



**BOARD OF DIRECTORS MEETING AGENDA**

**Meeting**  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**Tuesday, May 22, 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 of Directors will be asked to waive the reading of and approve the draft minutes for the meeting of May 15, 2018.

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

The Board of Directors will be asked to review and approve the Cash Report from May 1, 2018 through May 14, 2018.

**THIS CONCLUDES THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

Members of the public may address the Board of Directors 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.sbmttd.com](http://www.sbmttd.com) and at MTD Administrative offices.

**7. FISCAL YEAR 2017-18 AUDIT ENGAGEMENT LETTER - (ATTACHMENT - ACTION MAY BE TAKEN)**

Staff recommends that the Board accept the Engagement Letter submitted by McGowan Guntermann for performing audit services for the Fiscal Year 2017-18, ending June 30.

<b>BOARD OF DIRECTORS MEETING AGENDA</b>
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- 8. FINANCIAL UPDATE FOR THE NINE MONTHS ENDED MARCH 31, 2018 - (ATTACHMENT - INFORMATIONAL)**  
Staff will report on the financial results for the nine month period of Fiscal Year 2017-18.
- 9. THIRD QUARTER PERFORMANCE REPORTS - (INFORMATIONAL)**  
Staff will present the Quarterly Performance Report for the period beginning July 1, 2017, and ending March 31, 2018.
- 10. GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL)**
  - a. Fleet Update
  - b. Route Planning
- 11. OTHER BUSINESS AND REPORTS - (ACTION MAY BE TAKEN)**  
The Board will report on other related public transit issues and Committee meetings.
- 12. 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  
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of the  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
A Public Agency  
Tuesday, May 15, 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**

Chair Dave Davis reported that all members were present with the exceptions of Secretary Bill Shelor and Director Paula Perotte.

**3. REPORT REGARDING POSTING OF AGENDA**

Christina Perry, Administrative Assistant, reported that the agenda was posted on Friday, May 11, 2018, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

**CONSENT CALENDAR**

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

The Board was asked to waive the reading of and approve the draft minutes for the meeting of April 24, 2018.

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

The Board was asked to review and approve the Cash Reports the Cash Report from April 17, 2018 through April 30, 2018.

Vice Chair David Tabor moved to approve the consent calendar. Director Dick Weinberg seconded the motion. The motion passed unanimously.

**THIS CONCLUDES THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

No public comments were made.

**7. COMMERCIAL PROPERTY INSURANCE RENEWAL - EFFECTIVE MAY 24, 2018 - (ACTION MAY BE TAKEN)**

Human Resources and Risk Manager Mary Gregg recommended that the Board of Directors authorize MTD staff to bind coverage and place commercial property insurance with Travelers Indemnity Company of Connecticut, at an annual premium of \$13,047,

**BOARD OF DIRECTORS MEETING MIINUTES**

effective May 24, 2018 through May 24, 2019. Incumbent carrier Travelers offered the best terms from the resulting market solicitation conducted by Brown & Brown Insurance, presenting favorable terms just under a 5% premium increase.

Director Olivia Rodriguez moved to renew the commercial property insurance policy. Director Chuck McQuary seconded the motion. The motion passed unanimously.

**VICE CHAIR TABOR MOVED TO ADDRESS AGENDA ITEM 9 OUT OF ORDER. THE BOARD CONCURRED WITH NO OBJECTIONS.**

**9. EARTHQUAKE INSURANCE RENEWAL EFFECTIVE MAY 24, 2018 - (ACTION MAY BE TAKEN)**

Human Resources and Risk Manager Gregg recommended that the Board of Directors authorize MTD staff to bind coverage and place earthquake insurance with StarStone Specialty Insurance Company. Brown & Brown Insurance conducted a market survey; StarStone offered the most favorable rates, matching the policy, coverage, and limits.

Vice Chair Tabor moved to bind coverage and place earthquake insurance with StarStone Specialty Insurance Company. Director McQuary seconded the motion. The motion passed unanimously.

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

General Manager Jerry Estrada and Government Relations and Compliance Manager Steve Maas requested that the Board of Directors authorize General Manager Estrada to sign the Transit Pass Program Agreement with Santa Barbara City College (SBCC).

During the week of April 23, 2018, SBCC students voted to approve a new two-year Transit Pass Program Agreement with MTD. Under the terms of the new Agreement, the per-student fee will remain \$32 for each fall and spring semester in the 2018-19 and 2019-20 academic years. The per-student fee will remain \$14 for each summer session in both 2018 and 2019. The Agreement will continue through the end of the spring semester in calendar year 2020. The Agreement fees are competitive with rates offered to the general public and take into account changes in ridership levels at SBCC and with the general public.

Chair Davis thanked General Manager Estrada for his collaboration with SBCC.

Vice Chair Tabor moved to authorize General Manager Estrada to execute the Transit Pass Program Agreement with SBCC. Director Rodriguez seconded the motion. The motion passed unanimously.

**10. DRAFT FINAL FY 2018-19 SERVICE PLAN - (ACTION MAY BE TAKEN)**

Government Relations and Compliance Manager Maas recommended that the Board of Directors approve the FY 2018-19 draft final service plan.

Major changes include rerouting Line 15x, temporarily suspending Line 21x for the duration of Highway 101 construction activities, enhancing Line 20 service, and improving on-time performance with schedule adjustments to Lines 7, 10, and 27. The total effect of these changes is a slight decrease of an estimated 440 revenue hours.

## BOARD OF DIRECTORS MEETING MIINUTES

Line 15x will be rerouted off of the Mesa and travel in a consistent one-way direction all day from the University of California, Santa Barbara (UCSB) toward Isla Vista and Camino Real Marketplace. This change will provide more direct access to SBCC all day, improve on-time performance, offer more trips, simplify understanding of the bus route, increase capacity at the UCSB North Hall bus stop, and reduce wear and tear on MTD buses because fewer buses will be traveling up and down the Carrillo Street hill. An origin-destination survey suggested that, while these changes would negatively affect an average of four or five passengers per peak-period trip, they would positively affect the many students traveling between SBCC and UCSB/Isla Vista. While the revised route would no longer serve the bus stops on Cliff Drive at Oceano Avenue and Weldon Road, the walking distance from the center of West Campus to those stops is nearly identical to the distance to the SBCC main campus stop.

Due to increasing congestion and construction on Highway 101, Line 21x will be temporarily suspended and Line 20 allowed additional time per trip and more consistent service during peak hours. These changes will improve on-time performance and peak-period service.

Minor schedule adjustments to Lines 7, 10, and 27 will improve on-time performance. These schedule adjustments are expected to result in the loss of approximately three round trips on Line 27 on weekdays when UCSB is in session. The number of trips on Lines 7 and 10 is not expected to change.

The Board noted the vast increase in public comments due to the efforts of Marketing and community Relations Manager Hillary Blackerby. The Board complimented staff, and especially Mark Clyde, for their efforts in managing resources efficiently by adjusting the route system to maximize coverage and balance changing ridership levels.

Director McQuary moved to approve the FY 2018-19 service plan. Director Weinberg seconded the motion. The motion passed unanimously.

### 11. **DRAFT RFQ/RFP FOR CALLE REAL DEVELOPMENT - (ACTION MAY BE TAKEN)**

General Manager Estrada recommended that the Board of Directors review draft Request for Qualifications/Request for Proposal (RFQ/RFP) for residential development of MTD's Calle Real property and consider adopting Resolution 2018-03 authorizing release of the RFQ/RFP.

The intent of the Request for Qualifications (RFQ) is to identify a short list of qualified development entities that will be invited to subsequently respond to the Request for Proposals (RFP) for development of MTD's property located at 4678 Calle Real/149 North San Antonio Road in unincorporated Santa Barbara County. MTD's goal is construction of a Transit Oriented Development (TOD) that will provide housing and public benefits consistent with existing Eastern Goleta Valley Community Plan land use and zoning designations. MTD's intent is to minimize financial risk to MTD and maximize long term financial return in support of MTD operations.

Director Rodriguez moved to adopt Resolution 2018-03 authorizing the release of the RFQ/RFP. Director McQuary seconded the motion. The motion passed unanimously.

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

All seventeen 2004 Gillig buses purchased from SamTrans are now on site and five are in operation in Amtrak connecting service. Clever Devices arrived at MTD on May 8th, 2018, to begin the installation of new hardware and wiring harnesses; Clever Devices technicians will train MTD personnel to remove the existing ITS hardware from the Nova sub-fleet and install the equipment in the SamTrans buses. The project is scheduled to be completed by the end of May 2018. Once the Clever Devices equipment is transferred from the Nova subfleet to the "SamTrans Gillig" subfleet, staff can begin retiring the Nova buses.

Eleven BYD buses are available for service and are being tested in anticipation of retiring the Ebus fleet by the end of the summer. The Santa Barbara facility is currently outfitted to charge the entire BYD fleet. Staff continue to work with Carpinteria to upgrade their charging facilities in order to accommodate the BYD buses.

Capital Projects Manager Ryan Gripp continues to work with Southern California Edison (SCE) on the Transportation Electrification Project. This program is tasked with upgrading SCE transmission and distribution to support transportation electrification. For MTD, that includes upgrading existing transformers to ensure adequate electricity output to support high-volume electric vehicle charging.

In June, MTD will apply to SCE's Charge Ready Pilot Program. The Charge Ready Program will provide funding for charging infrastructure installation projects. For the 2018 funding round, only 4-5 projects will be selected. Fortunately, thousands of projects will be selected in 2019.

MTD staff made contact with hundreds of community members at Santa Barbara Earth Day. Staff debuted the BYD shuttle at Alameda Park, encouraged the public to explore the new shuttle, and gave out free bus passes to encourage new or infrequent riders.

Assistant General Manager / Controller Brad Davis completed and certified MTD's FEMA claim for reimbursement of costs incurred as a result of the Thomas Fire and January debris flow. FEMA will review the claim to determine the eligibility of the costs and the authorized reimbursement amount.

General Manager Estrada introduced Executive Director Marjie Kern of the Santa Barbara County Association of Governments (SBCAG), who reported the award of a Transit & Intercity Rail Capital Program (TIRCP) grant to SBCAG and MTD. The grant includes funds to improve the Overpass facility for local transit operations, co-locate the Clean Air Express maintenance, operations, and dispatch departments out of the Overpass facility, and purchase 5 electric coaches to complement the current rail service.

