



**BOARD OF DIRECTORS MEETING AGENDA**

**Meeting  
of the  
BOARD OF DIRECTORS  
of the  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
A Public Agency  
Tuesday, March 27, 2018  
8:30 AM  
John G. Britton Auditorium  
550 Olive Street, Santa Barbara, CA 93101**

**1. CALL TO ORDER**

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

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

**3. REPORT REGARDING POSTING OF AGENDA**

**CONSENT CALENDAR**

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

The Board will be asked to waive the reading of and approve the draft minutes for the meeting of March 13, 2018.

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

The Board will be asked to review and approve the Cash Report from March 6, 2018 through March 19, 2018.

**THIS CONCLUDES THE CONSENT CALENDAR**

**6. PUBLIC COMMENT**

Members of the public may address the Board on items within jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk, a "Request to Speak" form that includes both a description of the subject you wish to address and, if applicable, the agenda item number for which you would like to comment. Additional public comment will be allowed during each agenda item, including closed session items. Forms are available at [www.sbmttd.com](http://www.sbmttd.com) and at MTD Administrative offices.

**7. DRAFT FY 2019 SERVICE PLAN - (ATTACHMENT - ACTION MAY BE TAKEN)**

Staff will request that the Board review the FY 2019 draft service plan, provide direction to staff, and consider authorizing staff to begin public outreach on the draft plan.

**8. RESOLUTION FOR FY 2018-19 TRANSPORTATION DEVELOPMENT ACT CLAIM - (ATTACHMENT - ACTION MAY BE TAKEN)**

Staff will request that the Board adopt attached Resolution 2018-2 authorizing the General Manager to claim the Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District for FY 2018-19.

**9. REPORT ON COMMUNITY SURVEY RESULTS – (INFORMATIONAL - NO ACTION WILL BE TAKEN)**

Staff will provide a presentation to the Board on the results of the Community Survey conducted in the fall of 2017.

**10. GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL - NO ACTION WILL BE TAKEN)**

1. First/Last Mile Service
2. Fleet Update

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

1. **CALL TO ORDER**  
Vice Chair Tabor called the meeting to order at 8:30am.
2. **ROLL CALL OF THE BOARD OF DIRECTORS**  
Vice Chair Tabor reported all members were present with the exception of Chair Davis, Director Weinberg, and Director McQuary.
3. **REPORT REGARDING POSTING OF AGENDA**  
Rachel Brichan, Board Clerk, reported that the agenda was posted on Friday, March 9, 2018 at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website at [www.sbmtd.gov](http://www.sbmtd.gov).

**CONSENT CALENDAR**

4. **APPROVAL OF PRIOR MINUTES - (ATTACHMENT- ACTION MAY BE TAKEN)**  
The Board was asked to approve the draft minutes from the meeting of February 27, 2018.
5. **CASH REPORT- (ATTACHMENTS – ACTION MAY BE TAKEN)**  
The Board was asked to review the cash report from February 20, 2018 through March 5, 2018.  
  
Director Rodriguez moved to approve the consent calendar. Director Shelor seconded the motion. The motion passed unanimously.

**THIS CONCLUDED THE CONSENT CALENDAR**

6. **PUBLIC COMMENT**  
No public comments were made.
7. **FIRST DRAFT OF FISCAL YEAR 2018-19 BUDGET - (ATTACHMENT - INFORMATIONAL - NO ACTION WILL BE TAKEN)**  
Assistant General Manager Brad Davis reviewed the first draft of the Fiscal Year 2018-19 budget with the Board. Mr. Davis reported that the draft was previously presented to the Finance Committee.

Mr. Davis began by outlining the draft budget, noting that 80% of operating expenses consist of wages, benefits, and fuel. The previously reported structural imbalance is expected to continue, with expenses outpacing revenue.

General Manager Estrada reminded the Board that MTD has not implemented a general fare increase since January 2009, and also has not made major service cuts in recent years. Mr. Estrada stated that neither option is considered at this time, but that full transparency requires they be mentioned to the Board at this time.

**AT THIS TIME, VICE CHAIR TABOR ASKED THE BOARD TO ADDRESS AGENDA ITEM #9. DIRECTOR RODRIGUEZ MOVED TO APPROVE THE AGENDA CHANGE. DIRECTOR SHELOR SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

**9. COMMERCIAL AUTOMOBILE AND GENERAL LIABILITY INSURANCE RENEWAL - (ACTION MAY BE TAKEN)**

Manager of Human Resources and Risk Mary Gregg recommended renewal of Commercial Auto and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective April 1, 2018. Ms. Gregg reported the terms were excellent for a variety of reasons, but especially since the rate quote reflected an increase of only 3%.

Mr. Bob Fatch of Brown & Brown Insurance Brokerage was in attendance. Mr. Fatch provided helpful market research information to the Board on competitors' quotes, along with an additional recommendation to approve the renewal. Mr. Fatch echoed his confidence in NIIC referring to them as a stable partner for MTD. In addition, he reported that the national average for commercial auto insurance showed increases closer to 18%. Mr. Fatch expressed his delight that MTD would not be experiencing something similar.

Director Rodriguez moved to approve the request to renew coverage. Director Perotte seconded the motion. The motion passed unanimously.

Mr. Fatch thanked Ms. Gregg for her thorough research and the Board for approving the renewal of the policy he felt would be in the best interest of the District.

