



REGULAR MEETING
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS
a Public Agency
Tuesday, March 2, 2021
8:30 AM
VIA TELECONFERENCE

IMPORTANT NOTICE REGARDING THIS BOARD MEETING:

This virtual meeting is being conducted utilizing teleconferencing and electronic means pursuant to State of California Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, regarding the COVID-19 pandemic. The public may only view a livestream of the meeting online at: <http://tinyurl.com/sbmtdyoutube>

Public Participation

To make a general public comment or to comment on a specific agenda item, the following methods are available: Email, Phone, and Zoom webinar.

All comments will be limited to 3 minutes per speaker.

1. Email:

- Submit public comment to clerk@sbmtd.gov *before 12 p.m.* on the Monday prior to the Board meeting for advance distribution to the Board of Directors.
- Public comment emails submitted to clerk@sbmtd.gov *during* the meeting will be recognized *if* the email is received prior to or during the item to be addressed.
- **In ALL emailed Public Comments, please include:**
 - (A) The agenda item(s) to be addressed
 - (B) If you would like your comment read into the record
 - (C) Public Comment text

2. Phone: Call the Zoom webinar line 10 minutes prior to the 8:30 a.m. meeting start time:

- Toll-Free Dial-in: **(669) 900-6833.**
 - When prompted, enter Meeting ID **982 5914 1312** and then #.
 - When prompted for a password, dial **264340** and then #.
- When the item you wish to address is announced, dial *9 to request to comment.

Please mute your phone until called to speak. If you do not have a mute button, you may mute by dialing *6. You can unmute by pressing the same keys (*6). When the chair calls for public comment, the clerk will announce you and will unmute your microphone.

3. Zoom webinar & computer audio: View the webinar at the following link at 8:30 a.m.:

<https://zoom.us/j/98259141312?pwd=NmdJS2k1R2RZSVYzSHlseHBUZzNVQT09>

To give public comment via the Zoom webinar, click the "Raise Hand" button only when the item you wish to speak on has begun. When the chair calls for public comment, the clerk will announce you and will unmute your microphone. The public will not be able to share their video or screen.

BOARD OF DIRECTORS AGENDA

BOARD MEMBERS WILL JOIN VIA TELECONFERENCE

ITEMS TO BE CONSIDERED:

1. CALL TO ORDER

2. ROLL CALL OF THE BOARD MEMBERS

Dave Davis (Chair), David Tabor (Vice Chair), Bill Shelor (Secretary), Dick Weinberg (Director), Chuck McQuary (Director), Paula Perotte (Director), Jen Lemberger (Director).

3. REPORT REGARDING POSTING OF 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 16, 2021.

5. CASH REPORT - (ACTION MAY BE TAKEN)

The Board of Directors will be asked to review and approve the Cash Report from the following dates: February 6, 2021 through February 19, 2021.

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, see the above instructions on giving remote public comment. Additional public comment will be allowed during each agenda item, including closed session items.

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, 2021 – April 1, 2022 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 \$561,980.

8. CALIFORNIA INTEGRATED TRAVEL PROJECT (CAL-ITP) DEMONSTRATION - (INFORMATIONAL)

Staff will recommend that the board receive a presentation on the Cal-ITP demonstration pilot.

9. FISCAL YEAR 2020-21 SECOND QUARTER PERFORMANCE REPORTS – (INFORMATIONAL)

Staff will present Second Quarter Fiscal Year 2020-21 Performance Reports for the six-month period ending December 31, 2020.

BOARD OF DIRECTORS AGENDA

- 10. LIVERY DESIGN FOR 40 FOOT ELECTRIC BUSES – (ATTACHMENT - ACTION MAY BE TAKEN)**
Staff will recommend that the Board receive a presentation, give feedback on the proposed designs, and select a final design for the recently ordered 40-foot battery-electric buses.
- 11. CONFLICT OF INTEREST CODE UPDATE – (ATTACHMENT - ACTION MAY BE TAKEN)**
Staff and MTD's attorney request that the Board approve recommended changes to the Conflict of Interest Code.
- 12. GENERAL MANAGER'S REPORT - (INFORMATIONAL)**
The General Manager will provide an update on district activities.
- 13. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)**
The Board will report on other related public transit issues and committee meetings.
- 14. 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 16, 2021
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 exception of Director Dick Weinberg.

3. REPORT REGARDING POSTING OF AGENDA

Christina Perry, Clerk of the Board and Administrative Assistant, reported that the agenda was posted on Friday, February 12, 2021, 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 - (ACTION MAY BE TAKEN)

The Board of Directors was asked to approve the draft minutes for the meeting of January 19, 2020. Chair Davis requested the following amendments to the draft minutes:

- Call to order: Chair Dave Davis opened the meeting by recognizing the recent passing of MTD employee Poli Perez and called for a moment of silence at 8:30 AM.
- Adjournment: Chair Davis adjourned the meeting in honor of MTD employee Poli Perez at 10:26 AM.

5. CASH REPORT - (ACTION MAY BE TAKEN)

The Board of Directors was asked to review and approve the Cash Report from the following dates: January 9, 2021 through January 22, 2021; January 23, 2021 through February 5, 2021.

Vice Chair Dave Tabor moved to approve the consent calendar with amendments. Director Chuck McQuary seconded the motion. Chair Davis opened a roll call vote and the motion passed unanimously.

BOARD OF DIRECTORS DRAFT MINUTES

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

No public comments were made.

7. ADOPTION OF FISCAL YEAR 2021-22 MEASURE A PROGRAM OF PROJECTS SUBMITTAL - (ATTACHMENT - ACTION MAY BE TAKEN)

Finance Manager Thais Sayat requested that the Board approve the submittal of Santa Barbara Metropolitan Transit District (MTD) Measure A Program of Projects for Fiscal Year 2021-22 (FY 2021-22).

Director Paula Perotte moved to approve the submittal of the MTD Measure A Program of Projects for Fiscal Year 2021-22 (FY 2021-22). Vice Chair Tabor seconded the motion. Chair Davis opened a roll call vote and the motion passed unanimously.

Director Dick Weinberg joined the meeting at 8:45 am.

8. FISCAL YEAR 2020-21 BUDGET REVISION - (ATTACHMENTS - ACTION MAY BE TAKEN)

Director of Finance and Administration Brad Davis recommended that the Board adopt the attached draft Fiscal Year (FY) 2020-21 Budget Revision.

Vice Chair Tabor moved to adopt the draft FY 2020-21 Budget Revision. Director Paula Perotte seconded the motion. Chair Davis opened a roll call vote and the motion passed unanimously.

9. UPCOMING CAPITAL FUNDING OPPORTUNITIES - (INFORMATIONAL)

Grants and Compliance Manager Steve Maas presented an update on upcoming funding opportunities.

10. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

General Manager Jerry Estrada provided an update on district activities.

Planning and Marketing Manager Hillary Blackerby provided an update on customer outreach efforts and the proposed designs for MTD's ordered New Flyer 40-foot electric buses.

11. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

Chair Davis reported that the Calle Real Ad Hoc Committee and consultants interviewed the three companies that submitted proposals for development of MTD's Calle Real property. The committee then forwarded additional questions and points for clarification to the proposers. The Board will be notified of any further updates.

12. ADJOURNMENT

Chair Davis adjourned the meeting at 9:46 am.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 2, 2021
For the Period February 6, 2021 through February 19, 2021

MONEY MARKET

Beginning Balance February 6, 2021 **\$4,271,516.53**

Accounts Receivable	10,836.40
Prepays & Advertising	2,088.00
Miscellaneous Income	<u>1,555.00</u>
Total Deposits	14,479.40

Miscellaneous Transfers	(545.97)
401(k)/Pension Transfer	(36,560.20)
Workers' Compensation	(94,967.66)
Payroll Taxes	(136,713.91)
Payroll	(310,777.67)
Accounts Payable	<u>(660,868.23)</u>
Total Disbursements	(1,240,433.64)

CERTIFICATES OF DEPOSIT

Institution	Maturity	Rate	
American Riviera Bank	2/28/2021	2.00%	<u>1,528,440.86</u>
Total Certificates of Deposit			1,528,440.86

\$1,528,440.86

Ending Balance **\$4,574,003.15**

CASH INVESTMENTS

LAIF Account	\$5,868,862.51
Money Market Account	<u>4,574,003.15</u>

Total Cash Balance **\$10,442,865.66**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,842,809.75)
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Working Capital **\$5,600,055.91**

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

Date	Company	Description	Amount
2/8/2021	Montecito Bank & Trust	Advertising on Buses	2,722.00
2/12/2021	Blue Line Media LLC	Advertising on Buses	2,088.00
2/12/2021	Goodwin & Thyne Properties	Advertising on Buses	1,040.00
2/12/2021	Wells Marketing, LLC	Advertising on Buses	1,328.40
2/16/2021	Montecito Bank & Trust	Advertising on Buses	2,722.00
2/19/2021	True Media LLC/Cottage Health	Advertising on Buses	936.00
Total Accounts Receivable Paid During Period			\$10,836.40

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
125897	2/12/2021	ABC BUS COMPANIES INC	BUS PARTS	3,231.18	
125898	2/12/2021	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
125899	2/12/2021	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	160.00	
125900	2/12/2021	BAY ALARM COMPANY, INC	ALARM CONTRACT	255.00	
125901	2/12/2021	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	214.30	
125902	2/12/2021	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	178.00	
125903	2/12/2021	ROBERT BURNHAM	RETIREE HEALTH REIMB/SDRMA REF	570.00	
125904	2/12/2021	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	178.00	
125905	2/12/2021	CITY OF CARPINTERIA	CHARGING STATION ELECTRICITY	13.69	
125906	2/12/2021	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	627.00	
125907	2/12/2021	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	422.45	
125908	2/12/2021	COMPLETE COACH WORKS	DRIVER BARRIERS	74,143.99	
125909	2/12/2021	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	303.24	
125910	2/12/2021	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	2,490.17	
125911	2/12/2021	NANCY CURTIS	RETIREE HEALTH REIMBURSEMENT	431.50	
125912	2/12/2021	DIESEL FORWARD, INC.	BUS PARTS	2,909.73	
125913	2/12/2021	DIVERSIFIED TRANSPORTATION S	FREIGHT CHARGES	635.15	
125914	2/12/2021	DOMINANCE SOFTWARE DEVELO	SOFTWARE SUPPORT SERVICES	150.00	
125915	2/12/2021	FLEET SERVICES, INC.	BUS PARTS	92.16	
125916	2/12/2021	STATE OF CALIFORNIA	PAYROLL RELATED	2.80	
125917	2/12/2021	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	100.98	
125918	2/12/2021	GIBBS INTERNATIONAL INC	BUS PARTS	641.04	
125919	2/12/2021	GILLIG LLC	BUS PARTS	1,587.61	
125920	2/12/2021	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	495.90	
125921	2/12/2021	GOGETTERS, LLC DBA	COURIER SERVICES	110.00	
125922	2/12/2021	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	10,275.77	
125923	2/12/2021	GRAINGER, INC.	SHOP/B&G SUPPLIES	398.07	
125924	2/12/2021	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	550.34	
125925	2/12/2021	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	1,099.37	
125926	2/12/2021	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	18.16	
125927	2/12/2021	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	570.00	
125928	2/12/2021	ROBERT HARTMAN, JR.	RETIREE HEALTH REIMBURSEMENT	204.02	
125929	2/12/2021	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	189.22	
125930	2/12/2021	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	255.00	
125931	2/12/2021	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	285.00	
125932	2/12/2021	DONALD JACKSON	RETIREE HEALTH REIMBURSEMENT	267.00	
125933	2/12/2021	JAVIER JIMENEZ	RETIREE HEALTH REIMBURSEMENT	605.00	
125934	2/12/2021	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	446.00	

Check #	Date	Company	Description	Amount	Voids
125935	2/12/2021	KIMBALL MIDWEST	SHOP SUPPLIES	206.01	
125936	2/12/2021	LANSPEED DBA	IT SERVICES	8.00	
125937	2/12/2021	LABOR ALLIANCE MANAGED TRU	UNION DENTAL INSURANCE	10,403.75	
125938	2/12/2021	LIFT-U DIV.	BUS PARTS	648.87	
125939	2/12/2021	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	1,238.50	
125940	2/12/2021	MC CORMIX CORP. (OIL)	LUBRICANTS	3,485.15	
125941	2/12/2021	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,255.87	
125942	2/12/2021	MIKE CUEVAS GARDENING SERVI	LANDSCAPE MAINTENANCE SERVICE	1,045.00	
125943	2/12/2021	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	154.50	
125944	2/12/2021	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	372.27	
125945	2/12/2021	MUNOZ JANITORIAL	JANITORIAL/DISINFECTANT SERVICE	26,020.00	
125946	2/12/2021	O'REILLY AUTO PARTS DBA	BUS PARTS	158.49	
125947	2/12/2021	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
125948	2/12/2021	LETICIA RAMIREZ	PAYROLL RELATED	650.00	
125949	2/12/2021	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	170.00	
125950	2/12/2021	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	89.00	
125951	2/12/2021	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
125952	2/12/2021	SANTA BARBARA NEWSPRESS D	BUS SCHEDULE GUIDES	9,749.69	
125953	2/12/2021	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	66,190.89	
125954	2/12/2021	SM TIRE, CORP.	BUS TIRE MOUNTING	748.01	
125955	2/12/2021	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	101.68	
125956	2/12/2021	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	13.89	
125957	2/12/2021	STATEWIDE SAFETY SYSTEMS	SAFETY SIGNS	460.08	
125958	2/12/2021	SB COUNTY AIR POLLUTION	PERMIT FEE	459.31	
125959	2/12/2021	TANK TEAM INC.	TANK TESTS	128.00	
125960	2/12/2021	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	208,588.00	
125961	2/12/2021	TEAMSTERS PENSION TRUST	UNION PENSION	90,003.14	
125962	2/12/2021	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	9,840.32	
125963	2/12/2021	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	16,864.90	
125964	2/12/2021	VALLEY POWER SYSTEMS, INC.	BUS PARTS	335.17	
125965	2/12/2021	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,961.06	
125966	2/12/2021	JOHN J. VASQUEZ	RETIREE HEALTH REIMBURSEMENT	198.48	
125967	2/12/2021	VEHICLE MAINTENANCE PROGRA	BUS PARTS	738.41	
125968	2/12/2021	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	2,808.05	
125969	2/12/2021	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	444.88	
125970	2/18/2021	ABC BUS COMPANIES INC	BUS PARTS	1,948.85	
125971	2/18/2021	BEST HYBRID BATTERIES DBA	REFURBISH ELECTRIC VEHICLE BATT	250.00	V
125972	2/18/2021	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	91.35	V
125973	2/18/2021	BYD COACH & BUS LLC	BUS PARTS	202.60	V
125974	2/18/2021	CALSTART, INC.	MEMBERSHIP	1,950.00	V
125975	2/18/2021	MANUEL CASTANON	TRANSIT SAFETY TRAINING FEE	80.00	V

