



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, March 3, 2020
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 - (ACTION MAY BE TAKEN)

The Board of Directors will be asked to approve the draft minutes for the meeting of February 18, 2020.

5. CASH REPORTS - (ACTION MAY BE TAKEN)

The Board of Directors will be asked to review and approve the Cash Reports from February 8, 2020, through February 21, 2020.

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.

BOARD OF DIRECTORS AGENDA

- 7. COMMERCIAL AUTO AND GENERAL LIABILITY INSURANCE RENEWAL - (ACTION MAY BE TAKEN)**
Staff will recommend renewal of Commercial Auto and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective April 1, 2020 – April 1, 2021.
- 8. FIRST DRAFT OF FISCAL YEAR 2020-21 BUDGET - (ATTACHMENT – ACTION MAY BE TAKEN)**
Staff will present the first draft of the Fiscal Year 2020-21 (FY20-21) budget to the Board and seek direction on preparing the second draft to be considered by the Board for adoption in June.
- 9. GENERAL MANAGER’S REPORT - (INFORMATIONAL)**
The General Manager will provide an update on district activities.
- 10. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)**
The Board will report on other related public transit issues and committee meetings.
- 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, February 18, 2020
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.

3. REPORT REGARDING THE POSTING OF THE AGENDA

Christina Perry, Administrative Assistant and Clerk of the Board, reported that the agenda was posted on Friday, February 14, 2020, 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 REMOVING FROM THE AGENDA ITEM 12 - RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE SECTIONS 54957(B)(1); 54957.6). CHAIR DAVIS CONSENTED.

CONSENT CALENDAR

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

The Board of Directors was asked to approve the draft minutes for the meeting of February 4, 2020.

5. CASH REPORTS - (ACTION MAY BE TAKEN)

The Board of Directors was asked to review and approve the Cash Reports from January 25, 2020, through February 7, 2020.

Director Olivia Rodriguez moved to approve the consent calendar. Vice Chair Tabor seconded the motion. The motion passed unanimously with abstention from Director Paula Perotte for the minutes of February 4, 2020.

THIS CONCLUDES THE CONSENT CALENDAR

BOARD OF DIRECTORS DRAFT MINUTES

6. PUBLIC COMMENT

Lee Moldaver, speaking as a member of the public, expressed concerns over increased load on the inbound line 6 and 11 at the corner of Ontare Road and State Street.

7. FISCAL YEAR 2019-20 SECOND QUARTER PERFORMANCE REPORTS - (INFORMATIONAL)

Planning and Marketing Manager Hillary Blackerby presented Second Quarter Fiscal Year 2019-20 Performance Reports for the six-month period ending December 31, 2019.

8. REQUEST AMENDMENT TO MEASURE A INVESTMENT PLAN - SOUTH COAST TRANSIT CAPITAL PROGRAM - (ACTION MAY BE TAKEN)

General Manager Jerry Estrada requested the Board's authorization to seek an amendment to the Measure A Investment Plan – South Coast Transit Capital Program. MTD desires flexibility to use Measure A South Coast Transit Capital Program funds for operations if the Santa Barbara Urbanized Area exceeds 200,000 as of a decennial census.

Vice Chair Tabor moved to authorize General Manager Estrada to seek the aforementioned amendment. Director Perotte seconded the motion. The motion passed unanimously.

9. ADOPTION OF FISCAL YEAR 2020-21 MEASURE A PROGRAM OF PROJECTS SUBMITTAL - (ATTACHMENT - ACTION MAY BE TAKEN)

Assistant Controller Thais Sayat requested that the Board approve the submittal of Santa Barbara Metropolitan Transit District (MTD) Measure A Program of Projects for Fiscal Year 2020-21 (FY20-21).

Vice Chair Tabor moved to approve the Measure A Program of Projects. Director Rodriguez seconded the motion. The motion passed unanimously.

10. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

General Manager Estrada provided an update on the following district activities: operations meeting and workshop for supervisors, progress on installation of ChargePoint electric vehicle (EV) charging stations, award of the Fall Arrest System contract.

11. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

The Calle Real Ad Hoc Committee members were reminded of a meeting immediately following adjournment.

ITEM 12 WAS REMOVED FROM AGENDA WITH THE CONCURRENCE OF CHAIR DAVIS AND GENERAL MANAGER ESTRADA.

13. ADJOURNMENT

Director Chuck McQuary moved to adjourn. Director Rodriguez seconded the motion. The motion passed unanimously and the meeting adjourned at 9:57 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 3, 2020
For the Period February 8, 2020 through February 21, 2020

MONEY MARKET

Beginning Balance February 8, 2020 **\$3,247,421.01**

LAIF Withdrawal	1,500,000.00
Accounts Receivable	530,223.56
Miscellaneous Income	244,472.52
Passenger Fares	172,527.42
Prepays & Advertising	7,269.00
Interest Income	1,903.03
Total Deposits	2,456,395.53

Miscellaneous Transfers	(545.97)
Bank & Credit Card Fees	(6,681.55)
Workers' Compensation	(52,661.22)
401(k)/Pension Transfer	(60,152.26)
Payroll Taxes	(174,158.89)
Payroll	(367,678.55)
Accounts Payable	(892,602.60)
LAIF Deposit	(1,500,000.00)
Total Disbursements	(3,054,481.04)

CERTIFICATES OF DEPOSIT

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

\$1,500,000.00

Ending Balance

\$4,149,335.50

CASH INVESTMENTS

LAIF Account	\$8,775,875.26
Money Market Account	4,149,335.50
Total Cash Balance	\$12,925,210.76

\$12,925,210.76

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$5,369,229.84)
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Working Capital

\$7,555,980.92

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

Date	Company	Description	Amount
2/4/2020	SB School District	Passes/Token Sales	41,250.00
2/4/2020	SB School District	Passes/Token Sales	2,850.00
2/5/2020	Jim Haggerty	Retiree - Vision	12.20
2/10/2020	ASTI Holding Company, LLC	Overpass Property Lease - Feb'20	9,197.34
2/11/2020	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship 12/19	1,428.24
2/11/2020	City of SB - Public Works Director	Downtown Shuttle - Jan'20	105,561.00
2/12/2020	Jim Haggerty	Retiree - Vision	12.20
2/13/2020	SBCC - Contract Fares	Contract Fares - Spring '20	342,752.00
2/18/2020	S.B.C.A.G.	Amtrak Connecting Service - Dec'19	13,318.16
2/20/2020	CalPERS	OPEB Reimbursement - Dec'19	5,827.82
2/20/2020	Goodwin & Thyne Properties	Advertising on Buses	2,080.00
2/20/2020	Moonlight Graphics/Mktg	Advertising on Buses	4,203.00
2/20/2020	Wells Marketing, LLC	Advertising on Buses	1,731.60
Total Accounts Receivable Paid During Period			\$530,223.56