The Board congratulated and thanked Executive Director Kern.

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

General Manager Estrada shared MTD's progress concerning public transit fleet electrification with the local Sierra Club at their monthly meeting. Staff has been offering to share information and updates with local organizations interested in this subject as a means to keep the public informed of our successes and challenges.

**14. ADJOURNMENT**

Vice Chair Tabor moved to adjourn the meeting at 9:20 am. Director Rodriguez seconded the motion. The motion passed unanimously.

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**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of May 22, 2018**  
**For the Period May 1, 2018 through May 14, 2018**

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**MONEY MARKET**

**Beginning Balance May 1, 2018** **\$6,409,771.88**

Accounts Receivable	455,051.09
Passenger Fares	157,989.84
Miscellaneous Income	2,358.72
Prepays & Advertising	1,660.00
Interest Income	55.72
<b>Total Deposits</b>	<b>617,115.37</b>

Garn/Escrow Transfers	(965.27)
Bank & CC Fees	(3,833.59)
401(k)/Pension Transfer	(33,771.57)
Workers' Comp	(74,988.46)
Payroll Taxes	(171,162.53)
Payroll	(372,383.66)
Accounts Payable	(575,627.52)
<b>Total Disbursements</b>	<b>(1,232,732.60)</b>

**Ending Balance** **\$5,794,154.65**

**CASH INVESTMENTS**

LAIF Account	\$6,436,593.83
Money Market Account	5,794,154.65

**Total Cash Balance** **\$12,230,748.48**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$4,407,656.81)
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**Working Capital** **\$7,823,091.67**



**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
118033	5/3/2018	ABC BUS COMPANIES INC	BUS PARTS	364.48	
118034	5/3/2018	JESUS AGUILAR	TRANSLATION SERVICES	75.00	
118035	5/3/2018	AMERICAN MOVING PARTS, LLC	BUS PARTS	796.06	
118036	5/3/2018	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	704.00	
118037	5/3/2018	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	1,222.34	
118038	5/3/2018	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	754.80	
118039	5/3/2018	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	20,651.42	
118040	5/3/2018	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	92.24	
118041	5/3/2018	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	197.92	
118042	5/3/2018	CLASSIC GRAPHICS DBA	BUS PAINTING	6,407.33	
118043	5/3/2018	CIO SOLUTIONS, LP	IT SERVICES	600.00	
118044	5/3/2018	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE	979.00	
118045	5/3/2018	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	0.00	V
118046	5/3/2018	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	0.00	V
118047	5/3/2018	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	1,565.21	
118048	5/3/2018	COUNTY OF S.B.PUBLIC WORKS D	WASTE DISPOSAL	26.60	
118049	5/3/2018	DAL POZZO TIRE CORP.	TIRE REPAIR/MOUNTING	28.28	
118050	5/3/2018	DAVID RZEPINSKI & ASSOCIATES	PROCUREMENT SERVICES	3,762.50	
118051	5/3/2018	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	4,165.00	
118052	5/3/2018	DIESEL EMISSIONS SERVICE DBA	DFP GENERATOR REPAIR	2,160.14	
118053	5/3/2018	STEPHEN JOHN DINKA	DMV-VTT REIMBURSEMENT	55.00	
118054	5/3/2018	ERGOMETRICS, INC.	DRIVER TEST SCORING	50.00	
118055	5/3/2018	FGL ENVIRONMENTAL, INC	STORMWATER TEST	509.00	
118056	5/3/2018	GENFARE, A DIVISION OF SPX COR	FAREBOX REPAIRS & PARTS	710.78	
118057	5/3/2018	GIBBS INTERNATIONAL INC	BUS PARTS	0.00	V
118058	5/3/2018	GIBBS INTERNATIONAL INC	BUS PARTS	0.00	V
118059	5/3/2018	GIBBS INTERNATIONAL INC	BUS PARTS	2,597.12	
118060	5/3/2018	GILLIG LLC	BUS PARTS	10,676.83	
118061	5/3/2018	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	13,045.35	
118062	5/3/2018	GOTCHA MEDIA HOLDINGS, LLC	ADVERTISING AT UCSB KIOSKS	1,200.00	
118063	5/3/2018	HAYWARD LUMBER	SHOP SUPPLIES	73.73	
118064	5/3/2018	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	0.00	V
118065	5/3/2018	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	461.81	
118066	5/3/2018	JANICARE DBA	JANITORIAL SERVICES	25.00	
118067	5/3/2018	KLIPPEL TOOL REPAIR DBA	COMPRESSORS MAINT/BUS PARTS	1,734.10	
118068	5/3/2018	LARRY'S 8 DAY AUTO PARTS	FRC SUPPLIES	27.35	
118069	5/3/2018	LUBRICATION ENGINEERS, INC.	LUBRICANTS	360.84	
118070	5/3/2018	MC CORMIX CORP. (OIL)	LUBRICANTS	2,956.49	

Check #	Date	Company	Description	Amount	Voids
118071	5/3/2018	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,469.05	
118072	5/3/2018	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	1,540.00	
118073	5/3/2018	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	5,506.12	
118074	5/3/2018	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	85.19	
118075	5/3/2018	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	292.08	
118076	5/3/2018	NEW PIG CORP.	B/G SUPPLIES (OF)	949.66	
118077	5/3/2018	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	1,264.22	
118078	5/3/2018	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	2,399.54	
118079	5/3/2018	POWERSTRIDE BATTERY CO.	EV BATTERIES	1,796.66	
118080	5/3/2018	RON WILLIAMS MACHINE SHOP, I	BUS REPAIRS	618.00	
118081	5/3/2018	SANTA BARBARA FASTENERS, INC	SHOP SUPPLIES	229.78	
118082	5/3/2018	SILVAS OIL CO., INC.	LUBRICANTS	812.69	
118083	5/3/2018	SMITTY'S TOWING SERVICE D	TOWING SERVICES	1,650.00	
118084	5/3/2018	SM TIRE, CORP.	BUS TIRE MOUNTING	554.00	
118085	5/3/2018	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	41.33	
118086	5/3/2018	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	1,165.16	
118087	5/3/2018	STAPLES CREDIT PLAN	OFFICE & COMPUTER SUPPLIES	335.91	
118088	5/3/2018	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	991.77	
118089	5/3/2018	SB CITY OF-REFUSE/WATER	UTILITIES	3,260.81	
118090	5/3/2018	SUZANNE ELLEDGE PLANNING &	CALLE REAL PERMIT SERVICES	5,045.74	
118091	5/3/2018	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	46,527.91	
118092	5/3/2018	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	337.26	
118093	5/3/2018	J.C. M. AND ASSOCIATES INC.	UNIFORMS	854.78	
118094	5/3/2018	U.S. BANK CORP. PAYMENT SYSTE	CREDIT CARD PURCHASES	6,182.37	
118095	5/3/2018	VALLEY POWER SYSTEMS, INC.	BUS PARTS & REPAIRS	18,600.48	
118096	5/3/2018	VAQUERO SYSTEMS	AVL/SMART CARD SERVICES	2,410.00	
118097	5/3/2018	VORTEX INDUSTRIES	REPAIR SHOP DOORS	758.18	
118098	5/3/2018	VOICES TRANSLATION AND INTER	TRANSLATION	225.00	
118099	5/3/2018	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,693.51	
118100	5/11/2018	CITY OF CARPINTERIA	CHARGING STATION ELECTRICITY	1,957.03	
118101	5/11/2018	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	440.17	
118102	5/11/2018	FEDEX dba	FREIGHT CHARGES	231.53	
118103	5/11/2018	STATE OF CALIFORNIA	PAYROLL RELATED	165.00	
118104	5/11/2018	FRONTIER CALIFORNIA INC.	TELEPHONES	96.98	
118105	5/11/2018	ROBIN GONZALEZ	PR RELATED	250.00	
118106	5/11/2018	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	3,843.43	
118107	5/11/2018	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	1,196.31	
118108	5/11/2018	LABOR ALLIANCE MANAGED TRU	DENTAL INSURANCE	10,903.25	
118109	5/11/2018	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	456.28	
118110	5/11/2018	OIL PRICE INFORMATION SERVICE	DIESEL FUEL PRICE INFORMATION	948.00	
118111	5/11/2018	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	

Check #	Date	Company	Description	Amount	Voids
118112	5/11/2018	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	360.00	
118113	5/11/2018	SPECIAL DISTRICT RISK MGMT	MEDICAL HEALTH INSURANCE	46,118.28	
118114	5/11/2018	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	125.00	
118115	5/11/2018	SO. CAL. EDISON CO.	UTILITIES	13,996.74	
118116	5/11/2018	SB CITY OF-REFUSE/WATER	UTILITIES	1,377.04	
118117	5/11/2018	TEAMSTERS MISC SECURITY TRUS	UNION MEDICAL INSURANCE	198,819.00	
118118	5/11/2018	TEAMSTERS PENSION TRUST	UNION PENSION	93,813.29	
118119	5/11/2018	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	10,285.40	
118120	5/11/2018	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	2,334.87	
				<b>575,627.52</b>	
<b>Current Cash Report Voided Checks:</b>				0.00	
<b>Prior Cash Report Voided Checks:</b>				0.00	
<b>Grand Total:</b>				<b>\$575,627.52</b>	

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

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
5/1/2018	Moonlight Graphics/Mktg	Advertising on Buses	7,236.00
5/2/2018	UCSB - Contract Fares	Contract Fares May & June '18	203,357.44
5/2/2018	UCSB - Contract Fares	Contract Fares April '18	101,678.72
5/7/2018	City of SB - Public Works Director	Downtown Shuttle April '18	96,645.25
5/7/2018	Jim Haggerty	Retiree - Vision	12.20
5/7/2018	Montecito Bank & Trust	Advertising on Buses	2,840.00
5/8/2018	ASTI Holding Company, LLC	Overpass Property Lease May '18	16,678.46
5/8/2018	Goodwin & Thyne Properties	Advertising on Buses	2,080.00
5/8/2018	Idea Engineering, Inc.	Advertising on Buses	2,934.00
5/8/2018	LOSSAN Rail Corridor Agency	LOSSAN Contract Revenue	1,733.50
5/8/2018	Moonlight Graphics/Mktg	Advertising on Buses	7,236.00
5/8/2018	Wells Marketing, LLC	Advertising on Buses	1,344.60
5/11/2018	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship 4/9/18	2,526.24
5/11/2018	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship 4/4/18	1,840.68
5/11/2018	UCSB - Parking Services-7001	Passes/Passports Sales	6,908.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$455,051.09</b>



<b>BOARD OF DIRECTORS REPORT</b>
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**MEETING DATE:** MAY 22, 2018 **AGENDA ITEM: #7**

**DEPARTMENT:** FINANCE

**TYPE:** ACTION ITEM

**PREPARED BY:** THAIS SAYAT

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** FISCAL YEAR 2017-18 AUDIT ENGAGEMENT LETTER

**RECOMMENDATIONS:**

Staff recommends that the Board accept the Engagement Letter submitted by McGowan Guntermann for performing audit services for the Fiscal Year 2017-18, ending June 30, 2018.