Check #	Date	Company	Description	Amount	Voids
125976	2/18/2021	CINTAS CORPORATION	FIRST AID SUPPLIES	603.35	V
125977	2/18/2021	CRISISGO INC.	CRISIS MANAGEMENT SOFTWARE	10,870.00	
125978	2/18/2021	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	1,018.33	
125979	2/18/2021	DESTIN THOMAS COMMUNICATIO	RADIOS SUPPLIES/REPAIRS	2,148.00	
125980	2/18/2021	DIVERSIFIED TRANSPORTATION S	FREIGHT CHARGES	390.62	
125981	2/18/2021	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	144.96	
125982	2/18/2021	FAUVER, LARGE, ARCHBALD&SPR	LEGAL COUNSEL	4,930.62	
125983	2/18/2021	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	1,194.08	
125984	2/18/2021	GILLIG LLC	BUS PARTS	4,567.49	
125985	2/18/2021	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	62.41	
125986	2/18/2021	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	255.00	
125987	2/18/2021	KIRKS AUTOMOTIVE, INC	BUS/AUTO PARTS	239.25	
125988	2/18/2021	LANSPEED DBA	IT SERVICES	1,125.00	
125989	2/18/2021	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	213.75	
125990	2/18/2021	MC CORMIX CORP. (OIL)	LUBRICANTS	2,124.52	
125991	2/18/2021	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	122.31	
125992	2/18/2021	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	142.68	
125993	2/18/2021	MOLINA MANUFACTURING D	REFURBISH BUS SEATS	1,623.19	
125994	2/18/2021	NFI PARTS DBA	BUS PARTS	772.33	
125995	2/18/2021	PREVOST CAR (US) INC.	BUS PARTS	54.38	
125996	2/18/2021	POWERSTRIDE BATTERY CO.	BATTERIES	384.69	
125997	2/18/2021	REGIONAL GOVERNMENT SERVIC	PERSONNEL RECRUITMENT	7,420.00	
125998	2/18/2021	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	376.04	
125999	2/18/2021	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	3.81	
126000	2/18/2021	SANTA BARBARA COUNTY EHS	ANNUAL HAZMAT PERMIT FEE	3,550.00	
126001	2/18/2021	SO. CAL. EDISON CO.	UTILITIES	4,482.68	
126002	2/18/2021	SOCALGAS	UTILITIES	1,057.11	
126003	2/18/2021	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	455.19	
126004	2/18/2021	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	316.36	
126005	2/18/2021	THE MEDCENTER	MEDICAL EXAMS	1,062.00	
126006	2/18/2021	TANK TEAM INC.	TANK TESTS	128.00	
126007	2/18/2021	TRUMAN ARNOLD COMPANIES (T	DIESEL FUEL	33,802.39	
126008	2/18/2021	VALLEY POWER SYSTEMS, INC.	BUS PARTS	4,535.24	
126009	2/18/2021	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	3,062.24	
126010	2/18/2021	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,293.40	
126011	2/18/2021	WURTH USA WEST INC.	SHOP SUPPLIES	337.80	
126012	2/18/2021	BEST HYBRID BATTERIES DBA	REFURBISH ELECTRIC VEHICLE BATT	250.00	
126013	2/18/2021	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	91.35	
126014	2/18/2021	BYD COACH & BUS LLC	BUS PARTS	202.60	
126015	2/18/2021	CALSTART, INC.	MEMBERSHIP	1,950.00	
126016	2/18/2021	MANUEL CASTANON	TRANSIT SAFETY TRAINING FEE	80.00	

Check #	Date	Company	Description	Amount	Voids
126017	2/18/2021	CINTAS CORPORATION	FIRST AID SUPPLIES	603.35	
				664,045.53	
			Current Cash Report Voided Checks:	3,177.30	
			Prior Cash Report Voided Checks:	0.00	
			Grand Total:	\$660,868.23	



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 2, 2021
DEPARTMENT: RISK
TYPE: ACTION ITEM
PREPARED BY: RAFAEL CORTEZ

AGENDA ITEM: #7

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, 2021 – April 1, 2022 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 \$561,980.

HISTORICAL:

For the 2019-20 policy renewal, Staff conducted a detailed review of current trends in the Commercial Auto and General Liability Insurance market in conjunction with Brown & Brown Insurance, through benchmarking reports and survey of trends in the transportation industry. As an outcome of this research staff recommended to the board last year to move our policy from \$10M to \$15M. Risk Department concluded that MTD needed a higher coverage limit policy.

DISCUSSION:

The quote for the first layer SIR Excess Indemnity is based on a rate established by NIIC for each vehicle type, then calculated by the total number of each vehicle type in MTD's fleet as of the submission of the renewal application:

- 109 Transit Buses (29 ft., 40 ft., and BYD's),
- 3 Articulated Buses (60 ft.)
- 31 Private Passenger/Service cars.

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 not subject to increase by changes in fleet size. It is quoted per \$5,000,000 layer, MTD's expiring policy is a \$10,000,000 Excess 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 Indemnity threshold. Last year's policy renewal was subject to two primary underwriting factors, a "hard market" and a large open claim. A hard market is a period of time when there is a high demand for insurance but a lower supply of coverage available. The combination of higher frequency

BOARD OF DIRECTORS REPORT

and severity of claims has resulted in a shortage in the amount of insurance coverage that the insurance market is allowed to write (sell) resulting in increased pricing across the board.

NIIC is contending with a further hardening market that has substantially increased reinsurance costs and reduced NIIC's capacity to offer higher limits based on their own underwriting experience. Excess coverage for layers in excess of \$10,000,000 is being driven by the open market, not NIIC's internal underwriting experience. The approximate increase over the expiring policy is 32%.

SUMMARY:

According to Mr. Fatch, the overall insurance market is in a hard market phase. Outside of the large claim, MTD would still be looking at a price increase this year of 20-25% minimum solely based on pricing of reinsurance. Brown & Brown is seeing price increases of this magnitude in almost all of their other accounts, for SIR policies as well as First Dollar Coverage policies.

NIIC's underwriter confirmed that this year's increase brings them in line with where they believe MTD's pricing should be. That is not to say that pricing will become flat again for the next few years. So much of that will depend on whether there is an overall turn around in the market (increases in Policy Holder Surplus). The insurance industry is facing a lot of financial problems right now do to historical underpricing in many market sectors. Adjustments need to be made and the results need to take effect.

FINANCIAL INFORMATION:

Line of Coverage	Renewal FY 21-22	Expiring FY 20-21	Prior FY 19-20	Prior FY 18-19
SIR Excess Indemnity	\$326,903	\$254,566	\$214,249	\$214,669
Excess \$5,000,000 x \$5,000,000	\$118,749	\$91,130	\$81,651	\$79,732
Excess \$5,000,000 x \$10,000,000	\$86,667	\$59,196	N/A	N/A
Claims Services Agreement	\$29,661	\$24,638	\$20,931	\$18,752
Totals	\$561,980	\$429,530	\$315,831	\$314,153

Per Unit Pricing	Renewal FY 21-22	Expiring FY 20-21	Prior FY 19-20	Prior FY 18-19
Transit Bus	\$2,572	\$2,009	\$1,625	\$1,625
Articulated Bus	\$2,829	\$2,210	\$1,788	\$1,788
Service/Private Passenger	\$1,228	\$959	\$805	\$805
"Spare" Transit Bus	N/A	\$503	\$407	\$407



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 2, 2021

AGENDA ITEM: #8

DEPARTMENT: MARKETING

TYPE: INFORMATIONAL ITEM

PREPARED BY: HILLARY BLACKERBY

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: CALIFORNIA INTEGRATED TRAVEL PROJECT (CAL-ITP)
DEMONSTRATION

RECOMMENDATION:

Staff recommends that the board receive a presentation on the Cal-ITP demonstration pilot.

DISCUSSION:

The California Integrated Travel Project (Cal-ITP) began in 2018 and is supported by the California State Transportation Agency (CalSTA) and Caltrans through a grant from the California Transit and Intercity Rail Capital Program (TIRCP). The aim of the project is to devise a statewide solution to make travel simpler and cost-effective for everyone—including travelers and transit agencies. Said another way, the purpose is to facilitate a modern and consistent transportation experience throughout California.

The purpose of Cal-ITP is to enable contactless payments, automate customer discounts, and to standardize information for easy trip planning. The idea is that someone taking a train and buses from one part of California to another could do it all seamlessly, planning and paying for their rides with the smartphone app and payment card of their choice.

The statewide goals embodied in this project are to improve the customer experience, increase transit ridership, lower costs for transit providers and riders, reduce greenhouse gas emissions to reach environmental targets, and to promote equitable access to transportation across the state's transit providers.

Cal-ITP is using the power of the State of California and economies of scale to simplify procurement and contracting for various transit hardware and software types, and financial services agreements. For many of the over 300 transit providers in California, the maze of procurement for technology is too overwhelming, time consuming, or expensive. This often results in long procurement processes, costly long-term contracts, or eschewing modern technology altogether.

With the help of Cal-ITP staff, MTD was able to publish the real-time general transit feed specification (GTFS-rt) feed which is now live on Google Maps and can be accessed by other developers at sbmtd.gov/gtfs.

BOARD OF DIRECTORS REPORT

Santa Barbara MTD staff has participated in the project thus far in several ways: peer agency groups, focus groups and interviews, one-on-one meetings, and an advisory panel on mobile credentialing and payment. In late 2020, MTD was approached to participate in a demonstration that would launch contactless fare payment on a subfleet of MTD buses, devise a UCSB staff and faculty group program, and eventually, integrate UCSB students into an open loop contactless system as well.

MTD staff is working with a project team at Cal-ITP to develop and execute a phased approach to demonstrating contactless fare payment. Monterey-Salinas Transit will be demonstrating a full fleet deployment, while MTD's pilot project will focus on extending the program to integrate group transit programs with UCSB. As an early participant, MTD will benefit from low or no cost equipment and services, and will provide findings that assist other agencies statewide and the project as a whole.



QUARTERLY REPORT

Fiscal Year 2020-21

For the Six-Month Period Ending
December 31, 2020



FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS

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FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS

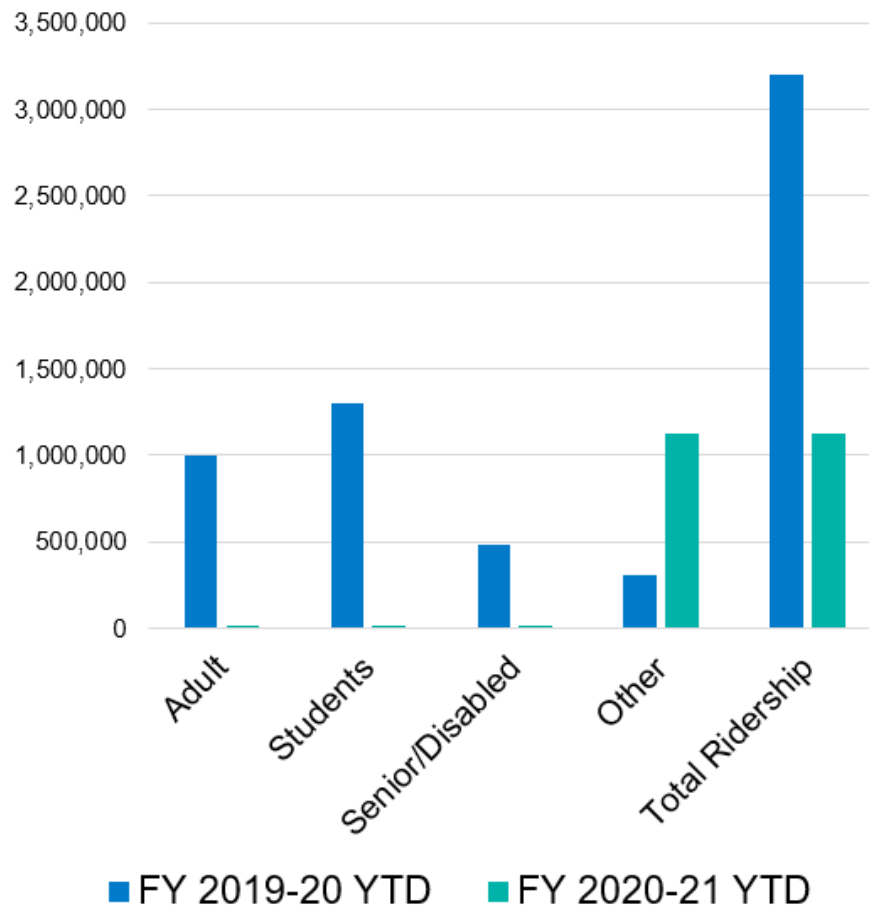
Ridership Summary

For the Six-Month Period Ending December 31, 2020

Ridership Performance Indicators

Systemwide ridership during the second quarter (October through December) of FY 2020-21 totaled 578,886, representing a 66.6% decrease of approximately 1,153,377 riders from the same period of FY 2019-20. The COVID-19 pandemic has had an unprecedented effect on MTD's service and ridership. No fares have been collected this fiscal year so far. The fare category "other" below includes free rides, which makes up the entirety of the quarter's ridership.

Year-to-Date Ridership by Fare Category



FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS

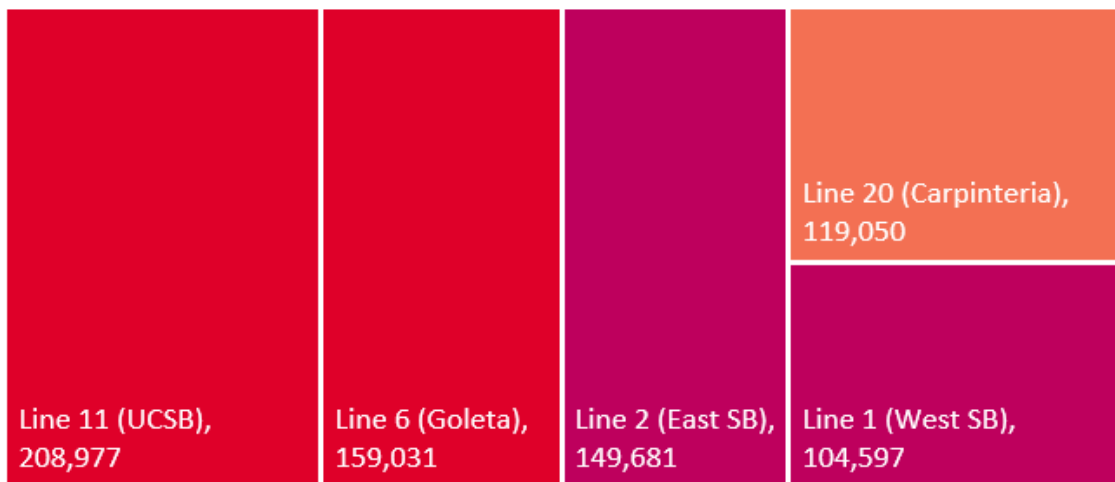
In the second quarter, revenue hours and miles were down as compared to the same period in FY 2019-20. Several lines were suspended in this time period, due to COVID-19 service reductions. With regards to the decrease in passengers per revenue hour and passengers per mile, this can be further accounted for by the combination of decreased ridership and restricted passenger capacity (15 passengers on 40' buses and 10 passengers on 30' buses from October until late December, then 12 per 40' bus and 8 per 30' bus through the end of the quarter).

