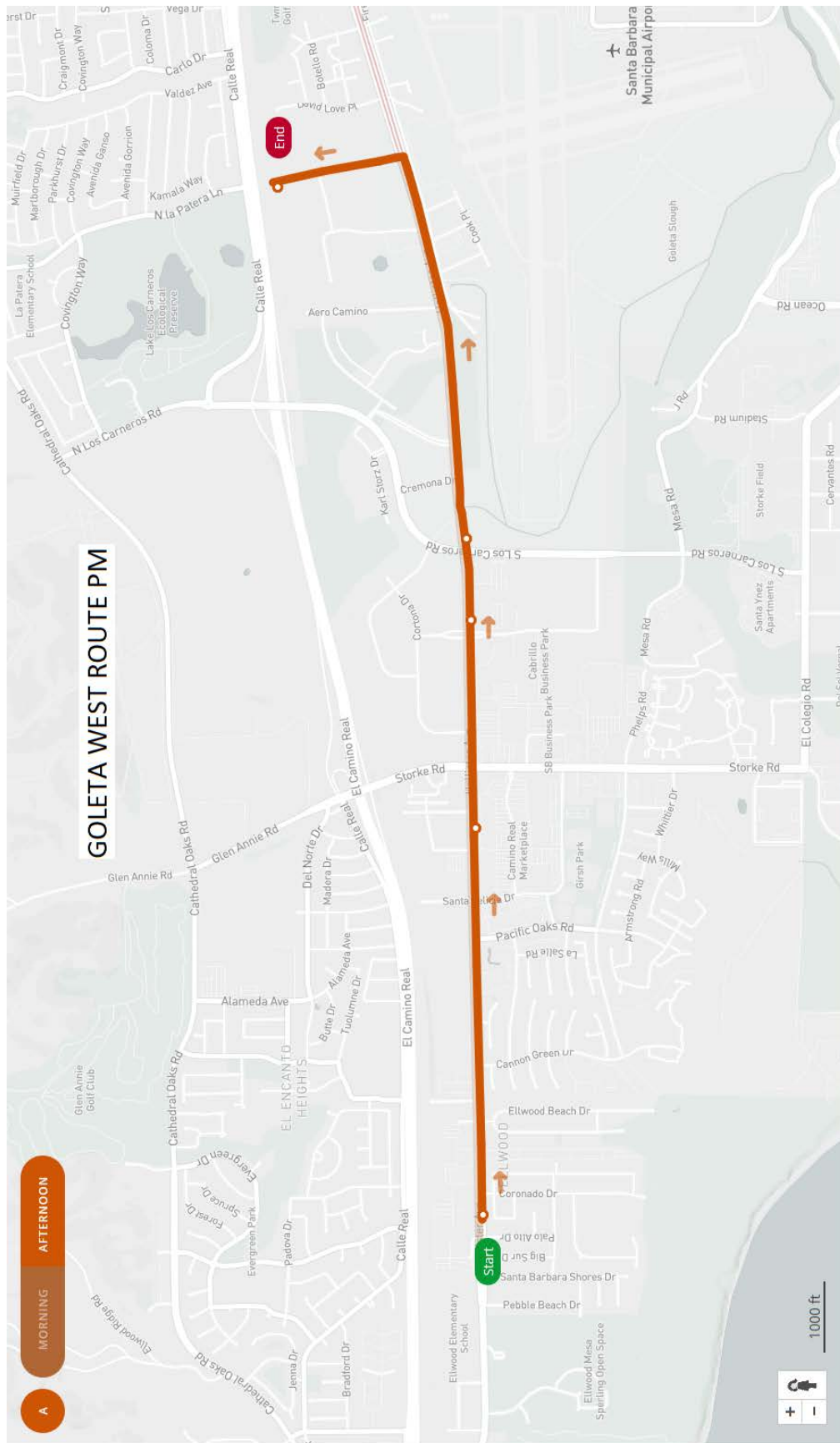
# Santa Barbara Route: P.M.



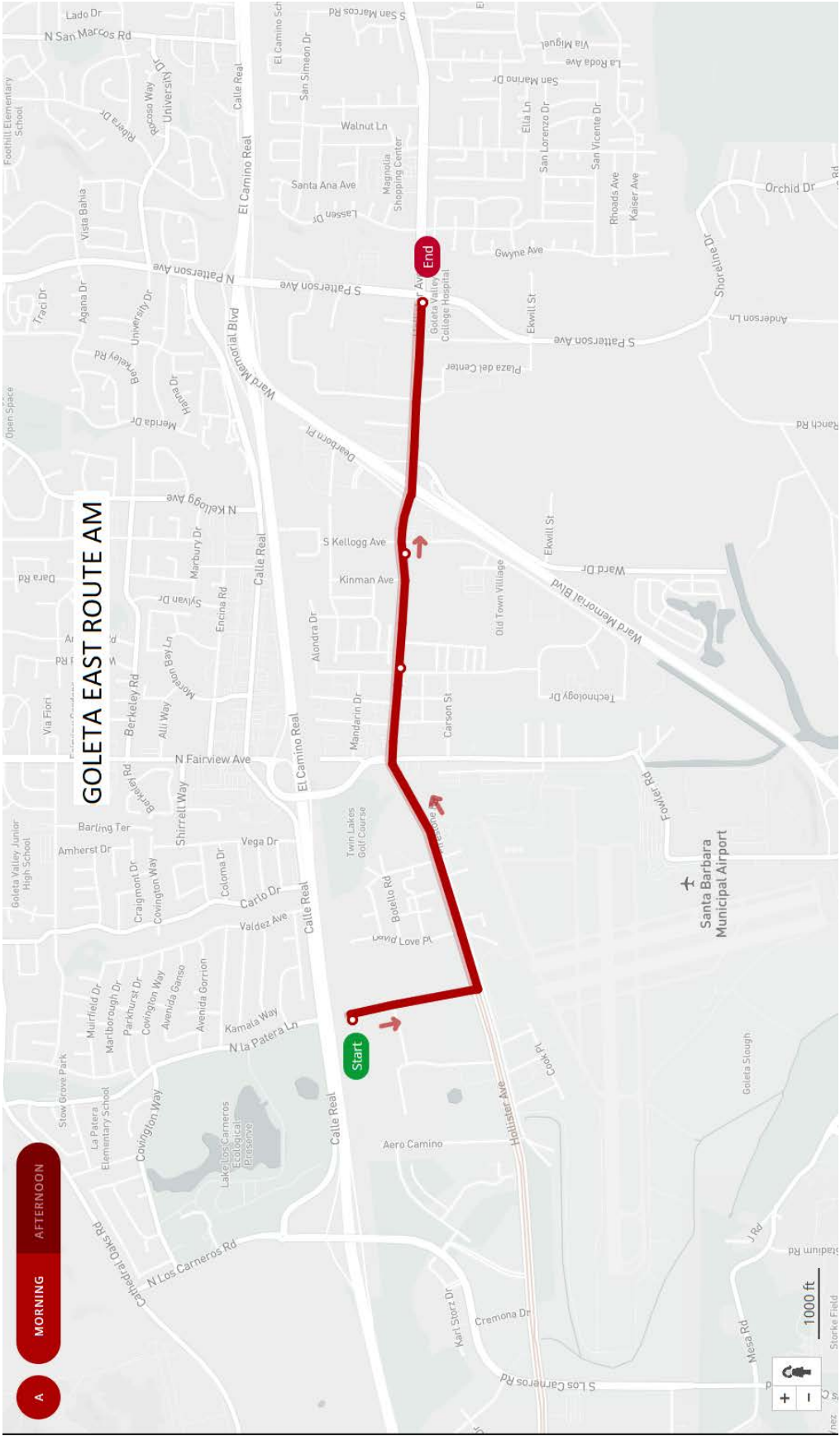
## Goleta West Route: A.M.



