



SPECIAL MEETING
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS
a Public Agency
Tuesday, December 7, 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 **827 4265 2515** and then #.
 - When prompted for a password, dial **958682** 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://us06web.zoom.us/j/82742652515?pwd=Q0tJeERQR3E0dIFyS3JxV0lWM3FuQT09>

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), Chuck McQuary (Director), Paula Perotte (Director), Jen Lemberger (Director), Arjun Sarkar (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 November 16, 2021.

5. CASH REPORT - (ACTION MAY BE TAKEN)

The Board of Directors will be asked to review and approve the Cash Reports from the following dates: November 6, 2021, through November 26, 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. RECOGNITION OF RETIREMENTS (CEREMONIAL)

The Board will honor the retirements of two members of staff:

Tom Sheldon – 18 years of service

Bill Morris – 45 years of service

8. CHARGE READY BRIDGE GENERAL CONTRACTOR CONTRACT AWARD RECOMMENDATION - (ACTION MAY BE TAKEN)

Staff will recommend that, conditioned on meeting MTD insurance and bonding requirements, the Board authorize the General Manager to execute a contract with Edwards Construction Group for a fixed price of \$414,133 for the general and electrical construction services for battery-electric bus charging infrastructure and other minor facilities improvements at MTD's Terminal 1 depot in downtown Santa Barbara.

9. FISCAL YEAR 2021-22 FIRST QUARTER PERFORMANCE REPORTS – (INFORMATIONAL - ATTACHMENT)

Staff will present First Quarter Fiscal Year 2021-22 Performance Reports for the three-month period ending September 30, 2021.

BOARD OF DIRECTORS AGENDA

- 10. MEASURE A SOUTH COAST BICYCLE & PEDESTRIAN PROGRAM - CYCLE 5 APPLICATION - (INFORMATIONAL)**
Staff will provide an update on the MTD's grant application for Measure A, Santa Barbara County's half a percent sales tax measure funding transportation needs until 2040.
- 11. FINANCIAL UPDATE FOR THE FIRST QUARTER OF FISCAL YEAR 2021-22 - (INFORMATIONAL - ATTACHMENT)**
Staff will present an update to the Board on the first quarter results for FY 2021-22.
- 12. STAFF HEALTH INSURANCE RENEWAL EFFECTIVE JANUARY 1, 2022 - (ACTION MAY BE TAKEN)**
Staff will recommend that the Board of Directors authorize the General Manager to renew Staff health insurance policies for the plan year effective January 1, 2022. Insurance coverage under these policies is for MTD Staff employees not represented by a Collective Bargaining Agreement.
- 13. ANNUAL ELECTION OF BOARD OFFICERS - (ACTION MAY BE TAKEN)**
The Board will hold elections for Board officer assignments.
- 14. GENERAL MANAGER'S REPORT - (INFORMATIONAL)**
The General Manager will provide an update on district activities.
- 15. RECESS TO CLOSED SESSION: REAL PROPERTY NEGOTIATIONS (GOVERNMENT CODE §54956.8) - (ACTION MAY BE TAKEN)**

Property: 4678 Calle Real / 149 North San Antonio Road

Agency Negotiators: General Manager Jerry Estrada; District Outside Counsel, Graham Lyons

Negotiating Parties: Chandler Partners; Con/Am Group

Under Negotiation: Price and terms of payment.
- 16. RECESS TO CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION - (ACTION MAY BE TAKEN)**
The Board will meet in closed session, pursuant to Government Codes § 54957 and § 54954.5(e), to evaluate the performance of the District's General Manager.
- 17. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE SECTIONS 54957(B)(1); 54957.6) - (ACTION MAY BE TAKEN)**

Agency-designated representatives: MTD General Manager Jerry Estrada.

Unrepresented employees' performance review.
- 18. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE SECTION 54957.6) – (ACTION MAY BE TAKEN)**

Agency-designated representatives: MTD General Manager Jerry Estrada and Interim Chief Operating Officer / Chief Safety Officer Mary Gregg.

BOARD OF DIRECTORS AGENDA

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

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

19. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

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

20. 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 MEETING DRAFT MINUTES

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, November 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 8:30 AM.

2. ROLL CALL OF THE BOARD MEMBERS

Chair Davis reported that all members were present with the exception of Director Paula Perotte.

3. REPORT REGARDING POSTING OF AGENDA

Christina Perry, Clerk of the Board and Administrative Assistant, reported that the agenda was posted on Thursday, November 11, 2021, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

Chair Davis proposed a change to the agenda in order to address Item 9 prior to Item 8. No objections were made and the agenda order was amended.

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

The Board of Directors was asked to approve the draft minutes for the meeting of October 19, 2021.

5. CASH REPORT - (ACTION MAY BE TAKEN)

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

Vice Chair Dave Tabor requested an amendment to the minutes to note the absence of former Secretary Bill Shelor, whose resignation was recognized in Item 7 of the prior minutes.

Vice Chair Tabor moved to approve the consent calendar with amendment to the prior minutes. Director Chuck McQuary seconded the motion. Chair Davis opened a roll call vote. The prior minutes were approved with 5 in favor and 1 absent.

6. PUBLIC COMMENT

No public comments were made.

BOARD OF DIRECTORS DRAFT MINUTES

7. FY 2020-21 AUDITED FINANCIAL STATEMENTS AND REPORTS (ATTACHMENTS - ACTION MAY BE TAKEN)

General Manager Jerry Estrada introduced Roger Martinez of Vasquez & Company LLP., who presented the draft Fiscal Year (FY) 2020-21 Audited Financial Statements and Reports. Marialyn Labastilla, Lead Audit Manager, was present to answer questions from the Board.

Public comment was provided by Howard Green, who requested release of the report in some form to the public.

Director Chuck McQuary moved to approve the acceptance of the Fiscal Year (FY) 2020-21 Audited Financial Statements and Reports. Director Chuck McQuary seconded the motion. Chair Davis opened a roll call vote and the report was accepted with 5 in favor and 1 absent.

Chair Davis requested a motion to reopened Public Comment

Vice Chair Tabor moved to reopen Public Comment and Director McQuary seconded the motion. The motion passed with 5 in favor and 1 absent.

Howard Green provided public comment regarding the future plan(s) for State Street and State Street shuttle stops. Chair Davis noted that both he and Planning and Marketing Manager Hillary Blackerby are on the committee for the State Street Masterplan.

9. PURCHASE OF FIVE 40' NEW FLYER BATTERY ELECTRIC BUSES - (ACTION MAY BE TAKEN)

Purchasing Agent Valerie White recommended that the Board authorize the General Manager to execute a contract with New Flyer of America Inc. (New Flyer) for \$5,905,595 to procure five 40', low floor, battery-electric buses (BEBs) and accessories using the California Department of General Services (DGS) Contract 1-19-23-17B. Capital Projects Manager Ryan Gripp was also present to answer questions from the Board.

Vice Chair Tabor moved to approve execution of a contract with New Flyer of America Inc. Director Arjun Sarkar seconded the motion. Chair Davis opened a roll call vote and the report was accepted with 5 in favor and 1 absent.

Director Chuck McQuary left the meeting at 9:30 AM

8. INFRASTRUCTURE INVESTMENT AND JOBS ACT - (INFORMATIONAL)

Grants and Compliance Manager Steve Maas provided an update on the Infrastructure Investment and Jobs Act (IIJA), the bipartisan bill passed by the Senate on August 10 and the House on November 5.

10. NEXT WAVE PROJECT UPDATE - (INFORMATIONAL)

Planning and Marketing Manager Hillary Blackerby provided a presentation to update the Board on MTD's Next Wave project.

Howard Green provided public comment regarding bus WiFi service, contactless fare systems, traffic signals, project timelines and the microgrid survey.

Brett Garrett also provided public comment regarding microtransit and automation.

BOARD OF DIRECTORS DRAFT MINUTES

11. ANNUAL ELECTION OF BOARD OFFICERS - (ACTION MAY BE TAKEN)

Chair Davis requested that Vice Chair Tabor serve as interim Secretary; Vice Chair Tabor accepted.

Due to Director absences, Chair Davis requested a motion to move Board elections to the next meeting. Vice Chair Tabor moved to continue this item to the next meeting. Director Jen Lemberger seconded the motion. The motion passed with 4 in favor and 2 absent.

12. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

General Manager Estrada invited Board members to ask questions regarding the written General Manager's report. No questions were proposed.

13. RECESS TO CLOSED SESSION: REAL PROPERTY NEGOTIATIONS (GOVERNMENT CODE §54956.8) - (ACTION MAY BE TAKEN)

Property: 4678 Calle Real / 149 North San Antonio Road

Agency Negotiators: General Manager Jerry Estrada; District Outside Counsel, Graham Lyons

Negotiating Parties: Chandler Partners; Con/Am Group

Under Negotiation: Price and terms of payment.

Howard Green provided public comment, complimenting MTD management and requesting that Other Business be addressed prior to Closed Session recess.

Chair Davis recessed to Closed Session at 10:08 AM.

The Board reconvened at 10:46 AM. Chair Davis reported that no action had been taken.

14. RECESS TO CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION - (ACTION MAY BE TAKEN)

The Board met in closed session, pursuant to Government Codes § 54957 and § 54954.5(e), to evaluate the performance of the District's General Manager.

Chair Davis reported that no action had been taken.

15. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

Vice Chair Tabor noted that he has been in contact with Vasquez & Company LLP. per regular auditing procedures.

16. ADJOURNMENT

Chair Davis adjourned the meeting at 10:48 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of December 7, 2021
For the Period November 6, 2021 through November 26, 2021

MONEY MARKET

Beginning Balance November 6, 2021 **\$2,166,480.88**

Accounts Receivable	4,297,720.46
Passenger Fares	155,986.92
Miscellaneous Income	2,740.38
Interest Income	<u>1,123.79</u>
Total Deposits	4,457,571.55

Miscellaneous Transfers	(901.10)
Bank & Credit Card Fees	(4,568.23)
Workers' Compensation	(20,538.36)
401(k)/Pension Transfer	(34,152.50)
Payroll Taxes	(157,423.93)
Payroll	(347,161.70)
Accounts Payable	<u>(832,823.40)</u>
Total Disbursements	(1,397,569.22)

Ending Balance **\$5,226,483.21**

CASH INVESTMENTS

LAIF Account	\$5,883,651.70
Money Market Account	<u>5,226,483.21</u>

Total Cash Balance **\$11,110,134.91**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,589,397.21)
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Working Capital **\$6,520,737.70**

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

Date	Company	Description	Amount
11/9/2021	Federal Transit Administration	FY22 FTA Operating Assist Cares Act	1,000,000.00
11/9/2021	Federal Transit Administration	FY21 FTA Operating Assist Cares Act	414,190.00
11/9/2021	Federal Transit Administration	FY21 FTA Operating Assist Cares Act	2,750,000.00
11/9/2021	Federal Transit Administration	FY21 FTA Capital Assistance	71,699.00
11/9/2021	Montecito Bank & Trust	Advertising on Buses	2,722.00
11/10/2021	Blue Line Media LLC	Advertising on Buses	2,088.00
11/10/2021	SB School District	Passes/Token Sales	41,250.00
11/16/2021	Moonlight Graphics/Mktg	Advertising on Buses	4,237.20
11/16/2021	Wicked Bionic	Advertising on Buses	756.23
11/17/2021	Caltrans Sustainable Trans. Plan.	SRTP Grant Funding Reimbursement	6,074.43
11/17/2021	UCSB - Parking Services-7001	Passes/Passports Sales	2,972.00
11/19/2021	Wells Marketing, LLC	Advertising on Buses	1,731.60
Total Accounts Receivable Paid During Period			\$4,297,720.46