Time Period	Total Passengers	Revenue Hours	Revenue Miles	Passengers per Revenue Hour	Passengers per Mile
FY 19-20 Q2	1,732,263	54,786	663,353	31.3	2.6
FY 20-21 Q2	578,886	42,397	515,056	13.2	1.1
FY 19-20 YTD	3,197,019	110,113	1,320,414	29.0	2.4
FY 20-21 YTD	1,123,311	86,188	1,047,838	13.0	1.1

The chart below shows the top 5 lines by ridership year-to-date in FY 20-21. The ridership on these lines (11, 6, 2, 1, and 20) comprises 66% of the quarter's total ridership.

Top 5 Lines by Ridership, Year-to-Date

- Line 11 (UCSB)
- Line 6 (Goleta)
- Line 2 (East SB)
- Line 20 (Carpinteria)
- Line 1 (West SB)

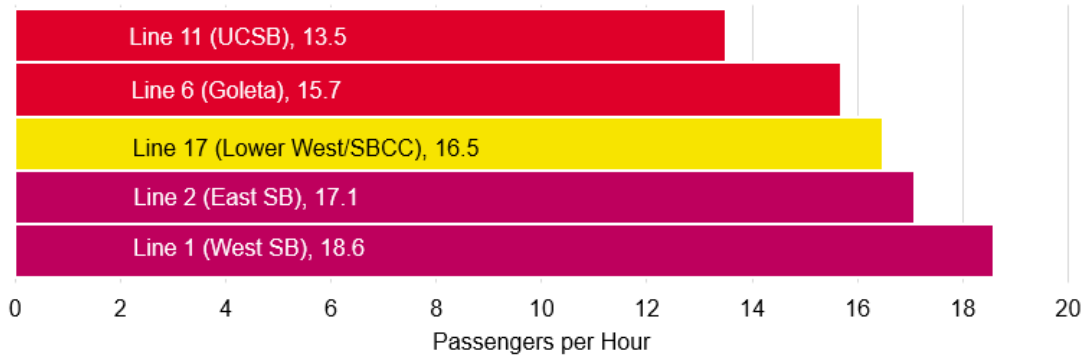


As stated above, the systemwide average of passengers per revenue hour for the quarter is down to 13 passengers per hour. The chart below shows the top 5 lines by passengers per hour in the 2nd quarter, with the Line 1 (West Santa Barbara) coming in first with 18.6 passengers per hour,

FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS

followed by Line 2 (17.1), Line 17 (16.5), Line 6 (15.7), and Line 11 (13.5). With the exception of the Line 17 dropping by one tenth of one percent, all 5 of these lines saw an increase in passengers per hour over the 1st quarter of FY 20-21.

Top 5 Lines by Passengers per Hour



The Year-to-Date Numbers At-A-Glance below show the year-to-date number in first 2 quarters of FY 2020-21 over the same time period in FY 2019-20. Pre-COVID-19 impact, too full to board and at-capacity loads were up, but with the strict load limits, drivers are logging too full to board more often and have mostly dispensed with the at-capacity tracking. Despite nearly 65% less ridership year-to-date, wheelchair boardings and bicycles numbers as compared to the same quarter last year continue to track with disproportionate strength.

Year-to-Date Numbers At-A-Glance

Total
Ridership
-64.9%

At-Capacity
Loads
-89.5%

Too Full to
Board
Loads
+155.4%



5,996
wheelchairs
boarded
-25.5%



42,277
bicycles
carried
-2.7%

FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS
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Service Days and Student Ridership

As shown in the table below, the total number of service days in the second quarter of FY 2020-21 was the same as FY 2019-20, with all service day types being the same. UCSB, SBCC, and K-12 school campuses were all closed to students for the entirety of the 2nd quarter. This makes for no comparison on school days.

MTD SERVICE CALENDAR DAYS

<u>SERVICE DAYS</u>	<u>FY 2021</u>		<u>FY 2020</u>		<u>Year to Date</u>
	<u>Q2</u>	<u>YTD</u>	<u>Q2</u>	<u>YTD</u>	<u>Change</u>
Weekdays	60	124	60	124	0
Saturdays	15	28	15	28	0
Sundays	15	30	15	30	0
Total	90	182	90	182	0

<u>SCHOOL DAYS</u>	<u>FY 2021</u>		<u>FY 2020</u>		<u>Year to Date</u>
	<u>Q2</u>	<u>YTD</u>	<u>Q2</u>	<u>YTD</u>	<u>Change</u>
SBCC	0	0	51	98	(98)
UCSB	0	0	51	115	(115)
Secondary	0	0	52	99	(99)

Due to the suspension of fare collection in the first quarter, there is no way to measure or estimate UCSB and SBCC student ridership. Generally, these students tap their student ID on the farebox, logging their ridership in the appropriate student category. With all riders being marked “free” on the farebox, these demographics are not currently being captured.

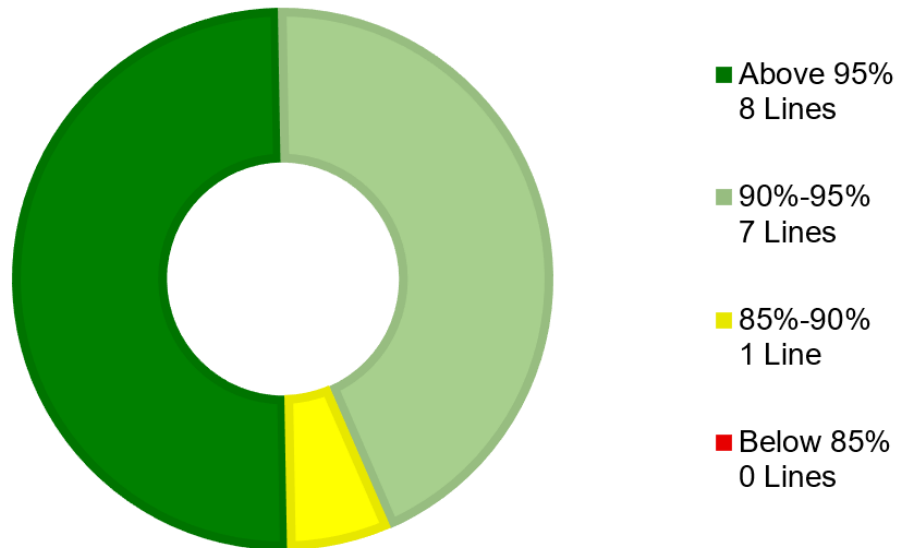
On-Time Performance Indicators

Since the acquisition and installation of the Clever Devices AVL system, Planning staff has been refining the tools used to measure on-time performance. MTD’s standard is to aim for better than 80% on-time performance. “On-time” is defined as no more than 5 minutes late and no more than 1 minute early. Timeliness is tracked at scheduled timepoints on each line. The lines included in this assessment are all of MTD’s fixed-route lines in operation during the 2nd quarter of FY 2020-21.

This is the second consecutive quarter of reporting on on-time performance where not only were no lines below 80% on-time, but all were over 85%. Line 20 was the only line between 86%-90% (at 88%), while all other lines had on-time performance of over 90 or 95%.

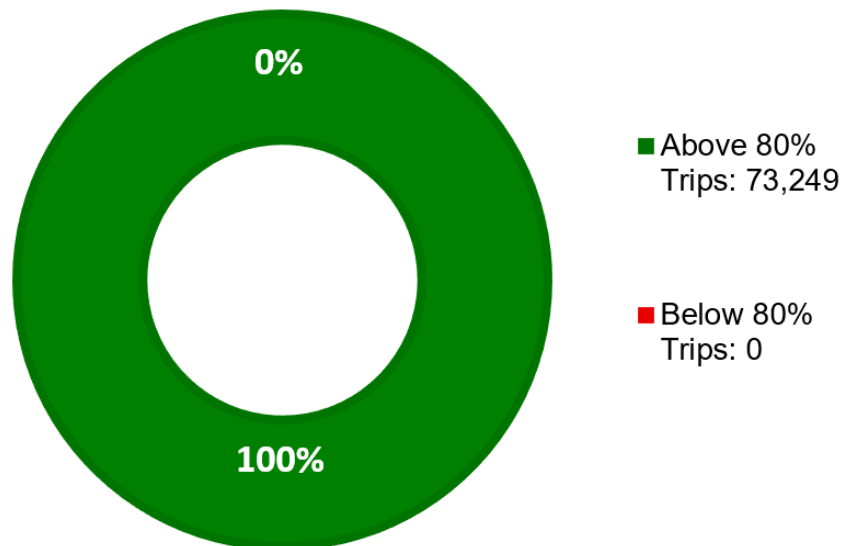
Variables that generally affect a line’s on-time performance include extended road construction projects, heavy congestion, and route detours lasting a number of days. This can vary based on time of day.

FY 20-21 2ND QUARTER ON-TIME PERFORMANCE



When assessing the amount of service on a particular line, we can measure the number of trips that a given line takes in a quarter. The graphic below displays the amount of service provided by the lines hitting MTD's goal of 80% or higher for on-time service in the second quarter of FY 20-21.

SYSTEMWIDE ON-TIME PERFORMANCE BY AMOUNT OF SERVICE ON LINES





FY 2021 System Ridership Report for 2nd Quarter and for the Six-Month Period Ending December 31, 2020

Ridership by Fare Category (October 2020 – December 2020)

Fare Categories	Quarter			YTD		
	Oct 20 - Dec 20	Oct 19 - Dec 19	% Change	FY 2020 - 2021	FY2019 - 2020	% Change
General Fare	14	199,300	-100.0%	22	432,247	-100.0%
Transfers	208	107,440	-99.8%	369	228,537	-99.8%
Full Fare Prepaid ¹	70	252,499	-100.0%	135	551,905	-100.0%
Santa Barbara City College	74	180,626	-100.0%	143	311,389	-100.0%
Senior & Disabled Prepaid ²	112	181,923	-99.9%	182	372,946	-100.0%
Shuttle	2	39,492	-100.0%	2	111,562	-100.0%
UC Santa Barbara	55	523,493	-100.0%	130	681,672	-100.0%
Youth Prepaid ³	70	152,907	-100.0%	132	305,325	-100.0%
Free	578,158	26,594	2074.0%	1,122,029	57,413	1854.3%
Special Pass Programs	42	12,014	-99.7%	84	24,931	-99.7%
Senior Cash	26	45,128	-99.9%	27	96,425	-100.0%
Persons w ith Disabilities Cash	52	6,164	-99.2%	53	13,106	-99.6%
Tokens	3	4,683	-99.9%	3	9,561	-100.0%
Total	578,886	1,732,263	-66.6%	1,123,311	3,197,019	-64.9%

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

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

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

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

Revenue Hours and Revenue Miles (October 2020 – December 2020)

Metrics	Quarter			YTD		
	Oct 20 - Dec 20	Oct 19 - Dec 19	%Change	FY 2020 - 2021	FY2019 - 2020	% Change
Passengers	578,886	1,732,263	-66.6%	1,123,311	3,197,019	-64.9%
Revenue Hours	42,397	54,786	-22.6%	86,188	110,113	-21.7%
Passengers per Revenue Hour	13.7	31.6	-56.8%	13.0	29.0	-55.1%
Miles	515,056	663,353	-22.4%	1,047,838	1,320,414	-20.6%
Passengers per Mile	1.1	2.6	-57.0%	1.1	2.4	-55.7%

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

MTD System Ridership (October 2020 – December 2020)

		Quarter			YTD		
	LINE	Oct 20 - Dec 20	Oct 19 - Dec 19	% Change	FY 2020 - 2021	FY2019 - 2020	% Change
1	West Santa Barbara	55,643	80,386	-30.8%	104,597	161,733	-35.3%
2	East Santa Barbara	78,354	124,620	-37.1%	149,681	249,990	-40.1%
3	Oak Park	24,846	49,347	-49.7%	47,145	98,940	-52.3%
4	Mesa / SBCC	13,915	34,435	-59.6%	27,871	67,195	-58.5%
5	Mesa / La Cumbre	14,469	31,609	-54.2%	28,866	64,389	-55.2%
6	Goleta	81,738	151,701	-46.1%	159,031	299,965	-47.0%
7	County Health / Fairview	39,038	69,862	-44.1%	75,902	145,439	-47.8%
10	Cathedral Oaks	-	5,231	-100.0%	-	10,054	-100.0%
11	UCSB	107,263	280,991	-61.8%	208,977	506,579	-58.7%
12x	Goleta Express	23,085	44,826	-48.5%	43,791	93,137	-53.0%
14	Montecito	12,250	17,500	-30.0%	24,101	37,025	-34.9%
15x	SBCC / UCSB Express	-	70,018	-100.0%	-	109,362	-100.0%
16	City College Shuttle	-	31,431	-100.0%	-	48,878	-100.0%
17	Lower West / SBCC	13,496	31,662	-57.4%	27,836	64,837	-57.1%
20	Carpinteria	59,545	92,728	-35.8%	119,050	190,039	-37.4%
23	Winchester Canyon	5,099	13,605	-62.5%	9,454	25,461	-62.9%
24x	UCSB Express	28,563	131,372	-78.3%	56,214	268,516	-79.1%
25	Ellwood	9,115	16,725	-45.5%	17,102	35,010	-51.2%
27	Isla Vista Shuttle	12,467	97,806	-87.3%	23,693	130,883	-81.9%
28	UCSB Shuttle	-	193,554	-100.0%	-	252,050	-100.0%
36	Seaside Shuttle	-	15,043	-100.0%	-	33,421	-100.0%
37	Crosstown Shuttle	-	21,917	-100.0%	-	45,105	-100.0%
90	West Goleta Amtrak Shuttle	-	2,736	-100.0%	-	5,526	-100.0%
91	East Goleta Amtrak Shuttle	-	1,622	-100.0%	-	2,762	-100.0%
92	Santa Barbara Amtrak Shuttle	-	1,052	-100.0%	-	2,015	-100.0%
	Booster Services	-	72,134	-100.0%	-	113,430	-100.0%
System Subtotal		578,886	1,683,913	-65.6%	1,123,311	3,061,741	-63.3%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	-	39,367	-100.0%	-	107,736	-100.0%
34	Waterfront Shuttle	-	8,983	-100.0%	-	27,542	-100.0%
<i>Unknown</i>							
		-			-		
System Total		578,886	1,732,263	-66.6%	1,123,311	3,197,019	-64.9%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		148,293	703,723	-78.9%	288,884	1,158,028	-75.1%
1, 2, 37 East/West & Crosstown		133,997	226,923	-41.0%	254,278	456,828	-44.3%
4, 5, 15x, 16, 17 Mesa Lines		41,880	199,155	-79.0%	84,573	354,661	-76.2%
6, 11 State/Hollister		189,001	432,692	-56.3%	368,008	806,544	-54.4%