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
123106	2/14/2020	AMERICAN MOVING PARTS, LLC	BUS PARTS	78.11	
123107	2/14/2020	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	855.00	
123108	2/14/2020	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	110.00	
123109	2/14/2020	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	169.22	
123110	2/14/2020	HILLARY BLACKERBY	REIMBURSEMENT	110.70	
123111	2/14/2020	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	40.00	
123112	2/14/2020	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	41.20	
123113	2/14/2020	ROBERT BURNHAM	RETIREE HEALTH REIMB/SDRMA REF	285.00	
123114	2/14/2020	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	502.89	
123115	2/14/2020	CITY OF CARPINTERIA	CHARGING STATION ELECTRICITY	120.70	
123116	2/14/2020	CITY OF SANTA BARBARA	CSR PARKING PERMITS	40.00	
123117	2/14/2020	COASTAL HOUSING COALITION (C	ANNUAL S.B. CONFERENCE	500.00	
123118	2/14/2020	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	392.70	
123119	2/14/2020	CINTAS CORPORATION	FIRST AID SUPPLIES	45.98	
123120	2/14/2020	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	468.72	
123121	2/14/2020	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	307.95	
123122	2/14/2020	NANCY CURTIS	RETIREE HEALTH REIMBURSEMENT	191.12	
123123	2/14/2020	EASY LIFT TRANSPORTATION, INC	MONTHLY ADA SUBSIDY	80,969.50	
123124	2/14/2020	ELECTRONIC DATA MAGNETICS, I	BUS PASS PRINTING	7,068.75	
123125	2/14/2020	EQUOLOGIC DBA	CONSULTING SERVICES	45,361.60	
123126	2/14/2020	SHERRIE FISHER	RETIREE HEALTH REIMBURSEMENT	308.48	
123127	2/14/2020	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	100.98	
123128	2/14/2020	GIBBS INTERNATIONAL INC	BUS PARTS	969.54	
123129	2/14/2020	GILLIG LLC	BUS PARTS	9,368.75	
123130	2/14/2020	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
123131	2/14/2020	GOGETTERS, LLC DBA	COURIER SERVICES	225.00	
123132	2/14/2020	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	1,244.12	
123133	2/14/2020	LAWRENCE GOMOLL	PER DIEM	81.00	
123134	2/14/2020	GRAPHICINK	PRINTING SERVICES	576.47	
123135	2/14/2020	JILL GRISHAM	RETIREE HEALTH REIMB/SDRMA REF	251.36	
123136	2/14/2020	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	
123137	2/14/2020	ROBERT HARTMAN, JR.	RETIREE HEALTH REIMBURSEMENT	653.86	
123138	2/14/2020	HAYNES SALES DBA	B&G REPAIRS & SUPPLIES	726.70	
123139	2/14/2020	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	159.94	
123140	2/14/2020	UNITED STATES TREASURY - IRS	PAYROLL RELATED	250.00	
123141	2/14/2020	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	285.00	
123142	2/14/2020	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	221.00	
123143	2/14/2020	LANSPEED DBA	NETWORK DATA SERVERS	35,632.00	

Check #	Date	Company	Description	Amount	Voids
123144	2/14/2020	LMA ARCHITECTS, CORP.	TC CONSTRUCTION OVERSIGHT	2,045.28	
123145	2/14/2020	LOUIS MANDEVILLE	RETIREE HEALTH REIMBURSEMENT	285.00	
123146	2/14/2020	MC CORMIX CORP. (OIL)	LUBRICANTS	4,587.41	
123147	2/14/2020	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	94.64	
123148	2/14/2020	NEWEGG, INC	IT EQUIPMENT & SUPPLIES	208.78	
123149	2/14/2020	NEWTON CONSTRUCTION & MGM	TRANSIT CENTER RENOVATIONS	405,117.24	
123150	2/14/2020	NFI PARTS DBA	BUS PARTS	753.18	
123151	2/14/2020	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	10.66	
123152	2/14/2020	N/S CORPORATION	BUS WASHER PARTS	831.28	
123153	2/14/2020	CARLOS ORNELAS	RETIREE HEALTH REIMBURSEMENT	160.00	
123154	2/14/2020	PETROLEUM MARKETING EQUIPM	FUELING MONITORING SYSTEMS	38,976.00	
123155	2/14/2020	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
123156	2/14/2020	POWERSTRIDE BATTERY CO.	EV BATTERIES	598.89	
123157	2/14/2020	LETICIA RAMIREZ	PAYROLL RELATED	650.00	
123158	2/14/2020	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	170.00	
123159	2/14/2020	RICON CORPORATION	BUS PARTS	870.38	
123160	2/14/2020	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	178.00	
123161	2/14/2020	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
123162	2/14/2020	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	192.43	
123163	2/14/2020	SILVAS OIL CO., INC.	LUBRICANTS	268.67	
123164	2/14/2020	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	50.00	
123165	2/14/2020	SM TIRE, CORP.	BUS TIRE MOUNTING	240.50	
123166	2/14/2020	STATE BOARD OF EQUALIZATION	PAYROLL RELATED	250.00	
123167	2/14/2020	TEAMSTERS PENSION TRUST	UNION PENSION	92,734.50	
123168	2/14/2020	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	10,326.63	
123169	2/14/2020	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	43,091.99	
123170	2/14/2020	J.C. M. AND ASSOCIATES INC.	UNIFORMS	71.84	
123171	2/14/2020	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	880.10	
123172	2/14/2020	WURTH USA WEST INC.	SHOP SUPPLIES	670.55	
123173	2/14/2020	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	198.76	
123174	2/20/2020	ABC BUS COMPANIES INC	BUS PARTS	838.33	
123175	2/20/2020	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	260.00	
123176	2/20/2020	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	448.32	
123177	2/20/2020	SALVADOR BUSTOS	REIMBURSEMENT	58.00	
123178	2/20/2020	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	28.01	
123179	2/20/2020	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	149.72	
123180	2/20/2020	CINTAS CORPORATION	FIRST AID SUPPLIES	163.39	
123181	2/20/2020	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE	45.19	
123182	2/20/2020	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	3,316.64	
123183	2/20/2020	DIESEL FORWARD, INC.	BUS PARTS	4,862.48	
123184	2/20/2020	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	141.35	