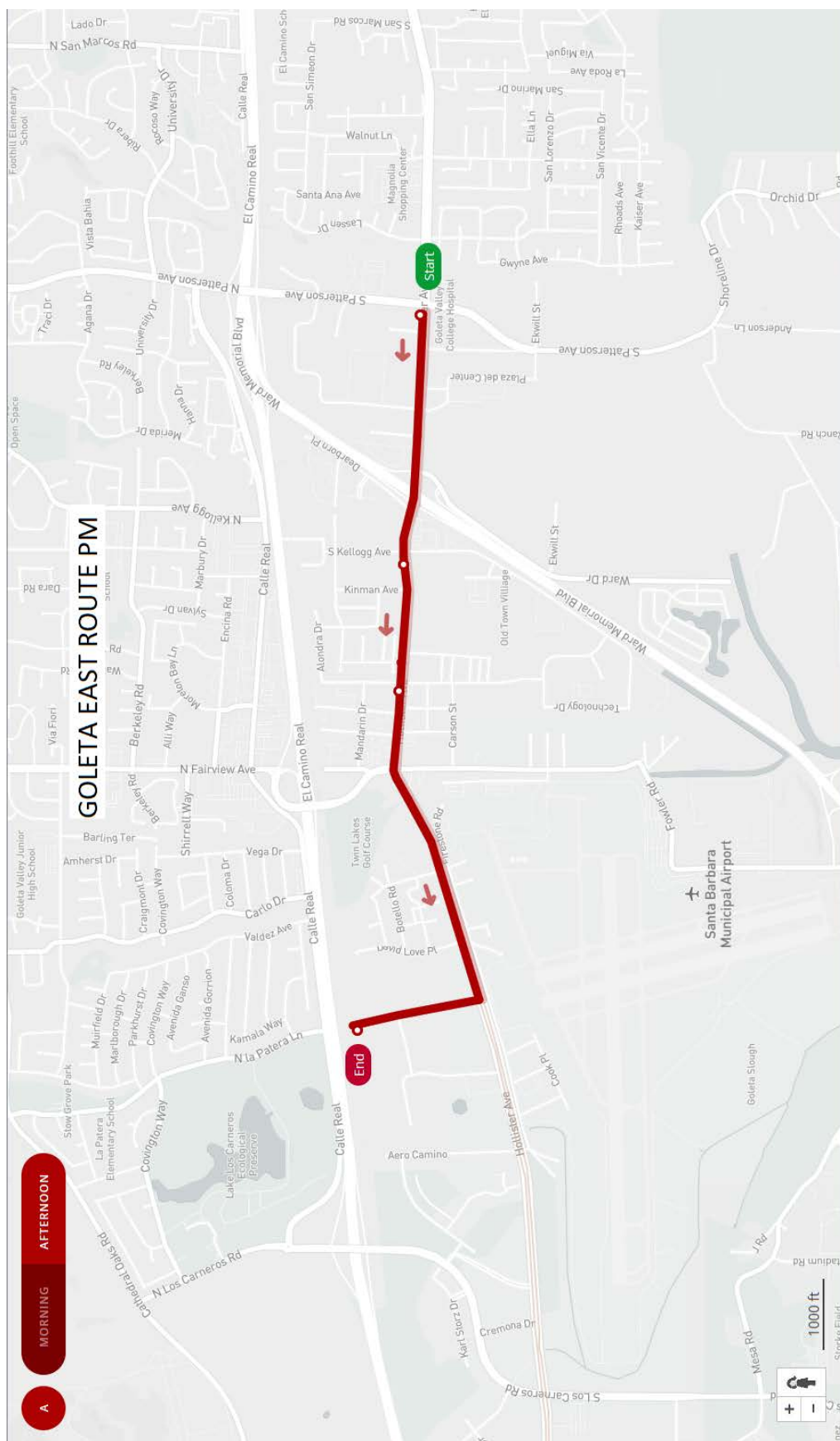
## Goleta West Route: P.M.



Goleta East Route: A.M.



### Goleta East Route: P.M.



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## ATTACHMENT B

### DISTRICT BILLABLE RATE METHODOLOGY

#### FY 2018 Adopted Budget Unit Rates (June 14, 2017)

Category	Total Cost		Hourly Cost	
	Category	Cumulative	Category	Cumulative
Route Operations	\$15,785,453	\$15,785,453	\$70.44	\$70.44
Vehicle Maintenance	\$5,253,304	\$21,038,757	\$23.44	\$93.89
Passenger Accommodations	\$1,620,975	\$22,659,732	\$7.23	\$101.12
General Operations	\$2,943,033	\$25,602,765	\$13.13	\$114.26
Total Operating Expense	\$25,602,765	\$25,602,765	\$114.26	<b>\$114.26</b>
Depreciation (FY 2017 Audit)	\$3,268,571	\$28,871,336	\$14.59	\$128.84
Fully-Allocated Rate per Revenue Hour	\$28,871,336	n/a	\$128.84	<b>\$128.84</b>
Revenue Hours				224,084

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<b>BOARD OF DIRECTORS REPORT</b>
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**MEETING DATE:** FEBRUARY 13, 2018

**AGENDA ITEM: #10**

**DEPARTMENT:** FINANCE

**TYPE:** INFORMATIONAL ITEM

**PREPARED BY:** THAIS SAYAT

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** FINANCIAL UPDATE FOR THE SIX MONTHS ENDED  
DECEMBER 31, 2017

**RECOMMENDATIONS:**

Staff will report on the financial results for the first half of fiscal year 2017-18.

**Attachments:**

MTD Operating Budget Report for Six Months Ended December 31, 2017.

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## OPERATING BUDGET REPORT

### Six Months Ended December 31, 2017

#### Executive Summary

For the six months ending December 31, 2017, both operating revenue and expenditures were nearly in line with the approved budget for fiscal year 2017-18. Compared to the prior year, aggregate revenue was up slightly while expenditures grew by 7%. The latter result is somewhat misleading as expenses vary by month throughout the fiscal year. The budgeted change is a 3.7% increase for the full year.

#### Operating Budget 6 Months Ended December 31, 2017 (\$ thousands)

	FY 17-18 Actual	FY 17-18 Budget	Variance Amt	%	FY 16-17 Actual	Variance Amt	%
<b><u>REVENUE</u></b>							
Fare Revenue	\$3,525	\$3,572	(\$47)	-1%	\$3,648	(\$122)	-3%
Sales Tax Revenue	5,083	4,991	92	2%	4,886	198	4%
FTA Operating Assistance	2,541	2,541	0	0%	2,491	50	2%
State & Local Op Assistance	598	605	(7)	-1%	606	(8)	-1%
Property Tax Revenue	645	589	56	10%	587	58	10%
Non-Transportation Income	443	418	25	6%	440	3	1%
<b>Total Operating Revenue</b>	<b>\$12,835</b>	<b>\$12,716</b>	<b>\$119</b>	<b>1%</b>	<b>\$12,657</b>	<b>\$178</b>	<b>1%</b>
<b><u>EXPENSE</u></b>							
Route Operations	\$8,050	\$7,815	\$235	3%	\$7,381	\$669	9%
Vehicle Maintenance	2,480	2,660	(180)	-7%	2,473	7	0%
Passenger Accommodations	727	843	(116)	-14%	731	(4)	0%
General Overhead	1,521	1,512	9	1%	1,401	120	9%
<b>Total Operating Expense</b>	<b>\$12,779</b>	<b>\$12,831</b>	<b>(\$52)</b>	<b>0%</b>	<b>\$11,985</b>	<b>\$793</b>	<b>7%</b>
<b>Surplus/Deficit</b>	<b>\$56</b>	<b>(\$114)</b>			<b>\$672</b>		

The effects of the recent Thomas fire and Montecito mudslides on District finances is limited in this reporting period, although December fares did experience a significant drop due to the diminished air quality. Staff will be preparing a separate report on the actual and anticipated financial consequences of the natural disasters including the use of emergency reserves. The balance of this report is composed of an analysis of revenue and expense trends and results.

#### Operating Budget

**Operating Revenue** – Income from operations of \$12.8 million was 1% greater than budgeted as well as compared to last year. The pattern seen in recent years continued with reduced fare revenue being offset by increased subsidies. However, the rate of change for both revenue elements has slowed

considerably. For instance, the decrease in cash and pass revenue, which fell more than 14% in FY 15-16, was down only 2.3% this year prior to the Thomas fire. A 4% drop in non-contract fare revenue is budgeted and will now likely occur or be exceeded due to the effects of recent events on ridership. Sales tax-based revenues did continue to show healthy growth of nearly 5%. However, these sources are expected to be negatively affected in the coming months reflecting the time lag between sales tax generation and the disbursement of the revenue.

**Operating Revenue Detail**  
**6 Months Ended December 31, 2017**  
**(\$ thousands)**

	FY 17-18 Actual	FY 17-18 Budget	Variance Amt	%	FY 16-17 Actual	Variance Amt	%
<b>FAREBOX REVENUE</b>							
Cash Fares & Tokens	\$1,054	\$1,068	(\$14)	-1%	\$1,120	(\$66)	-6%
Adult Passes	549	560	(11)	-2%	583	(34)	-6%
Youth Passes	251	256	(5)	-2%	262	(11)	-4%
Senior Passes	91	80	11	14%	84	7	8%
Mobility Passes	75	71	4	6%	73	2	3%
Day Passes	2	2	(0)	-5%	2	(0)	-12%
Downtown-Waterfront Shuttle	541	548	(7)	-1%	537	4	1%
UCSB Contract Fares	433	427	6	1%	420	13	3%
SBCC Contract Fares	487	473	14	3%	493	(6)	-1%
Special Event Fares & Amtrak	29	68	(39)	-58%	55	(26)	-47%
City My Ride Program	13	19	(6)	-31%	17	(4)	-21%
Subtotal	\$3,525	\$3,572	(\$47)	-1%	\$3,648	(\$122)	-3%
<b>GRANTS &amp; SUBSIDIES</b>							
TDA Sales Tax Revenue	\$3,997	\$3,963	\$33	1%	\$3,849	\$148	4%
FTA Formula Assistance	2,541	2,541	0	0%	2,491	50	2%
Measure A	1,086	1,027	59	6%	1,036	50	5%
State & Local Op Assistance	598	605	(7)	-1%	606	(8)	-1%
Property Tax Revenue	645	589	56	10%	587	58	10%
Subtotal	\$8,867	\$8,726	\$141	2%	\$8,570	\$298	3%
<b>NON-TRANSPORTATION INCOME</b>							
Advertising on Buses	\$304	\$275	\$29	11%	\$320	(\$16)	-5%
Interest on Investments	34	34	(0)	-1%	11	22	194%
Lease & Other Income	105	109	(4)	-4%	108	(3)	-3%
Subtotal	\$443	\$418	\$25	6%	\$440	\$3	1%
<b>Total Operating Revenue</b>	<b>\$12,835</b>	<b>\$12,716</b>	<b>\$119</b>	<b>1%</b>	<b>\$12,657</b>	<b>\$178</b>	<b>1%</b>

Due to a reduction in cruise ship visits utilizing Downtown-Waterfront Shuttle boosting, Special Event fares were down nearly 50% from last year. Federal subsidies reflect the recognition of FTA operating assistance for six months. However, the new norm of continuing budget resolutions leaves the actual grant amount up in the air as well as postponing the receipt of 20% of MTD operating revenue (this does not create a cash flow shortfall due to the board-adopted working capital reserve). Property tax revenue surpassed both budget estimates and last year's receipts by 10% as rising real estate prices and turnover have continued to elevate the tax base. Advertising revenue was 11% more than budgeted, a sign that this income source is recovering from a recent drop associated with the loss of a major client.