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

MTD Passengers per Revenue Hour (October 2020 – December 2020)

		Quarter			YTD		
LINE		Oct 20 - Dec 20	Oct 19 - Dec 19	% Change	FY 2020 - 2021	FY2019 - 2020	% Change
1	West Santa Barbara	20.1	29.5	-32.1%	18.6	29.2	-36.4%
2	East Santa Barbara	18.3	29.4	-37.9%	17.1	28.9	-40.8%
3	Oak Park	10.6	21.2	-50.1%	9.8	20.8	-52.7%
4	Mesa / SBCC	12.6	31.3	-59.6%	12.3	29.6	-58.4%
5	Mesa / La Cumbre	8.3	18.3	-54.4%	8.2	18.3	-55.4%
6	Goleta	16.4	30.4	-46.1%	15.7	29.6	-46.9%
7	County Health / Fairview	10.6	18.7	-43.6%	10.0	19.1	-47.7%
10	Cathedral Oaks	-	12.7	-100.0%	-	11.8	-100.0%
11	UCSB	14.0	37.3	-62.4%	13.5	33.1	-59.1%
12x	Goleta Express	13.1	24.8	-47.0%	12.2	25.4	-52.0%
14	Montecito	10.0	14.2	-30.0%	9.6	14.8	-35.0%
15x	SBCC / UCSB Express	-	36.1	-100.0%	-	31.5	-100.0%
16	City College Shuttle	-	38.5	-100.0%	-	40.2	-100.0%
17	Low er West / SBCC	16.4	38.5	-57.4%	16.5	38.9	-57.7%
20	Carpinteria	13.0	20.7	-37.2%	12.8	20.8	-38.4%
23	Winchester Canyon	8.8	23.4	-62.5%	8.0	21.5	-62.9%
24x	UCSB Express	9.4	43.7	-78.6%	9.1	43.7	-79.2%
25	Elw ood	13.6	25.0	-45.5%	12.5	25.7	-51.3%
27	Isla Vista Shuttle	11.5	53.5	-78.5%	10.8	43.1	-75.0%
28	UCSB Shuttle	-	86.0	-100.0%	-	65.5	-100.0%
36	Seaside Shuttle	-	14.5	-100.0%	-	15.8	-100.0%
37	Crosstow n Shuttle	-	14.9	-100.0%	-	14.8	-100.0%
90	West Goleta Amtrak Shuttle	-	86.0	-100.0%	-	84.1	-100.0%
91	East Goleta Amtrak Shuttle	-	51.0	-100.0%	-	42.0	-100.0%
92	Santa Barbara Amtrak Shuttle	-	22.5	-100.0%	-	20.8	-100.0%
	Booster Services	-	93.0	-100.0%	-	91.9	-100.0%
System Subtotal		13.7	32.6	-58.1%	13.0	29.9	-56.4%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	-	16.4	-100.0%	-	19.2	-100.0%
34	Waterfront Shuttle	-	12.2	-100.0%	-	13.9	-100.0%
<i>Unknown</i>							
		-	-	0.0%	-	-	0.0%
System Total		13.7	31.6	-56.8%	13.0	29.0	-55.1%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		12.6	48.1	-73.9%	11.7	33.1	-64.8%
1, 2, 37 East/West & Crosstown		19.0	26.9	-29.5%	16.4	26.2	-37.1%
4, 5, 15x, 16, 17 Mesa Lines		11.4	31.1	-63.2%	11.2	27.1	-58.8%
6, 11 State/Hollister		14.9	34.5	-56.7%	13.9	29.0	-52.2%

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

MTD “At Capacity” Loads * (October 2020 – December 2020)

LINE		Quarter			YTD		
		Oct 20 - Dec 20	Oct 19 - Dec 19	% Change	FY 2020 - 2021	FY2019 - 2020	% Change
1	West Santa Barbara	9	10	-10.0%	13	26	-50.0%
2	East Santa Barbara	23	18	27.8%	34	39	-12.8%
3	Oak Park	-	10	-100.0%	-	21	-100.0%
4	Mesa / SBCC	1	4	-75.0%	2	5	-60.0%
5	Mesa / La Cumbre	-	9	-100.0%	1	23	-95.7%
6	Goleta	28	44	-36.4%	34	90	-62.2%
7	County Health / Fairview	6	9	-33.3%	7	11	-36.4%
10	Cathedral Oaks	-	-	0.0%	-	1	-100.0%
11	UCSB	29	164	-82.3%	42	251	-83.3%
12x	Goleta Express	5	1	400.0%	6	18	-66.7%
14	Montecito	3	5	-40.0%	7	7	0.0%
15x	SBCC / UCSB Express	-	59	-100.0%	-	95	-100.0%
16	City College Shuttle	-	7	-100.0%	-	10	-100.0%
17	Low er West / SBCC	1	2	-50.0%	2	3	-33.3%
20	Carpinteria	11	46	-76.1%	24	87	-72.4%
23	Winchester Canyon	-	3	-100.0%	-	5	-100.0%
24x	UCSB Express	1	46	-97.8%	1	135	-99.3%
25	Elw ood	-	2	-100.0%	-	4	-100.0%
27	Isla Vista Shuttle	2	268	-99.3%	3	314	-99.0%
28	UCSB Shuttle	-	138	-100.0%	-	145	-100.0%
36	Seaside Shuttle	-	11	-100.0%	-	16	-100.0%
37	Crosstow n Shuttle	-	1	-100.0%	-	3	-100.0%
90	West Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
91	East Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
92	Santa Barbara Amtrak Shuttle	-	-	0.0%	-	-	0.0%
	Booster Services	-	194	-100.0%	-	323	-100.0%
System Subtotal		119	1,051	-88.7%	176	1,632	-89.2%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	-	18	-100.0%	-	38	-100.0%
34	Waterfront Shuttle	-	-	0.0%	-	5	-100.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		32	616	-94.8%	46	845	-94.6%
1, 2, 37 East/West & Crosstow n		32	29	10.3%	47	68	-30.9%
4, 5, 15x, 16, 17 Mesa Lines		2	81	-97.5%	5	136	-96.3%
6, 11 State/Hollister		57	208	-72.6%	76	341	-77.7%
<i>Unknown/Miscellaneous</i>							
		-	1	-100.0%	-	1	-100.0%
System Total		119	1,070	-88.9%	176	1,676	-89.5%

*Classified as a 30-foot vehicle with 10 or more standees, or a **40-foot vehicle with 20 or more**.
Source: GFI Genfare, MTD Transit Development Department, Planning Section

MTD “Too Full to Board” Loads * (October 2020 – December 2020)

		Quarter			YTD		
LINE		Oct 20 - Dec 20	Oct 19 - Dec 19	% Change	FY 2020 - 2021	FY2019 - 2020	% Change
1	West Santa Barbara	175	1	17400.0%	244	2	12100.0%
2	East Santa Barbara	462	9	5033.3%	735	17	4223.5%
3	Oak Park	190	2	9400.0%	258	3	8500.0%
4	Mesa / SBCC	9	-	100.0%	18	-	100.0%
5	Mesa / La Cumbre	25	3	733.3%	47	7	571.4%
6	Goleta	716	19	3668.4%	1,169	34	3338.2%
7	County Health / Fairview	118	-	100.0%	167	2	8250.0%
10	Cathedral Oaks	-	5	-100.0%	-	10	-100.0%
11	UCSB	919	325	182.8%	1,476	393	275.6%
12x	Goleta Express	51	4	1175.0%	73	50	46.0%
14	Montecito	82	-	100.0%	164	1	16300.0%
15x	SBCC / UCSB Express	-	92	-100.0%	-	139	-100.0%
16	City College Shuttle	-	3	-100.0%	-	13	-100.0%
17	Low er West / SBCC	9	-	100.0%	20	2	900.0%
20	Carpinteria	595	6	9816.7%	942	10	9320.0%
23	Winchester Canyon	8	6	33.3%	15	6	150.0%
24x	UCSB Express	26	168	-84.5%	33	396	-91.7%
25	Elw ood	7	-	100.0%	13	1	1200.0%
27	Isla Vista Shuttle	46	357	-87.1%	50	408	-87.7%
28	UCSB Shuttle	-	355	-100.0%	-	384	-100.0%
36	Seaside Shuttle	-	3	-100.0%	-	5	-100.0%
37	Crosstow n Shuttle	-	1	-100.0%	-	1	-100.0%
90	West Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
91	East Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
92	Santa Barbara Amtrak Shuttle	-	-	0.0%	-	-	0.0%
	Booster Services	-	84	-100.0%	-	161	-100.0%
System Subtotal		3,438	1,443	138.3%	5,424	2,045	165.2%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	-	26	-100.0%	-	71	-100.0%
34	Waterfront Shuttle	-	-	0.0%	-	5	-100.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		991	1,205	-17.8%	1,559	1,581	-1.4%
1, 2, 37 East/West & Crosstow n		637	11	5690.9%	979	20	4795.0%
4, 5, 15x, 16, 17 Mesa Lines		43	98	-56.1%	85	161	-47.2%
6, 11 State/Hollister		1,635	344	375.3%	2,645	427	519.4%
<i>Unknown/Miscellaneous</i>							
		-	2	-100.0%	-	3	-100.0%
System Total		3,438	1,471	133.7%	5,424	2,124	155.4%

* Indicates that passengers were refused service because a vehicle was too full to safely board.
Source: GFI Genfare, MTD Transit Development Department, Planning Section

MTD Bicycles Carried (October 2020 – December 2020)

		Quarter			YTD		
LINE		Oct 20 - Dec 20	Oct 19 - Dec 19	% Change	FY 2020 - 2021	FY2019 - 2020	% Change
1	West Santa Barbara	570	390	46.2%	1,210	978	23.7%
2	East Santa Barbara	1,532	1,187	29.1%	3,045	2,508	21.4%
3	Oak Park	200	311	-35.7%	423	636	-33.5%
4	Mesa / SBCC	361	344	4.9%	754	659	14.4%
5	Mesa / La Cumbre	432	461	-6.3%	1,019	1,054	-3.3%
6	Goleta	3,474	2,910	19.4%	7,271	6,138	18.5%
7	County Health / Fairview	1,346	1,243	8.3%	2,893	2,843	1.8%
10	Cathedral Oaks	-	107	-100.0%	-	256	-100.0%
11	UCSB	4,979	5,204	-4.3%	10,165	9,684	5.0%
12x	Goleta Express	1,580	1,398	13.0%	3,218	2,983	7.9%
14	Montecito	318	218	45.9%	738	509	45.0%
15x	SBCC / UCSB Express	-	861	-100.0%	-	1,494	-100.0%
16	City College Shuttle	-	203	-100.0%	1	351	-99.7%
17	Lower West / SBCC	227	186	22.0%	472	462	2.2%
20	Carpinteria	2,562	1,883	36.1%	5,148	4,127	24.7%
23	Winchester Canyon	206	216	-4.6%	391	387	1.0%
24x	UCSB Express	2,088	2,363	-11.6%	4,488	4,956	-9.4%
25	Elwood	286	292	-2.1%	650	677	-4.0%
27	Isla Vista Shuttle	243	605	-59.8%	387	887	-56.4%
28	UCSB Shuttle	-	1,199	-100.0%	-	1,710	-100.0%
36	Seaside Shuttle	-	1	-100.0%	-	3	-100.0%
37	Crosstown Shuttle	-	3	-100.0%	-	5	-100.0%
90	West Goleta Amtrak Shuttle	-	12	-100.0%	-	14	-100.0%
91	East Goleta Amtrak Shuttle	-	3	-100.0%	-	6	-100.0%
92	Santa Barbara Amtrak Shuttle	-	2	-100.0%	-	2	-100.0%
	Booster Services	-	83	-100.0%	-	130	-100.0%
System Subtotal		20,404	21,685	-5.9%	42,273	43,459	-2.7%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		7,310	9,371	-22.0%	15,040	17,237	-12.7%
1, 2, 37 East/West & Crosstown		2,102	1,580	33.0%	4,255	3,491	21.9%
4, 5, 15x, 16, 17 Mesa Lines		1,020	2,055	-50.4%	2,246	4,020	-44.1%
6, 11 State/Hollister		8,453	8,114	4.2%	17,436	15,822	10.2%
<i>Unknown/Miscellaneous</i>							
		3	6	-50.0%	4	6	-33.3%
System Total		20,407	21,691	-5.9%	42,277	43,465	-2.7%

¹ MTD electric shuttles cannot carry bicycles.

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

MTD Wheelchairs Boarded (October 2020 – December 2020)

		Quarter			YTD		
LINE		Oct 20 - Dec 20	Oct 19 - Dec 19	% Change	FY 2020 - 2021	FY2019 - 2020	% Change
1	West Santa Barbara	231	336	-31.3%	513	770	-33.4%
2	East Santa Barbara	730	456	60.1%	1,330	849	56.7%
3	Oak Park	163	186	-12.4%	281	393	-28.5%
4	Mesa / SBCC	38	38	0.0%	75	101	-25.7%
5	Mesa / La Cumbre	27	150	-82.0%	61	370	-83.5%
6	Goleta	431	517	-16.6%	763	942	-19.0%
7	County Health / Fairview	378	510	-25.9%	706	1,018	-30.6%
10	Cathedral Oaks	-	14	-100.0%	-	25	-100.0%
11	UCSB	551	623	-11.6%	969	1,158	-16.3%
12x	Goleta Express	85	197	-56.9%	190	353	-46.2%
14	Montecito	40	38	5.3%	83	68	22.1%
15x	SBCC / UCSB Express	-	5	-100.0%	-	6	-100.0%
16	City College Shuttle	-	100	-100.0%	-	196	-100.0%
17	Lower West / SBCC	24	48	-50.0%	38	106	-64.2%
20	Carpinteria	412	387	6.5%	765	793	-3.5%
23	Winchester Canyon	2	6	-66.7%	3	17	-82.4%
24x	UCSB Express	95	132	-28.0%	165	257	-35.8%
25	Elwood	16	22	-27.3%	29	51	-43.1%
27	Isla Vista Shuttle	15	17	-11.8%	25	20	25.0%
28	UCSB Shuttle	-	7	-100.0%	-	17	-100.0%
36	Seaside Shuttle	-	13	-100.0%	-	16	-100.0%
37	Crosstown Shuttle	-	47	-100.0%	-	87	-100.0%
90	West Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
91	East Goleta Amtrak Shuttle	-	-	0.0%	-	-	0.0%
92	Santa Barbara Amtrak Shuttle	-	2	0.0%	-	2	-100.0%
	Booster Services	-	-	0.0%	-	1	-100.0%
System Subtotal		3,238	3,851	-15.9%	5,996	7,616	-21.3%
<i>Downtown Waterfront Shuttles</i>							
30	Downtown Shuttle	-	135	-100.0%	-	355	-100.0%
34	Waterfront Shuttle	-	30	-100.0%	-	74	-100.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		661	779	-15.1%	1,159	1,452	-20.2%
1, 2, 37 East/West & Crosstown		961	839	14.5%	1,843	1,706	8.0%
4, 5, 15x, 16, 17 Mesa Lines		89	341	-73.9%	174	779	-77.7%
6, 11 State/Hollister		982	1,140	-13.9%	1,732	2,100	-17.5%
<i>Unknown/Miscellaneous</i>							
		-	3	-100.0%	-	3	-100.0%
System Total		3,238	4,019	-19.4%	5,996	8,048	-25.5%

