



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, March 19, 2019
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 March 5, 2019.

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

The Board of Directors will be asked to review and approve the Cash Reports from February 26, 2019, through March 8, 2019.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

Members of the public may address the Board of Directors on items within the 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.gov and at MTD Administrative offices.

7. DRAFT SERVICE PLAN FOR FISCAL YEAR 2019-20 - (ACTION MAY BE TAKEN)

Staff will recommend that the Board of Directors receive a presentation on the proposed service changes for August 2019.

BOARD OF DIRECTORS AGENDA

- 8. RESOLUTION FOR FISCAL YEAR 2019-20 TRANSPORTATION DEVELOPMENT ACT CLAIM - (ATTACHMENT - ACTION MAY BE TAKEN)**
Staff will request that the Board adopt the attached Resolution 2019-02 authorizing the General Manager to claim the Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District for Fiscal Year 2019-20.
- 9. ADOPTION OF FISCAL YEAR 2019-20 MEASURE A PROGRAM OF PROJECTS SUBMITTAL - (ATTACHMENT - ACTION MAY BE TAKEN)**
Staff will request that the Board approve the submittal of Santa Barbara Metropolitan Transit District (MTD) Measure A Program of Projects for Fiscal Year 2019-20.
- 10. FISCAL YEAR 2018-19 SECOND QUARTER PERFORMANCE REPORTS - (ATTACHMENT - INFORMATIONAL)**
Staff will present Performance Reports for the Second Quarter and six-month period ending December 31, 2018 of Fiscal Year 2018-19.
- 11. GENERAL MANAGER'S REPORT - (INFORMATIONAL)**
The General Manager will provide an update on district activities.
- 12. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)**
The Board will report on other related public transit issues and committee meetings.
- 13. ADJOURNMENT**

AMERICANS 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 DRAFT MINUTES

REGULAR MEETING
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SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, March 5, 2019
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

Chair Dave Davis called the meeting to order at 8:30 AM.

2. ROLL CALL OF THE BOARD MEMBERS

Chair Davis reported that all members were present.

3. REPORT REGARDING POSTING OF AGENDA

Christina Perry, Administrative Assistant Lead, reported that the agenda was posted on Friday, March 1, 2019, 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 of Directors was asked to waive the reading of and approve the draft minutes for the meeting of February 19, 2019.

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

The Board of Directors was asked to review and approve the Cash Reports from February 12, 2019, through February 25, 2019.

Vice Chair Dave Tabor moved to approve the consent calendar. Director Paula Perotte seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

No public comments were made.

7. FIRST DRAFT OF FISCAL YEAR 2019-20 BUDGET - (ATTACHMENT - INFORMATIONAL)

Assistant General Manager and Controller Brad Davis presented the first draft of the Fiscal Year 2019-20 Budget to the Board and direction for the preparation of the second draft to be considered by the Board for adoption in June.

BOARD OF DIRECTORS DRAFT MINUTES

The Board thanked Assistant General Manager Davis for a thorough report.

8. COMMERCIAL AUTO AND GENERAL LIABILITY INSURANCE RENEWAL - (ACTION MAY BE TAKEN)

Mary Gregg, Manager of Human Resources and Risk, recommended the renewal of Commercial Auto and General Liability Insurance coverage with National Interstate Insurance Company (NIIC).

Director Dick Weinberg moved to approve renewal of coverage. Vice Chair Tabor seconded the motion. The motion passed unanimously.

9. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

General Manager Jerry Estrada provided an update on district activities, including: new Gillig buses, Southern California Edison workshop on March 1st, the Transportation Development Act (TDA) Triennial review, renewable diesel contract, and Ebus maintenance.

10. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

Chair Davis thanked Councilmember Oscar Gutierrez for his presence at the meeting. The Board asked Councilmember Gutierrez for an update on City Council matters.

General Manager Estrada provided the Board with an update on UCSB service. Operations Manager Bill Morris informed the Board of preparation measures in case of extreme weather conditions.

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

No public comments regarding closed session were made prior to recess.

Chair Davis stated that the Board would stand in recess to the closed sessions at 10:04 AM.

11. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE SECTION 54957.6) – (ACTION MAY BE TAKEN)

Agency-designated representatives: MTD General Manager and Human Resources and Risk Manager.

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

12. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE SECTIONS 54957(B)(1); 54957.6) - (ACTION MAY BE TAKEN)

Unrepresented employees' performance review.

Agency-designated representatives: MTD General Manager and Human Resources and Risk Manager.

No reportable action was taken by the Board in either Closed Session matter.

13. ADJOURNMENT

The meeting was adjourned at 11:41 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 19, 2019
For the Period February 26, 2019 through March 8, 2019

MONEY MARKET

Beginning Balance February 26, 2019 **\$5,061,937.28**

Accounts Receivable	1,440,953.92
Measure A Transfer	192,480.26
Passenger Fares	99,525.96
Miscellaneous Income	<u>2,168.91</u>
Total Deposits	1,735,129.05

Miscellaneous Transfers	(1,239.78)
401(k)/Pension Transfer	(33,914.02)
Payroll Taxes	(165,559.13)
Accounts Payable	(276,634.77)
Payroll	<u>(376,554.16)</u>
Total Disbursements	(853,901.86)

Ending Balance **\$5,943,164.47**

CASH INVESTMENTS

LAIF Account	\$8,554,374.44
Money Market Account	<u>5,943,164.47</u>

Total Cash Balance **\$14,497,538.91**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,126,759.57)
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Working Capital **\$10,370,779.34**

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

Date	Company	Description	Amount
2/22/2019	CalPERS	OPEB Reimbursement - Dec '18	5,868.47
2/22/2019	LOSSAN Rail Corridor Agency	LOSSAN Contract Revenue - FY19 Q2	8,313.00
2/26/2019	UCSB - Parking Services-7001	Passes/Passports Sales	6,188.00
3/1/2019	SBCC - Contract Fares	Contract Fares - Mar-May '19	273,984.00
3/1/2019	SBCC - Contract Fares	Contract Fares - Feb '19	91,328.00
3/4/2019	Jill Grisham	Retiree - Vision	12.45
3/4/2019	Local Transportation Fund	SB 325 - Feb '19	733,392.04
3/4/2019	Measure A, Section 3 LSTI	Measure A Funds - Feb '19	196,996.35
3/5/2019	City of SB - Public Works Director	Downtown Shuttle - Feb '19	101,502.67
3/6/2019	Goodwin & Thyne Properties	Advertising on Buses	2,340.00
3/7/2019	S.B.C.A.G.	Amtrak Connecting Service - Dec '18	13,786.94
3/8/2019	County of Santa Barbara	Passes/Token Sales	2,511.00
3/8/2019	Ken Porter Auctions	Vehicle Sales - Nova Bus #427	1,450.00
3/8/2019	Montecito Bank & Trust	Advertising on Buses	3,281.00
Total Accounts Receivable Paid During Period			\$1,440,953.92