**DISCUSSION:**

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

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

In conjunction with this year's audit, the Federal Transit Administration (FTA) requires that an Independent Auditor Statement of Financial Data (IAS-FD) be completed. The purpose of the IAS-FD is to confirm MTD's data conforms to the National Transit Database. FTA requires that the IAS-FD must be completed every ten years. Per the audit engagement letter the estimated cost of the audit is \$42,000 with an additional fee of \$2,000 for IAS-FD services.

**ATTACHMENT:**

- Engagement Letter submitted by McGowan Guntermann



CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

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

April 13, 2018

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

Dear Jerry:

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

We will audit the financial statements of the District as of the year ended June 30, 2018. Also, the document we submit to you will include the schedule of expenditures of federal awards that will be subjected to the auditing procedures applied in our audit of the financial statements. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. Management's Discussion and Analysis and the schedule of funding progress of other postemployment healthcare plan is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

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

Audit - pages 3 - 7

Management responsibilities pages 7 - 9

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

Jerry Estrada, General Manager  
Santa Barbara Metropolitan Transit District  
April 13, 2018  
Page 2

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

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

We appreciate the opportunity to serve you.

**McGOWAN GUNTERMANN**



Scott Davis, CPA

I have carefully read this agreement and APPROVE:

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

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Jerry Estrada, General Manager

Date

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Board Member, Title

Date

### **Audit Objectives**

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

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

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



### **Audit Objectives - continued**

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

### **Audit Procedures - General**

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

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

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

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

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

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

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

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

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

### **Audit Procedures - Compliance**

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

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

### **Other Services**

#### **Independent Auditor Statement for Financial Data**

We will confirm that the District's data conforms to the National Transit Database (NTD) requirements. We will review certain reporter types to ensure that:

- The District's accounting system follows the Uniform System of Accounts;
- The District's accounting system follows accrual accounting or uses a directly-translatable method; and
- All financial data are in accordance with NTD requirements.

### **Other Services (continued)**

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

### **Management Responsibilities**

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

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

**Management Responsibilities (continued)**

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

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

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

**Management Responsibilities – continued**

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

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

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

Jerry Estrada, General Manager  
Santa Barbara Metropolitan Transit District  
April 13, 2018  
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### **Audit Administration and Other**

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

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

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

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

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

Jerry Estrada, General Manager  
Santa Barbara Metropolitan Transit District  
April 13, 2018  
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### **Timeframe**

We expect to begin preliminary testing in late June, 2018. If we receive the items we will request by August 1, 2018, we plan to begin our audit on August 7, 2018. After your approval of the draft financial statements, we will issue the final report within three days.

### **Billing and Fee Policies**

Our fees for these services will be based upon the time taken, costs incurred including computer costs, and the difficulty of the work. Based on our estimate, the audit fee will be \$42,000. We estimate the fee for the NTD services listed on page 6 to be an additional \$2,000.

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

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





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

**MEETING DATE:** MAY 22, 2018 **AGENDA ITEM: #8**

**DEPARTMENT:** FINANCE

**TYPE:** INFORMATIONAL ITEM

**PREPARED BY:** THAIS SAYAT \_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
*Signature*

**SUBJECT:** FINANCIAL UPDATE FOR THE NINE MONTHS ENDED  
MARCH 31, 2018

**RECOMMENDATION:**

Staff will report on the financial results for the nine month period of Fiscal Year 2017-18.

**ATTACHMENT:**

- MTD Operating Budget Report for Nine Months Ended March 31, 2018



## OPERATING BUDGET REPORT

### Nine-Month Period Ending March 31, 2018

#### Executive Summary

The financial results for the first nine months of fiscal year 2017-18 were largely affected by several events occurring in the most recent quarter including the approval of the federal budget, the effects of the recent natural disasters, and an increase in risk-related costs. Aggregate income was in line with the budget while total expenses were more than programmed. The net effect was a \$670,000 deficit, which is larger than budgeted. Anticipated reimbursement of disaster-related costs from FEMA would bring the deficit much closer to the projected level. Relative to last year, overall revenue was up slightly while operating expenditures grew by 6%. The latter increase was more than expected primarily due to the increase in risk-related costs. A review and analysis of these changes follows.

#### Operating Budget 9 Months Ended March 31, 2018 (\$ thousands)

	FY 17-18 <u>Actual</u>	FY 17-18 <u>Budget</u>	Variance <u>Amt</u>	Variance <u>%</u>	FY 16-17 <u>Actual</u>	Variance <u>Amt</u>	Variance <u>%</u>
<i><b>REVENUE</b></i>							
Fare Revenue	\$5,224	\$5,337	(\$113)	-2%	\$5,399	(\$175)	-3%
Sales Tax Revenue	7,545	7,535	10	0%	7,379	167	2%
FTA Operating Assistance	3,911	3,811	100	3%	3,811	100	3%
State & Local Op Assistance	905	908	(3)	0%	992	(87)	-9%
Property Tax Revenue	695	667	27	4%	630	65	10%
Non-Transportation Income	686	627	59	9%	613	74	12%
<b>Total Operating Revenue</b>	<b><u>\$18,966</u></b>	<b><u>\$18,885</u></b>	<b><u>\$81</u></b>	<b><u>0%</u></b>	<b><u>\$18,824</u></b>	<b><u>\$143</u></b>	<b><u>1%</u></b>
<i><b>EXPENSE</b></i>							
Route Operations	\$12,485	\$12,111	\$374	3%	\$11,519	\$966	8%
Vehicle Maintenance	3,713	3,912	(200)	-5%	3,805	(92)	-2%
Passenger Accommodations	1,111	1,125	(14)	-1%	1,096	14	1%
General Overhead	2,329	2,220	108	5%	2,102	226	11%
<b>Total Operating Expense</b>	<b><u>\$19,637</u></b>	<b><u>\$19,368</u></b>	<b><u>\$269</u></b>	<b><u>1%</u></b>	<b><u>\$18,522</u></b>	<b><u>\$1,114</u></b>	<b><u>6%</u></b>
Surplus/Deficit	<u>(\$670)</u>	<u>(\$483)</u>			<u>\$302</u>		

The performance reflected in this report is based on the mid-year budget revision that was approved last February. At that time, it was noted that the updated budget did not reflect the effects of the Thomas Fire or the Montecito debris flow because the revision was to be used as the basis for the FY18-19 budget. As a result, there are larger variations between actual and budgeted amounts for this year. Where significant, these differences are discussed in this report.

**NINE MONTH OPERATING BUDGET REPORT FY 2017-18**

**Operating Budget**

**Operating Revenue** – The nearly \$19 million in income from operations was as projected in the budget revision. A closer look reveals a number of fluctuations by revenue source. For fare revenue, both cash and pass fares were largely affected by the reduction in ridership from the December Thomas Fire and the January debris flow. Prior to these events, such revenue was 2% greater than budgeted and 2% less than the prior year. Through March, fares were 4% under budget and 5% less than in FY16-17. While no means a certainty, had fare revenue continued at the pre-disaster rate through March, the revenue loss would be nearly a \$200,000. UCSB contract fares, up 3% from last year, continue the steady year over year growth stemming from higher enrollment. SBCC contract revenue exceeded the budget and was down 1% from the prior year. While this represents a slowdown in recent enrollment drops, the results are tempered by the fact that the student fee increased last fall by a dollar to \$32 per semester. While nominal in dollar amount, revenue from the boosting of the Downtown-Waterfront Shuttle for cruise ship visits continues to fall as a result of fewer visits to the South Coast.

**Operating Revenue Detail  
9 Months Ended March 31, 2018  
(\$ thousands)**

	FY 17-18 Actual	FY 17-18 Budget	Variance Amt	Variance %	FY 16-17 Actual	Variance Amt	Variance %
<i>FAREBOX REVENUE</i>							
Cash Fares & Tokens	\$1,498	\$1,586	(\$88)	-6%	\$1,603	(\$104)	-7%
Adult Passes	781	795	(14)	-2%	831	(50)	-6%
Youth Passes	373	396	(23)	-6%	392	(19)	-5%
Senior Passes	138	138	(0)	0%	128	9	7%
Mobility Passes	112	113	(2)	-1%	110	1	1%
Day Passes	3	3	0	3%	3	(0)	-4%
Downtown-Waterfront Shuttle	832	822	10	1%	826	7	1%
UCSB Contract Fares	750	738	12	2%	728	23	3%
SBCC Contract Fares	678	659	19	3%	687	(9)	-1%
Special Event Fares & Amtrak	39	59	(20)	-34%	67	(28)	-42%
City My Ride Program	20	27	(7)	-27%	24	(4)	-17%
Subtotal	<u>\$5,224</u>	<u>\$5,337</u>	<u>(\$113)</u>	-2%	<u>\$5,399</u>	<u>(\$175)</u>	-3%
<i>GRANTS &amp; SUBSIDIES</i>							
TDA Sales Tax Revenue	\$5,932	\$5,984	(\$52)	-1%	\$5,823	\$109	2%
FTA Formula Assistance	3,911	3,811	100	3%	3,811	100	3%
Measure A	1,614	1,551	63	4%	1,556	58	4%
State & Local Op Assistance	905	908	(3)	0%	992	(87)	-9%
Property Tax Revenue	695	667	27	4%	630	65	10%
Subtotal	<u>\$13,056</u>	<u>\$12,921</u>	<u>\$135</u>	1%	<u>\$12,812</u>	<u>\$244</u>	2%
<i>NON-TRANSPORTATION INCOME</i>							
Advertising on Buses	\$472	\$413	\$59	14%	\$429	\$43	10%
Interest on Investments	58	51	7	13%	18	39	217%
Lease & Other Income	157	163	(6)	-4%	165	(8)	-5%
Subtotal	<u>\$686</u>	<u>\$627</u>	<u>\$59</u>	9%	<u>\$613</u>	<u>\$74</u>	12%
Total Operating Revenue	<u>\$18,966</u>	<u>\$18,885</u>	<u>\$81</u>	0%	<u>\$18,824</u>	<u>\$143</u>	1%

## NINE MONTH OPERATING BUDGET REPORT FY 2017-18

Grants and subsidies received through March were more than sufficient to offset the fare revenue budget shortfall and reduction from the prior year. Given the delay in the distribution of sales tax revenue by the State, the downturn in local economic activity beginning last December was not felt until March, when TDA sales tax revenue was down 10% compared to March 2017. As prior to March, such revenue exceeded the budget and last year figures, the nine-month results show only nominal variances. However, April TDA revenue was also down 10% for a combined reduction of \$130,000 for the two-month period relative to last year. It should be noted that monthly sales tax receipts vary due to adjustments by the State for factors unrelated to the month. Thus, the recent drop, while certainly indicative of the slowdown in local sales activity, is not considered to be a specific measure of the loss-related events.

