



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, October 15, 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 THE POSTING OF THE 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 October 1, 2019.

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

The Board of Directors will be asked to review and approve the Cash Report from September 21, 2019, through October 4, 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. AUGUST 2019 SERVICE CHANGES UPDATE - (INFORMATIONAL)

Staff will provide a brief update on the 2019 service changes that began on August 19, 2019.

BOARD OF DIRECTORS AGENDA

8. MICROTRANSIT PILOT UPDATE - (INFORMATIONAL)

The Board will be asked to receive an update on the Microtransit Pilot program.

9. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY AMENDED MEMORANDUM OF UNDERSTANDING AND RESOLUTION - (ATTACHMENT - ACTION MAY BE TAKEN)

Staff will recommend that the MTD Board of Directors authorize the General Manager to execute an amended Memorandum of Understanding (MOU) with Special District Risk Management Authority (SDRMA), and further, that the Board adopt an amended Resolution authorizing the execution of said MOU.

10. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

The General Manager will provide an update on district activities.

11. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

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

12. 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, October 1, 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 8:31 AM.

2. ROLL CALL OF THE BOARD MEMBERS

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

3. REPORT REGARDING POSTING OF AGENDA

Christina Perry, Administrative Assistant Lead, reported that the agenda was posted on Friday, September 27, 2019, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

CONSENT CALENDAR

SECRETARY SHELOR ENTERED THE MEETING AT 8:32 AM

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 September 17, 2019.

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

The Board of Directors was asked to review and approve the Cash Report from September 7, 2019, through September 20, 2019.

Director Chuck McQuary moved to approve the Consent Calendar. Vice Chair Dave Tabor seconded the motion. The motion passed unanimously with one abstention from Secretary Shelor for prior minutes.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

No public comments were made.

BOARD OF DIRECTORS AGENDA

7. ANNUAL COMMUNITY OUTREACH EFFORTS – FY 2018-19 - (INFORMATIONAL)

Planning and Marketing Manager Hillary Blackerby presented the Board with an update on community outreach efforts in Fiscal Year 2018-19.

Ms. Blackerby noted the contributions of Marketing and Community Relations Coordinator Lilly Gomez and Interim Planning Support Tony Mendibles in executing many outreach projects over the past year. The Board thanked Ms. Blackerby and her team for their efforts.

8. ANNUAL RIDERSHIP REPORTS - (INFORMATIONAL)

Ms. Blackerby presented Ridership Reports for Fiscal Year 2018-19.

9. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

General Manager Jerry Estrada provided an update on district activities, including: vehicle maintenance information, potential passes for UCSB faculty and events, 2020 Census impact, and upcoming Facilities Master Plan meetings.

10. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

Board members discussed the upcoming Central Coast Sustainability Summit and potential Federal legislation banning Chinese-made vehicles.

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 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 were made prior to recess.

Chair Davis recessed the Board to Closed Session at 9:45 AM.

The Board reconvened from Closed Session at 10:00 AM.

Chair Davis reported the following action taken in Closed Session: MTD and the International Brotherhood of Teamsters Union, Local 186, representing MTD Supervisors, successfully completed negotiations on a new collective bargaining agreement concerning working conditions at the District. The agreement was approved by MTD's Board of Directors and the Union. The agreement has a term of 3 years; among the agreed terms are wage increases for each of the three years at 2.35%, 2.5%, and 2.5%, as well as increases of 3%, 5%, and 5% toward health benefits.

12. ADJOURNMENT

Chair Davis adjourned the meeting at 10:02 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of October 15, 2019
For the Period September 21, 2019 through October 4, 2019

MONEY MARKET

Beginning Balance September 21, 2019 **\$2,412,682.08**

Accounts Receivable	1,186,146.96
Passenger Fares	135,849.35
Miscellaneous Income	10,758.51
Prepays & Advertising	10,271.40
Measure A Transfer	<u>(194,399.87)</u>
Total Deposits	1,148,626.35

Miscellaneous Transfers	(315.21)
401(k)/Pension Transfer	(40,827.01)
Payroll Taxes	(161,821.46)
Accounts Payable	(254,674.81)
Payroll	<u>(377,267.35)</u>
Total Disbursements	(834,905.84)

CERTIFICATES OF DEPOSIT

Institution	Maturity	Rate	
American Riviera Bank	2/28/2021	2.00%	<u>1,500,000.00</u>
Total Certificates of Deposit			1,500,000.00

\$1,500,000.00

Ending Balance

\$4,226,402.59

CASH INVESTMENTS

LAIF Account	\$10,163,040.59
Money Market Account	<u>4,226,402.59</u>
Total Cash Balance	\$14,389,443.18

\$14,389,443.18

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,393,361.91)
Working Capital	\$9,996,081.27