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
126785	6/4/2021	LETICIA RAMIREZ	PAYROLL RELATED	600.00	V
127696	9/24/2021	LETICIA RAMIREZ	PAYROLL RELATED	600.00	V
127809	10/8/2021	MICHAEL PUGA	VTT/DRIVERS LICENSE	59.00	V
128055	11/11/2021	ABC BUS COMPANIES INC	BUS PARTS	138.08	
128056	11/11/2021	ALLIED ELECTRONICS, INC.	FAREBOX PARTS	973.65	
128057	11/11/2021	AQUA-FLO	BUS WASH SUPPLIES	245.26	
128058	11/11/2021	AMERICAN MOVING PARTS, LLC	BUS PARTS	356.30	
128059	11/11/2021	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
128060	11/11/2021	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	95.00	
128061	11/11/2021	BRINK'S INCORPORATED	ARMORED TRANSPORTATION SERVIC	1,445.43	
128062	11/11/2021	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	178.00	
128063	11/11/2021	ROBERT BURNHAM	RETIREE HEALTH REIMB/SDRMA REF	285.00	
128064	11/11/2021	BYD COACH & BUS LLC	BUS PARTS	280.03	
128065	11/11/2021	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	178.00	
128066	11/11/2021	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	627.00	
128067	11/11/2021	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	285.00	
128068	11/11/2021	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	525.61	
128069	11/11/2021	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	156.90	
128070	11/11/2021	NANCY CURTIS	RETIREE HEALTH REIMBURSEMENT	222.86	
128071	11/11/2021	DAVID DAVIS JR.	DIRECTOR FEES	120.00	
128072	11/11/2021	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	7,395.00	
128073	11/11/2021	DIESEL FORWARD, INC.	BUS PARTS	3,906.79	
128074	11/11/2021	EDM TECHNOLOGY, INC	BUS TRANSFERS PRINTING	7,150.00	
128075	11/11/2021	FEDEX dba	FREIGHT CHARGES	74.93	
128076	11/11/2021	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	100.98	
128077	11/11/2021	GIBBS INTERNATIONAL INC	BUS PARTS & LUBRICANTS	1,293.20	
128078	11/11/2021	GILLIG LLC	BUS PARTS	134.15	
128079	11/11/2021	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
128080	11/11/2021	GOGETTERS, LLC DBA	COURIER SERVICES	110.00	
128081	11/11/2021	GRAYBAR ELECTRIC COMPANY, I	REPAIRS & SUPPLIES T1 BLDG/GRDS	144.65	
128082	11/11/2021	JILL GRISHAM	RETIREE HEALTH REIMB/SDRMA REF	281.92	
128083	11/11/2021	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	464.01	
128084	11/11/2021	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	
128085	11/11/2021	RICHARD HARRIGAN	RETIREE HEALTH REIMBURSEMENT	147.40	
128086	11/11/2021	ROBERT HARTMAN, JR.	RETIREE HEALTH REIMBURSEMENT	503.36	
128087	11/11/2021	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	58.10	
128088	11/11/2021	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	855.00	
128089	11/11/2021	JAVIER JIMENEZ	RETIREE HEALTH REIMBURSEMENT	178.00	

Check #	Date	Company	Description	Amount	Voids
128090	11/11/2021	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	223.00	
128091	11/11/2021	JOY EQUIPMENT PROTECTION, IN	BUS PARTS	190.31	
128092	11/11/2021	LARRY'S 8 DAY AUTO PARTS	SERVICE VEHICLE PARTS	126.57	
128093	11/11/2021	LAWSON PRODUCTS INC	SHOP SUPPLIES	2,654.48	
128094	11/11/2021	JENNIFER LEMBERGER	DIRECTOR FEES	60.00	
128095	11/11/2021	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,231.14	
128096	11/11/2021	CHUCK MCQUARY	DIRECTOR FEES	60.00	
128097	11/11/2021	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	165.80	
128098	11/11/2021	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,074.36	
128099	11/11/2021	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	2,090.31	
128100	11/11/2021	NFI PARTS DBA	BUS PARTS	911.04	
128101	11/11/2021	PAULA A. PEROTTE	DIRECTOR FEES	60.00	
128102	11/11/2021	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
128103	11/11/2021	PRISCILLA REID	RETIREE HEALTH REIMBURSEMENT	147.00	
128104	11/11/2021	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	175.58	
128105	11/11/2021	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	89.00	
128106	11/11/2021	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	66.55	
128107	11/11/2021	SARKAR, ARJIN	BOARD OF DIRECTOR FEES	60.00	
128108	11/11/2021	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	64,126.77	
128109	11/11/2021	SANTA BARBARA COUNTY EHS	SITE MITIGATION SERVICES	350.20	
128110	11/11/2021	SET SOLUTIONS, INC.	SOFTWARE LICENSE	5,125.00	
128111	11/11/2021	SHERWIN-WILLIAMS CORP.	B&G SUPPLIES	420.69	
128112	11/11/2021	SM TIRE, CORP.	BUS TIRE MOUNTING	387.49	
128113	11/11/2021	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	13.57	
128114	11/11/2021	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	24,519.16	
128115	11/11/2021	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	300.00	
128116	11/11/2021	DAVID T. TABOR	DIRECTOR FEES	120.00	
128117	11/11/2021	TRUMAN ARNOLD COMPANIES (T	RENEWABLE DIESEL	17,643.67	
128118	11/11/2021	VEHICLE MAINTENANCE PROGRA	BUS PARTS	859.07	
128119	11/11/2021	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	590.44	
128120	11/11/2021	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	229.19	
128121	11/19/2021	ABC BUS COMPANIES INC	BUS PARTS	640.55	
128122	11/19/2021	AMERICAN MOVING PARTS, LLC	BUS PARTS	1,565.40	
128123	11/19/2021	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	225.00	
128124	11/19/2021	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	812.31	
128125	11/19/2021	HILLARY BLACKERBY	REIMBURSEMENT	179.52	
128126	11/19/2021	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	307.00	
128127	11/19/2021	BROWN & BROWN INSURANCE SE	D&O,EPLI & FLI INSURANCES	103,105.72	
128128	11/19/2021	BYD MOTORS LLC	CAPITAL LEASE PAYMENT	31,625.22	
128129	11/19/2021	COMMUNITY RADIO, INC.	GIBRALTAR SITE RENTAL	275.63	
128130	11/19/2021	COMPLETE COACH WORKS	DRIVER BARRIERS	69,597.00	

Check #	Date	Company	Description	Amount	Voids
128131	11/19/2021	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	185.64	
128132	11/19/2021	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	6,630.00	
128133	11/19/2021	DIESEL FORWARD, INC.	BUS PARTS	178.73	
128134	11/19/2021	EASY LIFT TRANSPORTATION, IN	MONTHLY ADA SUBSIDY	84,189.50	
128135	11/19/2021	EVERSHADE LLC DBA	STEAM CLEANING TC/EXPRESS ZONE	2,900.00	
128136	11/19/2021	FAUVER, LARGE, ARCHBALD&SPR	LEGAL COUNSEL	26,104.37	
128137	11/19/2021	FLEET SERVICES, INC.	BUS PARTS	72.49	
128138	11/19/2021	STATE OF CALIFORNIA	PAYROLL RELATED	200.00	
128139	11/19/2021	GALDINO MONTES GARDEN & LA	LANDSCAPE MAINTENANCE SERVICE	369.00	
128140	11/19/2021	GIBBS INTERNATIONAL INC	BUS PARTS & LUBRICANTS	1,510.54	
128141	11/19/2021	GILLIG LLC	BUS PARTS	5,066.60	
128142	11/19/2021	GRAYBAR ELECTRIC COMPANY, I	REPAIRS & SUPPLIES T1 BLDG/GRDS	411.29	
128143	11/19/2021	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,875.30	
128144	11/19/2021	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	1,119.07	
128145	11/19/2021	JOHN HERNANDEZ	TOOL ALLOWANCE	1,100.00	
128146	11/19/2021	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	65.25	
128147	11/19/2021	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	250.00	
128148	11/19/2021	IMPULSE ADVANCED COMMUNIC	INTERNET	400.00	
128149	11/19/2021	LABOR ALLIANCE MANAGED TRU	UNION DENTAL INSURANCE	10,385.50	
128150	11/19/2021	MC CORMIX CORP. (OIL)	LUBRICANTS	5,508.33	
128151	11/19/2021	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	187.27	
128152	11/19/2021	MUNOZ JANITORIAL	JANITORIAL/DISINFECTANT SERVICE	2,600.00	
128153	11/19/2021	NATIONAL DRIVE	PAYROLL DEDUCTION	22.00	
128154	11/19/2021	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	48,382.30	
128155	11/19/2021	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	741.78	
128156	11/19/2021	NFI PARTS DBA	BUS PARTS	167.47	
128157	11/19/2021	PREVOST CAR (US) INC.	BUS PARTS	255.64	
128158	11/19/2021	O'REILLY AUTO PARTS DBA	BUS PARTS	314.44	
128159	11/19/2021	OLD COAST LANDSCAPE, INC.	BUS STOP BENCH INSTALLATION	2,400.00	
128160	11/19/2021	LETICIA RAMIREZ	PAYROLL RELATED	1,800.00	
128161	11/19/2021	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
128162	11/19/2021	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	11.63	
128163	11/19/2021	SM TIRE, CORP.	BUS TIRE MOUNTING	414.00	
128164	11/19/2021	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	3,842.50	
128165	11/19/2021	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	287.34	
128166	11/19/2021	THE MEDCENTER	MEDICAL EXAMS	2,564.00	
128167	11/19/2021	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	198,356.00	
128168	11/19/2021	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	10,036.51	
128169	11/19/2021	TRUMAN ARNOLD COMPANIES (T	RENEWABLE DIESEL	35,161.69	
128170	11/19/2021	UNITED WAY OF SB	PAYROLL DEDUCTION	40.00	
128171	11/19/2021	J.C.M. AND ASSOCIATES INC.	UNIFORMS	431.21	

Check #	Date	Company	Description	Amount	Voids
128172	11/19/2021	VALLEY POWER SYSTEMS, INC.	BUS PARTS	237.43	
128173	11/19/2021	VASQUEZ & COMPANY LLP	ANNUAL AUDIT	11,000.00	
128174	11/19/2021	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	140.78	
128175	11/19/2021	WHITE ROCK SECURITY GROUP, L	ESET SECURITY SOFTWARE LICENSE	436.50	
128176	11/19/2021	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	54.00	
				834,082.40	
Current Cash Report Voided Checks:				0.00	
Prior Cash Report Voided Checks:				1,259.00	
Grand Total:				\$832,823.40	



BOARD OF DIRECTORS REPORT

MEETING DATE: DECEMBER 7, 2021

AGENDA ITEM: #7

DEPARTMENT: ADMINISTRATION

TYPE: CEREMONIAL ITEM

PREPARED BY: JERRY ESTRADA

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: RECOGNITION OF RETIREMENTS

DISCUSSION:

The Board will honor the retirements of two members of staff:

Tom Sheldon – 18 years of service

Bill Morris – 45 years of service



BOARD OF DIRECTORS REPORT

MEETING DATE: DECEMBER 7, 2021 **AGENDA ITEM: #8**
DEPARTMENT: PROCUREMENT
TYPE: ACTION ITEM
PREPARED BY: VALERIE WHITE _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: CHARGE READY BRIDGE GENERAL CONTRACTOR CONTRACT
AWARD RECOMMENDATION

RECOMMENDATION:

Staff recommends that, conditioned on meeting MTD insurance and bonding requirements, the Board authorize the General Manager to execute a contract with Edwards Construction Group for a fixed price of \$414,133 for the general and electrical construction services for battery-electric bus charging infrastructure and other minor facilities improvements at MTD’s Terminal 1 depot in downtown Santa Barbara.

DISCUSSION:

Project Description—MTD partnered with Southern California Edison (SCE) under their Charge Ready Transport Program to install electrical infrastructure and 14 heavy-duty battery-electric bus chargers at MTD’s Terminal 1 facility. The purpose of the Charge Ready Bridge General Contractor solicitation is to hire a general contractor to complete the elements of the foregoing project not covered by SCE under the Charge Ready Transport Program. That work includes installation of ChargePoint ‘Surface Conduit Entry Kits’ for the new chargers, electrical and communication conduits and conductors, concrete equipment pads, bollards, and associated painting/stripping. Once the Charge Ready Bridge General Contractor project work is complete, then ChargePoint will install the ChargePoint chargers previously purchased by MTD (March 2021).

To maximize the Charge Ready Bridge General Contractor project, additional facility improvements are included. Such improvements consist of replacing the existing chain link bus exit gate and fencing along the Salsipuedes Street perimeter of the depot with a new 8’ high automatic gate to match the ornamental fencing on Olive and Cota Street frontages. Also included are pavement and storm drain replacement to repair damaged paving and pipe at the Salsipuedes Street driveway.

The Charge Ready Bridge General Contractor specifications and plans were developed by MTD’s on-call architectural and engineering firm, Stantec, in consultation with and approval by MTD Staff. The plans are currently under review with the City of Santa Barbara.

SOLICITATION PROCESS:

Invitation for Bid— The Invitation for Bid (IFB) procurement process was used in order to identify the firm with the lowest bid, and the experience and qualifications necessary to execute the project

BOARD OF DIRECTORS REPORT

successfully. The IFB was issued on October 8, 2021, and was advertised twice that month in both the *Santa Barbara News-Press* and the *Ventura County Star* and concurrently made available online at MTD'S website and Tri-Co Reprographics' Public Jobs Planroom, a prominent local resource for hosting public works projects. To elicit interest in the project, the IFB was issued via email and acknowledged by nine plan holders. There were two non-mandatory job walk opportunities for bidders to view the site, and in total five firms participated. There were four addenda released providing clarification to bidders on various elements of the project and solicitation. The bid process culminated in the receipt of three bids by the November 17, 2021 deadline, the results of which are shown in the table below.