**8. LOW CARBON TRANSIT OPERATIONS PROGRAM RESOLUTION - (ATTACHMENTS - ACTION MAY BE TAKEN)**

Manager of Government Relations and Compliance Steve Maas reviewed Resolution 2018-01 with the Board, recommending it for adoption. This Resolution outlines an agreement to comply with all conditions and requirements set forth in the Certification and Assurances for the Low Carbon Transit Operations Program (LCTOP), authorizes General Manager Jerry Estrada to execute all required documents for an application to the California Department of Transportation (Caltrans) for FY 2018 LCTOP funds, and authorizes the submittal to Caltrans of the project "Purchase Four Replacement Zero-Emission Buses."

Director Rodriguez moved to adopt the Resolution. Director Perotte seconded the motion. The motion passed unanimously.

**10. GENERAL MANAGER'S REPORT UPDATE - (INFORMATIONAL - NO ACTION WILL BE TAKEN)**

General Manager Jerry Estrada reported on the efficient 2007 Hybrid Bus battery replacement for seven buses. Likened to the replacement of any diesel bus engine, the scope of work was

intricate and potentially time consuming. Mr. Estrada thanked Assistant General Manager Brad Davis, Materials Manager Steve Hahn and outside procurement consultant Dave Rzepinski.

Mr. Estrada reported staff met with City of Santa Barbara officials regarding the Transit Center rehabilitation project since the last Board meeting. Staff was successful in addressing all final concerns and gained positive momentum toward issuance of the building permits. Ryan Gripp from Capitol Projects was present and participated in a robust discussion around the phasing steps in place following the completion of this first phase with the City.

Mr. Estrada asked Assistant General Manager Brad Davis to give an update on the new MTD fareboxes. Mr. Davis reported that they have successfully passed the first round of beta testing for the Smartcard Project. Rollout will start with students at UCSB and SBCC using their school identification cards. A mobile pay option using smartphones will be the next priority once the smartcard function is operational.

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

Vice Chair Tabor reported the Finance and Human Resources/Risk Committee had a productive session leading up to today's Board meeting on March 8, 2018.

General Manager Jerry Estrada reported the next Planning and Marketing Committee would be scheduled during the week of March 19, 2018 in preparation for the Board meeting of March 27, 2018.

**12. ADJOURNMENT**

Director Rodriguez moved to adjourn the meeting at 9:35am. Director Perotte seconded the motion. The motion passed unanimously.

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**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of March 27, 2018**  
**For the Period March 6, 2018 through March 19, 2018**

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**MONEY MARKET**

**Beginning Balance March 6, 2018** **\$7,922,805.83**

Measure A Transfer	201,132.47
Passenger Fares	136,615.35
Accounts Receivable	79,662.00
Prepays & Advertising	15,778.60
Miscellaneous Income	1,072.00
Interest Income	<u>64.64</u>
<b>Total Deposits</b>	<b>434,325.06</b>

Garn/Escrow Transfers	(989.67)
Bank & CC Fees	(3,302.80)
401(k)/Pension Transfer	(33,684.67)
Workers' Comp	(45,601.60)
Payroll Taxes	(157,746.30)
Payroll	(361,448.70)
Accounts Payable	<u>(1,036,974.78)</u>
<b>Total Disbursements</b>	<b>(1,639,748.52)</b>

**Ending Balance** **\$6,717,382.37**

**CASH INVESTMENTS**

LAIF Account	\$6,412,734.58
Money Market Account	<u>6,717,382.37</u>

**Total Cash Balance** **\$13,130,116.95**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$4,077,172.51)
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**Working Capital** **\$9,052,944.44**

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**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
117536	3/8/2018	ABC BUS COMPANIES INC	BUS PARTS	616.69	
117537	3/8/2018	AQUA-FLO	BUS WASH SUPPLIES	13.79	
117538	3/8/2018	APPLEONE EMPLOYMENT SERVIC	CONTRACT EMPLOYMENT	2,703.80	
117539	3/8/2018	ASBURY ENVIRONMENTAL	WASTE OIL RECYCLER	35.00	
117540	3/8/2018	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	704.00	
117541	3/8/2018	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	977.65	
117542	3/8/2018	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	285.28	
117543	3/8/2018	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	64.65	
117544	3/8/2018	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	25,177.66	
117545	3/8/2018	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	392.24	
117546	3/8/2018	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	322.58	
117547	3/8/2018	CITY OF SANTA BARBARA	SUPERSTOPS - PERMIT FEES	80.00	
117548	3/8/2018	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	575.00	
117549	3/8/2018	CHK AMERICA INC.	SCHEDULE INFO & SYSTEM MAP	425.61	
117550	3/8/2018	CLASSIC GRAPHICS DBA	BUS PAINTING	32,036.65	
117551	3/8/2018	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	256.29	
117552	3/8/2018	CIO SOLUTIONS, LP	IT SERVICES	787.50	
117553	3/8/2018	DAVID DAVIS JR.	DIRECTOR FEES	180.00	
117554	3/8/2018	DAVID SILVA FLOORING INSTALL	BUS FLOOR REPAIRS	1,650.00	
117555	3/8/2018	DESTINATION CREATIVE GROUP L	ADVERTISING-SB VISITOR MAGAZINE	450.00	
117556	3/8/2018	DIESEL MARINE ELECTRIC, INC.	BUS PARTS	452.55	
117557	3/8/2018	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	241.01	
117558	3/8/2018	DRUG TESTING NETWORK, INC	DRUG TESTING	34.95	
117559	3/8/2018	ENERDEL, INC.	HYBRID BATTERY PACKS	361,812.50	
117560	3/8/2018	FERGUSON ENTERPRISES, INC	SHOP SUPPLIES	288.21	
117561	3/8/2018	FLEET SERVICES, INC.	BUS PARTS	1,365.52	
117562	3/8/2018	GIBBS INTERNATIONAL INC	BUS PARTS	1,935.61	
117563	3/8/2018	GILLIG LLC	BUS PARTS	4,011.58	
117564	3/8/2018	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	12,118.84	
117565	3/8/2018	GRAPHICINK	PROMO ITEM	2,352.19	
117566	3/8/2018	GRAINGER, INC.	SHOP/B&G SUPPLIES	54.27	
117567	3/8/2018	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,093.73	
117568	3/8/2018	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	602.38	
117569	3/8/2018	HAYNES SALES DBA	B&G REPAIRS & SUPPLIES	301.70	
117570	3/8/2018	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	395.89	
117571	3/8/2018	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	1,480.00	
117572	3/8/2018	I/O CONTROLS CORPORATION	ELMS SOFTWARE FOR BYD BUSES	7,000.00	
117573	3/8/2018	INTEGRATED SOFTWARE SYSTEM	WEB SITE CONSULTING	180.00	