**Operating Expenses** – As previously indicated, aggregate operating expenses of \$12.8 million for the first half of this fiscal year were on budget and 7% more than in the previous year. Greater than expected Route Operations costs were counterbalanced through surpluses in other departmental expenses to maintain the budget parity. Regarding the year-over-year growth, the main contributing factors were similar to previous years: a rise in the service level coupled with contractual wage and fringe benefit increases. This year, there was also a large upward adjustment to workers' compensation reserves. These and other expense variations are further explained below.

**Operating Expense Detail**  
**6 Months Ended December 31, 2017**  
**(\$ thousands)**

	FY 17-18 Actual	FY 17-18 Budget	Variance Amt	%	FY 16-17 Actual	Variance Amt	%
<b>ROUTE OPERATIONS</b>							
Drivers	\$5,814	\$5,785	\$29	1%	\$5,573	\$241	4%
Dispatch & Supervision	373	396	(23)	-6%	282	91	32%
Hiring & Training	226	153	73	48%	143	82	57%
Risk & Safety	1,203	1,047	156	15%	957	246	26%
Transportation Subsidies	435	435	0	0%	426	9	2%
Subtotal	<u>\$8,050</u>	<u>\$7,815</u>	<u>\$235</u>	3%	<u>\$7,381</u>	<u>\$669</u>	9%
<b>VEHICLE MAINTENANCE</b>							
Mechanics	\$572	\$633	(\$60)	-10%	\$537	\$35	7%
Cleaners & Fuelers	423	409	14	3%	410	14	3%
Supervision	233	289	(56)	-19%	279	(46)	-17%
Vehicle Consumables	881	867	14	2%	829	52	6%
Bus Parts & Supplies	339	410	(70)	-17%	383	(44)	-12%
Vendor Services	34	29	5	18%	9	24	259%
Risk & Safety	(3)	24	(27)	-111%	25	(28)	-111%
Subtotal	<u>\$2,480</u>	<u>\$2,660</u>	<u>(\$180)</u>	-7%	<u>\$2,473</u>	<u>\$7</u>	0%
<b>PASSENGER ACCOMMODATIONS</b>							
Passenger Facilities	\$242	\$267	(\$25)	-9%	\$270	(\$28)	-10%
Transit Development	150	195	(44)	-23%	171	(21)	-12%
Promotion & Information	209	250	(41)	-16%	155	54	35%
Fare Revenue Collection	126	131	(6)	-4%	134	(8)	-6%
Subtotal	<u>\$727</u>	<u>\$843</u>	<u>(\$116)</u>	-14%	<u>\$731</u>	<u>(\$4)</u>	0%
<b>GENERAL OVERHEAD</b>							
Finance	\$333	\$336	(\$3)	-1%	\$304	\$29	10%
Personnel	84	85	(1)	-2%	82	2	2%
Utilities & Communication	121	110	11	10%	109	12	11%
Operating Facilities	183	170	12	7%	162	21	13%
District Administration	801	811	(10)	-1%	745	57	8%
Subtotal	<u>\$1,521</u>	<u>\$1,512</u>	<u>\$9</u>	1%	<u>\$1,401</u>	<u>\$120</u>	9%
Total Operating Cost	<u>\$12,779</u>	<u>\$12,831</u>	<u>(\$52)</u>	0%	<u>\$11,985</u>	<u>\$793</u>	7%

Budgeted revenue hours now exceed 224,000 hours marking the sixth consecutive annual service level increase. For FY 17-18, transit service was upped by 3,800 hours, a 2% rise. Based on the terms of the

collective bargaining agreement, wages for covered employees rose 2% in addition to adjustments to pension and health benefits. The six month period also experienced a large uptick in bus operator scheduled overtime necessary to compensate for a continued shortfall in driver full employment. The cost of hiring and training drivers also saw a surge over anticipated levels with the addition of 10 new drivers since last July. This is a welcome event that will be beneficial in several ways. One consequence in particular will be a significant reduction in the excess scheduled overtime beginning this March.

Due to Route Operations workers' compensation claim activity in the second quarter, it was necessary to increase reserves well above budgeted levels to cover potential future outlays. Fortunately, the current year's reduced liability-related costs mitigated the effects of this somewhat.

There are a number of non-driver personnel factors that illuminate departmental variances from the budget and last fiscal year. The more pertinent ones include:

- The CAD dispatcher position was vacant at this time last year while filled this fiscal year.
- The budgeted level of 13 mechanics was not achieved until late in the six-month period.
- The budgeted maintenance night supervision position was filled just after December 2017.
- The marketing manager position was vacant the first five months of last fiscal year.

Below is a table of operating expenses by category that groups all departments together, providing a different perspective of the District's operating budget.

**Operating Expenses by Category**  
**6 Months Ended December 31, 2017**  
 (\$ thousands)

<u>EXPENSE</u>	FY 17-18	FY 17-18			FY 16-17		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>Actual</u>	<u>Variance</u>	
			\$	%		\$	%
Wages	\$5,795	\$5,841	(\$46)	-1%	\$5,576	\$218	4%
Fringe Benefits	3,563	3,636	(73)	-2%	3,368	195	6%
Fuel	793	781	11	1%	735	57	8%
Risk	821	697	124	18%	624	197	32%
Materials & Supplies	581	605	(23)	-4%	590	(9)	-2%
Services	671	726	(55)	-8%	558	113	20%
ADA	435	435	0	0%	426	9	2%
Utilities	121	110	11	10%	109	12	11%
Total	<u>\$12,779</u>	<u>\$12,831</u>	<u>(\$52)</u>	0%	<u>\$11,985</u>	<u>\$793</u>	7%

Some key trends and results for non-labor costs for the six-month period include:

- Bus parts outlays were 15% under budget although such costs can vary considerably by month.
- With the implementation of the Marketing Plan, such costs grew threefold from last year to \$43,000.
- Audit costs were up \$30,000 from last year due to the biennial OPEB actuarial valuation.
- The period included a \$21,000 write-off of obsolete electric bus battery inventory.

### Statement of Net Position

The following page contains the Statement of Net Position as of December 31, 2017. The statement indicates the maintenance of the District's cash reserves at projected levels and continued financial health as reflected by current assets well in excess of current liabilities and a very low debt to equity ratio.

**Statement of Net Position  
December 31, 2017**

<b><u>ASSETS</u></b>			
<b>CURRENT ASSETS</b>			
Cash & Cash Items	\$ 16,863,333		
Receivables	3,541,893		
Materials & Supplies Inventory	1,085,485		
Prepayments	<u>291,862</u>		
		\$ 21,782,573	
<b>NON-CURRENT ASSETS</b>			
Work in Process	\$ 5,843,071		
Land	5,596,297		
Fixed Facilities	13,067,161		
Revenue Fleet	43,029,775		
Non-Revenue Vehicles	718,475		
Shop Equipment	605,037		
Office & IT Equipment	2,880,860		
Bus Stop Facilities	1,158,610		
Accumulated Depreciation	<u>39,449,828</u>		
		<u>33,449,458</u>	
<b>Total Assets</b>			<u><u>\$ 55,232,031</u></u>
<b><u>LIABILITIES</u></b>			
<b>CURRENT LIABILITIES</b>			
Accounts Payables	\$ 525,237		
Payroll Liabilities	1,111,215		
Other Current Liabilities	<u>1,493,084</u>		
		\$ 3,129,536	
<b>NON-CURRENT LIABILITIES</b>			
Accrued Benefits & Payouts	<u>\$ 6,232,459</u>		
		<u>6,232,459</u>	
<b>Total Liabilities</b>			\$ 9,361,995
<b><u>NET POSITION</u></b>			
Capital Assets		\$ 33,502,043	
Restricted Net Position		1,304,957	
Unrestricted Net Position		11,056,631	
Year to Date Surplus (Deficit)		<u>56,405</u>	
<b>Total Net Position</b>			<u><u>45,920,036</u></u>
<b>Total Liabilities &amp; Net Position</b>			<u><u>\$ 55,282,031</u></u>

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<b>BOARD OF DIRECTORS REPORT</b>
----------------------------------

**MEETING DATE:** FEBRUARY 13, 2018

**AGENDA ITEM: #11**

**DEPARTMENT:** PROCUREMENT

**TYPE:** ACTION ITEM

**PREPARED BY:** BRAD DAVIS

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** AUTHORIZATION TO PURCHASE 10 GILLIG FORTY-FOOT CLEAN  
DIESEL BUSES

**RECOMMENDATIONS:**

Staff recommends that the Board authorize the General Manager to award a contract to Gillig in the amount of \$5,204,080 to purchase 10 clean diesel low-floor 40-foot transit buses; and that such award be contingent upon completion of the Buy America and related audits satisfying Federal Transit Administration (FTA) requirements.

**DISCUSSION:**

***Project Description***

MTD's oldest fleet of transit buses, the 1998 40-foot Novas, will shortly attain 20 years of service. The FTA-recognized useful life of such "heavy-duty" buses is 12 years. Of the original Nova fleet of 33 vehicles, 16 have been retired to date. With this proposed purchase of 10 Gillig buses coupled with the purchase of four BYD 40-foot buses recently approved by the Board, MTD would reduce its Nova fleet (soon to be SAMTRANS 2003 Gilligs) down to the final three buses.

