



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, July 2, 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 approve the draft minutes for the meeting of June 18, 2019 and June 25, 2019.

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

The Board of Directors will be asked to review and approve the Cash Reports from June 8, 2019, through June 21, 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.sbmtd.gov and at MTD Administrative offices.

BOARD OF DIRECTORS AGENDA

7. **AT-LARGE BOARD MEMBER POSITION - (ACTION MAY BE TAKEN)**
Staff will request that the Board consider reappointment of Bill Shelor for an additional four year term as MTD's "At-large" Director, effective July 21, 2019.
8. **GENERAL MANAGER'S REPORT - (INFORMATIONAL)**
The General Manager will provide an update on district activities.
9. **OTHER BUSINESS AND REPORTS - (INFORMATIONAL)**
The Board will report on other related public transit issues and committee meetings.
10. **RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE SECTION 54957.6) - (ACTION MAY BE TAKEN)**
Agency-designated representatives: MTD General Manager Jerry Estrada and Human Resources and Risk Manager Mary Gregg.

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

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

11. **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
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, June 18, 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 Thursday, June 13, 2019, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

General Manager Jerry Estrada requested that the Agenda be amended:

- A) Postpone Item 7 to the regular Board of Directors meeting on July 2, 2019.
- B) Address Item 12 prior to the Consent Calendar.

Director Paula Perotte moved to approve the agenda amendments. Secretary Bill Shelor seconded the motion. The motion passed unanimously.

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

Agency-designated representatives: MTD General Manager Jerry Estrada and Human Resources and Risk Manager Mary Gregg.

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

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

No public comments regarding the Closed Session item were made prior to recess.

Chair Davis recessed the Board to Closed Session at 8:32 AM.

The Board reconvened from Closed Session at 8:58 AM. Chair Davis reported that no action was taken.

BOARD OF DIRECTORS DRAFT MINUTES

CONSENT CALENDAR

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

The Board of Directors was asked to approve the draft minutes for the meeting of June 4, 2019.

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

The Board of Directors was asked to review and approve the Cash Reports from May 25, 2019, through June 7, 2019.

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

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

No public comments were made.

7. AT-LARGE BOARD MEMBER POSITION - (ACTION MAY BE TAKEN)

At the request of the General Manager, and the unanimous consent of the Board, Item 7 will be addressed at the regular Board of Directors meeting on July 2, 2019.

TIME CERTAIN 9:00 AM

9. TO AUTHORIZE THE GENERAL MANAGER OR HIS DESIGNEE TO ENTER INTO AN EXCLUSIVE NEGOTIATING AGREEMENT (ENA) WITH THE DEVELOPMENT TEAM COMPRISED OF FPA MULTIFAMILY AND HOUSING AUTHORITY OF SANTA BARBARA COUNTY TO ADVANCE THE DEVELOPMENT OF THE CALLE REAL PROPERTY OWNED BY THE SANTA BARBARA METROPOLITAN TRANSIT DISTRICT - (ATTACHMENT - ACTION MAY BE TAKEN)

General Manager Estrada provided the Board with a synopsis of the review process for development of the Calle Real property owned by Santa Barbara MTD. He recognized Steve Maas, Manager of Government Relations and Compliance, for his role thus far in the Calle Real development project.

Graham Lyons, Managing Partner with Mullen & Henzell, L.L.P., introduced the consultants hired to review the proposals from the development teams: Ken Marshall, Principal at Dudek; Brent Lister, Principal at USA Capital Solutions; and Frank Thompson, owner of Frank Thompson Housing Consultants. Mr. Lyons summarized the development plans submitted to the Calle Real Ad hoc Committee and consultants by Teams 1 and 2.

Chair Davis, as Chair of the Calle Real Ad hoc Committee, recommended that the Board adopt Resolution 2019-03 and authorize MTD's General Manager to negotiate and enter into an Exclusive Negotiating Agreement (ENA) with the development team comprised of FPA Multifamily and Housing Authority of the County of Santa Barbara.