Check #	Date	Company	Description	Amount	Voids
117574	3/8/2018	JANICARE DBA	JANITORIAL SERVICES	5,033.90	
117575	3/8/2018	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	2,116.30	
117576	3/8/2018	KIMBALL MIDWEST	SHOP SUPPLIES	246.70	
117577	3/8/2018	KIRKS AUTOMOTIVE, INC	BUS/AUTO PARTS	4,202.25	
117578	3/8/2018	LANSPEED DBA	IT SERVICES	1,500.00	
117579	3/8/2018	LAWSON PRODUCTS INC	SHOP SUPPLIES	409.25	
117580	3/8/2018	LMA ARCHITECTS, CORP.	ARCHITECTURAL SERVICES	4,369.74	
117581	3/8/2018	LENZ PEST CONTROL DBA	FUMIGATION SERVICES	40.00	
117582	3/8/2018	LIFELOC TECHNOLOGIES, INC.	BREATH ANALYZER TRAINING	41.49	
117583	3/8/2018	JUAN MARTINEZ	TOOL ALLOWANCE	138.00	
117584	3/8/2018	MC CORMIX CORP. (OIL)	LUBRICANTS	6,520.41	
117585	3/8/2018	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,850.95	
117586	3/8/2018	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	441.64	
117587	3/8/2018	CHUCK MCQUARY	DIRECTOR FEES	180.00	
117588	3/8/2018	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	5,730.31	
117589	3/8/2018	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	1,533.18	
117590	3/8/2018	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	809.04	
117591	3/8/2018	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,109.95	
117592	3/8/2018	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	1,327.75	
117593	3/8/2018	NORTHWEST PUMP & EQUIPMENT	FUEL ISLAND SUPPLIES	149.71	
117594	3/8/2018	PAULA A. PEROTTE	DIRECTOR FEES	180.00	
117595	3/8/2018	POWERSTRIDE BATTERY CO.	EV BATTERIES	1,780.19	
117596	3/8/2018	OLIVIA RODRIGUEZ	DIRECTOR FEES	180.00	
117597	3/8/2018	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	258.76	
117598	3/8/2018	SILVAS OIL CO., INC.	LUBRICANTS	481.61	
117599	3/8/2018	SPECIAL DISTRICT RISK MGMT	MEDICAL HEALTH INSURANCE	46,918.98	
117600	3/8/2018	SANTA BARBARA, CITY OF	ALARM REGISTRATION FEE	265.00	
117601	3/8/2018	WILLIAM JOHN SHELOR	DIRECTOR FEES	180.00	
117602	3/8/2018	SM TIRE, CORP.	BUS TIRE MOUNTING	442.12	
117603	3/8/2018	SO. CAL. EDISON CO.	UTILITIES	7,648.06	
117604	3/8/2018	SOUTHWEST LIFT & EQUIPMENT, I	LIFT REPAIRS & SUPPLIES	923.33	
117605	3/8/2018	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	431.04	
117606	3/8/2018	STAPLES CREDIT PLAN	OFFICE & COMPUTER SUPPLIES	646.45	
117607	3/8/2018	SB CITY OF-REFUSE/WATER	UTILITIES	6,900.63	
117608	3/8/2018	SUZANNE ELLEDGE PLANNING &	CALLE REAL PERMIT SERVICES	37,377.60	
117609	3/8/2018	DAVID W. TUCKER	DMV/VTT REIMBURSEMENT	138.00	
117610	3/8/2018	TELCOM, INC.	2-WAY RADIOS	11,195.61	
117611	3/8/2018	THE MEDCENTER	MEDICAL EXAMS	1,864.00	
117612	3/8/2018	DAVID T. TABOR	DIRECTOR FEES	180.00	
117613	3/8/2018	TANK TEAM INC.	TANK TESTS	1,793.80	
117614	3/8/2018	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	45,807.96	