***Budget & Funding***

The FY 17-18 capital budget includes \$5 million for the acquisition of the 10 buses. Taking into account annual pricing adjustments built into the DES contract and the addition of Clever Devices AIM system equipment, the cost per bus has increased to \$520,408. Including a 2% contingency brings the total estimated project cost to \$5.3 million. The FY 17-18 budget revision that includes the increased funding for the project will be brought to the Board for its consideration at its next meeting. Scheduled capital funding for the acquisition includes \$3.9 million in FTA grants, \$1.2 million of STA funds, and \$232,276 from the new State of Good Repair (SGR) program. The SGR program is part of the increased state funding under SB1.

***Procurement Process***

The proposed acquisition makes use of "piggybacking" on an existing contract between the State of Washington Department of Enterprise Services (DES) and Gillig. This cooperative purchasing method allows MTD to use a competitive solicitation process already carried out by another

## Authorization to Purchase 10 Gillig Forty-Foot Clean Diesel Buses

transit agency thereby saving MTD resources. MTD obtained the options from DES following a review of their agreement with Gillig to ensure compliance with MTD and FTA procurement and contract requirements (the agreement with Gillig will require a modification to the Disadvantaged Business Enterprise contract language to comply with FTA requirements).

### **Price Analysis**

Evaluating the DES contract price against other known similar acquisitions, it appears that the price is quite competitive. The following unit price data was found for similar forty-foot transit buses. The prices have been normalized to the extent feasible by the removal of sales tax and the cost of ITS/AVL systems and electronic fareboxes.

Description	Make	Unit Price <sup>1</sup>
Proposed MTD Cost (10 buses)	Gillig	\$443,914
APTA 2017 40' Diesel Bus Survey Price	multiple	\$483,685
Antelope Valley TA on CCCTA contract (15 buses)	Gillig	\$450,261
Rochester Transit Authority, NY (33 Buses)	New Flyer	\$458,444

Finding comparative pricing data remains a challenge although MTD did find bus contract pricing information collected by the American Public Transportation Association (APTA). It is limited to the 22 agencies submitting data for 40-foot diesel buses in 2017. The APTA average cost of \$483,685 is considerably greater than the \$443,914 that MTD would be paying. APTA indicated that they are not provided details regarding sales tax or other add-ons included. Assuming that the average is overstated by 10%, which is likely high, the adjusted price is 1.9% less than the MTD price. Also available was price information from the Central Contra Costa Transit Authority consortium for several thousand buses, which was slightly above the MTD price. The one New Flyer contract price that could be obtained was 3.4% greater than the price under consideration. Based upon the preceding analysis, I find that the price that MTD would pay for the Gillig buses under the DES contract to be fair and reasonable.

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<sup>1</sup> For comparison purposes, the unit price does not include ITS systems, electronic fareboxes or sales tax.



<b>BOARD OF DIRECTORS REPORT</b>
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**MEETING DATE:** FEBRUARY 13, 2018

**AGENDA ITEM: #12**

**DEPARTMENT:** ADMINISTRATION

**TYPE:** INFORMATIONAL ITEM

**PREPARED BY:** RACHEL BRICHAN

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** SECOND QUARTER PERFORMANCE REPORTS

**RECOMMENDATIONS:**

Staff will present the Quarterly Performance Report for the period beginning July 1, 2107 and ending December 31, 2017.

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# QUARTERLY REPORT

Fiscal Year 2017-18

July 1, 2017-December 31, 2017

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<b>SECOND QUARTER PERFORMANCE REPORTS</b>
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# **Ridership Summary Fiscal Year 2017-18**

**Six-month period ending December 31, 2017**

## **Planning Department**

With 3,035,860 passengers year-to-date, ridership is below that for the same period last year by 81,287, or -2.6%. There was one fewer weekday, the same number of Saturdays and one additional Sunday service day in the first half of FY 2017-18 compared to FY 2016-17. Year-to-date ridership decreased by 3.5% per weekday and 1.4% per Saturday, while increasing 5.5% per Sunday on average.

## **Effect of Thomas Fire on Service:**

The Thomas Fire that began in Ventura County on December 4 and the subsequent evacuations that occurred a week later between Carpinteria and Santa Barbara significantly impacted ridership, as expected. SBCC, UCSB and secondary school closures occurred as a result of the fire and poor air quality throughout the District kept many people indoors and added to the ridership decrease. In addition, service on the Seaside Shuttle was eliminated for a number of days and service was reduced and routing shortened on Lines 14, 20 and 21x for safety reasons. For the month of December, ridership decreased 67,321 or 16.8%. There was also one less weekday and one additional Sunday that month which would overall further negatively affect ridership comparison.

**Due to the significant effect of the Thomas Fire on ridership in December, the remainder of the discussion in this Ridership Summary is based on July to November results. The purpose of this is to provide a clearer picture of the trends that were developing prior to the impact of the Thomas Fire.**

**However, the attachments will reflect the entire six-month period of ridership data available in order to provide a transparent record of both the five-month trend and results for the period.**

## Overall Ridership Trends:

### Ridership by Fare Category (Excluding December 2017)

Fare Categories	October - November			July - November		
	Oct 17 - Nov 17	Oct 16 - Nov 16	% Change	Jul 17 - Nov 17	Jul 16 - Nov 16	% Change
General Fare	141,283	145,193	-2.7%	395,250	407,303	-3.0%
Transfers	89,044	85,227	4.5%	239,968	230,254	4.2%
Full Fare Prepaid (1)	160,630	163,139	-1.5%	429,825	440,348	-2.4%
Santa Barbara City College	163,187	174,532	-6.5%	313,681	339,539	-7.6%
Senior & Disabled Prepaid (2)	119,546	111,800	6.9%	295,959	283,720	4.3%
Shuttle (DWE & Seaside)	30,978	32,321	-4.2%	112,302	114,094	-1.6%
UC Santa Barbara	358,019	311,334	15.0%	475,366	432,164	10.0%
Youth Prepaid (3)	100,168	102,000	-1.8%	240,051	251,798	-4.7%
Free	22,858	22,465	1.7%	59,266	58,616	1.1%
My Ride / Brooks	11,924	16,443	-27.5%	38,411	45,136	-14.9%
Senior	29,404	34,056	-13.7%	78,669	87,785	-10.4%
Persons with Disabilities	5,528	6,651	-16.9%	14,786	16,678	-11.3%
Tokens	3,882	3,891	-0.2%	10,115	10,180	-0.6%
Total	1,236,451	1,209,052	2.3%	2,703,649	2,717,615	-0.5%

(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

Metrics	October - November			July - November		
	Oct 17 - Nov 17	Oct 16 - Nov 16	%Change	Jul 17 - Nov 17	Jul 16 - Nov 16	% Change
Passengers	1,236,451	1,209,052	2.3%	2,703,649	2,717,615	-0.5%
Revenue Hours	37,193	36,860	0.9%	91,980	90,392	1.8%
Passengers per Revenue Hour	33.2	32.8	1.4%	29.4	30.1	-2.2%
Miles	451,629	452,355	-0.2%	1,109,903	1,093,332	1.5%
Passengers per Mile	2.7	2.7	2.4%	2.4	2.5	-2.0%

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

The decreasing ridership trend is appearing to continue to subside with a relatively flat year to date ridership at -0.5%. Furthermore, UCSB ridership increased 10.0% year-to-date (or 43,202 student passengers) and that is with *four fewer* school days since Fall quarter began later this school year on September 28, as indicated in the school days table below. The increase is likely due in a large part to the recent completion of the UCSB San Joaquin Villages that is now providing housing for approximately 1,000 students off campus. Combined with the adjacent Santa Catalina and Sierra Madre housing complexes, all three are within direct and easy bus access to the campus a little over a mile away as well as Isla Vista, Goleta and Santa Barbara.

Conversely, SBCC ridership has continued to decrease at -7.6% year-to-date (or 25,858 SBCC student passengers) likely due to the 5% decrease in Fall semester enrollment. The enrollment decrease probably eases the SBCC parking situation, which might reduce the incentive for students to reach campus without an automobile.

Combined UCSB and SBCC student ridership year-to-date was 29% of total ridership, which was similar to year-to-date of last fiscal year at 28%. The increase was 2.2% (17,344 passengers) year-to-date compared to last year.

As the table below indicates, there were three additional Santa Barbara Unified School District class days this year compared to last fiscal year. However, booster ridership decreased 3.4% year-to-date. In addition, international student enrollment increased 16.8% year-to-date, likely due to the weakened US dollar in 2017.

#### **SERVICE CALENDAR DAYS**

Year-to-date	FY 2018			FY 2017			
	<u>1Q</u>	<u>2Q</u>	<u>Total</u>	<u>1Q</u>	<u>2Q</u>	<u>Total</u>	<u>Delta</u>
Weekday	63	41	<b>104</b>	64	40	<b>104</b>	<b>0</b>
Saturday	14	9	<b>23</b>	13	10	<b>23</b>	<b>0</b>
Sunday	15	10	<b>25</b>	15	10	<b>25</b>	<b>0</b>
<b>Total</b>	<b>92</b>	<b>60</b>	<b>152</b>	<b>92</b>	<b>60</b>	<b>152</b>	

#### **SCHOOL DAYS**

Year-to-date	FY 2018			FY 2017			
	<u>1Q</u>	<u>2Q</u>	<u>Total</u>	<u>1Q</u>	<u>2Q</u>	<u>Total</u>	<u>Delta</u>
SBCC	29	41	<b>70</b>	29	40	<b>69</b>	<b>1</b>
UCSB	2	41	<b>43</b>	7	40	<b>47</b>	<b>-4</b>
Secondary	29	37	<b>66</b>	27	36	<b>63</b>	<b>3</b>

Year-to-date there were fewer cruise ship visits (8) compared to last fiscal year (16). As a whole, the extra shuttles were appreciated and well used, carrying an average of approximately 450 additional passengers per day.