Check #	Date	Company	Description	Amount	Voids
123185	2/20/2020	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	1,983.02	
123186	2/20/2020	FTI SERVICES, INC.	IT SUPPORT SERVICES	2,565.00	
123187	2/20/2020	GIBBS INTERNATIONAL INC	BUS PARTS	2,387.70	
123188	2/20/2020	GILLIG LLC	BUS PARTS	1,574.89	
123189	2/20/2020	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	13,914.89	
123190	2/20/2020	GRAINGER, INC.	SHOP/B&G SUPPLIES	65.28	
123191	2/20/2020	RYAN GRIPP	REIMBURSEMENTS	285.00	
123192	2/20/2020	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	83.91	
123193	2/20/2020	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	154.65	
123194	2/20/2020	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	95.00	
123195	2/20/2020	GARRETT KAUFMAN	TOOL ALLOWANCE/REIMBURSEMENT	1,100.00	
123196	2/20/2020	MC CORMIX CORP. (OIL)	LUBRICANTS	1,062.26	
123197	2/20/2020	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	142.09	
123198	2/20/2020	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	122.25	
123199	2/20/2020	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	116.75	
123200	2/20/2020	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	304.50	
123201	2/20/2020	NFI PARTS DBA	BUS PARTS	151.35	
123202	2/20/2020	NORTHWEST PUMP & EQUIPMENT	FUEL ISLAND SUPPLIES	345.01	
123203	2/20/2020	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	568.92	
123204	2/20/2020	N/S CORPORATION	BUS WASHER PARTS	86.15	
123205	2/20/2020	O'REILLY AUTO PARTS DBA	BUS PARTS	490.54	
123206	2/20/2020	PAPE MATERIAL HANDLING, INC.	FORKLIFT REPAIR	289.32	
123207	2/20/2020	SILVAS OIL CO., INC.	LUBRICANTS	308.31	
123208	2/20/2020	SANTA BARBARA TROPHY	DRIVER NAME PLATES	114.84	
123209	2/20/2020	SO. CAL. EDISON CO.	UTILITIES	5,214.36	
123210	2/20/2020	SOAP MAN DISTRIBUTIN DBA	CLEANING SUPPLIES	510.80	
123211	2/20/2020	SOCALGAS	UTILITIES	957.23	
123212	2/20/2020	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	894.52	
123213	2/20/2020	TANK TEAM INC.	TANK TESTS	123.00	
123214	2/20/2020	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	43,058.16	
123215	2/20/2020	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	406.86	
123216	2/20/2020	VALLEY POWER SYSTEMS, INC.	BUS PARTS	4,991.12	
123217	2/20/2020	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,961.06	
123218	2/20/2020	VEHICLE MAINTENANCE PROGRA	BUS PARTS	803.88	
123219	2/20/2020	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	474.91	
123220	2/20/2020	YELLOW (YRC) TRANSPORTATION	FREIGHT CHARGES	279.64	

Check #	Date	Company	Description	Amount	Voids
				892,602.60	
			Current Cash Report Voided Checks:	0.00	
			Prior Cash Report Voided Checks:	0.00	
			Grand Total:	\$892,602.60	



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 3, 2020 **AGENDA ITEM: #7**
DEPARTMENT: RISK
TYPE: ACTION ITEM
PREPARED BY: MARY GREGG _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: COMMERCIAL AUTO AND GENERAL LIABILITY INSURANCE RENEWAL

RECOMMENDATION:

Staff recommends renewal of Commercial Auto and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective April 1, 2020 – April 1, 2021 at \$4,750,000 Excess Indemnity over a \$250,000 Self Insured Retention (SIR) and \$10,000,000 Excess/Umbrella, for an annual premium of \$429,530. After review of current trends in the insurance market through benchmarking reports, and survey of trends in the transportation industry, Staff recommends procuring the higher coverage limit with the renewal.

DISCUSSION:

The quote for the first layer SIR Excess Indemnity is based on a rate established for vehicle type, calculated by the total number of each vehicle type in MTD's fleet as of the submission of the renewal application: 110 Buses, 3 Articulated Buses, 26 Service/Private Passenger cars, and 4 spare transit buses. The final cost for the policy at the end of the policy period is subject to endorsement as vehicles are added and/or deleted. Pricing quotes at different SIRs, including First Dollar Coverage, were reviewed by Staff with Bob Fatch, MTD's broker with Brown and Brown. Retaining the current SIR of \$250,000 offers the most cost effective option.

The \$10,000,000 Excess coverage is quoted per \$5,000,000 layer, with each layer a flat annual rate and not subject to increase by changes in fleet size. MTD's expiring policy is a \$5,000,000 Excess for a total coverage limit of \$10,000,000 (\$9,750,000 excess of \$250,000). The renewal option adds an additional \$5,000,000 for a total coverage limit of \$15,000,000 (\$14,750,000 excess of \$250,000). For the entirety of claims history with NIIC, MTD has never pierced the Excess threshold.

NIIC's renewal quote for the first \$10,000,000 coverage plus Claims Service Agreement represents an approximate 20% increase over the expiring policy, a large increase that MTD has not seen historically, but one that remains below market trend. The Claims Service Agreement is a flat annual rate. NIIC has partnered with MTD for over 25 years and has a strong working relationship with claims handling with MTD's Risk staff.

BOARD OF DIRECTORS REPORT

FINANCIAL INFORMATION:

Line of Coverage	Renewal FY 20-21	Expiring FY 19-20	Prior FY 18-19	Prior FY 17-18
SIR Excess Indemnity	\$254,566	\$214,249	\$214,669	\$205,467
Excess \$5,000,000 x \$5,000,000	\$91,130	\$81,651	\$79,732	\$70,231
Excess \$5,000,000 x \$10,000,000	\$59,196	N/A	N/A	N/A
Claims Services Agreement	\$24,638	\$20,931	\$19,752	\$17,368
Totals	\$429,530	\$316,831	\$314,153	\$293,336

Per Unit Pricing	Renewal FY 20-21	Expiring FY 19-20	Prior FY 18-19	Prior FY 17-18
Transit Bus	\$2,009	\$1,625	\$1,625	\$1,569
Articulated Bus	\$2,210	\$1,788	\$1,788	\$1,726
Service/Private Passenger	\$959	\$805	\$805	\$799
"Spare" Transit Bus	\$503	\$407	\$407	N/A



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 3, 2020 **AGENDA ITEM: #8**
DEPARTMENT: FINANCE
TYPE: ACTION ITEM
PREPARED BY: THAIS SAYAT _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: FIRST DRAFT OF FISCAL YEAR 2020-21 BUDGET

RECOMMENDATION:

Staff will present the first draft of the Fiscal Year 2020-21 (FY20-21) budget to the Board and seek direction on preparing the second draft to be considered by the Board for adoption in June.

DISCUSSION:

The first draft of the operating and capital budget for FY20-21 is attached for Board review. The operating budget reflects a shortfall of \$800K. The basis of the deficit is that revenues are not increasing at a rate large enough to cover the growth in operating expenses. Increases include wages and benefits costs, including the assumption of full employment; and workers compensation expenses trending upwards over the last several years. On the revenue side, fares remain flat while there has been only nominal growth in sales tax income and federal operating assistance over the last five years. Overall, FY20-21 operating revenue reflects a 2% reduction from the prior year and operating expenses are flat compared to FY19-20. In essence, these trends are the basis of the structural deficit seen in recent years.

Key operating budget assumptions

- The inclusion of the prorated Microtransit service increased revenue hours by 1.5%, which raised the total revenue hours slightly above 231,000.
- Wages & fringe benefit rate increases are consistent with the collective bargaining agreement and full staffing is budgeted for all departments.
- At this point in time, the spike in FY19-20 risk related costs are not anticipated to be maintained. A five-year average cost method was implemented and resulted in a reduction from the FY19-20 projection, but a significant rise over the previous five years.
- New fare revenue and LCTOP operating assistance revenue associated with the onset of the Microtransit service have been incorporated.
- All FTA 5037 federal formula assistance has been fully allocated to operating revenue.
- Under the current fixed price fuel contract, the cost per gallon is \$2.24 through November 2020. At this point in time, the \$2.24 rate is utilized for remaining seven months of the fiscal year.
- The budget does not include TDA-State Transit Assistance funds allocated to operating revenue, which was a change from the prior year.