Director Rodriguez moved to adopt Resolution 2019-03 and authorize MTD's General Manager. Director Perotte seconded the motion.

Chair Davis called for a roll call vote. Resolution 2019-03 was approved unanimously.

BOARD OF DIRECTORS DRAFT MINUTES

8. RENEWAL OF FLOOD INSURANCE - JULY 10, 2019 THROUGH JULY 10, 2020 - (ACTION MAY BE TAKEN)

Item 8 was addressed after Item 9 due to previously published 9:00 AM Time Certain for Item 9.

General Manager Estrada recommended that the Board authorize renewal of the Flood Insurance coverage with Wright National Flood Insurance Company.

Vice Chair Tabor moved to authorize renewal of the Flood Insurance coverage with Wright National Flood Insurance Company. Director Perotte seconded the motion. The motion passed unanimously.

10. TRANSIT CENTER RENOVATIONS PROJECT UPDATE - (INFORMATIONAL)

Capital Projects Manager Ryan Gripp introduced Gowdy Mission, MTD's Project Manager with LMA Architects, who led a presentation on the scope and status of the Transit Center Renovations project.

Hillary Blackerby, Interim Planning and Marketing Manager, also gave an update on planned outreach activities to notify bus riders, neighboring businesses, and the general public on the phases and components of the project.

11. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

General Manager Estrada updated the Board about the status of the concrete cap located on the Olive Street MTD property.

13. ADJOURNMENT

Director Rodriguez moved to adjourn the meeting at 10:46 AM. Vice Chair Tabor seconded the motion. The motion passed unanimously.



BOARD OF DIRECTORS DRAFT MINUTES

SPECIAL MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, June 25, 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 with the exception of Director Paula Perotte.
- 3. REPORT REGARDING POSTING OF AGENDA**
Christina Perry, Administrative Assistant Lead, reported that the agenda was posted on Friday, June 21, 2019, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.
- 4. PUBLIC COMMENT**
No public comments were made.
- 5. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE SECTION 54957.6) – (ACTION MAY BE TAKEN)**
Agency-designated representatives: MTD General Manager Jerry Estrada and Human Resources and Risk Manager Mary Gregg.

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

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

No public comments regarding the Closed Session item were made prior to recess.

Chair Davis recessed the Board to Closed Session at 8:31 AM.

The Board reconvened from Closed Session at 9:27 AM. Chair Davis reported that no action was taken.

- 6. ADJOURNMENT**
Chair Davis adjourned the meeting at 9:27 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of July 2, 2019
For the Period June 8, 2019 through June 21, 2019

MONEY MARKET

Beginning Balance June 8, 2019 **\$2,283,876.45**

Passenger Fares	158,974.64
Accounts Receivable	54,365.43
Property Tax Revenue	50,786.90
Miscellaneous Income	9,728.40
Prepays & Advertising	6,520.00
Interest Income	2,004.08
Total Deposits	282,379.45

Miscellaneous Transfers	(1,239.78)
Bank & Credit Card Fees	(5,992.37)
401(k)/Pension Transfer	(37,782.64)
Workers' Compensation	(50,962.27)
Payroll Taxes	(157,996.56)
Payroll	(366,972.73)
Accounts Payable	(574,817.07)
Total Disbursements	(1,195,763.42)

Ending Balance **\$1,370,492.48**

CASH INVESTMENTS

LAIF Account	\$8,608,034.51
Money Market Account	1,370,492.48

Total Cash Balance **\$9,978,526.99**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,806,802.27)
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Working Capital **\$6,171,724.72**