Although there were twelve fewer days of measurable precipitation year-to-date, there was the microburst weather event that occurred on Labor Day Sunday, which caused a notable negative impact on ridership.

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# System Ridership Quarterly Report

## Six-month period ending December 2017

### Ridership by Fare Category

Fare Categories	Quarter			YTD		
	Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017-2018	FY2016- 2017	% Change
General Fare	197,095	214,365	-8.1%	451,062	476,475	-5.3%
Transfers	122,891	122,738	0.1%	273,815	267,765	2.3%
Full Fare Prepaid (1)	216,035	231,147	-6.5%	485,230	508,356	-4.5%
Santa Barbara City College	186,125	209,586	-11.2%	336,619	374,593	-10.1%
Senior & Disabled Prepaid (2)	169,590	164,691	3.0%	346,003	336,611	2.8%
Shuttle (DWE & Seaside)	37,754	44,539	-15.2%	119,078	126,312	-5.7%
UC Santa Barbara	417,260	365,059	14.3%	534,607	485,889	10.0%
Youth Prepaid (3)	119,569	139,117	-14.1%	259,452	288,915	-10.2%
Free	32,516	31,661	2.7%	68,924	67,812	1.6%
My Ride / Brooks	16,175	22,411	-27.8%	42,662	51,104	-16.5%
Senior	40,100	47,667	-15.9%	89,365	101,396	-11.9%
Persons with Disabilities	7,925	9,636	-17.8%	17,183	19,663	-12.6%
Tokens	5,627	5,967	-5.7%	11,860	12,256	-3.2%
Total	1,568,662	1,608,584	-2.5%	3,035,860	3,117,147	-2.6%

(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

Metrics	Quarter			YTD		
	Oct 17 - Dec 17	Oct 16 - Dec 16	%Change	FY 2017-2018	FY2016- 2017	% Change
Passengers	1,568,662	1,608,584	-2.5%	3,035,860	3,117,147	-2.6%
Revenue Hours	54,334	53,895	0.8%	108,776	106,483	2.2%
Passengers per Revenue Hour	28.9	29.8	-3.3%	27.9	29.3	-4.7%
Miles	654,940	658,871	-0.6%	1,306,336	1,288,098	1.4%
Passengers per Mile	2.4	2.4	-1.9%	2.3	2.4	-4.0%

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

## MTD System Ridership

		Quarter			YTD		
LINE		Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017-2018	FY2016- 2017	% Change
1	West Santa Barbara	78,167	83,139	-6.0%	165,344	172,007	-3.9%
2	East Santa Barbara	122,482	128,017	-4.3%	257,954	262,389	-1.7%
3	Oak Park	47,164	48,275	-2.3%	99,720	97,958	1.8%
4	Mesa / SBCC	31,250	30,300	3.1%	62,978	63,372	-0.6%
5	Mesa / La Cumbre	31,653	34,743	-8.9%	63,976	71,339	-10.3%
6	Goleta	136,946	143,160	-4.3%	283,703	295,423	-4.0%
7	County Health / Fairview	66,970	63,985	4.7%	137,927	112,765	22.3%
8	County Health	-	-	0.0%	-	13,743	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	4,257	-100.0%
10	Cathedral Oaks	4,209	5,261	-20.0%	8,621	10,490	-17.8%
11	UCSB	247,470	234,668	5.5%	458,719	453,752	1.1%
12x	Goleta Express	45,155	52,547	-14.1%	98,362	113,675	-13.5%
14	Montecito	19,059	20,260	-5.9%	41,081	42,819	-4.1%
15x	SBCC / UCSB Express	63,707	72,338	-11.9%	110,332	126,342	-12.7%
16	City College Shuttle	25,330	27,528	-8.0%	43,166	47,114	-8.4%
17	Lower West / SBCC	35,660	38,004	-6.2%	74,455	78,059	-4.6%
20	Carpinteria	68,198	68,674	-0.7%	145,118	145,611	-0.3%
21x	Carpinteria Express	17,614	20,280	-13.1%	38,025	42,262	-10.0%
23	Winchester Canyon	11,425	14,684	-22.2%	22,868	30,292	-24.5%
24x	UCSB Express	128,787	145,612	-11.6%	255,769	281,129	-9.0%
25	Ellwood	15,008	15,633	-4.0%	31,212	28,897	8.0%
27	Isla Vista Shuttle	90,475	76,069	18.9%	118,734	106,368	11.6%
28	UCSB Shuttle	134,441	110,336	21.8%	170,784	133,114	28.3%
36	Seaside Shuttle	12,276	13,121	-6.4%	28,475	33,218	-14.3%
37	Crosstown Shuttle	23,069	21,300	8.3%	47,312	44,663	5.9%
	Booster Services	53,820	65,911	-18.3%	92,347	106,899	-13.6%
System Subtotal		1,510,335	1,533,845	-1.5%	2,856,982	2,917,957	-2.1%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	48,393	62,226	-22.2%	143,302	163,748	-12.5%
31	East Beach Waterfront Shuttle	5,753	8,001	-28.1%	22,683	24,299	-6.7%
32	West Beach Waterfront Shuttle	4,181	3,512	19.0%	12,893	10,341	24.7%
<i>Unknown</i>							
		-	1,000	-100.0%	-	802	-100.0%
<b>System Total</b>		<b>1,568,662</b>	<b>1,608,584</b>	<b>-2.5%</b>	<b>3,035,860</b>	<b>3,117,147</b>	<b>-2.6%</b>
<i>Related Routes</i>							
20, 21x	Carpinteria	85,812	88,954	-3.5%	183,143	187,873	-2.5%
1, 2, 37	East/West & Crosstown	223,718	232,456	-3.8%	470,610	479,059	-1.8%
4, 5, 15x, 16, 17	Mesa Lines	187,600	202,913	-7.5%	354,907	386,226	-8.1%
6, 11	State/Hollister	384,416	377,828	1.7%	742,422	749,175	-0.9%
7, 8, 9	Calle Real/Fairview	66,970	63,985	4.7%	137,927	130,765	5.5%

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

## MTD Passengers per Revenue Hour

		Quarter			YTD		
LINE		Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017-2018	FY2016- 2017	% Change
1	West Santa Barbara	28.6	28.9	-1.2%	29.1	29.5	-1.2%
2	East Santa Barbara	28.7	28.1	2.3%	28.9	28.3	2.3%
3	Oak Park	20.1	19.5	3.2%	20.7	18.8	10.2%
4	Mesa / SBCC	27.3	26.5	3.3%	26.5	26.8	-0.9%
5	Mesa / La Cumbre	18.3	20.0	-8.7%	18.0	19.8	-9.0%
6	Goleta	27.3	31.3	-12.5%	29.0	31.4	-7.7%
7	County Health / Fairview	17.8	17.0	4.7%	18.0	18.4	-2.4%
8	County Health	-	-	0.0%	-	25.7	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	11.8	-100.0%
10	Cathedral Oaks	10.0	13.3	-24.5%	9.9	12.8	-22.2%
11	UCSB	32.7	31.9	2.5%	30.2	30.1	0.5%
12x	Goleta Express	24.9	29.8	-16.5%	27.2	32.0	-15.0%
14	Montecito	15.4	16.2	-5.1%	16.5	17.1	-3.5%
15x	SBCC / UCSB Express	33.8	39.7	-14.9%	30.3	35.0	-13.4%
16	City College Shuttle	33.7	36.6	-8.0%	35.5	38.8	-8.5%
17	Lower West / SBCC	44.7	47.6	-6.0%	45.1	46.6	-3.2%
20	Carpinteria	19.3	19.5	-0.6%	20.5	20.6	-0.3%
21x	Carpinteria Express	17.4	22.4	-22.2%	19.3	21.5	-10.0%
23	Winchester Canyon	19.6	23.3	-16.2%	41.5	20.9	98.0%
24x	UCSB Express	42.6	47.6	-10.3%	24.6	45.1	-45.4%
25	Elwood	22.3	26.8	-16.5%	39.0	27.0	44.2%
27	Isla Vista Shuttle	49.1	43.0	14.3%	50.9	35.4	44.1%
28	UCSB Shuttle	74.8	67.6	10.6%	24.8	56.1	-55.8%
36	Seaside Shuttle	11.7	12.5	-6.7%	13.5	16.2	-17.1%
37	Crosstown Shuttle	15.4	14.2	8.4%	15.1	14.5	4.4%
	Booster Services	71.8	89.8	-20.0%	74.7	87.5	-14.6%
System Subtotal		29.5	30.1	-2.0%	27.9	28.8	-2.9%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	20.3	25.0	-18.9%	24.8	26.9	-7.7%
31	East Beach Waterfront Shuttle	11.7	16.0	-26.5%	16.6	16.9	-2.0%
32	West Beach Waterfront Shuttle	17.3	14.6	18.6%	19.6	16.7	17.5%
<i>Unknown</i>							
		-	-	0.0%	-	-	0.0%
<b>System Total</b>		<b>28.9</b>	<b>29.7</b>	<b>-2.7%</b>	<b>27.6</b>	<b>28.4</b>	<b>-3.1%</b>
<i>Related Routes</i>							
20, 21x Carpinteria		18.9	20.1	-5.7%	20.2	20.8	-2.5%
1, 2, 37 East/West & Crosstown		26.3	26.0	1.2%	26.6	26.3	1.0%
4, 5, 15x, 16, 17 Mesa Lines		29.7	32.4	-8.4%	28.4	30.8	-7.7%
6, 11 State/Hollister		30.6	31.6	-3.4%	29.7	30.6	-2.8%
7, 8, 9 Calle Real		17.8	17.6	1.1%	18.0	18.7	-4.0%

