



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, July 16, 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 July 2, 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 22, 2019, through July 5, 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.

7. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

The General Manager will provide an update on district activities.

BOARD OF DIRECTORS AGENDA

8. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

The Board will report on other related public transit issues and committee meetings.

**9. 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.

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

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

Unrepresented employees' performance review.

**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, July 2, 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 Olivia Rodriguez.

3. REPORT REGARDING POSTING OF AGENDA

Christina Perry, Administrative Assistant Lead, reported that the agenda was posted on Friday, June 28, 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 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 was asked to review and approve the Cash Reports from June 8, 2019, through June 21, 2019.

Chair Davis and Secretary Bill Shelor requested that General Manager Jerry Estrada provide clarification regarding TC Renovations/Earthquake Insurance payments listed in the Cash Report.

Vice Chair Dave Tabor moved to approve the Consent Calendar. Director Chuck McQuary seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

No public comments were made.

BOARD OF DIRECTORS DRAFT MINUTES

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

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

Chair Davis moved to approve the reappointment of Director Shelor. Director Paula Perotte seconded the motion. The motion passed unanimously.

8. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

General Manager Estrada provided an update on district activities, including: professional development trainings; Southern California Edison Charge Ready installation; BYD fleet repairs; 2020 Census impact; WiFi advances; and Facilities Master Plan Ad Hoc Committee meeting.

The Board extended their compliments to the Marketing team for their outreach efforts in the Funk Zone area.

9. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

General Manager Estrada requested that Facilities Master Plan Ad Hoc Committee members submit their availabilities for an upcoming meeting.

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

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

Chair Davis recessed the Board to Closed Session at 8:46 AM.

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

11. ADJOURNMENT

Chair Davis requested that the meeting be adjourned in honor of Nils Johnsson, a veteran MTD driver of 27 years who passed away recently. Director Perotte moved to adjourn the meeting. Director McQuary seconded the motion. The meeting was adjourned in honor of Mr. Johnsson at 9:27 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of July 16, 2019
For the Period June 22, 2019 through July 5, 2019

MONEY MARKET

Beginning Balance June 22, 2019 **\$1,370,492.48**

Miscellaneous Income	493,399.04
SB-325 (LTF)	448,323.12
Measure A Transfer	182,210.84
Passenger Fares	100,659.95
Property Tax Revenue	75,970.83
Accounts Receivable	32,203.25
Total Deposits	1,332,767.03

Miscellaneous Transfers	(1,239.78)
401(k)/Pension Transfer	(37,280.18)
Payroll Taxes	(155,785.99)
Payroll	(356,522.48)
Accounts Payable	(444,521.04)
Total Disbursements	(995,349.47)

Ending Balance **\$1,707,910.04**

CASH INVESTMENTS

LAIF Account	\$8,608,034.51
Money Market Account	1,707,910.04

Total Cash Balance **\$10,315,944.55**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,806,802.27)
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Working Capital **\$6,509,142.28**

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

Date	Company	Description	Amount
6/24/2019	True Media LLC/Cottage Health	Advertising on Buses	936.00
6/25/2019	LOSSAN Rail Corridor Agency	LOSSAN Contract Revenue - FY19 Q3	8,300.50
6/25/2019	LOSSAN Rail Corridor Agency	LOSSAN Contract Revenue - FY19 Q2	198.00
6/27/2019	Gold Coast Transit	Sale of Surplus Property	15,656.25
7/1/2019	Department of Rehabilitation	Passes/Passports Sales	1,388.00
7/1/2019	Handlpartners (McDonalds)	Advertising on Buses	5,712.30
7/3/2019	Jim Haggerty	Retiree - Vision	12.20
Total Accounts Receivable Paid During Period			\$32,203.25