BOARD OF DIRECTORS REPORT

This first draft of the operating budget is the initial opportunity to review the FY20-21 imbalance given current major assumptions as well as identify significant changes from the FY19-20 budget. Of the listed assumptions, risk related costs and fuel costs are two identifiable items that have the potential to change over the next few months. Risk related costs will be refined taking into account activity from now until June. In addition, the District has plans to seek a new fixed fuel contract in the upcoming months which would be incorporated in the budget.

The first draft of the capital budget includes \$35M in capital projects. It reflects \$25M in discretionary state and federal capital funding for the some of the larger capital projects, which requires the use of \$8M in local matching funds. For budgetary purposes it is necessary to include all anticipated projects because if the District receives the discretionary funding, then it will be required to allocate a local funding match. In the event the District is not awarded the discretionary federal and state funds, then projects associated with this funding will not occur and the local funding match will be released.

The significant updates to the capital budget reflect revenue vehicle acquisitions for almost \$26M and the recommissioning of the Overpass facility for \$8M. Vehicle acquisitions include the replacement of sixteen 40'ft buses and eleven 30'ft buses. The Overpass recommissioning project includes the facility design and the beginning of site work. These are the two projects associated with discretionary funding, which is discussed above.

ATTACHMENT:

- Draft Operating & Capital Budget for Fiscal Year 2020-21



FISCAL YEAR 2020-21
OPERATING & CAPITAL BUDGET
DRAFT

Santa Barbara Metropolitan Transit District
550 Olive Street * Santa Barbara, CA 93101
Phone: (805) 963-3364 * Website: sbmtd.gov

March 3, 2020

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

**OPERATING & CAPITAL BUDGET
FISCAL YEAR 2020-21**

DRAFT

March 3, 2020

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Operating Budget Summary

Fiscal Year 2020-21

	Draft FY 2021-20 Budget	Approved FY 2019-20 Budget	<u>Budget Change</u>	
			Amount	%
<i>OPERATING REVENUE</i>				
Fare Revenue	\$7,306,002	\$7,227,666	\$78,336	1%
Sales Tax Revenue	10,465,809	10,832,211	(366,402)	-3%
FTA Operating Assistance	5,916,700	5,573,989	342,711	6%
State & Local Op Assistance	2,016,150	1,642,661	373,490	23%
Property Tax Revenue	1,342,320	1,342,320	0	0%
Non-Transportation Income	742,181	1,611,043	(868,862)	-54%
<i>Total Operating Revenue</i>	<u>\$27,789,161</u>	<u>\$28,229,889</u>	<u>(\$440,728)</u>	<u>-2%</u>
<i>OPERATING EXPENSES</i>				
Route Operations	\$17,472,216	\$17,878,585	(\$406,369)	-2%
Vehicle Maintenance	5,897,567	5,847,881	49,687	1%
Passenger Accommodations	1,666,204	1,626,035	40,169	2%
General Overhead	3,569,165	3,399,415	169,750	5%
<i>Total Operating Expense</i>	<u>\$28,605,153</u>	<u>\$28,751,916</u>	<u>(\$146,763)</u>	<u>-1%</u>
Surplus / (Deficit)	<u>(\$815,991)</u>	<u>(\$522,027)</u>		

Operating Revenue Summary Fiscal Year 2020-21

	Draft	Approved	Budget Change	
	FY 2021-20 Budget	FY 2019-20 Budget	Amount	%
<i>FAREBOX REVENUE</i>				
Cash Fares & Tokens	\$1,910,165	\$1,910,165	\$0	0%
Adult Passes	1,159,849	1,159,849	0	0%
Youth Passes	560,389	560,389	0	0%
Senior Passes	208,075	208,075	0	0%
Mobility Passes	141,248	141,248	0	0%
Day Passes	10,053	10,053	0	0%
Microtransit Fares	78,336	0	78,336	n/a
Downtown-Waterfront Shuttle	1,224,374	1,224,374	0	0%
UCSB Contract Fares	1,120,234	1,120,234	0	0%
SBCC Contract Fares	796,079	796,079	0	0%
Special Event Fares & Amtrak	67,200	67,200	0	0%
City My Ride Program	30,000	30,000	0	0%
<i>Subtotal</i>	<u>\$7,306,002</u>	<u>\$7,227,666</u>	<u>\$78,336</u>	<u>1%</u>
<i>GRANTS & SUBSIDIES</i>				
LTF Sales Tax Revenue	\$8,264,069	\$8,102,028	\$162,041	2%
FTA Formula Assistance	5,916,700	5,573,989	342,711	6%
Measure A	2,201,740	2,130,183	71,557	3%
State & Local Op Assistance	2,016,150	1,642,661	373,490	23%
Property Tax Revenue	1,342,320	1,342,320	0	0%
STA/SB1 Sales Tax Revenue	0	600,000	(600,000)	-100%
<i>Subtotal</i>	<u>\$19,740,979</u>	<u>\$19,391,181</u>	<u>\$349,798</u>	<u>2%</u>
<i>NON-TRANSPORTATION INCOME</i>				
Advertising on Buses	\$475,000	\$475,000	\$0	0%
Lease & Other Income	35,000	903,862	(868,862)	-96%
Interest Income	232,181	232,181	0	0%
<i>Subtotal</i>	<u>\$742,181</u>	<u>\$1,611,043</u>	<u>(\$868,862)</u>	<u>-54%</u>
<i>Total Operating Revenue</i>	<u>\$27,789,161</u>	<u>\$28,229,889</u>	<u>(\$440,728)</u>	<u>-2%</u>

Fare Revenue by Category

Cash & Token Fares	\$1,910,165	\$1,910,165	\$0	0%
Pass Sales	2,079,614	2,079,614	0	0%
Microtransit Fares	78,336	0	78,336	n/a
Contract Fares	3,237,887	3,237,887	0	0%
<i>Total Farebox Revenue</i>	<u>\$7,306,002</u>	<u>\$7,227,666</u>	<u>\$78,336</u>	<u>1%</u>