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

### MTD “At Capacity” Loads\*

		Quarter			YTD		
LINE		Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017-2018	FY2016- 2017	% Change
1	West Santa Barbara	12	6	100.0%	29	10	190.0%
2	East Santa Barbara	39	14	178.6%	66	25	164.0%
3	Oak Park	2	2	0.0%	3	11	-72.7%
4	Mesa / SBCC	3	4	-25.0%	7	5	40.0%
5	Mesa / La Cumbre	8	8	0.0%	17	22	-22.7%
6	Goleta	36	75	-52.0%	124	167	-25.7%
7	County Health / Fairview	6	5	20.0%	6	9	-33.3%
8	County Health	-	-	0.0%	-	1	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	-	0.0%
10	Cathedral Oaks	-	4	-100.0%	1	4	-75.0%
11	UCSB	105	103	1.9%	159	156	1.9%
12x	Goleta Express	14	12	16.7%	57	30	90.0%
14	Montecito	6	1	500.0%	11	4	175.0%
15x	SBCC / UCSB Express	24	48	-50.0%	51	83	-38.6%
16	City College Shuttle	6	7	-14.3%	15	17	-11.8%
17	Lower West / SBCC	3	4	-25.0%	7	15	-53.3%
20	Carpinteria	12	8	50.0%	17	19	-10.5%
21x	Carpinteria Express	-	1	-100.0%	1	6	-83.3%
23	Winchester Canyon	3	4	-25.0%	3	5	-40.0%
24x	UCSB Express	97	103	-5.8%	196	199	-1.5%
25	Ellwood	3	4	-25.0%	3	5	-40.0%
27	Isla Vista Shuttle	108	35	208.6%	113	39	189.7%
28	UCSB Shuttle	72	79	-8.9%	81	95	-14.7%
36	Seaside Shuttle	-	-	0.0%	1	4	-75.0%
37	Crosstown Shuttle	3	5	-40.0%	4	5	-20.0%
	Booster Services	43	56	-23.2%	83	95	-12.6%
System Subtotal		605	588	2.9%	1,055	1,031	2.3%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	17	22	-22.7%	71	85	-16.5%
31	East Beach Waterfront Shuttle	-	3	-100.0%	7	7	0.0%
32	West Beach Waterfront Shuttle	-	-	0	-	-	0.0%
<i>Related Routes</i>							
20, 21x Carpinteria		12	9	33.3%	18	25	-28.0%
1, 2, 37 East/West & Crosstown		54	25	116.0%	99	40	147.5%
4, 5, 15x, 16, 17 Mesa Lines		44	71	-38.0%	97	142	-31.7%
6, 11 State/Hollister		141	178	-20.8%	283	323	-12.4%
7, 8, 9 Calle Real, Fairview		6	5	20.0%	6	10	-40.0%
<i>Unknown/Miscellaneous</i>							
		1	3	-66.7%	2	7	-71.4%
System Total		623	616	1.1%	1,135	1,130	0.4%

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

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

### MTD “Too Full to Board” Loads \*

		Quarter			YTD		
LINE		Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017-2018	FY2016- 2017	% Change
1	West Santa Barbara	3	3	0.0%	3	7	-57.1%
2	East Santa Barbara	7	4	75.0%	16	10	60.0%
3	Oak Park	-	2	-100.0%	-	5	-100.0%
4	Mesa / SBCC	-	-	0.0%	-	1	100.0%
5	Mesa / La Cumbre	6	1	500.0%	12	2	500.0%
6	Goleta	22	31	-29.0%	41	63	-34.9%
7	County Health / Fairview	3	-	0.0%	5	2	150.0%
8	County Health	-	-	0.0%	-	-	0.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	-	0.0%
10	Cathedral Oaks	-	2	-100.0%	1	2	0.0%
11	UCSB	258	150	72.0%	279	178	56.7%
12x	Goleta Express	4	5	-20.0%	38	23	65.2%
14	Montecito	-	-	0.0%	2	3	-33.3%
15x	SBCC / UCSB Express	10	24	-58.3%	29	52	-44.2%
16	City College Shuttle	2	3	-33.3%	5	6	-16.7%
17	Lower West / SBCC	1	-	100.0%	1	6	-83.3%
20	Carpinteria	-	1	-100.0%	1	5	-80.0%
21x	Carpinteria Express	-	-	0.0%	-	-	0.0%
23	Winchester Canyon	5	3	66.7%	6	4	50.0%
24x	UCSB Express	120	175	-31.4%	252	291	-13.4%
25	Ellwood	-	3	-100.0%	-	4	100.0%
27	Isla Vista Shuttle	106	119	-10.9%	110	134	-17.9%
28	UCSB Shuttle	273	232	17.7%	283	266	6.4%
36	Seaside Shuttle	-	1	-100.0%	-	9	-100.0%
37	Crosstown Shuttle	1	4	-75.0%	1	5	-80.0%
	Booster Services	43	31	38.7%	75	50	50.0%
System Subtotal		864	794	8.8%	1,160	1,128	2.8%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	52	127	-59.1%	379	445	-14.8%
31	East Beach Waterfront Shuttle	1	18	-94.4%	2	29	-93.1%
32	West Beach Waterfront Shuttle	2	1	100.0%	6	2	200.0%
<i>Related Routes</i>							
20, 21x Carpinteria		-	1	-100.0%	1	5	-80.0%
1, 2, 37 East/West & Crosstown		11	11	0.0%	20	22	-9.1%
4, 5, 15x, 16, 17 Mesa Lines		19	28	-32.1%	47	67	-29.9%
6, 11 State/Hollister		280	181	54.7%	320	241	32.8%
7, 8, 9 Calle Real, Fairview		3	-	0.0%	5	2	150.0%
<i>Unknown/Miscellaneous</i>							
		1	1	0.0%	1	5	-80.0%
System Total		920	941	-2.2%	1,548	1,609	-3.8%

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

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

## MTD Bicycles Carried

		Quarter			YTD		
LINE		Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017 - 2018	FY2016 - 2017	% Change
1	West Santa Barbara	484	569	-14.9%	1,001	1,202	-16.7%
2	East Santa Barbara	1,160	1,414	-18.0%	2,545	2,908	-12.5%
3	Oak Park	387	446	-13.2%	859	858	0.1%
4	Mesa / SBCC	385	382	0.8%	901	921	-2.2%
5	Mesa / La Cumbre	534	753	-29.1%	1,360	1,566	-13.2%
6	Goleta	3,232	3,985	-18.9%	6,730	7,936	-15.2%
7	County Health / Fairview	1,563	1,533	2.0%	3,309	2,754	20.2%
8	County Health	-	-	0.0%	-	330	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	51	-100.0%
10	Cathedral Oaks	98	103	-4.9%	226	250	-9.6%
11	UCSB	5,143	5,830	-11.8%	10,107	11,227	-10.0%
12x	Goleta Express	1,628	1,847	-11.9%	3,612	4,011	-9.9%
14	Montecito	303	391	-22.5%	734	863	-14.9%
15x	SBCC / UCSB Express	1,020	1,069	-4.6%	1,839	1,857	-1.0%
16	City College Shuttle	226	251	-10.0%	377	425	-11.3%
17	Lower West / SBCC	225	312	-27.9%	495	716	-30.9%
20	Carpinteria	2,096	1,812	15.7%	4,201	3,684	14.0%
21x	Carpinteria Express	542	716	-24.3%	1,171	1,393	-15.9%
23	Winchester Canyon	232	317	-26.8%	402	617	-34.8%
24x	UCSB Express	2,518	3,495	-28.0%	5,335	6,936	-23.1%
25	Elwood	241	405	-40.5%	499	624	-20.0%
27	Isla Vista Shuttle	636	472	34.7%	842	779	8.1%
28	UCSB Shuttle	993	864	14.9%	1,331	1,121	18.7%
36	Seaside Shuttle <sup>1</sup>	-	-	0.0%	-	2	-100.0%
37	Crosstown Shuttle <sup>1</sup>	23	20	15.0%	99	107	-7.5%
	Booster Services	51	53	-3.8%	83	94	-11.7%
System Subtotal		23,720	27,039	-12.3%	48,058	53,232	-9.7%
Downtown Waterfront Shuttles <sup>1</sup>							
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
Related Routes							
20, 21x Carpinteria		2,638	2,528	4.4%	5,372	5,077	5.8%
1,2,37 East/West & Crosstown		1,667	2,003	-16.8%	3,645	4,217	-13.6%
4, 5, 15x, 16, 17 Mesa Lines		2,390	2,767	-13.6%	4,972	5,485	-9.4%
6,11 State/Hollister		8,375	9,815	-14.7%	16,837	19,163	-12.1%
7, 8, 9 Calle Real/Fairview		1,563	1,533	2.0%	3,309	3,135	5.6%
Unknown/Miscellaneous							
		1	77	-98.7%	8	246	-96.7%
System Total		23,721	27,116	-12.5%	48,066	53,478	-10.1%

<sup>1</sup> MTD electric shuttles cannot carry bicycles, unless replaced by a diesel vehicle.