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
121287	6/27/2019	ABC BUS COMPANIES INC	BUS PARTS	1,940.16	
121288	6/27/2019	AMERICAN MOVING PARTS, LLC	BUS PARTS	164.86	
121289	6/27/2019	ALL PHASE ELECTRIC SUPPLY DB	T1 LIGHTING RETROFIT	12,323.06	
121290	6/27/2019	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	1,326.49	
121291	6/27/2019	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	21,586.00	
121292	6/27/2019	CASA SANTA BARBARA, INC.	ADVERTISING-VOICE MAGAZINE	135.00	
121293	6/27/2019	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	1,069.35	
121294	6/27/2019	CAPITOL HARDWARE & BUILDING	B&G SUPPLIES	15.07	
121295	6/27/2019	COAST, COALITION FOR SUSTAIN	SPONSORSHIP	200.00	
121296	6/27/2019	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	433.47	
121297	6/27/2019	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE	409.37	
121298	6/27/2019	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	0.00	V
121299	6/27/2019	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	6,545.85	
121300	6/27/2019	CURVATURE, INC	VIDEO SERVER REPLACEMENT	14,603.98	
121301	6/27/2019	DUNN EDWARDS CORPORATION	BLDG SUPPLIES	45.02	
121302	6/27/2019	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	374.40	
121303	6/27/2019	ESP LOCKSMITH DBA	B&G REPAIRS & SUPPLIES	125.06	
121304	6/27/2019	FEDEX dba	FREIGHT CHARGES	142.40	
121305	6/27/2019	GIBBS INTERNATIONAL INC	BUS PARTS	2,418.46	
121306	6/27/2019	GILLIG LLC	BUS PARTS	6,611.76	
121307	6/27/2019	LILLY GOMEZ	REIMBURSEMENT	260.42	
121308	6/27/2019	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	13,506.82	
121309	6/27/2019	GRAPHICINK	PRINTING SERVICES	953.72	
121310	6/27/2019	GRAINGER, INC.	SHOP/B&G SUPPLIES	206.27	
121311	6/27/2019	HIGH IMPACT INC.	FORKLIFT SAFETY TRAINING	270.00	
121312	6/27/2019	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	185.83	
121313	6/27/2019	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	460.00	
121314	6/27/2019	JANICARE DBA	JANITORIAL SERVICES	64.85	
121315	6/27/2019	JANEK CORP	BUS PARTS	598.13	
121316	6/27/2019	LMA ARCHITECTS, CORP.	TC ARCHITECTURAL SERVICES	541.87	
121317	6/27/2019	HOGAN MFG., INC. LIFT-U DIV.	BUS PARTS	815.61	
121318	6/27/2019	STEVEN EDWARD MAAS	REIMBURSEMENT	93.96	
121319	6/27/2019	MARTIN AUTO COLOR, INC.	BUS SUPPLIES	488.43	
121320	6/27/2019	MC CORMIX CORP. (OIL)	LUBRICANTS	2,316.77	
121321	6/27/2019	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,865.28	
121322	6/27/2019	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	126.35	
121323	6/27/2019	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	294.39	
121324	6/27/2019	MOLINA MANUFACTURING DB	REFURBISH BUS SEATS	784.56	

Check #	Date	Company	Description	Amount	Voids
121325	6/27/2019	MULLEN & HENZELL	CALLE REAL LEGAL SERVICES	51,029.32	
121326	6/27/2019	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	27,111.20	
121327	6/27/2019	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	1,438.43	
121328	6/27/2019	NEW PIG CORP.	BUS SUPPLIES	1,277.44	
121329	6/27/2019	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	1,104.13	
121330	6/27/2019	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	2,019.16	
121331	6/27/2019	O'REILLY AUTO PARTS DBA	BUS PARTS	10.86	
121332	6/27/2019	PETTY CASH- PERRY, CHRISTINA	MISC. PURCHASES	217.62	
121333	6/27/2019	PITNEY BOWES INC	POSTAGE METER QTRLY CHARGES	146.81	
121334	6/27/2019	FRANK REYNOSO III	REIMBURSEMENT	103.82	
121335	6/27/2019	JAVIER ROCHA	DMV/VTT REIMBURSEMENT	56.00	
121336	6/27/2019	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	337.14	
121337	6/27/2019	SILVAS OIL CO., INC.	LUBRICANTS	595.08	
121338	6/27/2019	SANTA BARBARA COUNTY EHS	SITE MITIGATION	204.10	
121339	6/27/2019	SELECT STAFFING DBA	CONTRACT SERVICES	6,057.25	
121340	6/27/2019	SANTA BARBARA SIGNS, INC. DB	PRINTING SERVICES	627.84	
121341	6/27/2019	SM TIRE, CORP.	BUS TIRE MOUNTING	788.42	
121342	6/27/2019	SMARDAN-HATCHER CO., INC	B&G REPAIRS & SUPPLIES	425.80	
121343	6/27/2019	SOAP MAN DISTRIBUTIN DBA	CLEANING SUPPLIES	79.93	
121344	6/27/2019	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	1,094.62	
121345	6/27/2019	SB CITY OF-REFUSE/WATER	UTILITIES	713.27	
121346	6/27/2019	TRAVELERS INS	PROPERTY INSURANCE	13,616.00	
121347	6/27/2019	TRI-CO REPROGRAPHICS DBA	BLUE PRINT COPIES	14.75	
121348	6/27/2019	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	66,735.96	
121349	6/27/2019	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	257.15	
121350	6/27/2019	J.C. M. AND ASSOCIATES INC.	UNIFORMS	697.86	
121351	6/27/2019	U.S. BANK CORP. PAYMENT SYSTE	CREDIT CARD PURCHASES	11,556.15	
121352	6/27/2019	VALLEY POWER SYSTEMS, INC.	BUS PARTS	2,979.65	
121353	6/27/2019	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,951.49	
121354	6/27/2019	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	5,359.35	
121355	6/27/2019	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,809.85	
121356	6/27/2019	WURTH USA WEST INC.	SHOP SUPPLIES	327.30	
121357	6/27/2019	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	143.64	
121358	7/5/2019	CITY OF SANTA BARBARA	PUBLIC WORKS FEES - TC RENOVATIC	5,423.54	
121359	7/5/2019	STATE OF CALIFORNIA	PAYROLL RELATED	315.00	
121360	7/5/2019	LETICIA RAMIREZ	PAYROLL RELATED	800.00	
121361	7/5/2019	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
121362	7/5/2019	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	50.00	
121363	7/5/2019	SO. CAL. EDISON CO.	UTILITIES	7,974.97	
121364	7/5/2019	STATE BOARD OF EQUALIZATION	PAYROLL RELATED	250.00	
121365	7/5/2019	SB CITY OF-REFUSE/WATER	UTILITIES	4,428.71	