\$9,996,081.27

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

Date	Company	Description	Amount
9/19/2019	CalPERS	OPEB Reimbursement - July '19	5,714.52
9/20/2019	Green Glider Media,Farmers M. Bank	Advertising on Buses	3,118.50
9/20/2019	UCSB - Parking Services-7001	Passes/Passports Sales	6,316.00
9/24/2019	City of SB - Public Works Director	Downtown Shuttle - Aug. '19	99,859.50
9/24/2019	UCSB Bookstore	Passes/Passport Sales	11,500.00
9/24/2019	Wells Marketing, LLC	Advertising on Buses	1,432.80
9/24/2019	Wells Marketing, LLC	Advertising on Buses	853.20
9/25/2019	Handlparkers (McDonalds)	Advertising on Buses	5,712.30
9/25/2019	Montecito Bank & Trust	Advertising on Buses	3,281.00
9/27/2019	UCSB	Advertising on Buses	2,460.00
9/27/2019	UCSB	Advertising on Buses	2,460.00
9/27/2019	UCSB	Advertising on Buses	2,460.00
10/2/2019	ASTI Holding Company, LLC	Overpass Property Lease - Oct. '19	9,197.34
10/2/2019	Blue Line Media LLC	Advertising on Buses	1,044.00
10/2/2019	City of SB - Public Works Director	Downtown Shuttle - Sept. '19	96,079.25
10/2/2019	Cottage Hospital	Passes/Token Sales	10,400.00
10/3/2019	Public Surplus	Sale of Surplus Property	4,723.59
10/4/2019	Local Transportation Fund	SB 325 - Sept. '19	725,135.09
10/4/2019	Measure A, Section 3 LSTI	Measure A Funds - Sept. '19	194,399.87
Total Accounts Receivable Paid During Period			\$1,186,146.96

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
121716	8/16/2019	LAWRENCE GOMOLL	PER DIEM	350.75	V
121945	9/19/2019	CAL COAST GLASS TINT	WINDOW TINTING - TC RENOVATION	1,374.00	V
122010	9/27/2019	ADVANCED CABLE SYSTEMS COR	SECURITY CAMERA UPGRADE	409.65	
122011	9/27/2019	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
122012	9/27/2019	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	75.90	
122013	9/27/2019	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	146.00	
122014	9/27/2019	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	703.95	
122015	9/27/2019	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
122016	9/27/2019	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	29,568.40	
122017	9/27/2019	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	292.00	
122018	9/27/2019	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	46.60	
122019	9/27/2019	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	261.80	
122020	9/27/2019	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	433.47	
122021	9/27/2019	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	4,122.50	
122022	9/27/2019	STATE OF CALIFORNIA	PAYROLL RELATED	295.94	
122023	9/27/2019	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
122024	9/27/2019	LAWRENCE GOMOLL	PER DIEM	350.75	
122025	9/27/2019	GRAINGER, INC.	SHOP/B&G SUPPLIES	28.64	
122026	9/27/2019	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	228.78	
122027	9/27/2019	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	283.40	
122028	9/27/2019	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	
122029	9/27/2019	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	192.96	
122030	9/27/2019	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	240.00	
122031	9/27/2019	UNITED STATES TREASURY - IRS	PAYROLL RELATED	2,664.31	
122032	9/27/2019	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	284.60	
122033	9/27/2019	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	185.00	
122034	9/27/2019	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	45.00	
122035	9/27/2019	LINDA LEE LACKEY	RETIREE HEALTH REIMBURSEMENT	855.00	
122036	9/27/2019	ROBERT H. LURIE	REIMBURSEMENT	150.00	
122037	9/27/2019	MARTIN AUTO COLOR, INC.	BUS SUPPLIES	16.31	
122038	9/27/2019	LOUIS MANDEVILLE	RETIREE HEALTH REIMBURSEMENT	285.00	
122039	9/27/2019	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,408.32	
122040	9/27/2019	MULLEN & HENZELL	CALLE REAL PROJECT SERVICES	18,599.33	
122041	9/27/2019	NATIONAL DRIVE	PAYROLL DEDUCTION	32.00	
122042	9/27/2019	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	27,111.20	
122043	9/27/2019	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	4,153.07	
122044	9/27/2019	PITNEY BOWES INC	POSTAGE METER QTRLY CHARGES	146.81	
122045	9/27/2019	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	