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

## MTD Wheelchairs Boarded

		Quarter			YTD		
LINE		Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017-2018	FY2016- 2017	% Change
1	West Santa Barbara	481	300	60.3%	988	665	48.6%
2	East Santa Barbara	680	484	40.5%	1,441	1,009	42.8%
3	Oak Park	211	339	-37.8%	498	749	-33.5%
4	Mesa / SBCC	21	27	-22.2%	70	70	0.0%
5	Mesa / La Cumbre	194	201	-3.5%	384	398	-3.5%
6	Goleta	510	565	-9.7%	1,124	1,092	2.9%
7	County Health / Fairview	490	458	7.0%	1,088	890	22.2%
8	County Health	-	-	0.0%	-	86	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	34	-100.0%
10	Cathedral Oaks	-	4	-100.0%	3	9	-66.7%
11	UCSB	650	597	8.9%	1,346	1,221	10.2%
12x	Goleta Express	160	171	-6.4%	351	361	-2.8%
14	Montecito	155	53	192.5%	250	124	101.6%
15x	SBCC / UCSB Express	92	61	50.8%	129	121	6.6%
16	City College Shuttle	70	88	-20.5%	122	163	-25.2%
17	Lower West / SBCC	44	66	-33.3%	101	138	-26.8%
20	Carpinteria	508	283	79.5%	942	533	76.7%
21x	Carpinteria Express	57	66	-13.6%	138	139	-0.7%
23	Winchester Canyon	9	16	-43.8%	16	33	-51.5%
24x	UCSB Express	151	136	11.0%	313	273	14.7%
25	Ellwood	15	19	-21.1%	34	34	0.0%
27	Isla Vista Shuttle	29	4	625.0%	40	11	263.6%
28	UCSB Shuttle	28	15	86.7%	51	18	183.3%
36	Seaside Shuttle	12	14	-14.3%	31	36	-13.9%
37	Crosstown Shuttle	40	12	233.3%	89	47	89.4%
	Booster Services	1	2	-50.0%	5	3	66.7%
System Subtotal		4,608	3,981	15.7%	9,554	8,257	15.7%
Downtown Waterfront Shuttles							
30	State Street Shuttle	177	261	-32.2%	356	506	-29.6%
31	East Beach Waterfront Shuttle	26	31	-16.1%	49	65	-24.6%
32	West Beach Waterfront Shuttle	18	3	500.0%	31	10	210.0%
Related Routes							
20, 21x	Carpinteria	565	349	61.9%	1,080	672	60.7%
1, 2, 37	East/West & Crosstown	1,201	796	50.9%	2,518	1,721	46.3%
4, 5, 15x, 16, 17	Mesa Lines	421	443	-5.0%	806	890	-9.4%
6, 11	State/Hollister	1,160	1,162	-0.2%	2,470	2,313	6.8%
7, 8, 9	Calle Real/Fairview	490	458	7.0%	1,088	1,010	7.7%
Unknown/Miscellaneous							
		1	10	-90.0%	5	32	-84.4%
System Total		4,830	4,286	12.7%	9,995	8,870	12.7%

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

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# Customer Service

## FY 2018 2nd Quarter Complaints & Compliments

Month	Passenger Relations	Driving Observations	Schedule/ Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
October	15	7	23	6	51	13,088	5
November	8	6	9	6	29	19,619	3
December	5	5	5	3	18	18,456	1
Quarter Total	28	18	37	15	98	16,007	9

## Year To Date Total Complaints & Compliments

Month	Passenger Relations	Driving Observations	Schedule/ Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
FY 2018	42	23	49	24	138	21,999	17
FY 2017	34	32	14	15	95	32,814	21

### 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.

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# 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

Second Quarter Fiscal Year 2018 (Dec. 31, 2017)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
104,957	4.90	\$ 43,211	\$29,114	\$19,197	\$0.88
Second Quarter Fiscal Year 2017 (Dec. 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
118,706	5.03	\$47,115	\$39,202	\$16,936	\$.86
Fiscal Year 2018 to Date (Dec. 31, 2017)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
199,815	4.4.86	\$ 85,074	\$75,822	\$38,227	\$1.00
Fiscal Year 2017 to Date (Dec. 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
248,828	4.98	\$97,967	\$70,779	\$37,277	\$.83

The FY 2016-17 Fuel/Oil amounts are reflective of \$1.81 per gallon contract pricing. FY 2017-18 Fuel/Oil amounts are reflective of \$1.97 per gallon contract pricing for diesel fuel.

Fuel price dropped to \$1.69 Dec 1, 2017.

904, 906 and 910 were down November and December 2017 for drive and emissions issues. 906 and 910 are now back in service.

# Transit Operations



## Nova 1000 Series Artic Fleet Facts

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

## Fleet Consumption Statistics

### Second Quarter Fiscal Year 2018 (Dec. 31, 2017)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
31,522	4.72	\$13,980	\$1,646	\$3,743	\$0.61

### Second Quarter Fiscal Year 2017 (Dec. 31, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
27,092	4.68	\$11,260	\$1,779	\$3,505	\$.66

### Fiscal Year to Date 2018 (Dec. 31, 2017)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
57,814	4.75	\$26,056	\$3,225	\$6,614	\$0.62

### Fiscal Year to Date 2017 (Dec. 31, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
56,785	4.62	\$23,821	\$4,225	\$7,015	\$0.62

The FY 2016-17 Fuel/Oil amounts are reflective of \$1.81 per gallon contract pricing.  
FY 2017-18 Fuel/Oil amounts are reflective of \$1.97 per gallon contract pricing for diesel fuel.

Fuel price dropped to \$1.69 Dec 1, 2017

# 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

### Second Quarter Fiscal Year 2018 (Dec. 31, 2017)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
15,827	5.19	\$6,016	\$1,831	\$1614	\$.61

### Second Quarter Fiscal Year 2017 (Dec. 31, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
4,764	4.81	\$1,857	\$2,452	\$665	\$1.25

### Fiscal Year 2018 to Date (Dec. 31, 2017)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
28,406	4.81	\$11,886	\$2,832	\$2,945	\$0.62

### Fiscal Year 2017 to Date (Dec. 31, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
18,479	4.66	\$7,510	\$3,360	\$2,197	\$0.71

FY 2017-18 Fuel/Oil amounts are reflective of \$1.97 per gallon contract pricing for diesel fuel. The FY 2016-17 Fuel/Oil amounts are reflective of \$1.81 per gallon contract pricing. Contract fuel price dropped to \$1.69 Dec 1, 2017.

The 29' hybrids have been serving on Crosstown Shuttle service covering for the disabled Ebus fleet.

# 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

Second Quarter Fiscal Year 2018 (Dec. 30, 2017)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
86,075	4.74	36,619	32,674	16,978	1.00

Second Quarter Fiscal Year 2017 (Dec. 30, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
94,744	4.84	\$38,308	\$31,802	\$14,252	\$0.89

Fiscal Year 2018 to Date (Dec. 30, 2017)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
172,610	4.85	73,209	35,091	35,091	1.06

Fiscal Year 2017 to Date (Dec. 30, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
190,537	4.88	\$75,432	\$58,395	\$27,770	\$0.85

Note: FY 2017-18 Fuel/Oil amounts are reflective of \$1.97 per gallon contract pricing for diesel fuel. The FY 2016-17 Fuel/Oil amounts are reflective of \$1.81 per gallon contract pricing.

# 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
2016 Gillig LF 40	5	Cummins ISL	Allison B400R
2017 Gillig LF 40	3	Cummins ISL	Allison B400R

## Fleet Consumption Statistics

### Second Quarter Fiscal Year 2018 (Dec. 30, 2017)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
411,718	4.76	177,732	93,689	62,753	.81

### Second Quarter Fiscal Year 2017 (Dec. 30, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
385,454	4.65	\$164,729	\$65,906	\$48,223	\$0.72

### Fiscal Year 2018 to Date (Dec. 30, 2017)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
839,847	4.73	372,785	160,264	122,051	.78

### Fiscal Year 2017 to Date (Dec. 30, 2016)

Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
750,527	4.63	\$315,134	\$146,200	\$100,427	\$0.76

Note: FY 2017-18 Fuel/Oil amounts are reflective of \$1.97 per gallon contract pricing for diesel fuel. The FY 2016-17 Fuel/Oil amounts are reflective of \$1.81 per gallon contract pricing. Fuel Price dropped to 1.69 Dec 1, 2017.

# 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

Second Quarter Fiscal Year 2018 (Dec. 31, 2017)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
67,982	4.31	\$32,182	\$12,118	\$13,193	\$.89

Second Quarter Fiscal Year 2017 (Dec. 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
82,753	4.28	\$37,643	\$39,307	\$136,148	\$1.14

Fiscal Year 2018 to Date (Dec. 31, 2017)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
139,894	4.36	\$66,818	\$44,637	\$28,797	\$1.00

Fiscal Year 2017 to Date (Dec. 31, 2016)					
Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
168,654	4.40	\$74,144	\$69,459	\$30,209	\$1.03

Note: FY 2016-17 Fuel/Oil amounts are reflective of \$2.93 per gallon contract pricing for diesel fuel. The FY17-18 Fuel/Oil amounts are reflective of \$1.81 per gallon contract pricing.

Fuel price dropped to 1.69 Dec 1, 2017.

# Transit Operations



## Fleet Facts

EV Fleet	Number in Fleet	Battery Type	Traction
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

### Second Quarter Fiscal Year 2018 (Dec. 31, 2017)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
30,744	46,663	0.65	\$17,163	\$9487	\$1.20

### Second Quarter Fiscal Year 2017 (Dec. 31, 2016)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
41,072	57,344	0.71	\$11,789	\$11,106	\$.87

### Fiscal Year 2018 to Date (Dec. 31, 2017)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
69,773	103,099	0.68	\$40,000	\$18,281	\$1.17

### Fiscal Year 2017 to Date (Dec. 31, 2016)

Miles	KWH	MPK	Parts	Labor	Cost per Mile
80,901	113,654	0.71	\$29,408	\$23,504	\$.97

Ebus fleet was grounded during the Thomas fire event in December 2017.  
Four Ebus controllers were replaced in October 2017 driving up the parts costs.