Operating Expense Summary Fiscal Year 2020-21

	Draft FY 2021-20 Budget	Approved FY 2019-20 Budget	<u>Budget Change</u>	
			Amount	%
<i>ROUTE OPERATIONS</i>				
Drivers	\$12,714,394	\$12,258,708	\$455,685	4%
Dispatch & Supervision	760,497	740,527	19,969	3%
Hiring & Training	432,412	423,801	8,611	2%
Risk & Safety	2,562,673	3,483,914	(921,241)	-26%
Transportation Subsidies	1,002,240	971,634	30,607	3%
<i>Subtotal</i>	<u>\$17,472,216</u>	<u>\$17,878,585</u>	<u>(\$406,369)</u>	<u>-2%</u>
<i>VEHICLE MAINTENANCE</i>				
Mechanics	\$1,203,400	\$1,163,525	\$39,875	3%
Cleaners & Fuelers	853,685	830,599	23,086	3%
Supervision	770,473	757,043	13,430	2%
Vehicle Consumables	2,223,898	2,245,534	(21,636)	-1%
Bus Parts & Supplies	710,000	710,000	0	0%
Vendor Services	77,500	77,500	0	0%
Risk & Safety	58,613	63,679	(5,067)	-8%
<i>Subtotal</i>	<u>\$5,897,567</u>	<u>\$5,847,881</u>	<u>\$49,687</u>	<u>1%</u>
<i>PASSENGER ACCOMMODATIONS</i>				
Passenger Facilities	\$576,999	\$571,147	\$5,853	1%
Transit Development	376,440	362,813	13,628	4%
Marketing & Community Relations	380,419	368,079	12,340	3%
Fare Revenue Collection	332,346	323,997	8,349	3%
<i>Subtotal</i>	<u>\$1,666,204</u>	<u>\$1,626,035</u>	<u>\$40,169</u>	<u>2%</u>
<i>GENERAL OVERHEAD</i>				
Finance	\$657,625	\$560,887	\$96,738	17%
Personnel	310,433	214,245	96,188	45%
Utilities & Communication	249,718	249,718	0	0%
Operating Facilities	432,319	429,889	2,430	1%
District Administration	1,919,070	1,944,676	(25,606)	-1%
<i>Subtotal</i>	<u>\$3,569,165</u>	<u>\$3,399,415</u>	<u>\$169,750</u>	<u>5%</u>
<i>Total Operating Expenses</i>	<u><u>\$28,605,153</u></u>	<u><u>\$28,751,916</u></u>	<u><u>(\$146,763)</u></u>	<u><u>-1%</u></u>

Route Operations Detail Fiscal Year 2020-21

	Draft	Approved	<u>Budget Change</u>	
	FY 2021-20 Budget	FY 2019-20 Budget	Amount	%
<i>DRIVERS</i>				
Scheduled	\$7,244,534	\$6,960,713	\$283,822	4%
Scheduled Overtime	582,538	558,546	23,992	4%
Unscheduled Pay	312,409	299,340	13,070	4%
Driver Lite Duty	8,857	8,558	300	3%
Paid Absences	938,509	912,204	26,305	3%
Health Benefits	1,952,555	1,882,137	70,418	4%
Pension Contributions	937,239	921,309	15,930	2%
Payroll Taxes	722,251	700,402	21,849	3%
Uniforms	15,500	15,500	0	0%
<i>Drivers Subtotal</i>	<u>\$12,714,394</u>	<u>\$12,258,708</u>	<u>\$455,685</u>	<u>4%</u>
<i>DISPATCH & SUPERVISION</i>				
Supervisors	\$291,586	\$284,483	\$7,103	2%
Staff	186,688	182,135	4,553	2%
Paid Absences	80,948	78,748	2,200	3%
Health Benefits	122,102	117,652	4,450	4%
Pension Contributions	35,295	34,538	756	2%
Payroll Taxes	43,878	42,971	906	2%
<i>Dispatch & Supe. Subtotal</i>	<u>\$760,497</u>	<u>\$740,527</u>	<u>\$19,969</u>	<u>3%</u>
<i>HIRING & TRAINING</i>				
Staff	\$39,266	\$37,733	1,533	4%
Student Drivers	129,550	127,170	2,380	2%
Existing Drivers/Supers	141,718	139,057	2,660	2%
Paid Absences	13,966	13,607	359	3%
Health Benefits	30,525	29,655	870	3%
Pension Contributions	11,476	11,186	290	3%
Payroll Taxes	24,912	24,394	518	2%
Medical Exams & License Fees	30,000	30,000	0	0%
Employment Advertising	6,000	6,000	0	0%
Training, Travel & Meetings	5,000	5,000	0	0%
<i>Hiring & Training Subtotal</i>	<u>\$432,412</u>	<u>\$423,801</u>	<u>\$8,611</u>	<u>2%</u>
<i>RISK & SAFETY</i>				
<u>Wages & Benefits</u>				
Staff	\$158,587	\$127,438	\$31,149	24%
Supervisors	308,171	300,663	7,507	2%
Driver Accident Pay	1,938	1,872	66	3%
Paid Absences	57,662	53,025	4,637	9%
Health Benefits	123,034	109,657	13,377	12%
Pension Contributions	48,069	44,066	4,003	9%
Payroll Taxes	41,347	38,181	3,166	8%
<i>Wages & Benefits Subtotal</i>	<u>\$738,807</u>	<u>\$674,902</u>	<u>\$63,905</u>	<u>9%</u>

Route Operations Detail
Fiscal Year 2020-21

	Draft	Approved	<u>Budget Change</u>	
	FY 2021-20 Budget	FY 2019-20 Budget	Amount	%
<i>RISK & SAFETY (cont'd)</i>				
<u>Public Liability</u>				
Professional Services	\$120,498	\$120,498	\$0	0%
Insurance	321,212	311,856	9,356	3%
Current Year Incident Payouts	50,000	50,000	0	0%
Current Year Incident Reserves	100,000	350,000	(250,000)	-71%
Prior Years Incident Payouts	250,000	25,000	225,000	900%
Change in Prior Years Reserves	(250,000)	(25,000)	(225,000)	900%
Public Liability Subtotal	\$591,709	\$832,354	(\$240,644)	-29%
<u>Workers' Compensation</u>				
Professional Services	\$304,503	\$301,709	\$2,794	1%
Insurance	118,399	114,950	3,449	3%
Current Year Incident Payouts	59,241	50,000	9,241	18%
Current Year Incident Reserves	540,728	500,000	40,728	8%
Prior Years Incident Payouts	418,902	490,000	(71,098)	-15%
Change in Prior Years Reserves	(229,615)	500,000	(729,615)	-146%
Miscellaneous Risk & Safety	20,000	20,000	0	0%
Workers' Comp Subtotal	\$1,232,158	\$1,976,659	(744,501)	-38%
<i>Risk & Safety Subtotal</i>	<u>\$2,562,673</u>	<u>\$3,483,914</u>	<u>(\$921,241)</u>	<u>-26%</u>
<u>TRANSPORTATION SUBSIDIES</u>				
ADA Paratransit Service	\$1,002,240	\$971,634	\$30,607	3%
Transportation Subsidies Sbtl	\$1,002,240	\$971,634	\$30,607	3%
<i>Total Route Operations</i>	<u>\$17,472,216</u>	<u>\$17,878,585</u>	<u>(\$406,369)</u>	<u>-2%</u>