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
120368	3/1/2019	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	433.47	
120369	3/1/2019	STATE OF CALIFORNIA	PAYROLL RELATED	415.00	
120370	3/1/2019	LMA ARCHITECTS, CORP.	TC ARCHITECTURAL SERVICES	3,710.59	
120371	3/1/2019	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
120372	3/1/2019	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	75.00	
120373	3/1/2019	STATE BOARD OF EQUALIZATION	PAYROLL RELATED	250.00	
120374	3/1/2019	SB CITY OF-REFUSE/WATER	UTILITIES	1,141.38	
120375	3/1/2019	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	1,186.52	
120376	3/7/2019	ABC BUS COMPANIES INC	BUS PARTS	650.07	
120377	3/7/2019	APPLIED INDUSTRIAL TECHNOLO	SHOP SUPPLIES	217.90	
120378	3/7/2019	A-OK MOWERS	HONDA GENERATOR REPAIR	80.95	
120379	3/7/2019	AMERICAN MOVING PARTS, LLC	BUS PARTS	491.63	
120380	3/7/2019	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	973.91	
120381	3/7/2019	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	296.16	
120382	3/7/2019	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	362.77	
120383	3/7/2019	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	484.18	
120384	3/7/2019	CELTIS VENTURES, INC.	MARKETING SERVICES	2,125.20	
120385	3/7/2019	CHARGEPOINT, INC.	EV CHARGING STATION ADMIN FEES	500.00	
120386	3/7/2019	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	265.98	
120387	3/7/2019	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	5,635.01	
120388	3/7/2019	DAVID DAVIS JR.	DIRECTOR FEES	360.00	
120389	3/7/2019	DIESEL FORWARD, INC.	BUS PARTS	4,068.15	
120390	3/7/2019	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE/MEMBERSHIP DUE	1,100.00	
120391	3/7/2019	PABLO GARCIA ESQUER	REIMBURSEMENT	56.00	
120392	3/7/2019	FGL ENVIRONMENTAL, INC	STORMWATER TEST	349.00	
120393	3/7/2019	FLEET SERVICES, INC.	BUS PARTS	266.14	
120394	3/7/2019	GIBBS INTERNATIONAL INC	BUS PARTS	2,604.26	
120395	3/7/2019	GILLIG LLC	BUS PARTS	8,263.36	
120396	3/7/2019	GLOBAL TOWING, INC.	TOWING SERVICES	1,000.00	
120397	3/7/2019	GOLD COAST TRANSPORT REFRIG	BUS A/C MAINTENANCE	681.76	
120398	3/7/2019	GRAPHICINK	PROMOTIONAL ITEMS	170.75	
120399	3/7/2019	GRAINGER, INC.	SHOP/B&G SUPPLIES	847.94	
120400	3/7/2019	RYAN GRIPP	REIMBURSEMENTS	121.80	
120401	3/7/2019	HI-LINE ELECTRIC COMPANY, INC	BUS PARTS	79.69	
120402	3/7/2019	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	241.21	
120403	3/7/2019	JANICARE DBA	JANITORIAL SERVICES	5,405.83	
120404	3/7/2019	JANEK CORP	BUS PARTS	261.00	
120405	3/7/2019	KIMBALL MIDWEST	SHOP SUPPLIES	734.11	

Check #	Date	Company	Description	Amount	Voids
120406	3/7/2019	LARA'S AUTO REPAIR DBA	SERVICE VEHICLE REPAIRS	237.73	
120407	3/7/2019	LORI'S MOBILE NOTARY&FINGERP	MOBILE NOTARY	1,453.00	
120408	3/7/2019	MC CORMIX CORP. (OIL)	LUBRICANTS	9,537.39	
120409	3/7/2019	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	4,948.73	
120410	3/7/2019	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	300.49	
120411	3/7/2019	CHUCK MCQUARY	DIRECTOR FEES	300.00	
120412	3/7/2019	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	6,002.49	
120413	3/7/2019	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	190.19	
120414	3/7/2019	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	995.95	
120415	3/7/2019	MULLEN & HENZELL	ATTORNEY SERVICES - CALLE REAL	13,949.03	
120416	3/7/2019	NEOPART TRANSIT LLC	BUS PARTS	404.22	
120417	3/7/2019	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	827.24	
120418	3/7/2019	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	454.05	
120419	3/7/2019	PAULA A. PEROTTE	DIRECTOR FEES	180.00	
120420	3/7/2019	POWERSTRIDE BATTERY CO.	EV BATTERIES	598.89	
120421	3/7/2019	OLIVIA RODRIGUEZ	DIRECTOR FEES	240.00	
120422	3/7/2019	MISAEAL RODRIGUEZ	REIMBURSEMENT	56.00	
120423	3/7/2019	NOLAN D ROBERTSON	REIMBURSEMENTS	100.00	
120424	3/7/2019	SAFETY MATTERS CERTIFIED TRA	TRAINING	954.00	
120425	3/7/2019	SANSUM CLINIC	MEDICAL EXAMS	1,615.00	
120426	3/7/2019	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	78.26	
120427	3/7/2019	SILVAS OIL CO., INC.	LUBRICANTS	440.74	
120428	3/7/2019	SELECT STAFFING DBA	CONTRACT SERVICES	972.80	
120429	3/7/2019	WILLIAM JOHN SHELOR	DIRECTOR FEES	300.00	
120430	3/7/2019	SANTA BARBARA SIGNS, INC. DB	TC SIGNAGE PERMIT FEES	510.74	
120431	3/7/2019	SM TIRE, CORP.	BUS TIRE MOUNTING	279.00	
120432	3/7/2019	SO. CAL. EDISON CO.	UTILITIES	9,920.86	
120433	3/7/2019	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	89.56	
120434	3/7/2019	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	702.38	
120435	3/7/2019	SB CITY OF-REFUSE/WATER	UTILITIES	3,203.05	
120436	3/7/2019	DAVID T. TABOR	DIRECTOR FEES	240.00	
120437	3/7/2019	TOOL DISCOUNTER.COM DBA	SHOP EQUIPMENT	398.44	
120438	3/7/2019	TRAPEZE SOFTWARE GROUP, INC.	ANNUAL SOFTWARE LICENSE FEES	58,676.00	
120439	3/7/2019	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	89,225.44	
120440	3/7/2019	UCSB ECONOMIC FORECAST PROJ	CORPORATE LEVEL SPONSORSHIP	1,400.00	
120441	3/7/2019	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	252.21	
120442	3/7/2019	U.S. BANK CORP. PAYMENT SYSTE	CREDIT CARD PURCHASES	6,532.89	
120443	3/7/2019	VALLEY POWER SYSTEMS, INC.	BUS PARTS	0.00	V
120444	3/7/2019	VALLEY POWER SYSTEMS, INC.	BUS PARTS	9,314.36	
120445	3/7/2019	VALLEY POWER SYSTEMS, INC.	BUS PARTS	2,078.37	
120446	3/7/2019	VERITECH, INC.	BUS PARTS	450.00	

Check #	Date	Company	Description	Amount	Voids
120447	3/7/2019	WAXIE SANITARY SUPPLY	DBA JANITORIAL SUPPLIES	797.15	
120448	3/7/2019	RICHARD WEINBERG	DIRECTOR FEES	240.00	
120449	3/7/2019	WEST MARINE PRO	DBA BUS PARTS	130.37	
120450	3/7/2019	WURTH USA WEST INC.	SHOP SUPPLIES	891.03	
				276,634.77	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$276,634.77



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 19, 2019

AGENDA ITEM: #7

DEPARTMENT: PLANNING

TYPE: ACTION ITEM

PREPARED BY: HILLARY BLACKERBY

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: DRAFT SERVICE PLAN FOR FISCAL YEAR 2019-20

RECOMMENDATION:

Staff recommends that the Board of Directors receive a presentation on the proposed service changes for August 2019.

DISCUSSION:

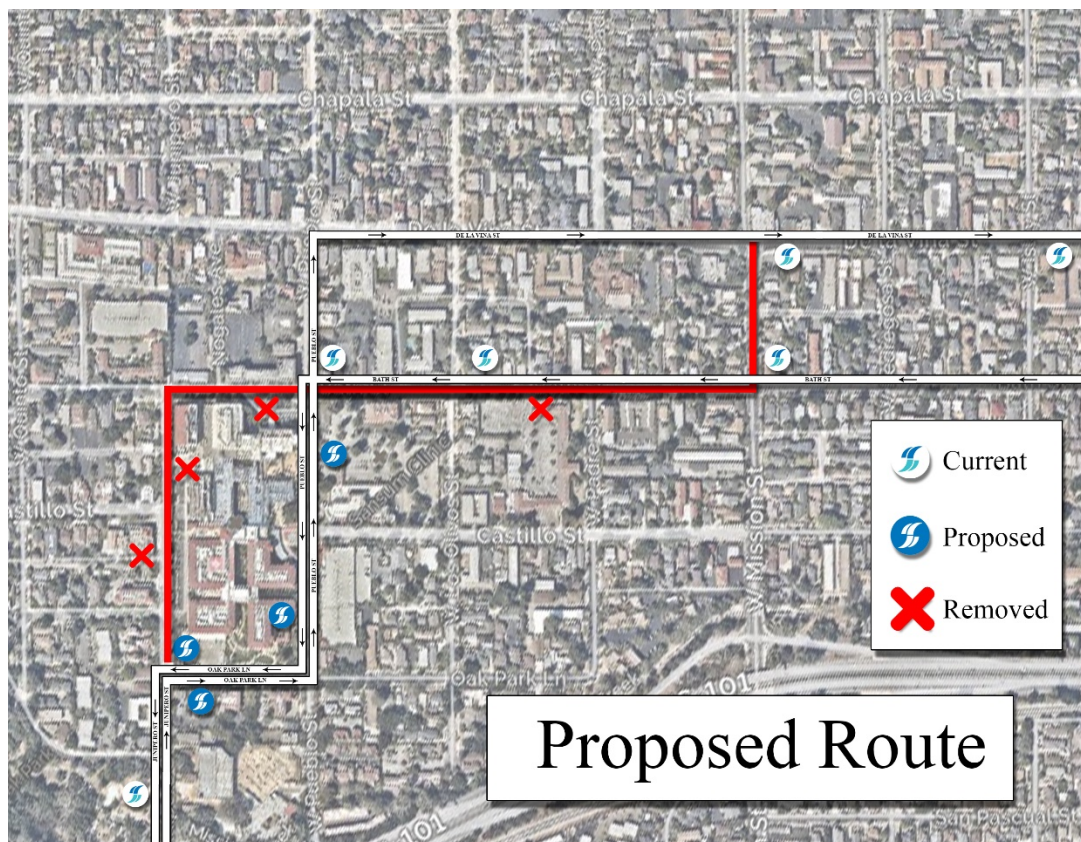
Staff is considering a .02% increase in revenue hours for FY 2019-20. The approved service level for FY 2018-19 was 225,196 hours. The changes currently under consideration would increase the service level to 225,576 hours representing an increase of 380 hours. The potential net increase in service hours is primarily comprised of minor adjustments for on-time performance for Lines 4, 5, 10, 14, 15x, 17, 20, and several booster routes. Other service changes are proposed to make service more efficient.

Lines	Purpose of Changes	Additional Revenue Hours
4, 5, 10, 14, 15x, 17, 20	On-time performance	81
Booster services	On-time performance	249
3	Routing changes	0
12x & 24x	Bus stop balancing	0
Miscellaneous	Minor adjustments	50
Total		380

New Routing and Stops for Line 3

Due to planned changes at Santa Barbara Cottage Hospital, there will be several Line 3 stop changes in the area surrounding the Cottage Hospital campus. Existing stops at Junipero at Castillo (inbound and outbound) and Bath at Pueblo (inbound) will be eliminated and replaced by new stops at Oak Park Lane at Junipero (inbound and outbound) and Pueblo at Castillo (inbound and outbound). This means the routing in the area immediately around the hospital will change to the following: Inbound right on Oak Park Lane from Junipero, left on Pueblo. Outbound- Right on Oak Park Lane from Pueblo left on Junipero.

In addition to the proposed changes by Cottage Hospital, the City of Santa Barbara has a planned project in the Bicycle Master Plan that would change the circulation of Bath and Castillo Streets between Mission and Los Olivos Streets. The current one-way "couplet" that ends at Mission (with Bath one-way towards the Hospital and Castillo one-way towards Downtown) is proposed to be extended past Mission up to Los Olivos. This would necessitate a routing change for the Line 3 since it currently serves the blocks of Bath between Pueblo and Mission (including the Schott Center) on both the inbound and outbound trips. If the City moves forward with this long-planned change, the inbound Line 3 would serve the new Pueblo and Castillo stop and continue up Pueblo to De La Vina, turning right and serving the next stop at De La Vina at Mission. This would mean elimination of the De La Vina and Islay stop. City staff is working on details for the project and will share more in the coming weeks.



BOARD OF DIRECTORS REPORT

Minor On-Time Performance Adjustments

Upon staff analysis of current on-time performance, minor changes are needed on Lines 4, 5, 10, 14, 15x, 17, and 20. This will consist mostly of small changes, reallocating time between time points, or adjusting trip times at a specific time of day.

Minor schedule changes are proposed for our booster services that serve junior high and high schools in the morning and afternoon. These services have not had their schedules changed in many years and some of them need minor schedule adjustments to improve on-time performance.

Bus Stop Balancing on Lines 12x and 24x

Express bus lines are generally characterized by limited stops between major destinations. Two of MTD's express lines, the 12x (Goleta Express) and 24x (UCSB Express) are currently faster trips than the local lines that serve the same locations but still stop at almost every bus stop they pass. This makes for a slower trip and reduces the overall express nature of the service. For that reason, planning staff is proposing that Lines 12x and 24x not serve certain stops they have traditionally served. These stops often serve other lines and will therefore the infrastructure will not be removed, they just will not be served by Lines 12x and 24x. The stops proposed for removal from these lines are:

Inbound Stops Proposed for Elimination on Express Lines

Line 12x	Line 24x
Hollister at Los Carneros Way	Storke at Santa Felicia
Hollister at Hartley	Storke at Sierra Madre
Hollister at Griggs	El Colegio at Stadium
Carrillo at Bath	Carrillo at Bath

Outbound Stops Proposed for Elimination on Express Lines

Line 12x	Line 24x
Chapala at Anapamu	Chapala at Anapamu
Arrellaga at De La Vina	Arrellaga at De La Vina
Hollister at Wendy's	El Colegio at Stadium
Hollister at Lopez	El Colegio at Camino Corto
Hollister at David Love	Storke at El Colegio
Hollister at Robin Hill	Storke at Whittier
Hollister at Willow Springs	Storke at Santa Felicia
Hollister at Los Carneros Way	

In the areas where the stops are proposed to be eliminated from these routes, remaining stops are very close nearby on adjacent blocks, and traditionally, people are willing to walk a bit farther to access express transit services.

Line 28

Ridership in Isla Vista has grown exponentially over the past few years. From its inception, Line 28 (UCSB Shuttle) has had the highest number of passengers per hour of any of MTD's fixed route lines, often averaging 89 passengers per hour. Passenger loads on all lines serving the Storke and El Colegio corridors are experiencing records and riders are often left behind at stops when the buses become too full to board. UCSB fully funds operation of Line 28. MTD management is currently in conversation with UCSB management to discuss increasing frequency on Line 28 to accommodate the increased demand in Isla Vista.

Microtransit

MTD has applied for Low Carbon Transit Operations Program (LCTOP) funds to conduct a one-year microtransit pilot. Microtransit is flexible, on-demand, curb-to-curb service within a specified zone in which passengers can request a ride via smartphone app or phone call. The service is provided by a wheelchair-accessible passenger van and provides shared rides anywhere in the specified zone for a flat fee. If the pilot goes forward, modeling and simulations will be conducted to determine the location for the microtransit zone.

Community Feedback

Community meetings to receive feedback are currently being scheduled for the month of April in Santa Barbara, Carpinteria and Goleta. The same service change presentation will be given at a meeting of the Isla Vista Community Services District board. To accompany the meetings, staff is again planning to distribute a survey that explains the proposed changes and seeks input from the public.



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 19, 2019

AGENDA ITEM: #8

DEPARTMENT: FINANCE

TYPE: ACTION ITEM

PREPARED BY: THAIS SAYAT

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: RESOLUTION FOR FISCAL YEAR 2019-20 TRANSPORTATION
DEVELOPMENT ACT CLAIM

RECOMMENDATION:

Staff is requesting that the Board adopt the attached Resolution 2019-02 authorizing the General Manager to claim the Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District for Fiscal Year 2019-20.

DISCUSSION:

Staff is preparing the Santa Barbara Metropolitan Transit District's Fiscal Year 2019-20 TDA claim forms. All claims must be submitted to the Santa Barbara County Association of Governments by April 1, 2019.

ATTACHMENT:

- Resolution for the Fiscal Year 2019-20 Transportation Development Act Claim

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 2019-20

RESOLUTION NO. 2019-02

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 2019-20.

BE IT FURTHER RESOLVED that the authorized claim includes \$ 263,767 for regional and transportation planning and \$8,102,028 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 19th day of March, 2019 by the following vote:

AYES: _____
NAYS: _____
ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 19, 2019

AGENDA ITEM: #9

DEPARTMENT: FINANCE

TYPE: ACTION ITEM

PREPARED BY: THAIS SAYAT

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: ADOPTION OF FISCAL YEAR 2019-20 MEASURE A PROGRAM OF PROJECTS SUBMITTAL

RECOMMENDATION:

Staff is requesting that the Board approve the submittal of Santa Barbara Metropolitan Transit District (MTD) Measure A Program of Projects for Fiscal Year 2019-20.