Check #	Date	Company	Description	Amount	Voids
117615	3/8/2018	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	289.62	
117616	3/8/2018	VALLEY POWER SYSTEMS, INC.	BUS PARTS	2,623.10	
117617	3/8/2018	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	718.42	
117618	3/8/2018	RICHARD WEINBERG	DIRECTOR FEES	120.00	
117619	3/8/2018	JAY WETHERALL	DMV/VTT REIMBURSEMENT	138.00	
117620	3/8/2018	WURTH USA WEST INC.	SHOP SUPPLIES	770.60	
117621	3/16/2018	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	434.01	
117622	3/16/2018	STATE OF CALIFORNIA	PAYROLL RELATED	633.33	
117623	3/16/2018	FRONTIER CALIFORNIA INC.	TELEPHONES	96.98	
117624	3/16/2018	ROBIN GONZALEZ	PR RELATED	250.00	
117625	3/16/2018	LABOR ALLIANCE MANAGED TRU	DENTAL INSURANCE	10,218.00	
117626	3/16/2018	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	47,122.95	
117627	3/16/2018	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
117628	3/16/2018	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
117629	3/16/2018	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
117630	3/16/2018	SO. CAL. EDISON CO.	UTILITIES	792.02	
117631	3/16/2018	THE COUNTRY MEAT MARKET IN	VETERAN'S DAY BBQ	1,700.94	
117632	3/16/2018	TEAMSTERS MISC SECURITY TRUS	UNION MEDICAL INSURANCE	191,842.00	
117633	3/16/2018	TEAMSTERS PENSION TRUST	UNION PENSION	94,928.38	
117634	3/16/2018	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	10,546.89	
117635	3/16/2018	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	2,338.51	
				<b>1,036,974.78</b>	
				<b>Current Cash Report Voided Checks:</b>	0.00
				<b>Prior Cash Report Voided Checks:</b>	0.00
				<b>Grand Total:</b>	<b>\$1,036,974.78</b>

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

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
3/6/2018	Goodwin & Thyne Properties	Advertising on Buses	2,080.00
3/6/2018	Wells Marketing, LLC	Advertising on Buses	1,344.60
3/7/2018	UCSB - Parking Services-7001	Passes/Passports Sales	6,316.00
3/9/2018	Montecito Bank & Trust	Advertising on Buses	2,840.00
3/12/2018	Jim Haggerty	Retiree - Vision	12.20
3/13/2018	CSU Channel Islands, Extended Univ.	Advertising on Buses	3,600.00
3/13/2018	Moonlight Graphics/Mktg	Advertising on Buses	7,236.00
3/14/2018	True Media LLC/Cottage Health	Advertising on Buses	936.00
3/16/2018	Federal Transit Administration	FTA Operating Assistance	15,186.00
3/19/2018	City of SB Creeks Division	Advertising on Buses	300.00
3/19/2018	MacDonald Media/MUFG Union Ban	Advertising on Buses	16,383.60
3/19/2018	MacDonald Media/MUFG Union Ban	Advertising on Buses	16,383.60
3/19/2018	UCSB - Parking Services-7001	Passes/Passports Sales	7,044.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$79,662.00</b>

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**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MARCH 27, 2018 **AGENDA ITEM: #7**  
**DEPARTMENT:** TRANSIT DEVELOPMENT  
**TYPE:** ACTION ITEM  
**PREPARED BY:** STEVE MAAS \_\_\_\_\_  
*Signature*  
**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
*Signature*  
**SUBJECT:** DRAFT FY 2019 SERVICE PLAN

**RECOMMENDATION:**

Receive FY 2019 draft service plan, provide direction to staff, and consider authorizing staff to begin public outreach on the draft plan.

**DISCUSSION:**

Introduction

MTD is experiencing a structural imbalance between operating revenues and operating expenses. The imbalance is forecast to increase to \$956,530 in the FY 2019 draft budget presented to the Board at the previous meeting. Measures such as service cuts and/or fare increases must be considered as ways to alleviate this imbalance. In addition, MTD, along with many other local employers, is finding it harder than ever to recruit and retain employees, including drivers.

As one step towards alleviating these issues, staff proposes some small service cuts in this draft service plan. These are discussed below.

Summary of Proposed Service Adjustments

Two potential significant service adjustments recommended by staff are discussed in detail below:

- Line 15x: Reroute line and revise days and hours of operation
- Lines 20 & 21x: Suspend Line 21x for the duration of Highway 101 construction activities, and add service to Line 20

In addition, minor schedule adjustments are proposed to Lines 7, 10, and 27 to improve on-time performance. These schedule adjustments are expected to result in the loss of approximately three round trips on Line 27 on weekday afternoon and evenings when UCSB is in session.

**BOARD OF DIRECTORS REPORT**

FY 2019 Proposed Revenue Hours

The table below presents the impact on revenue hours expected if the proposed adjustments are implemented. It also accounts for revenue hour fluctuations due to changes in the number of weekday and weekend service days and the impact of a full year of the changes that were implemented in August 2017. As shown, staff has estimated that the net result would be a small decrease of 631 hours (0.3%) compared to FY 2018.

**Proposed FY 2019 Annual Revenue Hours**

Line Item	Revenue Hours
<b>Budgeted FY 2018 Annual Revenue Hours</b>	<b>224,084</b>
<b>Line 15x Proposal</b>	
Proposed Reroute	(50)
Remove Service When SBCC is Not in Session	(80)
Remove 4:30 P.M. to 6:30 P.M. Friday Service	(140)
<i>Subtotal</i>	<i>(270)</i>
<b>Lines 20 &amp; 21x</b>	
Suspend Line 21x Service	(3,556)
Enhance Line 20 Service	3,484
<i>Subtotal</i>	<i>(72)</i>
<b>Schedule Adjustments to Lines 7, 10, &amp; 27</b>	n/a
<b>Calendar Fluctuations &amp; Impact of Full Year of August 2017 Changes</b>	(289)
<i>Total Expected FY 2019 Revenue Hour Changes</i>	<i>(631)</i>
<b>Proposed FY 2019 Annual Revenue Hours*</b>	<b>223,453</b>

\*This does not include the new Amtrak connecting service that will begin on April 2 and is funded by the Santa Barbara County Association of Governments (SBCAG).

Line 15x: Reroute Line 15x and revise days and hours of operation

Attachment 1 presents the proposed changes to Line 15x, and Attachment 2 shows the proposed revised route. As shown, Line 15x would be rerouted off of the Mesa and would circle around the Santa Barbara City College (SBCC) main campus. The route would travel in a consistent one-way direction all day from the University of California, Santa Barbara (UCSB) toward Isla Vista and Camino Real Marketplace, rather than reversing in the afternoon.