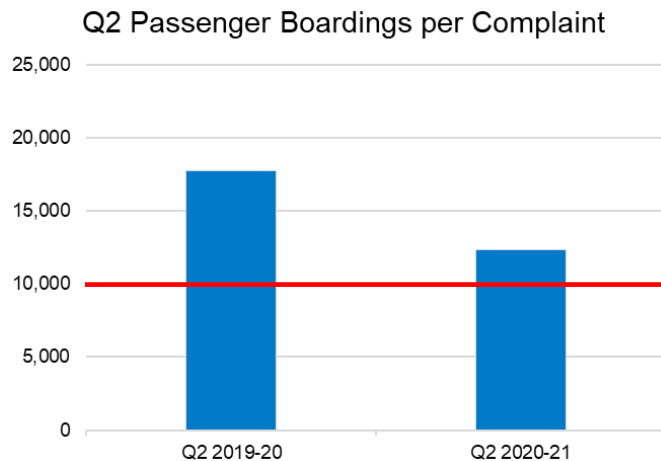
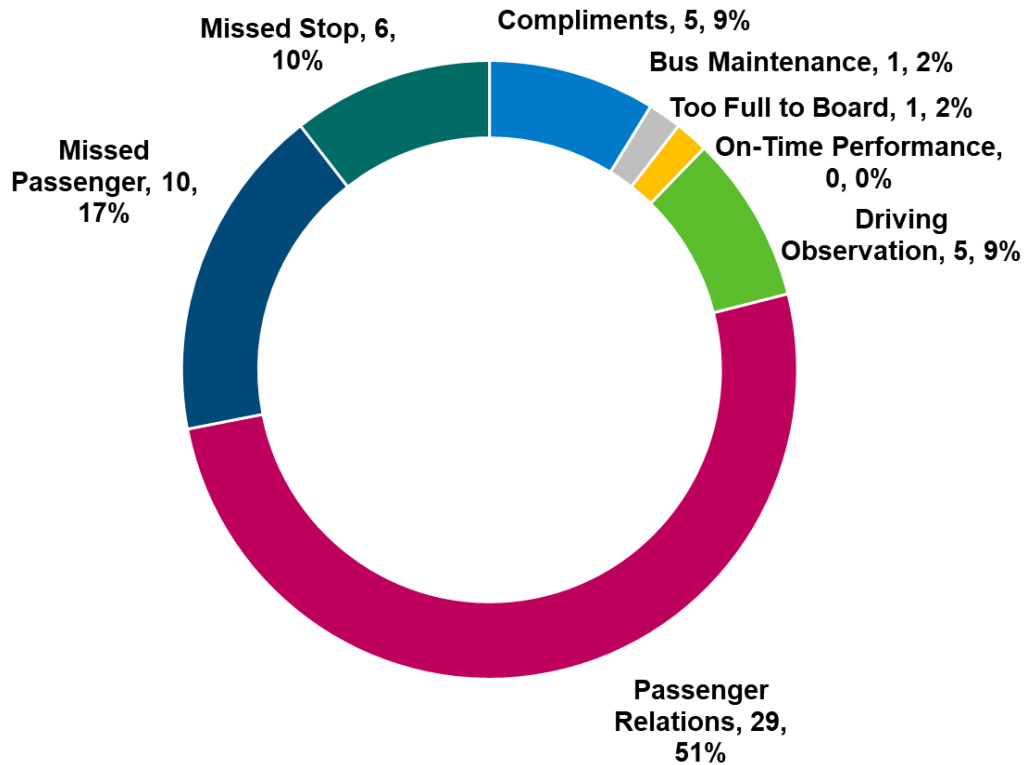
Source: GFI Genfare, MTD Transit Development Department, Planning Section



FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS

Customer Service Report

For the Six-Month Period Ending December 31, 2020



2nd Quarter Compliments & Complaints



5 Compliments



51 Complaints

MTD Performance Standard: Passenger complaints shall average no more than 1 complaint per 10,000 MTD passenger boardings.

Compliments: Documented praise of MTD Employee's action; **On-Time Performance:** Complaints about buses running late; **Too Full to Board:** Complaints from passengers that could not board the bus; **Driving Observations:** Concerns regarding driving safety; **Passenger Relations:** Perceived negative treatment of passengers by an MTD Employee; **Missed Passengers:** Complaints that passengers were passed up at MTD authorized stops; **Missed Stop:** Complaint from passenger on board a bus where the driver did not stop at requested stop.



FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS

Fleet Maintenance Report

For the Six-Month Period Ending December 31, 2020

FY 2021 Q2 Totals								FY 2020 Q2 Totals							Change	
Fleet	Miles	MPG	Fuel/Oil	Parts	Labor	Labor & Parts	Total Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Labor & Parts	Total Cost per Mile	Total Cost per Mile	
Gillig 40'	466,867	4.84	\$215,402	\$133,274	\$92,601	\$225,874	\$0.95	559,547	4.68	\$306,303	\$119,769	\$80,873	\$200,642	\$0.91	\$0.04	4.3%
Gillig 29'	53,612	5.06	\$23,551	\$16,252	\$13,617	\$29,869	\$1.00	68,873	4.75	\$36,547	\$23,212	\$14,059	\$37,270	\$1.07	-\$0.08	-7.0%
Nova Articulated	199	0.45	\$971	\$205	\$243	\$448	\$7.13	14,848	3.03	\$12,236	\$3,131	\$2,922	\$6,053	\$1.23	\$5.90	478.6%
Diesel Fleet:	<u>520,678</u>	<u>3.45</u>	<u>\$239,924</u>	<u>\$149,730</u>	<u>\$106,461</u>	<u>\$256,191</u>	<u>\$0.95</u>	<u>643,268</u>	<u>4.15</u>	<u>\$355,086</u>	<u>\$146,112</u>	<u>\$97,854</u>	<u>\$243,965</u>	<u>\$0.93</u>	<u>\$0.02</u>	<u>2.3%</u>
Fleet	Miles	MPG	Fuel/Oil	Parts	Labor	Labor & Parts	Total Cost per Mile	Miles	MPG	Fuel/Oil	Parts	Labor	Labor & Parts	Total Cost per Mile	Total Cost per Mile	
Gillig 29' Hybrid	11,539	4.76	\$5,466	\$2,652	\$3,211	\$5,863	\$0.98	16,123	5.06	\$7,996	\$5,754	\$5,650	\$11,404	\$1.20	-\$0.22	-18.4%
Gillig 40' Hybrid	54,540	4.68	\$25,540	\$22,256	\$18,463	\$40,718	\$1.21	58,150	4.66	\$31,241	\$33,973	\$11,986	\$45,959	\$1.33	-\$0.11	-8.5%
Hybrid Fleet:	<u>66,079</u>	<u>4.72</u>	<u>\$31,006</u>	<u>\$24,908</u>	<u>\$21,673</u>	<u>\$46,581</u>	<u>\$1.17</u>	<u>74,273</u>	<u>4.86</u>	<u>\$39,237</u>	<u>\$39,727</u>	<u>\$17,635</u>	<u>\$57,363</u>	<u>\$1.30</u>	<u>-\$0.13</u>	<u>-9.7%</u>
Fleet	Miles	MPKW	Elec Cost	Parts	Labor	Parts & Labor	Total Cost per Mile	Miles	MPKW	Elec Cost	Parts	Labor	Parts & Labor	Total Cost per Mile	Total Cost per Mile	
Ebus EV's	FLEET RETIRED - NO DATA							5,915	0.61	\$3,503	\$1,898	\$2,721	\$4,619	\$1.37	\$1.37	N/A
BYD EV's	6,303	0.47	\$4,285	\$1,167	\$4,841	\$6,008	\$1.63	40,076	0.73	\$19,767	\$545	\$5,008	\$5,553	\$0.63	\$1.00	158.5%
Electric Fleet:	<u>6,303</u>	<u>0.47</u>	<u>\$4,285</u>	<u>\$1,167</u>	<u>\$4,841</u>	<u>\$6,008</u>	<u>\$1.63</u>	<u>45,991</u>	<u>0.67</u>	<u>\$23,270</u>	<u>\$2,443</u>	<u>\$7,729</u>	<u>\$10,172</u>	<u>\$0.73</u>	<u>\$0.91</u>	<u>124.6%</u>
Totals:	<u>593,060</u>		<u>\$275,214</u>	<u>\$175,804</u>	<u>\$132,975</u>	<u>\$308,779</u>	<u>\$0.98</u>	<u>763,532</u>		<u>\$417,592</u>	<u>\$188,282</u>	<u>\$123,218</u>	<u>\$311,500</u>	<u>\$0.95</u>	<u>\$0.03</u>	<u>3.1%</u>



FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS
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Road Calls Report

**FY 2021 National Transit Database Road Calls ("Mechanical System Failures")
For the Six-Month Period Ending December 31, 2020**

Fleet Category	All Reportable Mechanical System Failures	Fiscal YTD Miles	Miles Between All Reportable Mechanical System Failures
Electric Vehicles (BYD's 30-43)	0	6,303	N/A
400 Gilligs (Units 434-450)	11	74,962	6,815
600 Gilligs (Units 600-652)	38	391,905	10,313
700 Gilligs (Units 700-713)	3	53,612	17,871
700 Gillig Hybrids (Units 715-717)	3	11,539	3,846
900 Gillig Hybrids (Units 900-915)	9	54,540	6,060
1000 Novas (Units 1001-1003)	0	199	N/A
System Total Excluding EVs	64	586,757	9,168
System Total All Vehicles	64	593,060	9,267



FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS
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Liability Report

**Reportable to National Transit Database
For the Six-Month Period Ending December 31, 2020**

Fiscal Year End June 30	2021	2020	20169	2018	2017
1st Quarter: July - September	0	1	0	1	1
2nd Quarter: October - December	0	1	0	4	1
Fiscal Year to Date:	0	2	0	5	2

The NTD defines a Reportable Event (Major Incident) as a safety or security event occurring on transit right-of-way, in a transit revenue facility, in a transit maintenance facility, or involving a transit revenue vehicle meeting the following criteria:

- An evacuation for life safety reasons
- Estimated property damage equal to or exceeding \$25,000
- Fatality confirmed within 30 days
- Immediate transport away from the scene for medical attention, except illnesses requiring transport for medical attention
- Collisions involving transit vehicles that require towing away of a transit roadway vehicle or other non-transit roadway vehicle

Workers' Compensation Claims Report

Fiscal Year End June 30	2021	2020	2019	2018	2017
1st Quarter: July - September	0	0	4	3	4
2nd Quarter: October - December	1	5	6	6	6
Fiscal Year to Date:	1	5	10	9	10



FY 2020-21 SECOND QUARTER PERFORMANCE REPORTS
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Transit Finance Compliance Report

For the Six-Month Period Ending December 31, 2020

As a recipient of Federal funds from the Federal Transit Administration (FTA), the Santa Barbara Metropolitan Transit District (MTD) is subject to a number of rules and regulations and reporting requirements. This report describes actions taken between October 1 and December 31, 2020, to address these requirements.

MTD Compliance Actions

Submitted initial MTD FY 2020 National Transit Database Annual Report to FTA.

Submitted MTD monthly National Transit Database Safety and Security reports to the Federal Transit Administration (FTA).

Submitted MTD monthly National Transit Database Ridership reports to FTA.

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

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

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

Submitted application for the FTA Section 5307 apportionment to the Santa Barbara urbanized area for the next three years to SBCAG.

Submitted closeout report to Caltrans for the FY 2017 Low Carbon Transit Operations Program (LCTOP) three-year SBMTD Ridership Development Marketing Plan.

Submitted Corrective Action Plan (CAP) to Caltrans for the FY 2019 LCTOP project to combine those funds with the FY 2020 LCTOP microtransit project.

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

JENNIFER LEMBERGER
BOARD DIRECTOR

DICK WEINBERG
BOARD DIRECTOR

BILL SHELOR
SECRETARY

DAVE DAVIS
CHAIR

DAVE TABOR
VICE CHAIR

CHUCK MCQUARY
BOARD DIRECTOR

PAULA PEROTTE
BOARD DIRECTOR

JERRY ESTRADA
GENERAL MANAGER

CHRISTINA PERRY
ADMINISTRATIVE ASSISTANT
(CLERK OF THE BOARD)

RENEE KEEFOVER
ADMINISTRATIVE ASSISTANT

BRAD DAVIS
DIRECTOR OF FINANCE &
ADMINISTRATION
*PROCUREMENT OFFICER

THAIS SAYAT
FINANCE MANAGER

CHERIE ALVAREZ
ASSISTANT
FINANCE MANAGER

DIANA FLORES
ACCOUNTING ASSISTANT

VACANT
ACCOUNTING ASSISTANT

VALERIE WHITE
PURCHASING
AGENT

JUAN PEREZ
FARE REVENUE COLLECTION
TECHNICIAN - LEAD

JOSH MARTINEZ
FARE REVENUE COLLECTION
TECHNICIAN

TOM SHELTON
IT MANAGER

PABLO ZUNIGA
IT SUPPORT TECHNICIAN

MARY GREGG
INTERIM CHIEF OPERATING OFFICER
*CHIEF SAFETY OFFICER/EEO OFFICER

NOLAN ROBERTSON
FLEET & FACILITIES MANAGER

MIKE CARDONA
SUPERINTENDENT
OF MAINTENANCE

RODGER STEVENS
FLEET MAINTENANCE
SUPERVISOR

MECHANICS - 12
UTILITY - 13

STEVE HAHN
ASSISTANT SUPERINTENDENT
OF MAINTENANCE

JOHN HERRERA
PARTS CLERK

DAVID MYERS
MAINTENANCE DATA
ANALYST

FRANK REYNOSO
FACILITIES SPECIALIST

BILL MORRIS
OPERATIONS MANAGER
*D&A - DESIGNATED EMPLOYEE REP

DAVE MORSE
SUPERINTENDENT
OF OPERATIONS

MANNY CASTANON
SAFETY & TRAINING
ADMINISTRATOR

**OPERATIONS
SUPERVISORS - 13**
DRIVERS - 150

HOLD
DIRECTOR OF HUMAN RESOURCES & RISK

ELSA PEREZ
SENIOR HR ANALYST

VACANT
HR GENERALIST

RAFAEL CORTEZ
RISK ADMINISTRATOR

RYAN GRIPP
CAPITAL PROJECTS MANAGER

STEVE MAAS
GRANTS & COMPLIANCE
MANAGER
*DBELO OFFICER

HILLARY BLACKERBY
PLANNING & MARKETING
MANAGER

MARK CLYDE
TRANSIT PLANNER

JENNIFER TANNER
ROUTE SCHEDULER

VACANT
MARKETING & COMMUNICATIONS
COORDINATOR

TONY MENDIBLES
PLANNING & MARKETING
COORDINATOR

BOB OLIVERA
BUS STOP MAINTENANCE
SPECIALIST

LILLY GOMEZ
COMMUNITY RELATIONS
ADMINISTRATOR

JOSE BAUTISTA
PT - ADVERTISING INSTALLER

**CUSTOMER SERVICE
REPRESENTATIVES**

SANTA BARBARA MTD ORGANIZATIONAL CHART

*Designated Roles Report directly
to General Manager

Updated: 2/23/2021



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 2, 2021

AGENDA ITEM: #10

DEPARTMENT: MARKETING

TYPE: ACTION ITEM

PREPARED BY: HILLARY BLACKERBY

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: LIVERY DESIGN FOR 40 FOOT ELECTRIC BUSES

RECOMMENDATION:

Staff recommends that the board receive a presentation, give feedback on the proposed designs, and select a final design for the recently ordered 40-foot battery-electric buses.