Check #	Date	Company	Description	Amount	Voids
122046	9/27/2019	LETICIA RAMIREZ	PAYROLL RELATED	650.00	
122047	9/27/2019	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	146.00	
122048	9/27/2019	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	335.58	
122049	9/27/2019	SANSUM CLINIC	MEDICAL EXAMS	3,612.46	
122050	9/27/2019	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
122051	9/27/2019	SANTA BARBARA COUNTY EHS	ANNUAL HAZMAT PERMIT FEE	463.50	
122052	9/27/2019	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	50.00	
122053	9/27/2019	SO. CAL. EDISON CO.	UTILITIES	466.02	
122054	9/27/2019	SOAP MAN DISTRIBUTIN DBA	CLEANING SUPPLIES	137.03	
122055	9/27/2019	SOCALGAS	UTILITIES	1.08	
122056	9/27/2019	SOUTHWEST LIFT & EQUIPMENT, I	LIFT REPAIRS & SUPPLIES	2,410.48	
122057	9/27/2019	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	323.42	
122058	9/27/2019	STATE BOARD OF EQUALIZATION	PAYROLL RELATED	250.00	
122059	9/27/2019	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	296.00	
122060	9/27/2019	SB CITY OF-REFUSE/WATER	UTILITIES	601.08	
122061	9/27/2019	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	271.82	
122062	9/27/2019	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	398.19	
122063	9/27/2019	UNITED WAY OF SB	PAYROLL DEDUCTION	68.00	
122064	9/27/2019	JOHN J. VASQUEZ	RETIREE HEALTH REIMBURSEMENT	865.09	
122065	9/27/2019	VENTURA COUNTY OVERHEAD D	B&G REPAIRS & SUPPLIES	1,600.00	
122066	9/27/2019	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	705.73	
122067	9/27/2019	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,231.84	
122068	9/27/2019	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	48.00	
122069	9/27/2019	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	109.00	
122070	9/27/2019	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	266.26	
122071	10/3/2019	ABC BUS COMPANIES INC	BUS PARTS	1,631.77	
122072	10/3/2019	ACCONTEMPS DBA	CONTRACT EMPLOYMENT	4,168.40	
122073	10/3/2019	AMERICAN MOVING PARTS, LLC	BUS PARTS	683.94	
122074	10/3/2019	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	863.93	
122075	10/3/2019	CALIFORNIA CUSTOM CANVAS D	TC CANOPY RENOVATION	200.00	
122076	10/3/2019	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	97.76	
122077	10/3/2019	CAL COAST GLASS TINTING, INC.	WINDOW TINTING - TC RENOVATION	1,374.00	
122078	10/3/2019	CELTIS VENTURES, INC.	MARKETING SERVICES	3,230.00	
122079	10/3/2019	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	627.00	
122080	10/3/2019	COASTAL HOUSING PARTNERSHIP	MEMBERSHIP DUES	3,650.00	
122081	10/3/2019	CUMMINS-ALLISON CORPORATIO	OFFICE MACHINE PARTS/REPAIRS	936.98	
122082	10/3/2019	DAVID DAVIS JR.	DIRECTOR FEES	180.00	
122083	10/3/2019	DAVID RZEPINSKI & ASSOCIATES	PROCUREMENT SERVICES	2,187.50	
122084	10/3/2019	DESTINATION CREATIVE GROUP L	ADVERTISING-SB VISITOR MAGAZINE	450.00	
122085	10/3/2019	DIESEL FORWARD, INC.	BUS PARTS	2,764.99	
122086	10/3/2019	DUNN & BYBEE TOOL CO.	BUS PARTS	1,681.87	