The revised route would have the following positive impacts:

- More direct access to SBCC all day.
- Improved on-time performance.



## BOARD OF DIRECTORS REPORT

- Two additional trips toward SBCC and four additional trips toward UCSB.
- Simplified understanding of the bus route.
- Additional capacity at the UCSB North Hall bus stop for those traveling from UCSB toward Isla Vista and Camino Real Marketplace in the afternoon.
- Reduce wear and tear on MTD buses by reducing the number of buses that travel up and down the Carrillo Street hill.

The following impacts would also result from the reroute:

- Passengers on the Mesa who currently use Line 15x to travel to UCSB, Isla Vista, or Goleta would now board Line 4 or 5 and transfer to either Line 15x at SBCC or Line 24x at the Transit Center. An origin-destination survey of peak-period trips suggested that this would affect an average of four or five passengers per peak-period trip. Midday Mesa ridership on the route is minimal.
- The revised route would no longer serve the bus stops on Cliff Drive at Oceano Avenue and Weldon Road, used by SBCC West Campus students. However, the walking distance from the center of West Campus to those stops is nearly identical to the distance to the SBCC main campus stop that will continue to be served.

Two relatively small service reductions are also proposed for Line 15x, as follows. Current Line 15x passengers at these times would have access to various lines to travel to the Transit Center and transfer to Line 24x.

- Line 15x primarily serves SBCC students traveling between SBCC and UCSB, Isla Vista, and Goleta. Thus, staff proposes to eliminate service on days when SBCC is not in session but UCSB is in session. This includes two weeks during the summer and a week or two during winter and spring breaks, depending on how the calendars fall each year.
- Staff also proposes to eliminate Line 15x service on Friday afternoons from 4:30 P.M. to 6:30 P.M. during the SBCC fall and spring semesters, because a very small number of SBCC students are in class during that time.

*Alternative: Improve on-time performance on existing Line 15x*

If the Board does not wish to change the current Line 15x route, the alternative is to increase the time allotted for each trip to allow for improved on-time performance. No additional revenue hours would be added to the service, resulting in fewer trips throughout the day. Staff estimates that eight trips (four round trips) would be lost each day.

*Line 20 & Line 21x: Suspend Line 21x and Enhance Line 20*

Line 21x typically has not operated as an express service in recent years, due to increasing congestion and construction on Highway 101. At times, a trip on Line 21x takes longer than Line 20. Thus, under this option, Line 21x is proposed for suspension until the Highway 101 HOV lanes are operational.

The hours currently operated on Line 21x, would, for the most part, be used for two improvements to Line 20 service. Nearly every Line 20 trip would be allowed 60 minutes, which will improve the on-time performance of the service. Secondly, more consistent service would be provided during peak hours. Peak service would be operated as follows:

## BOARD OF DIRECTORS REPORT

- Leaving Carpinteria toward Santa Barbara
  - 6:00 A.M. - 7:00 A.M. 30 minute frequency
  - 7:00 A.M. - 8:00 A.M. 15 minute frequency
  - 8:00 A.M. - 9:00 A.M. 30 minute frequency
- Leaving Santa Barbara toward Carpinteria:
  - 3:00 P.M. - 5:00 P.M. 30 minute frequency
  - 5:00 P.M. - 6:00 P.M. 15 minute frequency

Mid-day frequency would remain at 40 minutes. In total, 30 weekday trips would be provided in each direction. This is a reduction from the current combined total of Line 20 & 21x trips (35 toward Carpinteria and 36 toward Santa Barbara) due to the necessity to increase the time allotted to Line 20 trips to improve on-time performance. On Saturdays, Line 21x trips will be replaced by Line 20 trips, with improved on-time performance. On Sundays, Line 20 on-time performance would be improved.