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

Date	Company	Description	Amount
6/11/2019	City of SB Creeks Division	Advertising on Buses	300.00
6/11/2019	Green Glider Media,Farmers M. Bank	Advertising on Buses	2,835.00
6/11/2019	Moonlight Graphics/Mktg	Advertising on Buses	7,192.80
6/11/2019	Santa Barbara City College	Advertising on Buses	7,172.00
6/11/2019	Santa Barbara City College	Advertising on Buses	7,824.00
6/14/2019	Wells Marketing, LLC	Advertising on Buses	1,432.80
6/17/2019	ASTI Holding Company, LLC	Overpass Property Taxes '18-'19	462.82
6/18/2019	City of SB Creeks Division	Advertising on Buses	1,251.00
6/19/2019	CalPERS	OPEB Reimbursement April '19	5,471.85
6/20/2019	County of Santa Barbara	Passes/Token Sales	3,922.25
6/20/2019	Wells Marketing, LLC	Advertising on Buses	853.20
6/21/2019	S.B.C.A.G.	Amtrak Connecting Service April '19	15,647.71
Total Accounts Receivable Paid During Period			\$54,365.43

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
121195	6/13/2019	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
121196	6/13/2019	ALL PHASE ELECTRIC SUPPLY D	B&G SUPPLIES	312.11	
121197	6/13/2019	JOSE BAUTISTA	AD MOUNTING/DISMOUNTING	512.00	
121198	6/13/2019	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	83.11	
121199	6/13/2019	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	296.16	
121200	6/13/2019	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	146.00	
121201	6/13/2019	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	703.95	
121202	6/13/2019	BROWN ARMSTRONG ACCOUNTA	ANNUAL AUDIT	3,000.00	
121203	6/13/2019	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
121204	6/13/2019	CAPITOL HARDWARE & BUILDING	B&G SUPPLIES	817.80	
121205	6/13/2019	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	101.74	
121206	6/13/2019	CELTIS VENTURES, INC.	MARKETING SERVICES	8,217.50	
121207	6/13/2019	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	261.80	
121208	6/13/2019	CLEVER DEVICES LTD	BUS 4G UPGRADE	53,032.00	
121209	6/13/2019	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	265.98	
121210	6/13/2019	CINTAS CORPORATION	FIRST AID SUPPLIES	129.47	
121211	6/13/2019	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	454.80	
121212	6/13/2019	CUMMINS PACIFIC, LLC	BUS PARTS & REPAIRS	15,576.14	
121213	6/13/2019	CURTIS, NANCY	RETIREE HEALTH REIMBURSEMENT	169.88	
121214	6/13/2019	DAVID RZEPINSKI & ASSOCIATES	PROCUREMENT SERVICES	3,281.25	
121215	6/13/2019	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	3,485.00	
121216	6/13/2019	DIESEL FORWARD, INC.	BUS PARTS	6,117.90	
121217	6/13/2019	DOWNTOWN ORGANIZATION, INC	TC MAINTENANCE	900.00	
121218	6/13/2019	EASY LIFT TRANSPORTATION, IN	MONTHLY ADA SUBSIDY	78,496.83	
121219	6/13/2019	SHERRIE FISHER	RETIREE HEALTH REIMBURSEMENT	293.74	
121220	6/13/2019	FLEET SERVICES, INC.	BUS PARTS	668.79	
121221	6/13/2019	FRONTIER CALIFORNIA INC.	TELEPHONES	100.98	
121222	6/13/2019	FTI SERVICES, INC.	IT SUPPORT SERVICES	171.00	
121223	6/13/2019	GIBBS INTERNATIONAL INC	BUS PARTS	640.52	
121224	6/13/2019	GILLIG LLC	BUS PARTS	15,993.30	
121225	6/13/2019	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	62.70	
121226	6/13/2019	GOGETTERS, LLC DBA	COURIER SERVICES	225.00	
121227	6/13/2019	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	3,038.29	
121228	6/13/2019	GRAINGER, INC.	SHOP/B&G SUPPLIES	1,054.45	
121229	6/13/2019	GREATER SB LODGING & RESTAU	GSBLRA LUNCHEON MEETING	75.00	
121230	6/13/2019	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	228.78	
121231	6/13/2019	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,285.61	
121232	6/13/2019	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	984.07	