DISCUSSION:

Consistent with the Measure A ordinance, MTD prepared its Program of Projects for Fiscal Year 2019-20. Attached is the submittal form provided by SBCAG, including MTD's estimated appropriation for the next five years. The Program of Projects must be submitted to the Santa Barbara County Association of Governments by April 15, 2019.

ATTACHMENT:

- Five year Measure A Program of Projects



Santa Barbara Metropolitan Transit District
Five Year Measure A Program of Projects (FYs 2019/20 to 2023/24)
Measure A Local Street and Transportation Improvements Submittal Form
(Figures in \$000)

Local Street & Transportation Improvements		Measure A Revenues								Non-Measure A Revenues				Total Project Cost	For Santa Barbara County Only
Project Descriptions	FY 2017/18 Actual Expenditures	Carry-over from FY 17/18	Carry-over from FY 18/19	FY 19/20	FY 20/21	FY 21/21	FY 22/23	FY 23/24	TOTAL Measure A Revenues	Local	State	Federal	TOTAL Non-Measure A Revenues		Class 2 Bikeway Maintenance Expenditure - Count as Alternative Transportation Expenditure
Maintainance, Improv ement or Construction of Roadways & Bridges															
									\$0				\$0	\$0	
Safety Improv ements															
									\$0				\$0	\$0	
Urban Forestry Street Tree Program															
									\$0				\$0	\$0	
Storm Damage Repair to Transportation Facilities															
									\$0				\$0	\$0	
Roadway Drainage Facilities															
									\$0				\$0	\$0	
Traffic Signal Coordination, Intersection Channelization															
									\$0				\$0	\$0	
Traffic Management															
									\$0				\$0	\$0	
Landscaping Maintenance															
									\$0				\$0	\$0	
Highway Improv ements															
									\$0				\$0	\$0	
Matching Funds for State and Regional Programs and Projects															
									\$0				\$0	\$0	
TOTAL		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Alternative Transportation Expenditures				Measure A Revenues						Non-Measure A Revenues				Total Project Cost
Project Descriptions	FY 2017/18 Actual Expenditures	Carry-over from FY 17/18	Carry-over from FY 18/19	FY 19/20	FY 20/21	FY 21/21	FY 22/23	FY 23/24	TOTAL Measure A Revenues	Local	State	Federal	TOTAL Non-Measure A Revenues	
Maintenance, Repair, Construction & Improv ement of Bike & Ped Facilities														\$0
									\$0				\$0	\$0
Safe Routes to School Improv ements														
									\$0				\$0	\$0
Reduced Transit Fares for Seniors & Disabled														
									\$0				\$0	\$0
Bus and Rail Transit Serv ices and Facilities														
Santa Barbara MTD-Operations	26,138			\$2,092	\$2,076	\$2,080	\$1,869	\$1,902	\$10,019	\$107,126		\$27,764	\$134,890	\$144,909
Santa Barbara MTD-Capital	934			\$968	\$960	\$962	\$866	\$881	\$4,637	\$0	\$27,458	\$14,750	\$42,208	\$46,845
									\$0				\$0	\$0
Programs, Education, & Incentives to Reduce Single Occupant Auto Trips or Transportation Demand														
									\$0				\$0	\$0
TOTAL ALTERNATIVE TRANSPORTATION EXPENDITURES		0	\$0	\$3,060	\$3,036	\$3,042	\$2,735	\$2,783	\$14,656	\$107,126	\$27,458	\$42,514	\$177,098	\$191,754
TOTAL EXPENDITURES		0	\$0	\$3,060	\$3,036	\$3,042	\$2,735	\$2,783	\$14,656	\$107,126	\$27,458	\$42,514	\$177,098	\$191,754

Santa Barbara Metropolitan Transit District
Measure A Program of Projects
(Figures in \$000)

<u>Capital Projects Detail</u>	<u>Five Year Total</u>
Revenue Vehicle Purchases	\$26,534
Revenue Vehicle Improvements	2,717
Operating Facilities	2,330
Passenger Facilities	8,100
Intelligent Transportation Systems	1,550
Information Systems	3,435
Other Equipment	2,179
	<u>\$46,845</u>



QUARTERLY REPORT

Fiscal Year 2018-19

For the Six-Month Period Ending
December 31, 2018



FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

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FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

Ridership Summary

Systemwide ridership increased during the second quarter (October through December) of FY 2018-19 and totaled 1,690,575, representing a 7.8% increase of approximately 121,913 riders from the same period of FY 2017-18. Ridership year-to-date for the six-month period from July through March totaled 3,125,859 in FY 2018-19, representing a 3% increase from the same period of FY 2017-18.

As shown in the table below, the total number of service days in the Second Quarter of FY 2018-19 was the same as FY 2017-18, but there was one fewer weekday service day and one more Saturday service day. Sunday service days remained the same. Due to air quality impacts from the Thomas Fire in December 2017, there was a reduction in school days at secondary schools, the University of California, Santa Barbara (UCSB) and Santa Barbara City College (SBCC). Students at the latter two institutions together make up approximately one-third of MTD ridership.

MTD SERVICE CALENDAR DAYS

<u>SERVICE DAYS</u>	<u>FY 2019</u>		<u>FY 2018</u>		<u>Year to Date</u>
	<u>Q2</u>	<u>YTD</u>	<u>Q2</u>	<u>YTD</u>	<u>Change</u>
Weekdays	60	123	61	124	(1)
Saturdays	15	28	14	28	0
Sundays	15	31	15	30	1
Total	90	182	90	182	0

<u>SCHOOL DAYS</u>	<u>FY 2019</u>		<u>FY 2018</u>		<u>Year to Date</u>
	<u>Q2</u>	<u>YTD</u>	<u>Q2</u>	<u>YTD</u>	<u>Change</u>
SBCC	52	97	45	94	3
UCSB	52	115	47	103	12
Secondary	53	98	43	88	10

UCSB ridership increased 12.4% in the third quarter, and 7.6% year-to-date. This continues to illustrate the importance of providing a high level of service to UCSB and Isla Vista. Year-to-date, UCSB students comprise 19% of MTD ridership.

SBCC student ridership continues to decrease as their enrollment decreases. Year-to-date total ridership by SBCC students has decreased by 8.1% from the previous year. This category still comprises 9% of MTD ridership.

As shown in the table, Santa Barbara Unified School District class days increased over the previous year due to Thomas Fire school closures in December 2017. Booster service ridership increased 19.3% year-to-date.



FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

System Ridership Report

For the Six-Month Period Ending December 31, 2018

Ridership by Fare Category

Fare Categories	Quarter			YTD		
	Oct 18 - Dec 18	Oct 17 - Dec 17	% Change	FY 2018-2019	FY2017- 2018	% Change
General Fare	204,969	197,095	4.0%	437,976	451,062	-2.9%
Transfers	115,595	122,891	-5.9%	244,449	273,815	-10.7%
Full Fare Prepaid ¹	252,508	216,035	16.9%	548,175	485,230	13.0%
Santa Barbara City College	181,197	186,125	-2.6%	309,488	336,619	-8.1%
Senior & Disabled Prepaid ²	182,298	169,590	7.5%	370,318	346,003	7.0%
Shuttle	41,342	37,754	9.5%	111,763	119,078	-6.1%
UC Santa Barbara	468,940	417,260	12.4%	606,817	534,607	13.5%
Youth Prepaid ³	149,977	119,569	25.4%	294,854	259,452	13.6%
Free	28,900	32,516	-11.1%	63,021	68,924	-8.6%
Special Pass Programs	10,561	16,175	-34.7%	24,025	42,662	-43.7%
Senior Cash	41,802	40,100	4.2%	88,166	89,365	-1.3%
Persons with Disabilities Cash	7,719	7,925	-2.6%	17,305	17,183	0.7%
Tokens	4,767	5,627	-15.3%	9,502	11,860	-19.9%
Total	1,690,575	1,568,662	7.8%	3,125,859	3,035,860	3.0%