DISCUSSION:

In September 2020, the Board of Directors authorized the purchase of four New Flyer Xcelsior Charge 40 foot battery-electric buses.

Staff worked with the same designer at Celtis Ventures, MTD's transit marketing firm, who designed the paint scheme for MTD's last bus purchase of 10 Gillig 40 foot diesel buses. These were the first buses to reflect MTD's new branding, adopted in 2017.

After several iterations based on internal feedback, 3 designs were selected as finalists. The aim of this design is threefold: to fit well with MTD's branding, to look like a part of the MTD fleet, and to call attention to the fact that these buses are all-electric.

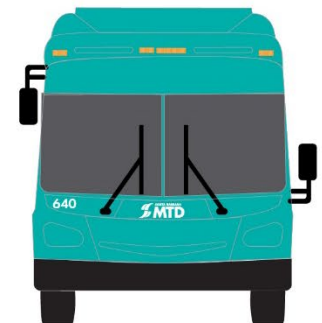
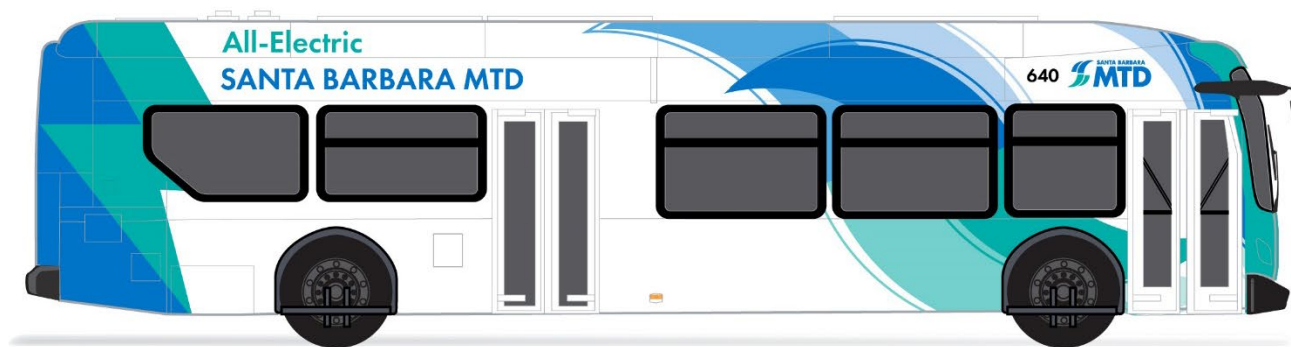
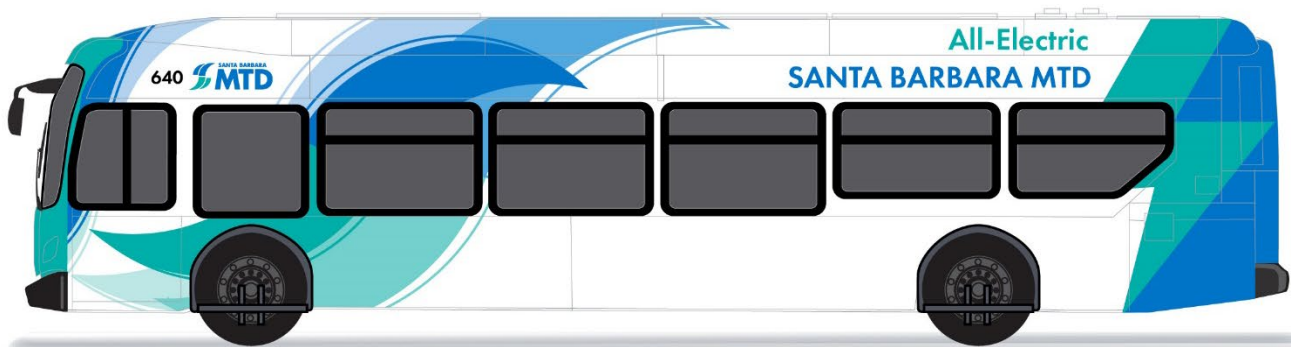
Staff conducted a bilingual community survey on social media seeking input. MTD employees were also encouraged to participate in the survey, since they interact with the fleet the most.

In the two and a half week period the survey was live, 74 individuals weighed in with their thoughts on the three designs. Respondents were asked to give open response input on each design, and then to rank the three designs in order from most favorite to least favorite. Design B came in first with 43% of respondents selecting it as their first choice, Design A came in second with 39% ranking it first, and Design C came in last with 18%. Based on all the rankings for 1st through 3rd place, Design B came out on top with a score of 2.28, to Design A's 1.92 and Design C's 1.8.

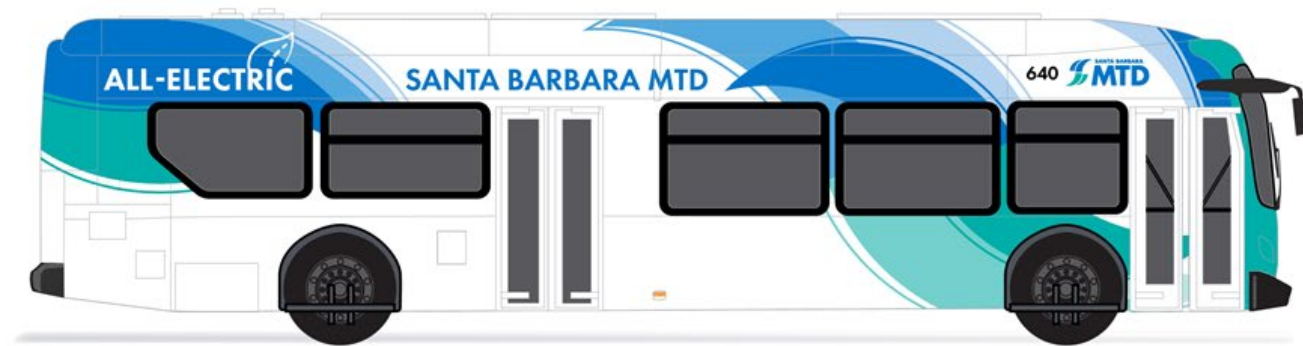
MTD staff is in the process of working with the manufacturer on the specifications of our order, and finalizing a livery design will help that process get completed. Staff recommends that the Board of Directors select a final livery design for the new buses.

ATTACHMENT:

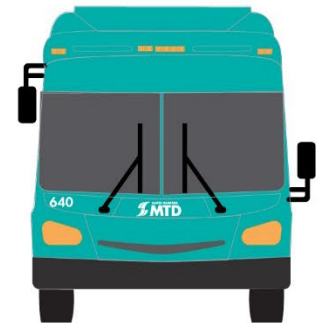
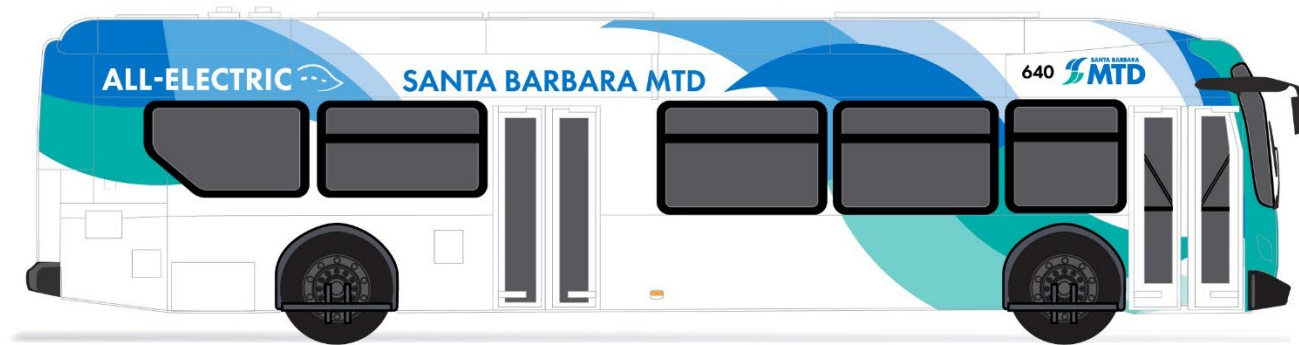
- Images of 3 Bus Designs



Design A



Design B



Design C



BOARD OF DIRECTORS REPORT

MEETING DATE:	MARCH 2, 2021	AGENDA ITEM: #11
DEPARTMENT:	GOVERNMENT RELATIONS	
TYPE:	ACTION ITEM	
PREPARED BY:	JERRY ESTRADA	_____ <i>Signature</i>
REVIEWED BY:	GENERAL MANAGER	_____ <i>Signature</i>
SUBJECT:	CONFLICT OF INTEREST CODE UPDATE	

RECOMMENDATION:

Staff and MTD's attorney request that the Board approve the recommended changes to the Conflict of Interest Code:

- Sec. 4.1 - Addition of **Designated Employees** positions, namely "those **persons** holding positions of General Manager, Assistant General Manager, and Procurement Officer."
- Sec. 4.2 – Additional text reading:

Designated employees may file their statements online using eDisclosure, which will submit the Form 700 to the County Clerk, Recorder and Assessor. Statements will be made available for public inspection and reproduction (Government Code Section 81008). Your Department/Agency's filing official can give you access.

Designated employees who file using a paper Form 700 shall file with the Code Agency. Upon receipt of the Statement filed by the designated employee, a copy shall be retained with the Code Agency and the original shall be forwarded to the County Clerk, Recorder and Assessor.

- Appendix C - Designated Employees names.

ATTACHMENT:

- Conflict of Interest Code

Santa Barbara Metropolitan Transit District

Conflict of Interest Code

Sec. 1 Purpose and Applicability.

As a governmental institution, the Santa Barbara Metropolitan Transit **District** (“**District**”) must be vigilant in its protection of the public trust. **Public officials** are bound to observe the highest standards of performance and to discharge faithfully the duties of their office, regardless of personal considerations. The members of the Board of Directors hold office for the benefit of the public and their offices must not be used for the purpose of private gain. This Conflict of Interest Code (“Code”) is intended to prescribe standards of conduct designed to ensure the honesty and integrity of those **persons** governing the operation of the **District**.

The Political Reform Act, Government Code section 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, California Code of Regulations, title 2, section 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of California Code of Regulations, title 2, section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the Santa Barbara Metropolitan Transit District. Nothing set forth herein is intended to be inconsistent with the regulations adopted by the Fair Political Practices Commission.

Sec. 2 Definitions.

Unless expressly defined herein or in Appendix A, the definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. sections 18100, et seq.), and any amendments to the Act or regulations, are incorporated by reference into this Code. Terms defined in Appendix A hereto are printed in **bold** type in this Code.

Sec. 3 **Public Official.**

As used, herein “**public official**” means members and alternates of the Board of Directors, **designated employees** of **District**, and **consultants** to and contractors of **District** required to file disclosure statements pursuant to this Code.

Sec. 4 Statements of Economic Interests.

Sec. 4.1 **Designated Employees.** The **persons** holding positions of General Manager, Assistant General Manager, and Procurement Officer are **designated**

employees. All such employees have senior management positions. It has been determined that these individuals make or participate in decisions that may foreseeably have a material effect on **financial interests**. These individuals are listed in Appendix C.

Sec. 4.2 Place of Filing. All members of the Board of Directors and all **designated employees** shall file statements of economic interests with the Secretary of the Board of Directors. The Secretary shall review all statements and, after consultation with **District** General Counsel, report to the Board of Directors any potential conflicts noted in the statements. In addition:

Designated employees may file their statements online using eDisclosure, which will submit the Form 700 to the County Clerk, Recorder and Assessor. Statements will be made available for public inspection and reproduction (Government Code Section 81008). Your Department/Agency's filing official can give you access.

Designated employees who file using a paper Form 700 shall file with the Code Agency. Upon receipt of the Statement filed by the designated employee, a copy shall be retained with the Code Agency and the original shall be forwarded to the County Clerk, Recorder and Assessor.

Sec. 4.3 Time of Filing. Statements shall be filed according to the following schedule:

Sec. 4.3.1 Initial Statements. All members of the Board of Directors and all **designated employees** employed by **District** on the effective date of this Code shall file statements within 30 days of that effective date. Thereafter, each person already in a position subsequently designated by an amendment to this Code shall file an initial statement within 30 days after the effective date of the amendment.

Sec. 4.3.2 Assuming Office Statements. All **persons** assuming **designated employee** positions after the effective date of this Code shall file statements within 30 days after assuming the designated position.

Sec. 4.3.3 Annual Statements. All **designated employees** shall file statements no later than April 1st of each calendar year.

Sec. 4.3.4 Leaving Office Statements. All **persons** who leave **designated employee** positions shall file statements within 30 days after leaving office.

Sec 4.4 Statements for Persons Who Resign Prior to Assuming Office

Sec. 4.4.1 Any **person** who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file

an assuming officer statement, is not deemed to have assumed office of left office, provided he or she did not make or participate in the making of, or use his or her position to influence and decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such **persons** shall not file either an assuming or leaving office statement.

Sec. 4.4.2 Any **person** who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

- (1) File a written resignation with the appointing power; and
- (2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision, or receive, or become entitled to receive, and form of payment by virtue of being appointed to the position.

Sec. 4.5 Contents of Statements.

Sec. 4.5.1 Contents of Initial Statements. Initial statements shall disclose any reportable **investments, interest in real property, income** and business positions held on the effective date of the Code and **income** received during the 12 months prior to the effective date of the Code.

Sec. 4.5.2 Contents of Assuming Office Statements. Assuming office statements shall disclose any reportable **investments, interest in real property, income** and business positions held on the date of assuming office, and **income** received during the 12 months prior to the date of assuming office.

Sec. 4.5.3 Contents of Annual Statements. Annual Statements shall disclose any reportable **investments, interest in real property, income** and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the Code or the date of assuming office, whichever is later.

Sec. 4.5.4 Contents of Leaving Office Statements. Leaving office statements shall disclose reportable **investments, interest in real property, income** and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

Sec. 5 Manner of Reporting.