Bidder Name	Firm-Fixed-Price Bid
Edwards Construction Group	\$414,133
Newton Construction & Management	\$574,000
Ardalan Construction Company	\$599,700

Bid Evaluation — Following the public opening of the bids, Staff conducted an evaluation and determined the lowest bid, Edwards Construction Group of Santa Maria, CA, was responsive in its conformance to the requirements of MTD's bid documents. After an evaluation of the contractor's technical and financial capacity to undertake the work, which included feedback from various references, the lowest bid was also determined responsible. The subcontractors that Edwards Construction Group has listed include Smith Mechanical-Electrical-Plumbing (Santa Maria); Rockin' CJ Transport (Santa Maria); Valley Fencing (Santa Maria); and Toste Construction (Grover Beach). The Edwards Construction Group clients that MTD Staff contacted were area school districts from Lucia Mar, Guadalupe, and Santa Maria Joint Union High School and each shared specific positive experiences contracting with the firm for public works projects.

MTD's independent cost estimate (ICE) of the project work \$548,084 is based upon a third-party professional estimating firm's assessment of the design documents developed by Stantec. Edwards Construction Group's Bid of \$414,133 came in 24% less than the ICE, and 22% less than the bids' mean. Based upon the foregoing, Staff has deemed the price to be fair and reasonable.

PROJECT BUDGET & FUNDING:

The contract price of \$414,133 is inclusive of all elements of the project listed in the construction drawings and specifications provided with the IFB. The current capital budget reflects \$1,775,000 for "Electric Bus Infrastructure." Of that amount, \$1,525,000 is allocated to this project. With \$881,028 designated for charging equipment acquisition and installation and another \$414,133 for the Charge Ready Bridge General Contractor contract, the project is left with a \$643,972 contingency. Staff is working to reduce the capital expenditures for this project by pursuing various funding opportunities through Santa Barbara County Air Pollution District, Southern California Edison, and the California Energy Commission. Each has programs dedicated to providing funding for electric vehicle charging infrastructure projects.

CONTRACT EXECUTION:

If the Board gives the General Manager authority to enter into a contract with Edwards Construction Group, once MTD is in receipt of the requisite permits from the City of Santa Barbara, Staff will issue a "Notification of Contingent Award". This will indicate MTD's intent to execute a contract for the Charge Ready Bridge only after receipt of required certificates of insurance and performance and payment bonds at 100% of the bid price (as MTD's procurement policies for construction work requires). Upon execution of the contract, Staff will issue a notice to proceed, and work is required to begin within 14 calendar days and all work shall be completed within six (6) months of that date.



BOARD OF DIRECTORS REPORT

MEETING DATE: DECEMBER 7, 2021 **AGENDA ITEM: #9**

DEPARTMENT: ADMINISTRATION

TYPE: INFORMATIONAL ITEM

PREPARED BY: STAFF

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: FISCAL YEAR 2021-22 FIRST QUARTER PERFORMANCE REPORTS

RECOMMENDATION:

Staff will present First Quarter Fiscal Year 2021-22 Performance Reports for the three-month period ending September 30, 2021.

ATTACHMENT:

- First Quarter Report of Fiscal Year 2021-22



QUARTERLY REPORT

Fiscal Year 2021-22

For the Three-Month Period Ending
September 30, 2021



FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

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FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

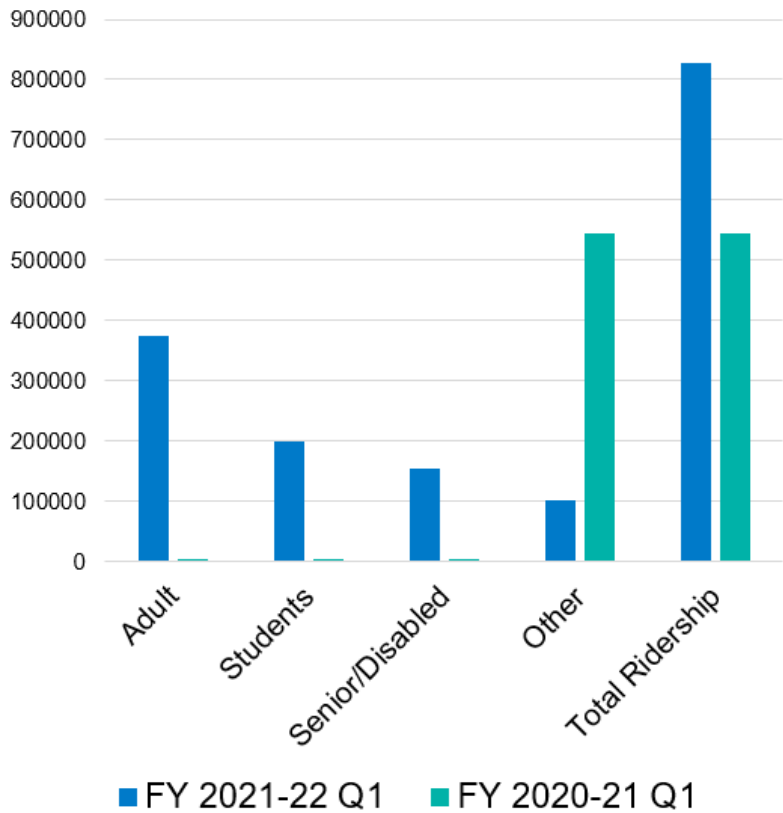
Ridership Summary

For the Three-Month Period Ending September 30, 2021

Ridership Performance Indicators

Systemwide ridership during the first quarter (July through September) of Fiscal Year (FY) 2021-22 totaled 827,313 representing a 52% increase of approximately 282,888 riders from the same period of FY 2020-21. In 2020 and 2021, the COVID-19 pandemic had an unprecedented effect on MTD's service and ridership, and while that impact continues, ridership is rebounding since SBCC and UCSB campuses reopened in August and September, respectively.

1st Quarter Ridership by Fare Category



FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

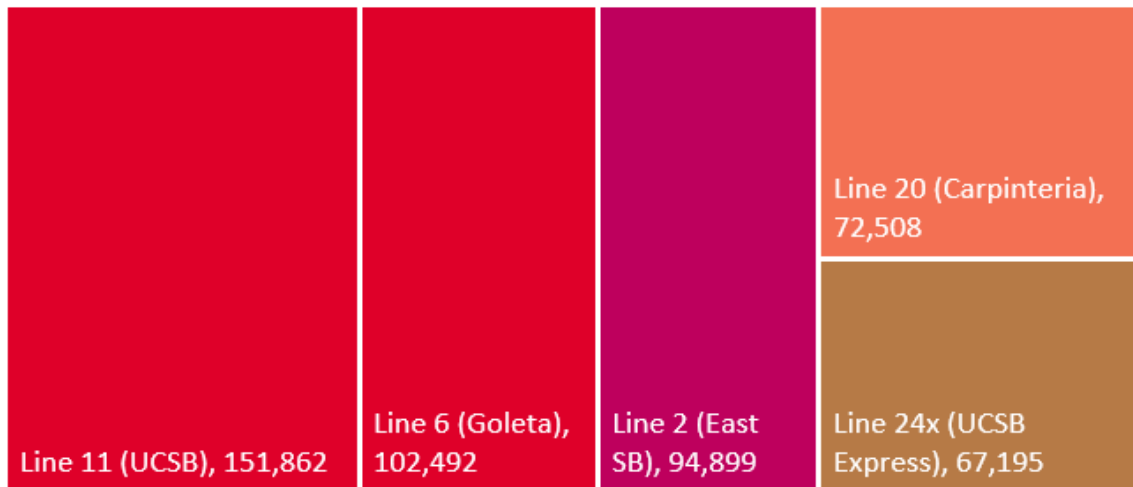
In the first quarter, revenue hours and miles were up as compared to the same period in FY 2020-21. Several lines were suspended in this time period, due to COVID-19 service reductions, but Lines 15x (SBCC/UCSB Express) and 16 (SBCC Shuttle) returned to service as of August 23, 2021. Line 28 (UCSB Shuttle) returned to service as of September 20, 2021. Lines 15 and 28 returned with a reduced frequency as compared to pre-pandemic levels. Capacity restrictions varied in this period, from a seated load capacity in the first portion of the quarter to no capacity restrictions as of September 22, 2021.

Time Period	Total Passengers	Revenue Hours	Revenue Miles	Passengers per Revenue Hour	Passengers per Mile
FY 20-21 Q1	543,871	43,792	532,782	12.4	1
FY 21-22 Q1	827,313	45,343	554,314	18.2	1.5

The chart below shows the top 5 lines by ridership in FY 2021-22. The ridership on these lines (11, 6, 2, 20, and 24x) comprises 59% of the quarter's total ridership. This quarter is the first in the pandemic where this list and order of 5 lines has changed - Line 24x moved ahead of Line 1 for the 5th position.

Top 5 Lines by Ridership, 1st Quarter

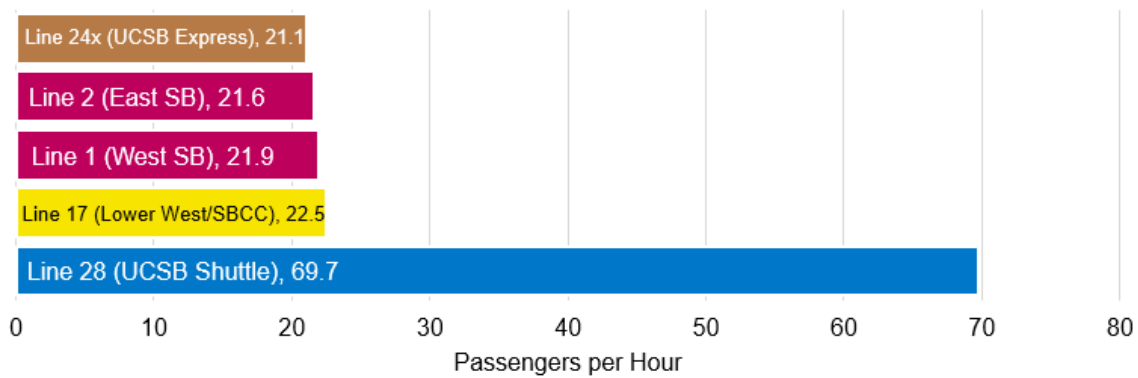
- Line 11 (UCSB)
- Line 6 (Goleta)
- Line 2 (East SB)
- Line 20 (Carpinteria)
- Line 24x (UCSB Express)



FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

As stated above, the systemwide average of passengers per revenue hour for the quarter is at 18.2 passengers per hour. While this is lower than pre-pandemic numbers, this number is trending upward each quarter - FY 2021 Q3 was 13.4 and FY 2021 Q4 was 15.5. The chart below shows the top 5 lines by passengers per hour in the first quarter, with the Line 28 (UCSB Shuttle) coming in first with 69.7 passengers per hour, followed by Line 17 (22.5), Line 1 (21.9), Line 2 (21.6), and Line 24x (21.1). All 5 of these lines saw an increase in passengers per hour over the first quarter of FY 2021-22, with Line 28 coming in with whopping numbers, though it only ran for 10 days in September.

Top 5 Lines by Passengers per Hour



The Fiscal Year Numbers At-A-Glance below show the year-to-date numbers (same as first quarter) of FY 2021-22 over FY 2020-21. For the bulk of the first quarter, capacity on board buses was limited to a seated load capacity, about 38 on a 40 foot bus and 28 on a 30 foot bus. Starting on September 22, 2021, capacity restrictions were removed. This explains the major drop in too full to board loads.

Fiscal Year Numbers At-A-Glance

				
Total Ridership	At-Capacity Loads	Too Full to Board Loads	2,474 Wheelchairs boarded	16,807 Bicycles carried
+52.0%	+19.3%	-75.3%	-10.3%	-23.2%

FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

Service Days and Student Ridership

As shown in the table below, the total number of service days in the first quarter of FY 2021-22 was the same as FY 2020-21, with all service day types being the same. The SBCC campus reopened to approximately 40 percent of students on August 23, 2021, and UCSB reopened on a nearly 100 percent basis on September 20, 2021. K-12 school campuses were open as of August 17, 2021. This is in comparison to Q1 in FY 2021 where all campuses were closed for the entire quarter.