Because federal operating assistance has grown at less than 1% annually over the last three years, the budget for the current year assumes no growth from last fiscal year. With the recent approval of the federal budget for this year, the FTA operating apportionment for MTD has been announced and is up nearly 3% from last year, providing a \$133,000 increase in the federal income budgeted.

Measure A sales tax revenue received by MTD for operating purposes expanded at 4% relative to both the budget and the prior year. Because of earlier surplus funds, SBCAG has not implemented reductions associated with the recent sales tax dip. Whether there will be a decrease this fiscal year is unknown at this time. Property tax subsidies continue to surpass budget expectations and strong growth relative to last year. The County of Santa Barbara developed a preliminary estimate of disaster-related property tax reductions that indicates a decrease in MTD's revenue of less than 1%.

Advertising revenue continued in a favorable direction resulting in income 14% more than budgeted and 10% growth compared to the prior year. Interest income is also up substantially due to higher interest rates and the shift of additional funds into the state Local Agency Investment Trust (LAIF).

**NINE MONTH OPERATING BUDGET REPORT FY 2017-18**

**Operating Expenses** – Outlays for the first three quarters of FY17-18 were within 1% of the budget. Looking in greater detail, most expense categories were under budget. However, a large increase in workers’ compensation costs and the disaster-related expenses more than offset the budget savings. Relative to last year, expenses were anticipated to increase by 4% mainly from the expansion of the service level, cost of living wage and benefit increases, and the filling of vacant positions. The previously discussed unexpected outlays resulted in an actual increase of 6% over last year.

**Operating Expenses by Category  
9 Months Ended March 31, 2018  
(\$ thousands)**

<i>EXPENSE</i>	FY 17-18	FY 17-18	Variance		FY 16-17	Variance	
	<u>Actual</u>	<u>Budget</u>	\$	%	<u>Actual</u>	\$	%
Wages	\$8,760	\$8,830	(\$70)	-1%	\$8,521	\$239	3%
Fringe Benefits	5,439	5,469	(30)	-1%	5,169	271	5%
Fuel	1,160	1,136	24	2%	1,133	28	2%
Risk	1,602	1,162	440	38%	1,187	416	35%
Materials & Supplies	849	899	(50)	-6%	895	(46)	-5%
Services	990	1,035	(45)	-4%	820	170	21%
ADA	652	652	0	0%	638	13	2%
Utilities	185	185	0	0%	160	24	15%
<b>Total</b>	<u>\$19,637</u>	<u>\$19,368</u>	<u>\$269</u>	<u>1%</u>	<u>\$18,522</u>	<u>\$1,114</u>	<u>6%</u>

Additional operating costs incurred due to the Montecito debris flow amounted to some \$85,000 and were related to the provision of transportation assistance during the closure of Highway 101. Such costs show up in a number of expense line items including labor, fringe benefits, vehicle costs, and miscellaneous expenses.

Route Operations costs were most notably impacted by the large increase in workers’ compensation reserve levels. The change in reserves, determined by MTD’s third party administrator, were mainly related to incidents occurring prior to this fiscal year. Partially offsetting the rise in Risk & Safety outlays was a 20% decrease in general liability costs.

Vehicle Maintenance expenses are under budget partially due to the continued difficulty in hiring and retaining heavy-duty diesel mechanics. The cost of bus parts was also well under the approved level as the significant growth in last year’s costs did not carry over into this year in spite of the aging fleet. Another mitigating factor is that much of the vehicle maintenance carried out this year was for capital improvements that show up as fixed assets because of their longer life rather than being expensed.

District administrative costs were above budgeted amounts mainly due to the previously mentioned inclusion of the disaster related costs. These expenses are expected to be offset through reimbursement from FEMA. The total claim is for \$104,000, although it is subject to review and audit by FEMA.

**NINE MONTH OPERATING BUDGET REPORT FY 2017-18**

**Operating Expense Detail  
9 Months Ended March 31, 2018  
(\$ thousands)**

	FY 17-18 Actual	FY 17-18 Budget	Variance		FY 16-17 Actual	Variance	
			Amt	%		Amt	%
<i>ROUTE OPERATIONS</i>							
Drivers	\$8,815	\$8,912	(\$97)	-1%	\$8,478	\$337	4%
Dispatch & Supervision	556	594	(38)	-6%	446	109	25%
Hiring & Training	327	272	55	20%	279	48	17%
Risk & Safety	2,135	1,682	453	27%	1,678	458	27%
Transportation Subsidies	652	652	0	0%	638	13	2%
Subtotal	<u>\$12,485</u>	<u>\$12,111</u>	<u>\$374</u>	<u>3%</u>	<u>\$11,519</u>	<u>\$966</u>	<u>8%</u>
<i>VEHICLE MAINTENANCE</i>							
Mechanics	\$868	\$939	(\$71)	-8%	\$817	\$51	6%
Cleaners & Fuelers	630	635	(5)	-1%	630	(0)	0%
Supervision	386	375	12	3%	428	(42)	-10%
Vehicle Consumables	1,291	1,265	26	2%	1,260	31	2%
Bus Parts & Supplies	455	596	(141)	-24%	608	(154)	-25%
Vendor Services	51	62	(11)	-18%	12	38	309%
Risk & Safety	32	42	(9)	-22%	49	(16)	-33%
Subtotal	<u>\$3,713</u>	<u>\$3,912</u>	<u>(\$200)</u>	<u>-5%</u>	<u>\$3,805</u>	<u>(\$92)</u>	<u>-2%</u>
<i>PASSENGER ACCOMMODATIONS</i>							
Passenger Facilities	\$380	\$339	\$42	12%	\$416	(\$35)	-8%
Transit Development	217	225	(8)	-3%	248	(31)	-13%
Promotion & Information	309	351	(43)	-12%	247	61	25%
Fare Revenue Collection	205	210	(5)	-2%	185	20	11%
Subtotal	<u>\$1,111</u>	<u>\$1,125</u>	<u>(\$14)</u>	<u>-1%</u>	<u>\$1,096</u>	<u>\$14</u>	<u>1%</u>
<i>GENERAL OVERHEAD</i>							
Finance	\$460	\$452	\$7	2%	\$430	\$29	7%
Personnel	125	127	(2)	-2%	125	0	0%
Utilities & Communication	185	185	(0)	0%	160	24	15%
Operating Facilities	284	271	14	5%	242	42	17%
District Administration	1,275	1,185	90	8%	1,144	130	11%
Subtotal	<u>\$2,329</u>	<u>\$2,220</u>	<u>\$108</u>	<u>5%</u>	<u>\$2,102</u>	<u>\$226</u>	<u>11%</u>
Total Operating Cost	<u>\$19,637</u>	<u>\$19,368</u>	<u>\$269</u>	<u>1%</u>	<u>\$18,522</u>	<u>\$1,114</u>	<u>6%</u>

**Capital Activity**

Capital acquisitions through the nine-month period totaled nearly \$2 million. A large portion of Revenue Vehicle Improvements stemmed from the replacement of battery packs on MTD's hybrid fleet. Outlays for Intelligent Transportation Systems mainly consisted of the final acceptance payment to close out the Clever Devices AVL contract (license and support agreements continue for several more years). Operating Facilities capital costs covered completion of the canopy and charging infrastructure improvements early in the fiscal year as

well as Calle Real development services. The bulk of the Revenue Vehicle Purchases were composed of the acquisition and improvements of the 17 2003 40' Gillig buses obtained from San Mateo Transit. Measure A and TDA–STA were the primary capital funding sources.

**Capital Expenditures by Category  
9 Months Ended March 31, 2018  
(\$ thousands)**

	<u>Total</u>
Revenue Vehicle Improvements	\$537
Intelligent Transportation Systems	518
Operating Facilities	339
Revenue Vehicle Purchases	222
Information Systems	204
Other Equipment	90
Passenger Facilities	66
Total	<u>\$1,975</u>

**Statement of Net Position**

The following page contains the Statement of Net Position as of March 31, 2018. The statement indicates the financial condition of the District at a specific point in time. It reveals the continued maintenance of the District's cash reserves at approved levels and the current financial strength of MTD as reflected by current assets well in excess of current liabilities and a very low debt to equity ratio.