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

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

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

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

Revenue Hours and Revenue Miles

Metrics	Quarter			YTD		
	Oct 18 - Dec 18	Oct 17 - Dec 17	%Change	FY 2018-2019	FY2017- 2018	% Change
Passengers	1,690,575	1,568,662	7.8%	3,125,859	3,035,860	3.0%
Revenue Hours	54,238	53,893	0.6%	109,217	108,698	0.5%
Passengers per Revenue Hour	31.2	29.1	7.1%	28.6	27.9	2.5%
Miles	646,852	651,090	-0.7%	1,296,503	1,309,802	-1.0%
Passengers per Mile	2.6	2.4	8.5%	2.4	2.3	4.0%

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

FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

MTD System Ridership

		Quarter			YTD		
LINE		Oct 18 - Dec 18	Oct 17 - Dec 17	% Change	FY 2018-2019	FY 2017- 2018	% Change
1	West Santa Barbara	84,826	78,167	8.5%	168,987	165,344	2.2%
2	East Santa Barbara	124,494	122,482	1.6%	249,084	257,954	-3.4%
3	Oak Park	48,878	47,164	3.6%	98,742	99,720	-1.0%
4	Mesa / SBCC	31,460	31,250	0.7%	61,237	62,978	-2.8%
5	Mesa / La Cumbre	32,238	31,653	1.8%	65,508	63,976	2.4%
6	Goleta	145,331	136,946	6.1%	290,807	283,703	2.5%
7	County Health / Fairview	71,533	66,970	6.8%	146,399	137,927	6.1%
10	Cathedral Oaks	5,081	4,209	20.7%	9,413	8,621	9.2%
11	UCSB	272,470	247,470	10.1%	492,566	458,719	7.4%
12x	Goleta Express	47,097	45,155	4.3%	99,824	98,362	1.5%
14	Montecito	19,162	19,059	0.5%	39,206	41,081	-4.6%
15x	SBCC / UCSB Express	69,364	63,707	8.9%	108,605	110,332	-1.6%
16	City College Shuttle	31,377	25,330	23.9%	48,769	43,166	13.0%
17	Lower West / SBCC	32,075	35,660	-10.1%	65,785	74,455	-11.6%
20	Carpinteria	89,678	68,198	31.5%	172,946	145,118	19.2%
21x	Carpinteria Express	-	17,614	-100.0%	9,835	38,025	-74.1%
23	Winchester Canyon	13,727	11,425	20.1%	27,271	22,868	19.3%
24x	UCSB Express	146,640	128,787	13.9%	281,173	255,769	9.9%
25	Elwood	17,143	15,008	14.2%	34,087	31,212	9.2%
27	Isla Vista Shuttle	93,879	90,475	3.8%	123,520	118,734	4.0%
28	UCSB Shuttle	143,174	134,441	6.5%	184,438	170,784	8.0%
36	Seaside Shuttle	15,268	12,276	24.4%	30,817	28,475	8.2%
37	Crosstown Shuttle	25,374	23,069	10.0%	49,857	47,312	5.4%
90	West Goleta Amtrak Shuttle	2,183	-	100.0%	4,686	-	100.0%
91	East Goleta Amtrak Shuttle	1,173	-	100.0%	2,205	-	100.0%
92	Santa Barbara Amtrak Shuttle	1,450	-	100.0%	3,232	-	100.0%
	Booster Services	72,426	53,820	34.6%	110,138	92,347	19.3%
System Subtotal		1,637,501	1,510,335	8.4%	2,979,137	2,856,982	4.3%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	44,563	48,393	-7.9%	118,953	143,302	-17.0%
31	East Beach Waterfront Shuttle	5,323	5,753	-7.5%	16,726	22,683	-26.3%
32	West Beach Waterfront Shuttle	3,188	4,181	-23.8%	11,043	12,893	-14.3%
<i>Unknown</i>							
		-			-		
System Total		1,690,575	1,568,662	7.8%	3,125,859	3,035,860	3.0%
<i>Related Routes</i>							
20, 21x Carpinteria		89,678	85,812	4.5%	182,781	183,143	-0.2%
1, 2, 37 East/West & Crosstown		234,694	223,718	4.9%	467,928	470,610	-0.6%
4, 5, 15x, 16, 17 Mesa Lines		196,514	187,600	4.8%	349,904	354,907	-1.4%
6, 11 State/Hollister		417,801	384,416	8.7%	783,373	742,422	5.5%
7, 8, 9 Calle Real/Fairview		71,533	66,970	6.8%	146,399	137,927	6.1%

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

FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

MTD Passengers per Revenue Hour

		Quarter			YTD		
LINE		Oct 18 - Dec 18	Oct 17 - Dec 17	% Change	FY 2018-2019	FY2017- 2018	% Change
1	West Santa Barbara	31.2	28.6	9.0%	30.6	29.5	3.9%
2	East Santa Barbara	29.4	28.7	2.2%	28.9	29.3	-1.3%
3	Oak Park	21.0	20.1	4.5%	20.8	20.9	-0.5%
4	Mesa / SBCC	27.7	27.3	1.4%	26.6	27.2	-2.3%
5	Mesa / La Cumbre	18.6	18.3	1.8%	18.7	18.3	2.4%
6	Goleta	29.1	27.3	6.4%	28.8	28.7	0.2%
7	County Health / Fairview	19.2	17.8	7.6%	19.3	18.1	6.5%
10	Cathedral Oaks	12.3	10.0	22.8%	11.1	10.1	10.2%
11	UCSB	36.1	32.7	10.5%	32.2	30.3	6.5%
12x	Goleta Express	26.0	24.9	4.5%	27.2	27.0	0.8%
14	Montecito	15.6	15.4	0.9%	15.7	16.4	-4.0%
15x	SBCC / UCSB Express	37.3	33.9	9.9%	32.1	27.0	18.9%
16	City College Shuttle	40.9	35.1	16.5%	42.3	36.4	16.4%
17	Lower West / SBCC	40.6	44.7	-9.2%	40.9	46.0	-11.2%
20	Carpinteria	20.0	19.4	2.9%	20.2	20.6	-1.9%
21x	Carpinteria Express	-	17.4	-100.0%	17.6	19.1	-7.9%
23	Winchester Canyon	23.6	19.6	20.6%	23.1	19.3	20.0%
24x	UCSB Express	48.8	42.6	14.3%	45.9	41.6	10.5%
25	Elwood	25.6	22.3	14.7%	25.1	23.9	5.2%
27	Isla Vista Shuttle	51.0	49.1	3.8%	40.7	39.2	4.0%
28	UCSB Shuttle	80.9	74.8	8.1%	56.5	52.1	8.5%
36	Seaside Shuttle	14.7	13.1	11.9%	14.6	14.2	3.2%
37	Crosstown Shuttle	17.2	15.4	11.8%	16.5	15.6	6.2%
90	West Goleta Amtrak Shuttle	67.5	-	100.0%	71.3	-	100.0%
91	East Goleta Amtrak Shuttle	36.3	-	100.0%	33.6	-	100.0%
92	Santa Barbara Amtrak Shuttle	30.5	-	100.0%	33.4	-	100.0%
	Booster Services	87.8	83.5	5.2%	87.1	82.6	5.4%
System Subtotal		32.0	29.6	8.1%	29.3	28.3	3.9%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	18.6	21.8	-14.9%	20.8	25.7	-18.9%
31	East Beach Waterfront Shuttle	10.9	11.8	-7.7%	12.4	16.6	-25.6%
32	West Beach Waterfront Shuttle	13.2	17.3	-23.8%	17.4	20.3	-14.2%
<i>Unknown</i>							
		-	-	0.0%	-	-	0.0%
System Total		31.2	29.1	7.1%	28.6	27.9	2.5%
<i>Related Routes</i>							
20, 21x Carpinteria		44.7	38.9	14.8%	41.5	41.9	-1.1%
1, 2, 37 East/West & Crosstown		30.1	28.7	5.0%	29.1	29.0	0.3%
4, 5, 15x, 16, 17 Mesa Lines		22.8	22.5	1.2%	24.4	24.4	0.0%
6, 11 State/Hollister		26.4	25.0	5.7%	30.9	29.7	4.0%
7, 8, 9 Calle Real		19.2	17.8	7.6%	19.3	18.1	6.6%