MTD SERVICE CALENDAR DAYS

<u>SERVICE DAYS</u>	<u>FY 2022</u>		<u>FY 2021</u>		<u>Year to Date</u>
	<u>Q1</u>	<u>YTD</u>	<u>Q1</u>	<u>YTD</u>	<u>Change</u>
Weekdays	64	64	64	64	0
Saturdays	13	13	13	13	0
Sundays	15	15	15	15	0
Total	92	92	92	92	0

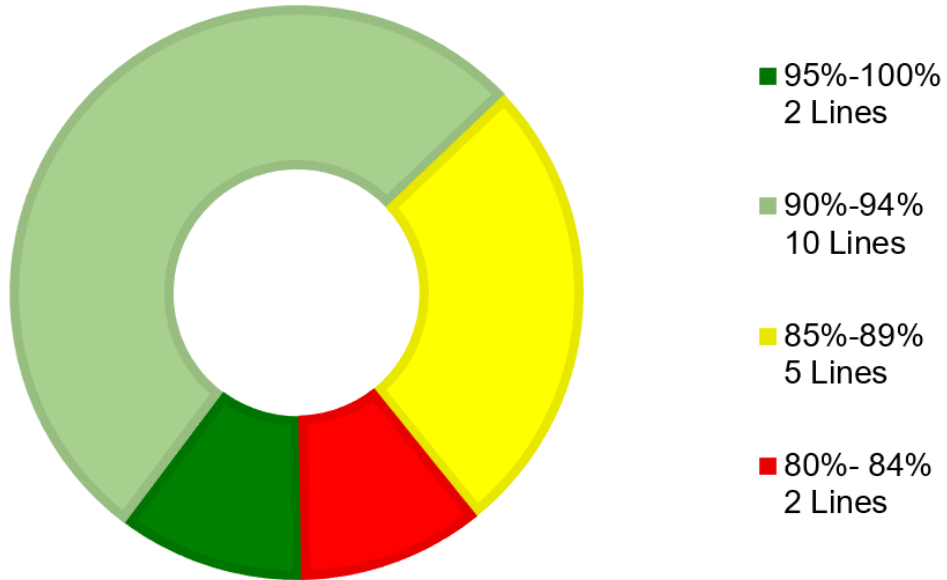
<u>SCHOOL DAYS</u>	<u>FY 2022</u>		<u>FY 2021</u>		<u>Year to Date</u>
	<u>Q1</u>	<u>YTD</u>	<u>Q1</u>	<u>YTD</u>	<u>Change</u>
SBCC	28	28	0	0	28
UCSB	9	9	0	0	9
Secondary	45	45	0	0	45

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 first quarter of FY 2021-22.

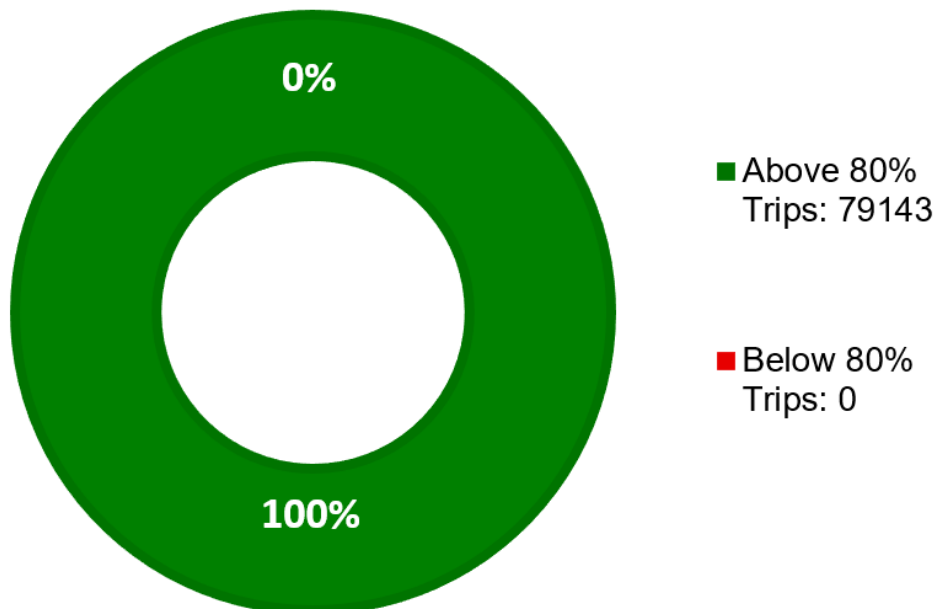
In the first quarter, no lines fell below the 80% mark. The two lines with the lowest on-time performance, while still above 80%, were Line 16 (SBCC Shuttle) and Line 24x (UCSB Express). Variables that generally affect a line's on-time performance include extended road construction projects, high passenger loads, heavy congestion, and route detours lasting a number of days. This can vary based on time of day.

FY 21-22 1ST 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 first quarter of FY 2021-22.

SYSTEMWIDE TRIP ON-TIME PERFORMANCE BY AMOUNT OF SERVICE ON LINES





FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

**System Ridership Report
For the Three-Month Period Ending September 30, 2021**

Ridership by Fare Category (July 2021 – September 2021)

Fare Categories	Jul 21 - Sep 21	Jul 20 - Sep 20	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
General Fare	176,400	8	2204900.0%	176,400	8	2204900.0%
Transfers	80,652	161	49994.4%	80,652	161	49994.4%
Full Fare Prepaid ¹	195,787	65	301110.8%	195,787	65	301110.8%
Santa Barbara City College	20,282	69	29294.2%	20,282	69	29294.2%
Senior & Disabled Prepaid ²	122,887	70	175452.9%	122,887	70	175452.9%
Shuttle	-	-	0.0%	-	-	0.0%
UC Santa Barbara	81,405	75	108440.0%	81,405	75	108440.0%
Youth Prepaid ³	96,022	62	154774.2%	96,022	62	154774.2%
Free	19,351	543,871	-96.4%	19,351	543,871	-96.4%
Special Pass Programs	716	42	1604.8%	716	42	1604.8%
Senior Cash	26,029	1	2602800.0%	26,029	1	2602800.0%
Persons with Disabilities Cash	3,989	1	398800.0%	3,989	1	398800.0%
Tokens	2,888	-	100.0%	2,888	-	100.0%
Tap to Ride Transactions	905	-	100.0%	905	-	100.0%
Total	827,313	544,425	52.0%	827,313	544,425	52.0%

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

² Includes seniors' and persons with 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 (July 2021 – September 2021)

Metrics	Quarter			YTD		
	Jul 21 - Sep 21	Jul 20 - Sep 20	%Change	FY 2021 - 2022	FY2020 - 2021	% Change
Passengers	827,313	544,425	52.0%	827,313	544,425	52.0%
Revenue Hours	45,343	43,792	3.5%	45,343	43,792	3.5%
Passengers per Revenue Hour	18.2	12.4	46.8%	18.2	12.4	46.8%
Miles	554,314	532,782	4.0%	554,314	532,782	4.0%
Passengers per Mile	1.5	1.0	46.1%	1.5	1.0	46.1%

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

FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

MTD System Ridership (July 2021 – September 2021)

LINE		Quarter			YTD		
		Jul 21 - Sep 21	Jul 20 - Sep 20	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	61,748	48,954	26.1%	61,748	48,954	26.1%
2	East Santa Barbara	94,899	71,327	33.0%	94,899	71,327	33.0%
3	Oak Park	29,357	22,299	31.7%	29,357	22,299	31.7%
4	Mesa / SBCC	18,064	13,956	29.4%	18,064	13,956	29.4%
5	Mesa / La Cumbre	18,135	14,397	26.0%	18,135	14,397	26.0%
6	Goleta	102,492	77,293	32.6%	102,492	77,293	32.6%
7	County Health / Fairview	46,222	36,864	25.4%	46,222	36,864	25.4%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	151,862	101,714	49.3%	151,862	101,714	49.3%
12x	Goleta Express	30,674	20,706	48.1%	30,674	20,706	48.1%
14	Montecito	13,211	11,851	11.5%	13,211	11,851	11.5%
15x	SBCC / UCSB Express	9,012	-	100.0%	9,012	-	100.0%
16	City College Shuttle	4,617	-	100.0%	4,617	-	100.0%
17	Low er West / SBCC	19,301	14,340	34.6%	19,301	14,340	34.6%
20	Carpinteria	72,508	59,505	21.9%	72,508	59,505	21.9%
23	Winchester Canyon	6,593	4,355	51.4%	6,593	4,355	51.4%
24x	UCSB Express	67,195	27,651	143.0%	67,195	27,651	143.0%
25	Elw ood	10,208	7,987	27.8%	10,208	7,987	27.8%
27	Isla Vista Shuttle	18,143	11,226	61.6%	18,143	11,226	61.6%
28	UCSB Shuttle	18,632	-	100.0%	18,632	-	100.0%
36	Seaside Shuttle	-	-	0.0%	-	-	0.0%
37	Crosstow n Shuttle	-	-	0.0%	-	-	0.0%
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	34,440	-	100.0%	34,440	-	100.0%
System Subtotal		827,313	544,425	52.0%	827,313	544,425	52.0%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntown Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
<i>Unknown</i>							
		-			-		
System Total		827,313	544,425	52.0%	827,313	544,425	52.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		255,832	140,591	82.0%	255,832	140,591	82.0%
1, 2, 37 East/West & Crosstown		156,647	120,281	30.2%	156,647	120,281	30.2%
4, 5, 15x, 16, 17 Mesa Lines		69,129	42,693	61.9%	69,129	42,693	61.9%
6, 11 State/Hollister		254,354	179,007	42.1%	254,354	179,007	42.1%

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

FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

MTD Passengers per Revenue Hour (July 2021 – September 2021)

LINE		Quarter			YTD		
		Jul 21 - Sep 21	Jul 20 - Sep 20	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	21.9	17.1	28.1%	21.9	17.1	28.1%
2	East Santa Barbara	21.6	16.0	34.6%	21.6	16.0	34.6%
3	Oak Park	12.1	9.1	33.0%	12.1	9.1	33.0%
4	Mesa / SBCC	15.7	12.0	30.4%	15.7	12.0	30.4%
5	Mesa / La Cumbre	10.1	8.0	26.4%	10.1	8.0	26.4%
6	Goleta	20.0	15.1	32.1%	20.0	15.1	32.1%
7	County Health / Fairview	12.0	9.4	26.8%	12.0	9.4	26.8%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	19.5	13.0	49.9%	19.5	13.0	49.9%
12x	Goleta Express	16.9	11.3	49.8%	16.9	11.3	49.8%
14	Montecito	10.4	9.2	12.0%	10.4	9.2	12.0%
15x	SBCC / UCSB Express	13.8	-	100.0%	13.8	-	100.0%
16	City College Shuttle	14.3	-	100.0%	14.3	-	100.0%
17	Lower West / SBCC	22.5	16.6	35.6%	22.5	16.6	35.6%
20	Carpinteria	15.4	12.7	21.6%	15.4	12.7	21.6%
23	Winchester Canyon	11.0	7.2	51.7%	11.0	7.2	51.7%
24x	UCSB Express	21.1	8.8	140.0%	21.1	8.8	140.0%
25	Elwood	14.8	11.5	28.3%	14.8	11.5	28.3%
27	Isla Vista Shuttle	16.2	10.1	60.5%	16.2	10.1	60.5%
28	UCSB Shuttle	69.7	-	100.0%	69.7	-	100.0%
36	Seaside Shuttle	-	-	0.0%	-	-	0.0%
37	Crosstown Shuttle	-	-	0.0%	-	-	0.0%
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	65.1	-	100.0%	65.1	-	100.0%
	System Subtotal	17.7	12.4	42.2%	18.2	12.4	46.6%
	<i>Downtown Waterfront Shuttles</i>						
30	Downtown Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
	<i>Unknown</i>						
		-	-	0.0%	-	-	0.0%
	System Total	18.2	12.4	46.6%	18.2	12.4	46.6%
	<i>Related Routes</i>						
	11, 24x, 27, 28 UCSB Lines	20.7	11.7	77.8%	11.7	33.1	-64.8%
	1, 2, 37 East/West & Crosstown	21.7	16.4	32.0%	16.4	26.2	-37.1%
	4, 5, 15x, 16, 17 Mesa Lines	14.5	11.2	29.6%	11.2	27.1	-58.8%
	6, 11 State/Hollister	19.7	13.9	42.2%	13.9	29.0	-52.2%

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

FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

MTD “At Capacity” Loads * (July 2021 – September 2021)

LINE	Quarter			YTD			
	Jul 21 - Sep 21	Jul 20 - Sep 20	% Change	FY 2021 - 2022	FY2020 - 2021	% Change	
1	West Santa Barbara	2	4	-50.0%	2	4	-50.0%
2	East Santa Barbara	5	11	-54.5%	5	11	-54.5%
3	Oak Park	-	-	0.0%	-	-	0.0%
4	Mesa / SBCC	-	1	-100.0%	-	1	-100.0%
5	Mesa / La Cumbre	-	1	-100.0%	-	1	-100.0%
6	Goleta	-	6	-100.0%	-	6	-100.0%
7	County Health / Fairview	1	1	0.0%	1	1	0.0%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	24	13	84.6%	24	13	84.6%
12x	Goleta Express	1	1	0.0%	1	1	0.0%
14	Montecito	-	4	-100.0%	-	4	-100.0%
15x	SBCC / UCSB Express	9	-	100.0%	9	-	100.0%
16	City College Shuttle	-	-	0.0%	-	-	0.0%
17	Low er West / SBCC	-	1	-100.0%	-	1	-100.0%
20	Carpinteria	2	13	-84.6%	2	13	-84.6%
23	Winchester Canyon	-	-	0.0%	-	-	0.0%
24x	UCSB Express	6	-	100.0%	6	-	100.0%
25	Elw ood	1	-	100.0%	1	-	100.0%
27	Isla Vista Shuttle	-	1	-100.0%	-	1	-100.0%
28	UCSB Shuttle	2	-	100.0%	2	-	100.0%
36	Seaside Shuttle	-	-	0.0%	-	-	0.0%
37	Crosstow n Shuttle	-	-	0.0%	-	-	0.0%
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	15	-	100.0%	15	-	100.0%
	System Subtotal	68	57	19.3%	68	57	19.3%
	<i>Downtown Waterfront Shuttles</i>						
30	Dow ntown Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
	<i>Related Routes</i>						
	11, 24x, 27, 28 UCSB Lines	32	14	128.6%	32	14	128.6%
	1, 2, 37 East/West & Crosstow n	7	15	-53.3%	7	15	-53.3%
	4, 5, 15x, 16, 17 Mesa Lines	9	3	200.0%	9	3	200.0%
	6, 11 State/Hollister	24	19	26.3%	24	19	26.3%
	<i>Unknown/Miscellaneous</i>						
		-	-	0.0%	-	-	0.0%
	System Total	68	57	19.3%	68	57	19.3%