Check #	Date	Company	Description	Amount	Voids
121233	6/13/2019	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	276.26	
121234	6/13/2019	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	
121235	6/13/2019	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	54.52	
121236	6/13/2019	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	230.00	
121237	6/13/2019	IRON HORSE AUTO BODY OF SB D	SERVICE VEHICLE REPAIRS	625.14	
121238	6/13/2019	JANICARE DBA	JANITORIAL SERVICES	5,241.00	
121239	6/13/2019	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	185.00	
121240	6/13/2019	LABOR ALLIANCE MANAGED TRU	UNION DENTAL INSURANCE	11,592.00	
121241	6/13/2019	LAWSON PRODUCTS INC	SHOP SUPPLIES	365.07	
121242	6/13/2019	LENZ PEST CONTROL DBA	FUMIGATION SERVICES	85.00	
121243	6/13/2019	LOUIS MANDEVILLE	RETIREE HEALTH REIMBURSEMENT	558.92	
121244	6/13/2019	MC CORMIX CORP. (OIL)	LUBRICANTS	2,323.08	
121245	6/13/2019	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,944.61	
121246	6/13/2019	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	480.68	
121247	6/13/2019	CHRISTINA MEDINA	PER DIEM	363.00	
121248	6/13/2019	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	869.73	
121249	6/13/2019	MILPAS RENTAL INC.	EQUIPMENT RENTAL	212.57	
121250	6/13/2019	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	84.60	
121251	6/13/2019	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	121.63	
121252	6/13/2019	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	1,039.98	
121253	6/13/2019	O'CONNOR PEST CONTROL DBA	FUMIGATION	77.00	
121254	6/13/2019	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
121255	6/13/2019	POWERSTRIDE BATTERY CO.	EV BATTERIES	299.44	
121256	6/13/2019	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	170.00	
121257	6/13/2019	FRANK REYNOSO III	PER DIEM	181.50	
121258	6/13/2019	RICON CORPORATION	BUS PARTS	628.07	
121259	6/13/2019	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	146.00	
121260	6/13/2019	LINCOLN RUSSELL	PER DIEM	363.00	
121261	6/13/2019	SANTA BARBARA HOSE & SUPPLY	BUS PARTS	56.07	
121262	6/13/2019	SILVAS OIL CO., INC.	LUBRICANTS	180.09	
121263	6/13/2019	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	48,059.34	
121264	6/13/2019	SELECT STAFFING DBA	CONTRACT SERVICES	9,600.32	
121265	6/13/2019	SANTA BARBARA SIGNS, INC. DB	PRINTING SERVICES	915.68	
121266	6/13/2019	THE MEDCENTER	MEDICAL EXAMS	1,516.00	
121267	6/13/2019	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	202,283.00	
121268	6/13/2019	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	22,258.90	
121269	6/13/2019	VALLEY POWER SYSTEMS, INC.	BUS PARTS	68.77	
121270	6/13/2019	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	4,404.22	
121271	6/13/2019	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	860.95	
121272	6/13/2019	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	260.23	
121273	6/21/2019	BROWN & BROWN/WHILT FATCH	TC RENOVATIONS/EARTHQUAKE INS	24,373.21	

Check #	Date	Company	Description	Amount	Voids
121274	6/21/2019	STATE OF CALIFORNIA	PAYROLL RELATED	315.00	
121275	6/21/2019	FRONTIER CALIFORNIA INC.	TELEPHONES	1,923.44	
121276	6/21/2019	NATIONAL DRIVE	PAYROLL DEDUCTION	40.00	
121277	6/21/2019	LETICIA RAMIREZ	PAYROLL RELATED	800.00	
121278	6/21/2019	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
121279	6/21/2019	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	50.00	
121280	6/21/2019	SO. CAL. EDISON CO.	UTILITIES	6,046.13	
121281	6/21/2019	SOCALGAS	UTILITIES	183.15	
121282	6/21/2019	STATE BOARD OF EQUALIZATION	PAYROLL RELATED	250.00	
121283	6/21/2019	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	929.52	
121284	6/21/2019	UNITED WAY OF SB	PAYROLL DEDUCTION	68.00	
121285	6/21/2019	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	48.00	
121286	6/21/2019	BROWN & BROWN/WHILT FATCH	TC RENOVATIONS/EARTHQUAKE INS	14,225.60	
				574,817.07	
Current Cash Report Voided Checks:				0.00	
Prior Cash Report Voided Checks:				0.00	
Grand Total:				\$574,817.07	