**NINE MONTH OPERATING BUDGET REPORT FY 2017-18**

**Statement of Net Position  
March 31, 2018**

<u>ASSETS</u>			
<b>CURRENT ASSETS</b>			
Cash & Cash Items	\$ 14,494,676		
Receivables	4,541,008		
Materials & Supplies Inventory	1,107,785		
Prepayments	<u>257,329</u>		
		\$ 20,400,798	
<b>NON-CURRENT ASSETS</b>			
Work in Process	\$ 6,317,985		
Land	5,596,297		
Fixed Facilities	13,075,266		
Revenue Fleet	43,521,844		
Non-Revenue Vehicles	782,480		
Shop Equipment	608,118		
Office & IT Equipment	2,917,909		
Bus Stop Facilities	1,158,610		
Accumulated Depreciation	<u>39,449,828</u>		
		<u>34,528,681</u>	
<b>Total Assets</b>			<u>\$ 54,929,479</u>
 <u>LIABILITIES</u>			
<b>CURRENT LIABILITIES</b>			
Accounts Payables	\$ 821,765		
Payroll Liabilities	788,151		
Other Current Liabilities	<u>1,416,003</u>		
		\$ 3,025,919	
<b>NON-CURRENT LIABILITIES</b>			
Accrued Benefits & Payouts	<u>\$ 6,672,004</u>		
		<u>6,672,004</u>	
<b>Total Liabilities</b>			\$ 9,697,923
 <u>NET POSITION</u>			
Capital Assets		\$ 33,563,748	
Restricted Net Position		1,281,278	
Unrestricted Net Position		11,056,631	
Year to Date Surplus (Deficit)		<u>(670,101)</u>	
<b>Total Net Position</b>			<u>45,231,556</u>
<b>Total Liabilities &amp; Net Position</b>			<u>\$ 54,929,479</u>





# QUARTERLY REPORT

Fiscal Year 2017-18

July 1, 2017-March 31, 2018



<b>THIRD QUARTER PERFORMANCE REPORTS</b>
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**Fiscal Year 2017-18 Summary**

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## RIDERSHIP SUMMARY REPORT Nine-Month Period Ending March 31, 2018

Systemwide ridership during the third quarter (January through March) of FY 2018 totaled 1,600,104, representing a 2.8% decrease of approximately 45,000 riders from the same period of FY 2017. Ridership year-to-date for the nine-month period from July through March totaled 4,635,964 in FY 2018, representing a 2.6% decrease from the same period of FY 2017.

As shown in the table below, the number of weekday and weekend service days was the same in both years. However, both the University of California, Santa Barbara (UCSB) and Santa Barbara City College (SBCC) had fewer school days in both the third quarter and year-to-date than in the previous year. Students at these two institutions together make up approximately one-third of MTD ridership.

### MTD SERVICE CALENDAR DAYS

<u>SERVICE DAYS</u>	<u>FY 2018</u>		<u>FY 2017</u>		<u>Year to Date</u>
	<u>Q3</u>	<u>YTD</u>	<u>Q3</u>	<u>YTD</u>	<u>Change</u>
Weekdays	62	166	62	166	0
Saturdays	15	38	15	38	0
Sundays	13	38	13	38	0
<b>Total</b>	<b>90</b>	<b>242</b>	<b>90</b>	<b>242</b>	<b>0</b>

<u>SCHOOL DAYS</u>	<u>FY 2018</u>		<u>FY 2017</u>		<u>Year to Date</u>
	<u>Q3</u>	<u>YTD</u>	<u>Q3</u>	<u>YTD</u>	<u>Change</u>
SBCC	42	112	47	116	(4)
UCSB	51	94	53	100	(6)
Secondary	60	126	56	119	7

UCSB ridership increased 2.4% in the third quarter, and 7.6% year-to-date, despite having six fewer school days. This continues to illustrate the importance of providing a high level of service to UCSB and Isla Vista. Year-to-date, UCSB students comprise 22% of MTD ridership.

SBCC student ridership continues to decrease, as their enrollment decreases. Year-to-date total ridership by SBCC students has decreased by 8.6% from the previous year. This category still comprises 11% of MTD ridership.

**NINE MONTH RIDERSHIP SUMMARY REPORT FY 2017-18**

As shown in the table, Santa Barbara Unified School District class days increased over the previous year, both in the third quarter and year-to-date. However, school booster ridership decreased 11% year-to-date. Staff is uncertain of the reason for this decrease, and will continue to analyze possible reasons.

Year-to-date ridership on the Downtown-Waterfront Shuttle has decreased by 8.6%. A portion of this decrease is due to fewer cruise ships stopping in Santa Barbara. In the nine month period, there were 18 cruise ships served by MTD in FY 2017, compared to 10 in FY 2018. With an estimated cruise ship ridership of approximately 450 additional riders per visit, this decrease in cruise ship visits could account for 3,600 fewer passengers.



## SYSTEM RIDERSHIP REPORT Nine-Month Period Ending March 31, 2018

### Ridership by Fare Category (January 2018 – March 2018)

Fare Categories	Quarter			YTD		
	Jan 18 - Mar 18	Jan 17 - Mar 17	% Change	FY 2017-2018	FY2016- 2017	% Change
General Fare	194,730	211,753	-8.0%	645,792	688,228	-6.2%
Transfers	123,741	121,754	1.6%	397,556	389,519	2.1%
Full Fare Prepaid <sup>1</sup>	212,710	223,032	-4.6%	697,940	731,388	-4.6%
Santa Barbara City College	176,268	193,324	-8.8%	512,887	567,917	-9.7%
Senior & Disabled Prepaid <sup>2</sup>	167,903	162,861	3.1%	513,906	499,472	2.9%
Shuttle	38,161	40,355	-5.4%	157,239	166,667	-5.7%
UC Santa Barbara	442,796	432,220	2.4%	977,403	918,109	6.5%
Youth Prepaid <sup>3</sup>	141,977	154,236	-7.9%	401,429	443,151	-9.4%
Free	31,253	28,523	9.6%	100,177	96,335	4.0%
Special Pass Programs	17,208	19,637	-12.4%	59,870	70,741	-15.4%
Senior Cash	38,703	41,346	-6.4%	128,068	142,742	-10.3%
Persons w ith Disabilities Cash	8,649	8,886	-2.7%	25,832	28,549	-9.5%
Tokens	6,005	7,434	-19.2%	17,865	19,690	-9.3%
<b>Total</b>	<b>1,600,104</b>	<b>1,645,361</b>	<b>-2.8%</b>	<b>4,635,964</b>	<b>4,762,508</b>	<b>-2.7%</b>

<sup>1</sup> Includes adult 10-ride and unlimited 30-day Passport use.

<sup>2</sup> Includes seniors' and persons w ith disabilities' 10-ride and unlimited 30-day Passport use.

<sup>3</sup> Includes K-12 Youth 10-ride and unlimited 30-day Passport use.

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

### Revenue Hours and Revenue Miles (January 2018 – March 2018)

Metrics	Quarter			YTD		
	Jan 18 - Mar 18	Jan 17 - Mar 17	%Change	FY 2017-2018	FY2016- 2017	% Change
Passengers	1,600,104	1,645,361	-2.8%	4,635,964	4,762,508	-2.7%
Revenue Hours	53,829	54,278	-0.8%	162,605	160,761	1.1%
Passengers per Revenue Hour	29.7	30.3	-1.9%	28.5	29.6	-3.8%
Miles	645,022	667,170	-3.3%	1,951,358	1,955,268	-0.2%
Passengers per Mile	2.5	2.5	0.6%	2.4	2.4	-2.5%

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

**NINE MONTH SYSTEM RIDERSHIP REPORT FY 2017-18**

**MTD System Ridership (January 2018 – March 2018)**

LINE		Quarter			YTD		
		Jan 18 - Mar 18	Jan 17 - Mar 17	% Change	FY 2017-2018	FY2016- 2017	% Change
1	West Santa Barbara	80,502	81,642	-1.4%	245,846	253,649	-3.1%
2	East Santa Barbara	125,709	124,570	0.9%	383,663	386,959	-0.9%
3	Oak Park	47,641	48,282	-1.3%	147,361	146,240	0.8%
4	Mesa / SBCC	33,145	29,361	12.9%	96,123	92,733	3.7%
5	Mesa / La Cumbre	30,860	33,300	-7.3%	94,836	104,639	-9.4%
6	Goleta	143,314	139,160	3.0%	427,017	434,583	-1.7%
7	County Health / Fairview	65,682	61,277	7.2%	203,609	174,042	17.0%
8	County Health	-	-	0.0%	-	13,743	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	4,257	-100.0%
10	Cathedral Oaks	4,439	5,379	-17.5%	13,060	15,869	-17.7%
11	UCSB	260,942	251,451	3.8%	719,661	705,203	2.1%
12x	Goleta Express	46,319	49,542	-6.5%	144,681	163,217	-11.4%
14	Montecito	14,222	20,366	-30.2%	55,303	63,185	-12.5%
15x	SBCC / UCSB Express	61,798	69,324	-10.9%	172,130	195,666	-12.0%
16	City College Shuttle	25,140	26,658	-5.7%	68,306	73,772	-7.4%
17	Lower West / SBCC	38,223	38,099	0.3%	112,678	116,158	-3.0%
20	Carpinteria	52,872	68,447	-22.8%	197,990	214,058	-7.5%
21x	Carpinteria Express	14,780	21,086	-29.9%	52,805	63,348	-16.6%
23	Winchester Canyon	13,017	13,911	-6.4%	35,885	44,203	-18.8%
24x	UCSB Express	134,489	153,704	-12.5%	390,258	434,833	-10.3%
25	Elwood	16,040	14,731	8.9%	47,252	43,628	8.3%
27	Isla Vista Shuttle	98,005	99,794	-1.8%	216,739	206,162	5.1%
28	UCSB Shuttle	134,999	128,834	4.8%	305,783	261,948	16.7%
36	Seaside Shuttle	12,650	13,491	-6.2%	41,125	46,709	-12.0%
37	Crosstown Shuttle	23,284	20,127	15.7%	70,596	64,790	9.0%
	Booster Services	64,814	72,842	-11.0%	157,161	179,741	-12.6%
	<b>System Subtotal</b>	<b>1,542,886</b>	<b>1,585,378</b>	<b>-2.7%</b>	<b>4,399,868</b>	<b>4,503,335</b>	<b>-2.3%</b>
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	49,145	50,961	-3.6%	192,447	214,709	-10.4%
31	East Beach Waterfront Shuttle	4,875	6,129	-20.5%	27,558	30,428	-9.4%
32	West Beach Waterfront Shuttle	3,198	2,893	10.5%	16,091	13,234	21.6%
<i>Unknown</i>							
		-	1,000	-100.0%	-	802	-100.0%
	<b>System Total</b>	<b>1,600,104</b>	<b>1,646,361</b>	<b>-2.8%</b>	<b>4,635,964</b>	<b>4,762,508</b>	<b>-2.7%</b>
<i>Related Routes</i>							
20, 21x	Carpinteria	67,652	89,533	-24.4%	250,795	277,406	-9.6%
1, 2, 37	East/West & Crosstown	229,495	226,339	1.4%	700,105	705,398	-0.8%
4, 5, 15x, 16, 17	Mesa Lines	189,166	196,742	-3.9%	544,073	582,968	-6.7%
6, 11	State/Hollister	404,256	390,611	3.5%	1,146,678	1,139,786	0.6%
7, 8, 9	Calle Real/Fairview	65,682	61,277	7.2%	203,609	192,042	6.0%