Check #	Date	Company	Description	Amount	Voids
122087	10/3/2019	DOCUPRODUCTS CORPORATION	COPY MACHINE REPLACEMENT	2,204.85	
122088	10/3/2019	FEDEX dba	FREIGHT CHARGES	155.03	
122089	10/3/2019	SHERRIE FISHER	RETIREE HEALTH REIMBURSEMENT	300.88	
122090	10/3/2019	FLEET SERVICES, INC.	BUS PARTS	1,412.58	
122091	10/3/2019	GENFARE, A DIVISION OF SPX COR	FAREBOX REPAIRS & PARTS	497.76	
122092	10/3/2019	GIBBS INTERNATIONAL INC	BUS PARTS	1,703.08	
122093	10/3/2019	GILLIG LLC	BUS PARTS	7,172.75	
122094	10/3/2019	GRAINGER, INC.	SHOP/B&G SUPPLIES	48.45	
122095	10/3/2019	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	169.03	
122096	10/3/2019	JANICARE DBA	JANITORIAL SERVICES	180.00	
122097	10/3/2019	STEVEN EDWARD MAAS	REIMBURSEMENT	118.32	
122098	10/3/2019	MC CORMIX CORP. (OIL)	LUBRICANTS	2,422.89	
122099	10/3/2019	CHUCK MCQUARY	DIRECTOR FEES	120.00	
122100	10/3/2019	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	520.00	
122101	10/3/2019	KENNETH B. MILLS	PROCUREMENT SERVICES	649.00	
122102	10/3/2019	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	6,346.67	
122103	10/3/2019	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	145.92	
122104	10/3/2019	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,244.50	
122105	10/3/2019	NEOPART TRANSIT LLC	BUS PARTS	776.94	
122106	10/3/2019	NFI PARTS DBA	BUS PARTS	22.89	
122107	10/3/2019	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	867.07	
122108	10/3/2019	O'REILLY AUTO PARTS DBA	BUS PARTS	156.60	
122109	10/3/2019	LUIGI OTTIERI	DMV/VTT REIMBURSEMENT	56.00	
122110	10/3/2019	PAULA A. PEROTTE	DIRECTOR FEES	60.00	
122111	10/3/2019	PETTY CASH- HAHN, STEVE	MISC SHOP NEEDS	66.67	
122112	10/3/2019	OLIVIA RODRIGUEZ	DIRECTOR FEES	120.00	
122113	10/3/2019	NOLAN D ROBERTSON	REIMBURSEMENTS	50.00	
122114	10/3/2019	SILVAS OIL CO., INC.	LUBRICANTS	267.16	
122115	10/3/2019	SELECT STAFFING DBA	CONTRACT SERVICES	9,040.96	
122116	10/3/2019	SHERWIN-WILLIAMS CORP.	BUS STOP MAINTENANCE	53.66	
122117	10/3/2019	WILLIAM JOHN SHELOR	DIRECTOR FEES	60.00	
122118	10/3/2019	SANTA BARBARA SIGNS, INC. DB	PRINTING SERVICES	731.02	
122119	10/3/2019	SO. CAL. EDISON CO.	UTILITIES	3,378.27	
122120	10/3/2019	SB CITY OF-REFUSE/WATER	UTILITIES	3,327.67	
122121	10/3/2019	THE MEDCENTER	MEDICAL EXAMS	2,274.00	
122122	10/3/2019	DAVID T. TABOR	DIRECTOR FEES	120.00	
122123	10/3/2019	TANK TEAM INC.	TANK TESTS	123.00	
122124	10/3/2019	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	44,589.22	
122125	10/3/2019	UNITED TRANSMISSION EXCHAN	BUS TRANSMISSIONS/PARTS	3,232.50	
122126	10/3/2019	J.C. M. AND ASSOCIATES INC.	UNIFORMS	360.44	
122127	10/3/2019	U.S. BANK CORP. PAYMENT SYSTE	CREDIT CARD PURCHASES	5,557.05	

Check #	Date	Company	Description	Amount	Voids
122128	10/3/2019	VALLEY POWER SYSTEMS, INC.	BUS PARTS	6,997.49	
122129	10/3/2019	VEHICLE MAINTENANCE PROGRA	BUS PARTS	459.36	
122130	10/3/2019	VENTURA STEEL, INC.	B&G REPAIRS & SUPPLIES	80.48	
122131	10/3/2019	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	11,265.25	
122132	10/3/2019	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	474.79	
122133	10/3/2019	RICHARD WEINBERG	DIRECTOR FEES	120.00	
				256,399.56	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	1,724.75
				Grand Total:	\$254,674.81



BOARD OF DIRECTORS REPORT

MEETING DATE:	OCTOBER 15, 2019	AGENDA ITEM: #7
DEPARTMENT:	PLANNING	
TYPE:	INFORMATIONAL ITEM	
PREPARED BY:	HILLARY BLACKERBY	_____ <i>Signature</i>
REVIEWED BY:	GENERAL MANAGER	_____ <i>Signature</i>
SUBJECT:	AUGUST 2019 SERVICE CHANGES UPDATE	

DISCUSSION:

Staff will provide a brief update on the 2019 service changes that began on August 19, 2019.

MTD made the following changes to address on-time performance and route needs:

- Line 3--Minor routing changes around Cottage Hospital
- Lines 12x & 24x—fewer stops to improve the express nature of the service
- Line 28—increased frequency to every 10 minutes on weekdays
- Lines 4, 5, 10, 14, 15x, 17 & 20—Minor adjustments to improve on-time performance
- Booster services—minor routing and schedule adjustments to improve on-time performance



BOARD OF DIRECTORS REPORT

MEETING DATE:	OCTOBER 15, 2019	AGENDA ITEM: #8
DEPARTMENT:	PLANNING	
TYPE:	INFORMATIONAL ITEM	
PREPARED BY:	HILLARY BLACKERBY	_____ <i>Signature</i>
REVIEWED BY:	GENERAL MANAGER	_____ <i>Signature</i>
SUBJECT:	MICROTRANSIT PILOT UPDATE	

DISCUSSION:

In June 2019, MTD was awarded grant funds from Caltrans' Low-Carbon Transit Operations Program (LCTOP) to fund a one-year microtransit pilot. On October 1, 2019, the MTD Board of Directors approved the purchase of three (3) Ford Transit 350EL vans through the (CalACT) Purchasing Cooperative for the purpose of providing this service. The pilot is being conducted in partnership with TransLoc, a microtransit provider owned by Ford Smart Mobility.