*Alternative: Improve on-time performance on existing Lines 20 & 21x*

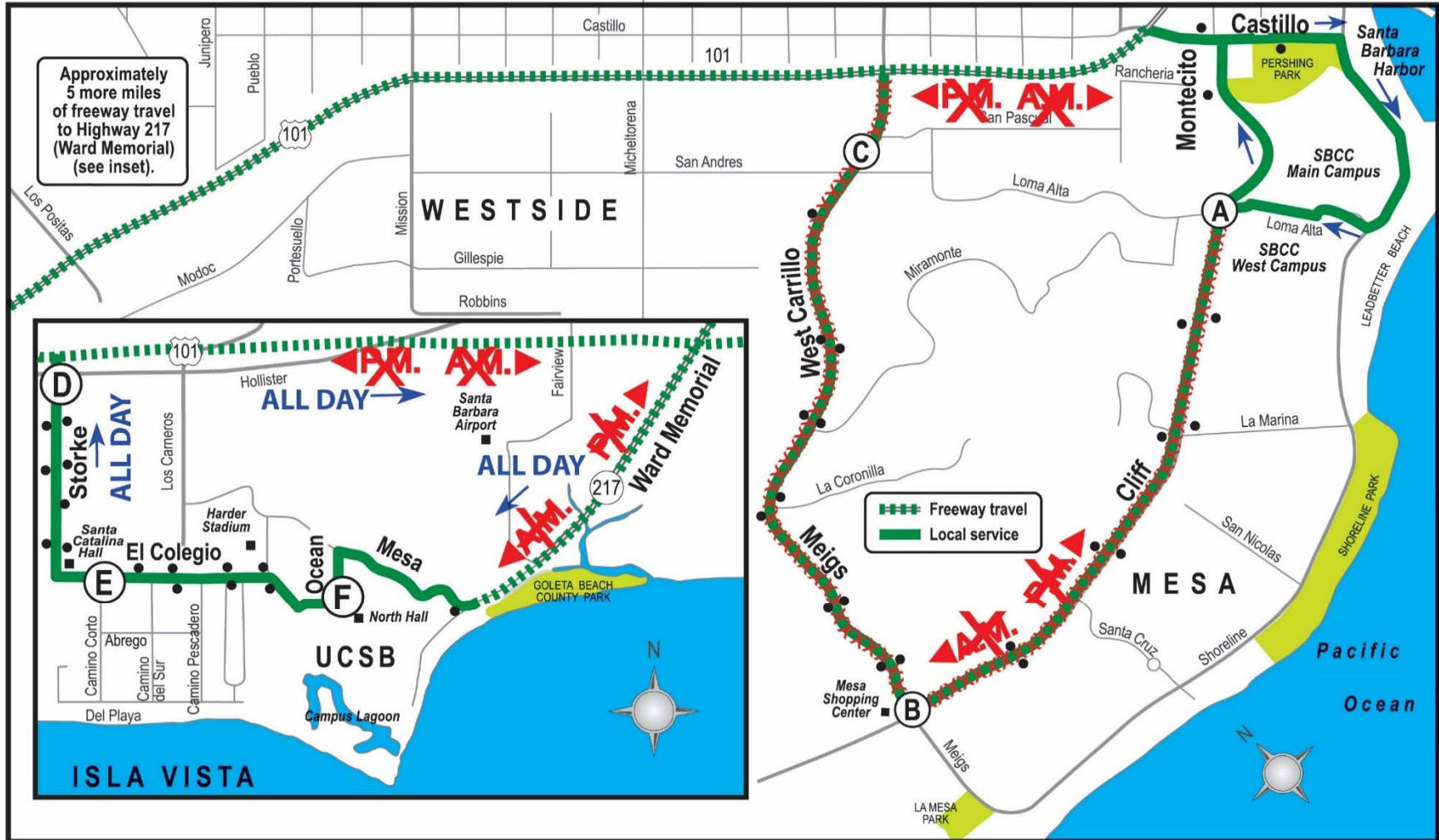
If the Board does not wish to suspend Line 21x, the alternative is to increase the time allotted for each trip on both lines to allow for improved on-time performance. No additional revenue hours would be added to the service, resulting in fewer trips throughout the day.

Staff estimates that Line 21x would lose one one-way trip in the morning and two in the afternoon. Line 20 is estimated to lose two one-way trips in the morning, two at midday, and five in the evening. Thus, in total, it is estimated that Lines 20 & 21x combined would operate 12 fewer one-way trips under this option. The peak-hour service would not become more consistent, as it would under the staff recommendation.

### **ATTACHMENTS:**

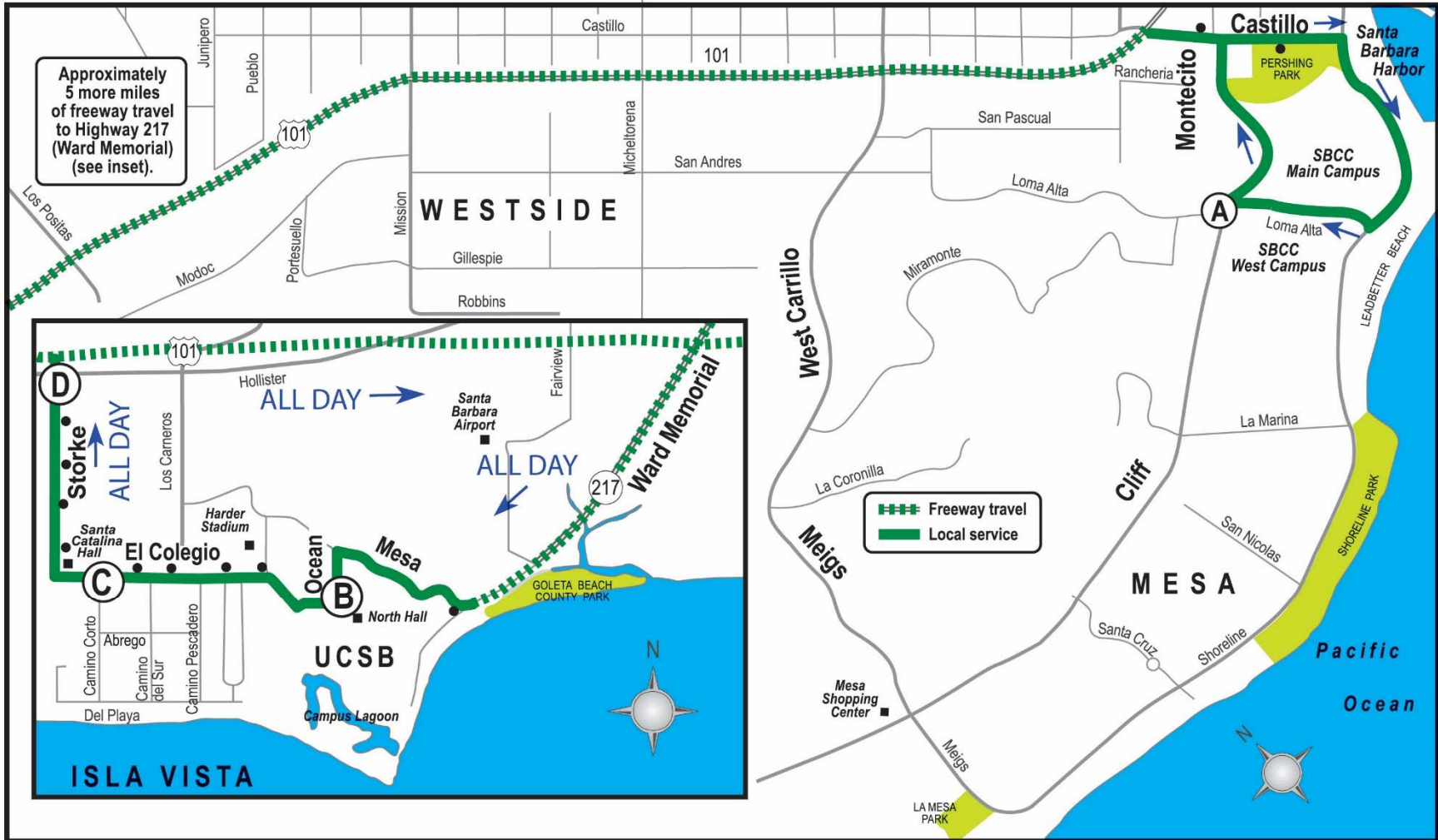
- Attachment 1: Proposed Changes to Line 15x
- Attachment 2: Proposed Revised Line 15x