Statements of economic interests shall be made on Form 700, attached hereto as Appendix B, and shall contain the following information:

Sec. 5.1 **Investment** and Real Property Disclosure. When an **investment** or an interest in real property is required to be reported, the statement shall contain the following:

Sec. 5.1.1 A statement of the nature of the **investment** or interest.

Sec. 5.1.2 The name of the business entity in which each **investment** is held, and a general description of the business activity in which the business entity is engaged.

Sec. 5.1.3 The address or other precise location of the real property.

Sec. 5.1.4 A statement whether the fair market value of the **investment** or **interest in real property** equals or exceeds Two Thousand Dollars (\$2,000.00), exceeds Ten Thousand Dollars (\$10,000.00), exceeds One Hundred Thousand Dollars (\$100,000.00), or exceeds One Million Dollars (\$1,000,000.00).

Sec. 5.1.5. If the interest is a leasehold interest, identify the number of years remaining on the lease.

Sec. 5.1.6. If the interest is a leasehold interest, identify the exact date the lease became effective or terminated if it did so during the period covered by the statement.

Sec. 5.2 Personal **Income** Disclosure. When personal **income** is required to be reported, the statement shall contain:

Sec. 5.2.1 The name and address of each **source of income** aggregating Five Hundred Dollars (\$500.00) or more in value, or Fifty Dollars (\$50.00) or more in value if the **income** was a **gift**, and a general description of the business activity, if any, of each source.

Sec. 5.2.2 A statement whether the aggregate value of **income** from each source, or in the case of a loan, the highest amount owed to each source, was One Thousand Dollars (\$1,000.00) or less, greater than One Thousand Dollars (\$1,000.00), greater than Ten Thousand Dollars (\$10,000.00), or greater than One Hundred Thousand Dollars (\$100,000.00).

Sec. 5.2.3 A description of the consideration, if any, for which the **income** was received.

Sec. 5.2.4 In the case of a **gift**, the name, address and business activity of the donor and any intermediary through which the **gift** was made; a description of the **gift**; the amount or value of the **gift**; and the date on which the **gift** was received.

Sec. 5.2.5 In the case of a loan, the annual interest rate and the security, if any, given for the loan and the term of the loan.

Sec. 5.3 Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:

- (1) The name, address and a general description of the business activity of the business entity; and
- (2) The name of every **person** from whom the business entity received payments if the filer's pro rata share of the gross receipts from such **person** was equal to or greater than ten thousand dollars (\$10,000.00).

Sec. 5.4 Business Position Disclosure. When business positions are required to be reported, a **designated employee** shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the **designated employee's** position with the business entity.

Sec. 5.5 Acquisition or Disposal During Reporting Period. In the case of an annual or leaving office statement, if an **investment** of an **interest in real property** was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

Sec. 6 Standards of Conduct for **Public Officials**.

There are numerous laws and regulations which govern the conduct of **public officials** and which are applicable to **District**. When in doubt as to the applicability of any law or regulation or provision of this Code to any particular situation, the potentially affected **person** should request an advisory opinion from counsel to **District**. All **persons** subject to this Code shall be familiar with its provisions, including the following provisions that govern the conduct of all **public officials**:

- Sec. 6.1 **Public officials** shall disqualify themselves from making, or participating in the making of, or in any way attempting to use their official position to influence, a **governmental decision** which they know or have reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:
- Sec. 6.1.1 Any business entity in which the public official has a direct or indirect investment worth Two Thousand Dollars (\$2,000.00) or more.
- Sec. 6.1.2 Any **interest in real property** in which the **public official** has a direct or indirect interest worth Two Thousand Dollars (\$2,000.00) or more.
- Sec. 6.1.3 Any **source of income**, other than **gifts** and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating Five Hundred Dollars (\$500.00) or more in value provided to, received by or promised to the **public official** within 12 months prior to the time the decision is made.
- Sec. 6.1.4 Any business entity in which the **designated employee** is a director, officer, partner, trustee, employee, or holds any position of management.
- Sec. 6.1.5 Any donor of, or any intermediary or agent for a donor of, a **gift** or **gifts** aggregating Four Hundred Seventy Dollars (\$470.00) or more provided to, received by, or promised to the **designated employee** within twelve months prior to the time when the decision is made.
- Sec. 6.2 **Public officials** shall not be financially interested in any contract made by them in their official capacity. They shall not be purchasers at any sale or vendors at any purchase made by them in their official capacity. A contract made in violation of provision within Section 6 of this Code may be voided by the Board of Directors.
- Sec. 6.3 **Public officials** shall not engage in any employment or activity for compensation that is inconsistent or incompatible or in conflict with his or her duties as a Board member or employee (that is, which would interfere with the official's ability to carry out official duties or exercise independent judgment on behalf of the public interest). **Public officials** shall not engage in outside employment or provide services for compensation where any part of those efforts will be subject to approval by the Board of Directors, or any other board, officer or employee acting on behalf of **District**.
- Sec. 6.4 No **public official** shall participate in a **governmental decision** in which he or

she has a close personal interest that would tend to impair the exercise of independent judgment in the public interest.

- Sec. 6.5 No **public official** shall hold another public office where the two offices are incompatible.
- Sec. 6.6 No **public official** of the **District** may solicit or accept, either directly or indirectly, any **gift**, gratuity, loan, or other item or service of value if either the discharge of his or her official duties would be influenced or he or she has been, is presently, or may in the near future be involved in any official act or action directly affecting the donor or lender.
- Sec. 6.7 Invitations, received from bidders or other parties involved in a pending procurement, for business lunches, parties, or similar functions shall be declined. This is intended to avoid any situation that may give an appearance of improper influence in **District** procurement activities.
- Sec. 6.8 No **public official** shall accept any honorarium from any source, if the **public official** would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Government Code section 89506.
- Sec. 6.8.1 No **public official** shall accept **gifts** with a total value of more than \$470 in a calendar year from any single source, if the **public official** would be required to report the receipt of income or gifts from that source on his or her statement of economic interests.
- Sec. 6.9 Notwithstanding the above, this section shall not apply to the following:
- Sec. 6.9.1 An occasional non-pecuniary **gift** of nominal value accepted in the ordinary course of a business meeting.
- Sec. 6.9.2 Unsolicited advertising or promotional material of nominal intrinsic value.
- Sec. 6.9.3 A **gift**, gratuity, favor, loan, or other thing of value when circumstances make it clear that an obvious long-standing social or family relationship, rather than a business relationship, is the motivating factor.
- Sec. 6.10 No **public official** or **designated employee** shall disclose or otherwise use confidential information acquired by virtue of his or her position or employment with the **District** for his or her or another **person's** private gain. No Board member shall reveal information received in a lawful closed session

unless such information is required by law to be disclosed.

Sec. 7 **Legally Required Participation.**

No **public official** of **District** shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a **designated employee** who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

Sec. 8 **Prohibitions Against the Use of Public Office for Personal Gain.**

No **public official** of **District** shall use for personal gain or advantage, **District** facilities, equipment, supplies, personnel or other things of value or his or her position or office to secure, for personal benefit, **gifts**, special privileges or exemptions.

Sec. 9 **Conduct When There May Be a Financial Interest.**

Public officials shall conduct themselves as follows whenever the Board member, employee or **consultant** has, or may have, a **financial interest** in making or participating in the making of, any **governmental decision**:

Sec. 9.1 Board of Directors' member: Unless his or her participation is legally required, when the matter comes up on the agenda, the Director shall disclose his or her interest, refrain from participating in any way in the decision making process, and withdraw from the room if the subject is being discussed in a closed session.

Sec. 9.2 During any **contract formation**, a Director may not have any **financial interest** in any contract made by the **District**. Board of Directors are conclusively presumed to be involved in the making of all contracts under their Board's jurisdiction. Any contract made when a Director has a financial interest will be void. Disclosure of any **financial interest** and disqualification of the Director from contract formation will not prevent the creation of a void contract. Directors may engage in contract formation only when: (1) they have no financial interest; (2) they have a **remote interest**, (3) they have a **noninterest**; and/or (4) the contract involves a necessity.

Sec 9.3 If **designated employee** has a **remote interest**, that employee shall not be deemed to be to have a **financial interest** in a contract entered into by the **District** if the fact of that interest is disclosed to the body of the Board of Directors, and is noted in the official records, and thereafter the Board of Directors authorizes, approves, or ratifies the contract in good faith by a vote of its membership sufficient for the purpose without counting the vote of the **designated employee** with the **remote interest**.

Sec. 9.4 Employees: The employee shall immediately report the nature of the matter and the existence of a conflict to his or her superior so that the work may be assigned to another employee.

Sec. 9.5 **Consultants:** The **consultant** shall immediately report the nature of the matter and the existence of the conflict to the General Manager, who shall determine the action to be taken.

Sec. 10 Contact with Vendors, Bidders, and Proposers.

Prior to the issuance of a procurement solicitation, informational and research contacts with prospective vendors may be made for the purpose of gathering needed data. However, in making such contacts, **District** employees, officers, and agents shall avoid any commitment, or implication thereof, of a possible future contract.

Accordingly, requests for substantial complimentary services or supplies which may imply an obligation on the part of **District** shall be avoided. Also to be avoided are requests for testing services, product samples or demonstrations, and free trips to examine vendor products.

Whenever a procurement is in process, e.g., during the solicitation, evaluation, negotiation, and award phases, all contacts with potential contractors or vendors shall be made through the Procurement Officer.

Sec. 11 Incompatible Uncompensated Activities.

Sec. 11.1 **Public officials** may participate in outside activities for which they are not compensated, but are discouraged from participating in such non-compensated activities when any of the following subsections applies:

Sec. 11.1.1 The activity involves a substantial commitment of time that interferes with the **public official's** ability to timely discharge his or her official duties.

Sec. 11.1.2 The activity involves matters which come regularly before the Board and would create a substantial conflict between private interest and the exercise of Board authority in the public interest.

Sec. 11.2 A director may disqualify himself or herself in matters coming before the Board where the director concludes that participation would create the appearance of a conflict of interest.

Sec. 12 Penalties for Violation.

This Code has the force and effect of law. **Designated employees** violating any provision of this Code are subject to the administrative, criminal and civil sanctions provided in the Political

Reform Act, Government Code sections 81000-91015. In addition, failure to adhere to the provisions of this Code shall constitute a violation of **District** policy and shall subject the violator to disciplinary action up to and including termination as deemed appropriate by the **District** General Manager and/or Board of Directors. Any decision affected by a violation of the disqualification provisions of this Code has occurred may be set aside as void.

Sec. 13 Transportation Passes and Discounts.

Other than indicated below, the **District** may not grant, and Directors and/or **designated employees** may not receive, free passes or discounts for transit. The acceptance of a pass or discount by a **public official**, other than a Public Utilities Commissioner, shall work a forfeiture of that office. The Board of Directors or other employees may receive passes or discounts if such passes or discounts are provided to assist or enable them to perform a part of their official duties.

Sec. 14 Post Employment Restrictions.

Sec. 14.1 Post Employment Restriction for Board Members. The **District** shall not employ or retain under contract for compensation any individual who has served as a Board member within the previous two years. No Board member who leaves his or her office and accepts a position of employment with, or as a contractor or **consultant** for, a current or future **District** contractor/**consultant** may participate in a project or provide any goods or services to the **District**, through the contractor or **consultant**, for a period of two years.

Sec. 14.2 Post Employment Restrictions for Employees. No employee who leaves his or her **District** position and accepts a position of employment with, or as a contractor of **consultant** for, a current or future **District** contractor (**consultant**, vendor, developer, etc.) may participate in a project or provide any goods or services to the **District** through the contractor, for a period of two years. The General Manager may, when it is in the overall best interests of the **District**, make exceptions in the case of employees who have retired.

Appendix A

DEFINITIONS

1. **CONTRACT FORMATION:** The following actions constitute involvement in contract formation: (1) Any involvement in preliminary discussions, reasoning, negotiations, planning, drawing or plans or specifications and solicitations of bids relating to a contract; or (2) participation in decisions to modify, extend or renegotiate an existing contract, including exercise of an option.
2. **CONSULTANT:** Consultant shall be defined pursuant to 2 Cal. Code Regs. § 18700(a)(2) for purposes of this code. A consultant is an individual who, pursuant to contract with a state or local agency:
 - (A) Makes a governmental decision whether to:
 - (i) Approve a rate, rule, or regulation;
 - (ii) Adopt or enforce a law;
 - (iii) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;
 - (iv) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval;
 - (v) Grant agency approval to a contract which requires agency approval and in which the agency is a party or the specification for such a contract;
 - (vi) Grant approval to a plan, design, report, study or similar item;
 - (vii) Adopt, or grant agency approval or, policies, standards, or guidelines for the agency, or for any subdivision thereof;
 - or
 - (B) Serves in a staff capacity with the agency and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code.

Consultants shall be included in the list of **designated employees** and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Executive Director may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

3. **DESIGNATED EMPLOYEE:** Any official of the **District** whose position is designated in this Code.
4. **DISTRICT:** The Santa Barbara Metropolitan Transit **District**.
5. **FINANCIAL INTEREST:** For the purposes of Article IV of this Code, a **designated employee** has a **financial interest** in a decision if it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, or on any significant segment thereof, within the **jurisdiction**, on:
 - (a) Any business entity in which the **designated employee** has a direct or indirect **investment** worth more than Two Thousand Dollars (\$2,000.00).
 - (b) Any real property in which the **designated employee** has a direct or indirect interest worth more than Two Thousand Dollars (\$2,000.00).
 - (c) Any **source of income**, other than loans by a commercial lending institution in the regular course of business, aggregating Five Hundred Dollars (\$500.00) or more in value received by or promised to the **designated employee** within twelve (12) months prior to the time when the decision is made; or
 - (d) Any business entity in which the **designated employee** is a director, officer, partner, trustee, employee or holds any position of management.
 - (e) Indirect **investment** or interest, as used to define **financial interest**, means any **investment** or interest owned by the spouse or dependent child of the **designated employee**, by any business entity controlled by the **designated employee** or by a trust in which the business entity is controlled by a **designated employee** if the **designated employee** has a substantial interest. A business entity is controlled by a **designated employee** if the **designated employee**, his or her agents, spouse and dependent children hold more than Fifty Percent (50%) of the ownership interest in the entity. A **designated employee** has a substantial interest in a trust when the **designated employee**, his or her spouse and dependent children have a present or future interest worth more than Two Thousand Dollars (\$2,000.00).
6. **GIFT:** Any payment to the extent that the consideration of equal or greater value is not received. Any **person**, other than a defendant in a criminal action, who claims that a

payment is not a **gift** by reason of receipt of consideration has the burden of proving that the consideration received is of equal or greater value. The term “**gift**” does not include informational material such as books, reports, pamphlets, calendars or periodicals. No payment for travel or reimbursements for any expenses shall be deemed “informational material.”