*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

FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

MTD “Too Full to Board” Loads * (July 2021 – September 2021)

LINE	Quarter			YTD			
	Jul 21 - Sep 21	Jul 20 - Sep 20	% Change	FY 2021 - 2022	FY2020 - 2021	% Change	
1	West Santa Barbara	26	69	-62.3%	26	69	-62.3%
2	East Santa Barbara	64	273	-76.6%	64	273	-76.6%
3	Oak Park	2	68	-97.1%	2	68	-97.1%
4	Mesa / SBCC	1	9	-88.9%	1	9	100.0%
5	Mesa / La Cumbre	2	22	-90.9%	2	22	-90.9%
6	Goleta	33	453	-92.7%	33	453	-92.7%
7	County Health / Fairview	-	49	-100.0%	-	49	-100.0%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	89	557	-84.0%	89	557	-84.0%
12x	Goleta Express	12	22	-45.5%	12	22	-45.5%
14	Montecito	2	82	-97.6%	2	82	-97.6%
15x	SBCC / UCSB Express	4	-	100.0%	4	-	100.0%
16	City College Shuttle	-	-	0.0%	-	-	0.0%
17	Lower West / SBCC	2	11	-81.8%	2	11	-81.8%
20	Carpinteria	29	347	-91.6%	29	347	-91.6%
23	Winchester Canyon	1	7	-85.7%	1	7	100.0%
24x	UCSB Express	166	7	2271.4%	166	7	2271.4%
25	Elwood	1	6	-83.3%	1	6	-83.3%
27	Isla Vista Shuttle	8	4	100.0%	8	4	100.0%
28	UCSB Shuttle	14	-	100.0%	14	-	100.0%
36	Seaside Shuttle	-	-	0.0%	-	-	0.0%
37	Crosstown Shuttle	-	-	0.0%	-	-	0.0%
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	34	-	100.0%	34	-	100.0%
System Subtotal		490	1,986	-75.3%	490	1,986	-75.3%
<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		277	568	-51.2%	277	568	-51.2%
1, 2, 37 East/West & Crosstown		90	342	-73.7%	90	342	-73.7%
4, 5, 15x, 16, 17 Mesa Lines		9	42	-78.6%	9	42	-78.6%
6, 11 State/Hollister		122	1,010	-87.9%	122	1,010	-87.9%
<i>Unknown/Miscellaneous</i>							
		-	-	0.0%	-	-	0.0%
System Total		490	1,986	-75.3%	490	1,986	-75.3%

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

FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

MTD Bicycles Carried (July 2021 – September 2021)

LINE		Quarter			YTD		
		Jul 21 - Sep 21	Jul 20 - Sep 20	% Change	FY 2021 - 2022	FY 2020 - 2021	% Change
1	West Santa Barbara	424	640	-33.8%	424	640	-33.8%
2	East Santa Barbara	1,150	1,513	-24.0%	1,150	1,513	-24.0%
3	Oak Park	6	223	-97.3%	6	223	-97.3%
4	Mesa / SBCC	244	393	-37.9%	244	393	-37.9%
5	Mesa / La Cumbre	336	587	-42.8%	336	587	-42.8%
6	Goleta	2,570	3,797	-32.3%	2,570	3,797	-32.3%
7	County Health / Fairview	1,277	1,547	-17.5%	1,277	1,547	-17.5%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	3,764	5,186	-27.4%	3,764	5,186	-27.4%
12x	Goleta Express	1,513	1,638	-7.6%	1,513	1,638	-7.6%
14	Montecito	206	420	-51.0%	206	420	-51.0%
15x	SBCC / UCSB Express	193	-	0.0%	193	-	100.0%
16	City College Shuttle	42	1	4100.0%	42	1	4100.0%
17	Low er West / SBCC	164	245	-33.1%	164	245	-33.1%
20	Carpinteria	1,972	2,586	-23.7%	1,972	2,586	-23.7%
23	Winchester Canyon	82	185	-55.7%	82	185	-55.7%
24x	UCSB Express	2,456	2,400	2.3%	2,456	2,400	2.3%
25	Ellw ood	171	364	-53.0%	171	364	-53.0%
27	Isla Vista Shuttle	129	144	-10.4%	129	144	-10.4%
28	UCSB Shuttle	73	-	100.0%	73	-	100.0%
36	Seaside Shuttle	-	-	0.0%	-	-	0.0%
37	Crosstow n Shuttle	-	-	0.0%	-	-	0.0%
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	30	-	100.0%	30	-	100.0%
System Subtotal		16,802	21,869	-23.2%	16,802	21,869	-23.2%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntown Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		6,422	7,730	-16.9%	6,422	7,730	-16.9%
1, 2, 37 East/West & Crosstow n		1,574	2,153	-26.9%	1,574	2,153	-26.9%
4, 5, 15x, 16, 17 Mesa Lines		979	1,226	-20.1%	979	1,226	-20.1%
6, 11 State/Hollister		6,334	8,983	-29.5%	6,334	8,983	-29.5%
<i>Unknown/Miscellaneous</i>							
		5	1	400.0%	5	1	400.0%
System Total		16,807	21,870	-23.2%	16,807	21,870	-23.2%

¹ MTD electric shuttles cannot carry bicycles.

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

FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

MTD Wheelchairs Boarded (July 2021 – September 2021)

LINE	Quarter			YTD			
	Jul 21 - Sep 21	Jul 20 - Sep 20	% Change	FY 2021 - 2022	FY 2020 - 2021	% Change	
1	West Santa Barbara	177	282	-37.2%	177	282	-37.2%
2	East Santa Barbara	514	600	-14.3%	514	600	-14.3%
3	Oak Park	57	118	-51.7%	57	118	-51.7%
4	Mesa / SBCC	62	37	67.6%	62	37	67.6%
5	Mesa / La Cumbre	47	34	38.2%	47	34	38.2%
6	Goleta	333	332	0.3%	333	332	0.3%
7	County Health / Fairview	287	328	-12.5%	287	328	-12.5%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	365	418	-12.7%	365	418	-12.7%
12x	Goleta Express	111	105	5.7%	111	105	5.7%
14	Montecito	40	43	-7.0%	40	43	-7.0%
15x	SBCC / UCSB Express	1	-	100.0%	1	-	100.0%
16	City College Shuttle	44	-	100.0%	44	-	100.0%
17	Lower West / SBCC	77	14	450.0%	77	14	450.0%
20	Carpinteria	282	353	-20.1%	282	353	-20.1%
23	Winchester Canyon	4	1	300.0%	4	1	300.0%
24x	UCSB Express	53	70	-24.3%	53	70	-24.3%
25	Ellwood	4	13	-69.2%	4	13	-69.2%
27	Isla Vista Shuttle	13	10	30.0%	13	10	30.0%
28	UCSB Shuttle	-	-	0.0%	-	-	0.0%
36	Seaside Shuttle	-	-	0.0%	-	-	0.0%
37	Crosstown Shuttle	-	-	0.0%	-	-	0.0%
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	3	-	100.0%	3	-	100.0%
System Subtotal		2,474	2,758	-10.3%	2,474	2,758	-10.3%
<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		431	498	-13.5%	431	498	-13.5%
1, 2, 37 East/West & Crosstown		691	882	-21.7%	691	882	-21.7%
4, 5, 15x, 16, 17 Mesa Lines		231	85	171.8%	231	85	171.8%
6, 11 State/Hollister		698	750	-6.9%	698	750	-6.9%
<i>Unknown/Miscellaneous</i>							
		-	-	0.0%	-	-	0.0%
System Total		2,474	2,758	-10.3%	2,474	2,758	-10.3%