Microtransit is a flexible, on-demand, curb-to-curb public transportation service, operated with smaller vehicles instead of larger transit buses. Several agencies around the country and within California have launched or are about to launch microtransit pilots such as OCTA, SacRT, AC Transit, and Capital Metro (Austin, TX).

Microtransit provides on-demand rides to riders within a specified zone or area. Riders will be able to order a ride in two ways: from a smartphone application or by calling the Transit Center. Those using the smartphone app will input their starting and ending destinations and will be given an estimated time of arrival for their vehicle. Those calling in will schedule a ride over the phone with a Customer Service Representative.

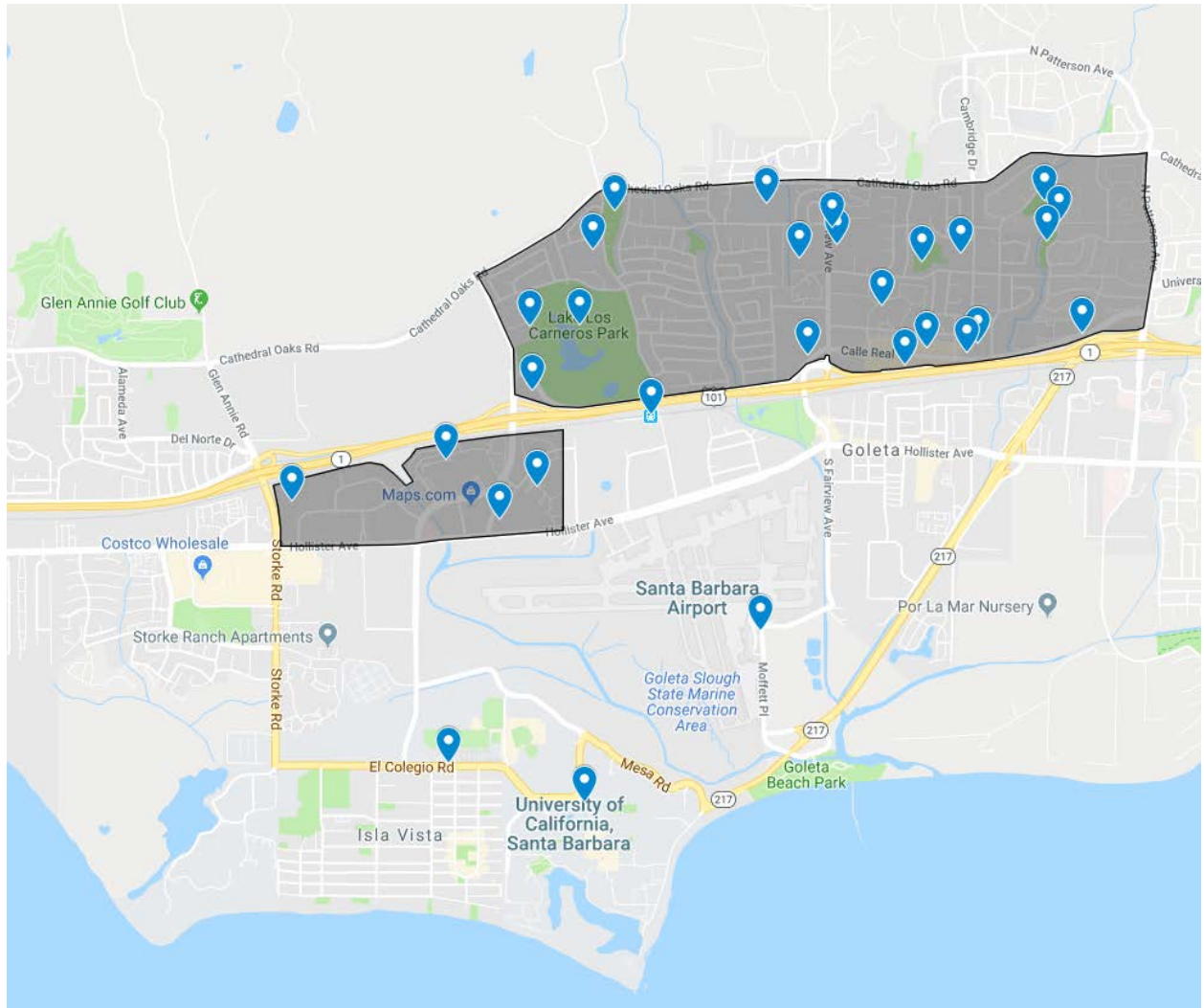
Based on the vehicle layout, the microtransit vehicles will carry seven (7) ambulatory passengers and one (1) passenger using the ADA/wheelchair tie down space.

The planning phase of service consisted of analyzing three different use cases or service zones in the MTD service area. The service zones analyzed were in Goleta, Carpinteria, and Santa Barbara's Waterfront/Mesa area. MTD Planning and Operations teams worked with TransLoc's to craft service zones in order to conduct simulations with TransLoc's modeling software, testing the viability of the proposed zones. Goleta has been selected as the initial pilot location.