Vehicle Maintenance Detail

Fiscal Year 2020-21

	Draft	Approved		
	FY 2021-20 Budget	FY 2019-20 Budget	<u>Budget Change</u>	
			Amount	%
<i>MECHANICS</i>				
Mechanics	\$677,947	\$659,822	\$18,124	3%
Less Mechanic Capital Labor	(7,796)	(7,616)	(180)	2%
Mechanics-OT	39,107	38,459	648	2%
Paid Absences	91,398	93,182	(1,784)	-2%
Health Benefits	210,873	194,019	16,854	9%
Pension Contributions	95,449	90,218	5,231	6%
Payroll Taxes	64,122	63,140	981	2%
Uniforms	18,000	18,000	0	0%
Tool Allowance	14,300	14,300	0	0%
<i>Mechanics Subtotal</i>	<u>\$1,203,400</u>	<u>\$1,163,525</u>	<u>\$39,875</u>	3%
<i>CLEANERS & FUELERS</i>				
Service Workers	\$459,979	\$448,902	\$11,078	2%
Paid Absences	75,668	73,828	1,840	2%
Health Benefits	190,597	182,378	8,219	5%
Pension Contributions	73,847	72,592	1,255	2%
Payroll Taxes	43,105	42,411	694	2%
Uniforms	7,488	7,488	0	0%
Medical Exams & License Fees	3,000	3,000	0	0%
<i>Cleaners & Fuelers Subtotal</i>	<u>\$853,685</u>	<u>\$830,599</u>	<u>\$23,086</u>	3%
<i>SUPERVISION</i>				
Staff	\$475,653	\$462,942	\$12,711	3%
Paid Absences	60,475	59,968	507	1%
Health Benefits	124,022	125,995	(1,973)	-2%
Pension Contributions	53,253	51,931	1,322	3%
Payroll Taxes	42,071	41,207	863	2%
Training, Travel & Meetings	15,000	15,000	0	0%
<i>Supervision Subtotal</i>	<u>\$770,473</u>	<u>\$757,043</u>	<u>\$13,430</u>	2%
<i>VEHICLE CONSUMABLES</i>				
Bus Fuel	\$1,780,298	\$1,801,934	(\$21,636)	-1%
Oil & Lubricants	160,000	160,000	0	0%
Electric Vehicle Power	100,000	100,000	0	0%
Tire Lease	171,600	171,600	0	0%
Tire Mounting	12,000	12,000	0	0%
<i>Vehicle Consumables Subtotal</i>	<u>\$2,223,898</u>	<u>\$2,245,534</u>	<u>(\$21,636)</u>	-1%
<i>VEHICLE PARTS & SUPPLIES</i>				
Bus Parts Issued	\$600,000	\$600,000	\$0	0%
Shop Supplies	75,000	75,000	0	0%
Bus Servicing Supplies	15,000	15,000	0	0%
Hazmat Disposal & Compliance	20,000	20,000	0	0%
<i>Veh. Parts & Supplies Subtotal</i>	<u>\$710,000</u>	<u>\$710,000</u>	<u>\$0</u>	0%

Vehicle Maintenance Detail

Fiscal Year 2020-21

	Draft	Approved		
	FY 2021-20 Budget	FY 2019-20 Budget	<u>Budget Change</u>	
			Amount	%
<i>VENDOR BUS REPAIRS</i>				
Vandalism Repairs	\$5,000	\$5,000	\$0	0%
Accident Damage Repairs	5,000	5,000	0	0%
Accident Claim Collections	(32,500)	(32,500)	0	0%
Other Vendor Repairs	100,000	100,000	0	0%
<i>Vendor Bus Repairs Subtotal</i>	<u>\$77,500</u>	<u>\$77,500</u>	<u>\$0</u>	<u>0%</u>
<i>RISK & SAFETY</i>				
Workers' Comp Services	\$25,371	\$22,629	\$2,742	12%
Workers' Comp Insurance	6,232	6,050	182	3%
Current Year Incident Payouts	9,216	10,000	(784)	-8%
Current Year Incident Reserve:	27,030	25,000	2,030	8%
Prior Years Incident Payouts	19,691	50,000	(30,309)	-61%
Change in Prior Years Reserves	(28,927)	(50,000)	21,073	-42%
<i>Risk & Safety Subtotal</i>	<u>\$58,613</u>	<u>\$63,679</u>	<u>(\$5,067)</u>	<u>-8%</u>
<i>Total Vehicle Maintenance</i>	<u>\$5,897,567</u>	<u>\$5,847,881</u>	<u>\$49,687</u>	<u>1%</u>

Passenger Accommodations Detail

Fiscal Year 2020-21

	Draft	Approved	<u>Budget Change</u>	
	FY 2021-20 Budget	FY 2019-20 Budget	Amount	%
<i>PASSENGER FACILITIES</i>				
<u>Wages & Benefits</u>				
Supervisors	\$166,652	\$162,593	\$4,060	2%
TC Advisors	114,646	111,758	2,889	3%
Staff	41,960	41,203	757	2%
Paid Absences	35,603	35,911	(309)	-1%
Health Benefits	117,709	120,005	(2,296)	-2%
Pension Contributions	27,470	27,103	367	1%
Payroll Taxes	28,755	28,371	384	1%
Wages & Benefits Subtotal	\$532,796	\$526,944	\$5,853	1%
<u>Buildings & Grounds</u>				
TC Contract Maintenance	\$31,533	\$31,533	\$0	0%
TC Repairs/Supplies	5,000	5,000	0	0%
Bus Stop Repairs/Supplies	5,000	5,000	0	0%
TC Property Insurance	2,671	2,671	0	0%
Buildings & Grounds Subtotal	\$44,203	\$44,203	\$0	0%
<i>Passenger Facilities Subtotal</i>	<u>\$576,999</u>	<u>\$571,147</u>	<u>\$5,853</u>	<u>1%</u>
<i>TRANSIT DEVELOPMENT</i>				
Staff	\$226,476	\$217,280	\$9,196	4%
Paid Absences	29,343	28,215	1,127	4%
Health Benefits	66,857	65,289	1,568	2%
Pension Contributions	25,582	24,550	1,032	4%
Payroll Taxes	20,183	19,479	704	4%
Training, Travel & Meetings	3,000	3,000	0	0%
Planning Services & Supplies	5,000	5,000	0	0%
<i>Transit Development Subtotal</i>	<u>\$376,440</u>	<u>\$362,813</u>	<u>\$13,628</u>	<u>4%</u>
<i>MARKETING & COMMUNITY RELATIONS</i>				
<u>Wages & Benefits</u>				
Staff	\$96,794	\$92,147	\$4,647	5%
Paid Absences	11,635	11,107	528	5%
Health Benefits	22,090	15,802	6,288	40%
Pension Contributions	10,843	10,325	518	5%
Payroll Taxes	8,557	8,198	359	4%
Wages & Benefits Subtotal	149,919	137,579	12,340	9%
<u>Outside Services</u>				
Media Ad Placement	\$16,000	\$16,000	\$0	0%
Brochures & Publications	17,200	17,200	0	0%
Market Research	7,500	7,500	0	0%
Promotional Giveaways	13,000	13,000	0	0%
Bus/Shuttle Decorations	1,500	1,500	0	0%
Other Promotions	86,300	86,300	0	0%
Route Schedules & Information	85,000	85,000	0	0%
Training, Travel & Meetings	4,000	4,000	0	0%
Outside Services Subtotal	\$230,500	\$230,500	\$0	0%
<i>Marketing & Comm. Relations</i>	<u>\$380,419</u>	<u>\$368,079</u>	<u>\$12,340</u>	<u>3%</u>