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

**NINE MONTH SYSTEM RIDERSHIP REPORT FY 2017-18**

**MTD Passengers per Revenue Hour (January 2018 – March 2018)**

LINE	Quarter			YTD			
	Jan 18 - Mar 18	Jan 17 - Mar 17	% Change	FY 2017-2018	FY2016- 2017	% Change	
1	West Santa Barbara	29.1	28.2	2.9%	28.2	34.6	-18.5%
2	East Santa Barbara	29.3	27.1	7.8%	27.1	31.7	-14.4%
3	Oak Park	20.1	20.3	-1.1%	20.3	19.0	7.0%
4	Mesa / SBCC	28.8	25.4	13.2%	25.4	31.4	-19.1%
5	Mesa / La Cumbre	18.0	19.1	-5.7%	19.1	23.0	-17.0%
6	Goleta	28.5	30.2	-5.5%	30.2	32.3	-6.4%
7	County Health / Fairview	17.4	16.2	7.5%	16.2	23.9	-32.5%
8	County Health	-	-	0.0%	-	26.6	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	15.0	-100.0%
10	Cathedral Oaks	10.4	12.6	-17.2%	12.6	18.9	-33.4%
11	UCSB	34.5	34.4	0.2%	34.4	37.3	-7.9%
12x	Goleta Express	25.6	28.1	-9.0%	28.1	33.4	-16.0%
14	Montecito	12.4	16.1	-23.0%	16.1	17.9	-10.0%
15x	SBCC / UCSB Express	33.2	36.6	-9.3%	36.6	44.9	-18.5%
16	City College Shuttle	36.4	35.4	2.9%	35.4	51.9	-31.7%
17	Lower West / SBCC	47.5	47.2	0.6%	47.2	52.8	-10.7%
20	Carpinteria	17.4	20.1	-13.6%	20.1	22.2	-9.5%
21x	Carpinteria Express	16.1	23.0	-29.9%	23.0	20.6	11.5%
23	Winchester Canyon	22.2	23.4	-5.1%	49.5	18.3	171.1%
24x	UCSB Express	44.6	49.5	-9.8%	25.3	61.1	-58.6%
25	Elwood	23.8	25.3	-5.8%	53.5	30.5	75.7%
27	Isla Vista Shuttle	53.3	53.5	-0.5%	71.1	59.6	19.2%
28	UCSB Shuttle	72.2	71.1	1.5%	20.7	-	100.0%
36	Seaside Shuttle	12.2	12.8	-4.8%	12.8	19.1	-33.0%
37	Crosstown Shuttle	15.6	13.2	17.5%	13.2	15.0	-12.0%
	Booster Services	76.2	85.4	-10.8%	85.4	89.0	-4.1%
	<b>System Subtotal</b>	<b>30.4</b>	<b>30.8</b>	<b>-1.4%</b>	<b>31.0</b>	<b>34.1</b>	<b>-9.1%</b>
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	20.9	20.7	1.0%	20.7	23.4	-11.6%
31	East Beach Waterfront Shuttle	10.0	12.6	-20.5%	12.6	16.9	-25.5%
32	West Beach Waterfront Shuttle	13.3	12.2	9.3%	12.2	22.6	-46.1%
<i>Unknown</i>							
		-	-	0.0%	-	-	0.0%
	<b>System Total</b>	<b>29.7</b>	<b>30.1</b>	<b>-1.4%</b>	<b>30.3</b>	<b>33.4</b>	<b>-9.2%</b>
<i>Related Routes</i>							
	20, 21x Carpinteria	17.1	20.7	-17.5%	20.7	21.8	-5.1%
	1, 2, 37 East/West & Crosstown	26.8	25.1	6.6%	25.1	29.8	-15.8%
	4, 5, 15x, 16, 17 Mesa Lines	30.4	31.0	-1.8%	31.0	38.4	-19.4%
	6, 11 State/Hollister	32.1	32.8	-2.0%	32.8	35.4	-7.4%
	7, 8, 9 Calle Real	17.4	16.9	2.7%	16.2	22.8	-29.1%

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

**NINE MONTH SYSTEM RIDERSHIP REPORT FY 2017-18**

**MTD “At Capacity” Loads \* (January 2018 – March 2018)**

LINE	Quarter			YTD			
	Jan 18 - Mar 18	Jan 17 - Mar 17	% Change	FY 2017-2018	FY2016- 2017	% Change	
1	West Santa Barbara	21	11	90.9%	50	21	138.1%
2	East Santa Barbara	31	22	40.9%	97	47	106.4%
3	Oak Park	4	11	-63.6%	7	22	-68.2%
4	Mesa / SBCC	3	2	50.0%	10	7	42.9%
5	Mesa / La Cumbre	10	7	42.9%	27	29	-6.9%
6	Goleta	43	37	16.2%	167	204	-18.1%
7	County Health / Fairview	8	6	33.3%	14	15	-6.7%
8	County Health	-	-	0.0%	-	1	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	-	0.0%
10	Cathedral Oaks	1	3	-66.7%	2	7	-71.4%
11	UCSB	117	91	28.6%	276	247	11.7%
12x	Goleta Express	18	11	63.6%	75	41	82.9%
14	Montecito	1	2	-50.0%	12	6	100.0%
15x	SBCC / UCSB Express	28	58	-51.7%	79	141	-44.0%
16	City College Shuttle	9	1	800.0%	24	18	33.3%
17	Lower West / SBCC	5	8	-37.5%	12	23	-47.8%
20	Carpinteria	13	3	333.3%	30	22	36.4%
21x	Carpinteria Express	4	3	33.3%	5	9	-44.4%
23	Winchester Canyon	1	1	0.0%	4	6	-33.3%
24x	UCSB Express	82	140	-41.4%	278	339	-18.0%
25	Elwood	3	1	200.0%	6	6	0.0%
27	Isla Vista Shuttle	126	41	207.3%	239	80	198.8%
28	UCSB Shuttle	101	80	26.3%	182	159	14.5%
36	Seaside Shuttle	-	-	0.0%	1	5	-80.0%
37	Crosstown Shuttle	1	3	-66.7%	5	8	-37.5%
	Booster Services	21	61	-65.6%	104	156	-33.3%
System Subtotal		651	603	8.0%	1,055	1,619	-34.8%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	23	28	-17.9%	91	113	-19.5%
31	East Beach Waterfront Shuttle	1	2	-50.0%	8	9	-11.1%
32	West Beach Waterfront Shuttle	1	-	100.0%	1	-	100.0%
<i>Related Routes</i>							
20, 21x Carpinteria		17	6	183.3%	35	31	12.9%
1, 2, 37 East/West & Crosstown		53	36	47.2%	152	76	100.0%
4, 5, 15x, 16, 17 Mesa Lines		55	76	-27.6%	152	218	-30.3%
6, 11 State/Hollister		160	128	25.0%	443	451	-1.8%
7, 8, 9 Calle Real, Fairview		8	6	33.3%	14	16	-12.5%
<i>Unknown/Miscellaneous</i>							
		-	-	0.0%	-	23	-100.0%
System Total		676	633	6.8%	1,806	1,764	2.4%

\*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



**NINE MONTH SYSTEM RIDERSHIP REPORT FY 2017-18**

**MTD “Too Full to Board” Loads \* (January 2018 – March 2018)**

LINE	Quarter			YTD			
	Jan 18 - Mar 18	Jan 17 - Mar 17	% Change	FY 2017-2018	FY2016- 2017	% Change	
1	West Santa Barbara	9	1	800.0%	11	8	37.5%
2	East Santa Barbara	8	9	-11.1%	24	19	26.3%
3	Oak Park	-	2	-100.0%	-	7	-100.0%
4	Mesa / SBCC	-	-	0.0%	-	1	100.0%
5	Mesa / La Cumbre	2	4	-50.0%	13	6	116.7%
6	Goleta	24	17	41.2%	55	80	-31.3%
7	County Health / Fairview	-	-	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	-	-	-100.0%	1	2	0.0%
11	UCSB	313	149	110.1%	569	327	74.0%
12x	Goleta Express	6	7	-14.3%	41	30	36.7%
14	Montecito	-	-	0.0%	2	3	-33.3%
15x	SBCC / UCSB Express	14	49	-71.4%	40	101	-60.4%
16	City College Shuttle	-	-	0.0%	5	6	-16.7%
17	Lower West / SBCC	-	-	100.0%	1	6	-83.3%
20	Carpinteria	-	-	0.0%	1	5	-80.0%
21x	Carpinteria Express	-	-	0.0%	-	-	0.0%
23	Winchester Canyon	5	4	25.0%	11	8	37.5%
24x	UCSB Express	123	168	-26.8%	342	459	-25.5%
25	Elwood	3	-	100.0%	3	4	100.0%
27	Isla Vista Shuttle	172	163	5.5%	271	297	-8.8%
28	UCSB Shuttle	257	301	-14.6%	511	524	-2.5%
36	Seaside Shuttle	-	1	-100.0%	-	12	-100.0%
37	Crosstown Shuttle	-	5	-100.0%	1	10	-90.0%
	Booster Services	19	32	-40.6%	88	82	7.3%
	System Subtotal	955	912	4.7%	1,995	1,999	-0.2%
	<i>Downtown Waterfront Shuttles</i>						
30	Downtown Shuttle	35	71	-50.7%	362	516	-29.8%
31	East Beach Waterfront Shuttle	3	12	-75.0%	5	41	-87.8%
32	West Beach Waterfront Shuttle	-	-	0.0%	7	2	250.0%
	<i>Related Routes</i>						
	20, 21x Carpinteria	-	-	0.0%	1	5	-80.0%
	1, 2, 37 East/West & Crosstown	17	15	13.3%	36	37	-2.7%
	4, 5, 15x, 16, 17 Mesa Lines	16	53	-69.8%	59	120	-50.8%
	6, 11 State/Hollister	337	166	103.0%	624	407	53.3%
	7, 8, 9 Calle Real, Fairview	-	-	0.0%	5	2	150.0%
	<i>Unknown/Miscellaneous</i>						
		-	3	-100.0%	-	51	-100.0%
	System Total	993	998	-0.5%	2,369	2,609	-9.2%