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# Management & Administration

## Liability: Reportable to National Transit Database

Fiscal Year End June 30	2018	2017	2016	2015	2014
1st Quarter: July - September	1	1	1	0	0
2nd Quarter: October - December	4	1	2	1	1
Fiscal Year to Date:	5	2	3	1	1

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 confirmed within 30 days
- Immediate transport away from the scene for medical attention, except illnesses requiring transport for medical attention
- Collisions involving transit vehicles that require towing away of a transit roadway vehicle or other non-transit roadway vehicle

## Workers' Compensation Claims

Fiscal Year End June 30	2018	2017	2016	2015	2014
1st Quarter: July - September	3	4	6	7	9
2nd Quarter: October - December	5	6	8	4	5
Fiscal Year to Date:	8	10	14	11	14

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**OLIVIA RODRIGUEZ**  
BOARD DIRECTOR

**CHUCK MCQUARY**  
BOARD DIRECTOR

**DICK WEINBERG**  
BOARD DIRECTOR

**DAVE DAVIS**  
CHAIR

**DAVE TABOR**  
VICE CHAIR

**BILL SHELOR**  
SECRETARY

**PAULA PEROTTE**  
BOARD DIRECTOR

# ORGANIZATIONAL CHART

**JERRY ESTRADA**  
GENERAL MANAGER

**VACANT**  
OFFICE ADMINISTRATOR

**VACANT**  
RECEPTIONIST

**BRAD DAVIS**  
AGM / CONTROLLER

(PROCUREMENT OFFICER)

**THAIS SAYAT**  
ASSISTANT CONTROLLER

**LIZ DE LA TORRE**  
ACCOUNTING MANAGER

**DIANA FLORES**  
BOOKKEEPER

**CLAIRE PATTERSON**  
ACCOUNTING ASSISTANT

**EVELYN FIGUEROA**  
CASH HANDLING SPC

**TOM SHELTON**  
IT MANAGER

**PABLO ZUNIGA**  
IT SUPPORT SPECIALIST

**JUAN PEREZ**  
FAREBOX TECHNICIAN II

**JOSH MARTINEZ**  
FAREBOX TECHNICIAN I

**BILL MORRIS**  
OPERATIONS MANAGER

**DAVE MORSE**  
ASSISTANT MANAGER OF  
OPERATIONS

**MANNY CASTANON**  
OPERATIONS SAFETY &  
TRAINING OFFICER

**OPERATIONS  
SUPERVISORS**  
12

**DRIVERS**  
147

**MIKE CARDONA**  
ACTING FLEET & FACILITIES  
MANAGER

**STEVE HAHN**  
ASSISTANT MANAGER OF  
FLEET & FACILITIES

**JOHN HERRERA**  
PARTS CLERK

**DAVE MYERS**  
DATA ANALYST

**FRANK REYNOSO**  
FACILITIES SPECIALIST

**SHIFT  
SUPERVISOR**  
(1)

**MECHANICS**  
13

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

**GEORGE AMOON**  
PLANNING MANAGER

**MARK CLYDE**  
TRANSIT PLANNER

**JENNIFER TANNER**  
ROUTE SCHEDULER

**BOB OLIVERA**  
BUS STOP MAINT

**HILLARY BLACKERBY**  
MARKETING & COMMUNITY  
RELATIONS MANAGER

**LILLY GOMEZ**  
MARKETING & COMMU-  
NITY RELATIONS COORD.

**CUSTOMER SERVICE  
REPRESENTATIVES**

**MARY GREGG**  
HUMAN RESOURCES & RISK  
MANAGER

(EEO & SAFETY OFFICER)

**LYNROSE  
PARAS-DIMALANTA**  
WC & HR SPECIALIST

**JILL GRISHAM**  
RISK & PAYROLL BENEFITS  
SPECIALIST

**STEVE MAAS**  
GOVERNMENT RELATIONS &  
COMPLIANCE MANAGER

(DBE OFFICER)

**RYAN GRIPP**  
CAPITAL PROJECTS  
MANAGER

SANTA BARBARA

MTD

UPDATED: 2/07/2018

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# Transit Finance

## Compliance Report for Quarter Ending December 31, 2017

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 and reporting requirements. This report describes actions taken between October 1 and December 31, 2017, to address these requirements.

### MTD Compliance Actions

Submitted MTD monthly National Transit Database Safety and Security reports to the Federal Transit Administration (FTA).

Submitted MTD monthly National Transit Database Ridership reports to FTA.

Submitted initial MTD FY 2017 National Transit Database Annual Report to FTA

Submitted quarterly Milestone Progress Reports and Federal Financial Reports for MTD's FTA grants.

Submitted Semiannual "Uniform Report of Disadvantaged Business Enterprise (DBE) Commitments/ Awards and Payments" to FTA.

Prepared Disadvantaged Business Enterprise FY 2017 Shortfall Analysis for FTA.

Completed FTA Compliance Audit of MTD's Drug and Alcohol program.

Completed application to SBCAG for SB1 State of Good Repair funds.

Submitted semi-annual report to Caltrans for the cap-and-trade Low Carbon Transit Operations Program (LCTOP) program.

Submitted semi-annual reports to the California Governor's Office of Emergency Services (OES) for MTD's Proposition 1B grants from the Transit Security program.

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.)*

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To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: February 13, 2018  
Subject: General Manager's Report

### **Operations, Fleet & Facilities**

Operations is pleased to announce our two newest bus operators, Mike Anderson and Ron Malik, have successfully completed all of their training and licensing and have assumed their bid shifts. It takes at least 6 weeks from the start day to the graduation day for a new bus operator.

Detours are still in effect, within the greater Montecito area, due to the continuing road closures from the mudslide of January 7. The Line 14 is the only route affected and as areas become safer and passable, we will return to regular routing or as close to it as we can.

MTD consultants submitted the drawings for the Transit Center Renovation Project for a third review by the City of Santa Barbara Building Department. All plan check corrections were addressed prior to the resubmittal and it is anticipated that this will be the final review. The Interim Facilities and Operations Plan was unanimously approved by HLC on June 7<sup>th</sup>. It was the final project review from the Committee. Thus, if the Building Department accepts MTD's most recent submittal, MTD will be issued permits by the City and the project can advance to the construction phase. Staff is currently working with a consultant on the Invitation for Bids documents so the project can go out to bid once the City has approved the plans.

BYD aftersales technicians have begun repairing issues identified by MTD's maintenance staff during their vehicle inspections. As the repairs are made, more of the buses will be rolled-out into revenue service. Staff took a trip to the BYD factory on February 9<sup>th</sup> to work with BYD's project team assigned to the MTD buses to develop a plan and timeline for repairing any outstanding issues. The drawings and specifications for upgrading existing 208V charging infrastructure to 480V to support BYD chargers at the City of Carpinteria have been submitted to the City for permitting.

MTD has taken delivery of three of the 17 SamTrans buses, which have been rebranded with the MTD's paint scheme and decals. Three additional buses are anticipated to arrive to MTD on February 10<sup>th</sup>. MTD is working with Clever Devices to outfit all of the buses with their ITS equipment. A Clever Devices technician will be onsite on February 8<sup>th</sup> to take measurements for the wiring harnesses that are customized for each sub-fleet.

### **Administration**

MTD's new website went live this past week. Developed in conjunction with the team at marketing firm Celtis Ventures, Inc., the new site is mobile-friendly and has the Bus Tracker real-time system fully integrated.

2017 was a busy year for HR recruiting for open positions. In total, 28 new hires were made and of those 20 were bus operators. In the last quarter of 2017 alone, positions were filled for Customer Service Representative (CSR), Service Worker, Maintenance Mechanic and Bus Operator. Already in the start of 2018 two additional hires have been made, one CSR and the Night Maintenance Supervisor. MTD welcomes to its team CSRs Monica Bassett and Doris Cordero; Drivers Michael Anderson, Ron Malik, Phillip Hoffart and Joseph Villarreal; Service Worker Eduardo Hurtado; Mechanics Garrett Kaufman and Robert Kessler; and Night Maintenance Supervisor Rodger Stephens. Recruiting will continue in 2018 with primary focus on Bus Operators to fill immediate needs, anticipated future retirements and expanded service in the spring.

Staff attended a meeting of the Santa Barbara County Association of Governments' (SBCAG's) Technical Transportation Advisory Committee (TTAC) on Thursday, February 1. MTD is a voting member of the committee. TTAC recommended that the SBCAG Board approve the 2018 Transit Needs Assessment report and the Measure A FY 2019 revenue estimates. The committee also received an update on a coming change in the evaluation of transportation impacts under the California Environmental Quality Act (CEQA), as mandated by Senate Bill (SB) 743 (2013-2014). SB 743 amended CEQA to require that vehicle miles traveled (VMT) replace intersection level of service (LOS) as the measure of transportation impacts under CEQA. It is expected that any CEQA analysis that begins on or after January 1, 2020, will be affected by this change.

Staff attended a meeting of county transit operators and SBCAG on Wednesday, February 7, to discuss the allocation of \$552,891 in FY 2018 funds apportioned to SBCAG from the cap-and-trade Low Carbon Transit Operations Program (LCTOP) program. MTD, Santa Maria, and Lompoc proposed projects related to electric buses, which is a major focus of the LCTOP program. SBCAG proposed to use some LCTOP funds to support the Amtrak first and last mile connecting service and to fund fare subsidies for Amtrak passengers. No agreement was reached at the meeting, and a follow-up meeting is planned for later this month.

MTD submitted the necessary FEMA form to the California Office of Emergency Services (Cal-OES) in order to be eligible for the reimbursement of costs incurred as a result of the Montecito mudslides. Finance staff has been collecting expense information associated with the natural disaster for several weeks. Cal-OES staff stated that they will be contacting MTD about the claim and will provide guidance regarding the process and eligible costs to ensure compliance with FEMA submittal requirements.