# Attachment 1: Proposed Changes to Line 15x



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# Attachment 2: Proposed Revised Line 15x



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**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MARCH 27, 2018 **AGENDA ITEM: #8**

**DEPARTMENT:** FINANCE

**TYPE:** ACTION ITEM

**PREPARED BY:** THAIS SAYAT

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** RESOLUTION FOR FY 2018-19 TRANSPORTATION DEVELOPMENT ACT CLAIM

**RECOMMENDATION:**

Staff is requesting that the Board adopt the attached Resolution 2018-2 authorizing the General Manager to claim the Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District for FY 2018-19.

**DISCUSSION:**

Staff is preparing the Santa Barbara Metropolitan Transit District's FY 2018-19 TDA claim forms. All claims must be submitted to the Santa Barbara County Association of Governments by April 1, 2018.

**ATTACHMENT:**

Resolution for the FY 2018-19 Transportation Development Act Claim

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**RESOLUTION**  
*of the*  
**BOARD OF DIRECTORS**  
*of the*  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

IN THE MATTER OF AUTHORIZING THE FILING  
OF A CLAIM WITH THE SANTA BARBARA  
COUNTY ASSOCIATION OF GOVERNMENTS FOR  
ALLOCATION OF TRANSPORTATION DEVELOPMENT  
ACT FUNDS FOR FISCAL YEAR 2018-19

**RESOLUTION NO. 2018-02**

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund and the State Transit Assistance Fund, for use by eligible claimants for various transportation purposes; and

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations hereunder (21 Cal. Admin. Code Sections 6600 et seq.) a prospective claimant wishing to receive an allocation from the Local Transportation Fund or the State Transit Assistance Fund shall file its claim with the Santa Barbara County Association of Governments.

NOW, THEREFORE, BE IT RESOLVED that the General Manager, Jerry Estrada, is authorized to execute and file an appropriate claim pursuant to the terms of the Transportation Development Act, as amended, and pursuant to applicable rules and regulations promulgated there under, together with all necessary supporting documents, with the Santa Barbara County Association of Governments for an allocation of TDA funds in Fiscal Year 2018-19.

BE IT FURTHER RESOLVED that the authorized claim includes \$257,881 for regional and transportation planning and \$7,921,258 for transit purposes, plus STA funds to be allocated for mass transportation or local transportation planning.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Santa Barbara Association of Governments in conjunction with the filing of the claim.

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 27th day of March, 2018 by the following vote:

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Chair, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors

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<b>BOARD OF DIRECTORS STAFF REPORT</b>
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**MEETING DATE:** MARCH 27, 2018 **AGENDA ITEM: #9**  
**DEPARTMENT:** MARKETING  
**TYPE:** INFORMATIONAL ITEM  
**PREPARED BY:** HILLARY BLACKERBY \_\_\_\_\_  
*Signature*  
**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
*Signature*  
**SUBJECT:** REPORT ON COMMUNITY SURVEY RESULTS

**RECOMMENDATION:**

That the Board of Directors receive a presentation on the results of the Community Survey conducted in the fall of 2017.

**DISCUSSION:**

From mid-September to mid-November 2017, staff conducted outreach to bus riders and non-bus riders to encourage survey responses. The survey covered the following topics: travel modes, reasons for choosing or not choosing bus travel, perception of aspects of the MTD service, customer satisfaction, and a few other topics, including demographic information. The goal of the survey was to take a baseline measurement of community perception of transit in general and MTD specifically and to learn more about why individuals choose the travel modes they use most often.

The survey was conducted both online and in paper form, in both Spanish and English. Surveys were completed at outreach events and community meetings, the Transit Center, on certain bus lines and at high-use bus stops. The online survey was disseminated through online advertising, third party emails sent by community partners such as the City of Santa Barbara, UCSB and SBCC. Staff collected 955 survey responses.

The response to this Community Survey is much larger than any market research done for the agency in recent memory. Staff plans to take the information learned in this survey to inform future service planning, customer service procedures, and marketing strategies.

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To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: March 27, 2018  
Subject: General Manager's Report

## **Operations, Fleet & Facilities**

Supervisor and driver training is in full swing in preparation for the First/Last Mile (FLM) Amtrak connecting service beginning April 2. The second-of-seven Cruise ships of the spring season, the Ruby Princess, visited Friday, March 23. To the extent possible due to driver shortage, we will provide four drivers/shuttles and one Supervisor for each visit (per agreement).