Check #	Date	Company	Description	Amount	Voids
121366	7/5/2019	TEAMSTERS PENSION TRUST	UNION PENSION	96,485.83	
121367	7/5/2019	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	671.58	
121368	7/5/2019	VOICE SMART NETWORKS, LLC	PHONE SYSTEM MAINTENANCE CONTI	2,870.00	
121369	7/5/2019	WRIGHT NATIONAL FLOOD INSUR	FLOOD INSURANCE	28,801.00	
				444,521.04	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$444,521.04

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: July 16, 2019
Subject: General Manager's Report

Operations, Fleet and Facilities

Drivers have commenced bidding for the next service change, to be implemented on August 19th. Operators have the opportunities to change their schedules, in seniority order. They also bid MTD's reduced service holidays, during the next period of August 19 to December 1. Operations generally expects bidding to be completed in approximately 4 weeks.

Work on the first phase of the Transit Center Renovations Project is scheduled to begin the week of July 15. The first phase consists of preparatory measures for the transition from the Transit Center to the temporary facilities. Construction activities for this effort consist of removal and relocation of benches, trash receptacles, and newsstands; demolition and removal of block walls and landscaping; pouring concrete pads for new boarding and alighting positions; red curb painting along Chapala and Figueroa streets; and trenching for fiber optic cabling and a new electrical service. The preceding work will continue until early September, when MTD will transition from the TC to the temporary facilities.

The second of MTD's fourteen BYD buses went back to the factory in Lancaster for the rework campaign. The work was completed on-schedule and BYD's production team addressed all outstanding issues with the bus. The third bus arrived at the Lancaster facility on July 8 and is scheduled to be completed by July 22.

The Chevrolet Bolts MTD ordered require level 2 charge ports for vehicle charging. To expedite the procurement, Staff is evaluating a cooperative purchasing contract for new ChargePoint charging equipment from Sourcewell. Southern California Edison's (SCE) surveying consultants were onsite at Terminal 1 on July 2 and 3 to survey the parking stalls that will be used for the Chevy Bolts. This is one of several activities that SCE and its consultants will undertake to support the design of the new electrical infrastructure for the Bolt charge ports. Once the design is completed, SCE will submit it to staff for review.

The Facilities Master Plan kickoff meeting with members of the Facilities Master Plan Ad Hoc Committee is scheduled for July 24. Similar meetings with staff from SBCAG and MTD will be taking place on July 24 and 25.

Administration

MTD staff held a Transit Center Project Open House at the Transit Center on Tuesday, July 2nd. Staff and the Project Architect, Gowdy Mission, were on hand to answer questions and provide details to the public about the interim operations plan during construction and the amenities in the completed project.

The annual bus parts inventory took place over the last weekend of June. The process went smoothly and preliminary results indicate that deviations between inventory system stock levels and actual physical counts were relatively minor in scope. Final reports are expected by mid-July. Kudos from Finance staff on the improved organization of the inventory stemming from the recent hard work of Material Control staff as part of removing obsolete inventory from retired fleets. The biennial audit of FTA physical assets is currently under way. MTD tends to use FTA capital funds for larger assets such as facility construction, buses, and service vehicles, which results in a relatively small number of physical items to be counted thus simplifying the process. The Brown Armstrong auditing staff will be making the first of two onsite fieldwork visits the week of July 15.

Operating funds for cash flow needs have dipped down over the year because FTA operating funding for last fiscal year has not yet been received. While it will likely be at least another month before MTD receives the \$5.2 million in FY18-19 formula funds, under Board-adopted policy the District maintains a Working Capital reserve specifically for this situation. Reserve funds currently being held in the State of California Local Agency Investment Fund (LAIF) may be quickly transferred to the working capital (money market) account as needed with no withdrawal penalty.

In support of the cruise ship season beginning this fall, MTD recently provided a proposal to the City of Santa Barbara for boosting Downtown-Waterfront Shuttle services during such visits. The number of projected arrivals is up by a third from last year, increasing the proposal price by a commensurate amount. Note that this is an estimate and not a fixed price proposal, as several cruise ship visits typically are cancelled each year.