Passenger Accommodations Detail

Fiscal Year 2020-21

	Draft	Approved	<u>Budget Change</u>	
	FY 2021-20 Budget	FY 2019-20 Budget	Amount	%
<i>FARE REVENUE COLLECTION</i>				
<u>Wages & Benefits</u>				
Staff	\$128,791	\$125,658	\$3,133	2%
Paid Absences	22,727	20,794	1,933	9%
Health Benefits	58,735	56,297	2,438	4%
Pension Contributions	15,152	14,645	507	3%
Payroll Taxes	11,941	11,603	338	3%
Wages & Benefits Subtotal	<u>\$237,346</u>	<u>\$228,997</u>	<u>\$8,349</u>	<u>4%</u>
<u>Outside Services</u>				
Fare Processing	\$50,000	\$50,000	\$0	0%
Farebox Parts & Repairs	20,000	20,000	0	0%
Tickets, Tokens & Transfers	25,000	25,000	0	0%
Outside Services Subtotal	<u>\$95,000</u>	<u>\$95,000</u>	<u>\$0</u>	<u>0%</u>
<i>Fare Revenue Collection Sbtl</i>	<u>\$332,346</u>	<u>\$323,997</u>	<u>\$8,349</u>	<u>3%</u>
<i>Total Pssnger Accommodations</i>	<u><u>\$1,666,204</u></u>	<u><u>\$1,626,035</u></u>	<u><u>\$40,169</u></u>	<u><u>2%</u></u>

General Overhead Detail

Fiscal Year 2020-21

	Draft	Approved	<u>Budget Change</u>	
	FY 2021-20 Budget	FY 2019-20 Budget	Amount	%
<i>FINANCE</i>				
Staff	\$355,715	\$301,653	\$54,062	18%
Paid Absences	55,394	52,569	2,825	5%
Health Benefits	104,968	75,147	29,821	40%
Pension Contributions	41,111	35,422	5,689	16%
Payroll Taxes	32,237	27,896	4,341	16%
Financial Audit Services	68,200	68,200	0	0%
<i>Finance Subtotal</i>	<u>\$657,625</u>	<u>\$560,887</u>	<u>\$96,738</u>	<u>17%</u>
<i>PERSONNEL</i>				
Staff	\$189,271	\$129,607	\$59,664	46%
Paid Absences	17,785	15,865	1,920	12%
Health Benefits	66,394	42,598	23,796	56%
Pension Contributions	20,706	14,547	6,158	42%
Payroll Taxes	16,277	11,627	4,650	40%
<i>Personnel Subtotal</i>	<u>\$310,433</u>	<u>\$214,245</u>	<u>\$96,188</u>	<u>45%</u>
<i>UTILITIES</i>				
Phone & Data Communications	\$72,633	\$72,633	\$0	0%
Power, Water & Refuse	162,085	162,085	0	0%
Two-Way Radios	15,000	15,000	0	0%
<i>Utilities Subtotal</i>	<u>\$249,718</u>	<u>\$249,718</u>	<u>\$0</u>	<u>0%</u>
<i>OPERATING FACILITIES</i>				
<u>Wages & Benefits</u>				
Staff	\$61,574	\$60,072	\$1,501	2%
Paid Absences	7,861	7,678	183	2%
Health Benefits	11,007	10,534	473	4%
Pension Contributions	6,943	6,775	168	2%
Payroll Taxes	5,487	5,382	104	2%
<i>Wages & Benefits Subtotal</i>	<u>\$92,872</u>	<u>\$90,442</u>	<u>\$2,430</u>	<u>3%</u>
<u>Service Vehicles</u>				
Parts & Repairs	\$25,000	\$25,000	\$0	0%
Fuel	66,000	66,000	0	0%
<i>Service Vehicles Subtotal</i>	<u>\$91,000</u>	<u>\$91,000</u>	<u>\$0</u>	<u>0%</u>
<u>Buildings & Grounds</u>				
Contract Maintenance	\$90,720	\$90,720	\$0	0%
Overpass Site Maintenance	20,000	20,000	0	0%
B&G Repairs/Supplies	85,000	85,000	0	0%
Property Insurance	52,727	52,727	0	0%
<i>Buildings & Grounds Subtotal</i>	<u>\$248,447</u>	<u>\$248,447</u>	<u>\$0</u>	<u>0%</u>
<i>Operating Facilities Subtotal</i>	<u>\$432,319</u>	<u>\$429,889</u>	<u>\$2,430</u>	<u>1%</u>

General Overhead Detail

Fiscal Year 2020-21

	Draft	Approved	<u>Budget Change</u>	
	FY 2021-20 Budget	FY 2019-20 Budget	Amount	%
<i>DISTRICT ADMINISTRATION</i>				
<u>Wages & Benefits</u>				
Staff	\$690,313	\$617,301	\$73,012	12%
Paid Absences	123,849	113,808	10,040	9%
Health Benefits	201,387	159,216	42,170	26%
Pension Contributions	95,876	87,571	8,305	9%
Payroll Taxes	63,771	57,626	6,145	11%
Wages & Benefits Subtotal	<u>\$1,175,196</u>	<u>\$1,035,522</u>	<u>\$139,674</u>	<u>13%</u>
<u>Administrative Services</u>				
Directors Fees	\$10,800	\$10,800	\$0	0%
Public Officials Insurance	77,932	77,932	0	0%
Legal Counsel	100,000	100,000	0	0%
Pension Administration	2,500	2,500	0	0%
Office Equipment Maintenance	200,000	200,000	0	0%
Miscellaneous Services	59,194	294,474	(235,280)	-80%
Office & Computer Supplies	50,000	50,000	0	0%
Dues & Subscriptions	53,448	53,448	0	0%
Conferences, Meetings, Training	15,000	15,000	0	0%
Employee Relations	30,000	30,000	0	0%
Retiree Health Insurance	70,000	0	70,000	n/a
Mandated Fees & Permits	40,000	40,000	0	0%
Bus Ad Revenue Program	10,000	10,000	0	0%
Misc. Expenses & Losses	25,000	25,000	0	0%
Admin. Services Subtotal	<u>\$743,874</u>	<u>\$909,154</u>	<u>(\$165,280)</u>	<u>-18%</u>
<i>District Admin. Subtotal</i>	<u><u>\$1,919,070</u></u>	<u><u>\$1,944,676</u></u>	<u><u>(\$25,606)</u></u>	<u><u>-1%</u></u>
<i>Total General Overhead</i>	<u><u>\$3,569,165</u></u>	<u><u>\$3,399,415</u></u>	<u><u>\$169,750</u></u>	<u><u>5%</u></u>