BOARD OF DIRECTORS REPORT

MEETING DATE:	JULY 2, 2019	AGENDA ITEM: #7
DEPARTMENT:	OFFICE ADMINISTRATION	
TYPE:	ACTION ITEM	
PREPARED BY:	JERRY ESTRADA	_____
		<i>Signature</i>
REVIEWED BY:	GENERAL MANAGER	_____
		<i>Signature</i>
SUBJECT:	AT-LARGE BOARD MEMBER POSITION	

RECOMMENDATION:

Staff requests that the Board consider reappointment of Bill Shelor for an additional four year term as MTD's "At-large" Director, effective July 21, 2019.

DISCUSSION:

The Board held a discussion regarding the status of MTD's "At-large" Director position, currently filled by Bill Shelor, at the board meeting of June 4, 2019. Staff was instructed by the Board to bring this matter back as an action item at the next regularly scheduled board meeting.

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: July 2, 2019
Subject: General Manager's Report

Operations, Fleet and Facilities

With the commencement of MTD's summer bid, the Operations department is facilitating the new downtown shuttle service and schedule. Rather than assigning time points, the shuttles will be recognizing equal spacing. It has been somewhat challenging in the past, given the many dynamics on State Street, to maintain a traditional schedule. In addition, MTD looks forward to serving the Funk Zone with new routing. We hope for the continued success of this very popular service in our city.

Manny Castanon, our Safety and Training Administrator, attended and successfully completed the Transportation Safety Institute (TSI) Transit Manager/Supervisor Training Course held in San Luis Obispo. Emergency management, discipline and grievance procedures, delegation, communication, ethics in the workplace, and prevention of sexual harassment are only a few of the many sections of this course.

Temporary Supervisors Christina Medina and Lincoln Russell attended the Transportation Safety Institute (TSI) Instructors Course for Transit Trainers in Anaheim. Adult learning principles, delivery styles and methods, training aids, using multimedia equipment, and team teaching, training strategies, class configurations are just some of the topics in this course.

Operations is readying for the upcoming Independence Day Parades in Carpinteria, Santa Barbara and Goleta. Many hours of preparations go into the detours necessary to avoid the closed streets. The Operations Department has been doing this for many years and is quite practiced at solving the many challenges that these wonderful events present to our agency. Summer Solstice took place recently; detours were implemented and worked well.

On June 10, 2019, MTD returned the first bus of fourteen to BYD to address outstanding issues for final repairs. The bus was returned to MTD on June 25, 2019 with all outstanding issues repaired. The second bus is currently at BYD undergoing final repairs and expected to be returned to MTD on July 8, 2019.

BYD was at MTD on Thursday, May 30, 2019 conducting Familiarization and Preventative Maintenance training for our Mechanics. The feedback from those in attendance was all positive. BYD is scheduled to return on July 11, 2019 to provide diagnostic training for our mechanics.

Hybrid bus 910 had a new engine successfully installed. The old engine was past its useful life and in need of replacement with a new cleaner burning Cummins engine. Hybrid bus 908 has been at Valley Power since May 16, 2019 for hybrid system issues and Hybrids 903 and 909 remain out of service for hybrid system issues.

The contract with Newton Construction and Management, Inc. (Newton) for the Transit Center Renovations Project is fully executed. The project team from Newton is in the process of developing a final construction schedule, which will highlight all of the major milestones of the project. Of note, the switchover from the Transit Center to the temporary facilities is anticipated to take place on Monday, September 9. On that date, the Transit Center will be closed for construction, the temporary facilities will be operational, and the buses will be boarding and alighting in their designated zones along Figueroa and Chapala streets. In the time leading up to the switchover, Newton and MTD staff will be laying the groundwork to support the transition.