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

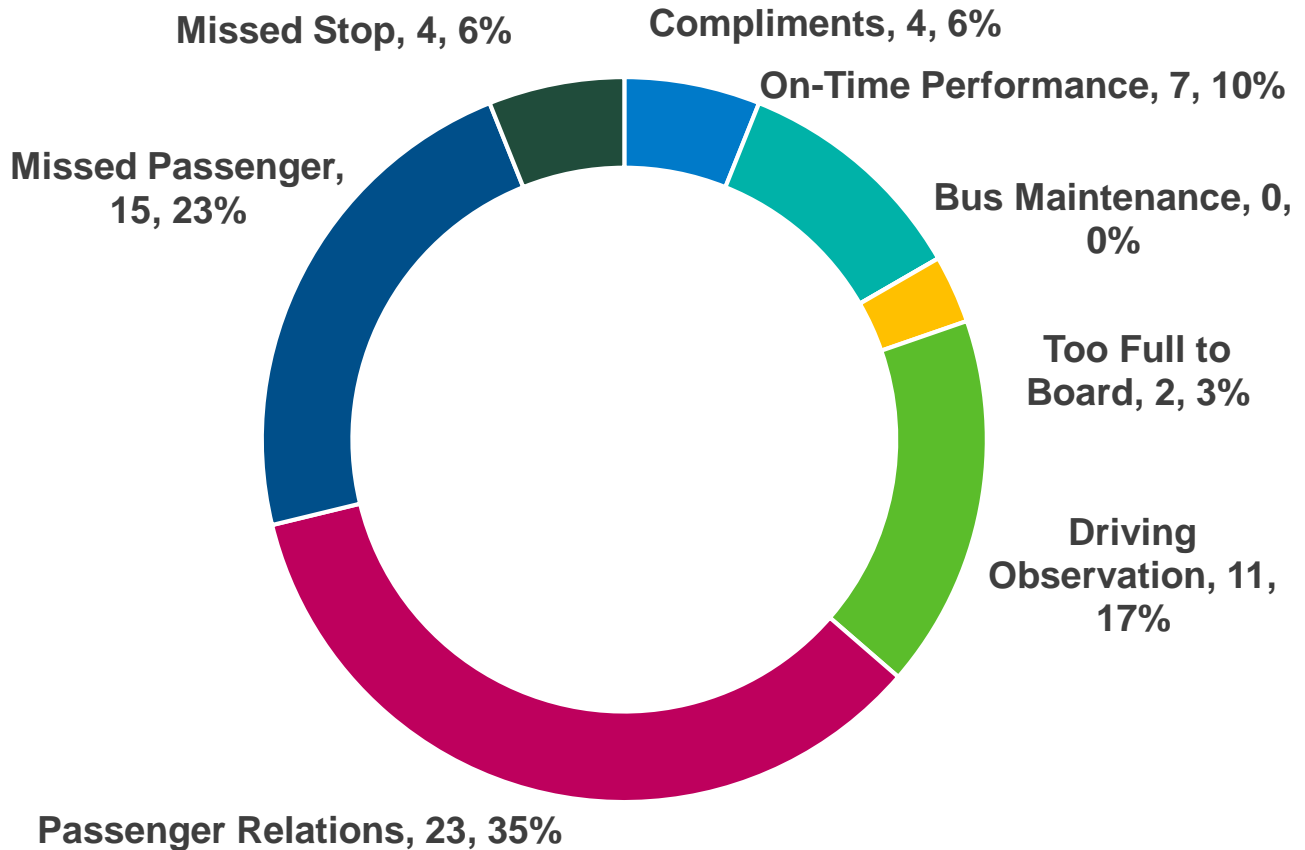


FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

Customer Service Report

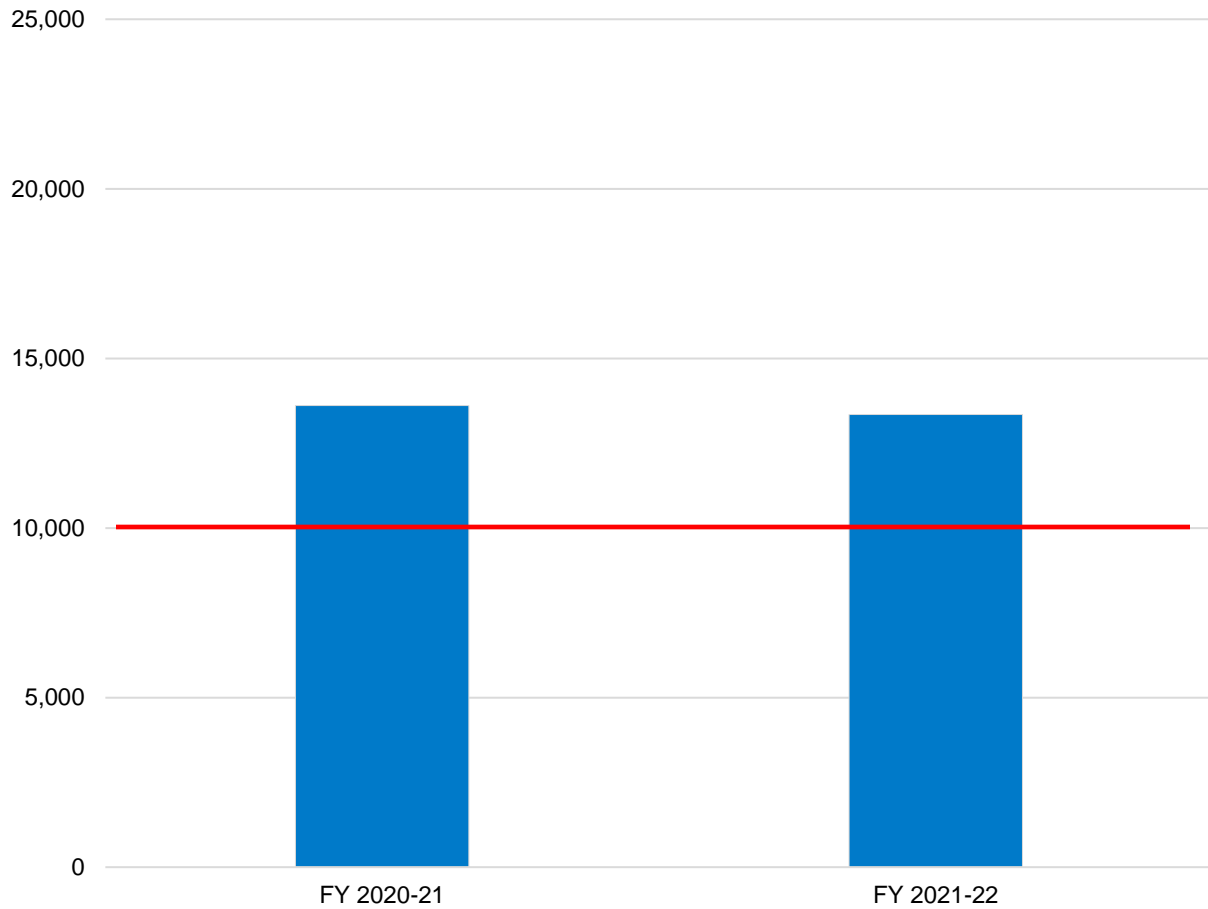
For the Three-Month Period Ending September 30, 2021

Customer Service Statistics



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.

Q1 Passenger Boardings per Complaint



Compliments and Complaints



4 Compliments



62 Complaints



FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

Fleet Maintenance Report

For Fiscal Year 2022 Q1 & 2021 Q1

Fleet	FY 2022 Q1 Totals							FY 2021 Q1 Totals							Change	
	Miles	MPG	Fuel/Oil	Parts	Labor	Parts & Total Cost Labor per Mile		Miles	MPG	Fuel/Oil	Parts	Labor	Parts & Total Cost Labor per Mile		Total Cost per Mile	
Gillig 40'	490,387	4.76	\$189,337	\$164,413	\$93,161	\$257,574	\$0.91	463,297	4.77	\$234,988	\$109,235	\$85,503	\$194,738	\$0.93	-\$0.02	-1.7%
Gillig 29'	52,656	4.95	\$18,984	\$22,321	\$11,212	\$33,533	\$1.00	51,061	5.05	\$24,258	\$35,058	\$17,430	\$52,488	\$1.50	-\$0.51	-33.6%
Nova Articulated	3,297	2.45	\$2,761	\$10,520	\$5,953	\$16,473	\$5.83	209	0.84	\$745	\$1,695	\$2,305	\$4,000	\$22.70	-\$16.87	-74.3%
Diesel Fleet:	546,340	4.05	\$211,081	\$197,254	\$110,326	\$307,580	\$0.95	514,567	3.55	\$259,991	\$145,988	\$105,238	\$251,226	\$0.99	-\$0.04	-4.4%
Fleet	Miles	MPG	Fuel/Oil	Parts	Labor	Labor & Total Cost Parts per Mile		Miles	MPG	Fuel/Oil	Parts	Labor	Labor & Total Cost Parts per Mile		Total Cost per Mile	
Gillig 29' Hybrid	1,744	3.51	\$997	\$569	\$1,777	\$2,346	\$1.92	18,645	4.73	\$9,214	\$2,190	\$5,171	\$7,361	\$0.89	\$1.03	115.7%
Gillig 40' Hybrid	71,343	4.49	\$28,391	\$32,999	\$19,444	\$52,443	\$1.13	69,042	5.01	\$32,965	\$54,625	\$19,572	\$74,197	\$1.55	-\$0.42	-27.0%
Hybrid Fleet:	73,087	4.00	\$29,388	\$33,568	\$21,221	\$54,789	\$1.15	87,687	4.87	\$42,179	\$56,815	\$24,743	\$81,558	\$1.41	-\$0.26	-18.4%
Fleet	Miles	MPKW	Elec Cost	Parts	Labor	Parts & Total Cost Labor per Mile		Miles	MPKW	Elec Cost	Parts	Labor	Parts & Total Cost Labor per Mile		Total Cost per Mile	
BYD EV's	24,136	0.60	\$8,464	\$21,742	\$5,548	\$27,290	\$1.48	4,027	0.39	\$3,714	\$360	\$4,186	\$4,546	\$2.05	-\$0.57	-27.8%
Electric Fleet:	24,136	0.60	\$8,464	\$21,742	\$5,548	\$27,290	\$1.48	4,027	0.39	\$3,714	\$360	\$4,186	\$4,546	\$2.05	-\$0.57	-27.8%
Totals:	643,563		\$248,933	\$252,564	\$137,095	\$389,659	\$0.99	606,281		\$305,884	\$203,164	\$134,167	\$337,331	\$1.06	-\$0.07	-6.5%



FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

Road Calls Report

**FY 2022 Q1 National Transit Database Road Calls ("Mechanical System Failures")
For the Three-Month Period Ending September 30, 2021**

Fleet Category	All Reportable Mechanical System Failures	Fiscal YTD Miles	Miles Between All Reportable Mechanical System Failures
BYDs (Units 30-43)	1	24,136	24,136
400 Gilligs (Units 434-450)	9	71,627	7,959
600 Gilligs (Units 600-652)	30	418,760	13,959
700 Gilligs (Units 700-713)	7	52,656	7,522
700 Gillig Hybrids (Units 715-717)	0	1,744	N/A
900 Gillig Hybrids (Units 900-915)	5	71,343	14,269
1000 Novas (Units 1001-1003)	0	3,297	N/A
System Total Excluding EVs	51	619,427	12,146
System Total All Vehicles	52	643,563	12,376



FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

Liability Report

**Reportable to National Transit Database (NTD)
For the Three-Month Period Ending September 30, 2021**

Fiscal Year End June 30	2022	2021	2020	2019	2018
1st Quarter: July - September	0	0	1	0	1
Fiscal Year to Date:	0	0	1	0	1

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	2022	2021	2020	2019	2018
1st Quarter: July - September	5	0	0	4	3
Fiscal Year to Date:	5	0	0	4	3



FY 2021-22 FIRST QUARTER PERFORMANCE REPORTS

Transit Finance Compliance Report

For the Three-Month Period Ending September 30, 2021

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. This report describes actions taken between July 1 and September 30, 2021, to address these requirements.

MTD Compliance Actions

Submitted MTD monthly National Transit Database Safety and Security reports to FTA, as required.

Submitted MTD monthly National Transit Database Ridership reports to FTA, as required.

Submitted MTD monthly COVID-19 reports to FTA, as required.

Submitted MTD quarterly Milestone Progress Reports and Federal Financial Reports for each open FTA award, as required.

Submitted MTD triennial "FY 2022 - FY 2024 Triennial Overall Disadvantaged Business Enterprise Goal for FTA-Assisted Programs" to FTA, as required.

Submitted Vehicle Award Report for 40-ft. electric New Flyer buses to FTA, as required.

Submitted documents to auditor for the Triennial California TDA Performance Audit, as required.

Submitted FY 21-22 Project List for the California State of Good Repair program to Caltrans, as required.

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.)*

**Santa Barbara Metropolitan Transit District Governing Body
Board of Directors**

Officers of the Board

DAVE DAVIS
CHAIR

**First appointed by County of Santa Barbara on 6/3/2003
Current Term: 6/3/2019-6/3/2023**

DAVE TABOR
VICE CHAIR

**First appointed by City of Santa Barbara on 3/6/2013
Current Term: 12/8/2020-12/8/2024**

VACANT
SECRETARY

Directors

CHUCK MCQUARY
BOARD DIRECTOR

**First appointed by City of Carpinteria on 1/1/2008
Current Term: 1/11/2021-1/11/2023**

PAULA PEROTTE
BOARD DIRECTOR

**First appointed by City of Goleta on 12/20/2016
Current Term: 12/18/2020-12/18/2022**

JENNIFER LEMBERGER
BOARD DIRECTOR

**First appointed by City of Santa Barbara on 12/8/2020
Current Term: 12/8/2020-12/8/2024**

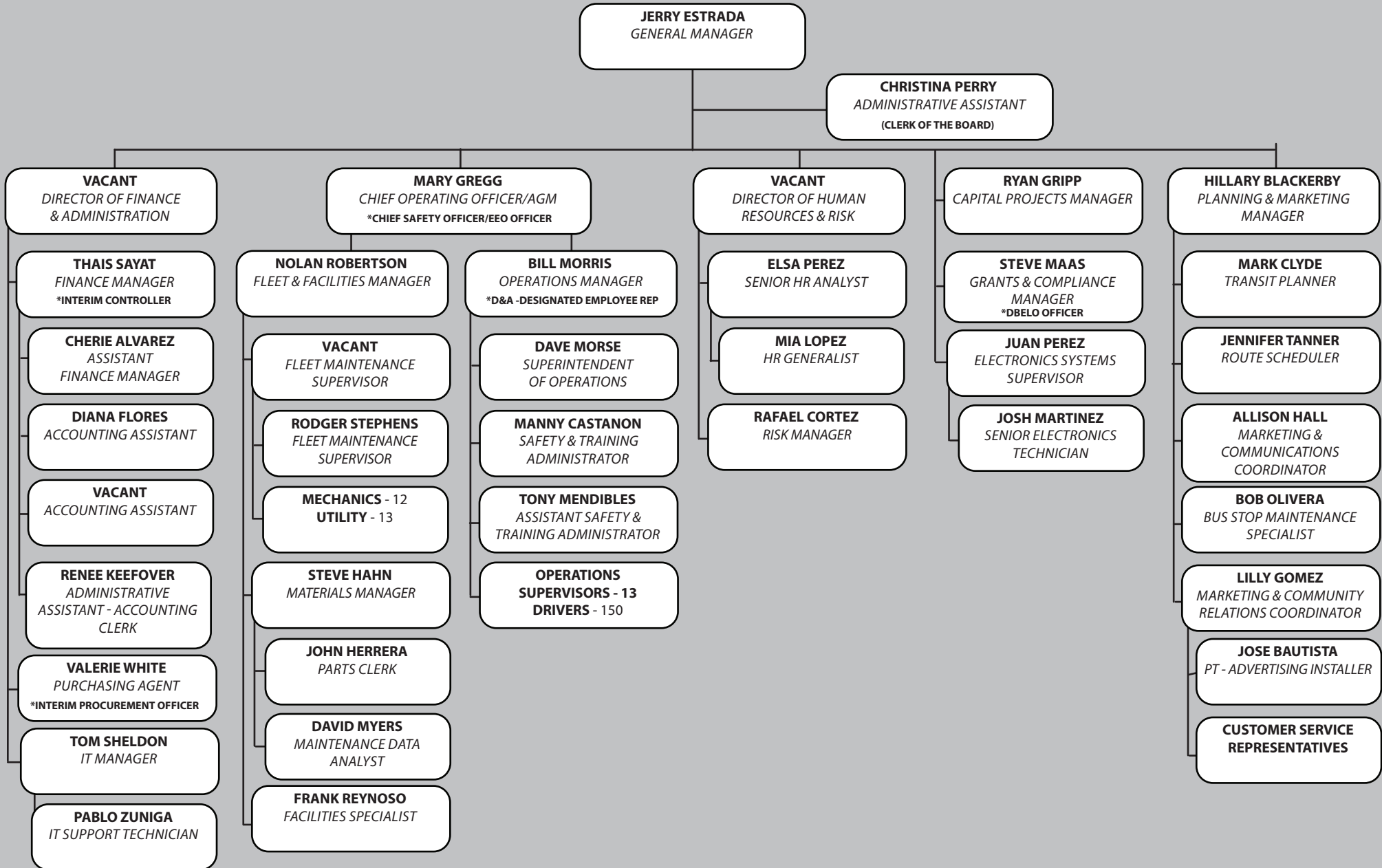
ARJUN SARKAR
BOARD DIRECTOR

**First appointed by County of Santa Barbara on 6/22/2021
Current Term: 6/22/2021-6/22/2025**

*** Board appoints the General Manager**

Updated 12/1/2021

Santa Barbara Metropolitan Transit District Management Organizational Chart



*** Designated roles report directly to General Manager**



BOARD OF DIRECTORS REPORT

MEETING DATE:	DECEMBER 7, 2021	AGENDA ITEM: #10
DEPARTMENT:	PLANNING	
TYPE:	INFORMATIONAL ITEM	
PREPARED BY:	HILLARY BLACKERBY	_____ <i>Signature</i>
REVIEWED BY:	GENERAL MANAGER	_____ <i>Signature</i>
SUBJECT:	MEASURE A SOUTH COAST BICYCLE & PEDESTRIAN PROGRAM- CYCLE 5 APPLICATION	

DISCUSSION:

Measure A, Santa Barbara County's half a percent sales tax measure funding transportation needs until 2040. While MTD receive specific transit funds for capital and operating expenses from Measure A, transit agencies are also able to apply for Bicycle and Pedestrian funds if sponsored by a local city or county jurisdiction.