UCSB will be conducting street repairs during the week of March 26<sup>th</sup> (Spring Break) that will block our access to the North Hall circle and to Ocean Road for about 4 days. Working with Mimi Rogers (UCSB Design & Construction Services) who is the Construction Project Analyst, MTD will reroute all UCSB lines to the Campbell Hall loop/circle. This will provide an accessible stop in near proximity to our usual North Hall circle.

During the recent rainstorm, MTD had a 40-ft. Gillig bus staged outside of Carpinteria City Hall in case of emergency. Likewise, MTD was on standby to assist with evacuations in Montecito as needed.

On March 12<sup>th</sup> staff met with MTD's architectural and engineering consultants and a representative from City of Santa Barbara Public Works to discuss the plan check corrections from the City's latest review of MTD's submittal for the Transit Center Renovation Project. Public Works has requested that MTD make a number of offsite improvements in the public right of way that include replacement of the sidewalk, curb, gutter, and driveway apron. MTD's consultants are drafting a proposal to MTD to address those design changes.

On March 8<sup>th</sup> staff met with City of Santa Barbara personnel to discuss the Interim Facilities and Operations Plan for the project. The purpose of the meeting is to discuss logistics of temporarily closing the existing Transit Center and activating the temporary facility. City personnel provided feedback on positioning of the temporary facilities, phasing, and the proposed work along Figueroa Street to support boarding and alighting during the project. A follow-up meeting between staff and City personnel will be scheduled in the next two weeks to finalize the plan.

BYD engineers developed a repair for the design defect that recently took the BYD fleet offline. BYD's aftersales team has been implementing the fix at MTD's yard and the last two buses will be completed by March 22.

As it pertains to implementation of the BYD fleet into daily operations, a recent MTD Southern California Edison bill included a \$3,700 demand charge for a max demand of 237 kW, which was linked to simultaneous charging of four BYD buses on January 26<sup>th</sup> between 10:00p –

10:15p (each BYD bus draws approximately 60 kW while charging). Since facilities-related demand charges are calculated per kilowatt according to the highest recording demand during each billing cycle (regardless of season, day of week, or time of day), MTD has implemented several strategies to mitigate demand costs. Such measures include staggering charging so buses charge at different time intervals (0% state of charge to 100% takes approximately 3.5 – 4.0 hours) and using chargers associated with different SCE meters.

Additionally, BYD will be installing hardware that will allow MTD to schedule charging electronically for afterhours charging. Staff has also engaged Southern California Edison to discuss rate options, technologies for mitigating demand, and potential partnership opportunities. All of these measures will be critical in reducing energy costs as MTD ramps-up its use of battery electric buses.

MTD has taken delivery of 13 of the 17 SamTrans buses that have been rebranded with MTD's paint scheme and decals. Two additional buses are anticipated to arrive to MTD the week of March 26<sup>th</sup> and the final two buses the week of April 9<sup>th</sup>.

During the week of March 26<sup>th</sup> MTD will install fareboxes on two additional Gilligs from SamTrans bringing the total number of active "SamTrans Gilligs" to four. These buses will be designated for Amtrak first and last mile and school booster service only since they are not equipped with Clever Devices ITS hardware. Clever Devices has informed staff that the ITS equipment and wiring harnesses for the 17 SamTrans buses will be installed in May.

## **Planning & Administration**

Scheduling of public outreach for the August service changes is underway. A more robust outreach plan than past years will take place, with public meetings being supplemented by a livestreamed presentation on Facebook, and an online survey soliciting feedback on proposed service changes. This outreach will take place in April.

Staff attended a City of Goleta "Complete Streets" meeting regarding the future redesign of Hollister Avenue through Old Town. Three possible scenarios were presented. All three would add on-street bike lanes in both directions. Two of the scenarios achieve the needed bike lane space by converting Hollister Avenue to one lane each way of motor vehicle traffic, while the third retains four travel lanes but removes parking on the north side of Hollister Avenue. Most meeting attendees preferred one of the two options that preserves parking but removes motor vehicle lanes.

MTD's commercial auto and liability insurance carrier, National Interstate Insurance, recently completed an onsite audit with Risk in advance of the renewal of the policy. Bob Fatch, MTD's insurance broker with Brown & Brown Insurance, was also present. The auditor was very impressed with MTD's hiring, training, and safety programs. The auditor was also complimentary of MTD's annual safety award recognition given to drivers, supervisors and maintenance personnel for their individual safety record.

The Buy America Pre-Award Audit for the purchase of the 10 Gillig buses has been completed. The audit certifies that, among other things, the buses will be produced using a minimum of 65% of components produced in the United States as well as final assembly taking place domestically. As a result, the contract for the \$5.2 million purchase has now been executed. While we are still awaiting the manufacturing schedule from Gillig, it is typically about an 18-month lead-time putting anticipated delivery in the fall of 2019.

MTD is upgrading its network system firewall this week. A key component of electronic security, a firewall monitors incoming and outgoing network traffic and decides whether to allow or block specific traffic, which helps screen out hackers, viruses, and other security threats. MTD will continue to use a Palo Alto Networks firewall, considered a leader in the industry.

Staff is in the process of contracting with MuniServices for the provision of sales tax projections specific to the local area. The results will be used in conjunction with other estimates in determining MTD growth factors to use in next year's budget as well as the five-year budget forecast. The firm is used by some local agencies including the City of Santa Barbara. Staff is also looking to hire a consultant that specializes in finding reimbursements from the State for the cost of underground storage tank removals. A UST removal from the Overpass facility a decade ago will be the focus of the effort. The services entail going through archived records used for preparing the claim request. Compensation is based solely on a contingency fee basis.