7. **INCOME:**

- (a) **Income** means, except as provided in subsection (b), **income** of any nature from any source, including but not limited to any salary, wage, advance, payment, dividend, interest, rent, capital gain, return of capital, **gift**, including any **gift** of food or beverage, loan, forgiveness or payment of indebtedness, discount in the price of anything of value unless the discount is available to members of the public without regard to official status, rebate, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any **person** other than an employer, and including any community property interest in **income** of a spouse. **Income** of an individual also includes a pro rata share of any **income** of any business entity or trust in which the individual or spouse owns, directly, indirectly, or beneficially, a Ten Percent (10%) interest or greater.
- (b) **Income** does not include:
 - (1) **Income**, other than a **gift**, from any source outside the **jurisdiction** and not doing business within the **jurisdiction**, not planning to do business within the **jurisdiction**, or not having done business within the **jurisdiction** during the two years prior to the time any statement or other action is required under this Code.
 - (2) Campaign contribution required to be reported under Chapter 4 of the Political Reform Act of 1974.
 - (3) Salary and reimbursement for expenses or per diem received from a state or local government agency and reimbursement for travel expenses and per diem received from a bona fide educational, academic or charitable organization.
 - (4) **Gifts** of informational material, such as books, pamphlets, reports, calendars or periodicals.
 - (5) **Gifts** which are not used and which, within thirty (30) days after receipt, are returned to the donor or delivered to a charitable organization without being claimed as a charitable contribution for **income** tax purposes.
 - (6) **Gifts** from an individual’s spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, aunt, uncle or

first cousin or the spouse of any such **person**; provided that a **gift** from any such **person** shall be considered **income** if the donor is acting as an agent or intermediary for any **person** not covered by this paragraph.

- (7) Any devise or inheritance.
 - (8) Interest, dividends or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, interest credited on employees' contributions to public retirement plans, payments received under any insurance policy, or any bond or other debt instrument issues by any government or government agency.
 - (9) Dividends, interest or any other return on a security which is registered with the Securities & Exchange Commission of the United States Government.
 - (10) The value of **gifts** of hospitality including food, beverages or lodging provided to any **person** filing a statement of economic interest if such hospitality has been reciprocated within the filing period. "Reciprocity" as used in this paragraph includes the providing by the filer to the host of any consideration, including entertainment or a household **gift** of a reasonably similar benefit or value.
 - (11) **Income** from a source which is a former employer if all **income** from the employer was received by or accrued to the **designated employee** prior to the time he or she became a **designated employee**; the **income** was received in the normal course of the previous employment; and there was no expectation by the **designated employee** at the time he or she assumed a designated position or resumed employment with the former employer.
8. **INTEREST IN REAL PROPERTY** includes any leasehold, beneficial or ownership interest or option to acquire such an **interest in real property** within the **jurisdiction** if the fair market value of the interest is equal to or greater than Two Thousand Dollars (\$2,000.00). **Interests in real property** of an individual include a pro rata share of **interests in real property** of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a Ten Percent (10%) interest or greater. For the purposes of Articles II and III of this Code, "**Interest in Real Property**" does not include the principal residence of the filer.
9. **INVESTMENT:** Any **financial interest** in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest, if the business entity or any parent, subsidiary or otherwise related business entity has an **interest in real property** within the **jurisdiction**, or does business or plans to do business within the **jurisdiction** of the **District**, or has done business within the **jurisdiction** at any time during the two

years prior to the time any statement or other action is required under this Code. No asset shall be deemed an **investment** unless its fair market value exceeds Two Thousand Dollars (\$2,000.00). **Investment** does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, any employee's contribution to a public retirement plan or any bond or other debt instrument issued by any government or government agency. **Investments** of an individual include a pro rata share of **investments** of any business entity or trust in which the individual or spouse owns, directly or beneficially, a Ten Percent (10%) interest or greater.

10. **LEGALLY REQUIRED PARTICIPATION:**

- (a) A **designated employee** is not legally required to make or to participate in the making of a **governmental decision** within the meaning of paragraph 4.5 of this Code unless there exists no alternative source of decision consistent with the purposes and terms of the statute authorizing the decision.
- (b) Whenever a **designated employee** who has a **financial interest** in a decision is legally required to make or to participate in making such a decision, he or she shall:
 - (1) Disclose as a matter of official public record the existence of the **financial interest**.
 - (2) Describe with particularity the nature of the **financial interest** before he or she makes or participates in making the decision.
 - (3) Attempt in no way to use his or her official position to influence any other **public official** with respect to the matter.
 - (4) State the reason there is no alternative source of decision-making authority.
 - (5) Participate in making the decision only to the extent that such participation is legally required.
- (c) This regulation shall be construed narrowly, and shall not be construed to permit voting to break a tie.

11. **MAKING GOVERNMENTAL DECISIONS:** A **designated employee** makes **governmental decisions**, except as provided in subsection (f)(1) herein, when he or she, acting within the authority of his or her duties:

- (a) Votes on a matter.
- (b) Appoints a **person**.

- (c) Obliges or commits the **District** to any course of action.
- (d) Enters into any contractual agreement on behalf of the **District**.
- (e) Determines not to act, within the meaning of subparagraphs (a) through (d) above, unless such determination is made because of his or her **financial interest**. When the determination not to act occurs because of his or her **financial interest**, the **designated employee's** determination not to act must be accompanied by disclosure of the **financial interest** in the manner prescribed in Section 4.3 of the Article IV of this Code.
- (f) The making of a **governmental decision** shall not include:
 - (1) Actions of **designated employees** which are solely ministerial, secretarial, manual or clerical.
 - (2) Appearances by a **designated employee** as a member of the general public before an agency in the course of its prescribed governmental function to represent himself on matters related solely to his or her personal interests.
 - (3) Actions by **designated employees** or their representatives relating to their compensation or the terms or conditions of their employment or contract.

12. **NONINTEREST:**

- (a) An officer or employee of the District shall not be deemed to be interested in a contract if his other interest is any of the following:
 - (1) The ownership of less than 3 percent of the shares of a corporation for profit, provided the total annual income to him or her from dividends, including the value of stock dividends, from the corporation does not exceed 5 percent of his or her total annual income, and any other payments made to him or her by the corporation do not exceed 5 percent of his or her total annual income.
 - (2) That of an officer in being reimbursed for his or her actual and necessary expenses incurred in the performance of official duty.
 - (3) That of a recipient of public services generally provided by the public body or board of which he or she is a member, on the same terms and conditions as if he or she were not a member of the board.
 - (4) That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an

adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or any public corporation or special, judicial, or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee as such interest as landlord or tenant in which event his or her interest shall be deemed a **remote interest** within the meaning of, and subject to, the provisions of Section 1091.

- (5) That of a tenant in a public housing authority created pursuant to Part 2 (commencing with Section 34200) of Division 24 of the Health and Safety Code in which he or she serves as a member of the board of commissioners of the authority or of a community development commission created pursuant to Part 1.7 (commencing with Section 34100) of Division 24 of the Health and Safety Code.
- (6) That of a spouse or an officer or employee of a public agency in his or her spouse's employment or officeholding if his or her spouse's employment or officeholding has existed for at least one year prior to his or her election or appointment.
- (7) That of a nonsalaried member of a nonprofit corporation, provided that such interest is disclosed to the body or board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records.
- (8) That of a noncompensated officer of a nonprofit, tax-exempt corporation, which, as one of its primary purposes, supports the functions of the body or board or to which the body or board has a legal obligation to give particular consideration, and provided further that such interest is noted in its official records. For purposes of this paragraph, an officer is "noncompensated" even though he or she receives reimbursement from the nonprofit, tax-exempt corporation for necessary travel and other actual expenses incurred in performing duties for his or her office.
- (9) That of compensation for employment with a governmental agency, other than the governmental agency that employs the officer or employee, provided that the interest is disclosed to the body or board at the time of consideration of the contract, and provided further that the interest is noted in its official record.
- (10) That of an attorney of the contracting party or that of an owner, officer, employee, or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker, if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an

ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm, or real estate firm.

- (11) Except as provided in subdivision (b), that of an officer or employee of or a **person** having less than a 10 percent ownership interest in a bank, bank holding company, or savings and loan association with which a party to the contract has a relationship of borrower or depositor, debtor, or creditor.
- (b) An officer or employee shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if his or her sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor or creditor.
- 13. **PERSON:** An individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, associations, committee and any other organization or group of **persons** acting in concert.
- 14. **PUBLIC OFFICIAL:** As used herein, **public official** means members and alternates of the Board of Directors, **designated employees** of **District**, and **consultants** to and contracts of **District** required to file disclosure statements pursuant to this Code.
- 15. **REMOTE INTEREST:** As used in this article, **remote interest** means any of the following:
 - (a) That of an officer or employee of a nonprofit corporation, except as provided in paragraph (8) of subdivision (a) of Government Code section 1091.5.
 - (b) That of an employee or agent of the contracting party, if the contracting party has 10 or more other employees and if the officer was an employee or agent of that contracting party for at least three years prior to the officer initially accepting his or her office. For purposes of this paragraph, time of employment with the contracting party by the officer shall be counted in computing the three-year period specified in this paragraph even though the contracting party has been converted from one form of business organization to a different form of business organization within three years of the initial taking of office by the officer. Time of employment in that case shall be counted only if, after the transfer or change in organization, the real or ultimate ownership of the contracting party is the same or substantially similar to that which existed before the transfer or change in organization. For purposes of this paragraph, stockholders, bondholders, partners, or other **persons** holding an interest in the contracting party are regarded as having the “real or ultimate ownership” of the contracting party.
 - (c) That of an employee or agent of the contracting party, if all of the following conditions are met:

- (1) The agency of which the person is an officer is a local public agency located in a county with a population of less than 4,000,000.
 - (2) The contract is competitively bid and is not for personal services.
 - (3) The employee or agent is not in a primary management capacity with the contracting party, is not an officer or director of the contracting party, and holds no ownership interest in the contracting party.
 - (4) The contracting party has 10 or more other employees.
 - (5) The employee or agent did not directly participate in formulating the bid of the contracting party.
 - (6) The contracting party is the lowest responsible bidder.
- (d) That of a parent in the earnings of his or her minor child for personal services.
 - (e) That of a landlord or tenant of the contracting party.
 - (f) That of an attorney of the contracting party or that of an owner, officer, employee, or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker, if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of 10 percent or more in the law practice or firm, stock brokerage firm, insurance firm, or real estate firm.
 - (g) That of a member of a nonprofit corporation formed under the Food and Agricultural Code or a nonprofit corporation formed under the Corporations Code for the sole purpose of engaging in the merchandising of agricultural products or the supplying of water.
 - (h) That of a supplier of goods or services when those goods or services have been supplied to the contracting party by the officer for at least five years prior to his or her election or appointment to office.
 - (i) That of a person subject to the provisions of Section 1090 in any contract or agreement entered into pursuant to the provisions of the California Land Conservation Act of 1965.
 - (j) Except as provided in subdivision (b) of Section 1091.5, that of a director of or a person having an ownership interest of 10 percent or more in a bank, bank holding company, or savings and loan association with which a party to the contract has a relationship of borrower or depositor, debtor or creditor.

- (k) That of an engineer, geologist, or architect employed by a consulting engineering or architectural firm. This paragraph applies only to an employee of a consulting firm who does not serve in a primary management capacity, and does not apply to an officer or director of a consulting firm.
 - (l) That of an elected officer otherwise subject to Section 1090, in any housing assistance payment contract entered into pursuant to Section 8 of the United States Housing Act of 1927 (42 U.S.C. Sec. 1437f) as amended, provided that the housing assistance payment contract was in existence before Section 1090 became applicable to the officer and will be renewed or extended only as to the existing tenant, or, in a jurisdiction in which the rental vacancy rate is less than 5 percent, as to new tenants in a unit previously under a Section 8 contract. This section applies to any person who became a public official on or after November 1, 1986.
16. **SOURCE OF INCOME:** **Source of income**, as used in subparagraph c of paragraph No. 3 of this Appendix “A” shall not include a former employer if all **income** from the employer was received by or accrued to the **designated employee** prior to the time he or she became a **designated employee**, the **income** was received in the normal course of the previous employment, and there was no expectation by the **designated employee** at the time he or she began employment or assumed office or renewed employment with the former employee.

Appendix B

See Form 700 attached hereto.

Appendix C

Designated Employees

Designated Employees:

General Manager: Jerry Estrada

Assistant General Manager: Brad Davis

Procurement Officer: Brad Davis

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: March 2, 2021
Subject: General Manager's Report

We welcome Richard Oaks and Larry Spurlock to MTD as bus operators. Both Richard and Larry have assumed their bid shifts; we look forward to both of them to have a long, safe, enjoyable journey with us.

Our next service change will go into effect on Monday, March 1. Recently we completed our routine bidding process a couple of weeks ago.

Congratulations also goes to our Safety and Training Administrator, Manny Castanon, with successfully tying up a few loose ends, and, qualifying our agency in the Employer Testing Program. Having this certification authorizes MTD to administer the drive test portion of DMV's commercial driver license requirements for commercial driver licenses (CDLs).

On January 18, 2021, Complete Coach Works began the installation of the Vapor driver barriers. To date they have installed barriers in 48 buses. Recent weather activity across the country has delayed the shipment of parts for this project. We are currently awaiting another shipment of barrier doors this week.

Staff uploaded the requisite 2020 Annual Report to MTD's California Air Resources Board Low Carbon Fuel Standard portal. In 2020, MTD accumulated 165 credits. The credits were generated through the use of the 30' BYD battery-electric buses and Chevrolet Bolt sedans, which were added midyear. The bulk of 2020 credits were earned in Q1. Subsequent quarters saw a significant decline in credit generation as a result of service impacts from the pandemic.

Staff participated in a meeting with SBCAG and the other transit operators in the county to discuss the population-based portion of the funding from the California State of Good Repair (SGR) program. The population-based funds are apportioned to regional transportation planning agencies (RTPAs) such as SBCAG based on the area's percentage of statewide population. SBCAG has chosen to conduct a four-year call for projects for the population-based portion of the funding. The group agreed to recommend to the SBCAG Board that MTD receive \$1,200,000 of the estimated \$2,673,048, amounting to 45% of the total. This funding will provide 14% of the \$8,833,000 estimated cost of Phase 1 of MTD's Facility Modernization Project.

Staff continues in contact with the reviewer who will conduct MTD's FTA Triennial Review, scheduled to take place in April. FTA had originally scheduled MTD's review for May 2020; however, the agency delayed all spring 2020 reviews due to the pandemic.

Nine responses were received for the OPEB actuarial service request for quotes last February 12. The review process of the low bidder is nearing completion and a recommendation for contract award is anticipated shortly. The Board will be apprised of the results at the next board meeting.

Both the Financial Audit Services and Short Range Transit Plan requests for proposals were recently released. After completion of committee evaluation processes of the responsive offerors for each solicitation, recommendations for contract awards will be brought to the Board.

The three-year warranty period with Clever Devices for ITS equipment onboard MTD buses expired at the end of 2020. With most of the equipment actually more than four years old given the lengthy implementation period, MTD opted to extend the warranty an additional year.