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

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

**NINE MONTH SYSTEM RIDERSHIP REPORT FY 2017-18**

**MTD Bicycles Carried (January 2018 – March 2018)**

LINE	Quarter			YTD			
	Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017 - 2018	FY2016 - 2017	% Change	
1	West Santa Barbara	443	543	-18.4%	1,444	1,745	-17.2%
2	East Santa Barbara	1,077	1,196	-9.9%	3,622	4,104	-11.7%
3	Oak Park	401	460	-12.8%	1,260	1,318	-4.4%
4	Mesa / SBCC	337	320	5.3%	1,237	1,241	-0.3%
5	Mesa / La Cumbre	611	516	18.4%	1,970	2,082	-5.4%
6	Goleta	2,922	3,119	-6.3%	9,652	11,055	-12.7%
7	County Health / Fairview	1,294	1,155	12.0%	4,603	3,910	17.7%
8	County Health	-	-	0.0%	-	330	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	51	-100.0%
10	Cathedral Oaks	68	75	-9.3%	294	325	-9.5%
11	UCSB	4,779	5,194	-8.0%	14,891	16,421	-9.3%
12x	Goleta Express	1,312	1,363	-3.7%	4,930	5,374	-8.3%
14	Montecito	173	268	-35.4%	907	1,131	-19.8%
15x	SBCC / UCSB Express	856	971	-11.8%	2,698	2,828	-4.6%
16	City College Shuttle	215	229	-6.1%	592	654	-9.5%
17	Lower West / SBCC	198	191	3.7%	693	907	-23.6%
20	Carpinteria	1,341	1,592	-15.8%	5,547	5,276	5.1%
21x	Carpinteria Express	389	637	-38.9%	1,560	2,030	-23.2%
23	Winchester Canyon	214	251	-14.7%	616	868	-29.0%
24x	UCSB Express	2,186	3,054	-28.4%	7,522	9,990	-24.7%
25	Ellwood	253	289	-12.5%	751	913	-17.7%
27	Isla Vista Shuttle	649	596	8.9%	1,486	1,375	8.1%
28	UCSB Shuttle	1,124	899	25.0%	2,455	1,738	41.3%
36	Seaside Shuttle <sup>1</sup>	-	-	0.0%	-	-	0.0%
37	Crosstown Shuttle <sup>1</sup>	36	10	260.0%	135	30	350.0%
	Booster Services	55	28	96.4%	139	124	12.1%
<b>System Subtotal</b>		<b>20,933</b>	<b>22,956</b>	<b>-8.8%</b>	<b>69,004</b>	<b>75,820</b>	<b>-9.0%</b>
<b>Downtown Waterfront Shuttles <sup>1</sup></b>							
30	State Street Shuttle <sup>1</sup>	-	-	N/A	-	-	N/A
31	East Beach Waterfront Shuttle <sup>1</sup>	-	-	N/A	-	-	N/A
32	West Beach Waterfront Shuttle <sup>1</sup>	-	-	N/A	-	-	N/A
<b>Related Routes</b>							
20, 21x Carpinteria		1,730	2,229	-22.4%	7,107	7,306	-2.7%
1,2,37 East/West & Crosstown		1,556	1,749	-11.0%	5,201	5,879	-11.5%
4, 5, 15x, 16, 17 Mesa Lines		2,217	2,227	-0.4%	7,190	7,712	-6.8%
6,11 State/Hollister		7,701	8,313	-7.4%	24,543	27,476	-10.7%
7, 8, 9 Calle Real/Fairview		1,294	1,155	12.0%	4,603	4,291	7.3%
<b>Unknown/Miscellaneous</b>							
		7	44	-84.1%	11	654	-98.3%
<b>System Total</b>		<b>20,940</b>	<b>23,000</b>	<b>-9.0%</b>	<b>69,015</b>	<b>76,474</b>	<b>-9.8%</b>

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

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

**NINE MONTH SYSTEM RIDERSHIP REPORT FY 2017-18**

**MTD Wheelchairs Boarded (January 2018 – March 2018)**

LINE	Quarter			YTD			
	Oct 17 - Dec 17	Oct 16 - Dec 16	% Change	FY 2017-2018	FY2016- 2017	% Change	
1	West Santa Barbara	482	318	51.6%	1,470	983	49.5%
2	East Santa Barbara	806	551	46.3%	2,247	1,560	44.0%
3	Oak Park	236	298	-20.8%	732	1,047	-30.1%
4	Mesa / SBCC	27	28	-3.6%	97	98	-1.0%
5	Mesa / La Cumbre	172	162	6.2%	556	560	-0.7%
6	Goleta	551	586	-6.0%	1,674	1,678	-0.2%
7	County Health / Fairview	519	433	19.9%	1,611	1,323	21.8%
8	County Health	-	-	0.0%	-	86	-100.0%
9	Calle Real / Old Town Shuttle	-	-	0.0%	-	33	-100.0%
10	Cathedral Oaks	1	1	0.0%	4	10	-60.0%
11	UCSB	702	640	9.7%	2,049	1,861	10.1%
12x	Goleta Express	166	140	18.6%	517	501	3.2%
14	Montecito	101	119	-15.1%	351	243	44.4%
15x	SBCC / UCSB Express	45	53	-15.1%	174	174	0.0%
16	City College Shuttle	122	62	96.8%	244	225	8.4%
17	Lower West / SBCC	55	67	-17.9%	156	205	-23.9%
20	Carpinteria	377	406	-7.1%	1,320	939	40.6%
21x	Carpinteria Express	37	74	-50.0%	175	213	-17.8%
23	Winchester Canyon	14	16	-12.5%	30	49	-38.8%
24x	UCSB Express	145	133	9.0%	458	406	12.8%
25	Elwood	22	12	83.3%	56	46	21.7%
27	Isla Vista Shuttle	14	10	40.0%	54	21	157.1%
28	UCSB Shuttle	22	23	-4.3%	73	38	92.1%
36	Seaside Shuttle	16	9	77.8%	41	45	-8.9%
37	Crosstown Shuttle	48	14	242.9%	135	61	121.3%
	Booster Services	5	2	150.0%	11	5	120.0%
<i>System Subtotal</i>		4,685	4,157	12.7%	14,235	12,410	14.7%
<i>Downtown Waterfront Shuttles</i>							
30	State Street Shuttle	271	196	38.3%	620	702	-11.7%
31	East Beach Waterfront Shuttle	29	10	190.0%	75	75	0.0%
32	West Beach Waterfront Shuttle	16	4	300.0%	46	14	228.6%
<i>Related Routes</i>							
20, 21x Carpinteria		414	480	-13.8%	1,495	1,152	29.8%
1, 2, 37 East/West & Crosstown		1,336	883	51.3%	3,852	2,604	47.9%
4, 5, 15x, 16, 17 Mesa Lines		421	372	13.2%	1,227	1,262	-2.8%
6, 11 State/Hollister		1,253	1,226	2.2%	3,723	3,539	5.2%
7, 8, 9 Calle Real/Fairview		519	433	19.9%	1,611	1,442	11.7%
<i>Unknown/Miscellaneous</i>							
		1	12	-91.7%	2	48	-95.8%
<b>System Total</b>		5,002	4,379	14.2%	14,978	13,249	13.1%

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



## CUSTOMER SERVICE REPORT

### Nine-Month Period Ending March 31, 2018

#### Third Quarter Complaints and Compliments

Month	Passenger Relations	Driving Observations	Schedule/Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
January	6	3	21	4	34	15,084	4
February	5	5	10	4	24	23,412	8
March	6	2	7	3	18	29,186	85
<b>Quarter Total</b>	<b>17</b>	<b>10</b>	<b>38</b>	<b>11</b>	<b>76</b>	<b>21,054</b>	<b>97</b>

#### Year To Date Total Complaints & Compliments

Month	Passenger Relations	Driving Observations	Schedule/Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
FY 2018	59	28	87	35	214	21,663	114
FY 2017	48	41	25	24	138	34,512	31

#### 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.



## Quarterly Fleet Maintenance Report Performance Indicators - Consumption Report

Novas	Quarter						Fiscal YTD					
	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
Current Year	51,419	4.35	\$21,062	\$15,230	\$12,446	\$0.95	191,313	4.37	\$87,879	\$59,866	\$41,244	\$0.99
Last Year	81,847	4.20	\$40,800	\$23,777	\$15,122	\$0.97	250,501	4.33	\$114,944	\$93,002	\$45,330	\$1.01
Change %:	-37.2%	3.5%	-48.4%	-35.9%	-17.7%	-1.7%	-23.6%	0.9%	-23.5%	-35.6%	-9.0%	-2.0%

Gillig 40'	Quarter						Fiscal YTD					
	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
Current Year	430,691	4.73	\$170,607	\$63,321	\$58,975	\$0.68	1,270,538	4.73	\$543,392	\$223,289	\$181,181	\$0.75
Last Year	401,516	4.72	\$180,345	\$98,991	\$50,020	\$0.82	1,142,043	4.66	\$495,478	\$245,423	\$150,474	\$0.78
Change %:	7.3%	0.2%	-5.4%	-36.0%	17.9%	-16.7%	11.3%	1.5%	9.7%	-9.0%	20.4%	-3.8%

Gillig 29'	Quarter						Fiscal YTD					
	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
Current Year	93,082	4.68	\$35,647	\$15,636	\$15,838	\$0.73	265,692	4.79	\$108,857	\$89,476	\$50,930	\$0.94
Last Year	92,332	4.82	\$39,940	\$34,493	\$14,566	\$0.96	282,869	4.86	\$115,372	\$92,887	\$42,336	\$0.89
Change %:	0.8%	-3.0%	-10.7%	-54.7%	8.7%	-24.6%	-6.1%	-1.4%	-5.6%	-3.7%	20.3%	5.6%