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

FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

MTD “At Capacity” Loads*

		Quarter			YTD		
LINE		Oct 18 - Dec 18	Oct 17 - Dec 17	% Change	FY 2018-2019	FY2017- 2018	% Change
1	West Santa Barbara	5	12	-58.3%	18	29	-37.9%
2	East Santa Barbara	15	39	-61.5%	59	66	-10.6%
3	Oak Park	1	2	-50.0%	5	3	66.7%
4	Mesa / SBCC	3	3	0.0%	3	7	-57.1%
5	Mesa / La Cumbre	7	8	-12.5%	11	17	-35.3%
6	Goleta	34	36	-5.6%	71	124	-42.7%
7	County Health / Fairview	17	6	100.0%	29	6	100.0%
10	Cathedral Oaks	1	-	100.0%	3	1	200.0%
11	UCSB	129	105	22.9%	186	159	17.0%
12x	Goleta Express	43	14	207.1%	80	57	40.4%
14	Montecito	13	6	116.7%	15	11	36.4%
15x	SBCC / UCSB Express	100	24	316.7%	130	51	154.9%
16	City College Shuttle	7	6	16.7%	17	15	13.3%
17	Lower West / SBCC	2	3	-33.3%	7	7	0.0%
20	Carpinteria	30	12	150.0%	49	17	188.2%
21x	Carpinteria Express	-	-	0.0%	1	1	0.0%
23	Winchester Canyon	1	3	100.0%	5	3	100.0%
24x	UCSB Express	223	97	129.9%	376	196	91.8%
25	Ellwood	2	3	100.0%	11	3	100.0%
27	Isla Vista Shuttle	156	108	44.4%	168	113	48.7%
28	UCSB Shuttle	47	72	-34.7%	52	81	-35.8%
36	Seaside Shuttle	-	-	0.0%	1	1	0.0%
37	Crosstown Shuttle	3	4	0.0%	3	4	0.0%
90	West Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
91	East Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
92	Santa Barbara Amtrak Shuttle	-	-	0.0%	-	-	0.0%
	Booster Services	65	45	44.4%	79	83	-4.8%
System Subtotal		904	608	48.7%	1,379	1,055	30.7%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	11	15	-26.7%	53	68	-22.1%
31	East Beach Waterfront Shuttle	-	-	0.0%	1	7	-85.7%
32	West Beach Waterfront Shuttle	-	-	100.0%	-	-	100.0%
<i>Related Routes</i>							
20, 21x Carpinteria		30	12	150.0%	50	18	177.8%
1, 2, 37 East/West & Crosstown		23	55	-58.2%	80	99	-19.2%
4, 5, 15x, 16, 17 Mesa Lines		119	44	170.5%	168	97	73.2%
6, 11 State/Hollister		163	141	15.6%	257	283	-9.2%
7, 8, 9 Calle Real, Fairview		17	6	100.0%	29	6	100.0%
<i>Unknown/Miscellaneous</i>							
		-	-	0.0%	-	-	0.0%
System Total		915	623	46.9%	1,433	1,130	26.8%

*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

FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

MTD “Too Full to Board” Loads*

		Quarter			YTD		
LINE		Oct 18 - Dec 18	Oct 17 - Dec 17	% Change	FY 2018-2019	FY2017- 2018	% Change
1	West Santa Barbara	6	2	100.0%	12	2	100.0%
2	East Santa Barbara	4	7	-42.9%	5	16	-68.8%
3	Oak Park	1	-	0.0%	1	-	0.0%
4	Mesa / SBCC	-	-	0.0%	-	-	0.0%
5	Mesa / La Cumbre	-	5	-100.0%	5	11	-54.5%
6	Goleta	10	19	-47.4%	23	31	-25.8%
7	County Health / Fairview	5	3	66.7%	5	5	0.0%
10	Cathedral Oaks	1	-	100.0%	2	1	100.0%
11	UCSB	297	238	24.8%	327	256	27.7%
12x	Goleta Express	6	4	50.0%	61	35	74.3%
14	Montecito	-	-	0.0%	-	2	-100.0%
15x	SBCC / UCSB Express	77	10	670.0%	91	26	250.0%
16	City College Shuttle	-	2	-100.0%	3	5	-40.0%
17	Low er West / SBCC	-	1	0.0%	-	1	0.0%
20	Carpinteria	1	-	100.0%	9	1	800.0%
21x	Carpinteria Express	-	-	0.0%	-	-	0.0%
23	Winchester Canyon	10	5	100.0%	12	6	100.0%
24x	UCSB Express	199	110	80.9%	346	219	58.0%
25	Ellw ood	-	-	100.0%	1	-	100.0%
27	Isla Vista Shuttle	179	95	88.4%	195	99	97.0%
28	UCSB Shuttle	205	244	-16.0%	230	254	-9.4%
36	Seaside Shuttle	4	-	100.0%	8	-	100.0%
37	Crosstow n Shuttle	1	1	0.0%	1	1	0.0%
90	West Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
91	East Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
92	Santa Barbara Amtrak Shuttle	-	-	0.0%	-	-	0.0%
	Booster Services	38	41	-7.3%	56	69	-18.8%
System Subtotal		1,044	787	32.7%	1,393	1,040	33.9%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	17	45	-62.2%	85	327	-74.0%
31	East Beach Waterfront Shuttle	-	1	-100.0%	2	2	0.0%
32	West Beach Waterfront Shuttle	-	3	0.0%	4	7	-42.9%
<i>Related Routes</i>							
20, 21x Carpinteria		1	-	0.0%	9	1	800.0%
1, 2, 37 East/West & Crosstow n		11	10	10.0%	18	19	-5.3%
4, 5, 15x, 16, 17 Mesa Lines		77	18	327.8%	99	43	130.2%
6, 11 State/Hollister		307	257	19.5%	350	287	22.0%
7, 8, 9 Calle Real, Fairview		5	3	0.0%	5	5	0.0%
<i>Unknown/Miscellaneous</i>							
		-	-	0.0%	-	-	0.0%
System Total		1,061	836	26.9%	1,484	1,376	7.8%

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

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

FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

MTD Bicycles Carried

		Quarter			YTD		
LINE		Oct 18 - Dec 18	Oct 17 - Dec 17	% Change	FY 2018-2019	FY2017- 2018	% Change
1	West Santa Barbara	477	484	-1.4%	911	1,001	-9.0%
2	East Santa Barbara	1,186	1,161	2.2%	2,294	2,545	-9.9%
3	Oak Park	490	387	26.6%	954	859	11.1%
4	Mesa / SBCC	401	384	4.4%	830	900	-7.8%
5	Mesa / La Cumbre	574	533	7.7%	1,163	1,359	-14.4%
6	Goleta	3,218	3,228	-0.3%	6,608	6,730	-1.8%
7	County Health / Fairview	1,723	1,563	10.2%	3,499	3,309	5.7%
10	Cathedral Oaks	54	98	-44.9%	151	226	-33.2%
11	UCSB	5,606	5,140	9.1%	10,851	10,112	7.3%
12x	Goleta Express	1,333	1,635	-18.5%	2,991	3,618	-17.3%
14	Montecito	313	303	3.3%	637	734	-13.2%
15x	SBCC / UCSB Express	950	1,022	-7.0%	1,671	1,842	-9.3%
16	City College Shuttle	199	226	-11.9%	316	377	-16.2%
17	Low er West / SBCC	175	225	-22.2%	409	495	-17.4%
20	Carpinteria	1,714	2,096	-18.2%	3,537	4,206	-15.9%
21x	Carpinteria Express	-	542	-100.0%	199	1,171	-83.0%
23	Winchester Canyon	273	232	17.7%	617	402	53.5%
24x	UCSB Express	2,743	2,528	8.5%	5,679	5,336	6.4%
25	Elw ood	287	239	20.1%	574	498	15.3%
27	Isla Vista Shuttle	408	631	-35.3%	614	837	-26.6%
28	UCSB Shuttle	785	993	-20.9%	1,150	1,331	-13.6%
36	Seaside Shuttle ¹	1	-	100.0%	2	-	100.0%
37	Crosstow n Shuttle ¹	4	23	-82.6%	51	99	-48.5%
90	West Goleta Amtrak Shuttle	4	-	100.0%	13	-	100.0%
91	East Goleta Amtrak Shuttle	17	-	100.0%	27	-	100.0%
92	Santa Barbara Amtrak Shuttle	3	-	100.0%	5	-	100.0%
	Booster Services	31	52	-40.4%	51	84	-39.3%
System Subtotal		22,969	23,725	-3.2%	45,804	48,071	-4.7%
Downtown Waterfront Shuttles ¹							
30	State Street Shuttle ¹	-	-	N/A	3	-	N/A
31	East Beach Waterfront Shuttle ¹	-	-	N/A	-	-	N/A
32	West Beach Waterfront Shuttle ¹	-	-	N/A	-	-	N/A
Related Routes							
20, 21x Carpinteria		1,714	2,638	-35.0%	3,736	5,377	-30.5%
1,2,37 East/West & Crosstow n		1,667	1,668	-0.1%	3,256	3,645	-10.7%
4, 5, 15x, 16, 17 Mesa Lines		2,299	2,390	-3.8%	4,389	4,973	-11.7%
6,11 State/Hollister		8,824	8,368	5.4%	17,459	16,842	3.7%
7, 8, 9 Calle Real/Fairview		1,723	1,563	10.2%	3,499	3,309	5.7%
Unknown/Miscellaneous							
		-	3	-100.0%	5	5	0.0%
System Total		22,969	23,728	-3.2%	45,812	48,076	-4.7%