SBCAG released a call for projects for Cycle 5 of the South Coast Bicycle and Pedestrian Program earlier this fall. This cycle has approximately \$1,681,616 available for this program for fiscal years 22-23 through 24-25.

For many years, members of the public have asked for an increase in space for bikes on MTD buses. During the pandemic, MTD saw an impressive per passenger increase in bikes being carried on the 2-position racks on the front of the diesel buses. Anecdotally, customer service staff receive complaints from passengers who were unable to take the bus when it arrived at their stop with a full bike rack. This project would mean a 50 percent increase in bike capacity for the MTD fleet. Many years ago, MTD applied for these same Measure A grant funds but did not score high enough to receive funding.

In mid-November, MTD put in a pre-application for an On-Bus Bike Rack Expansion Project, for the purpose of funding 100 3-position bike racks to replace MTD's existing 2-position racks. The grant amount being requested for the racks is \$160,600. MTD would complete the installation with the in-house maintenance crew.

As the grant process requires MTD to have a sponsoring agency, all South Coast cities and the County of Santa Barbara were approached to sponsor this application. They were all supportive and the Cities of Carpinteria, Santa Barbara, and Goleta, and the County of Santa Barbara have all signed on as sponsors. This project requires no financial participation by the jurisdictions.

The final application is due to SBCAG program staff by February 1, 2022.



BOARD OF DIRECTORS REPORT

MEETING DATE:	DECEMBER 07, 2021	AGENDA ITEM: #11
DEPARTMENT:	FINANCE	
TYPE:	INFORMATIONAL ITEM	
PREPARED BY:	THAIS SAYAT	_____
		<i>Signature</i>
REVIEWED BY:	GENERAL MANAGER	_____
		<i>Signature</i>
SUBJECT:	FINANCIAL UPDATE FOR THE FIRST QUARTER OF FISCAL YEAR 2021-22	

DISCUSSION:

Staff will present an update to the Board on the first quarter results for FY 2021-22.

ATTACHMENT:

- Financial Update for First Quarter



Fiscal Year 2021-22 Financial Update First Quarter

Executive Summary

This financial update includes a review of the first quarter of Fiscal Year 2021-22 (FY 2021-22) ending last September. Budget assumptions included a return to collection of fares, the new service plan as well as filling several vacancies. The District's deficit for the period was favorable in the sense that it was \$500K less than the budget, and lower than the prior year actual results. As this update is limited to the first three months of the year, it's uncertain how these results may fluctuate in the upcoming months. However, the level of fare revenue received was most certainly welcomed and was the key factor in this quarter's financial outcome. It also compensated for the growth in expenses over the prior year. As in the previous years, the operating deficit will be balanced with federal relief funding.

3 Months Ended September 30, 2021 (\$ thousands)

	FY 21-22 Actual	FY 21-22 Budget	Variance Amt	%	FY 20-21 Actual	Variance Amt	%
<i><u>REVENUES</u></i>							
Fare Revenue	\$746	\$297	\$450	151%	\$2	\$745	38537%
Grants & Subsidies	3,904	4,228	(325)	-8%	4,326	(422)	-10%
Other Income	109	104	5	4%	89	20	22%
Total Operating Revenue	\$4,759	\$4,629	\$130	3%	\$4,417	\$342	8%
<i><u>EXPENSES</u></i>							
Route Operations	\$3,801	\$3,981	(\$181)	-5%	\$3,644	\$156	4%
Vehicle Maintenance	1,265	1,320	(54)	-4%	1,301	(36)	-3%
Passenger Accommodations	395	470	(75)	-16%	358	37	10%
General Overhead	929	989	(60)	-6%	860	70	8%
Total Operating Expense	\$6,390	\$6,760	(\$370)	-5%	\$6,163	\$227	4%
Surplus / (Deficit)	(\$1,632)	(\$2,131)	\$499		(\$1,747)	\$115	

Federal Relief Funding

The District has been allocated federal economic relief funding through the Coronavirus Aid, Relief, and Economic Security Act (CARES), the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), and the American Rescue Plan Act of 2021 (ARPA). These funds were made available to reimburse operating and capital expenses incurred and revenues lost as a result of the pandemic. The District will utilize \$1.6M in CARES Act funds to offset the first quarter deficit.

Operating Revenue

Total operating revenue of nearly \$4.8 million—excluding the budget balancing CARES funding—exceeded budget projections by 3%. A conservative level of fare revenue was budgeted for the first three months with the majority of these revenues occurring later in the year. However, the actual volume of bus passes sold and cash fares collected well surpassed initial projections for the period and was the dominate factor of the favorable outcome. At the time of this reporting, the District is awaiting contract fares from University of California, Santa Barbara and Santa Barbara City College. Although contract fares are absent from this report, the District is hopeful both agencies will become current soon.

Operating Revenue Detail
3 Months Ended September 30, 2021
(\$ thousands)

	FY 21-22 Actual	FY 21-22 Budget	Variance		FY 20-21 Actual	Variance	
			Amt	%		Amt	%
<u>FAREBOX REVENUE</u>							
Cash Fares	\$373	\$79	\$294	371%	\$0	\$373	n/a
Pass Sales	372	85	287	338%	2	370	19225%
Contract Fares	0	128	(128)	-100%	0	0	180%
Other Fare Programs	1	5	(4)	-76%	0	1	n/a
Subtotal	<u>\$746</u>	<u>\$297</u>	<u>\$450</u>	<u>151%</u>	<u>\$2</u>	<u>\$745</u>	<u>38539%</u>
<u>GRANTS & SUBSIDIES</u>							
LTF Sales Tax Revenue	\$1,600	\$2,048	(\$448)	-22%	\$2,143	(\$543)	-25%
FTA Operating Assistance	1,459	1,453	6	0%	1,479	(20)	-1%
Measure A Sales Tax	703	562	141	25%	597	106	18%
Other Operating Assistance	142	165	(23)	-14%	107	35	33%
Property Tax Revenue	0	0	0	n/a	0	0	n/a
Subtotal	<u>\$3,904</u>	<u>\$4,228</u>	<u>(\$325)</u>	<u>-8%</u>	<u>\$4,326</u>	<u>(\$422)</u>	<u>-10%</u>
<u>OTHER INCOME</u>							
Advertising on Buses	\$90	\$84	\$6	8%	\$68	\$22	32%
Interest on Investments	8	11	(2)	-21%	19	(11)	-56%
Other Income	10	9	0	4%	1	8	657%
Subtotal	<u>\$109</u>	<u>\$104</u>	<u>\$5</u>	<u>4%</u>	<u>\$89</u>	<u>\$20</u>	<u>22%</u>
Total Operating Revenue	<u>\$4,759</u>	<u>\$4,629</u>	<u>\$130</u>	<u>3%</u>	<u>\$4,417</u>	<u>\$342</u>	<u>8%</u>

Grants & Subsidies— More than 80% of total operating revenue during the period was attributable to grants and subsidies. LTF sales tax collected from statewide sales tax activity was less than anticipated and was partially offset by the more than projected Measure A sales tax income generated locally. In October, the District was notified by SBCAG of a revised estimate to our FY 2020-21 LTF appropriation, which results in a year-end balance of funds for the District. A claim for the fund was submitted for review and approval by SBCAG, which is scheduled to be presented at their next board meeting. If approved, then approximately \$900,000 will be allocated to the District within the next several months. Federal Transit Administration Section 5307 operating assistance is reflected at budget levels which was based on prior year revenue. Adjustments to FTA Operating Assistance will coincide with the passing of the federal budget. Other Operating Assistance is based on UCSB's agreement with the District to provide assistance for Line 28 and Lines 12x/24x. Property Tax Revenue is typically is received in the second quarter, hence none is listed for this period.

Other Income— Advertising income exceeded projections with the return of former advertisers. Although in line with the budget, Interest income declined in comparison with the prior year due to a decrease in rates. The bulk of the \$10K in Other Income was the auction proceeds on several retired service vehicles.

Operating Expense Detail
3 Months Ended September 30, 2021
(\$ thousands)

	FY 21-22	FY 21-22	Variance		FY 20-21	Variance	
	Actual	Budget	Amt	%	Actual	Amt	%
<u>ROUTE OPERATIONS</u>							
Drivers	\$2,724	\$2,747	(\$24)	-1%	\$2,587	\$136	5%
Dispatch & Supervision	216	211	5	2%	170	46	27%
Hiring & Training	100	114	(13)	-12%	95	5	6%
Risk & Safety	508	657	(149)	-23%	541	(33)	-6%
Transportation Subsidies	253	253	(0)	0%	250	2	1%
Subtotal	<u>\$3,801</u>	<u>\$3,981</u>	<u>(\$181)</u>	<u>-5%</u>	<u>\$3,644</u>	<u>\$156</u>	<u>4%</u>
<u>VEHICLE MAINTENANCE</u>							
Mechanics	\$269	\$338	(\$69)	-21%	\$263	\$6	2%
Cleaners & Fuelers	183	213	(29)	-14%	186	(3)	-2%
Supervision	215	217	(2)	-1%	187	29	15%
Vehicle Consumables	385	325	60	18%	424	(40)	-9%
Bus Parts & Supplies	215	178	36	20%	184	31	17%
Vendor Services	9	15	(5)	-37%	17	(7)	-43%
Risk & Safety	(10)	34	(44)	-130%	41	(51)	-125%
Subtotal	<u>\$1,265</u>	<u>\$1,320</u>	<u>(\$54)</u>	<u>-4%</u>	<u>\$1,301</u>	<u>(\$36)</u>	<u>-3%</u>
<u>PASSENGER ACCOMMODATIONS</u>							
Passenger Facilities	\$170	\$164	\$7	4%	\$150	\$20	14%
Transit Development	77	101	(24)	-24%	94	(17)	-18%
Marketing & Community Relati	67	128	(61)	-47%	46	21	46%
Fare Revenue Collection	81	78	3	3%	68	12	18%
Subtotal	<u>\$395</u>	<u>\$470</u>	<u>(\$75)</u>	<u>-16%</u>	<u>\$358</u>	<u>\$37</u>	<u>10%</u>
<u>GENERAL OVERHEAD</u>							
Finance	\$122	\$188	(\$65)	-35%	\$136	(\$14)	-10%
Personnel	26	52	(26)	-51%	48	(22)	-46%
Utilities & Communication	88	68	20	30%	72	16	23%
Operating Facilities	115	109	6	6%	100	16	16%
District Administration	578	573	5	1%	505	74	15%
Subtotal	<u>\$929</u>	<u>\$989</u>	<u>(\$60)</u>	<u>-6%</u>	<u>\$860</u>	<u>\$70</u>	<u>8%</u>
Total Operating Expenses	<u>\$6,390</u>	<u>\$6,760</u>	<u>(\$370)</u>	<u>-5%</u>	<u>\$6,163</u>	<u>\$227</u>	<u>4%</u>

Operating Expenses

Total operating expense of \$6.4 million was 5% under budget in FY 2021-22 and grew by 4% from the prior year. Nearly three quarters of the budget variance is attributable to vacant positions. Vacancies impacted Route Operations, Vehicle Maintenance, Passenger Accommodations, and General Overhead. The other significant budget variance issues were lower liability and workers compensation outlays and changes to claim reserves

Other Expenses— Other notable expenditure variances include the following:

- Vehicle Consumables (Renewable Diesel Fuel) exceeded the budget by 18% primarily due to higher than anticipated vehicle miles. The District is in a fixed price contract at \$1.65 per gallon throughout the fiscal year, whereas the beginning of last year the contract was just under \$2.25 per gallon. Staff will monitor usage in the upcoming months.