The Goleta service zone consists of a geofenced area and several specific points of interest, displayed on the map below. The main zone north of Highway 101 is bounded by Cathedral Oaks to the north, Patterson to the east, Los Carneros to the west, and Highway 101 to the south. South of Highway 101 the zone is bounded by Highway 101 to the north, Willow Springs Court to the east, and Cortona Drive to the west. In addition to those main zones, rides could be requested at

BOARD OF DIRECTORS REPORT

the following specific locations outside of those zones: Santa Barbara Airport, Goleta Train Station, UCSB North Hall bus loop, and the outbound bus stop at El Colegio and Embarcadero del Mar. All microtransit rides requested must both begin and end within the zone or at the specified points mentioned above.



Staff recommends a fare of \$3 per ride, with \$1.50 for riders 62 and over and people with disabilities. It is also recommended that someone who completes a microtransit ride can transfer for free to MTD's fixed route service.

Once a production timeline is available for the Ford Transit vans, staff will select an anticipated start date for the pilot, and marketing and outreach will begin to the public.



BOARD OF DIRECTORS REPORT

MEETING DATE: OCTOBER 15, 2019

AGENDA ITEM: #9

DEPARTMENT: HUMAN RESOURCES

TYPE: ACTION ITEM

PREPARED BY: MARY GREGG

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY AMENDED
MEMORANDUM OF UNDERSTANDING AND RESOLUTION

RECOMMENDATION:

Staff recommends that the MTD Board of Directors authorize the General Manager to execute an amended Memorandum of Understanding (MOU) with Special District Risk Management Authority (SDRMA), and further, that the Board adopt an amended Resolution authorizing the execution of said MOU.

BACKGROUND:

SDRMA is a public agency that provides a full-service risk management program for California's local governments, with pooled insurance programs through the California State Association of Counties Excess Insurance Authority (CSAC-EIA). SDRMA is the authority that administers CSAC-EIA's small group health insurance program. In 2012, MTD's Board authorized staff to move the staff medical insurance to CSAC-EIA, executing the original MOU and Resolution in order to enroll in SDRMA's small group program.

DISCUSSION:

MTD has received notification from SDRMA that their Board of Directors approved amendments to the original MOU in order to align the MOU with IRS guidelines, the Affordable Care Act, and CSAC-EIA pool guidelines. Mr. Trevor Large, MTD's attorney with Buynak, Fauver, Archbald & Spray LLP, has reviewed the amended MOU and Resolution, along with the original documents from 2012, and has recommended MTD proceed with executing the amended documents. MTD's participation in the SDRMA's program would therefore remain in effect with the execution of the documents completed and returned by November 1, 2019.

ATTACHMENTS:

- SDRMA Memorandum of Understanding
- Resolution NO. 2019-04

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (HEREAFTER "MEMORANDUM") IS ENTERED INTO BY AND BETWEEN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (HEREAFTER "SDRMA") AND THE PARTICIPATING PUBLIC ENTITY (HEREAFTER "ENTITY") WHO IS SIGNATORY TO THIS MEMORANDUM.

WHEREAS, on August 1, 2006, SDRMA was appointed administrator for the purpose of enrolling small public entities into the CSAC - Excess Insurance Authority Health's ("CSAC-EIA Health") Small Group Health Benefits Program (hereinafter "PROGRAM"); and

WHEREAS, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments, and premiums are governed by CSAC-EIA Health Committee for the PROGRAM (the "COMMITTEE") and not SDRMA; and.

WHEREAS, ENTITY desires to enroll and participate in the PROGRAM.

NOW THEREFORE, SDRMA and ENTITY agree as follows:

1. **PURPOSE.** ENTITY is signatory to this MEMORANDUM for the express purpose of enrolling in the PROGRAM.
2. **ENTRY INTO PROGRAM.** ENTITY shall enroll in the PROGRAM by making application through SDRMA which shall be subject to approval by the PROGRAM's Underwriter and governing documents and in accordance with applicable eligibility guidelines.
3. **MAINTENANCE OF EFFORT.** PROGRAM is designed to provide an alternative health benefit solution to all participants of the ENTITY including active employees, retired employees (optional), dependents (optional) and public officials (optional). ENTITY public officials may participate in the PROGRAM only if they are currently being covered and their own ENTITY's enabling act, plans and policies allow it. ENTITY must contribute at least the minimum percentage required by the eligibility requirements
4. **PREMIUMS.** ENTITY understands that premiums and rates for the PROGRAM are set by the COMMITTEE. ENTITY will remit monthly premiums based upon rates established for each category of participants and the census of covered employees, public officials, dependents and retirees.