¹ MTD electric shuttles cannot carry bicycles.

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

FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

MTD Wheelchairs

		Quarter			YTD		
LINE		Oct 18 - Dec 18	Oct 17 - Dec 17	% Change	FY 2018-2019	FY2017- 2018	% Change
1	West Santa Barbara	401	482	-16.8%	772	988	-21.9%
2	East Santa Barbara	341	680	-49.9%	795	1,441	-44.8%
3	Oak Park	167	209	-20.1%	478	496	-3.6%
4	Mesa / SBCC	48	21	128.6%	97	70	38.6%
5	Mesa / La Cumbre	83	194	-57.2%	237	384	-38.3%
6	Goleta	469	509	-7.9%	964	1,123	-14.2%
7	County Health / Fairview	623	493	26.4%	1,097	1,092	0.5%
10	Cathedral Oaks	6	-	100.0%	10	3	233.3%
11	UCSB	667	650	2.6%	1,319	1,347	-2.1%
12x	Goleta Express	153	160	-4.4%	312	351	-11.1%
14	Montecito	40	155	-74.2%	102	250	-59.2%
15x	SBCC / UCSB Express	38	92	-58.7%	56	129	-56.6%
16	City College Shuttle	142	70	102.9%	235	122	92.6%
17	Low er West / SBCC	39	44	-11.4%	95	101	-5.9%
20	Carpinteria	207	508	-59.3%	528	943	-44.0%
21x	Carpinteria Express	-	57	-100.0%	27	138	-80.4%
23	Winchester Canyon	12	9	33.3%	28	16	75.0%
24x	UCSB Express	149	152	-2.0%	295	313	-5.8%
25	Elw ood	27	15	80.0%	46	34	35.3%
27	Isla Vista Shuttle	15	29	-48.3%	25	40	-37.5%
28	UCSB Shuttle	24	28	-14.3%	32	51	-37.3%
36	Seaside Shuttle	10	12	-16.7%	17	25	-32.0%
37	Crosstow n Shuttle	43	39	10.3%	71	87	-18.4%
90	West Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
91	East Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
92	Santa Barbara Amtrak Shuttle	-	-	0.0%	-	-	0.0%
	Booster Services	7	2	250.0%	8	6	33.3%
System Subtotal		3,711	4,610	-19.5%	7,646	9,550	-19.9%
Downtown Waterfront Shuttles							
30	State Street Shuttle	185	175	5.7%	483	349	38.4%
31	East Beach Waterfront Shuttle	26	22	18.2%	71	46	54.3%
32	West Beach Waterfront Shuttle	11	18	-38.9%	48	30	60.0%
Related Routes							
20, 21x Carpinteria		207	565	-63.4%	555	1,081	-48.7%
1, 2, 37 East/West & Crosstow n		785	1,201	-34.6%	1,638	2,516	-34.9%
4, 5, 15x, 16, 17 Mesa Lines		350	421	-16.9%	720	806	-10.7%
6, 11 State/Hollister		1,136	1,159	-2.0%	2,283	2,470	-7.6%
7, 8, 9 Calle Real/Fairview		623	493	26.4%	1,097	1,092	0.5%
Unknown/Miscellaneous							
		-	-	0.0%	2	1	100.0%
System Total		3,933	4,825	-18.5%	8,250	9,976	-17.3%

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



FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

Customer Service Report

Complaints & Compliments

Month	Passenger Relations	Driving Observations	Schedule/Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
October	17	0	4	0	21	33,230	9
November	13	3	1	2	19	29,669	1
December	8	4	0	6	17	25,236	1
Total	38	7	5	8	57	29,659	11

Year-To-Date Total Complaints & Compliments

Month	Passenger Relations	Driving Observations	Schedule/Policy	Missed Passengers	Total Complaints	Passenger Boardings per Complaint	Compliments
FY 2019	52	12	17	17	98	17,250	22
FY 2018	42	23	49	24	138	11,367	17

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.



FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

Fleet Maintenance Report

For the Six-month Period Ending December 31, 2018

FY 2018-19						FY 2017-18					Change	
Fleet	Miles	MPG	Fuel/Oil	Labor & Parts	Total Cost per Mile	Miles	MPG	Fuel/Oil	Labor & Parts	Total Cost per Mile	Total Cost per Mile	
Novas	27,803	4.29	\$11,988	\$18,437	\$1.09	139,894	4.39	\$66,818	\$73,434	\$1.00	\$0.09	9.2%
Gillig 40'	961,992	4.63	\$400,926	\$292,948	\$0.72	839,847	4.73	\$372,785	\$282,320	\$0.78	-\$0.06	-7.5%
Gillig 29'	160,170	4.81	\$62,715	\$84,465	\$0.92	172,610	4.85	\$73,209	\$106,290	\$1.04	-\$0.12	-11.6%
Nova Articulated	55,887	4.18	\$24,976	\$10,079	\$0.63	57,814	4.75	\$26,056	\$9,839	\$0.62	\$0.01	1.0%
Diesel Fleet:	1,205,852		\$500,605	\$405,929	\$0.75	1,210,165		\$538,868	\$471,883	\$0.84	-\$0.08	-10.0%
Fleet	Miles	MPG	Fuel/Oil	Labor & Parts	Total Cost per Mile	Miles	MPG	Fuel/Oil	Labor & Parts	Total Cost per Mile	Total Cost per Mile	
Gillig 29' Hybrid	28,534	4.86	\$10,808	\$16,175	\$0.95	28,406	4.81	\$11,886	\$5,777	\$0.62	\$0.32	52.1%
Gillig 40' Hybrid	185,404	5.05	\$69,034	\$90,777	\$0.86	198,815	4.86	\$85,074	\$114,049	\$1.00	-\$0.14	-13.9%
Hybrid Fleet:	213,938		\$79,842	\$106,952	\$0.87	227,221		\$96,960	\$114,049	\$0.93	-\$0.06	-6.0%
Fleet	Miles	KWH	Electricity	Parts & Labor	Total Cost per Mile	Miles	KWH	Electricity	Parts & Labor	Total Cost per Mile	Total Cost per Mile	
Ebus EV's	26,539	45,490	\$13,196	\$26,478	\$1.49	69,773	103,099	\$22,682	\$58,281	\$1.16	\$0.33	28.8%
BYD EV's	57,375	91,226	\$26,499	\$5,377	\$0.56							
Electric Fleet:	83,914	136,716	\$39,695	\$31,855	\$0.85	69,773	103,099	\$22,682	\$58,281	\$1.16	-\$0.31	-26.5%
Totals:	1,503,704		620,142	544,736	\$0.77	1,507,159		658,510	644,213	\$0.86	-\$0.09	-10.4%



FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS
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Road Calls Report

**FY 2019 National Transit Database Road Calls ("Mechanical System Failures")
For the Six-Month Period Ending December 31, 2018**