- Bus Parts & Supplies expense was higher due to increased bus part utilization to prepare the fleet for restoration of service levels in August. Additionally, the District incurred outlays of \$25K for the recycling of old lithium ion batteries.
- Miscellaneous services was higher as the District utilized additional contract labor to assist with professional recruitments.

Capital Budget

The District’s capital outlays for the period were nearly \$260K. Roughly \$100K was attributable to the acquisition of air purification systems for the fleet to enhance Covid-19 related safety measures. In the Operating Facilities line item below, 50% of the expenditures were attributable to the Calle Real Development project with the remainder related to charging infrastructure improvements. Capital expenditures will be reimbursed with FTA CARES Act, Measure A and STA funds.

**Capital Expenditures by Category
3 Months Ended September 30, 2021
(\$ thousands)**

<u>Category</u>	FY21-22	FY21-22	Variance	
	<u>Actual</u>	<u>Budget</u>	<u>Amt</u>	<u>%</u>
Bus Improvements	\$135	\$142	(\$7)	-5%
Information Systems	14	53	(\$38)	-73%
Operating Facilities	83	54	\$30	55%
Passenger Facilities	18	142	(\$124)	-87%
Other Equipment	7	142	(\$135)	-95%
Total Capital Expenditures	<u>\$258</u>	<u>\$533</u>	<u>(\$275)</u>	



BOARD OF DIRECTORS REPORT

MEETING DATE: DECEMBER 7, 2021 **AGENDA ITEM: #12**
DEPARTMENT: HUMAN RESOURCES
TYPE: ACTION ITEM
PREPARED BY: MARY GREGG _____
Signature
REVIEWED BY: GENERAL MANAGER _____
Signature
SUBJECT: STAFF HEALTH INSURANCE RENEWAL EFFECTIVE JANUARY 1, 2022

RECOMMENDATION:

Staff recommends the Board of Directors authorize the General Manager to renew Staff health insurance policies for the plan year effective January 1, 2022. Insurance coverage under these policies is for MTD Staff employees not represented by a Collective Bargaining Agreement.

DISCUSSION:

Staff dental and life insurance provider is Guardian through Brown & Brown Insurance Services. Staff medical insurance provider is Blue Shield HMO, and Kaiser Permanente HMO as an option for Ventura County residents. Alliant Insurance Services, Inc. is the broker, through Special District Risk Management Authority (SDRMA). SDRMA in conjunction with Public Risk Innovation, Solutions and Management (PRISM) provides a Health Benefits Program to public agencies with competitive rates for the small group market, designed for flexibility to meet the needs of its members. PRISM was formerly known as California State Association of Counties Excess Insurance Authority (CSAC-EIA). A rebranding was completed in 2020 to reflect the evolution of the organization over 40 years serving its member.

BUDGET/FINANCIAL:

The 2022 budget estimated a 10% increase for health insurance, based on above market trends seen in 2021 in response to COVID-19. For 2022 the market has leveled out and returned to more conservative pricing increases in line with trends prior to COVID-19, with quotes for the 2022 plan year coming in below budget for Medical at 3.3% and Dental at 4%. Life insurance was a flat renewal, effectively a 0% rate pass.

DENTAL + LIFE

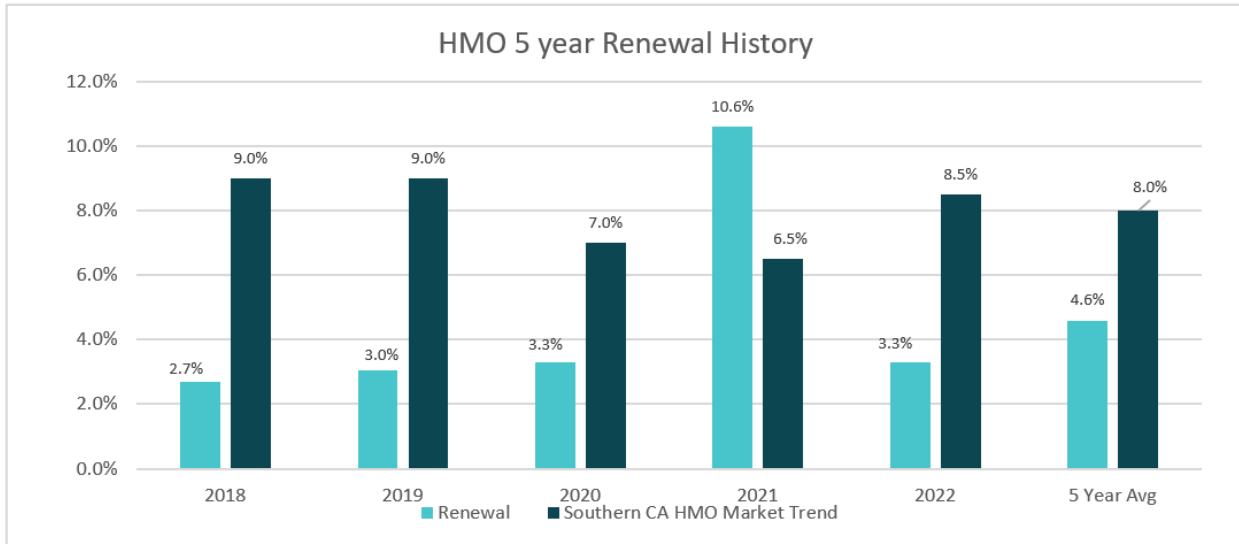
Guardian has expressed an ongoing commitment to MTD to hold rates flat when possible, and MTD has only experienced one other rate increase since 2011, which was in 2016 at a 7% increase. For 2022, based on the current enrollment census, the renewal increase represents a total cost increase for the full year of \$2,388. MTD provides \$50,000 Basic Term Life Guarantee

BOARD OF DIRECTORS REPORT

Issue coverage for all eligible full time Staff employees also through the Guardian plan, which includes Accidental Death and Dismemberment (AD&D) coverage.

MEDICAL

The Small Group Pool received an overall 3.3% increase for 2022, reflective of past trends in the market as reflected in the graph below. The advantages of participating in a pooled program are evidenced in the 5 year average, where MTD has seen an average increase of 4.6% compared to 8.0% in the Southern California HMO market in which Santa Barbara County is included. For 2022, based on the current enrollment census, the renewal increase represents a total cost increase for the full year of \$25,734.





BOARD OF DIRECTORS REPORT

MEETING DATE:	DECEMBER 7, 2021	AGENDA ITEM: #13
DEPARTMENT:	BOARD OF DIRECTORS	
TYPE:	ACTION ITEM	
PREPARED BY:	JERRY ESTRADA	_____
		<i>Signature</i>
REVIEWED BY:	GENERAL MANAGER	_____
		<i>Signature</i>
SUBJECT:	ANNUAL ELECTION OF BOARD OFFICERS	

DISCUSSION:

The Board will hold elections for the following Board assignments:

- Chair
- Vice Chair
- Secretary

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: December 7, 2021
Subject: General Manager's Report

Refresher training for our temporary supervisor's is currently in progress. Three distinct job assignments could be assigned to all supervisors dispatch, road and transit center. The positions have different characteristics and challenges, and all of our supervisors need to be proficient in each role. Operations recently conducted interviews for additional temporary supervisors and we are pleased to report that 13 bus operators were interviewed for the openings. From the aforementioned pool of applicants, two were selected and will begin training soon. Additionally, our two newest mechanics are working in the shop and becoming acquainted with the fleet.

Capital Projects

The first electric Ford Transit passenger van for MTD's microtransit service was delivered on November 10. A representative from the dealer, A-Z Bus Sales, participated in a question and answer session at MTD on November 15 to go over the features of the vehicle and answer questions from MTD team members. As a result of some of the feedback received, MTD staff have requested some modest changes to the vehicle specifications. Such changes will delay the delivery of the remaining two vans to MTD.

Staff executed a contract amendment with the project contractor, Complete Coach Works (CCW) that modified the order of vehicles to undergo refurbishment, updated the vehicle paint and decal specifications to reflect MTD's fleet wide branding campaign, and clarified CCW's responsibilities. The amendment processing and projected COVID-19 related parts delivery delays have resulted in a delay in the project timeline. A revised schedule is expected to be provided within the next few weeks.

MTD staff will commence with monthly calls with our Commission Agreement Manager (CAM), Esther Odufuwa, to provide regular updates to the California Energy Commission about our progress with MTD's Blueprint project.

Staff participated in a webinar hosted by CALSTART to discuss the launch of the California Energy Commission's (CEC) newest program to provide financial incentives to accelerate the deployment of infrastructure needed to fuel zero-emission trucks, buses and equipment. The EnergIZE Commercial Vehicles (Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles) program will initially provide \$50 million to fund the purchase of charging and hydrogen fueling infrastructure. CALSTART will administer the program on behalf of the CEC and intends to launch their website in December, which will provide a comprehensive guide to infrastructure planning and execution, as well as an implementation manual for agencies looking to fund infrastructure projects. Staff will be monitoring this new funding opportunity closely to determine how MTD can participate.

Administration

MTD is a longstanding member of the Central Coast Clean Cities Coalition (C5), a coalition committed to accelerating the deployment of alternative fuel vehicles and developing local alternative fueling infrastructure throughout the Central Coast. At the 2021 National Clean Cities Workshop, C5 was recognized for having the greatest annual percentage improvement of renewable diesel usage among all Clean Cities Coalitions in 2020. C5 stakeholders increased their usage of renewable diesel by 2,883% from 2019 to 2020, resulting in an annual reduction of 736,650 gallons of gasoline equivalent. MTD's use of renewable diesel in the diesel bus fleet was acknowledged as a major contributor to this success.

On November 4, 2021, the Occupational Safety and Health Administration (OSHA) issued the COVID-19 Vaccination and Testing Emergency Temporary Standard (ETS), which requires certain employers with 100 or more employees to develop, implement, and enforce written policies on COVID-19 vaccination in the workplace. Employers have the option to implement either a mandatory vaccination policy or an elective policy requiring employees to choose to either receive the COVID-19 vaccination or undergo weekly COVID-19 testing. A mandatory policy requires all employees to be fully vaccinated, other than those employees for whom a vaccine is medically contraindicated, who require a delay in vaccination, or are entitled to a reasonable accommodation. Employers were required to comply with these testing requirements by January 4, 2022 until a recent order from the U.S. Court of Appeals for the Fifth Circuit granted a motion to stay OSHA's ETS. OSHA has suspended activities related to the implementation and enforcement of the ETS pending future developments in the litigation.

Staff submitted MTD's application to FTA for the FY 2021 Section 5339(b) Grants for Buses and Bus Facilities Program. The application requests assistance to purchase eight 40-ft. battery-electric buses, and to complete the rehabilitation of Terminal 2 in Goleta to a facility that will support a fully electric fleet. FTA is expected to announce awards in the first quarter of 2022.

Staff will attend a Zoom meeting of the Technical Transportation Advisory Committee (TTAC) of the Santa Barbara County Association of Governments (SBCAG) on December 2. TTAC will be asked to recommend that the SBCAG Board approve revisions to Fiscal Year 2020-21 Transportation Development Act – Local Transportation Fund (TDA-LTF) allocations, as reflected in revised claims. TTAC will also be asked to recommend that the SBCAG Board approve final Measure A revenue estimates for Fiscal Years 2022/23 to 2026/27. TTAC will receive updates on SBCAG's planned Transportation Infrastructure Finance and Innovation Act (TIFIA) loan and on the Infrastructure Investment and Jobs Act (IIJA) that President Biden recently signed into law.

Staff met via Zoom with several City of Goleta staff members to discuss upcoming City projects that may affect MTD operations or bus stops. The meeting was quite productive, and both agencies agreed to hold such meetings bimonthly.

Staff made minor changes to MTD's FY 2021 National Transit Database (NTD) Annual Report as requested by FTA, and resubmitted the Report. Staff also submitted the October monthly NTD ridership report to FTA.

The Human Resource Department has initiated the process to fill two vacant Fleet Maintenance Supervisor positions. Staff is conducting panel interviews for one of two vacant Fleet Maintenance Supervisor positions later this week. Additionally, one Bus Operator candidate with an offer will start after completion of the pre-employment process.

Risk has reviewed the final renewal quotes secured by MTD's insurance broker, Robert Fatch of Brown & Brown Insurance, for three separate policies renewing for the policy period January 3, 2022 – January 3, 2023: Directors and Officers (D&O) with Indian Harbor Insurance Company, Employment Practices Liability (EPL) with Atlantic Specialty Insurance, and Fiduciary with Travelers Casualty. All carriers have an A.M. Best rating of Superior. In the D&O and EPL markets in California, claims experience (frequency and severity), in conjunction with the wild fires and COVID-19 losses, are driving sharp increases of 25% to 45%. Renewal quotes for MTD's policies reflect this trend. The D&O renewal is an approximate 6% increase and EPL a 24% increase over the expiring policies. The increase in the Fiduciary policy of 12% (approximately \$600 in total) is solely the result of the growth in plan assets under the employee benefit plans. MTD's General Manager intends to approve the renewals for Risk to proceed with authorizing Brown & Brown to bind coverage.