Rates for the ENTITY and each category of participant will be determined by the COMMITTEE designated for the PROGRAM based upon advice from its consultants

and/or a consulting Benefits Actuary and insurance carriers. In addition, SDRMA adds an administrative fee to premiums and rates for costs associated with administering the PROGRAM. Rates may vary depending upon factors including, but not limited to, demographic characteristics, loss experience of all public entities participating in the PROGRAM and differences in benefits provided (plan design), if any.

SDRMA will administrate a billing to ENTITY each month, with payments due by the date specified by SDRMA. Payments received after the specified date will accrue penalties up to and including termination from the PROGRAM. Premiums are based on a full month, and there are no partial months or prorated premiums. Enrollment for mid-year qualifying events and termination of coverage will be made in accordance with the SDRMA Program Administrative Guidelines.

5. **BENEFITS.** Benefits provided to ENTITY participants shall be as set forth in ENTITY's Plan Summary for the PROGRAM and as agreed upon between the ENTITY and its recognized employee organizations as applicable. Not all plan offerings will be available to ENTITY, and plans requested by ENTITY must be submitted to PROGRAM underwriter for approval.
6. **COVERAGE DOCUMENTS.** Except as otherwise provided herein, coverage documents from each carrier outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the PROGRAM and will be provided by SDRMA to each ENTITY. SDRMA will provide each ENTITY with additional documentation, defined as the SDRMA Program Administrative Guidelines which provide further details on administration of the PROGRAM.
7. **PROGRAM FUNDING.** It is the intent of this MEMORANDUM to provide for a fully funded PROGRAM by any or all of the following: pooling risk; purchasing individual stop loss coverage to protect the pool from large claims; and purchasing aggregate stop loss coverage.
8. **ASSESSMENTS.** Should the PROGRAM not be adequately funded for any reason, pro-rata assessments to the ENTITY may be utilized to ensure the approved funding level for applicable policy periods. Any assessments which are deemed necessary to ensure approved funding levels shall be made upon the determination and approval of the COMMITTEE in accordance with the following:
 - a. Assessments/dividends will be used sparingly. Generally, any over/under funding will be factored into renewal rates.
 - b. If a dividend/assessment is declared, allocation will be based upon each ENTITY's proportional share of total premiums paid for the preceding 3 years. An ENTITY must

-
- be a current participant to receive a dividend, except upon termination of the PROGRAM and distribution of assets.
- c. ENTITY will be liable for assessments for 12 months following withdrawal from the PROGRAM.
 - d. Fund equity will be evaluated on a total PROGRAM-wide basis as opposed to each year standing on its own.
- 9. **WITHDRAWAL.** ENTITY may withdraw subject to the following condition: ENTITY shall notify SDRMA and the PROGRAM in writing of its intent to withdraw at least 90 days prior to their requested withdrawal date. ENTITY may rescind its notice of intent to withdraw. Once ENTITY withdraws from the PROGRAM, there is a 3-year waiting period to come back into the PROGRAM, and the ENTITY will be subject to underwriting approval again.
 - 10. **LIAISON WITH SDRMA.** Each ENTITY shall maintain staff to act as liaison with SDRMA and between the ENTITY and SDRMA's designated PROGRAM representative.
 - 11. **GOVERNING LAW.** This MEMORANDUM shall be governed in accordance with the laws of the State of California.
 - 12. **VENUE.** Venue for any dispute or enforcement shall be in Sacramento, California.
 - 13. **ATTORNEY FEES.** The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.
 - 14. **COMPLETE AGREEMENT.** This MEMORANDUM together with the related PROGRAM documents constitutes the full and complete agreement of the ENTITY.
 - 15. **SEVERABILITY.** Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.
 - 16. **AMENDMENT OF MEMORANDUM.** This MEMORANDUM may be amended by the SDRMA Board of Directors and such amendments are subject to approval of ENTITY's designated representative, or alternate, who shall have authority to execute this MEMORANDUM. Any ENTITY who fails or refuses to execute an amendment to this MEMORANDUM shall be deemed to have withdrawn from the PROGRAM on the next annual renewal date.
 - 17. **EFFECTIVE DATE.** This MEMORANDUM shall become effective on the later of the first date of coverage for the ENTITY or the date of signing of this MEMORANDUM by the Chief Executive Officer or Board President of SDRMA.