Capital Projects Budget

Fiscal Year 2020-21

	Draft FY 2021-20 Budget	Approved FY 2019-20 Budget	Prior Years Appropriations	New Appropriations
<i>REVENUE VEHICLE PURCHASES</i>				
40' Electric Buses (16)	\$19,056,000	\$3,750,000	\$3,750,000	\$15,306,000
30' Diesel/Electric Buses (11)	6,258,000	1,696,873	0	6,258,000
30' Electric Bus Lease	368,000	368,461	0	368,000
Paratransit Vans	0	210,000	0	0
Subtotal	<u>\$25,682,000</u>	<u>\$6,025,334</u>	<u>\$3,750,000</u>	<u>\$21,932,000</u>
<i>REVENUE VEHICLE IMPROVEMENTS</i>				
Bus Refurbishing/Repainting (2 years)	\$0	\$4,845,000	\$0	\$0
Bus Component Replacements Allowance	50,000	75,000	0	50,000
Hybrid Bus Battery Replacements	0	375,000	0	0
Subtotal	<u>\$50,000</u>	<u>\$5,295,000</u>	<u>\$0</u>	<u>\$50,000</u>
<i>OPERATING FACILITIES</i>				
Shop Structural Upgrades	\$0	\$250,000	\$0	\$0
Charging Infrastructure	100,000	150,000	0	100,000
Overpass Facility Recommissioning	8,023,000	1,200,000	1,200,000	6,823,000
Facilities Master Plan	0	350,000	0	0
Operating Facilities Allowance	100,000	75,000	0	100,000
Calle Real Property Development	200,000	200,000	0	200,000
Subtotal	<u>\$8,423,000</u>	<u>\$2,225,000</u>	<u>\$1,200,000</u>	<u>\$7,223,000</u>
<i>PASSENGER FACILITIES</i>				
Transit Center Improvements	\$25,000	\$3,900,000	\$0	\$25,000
Bus Stop Improvements (2 years)	0	1,000,000	0	0
Subtotal	<u>\$25,000</u>	<u>\$4,900,000</u>	<u>\$0</u>	<u>\$25,000</u>
<i>INTELLIGENT TRANSPORTATION SYSTEMS</i>				
AVL & ITS Systems Allowance	\$75,000	\$75,000	\$0	\$75,000
Fare Collection & Payment Systems	50,000	30,000	0	50,000
Subtotal	<u>\$125,000</u>	<u>\$105,000</u>	<u>\$0</u>	<u>\$125,000</u>
<i>INFORMATION SYSTEMS</i>				
Business Software Allowance	\$50,000	\$75,000	\$0	\$50,000
IT Systems & Security Allowance	100,000	125,000	0	100,000
Subtotal	<u>\$150,000</u>	<u>\$200,000</u>	<u>\$0</u>	<u>\$150,000</u>
<i>OTHER EQUIPMENT</i>				
Shop Equipment Allowance	\$58,000	\$50,000	\$0	\$58,000
Service Vehicles	0	560,000	0	0
Office Furniture Allowance	10,000	10,000	0	10,000
Subtotal	<u>\$68,000</u>	<u>\$620,000</u>	<u>\$0</u>	<u>\$68,000</u>
Total Capital Projects	<u><u>\$34,523,000</u></u>	<u><u>\$19,370,334</u></u>	<u><u>\$4,950,000</u></u>	<u><u>\$29,573,000</u></u>

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: March 3, 2020
Subject: General Manager's Report

Operations, Fleet and Facilities

Operations Manager Bill Morris and Manny Castanon, Safety and Training Administrator, participated in a County of Santa Barbara led discussion regarding Family Assistance Centers. MTD was invited to participate in the facilities, logistics and equipment portion of the program.

In preparation for summer, annual preventative maintenance on bus air conditioning systems started on February 21 with five of 45 buses complete. During the week of February 2, representatives from BYD as well as IO Controls were on-site working on updating chargers and buses to work with the ELMS system. This computer based system will enable MTD to manage BYD bus charging times, while avoiding charging during peak rate hours.

MTD's Maintenance Manager, Nolan Robertson, and Capital Projects Manager, Ryan Gripp, traveled to Gold Coast Transit District for a demonstration of BYD's latest 40' battery electric bus. The consensus is that the fit and finish of the bus has improved. BYD appears to be making progress toward addressing design and assembly defects that were present on their previous models.

Staff are developing a Request for Qualifications (RFQ) solicitation to contract with a design team for on-call architecture and engineering services. The first project the design team will work on is the reopening of Terminal 2 in Goleta. The design will include site improvements identified in the Facilities Master Plan that consist of above ground fueling infrastructure, a fare vault and probing equipment, security enhancements including surveillance cameras, perimeter fencing improvements and new gates, electrical service upgrades, new lighting, minor tenant improvements to offices and restrooms in the main building, and landscape improvements. The preceding work will allow MTD to park buses that operate out of the Goleta area to reduce deadhead and alleviate congestion at Terminal 1.

Staff met with personnel from Momentum Dynamics to discuss their inductive vehicle charging technology. Their presentation made clear that inductive charging technology is rapidly evolving to include equipment with more energy output, greater efficiency, and a smaller footprint. While MTD is not pursuing such technology at the moment, there may come a time when operational demands require opportunity charging to ensure buses have the range necessary for longer routes.

Administration

MTD staff attended the ribbon cutting for a new affordable housing development built by the Housing Authority of the City of Santa Barbara, Johnson Court. This location is providing

permanent supportive housing for 16 formerly homeless veterans, and each resident received a welcome home packet from MTD with a custom area transit stop map, schedule guide, and a free 10-ride bus pass.

On Monday, March 2, General Manager Estrada and staff will participate with SBCAG, VCTC, and various other stakeholders in a workshop for the Transportation Emergency Preparedness Plan (TEPP). The TEPP is a joint project of VCTC and SBCAG that was funded following the twin disasters of the Thomas Fire and the Montecito Debris Flow. The workshop will be a mini-Threat and Hazard Identification and Risk Assessment (THIRA). Although both Santa Barbara County and Ventura County have performed THIRAs, this THIRA will focus specifically on events that would have the biggest impact on transportation issues.

Staff continue to work with LMA Architects and their subcontractors on the bus stop improvement project. The first bus stop on the list is the addition of a new Line 28 stop on Pacific Oaks Road at Phelps Road. This stop is desired by UCSB to serve their housing to the west of the location. Staff are also working to improve the stop on El Colegio at Camino Corto with a new shelter and sidewalk. Multiple routes serve this stop and it is utilized by many riders. Staff are also considering possible improvements to the stop on El Colegio at Embarcadero del Mar. Staff next plan to address the outbound stop on Hollister Avenue at Turnpike Road, followed by San Andres Street at Micheltorena Street, and Carrillo Street at San Pascual. In total, the project includes 17 bus stops.

Finance staff have prepared information for the IRS 5500 annual information return related to the staff retirement plan for calendar year 2019. Such information has been provided to Fidelity Investments, the trustee and administrator for the 401(k) plan, who will prepare the actual return for MTD and provide to MTD for review. It is due to the IRS by July 31.

IT staff recently completed a security upgrade to all MTD PC workstations. The process included initially wiping each PC clean to ensure the removal of any existing hidden malware and viruses; installing the latest operating system; and adding a new "behavioral" security software that monitors the PCs for any unusual activities. With the types of attacks now common, the behavioral approach is necessary for protections that are not detected by the anti-malware software also loaded on each workstation.