Gillig 29' Hybrid	Quarter						Fiscal YTD					
	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
Current Year	8,752	4.85	\$3,310	\$2,097	\$1,972	\$0.88	37,158	4.82	\$15,196	\$4,929	\$4,917	\$0.67
Last Year	8,742	5.2	\$3,361	\$1,281	\$362	\$0.56	27,221	4.90	\$10,871	\$4,641	\$2,559	\$0.66
Change %:	0.1%	-6.7%	-1.5%	63.7%	444.8%	55.6%	36.5%	-1.6%	39.8%	6.2%	92.1%	1.5%

Gillig 40' Hybrid	Quarter						Fiscal YTD					
	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
Current Year	107,707	4.81	\$39,076	\$15,695	\$19,305	\$0.69	307,522	4.89	\$124,150	\$91,517	\$57,641	\$0.89
Last Year	121,347	5.05	\$49,709	\$25,224	\$13,295	\$0.73	370,175	5.00	\$147,676	\$96,003	\$50,572	\$0.79
Change %:	-11.2%	-4.8%	-21.4%	-37.8%	45.2%	-4.6%	-16.9%	-2.2%	-15.9%	-4.7%	14.0%	12.7%

Nova Articulated	Quarter						Fiscal YTD					
	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Cost per Mile
Current Year	29,232	4.66	\$11,655	\$2,002	\$3,710	\$0.61	87,046	4.72	\$37,712	\$5,225	\$10,324	\$0.61
Last Year	25,641	4.53	\$12,000	\$1,930	\$2,231	\$0.67	82,426	4.60	\$35,820	\$6,155	\$9,246	\$0.62
Change %:	14.0%	2.9%	-2.9%	3.7%	66.3%	-8.5%	5.6%	2.6%	5.3%	-15.1%	11.7%	-1.6%
Diesel Fleet:	-1.4%		-13.7%	-38.6%	17.4%							

Ebus EV's	Quarter						Fiscal YTD					
	Miles	KWH	MPK	Parts	Labor	Cost per Mile	Miles	KWH	MPK	Parts	Labor	Cost per Mile
Current Year	32,051	47,321	0.68	\$9,943	\$10,371	\$0.97	101,684	150,420	\$0.68	\$49,914	\$28,150	\$1.10
Last Year	40,409	58,149	0.70	\$8,444	\$8,807	\$0.82	121,310	171,783	\$0.71	\$37,853	\$32,310	\$0.89
Change %:	-20.7%	-18.6%	-2.9%	17.8%	17.8%	17.9%	-16.2%	-12.4%	-4.2%	31.9%	-12.9%	23.6%

BYD EV's	Quarter						Fiscal YTD					
	Miles	KWH	MPK	Parts	Labor	Cost per Mile	Miles	KWH	MPK	Parts	Labor	Cost per Mile
Current Year	1,629			\$173.00	\$279.00	\$0.45	1,769			\$202.00	\$781.00	\$0.57



## MANAGEMENT AND ADMINISTRATION REPORT

### Nine-Month Period Ending March 31, 2018

#### **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
3rd Quarter: January - March	1	0	0	1	0
Fiscal Year to Date:	6	2	3	2	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	6	6	8	4	5
3rd Quarter: January - March	8	7	6	7	2
Fiscal Year to Date:	17	17	20	18	16

Of the 17 claims with a DOI this Fiscal Year, 5 claims have been closed.

**OLIVIA RODRIGUEZ**  
BOARD DIRECTOR

**DICK WEINBERG**  
BOARD DIRECTOR

**CHUCK MCQUARY**  
BOARD DIRECTOR

**DAVE DAVIS**  
CHAIR

**DAVE TABOR**  
VICE CHAIR

**BILL SHELOR**  
SECRETARY

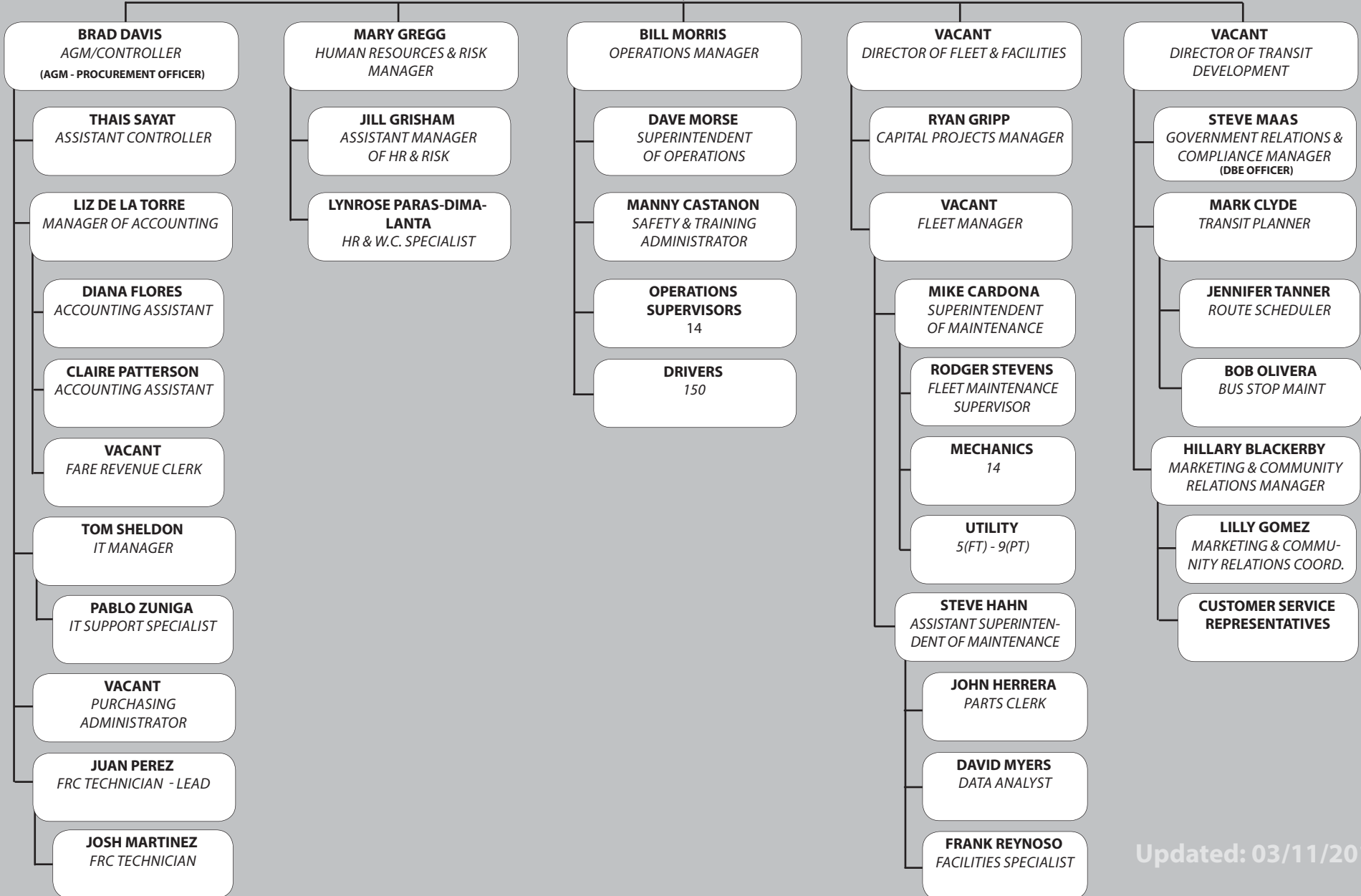
**PAULA PEROTTE**  
BOARD DIRECTOR

**JERRY ESTRADA**  
GENERAL MANAGER

# ORGANIZATIONAL CHART

**VACANT**  
EXECUTIVE ASSISTANT

**CHRISTINA PERRY**  
RECEPTIONIST



Updated: 03/11/2018



## **TRANSIT FINANCE COMPLIANCE REPORT**

### **Nine-Month Period Ending March 31, 2018**

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 January 1 and March 31, 2018, 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.

MTD FY 2017 National Transit Database Annual Report to FTA accepted and closed.

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

Submitted calendar year 2017 Safety & Security data CEO certification to the FTA, as required.

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

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

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



To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: May 22, 2018  
Subject: General Manager's Report

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

The Amtrak connecting service continues to run smoothly, with buses staged at the Santa Barbara and Goleta depots in the morning and afternoon to transport Amtrak passengers to their respective destinations on these dedicated routes.

Staff will travel to BYD's factory in Lancaster on May 22 to evaluate progress on the three buses that are still at the factory, and to discuss outstanding project deliverables. Considerable progress has been made on the 11 BYD buses at MTD, with many operating in revenue service.

Clever Devices has installed new ITS hardware on three of the "SamTrans Gillig" buses and is in the process of installing wiring harnesses on the remaining 14. Clever Devices installation activities are scheduled to be completed by May 25. Once completed, MTD personnel will remove the existing ITS hardware from the Nova sub-fleet and install the equipment on the 14 SamTrans buses with the new wiring harnesses. After the Clever Devices equipment is transferred from the Nova subfleet to the "SamTrans Gillig" subfleet, staff will begin retiring the Nova buses.

### **Administration**

The Marketing and Community Relations Department is working on enhancing professional development and cross training for our Customer Service team. May is National Bike Month, and last May MTD entered into a partnership with the Santa Barbara Bicycle Coalition and their Bici Centro bike shop to donate bikes left on buses that remain unclaimed for 90 days. Since June 1 of 2017, MTD has donated 95 bikes to Bici Centro, where they are refurbished and sold to support the non-profit.

Planning staff is currently completing the framework in Trapeze for the August bid, which will include the changes approved by the Board at the meeting of May 15. Once this is completed, staff will begin the run-cut for the bid. Staff expects the bid to be ready to go to Operations by mid-to-late June.

On Wednesday, May 16, 2018, two Human Resources staff attended a luncheon seminar hosted by the Santa Barbara Human Resources Association (SBHRA). The topic of the seminar was "Approaching Difficult Conversations with Emotional Intelligence." The presentation covered tips and information for Human Resources professionals on how to confidently navigate, approach, and prepare for difficult conversations, including how emotional feelings can have an influence during conversations, on how we associate/connect with others, and how to gain insight to how personal patterns may serve or undermine the success of difficult conversations. SBHRA is an HR professional membership organization and Society for Human Resources Management (SHRM) Chapter Affiliate serving over 200 members.