18. EXECUTION IN COUNTERPARTS. This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: August 1, 2019

By: Laura S. Gill

Special District Risk
Management Authority

Dated: _____

By: _____

Santa Barbara Metropolitan Transit District

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

IN THE MATTER OF APPROVING THE FORM
OF AND AUTHORIZING THE EXECUTION OF A
MEMORANDUM OF UNDERSTANDING AND
AUTHORIZING PARTICIPATION IN THE
SPECIAL DISTRICT RISK MANAGEMENT
AUTHORITY'S HEALTH BENEFITS PROGRAM

RESOLUTION NO. 2019-04

WHEREAS, Santa Barbara Metropolitan Transit District, a public agency duly organized and existing under and by virtue of the laws of the State of California (the "ENTITY"), has determined that it is in the best interest and to the advantage of the ENTITY to participate in the Health Benefits Program offered by Special District Risk Management Authority (the "Authority"); and

WHEREAS, the Authority was formed in 1986 in accordance with the provisions of California Government Code 6500 et seq., for the purpose of providing risk financing, risk management programs and other coverage protection programs; and

WHEREAS, participation in Authority programs requires the ENTITY to execute and enter into a Memorandum of Understanding which states the purpose and participation requirements for the Health Benefits Program; and

WHEREAS, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the ENTITY is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ENTITY AS FOLLOWS:

Section 1. **Findings**. The ENTITY's Governing Body hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of the ENTITY.

Section 2. **Memorandum of Understanding**. The Memorandum of Understanding, to be executed and entered into by and between the ENTITY and the Authority, in the form presented at this meeting and on file with the ENTITY's Secretary, is hereby approved. The ENTITY's Governing Body and/or Authorized Officers ("The Authorized Officers") are

hereby authorized and directed, for and in the name and on behalf of the ENTITY, to execute and deliver to the Authority the Memorandum of Understanding.

Section 3. **Program Participation**. The ENTITY's Governing Body approves participating in the Special District Risk Management Authority's Health Benefits Program.

Section 4. **Other Actions**. The Authorized Officers of the ENTITY are each hereby authorized and directed to execute and deliver any and all documents which are necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 5. **Effective Date**. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 1st day of October, 2019 by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: October 15, 2019
Subject: General Manager's Report

The Operations Department is ready to commence bidding this Wednesday for the next service changes slated for the Winter 2019 Bid, which will start December 2. This specific bid usually takes somewhat longer as vacations for 2020, along with several holiday bids, are chosen along with Operator's work schedules.

Planning staff met with staff from the County of Santa Barbara Office of Emergency Management about possible impacts of Southern California Edison's Public Safety Power Shutdown (PSPS) protocol. MTD stressed the importance of building resilience into the transportation system, especially as fleets move to be battery-electric and reliant on the grid more than ever.

Staff is submitting an application to Caltrans' Sustainable Communities Grant program to fund an update to MTD's Short Range Transit Plan. The grant awards will be announced in the spring of 2020.

Staff attended a meeting of the Santa Barbara County Association of Governments' (SBCAG's) Technical Transportation Advisory Committee (TTAC) on October 3. TTAC recommended that the SBCAG Board approve revised Transportation Development Act (TDA) apportionments, including FY 2019-20 Local Transportation Fund (LTF) apportionments and FY 2018-19 State Transit Assistance (STA) apportionments. TTAC also recommended that the SBCAG Board approve a simplified 2020 unmet transit needs process, as no jurisdiction has indicated an intent to utilize 2020 TDA-LTF funds for streets and roads.

MTD staff and members of the Stantec team (MTD's consultant for the Facilities Master Plan) met separately with planning staff of Santa Barbara County, Santa Barbara, Goleta, Carpinteria, and the University of California, Santa Barbara (UCSB) to discuss future growth projections. The information gathered at these meetings will assist efforts to determine future MTD service demand and facility needs. Staff also participated in a charrette with the Stantec team regarding potential future designs for T1 and T2.

In July 2016, MTD began offering a new benefit to all its employees through Coastal Housing Partnership. Coastal Housing Partnership provides access to a network of service partners, such as real estate agents, lenders, home inspection firms, and so on, throughout Santa Barbara and Ventura counties. These services are provided at no additional cost to our employees through MTD's annual membership. In turn, these service partners waive processing fees or reduce closing costs. MTD's Human Resources is very pleased to announce that for the Fiscal Year ending June 30, 2019, two employees purchased new homes using services offered by Coastal Housing Partnership with each employee realizing a \$4,500 savings. Employees also attended home buying fairs, and representatives from Coastal Housing Partnership held a workshop at MTD to introduce services to our employees.

The fiscal and regulatory audit of fiscal year 2018-19 is nearing completion. A Finance, Human Resources & Risk Committee will be scheduled for later this month before bringing the Single Audit Report to the full Board in November.

Finance staff recently completed a survey for the Federal Reserve concerning the payment methods used by passengers. This is part of a nationwide effort to assess the transition from cash to other fare media including magnetic and chipped passes, credit cards, and smartphones.

A formal invitation for bids was recently completed to install conduit and networking cable for the purpose of enabling communications between BYD chargers and a cloud-based battery management application. The \$12,300 contract was awarded to the Advanced Cable Systems, the low bidder. The I/O Controls "ELMS" application will provide for increased data collection, enhanced charger management and control, and improved reporting capabilities on the BYD fleet.