Southern California Edison's (SCE) Charge Ready team notified staff that funding has been reserved for MTD's proposed project of installing electrical infrastructure for the new Chevrolet Bolt EVs. As long as MTD completes the remaining steps of the Charge Ready application process, which Staff intend to do, SCE will complete the proposed work at no cost to MTD.

Staff has begun working with the Stantec Architecture, Inc (Stantec) team on the Facilities Master Plan. The first phase is focused on data gathering and development of a project schedule. The next phase involves stakeholder engagement, which will include a visioning session with staff and members of the Facilities Master Plan Ad Hoc Committee.

Administration

Marketing staff performed outreach to several Funk Zone businesses near the new Downtown Shuttle stop to introduce them to the service and provide shuttle marketing materials and schedule information, with a few sample day passes to try or to share with patrons. We anticipate several of these businesses will serve as sales outlets for the day pass. Staff plans to continue these outreach visits with other Downtown and Waterfront businesses.

Capital Projects Manager Ryan Gripp and Interim Planning and Marketing Manager Hillary Blackerby visited businesses in the blocks surrounding the Transit Center to share details of the upcoming construction project, answer any questions, and collect contact information so that MTD can keep our neighbors updated throughout the project. Feedback was extremely positive and our neighbors were grateful for the advanced notice.

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 June 6. TTAC recommended that the SBAG Board approve the FY 2019-20 Measure A Program of Projects (POP) and an amendment to the Federal Transportation Improvement Program (FTIP). TTAC also received an update on SBCAG's review of the option of pursuing a Federal Transportation Infrastructure Finance and Innovation Act (TIFIA) loan rather than a bond issuance to complete the Highway 101 widening.

JTAC reviewed the public outreach strategy and the technical methodology for SBCAG's update of the Regional Transportation Plan - Sustainable Communities Strategy (RTP-SCS). The updated document, called the *Connected 2050 RTP-SCS*, will discuss how the region will invest

limited transportation funds to maintain, operate and improve an integrated, multi-modal transportation system that facilitates the efficient movement of people and goods.

General Manager Estrada and Manager of Government Relations & Compliance Maas participated in a conference call on June 24 with the American Public Transportation Association (APTA) Small Operations Committee. Mr. Maas is a member of the Committee. Mr. Estrada requested that APTA consider support of MTD's request to revise the language governing the Small Transit Intensive Cities (STIC) portion of the FTA Section 5307 Urbanized Area Formula Program to safeguard MTD's ability to receive STIC funds if the upcoming decennial Census finds that the population of the Santa Barbara UZA exceeds 200,000. The committee indicated an openness to the request, and requested additional time to consider it.

With the end of the fiscal year upon us, it is indeed a busy time for Finance personnel. The last week of June includes a number of audits and inventories in order to verify yearend values. These include diesel fuel, lubricants, ticket vending and change machines, and bus pass stock and change held for public sale. Also included is the annual bus parts inventory carried out the last weekend of the fiscal year by Finance staff with the help of an inventory counting firm. (Note that, as part of internal control procedures, all of the preceding items are also audited at various times throughout the year.) Finance staff is also in the process of preparing and gathering various financial documents, statements, schedules, procedures, etc. required for the annual fiscal audit being carried out by Brown Armstrong this year. The audit will take place over several months with completion expected before the end of the calendar year.

The upgrade to the 4G cellular network used by MTD's bus fleet for real time location and other information was completed in May. A reminder that this was necessary due to the scheduled cessation of the 3G network at the end of the calendar year. It was achieved through the installation of a new multi-featured modem that will allow for additional future services such as public Wi-Fi. ITS technician Juan Perez spearheaded the project working with Clever Devices to ensure a smooth transition.