Fleet Category	All Reportable Mechanical System Failures	Fiscal YTD Miles	Miles Between All Reportable Mechanical System Failures
Electric Vehicles (Group 1)	30	83,914	2,797
400 Nova's (Group 2)	4	27,803	6,951
400 Gillig's (Group 3)	19	147,194	7,747
600 Gillig's (Group 4)	89	814,798	9,155
700 Gillig's (Group 5)	50	160,170	3,203
700 Gillig Hybrid's (Group 6)	6	28,543	4,757
900 Gillig's (Group 7)	28	185,404	6,622
1000 Nova's 9 (Group 8)	6	55,887	9,315
System Total Excluding EV's	202	1,419,799	7,029
System Total All Vehicles	232	1,503,713	6,482



FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS
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Liability Report

Reportable to National Transit Database

Fiscal Year End June 30	2019	2018	2017	2016	2015
1st Quarter: July - September	0	1	1	1	0
2nd Quarter: October - December	0	4	1	2	1
Fiscal Year to Date:	0	5	2	3	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 Report

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



FY 2018-19 SECOND QUARTER PERFORMANCE REPORTS

Transit Finance Compliance Report

As a recipient of Federal funds from the Federal Transit Administration (FTA), the Santa Barbara Metropolitan Transit District (MTD) is subject to a number of rules and regulations and reporting requirements. This report describes actions taken between October 1, 2018, and December 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.

Submitted initial MTD FY 2018 National Transit Database Annual Report to FTA

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

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

Prepared Disadvantaged Business Enterprise FY 2018 Shortfall Analysis for FTA.

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

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

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

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

VACANT
ADMINISTRATIVE ASSISTANT

CHRISTINA PERRY
ADMINISTRATIVE ASSISTANT
- LEAD

BRAD DAVIS
AGM/CONTROLLER
(AGM - PROCUREMENT OFFICER)

THAIS SAYAT
ASSISTANT CONTROLLER

LIZ DE LA TORRE
MANAGER OF ACCOUNTING

DIANA FLORES
ACCOUNTING ASSISTANT

CLAIRE PATTERSON
ACCOUNTING ASSISTANT

VACANT
(Budget Freeze)
FARE REVENUE CLERK

TOM SHELTON
IT MANAGER

PABLO ZUNIGA
IT SUPPORT SPECIALIST

VACANT
(Budget Freeze)
PURCHASING ADMINISTRATOR

JUAN PEREZ
FRC TECHNICIAN - LEAD

JOSH MARTINEZ
FRC TECHNICIAN

MARY GREGG
HUMAN RESOURCES & RISK
MANAGER

VACANT
RISK ADMINISTRATOR

**LYNROSE PARAS-DIMA-
LANTA**
HR & W.C. SPECIALIST

BILL MORRIS
OPERATIONS MANAGER

DAVE MORSE
SUPERINTENDENT
OF OPERATIONS

MANNY CASTANON
SAFETY & TRAINING
ADMINISTRATOR

**OPERATIONS
SUPERVISORS**
13

DRIVERS
150

VACANT
(Budget Freeze)
DIRECTOR OF FLEET & FACILITIES

RYAN GRIPP
CAPITAL PROJECTS MANAGER

NOLAN ROBERTSON
FLEET MANAGER

MIKE CARDONA
SUPERINTENDENT
OF MAINTENANCE

RODGER STEVENS
FLEET MAINTENANCE
SUPERVISOR

MECHANICS
14

UTILITY
5(FT) - 8(PT)

STEVE HAHN
ASSISTANT SUPERINTEN-
DENT OF MAINTENANCE

JOHN HERRERA
PARTS CLERK

DAVID MYERS
DATA ANALYST

FRANK REYNOSO
FACILITIES SPECIALIST

VACANT
(Budget Freeze)
DIRECTOR OF TRANSIT DEVELOPMENT

STEVE MAAS
GOVERNMENT RELATIONS &
COMPLIANCE MANAGER
(DBE OFFICER)

HILLARY BLACKERBY
INTERIM PLANNING & MAR-
KETING MANAGER

MARK CLYDE
TRANSIT PLANNER

JENNIFER TANNER
ROUTE SCHEDULER

BOB OLIVERA
BUS STOP MAINT

TONY MENDIBLES
PLANNING & MARKETING
COORDINATOR

LILLY GOMEZ
MARKETING & COMMU-
NITY RELATIONS COORD.

**CUSTOMER SERVICE
REPRESENTATIVES**

SANTA BARBARA MTD ORGANIZATIONAL CHART

Updated: 1/15/2019

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: March 19, 2019
Subject: General Manager's Report

Operations, Fleet and Facilities

Congratulations to our current operator trainees Gabriel Ochoa and Georgina Gomez. Both have successfully passed all training and licensing and have assumed their bid shifts. Verification of Transit Training (VTT) sessions were completed successfully this past week. The California DMV requires this training/continuing education for 8 hours per year.

Santa Barbara Drags had their inaugural event on Cabrillo Boulevard this past weekend. Due to the street closure on Cabrillo, the Waterfront Shuttle was detoured on Friday and Saturday. Operations has initiated a Line 28 booster, effective today, which will continue until further notice. This additional bus was added to mitigate the passenger loads to and from UCSB North Hall and Camino Real Marketplace; the booster will run from 7:20 AM - 4:17 PM, Monday-Friday.

As of this week, 12 of the 13 BYD buses on site are up and running in service. Bus 41, delivered at the end of February, is awaiting registration. Last week MTD tested a BYD Shuttle in Carpinteria. Initial reports are promising on both range and drivability.

Last week Nolan Robertson, Steve Hahn, Ryan Gripp, and Tom Sheldon all participated in a conference call with Gasboy representatives going over information to replace MTD's existing outdated Gasboy fuel management system.

Staff has begun putting the Invitation for Bids together for the City of Carpinteria Electric Bus Charger Upgrade Project. The project consists of upgrading existing 208V charging infrastructure to 480V to accommodate BYD bus charging at the facility. The work is scheduled to be completed prior to summer service, when the electric bus fleet is in heavy demand.

On February 25th, staff attended a Southern California Edison (SCE) workshop developed to aid their customers in meeting CARB's Innovative Clean Transit (ICT) Regulation. The workshop was beneficial as it highlighted various funding opportunities available to transit agencies through SCE to support transportation electrification. SCE presenters also shared various SCE resources available to aid transit agencies in developing their ICT-mandated zero-emission bus rollout plan.

Administration

Interim Planning and Marketing Manager Hillary Blackerby spoke on a panel held by the Community Environmental Council on electric vehicles on Thursday, March 14th. She discussed MTD's 100% Zero Emissions Bus (ZEB) goal and how transit can greatly reduce GHG emissions and vehicle miles traveled.

Staff attended a meeting of the Santa Barbara County Association of Governments' (SBCAG's) Joint Technical Advisory Committee (JTAC) and Technical Transportation Advisory Committee

(TTAC) on March 7. JTAC recommended that the SBCAG Board adopt the proposed SBCAG FY 2020 Overall Work Program and Budget, and received two reports regarding the update of the long-range Regional Transportation Plan - Sustainable Communities Strategy (RTP-SCS). TTAC recommended that the SBCAG Board approve the FY 2020 Local Transportation Fund apportionments, and reviewed an updated Measure A Strategic Plan Financial Memorandum.

Staff will attend a meeting of the City of Santa Barbara's Downtown Parking Committee (DPC) on Thursday, March 14. The DPC will be discussing the proposed Funk Zone Access and Parking Assessment Action Plan. The proposed Plan includes the new Downtown-Waterfront Shuttle bus stop in the Funk Zone.

Staff submitted the February monthly ridership and safety and security reports to the Federal Transit Administration's National Transit Database, as required.

MTD recently had Genfare, MTD's farebox manufacturer, carry out a performance analysis of the Smart Card technology being used by SBCC and UCSB students. The analysis resulted in a farebox "firmware" update that initial testing indicates an improvement in card reading speed and accuracy. Assuming successful testing, this will improve boarding time at bus stops heavily used by students.

McGowan-Guntermann recently completed an audit of MTD's financial reporting systems as required by the FTA. The purpose for the audit is to validate that MTD systems are sufficient to accurately report the financial information in the annual National Transit Database (NTD) report. The audit is required every 10 years by the FTA and is the final step in accepting MTD's NTD data for fiscal year 2017-18.