



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, June 7, 2022
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. **CALL TO ORDER**
2. **ROLL CALL OF THE BOARD MEMBERS**
Dave Davis (Chair), David Tabor (Vice Chair), Jen Lemberger (Secretary), Chuck McQuary (Director), Paula Perotte (Director), Arjun Sarkar (Director).
3. **REPORT REGARDING THE POSTING OF THE AGENDA**
4. **STATUS REPORT ON THE COVID-19 STATE OF EMERGENCY (ACTION MAY BE TAKEN - ATTACHMENTS)**
Staff will request that the Board reconsider the circumstances of the COVID-19 State of Emergency.

CONSENT CALENDAR

5. **APPROVAL OF PRIOR MINUTES - (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to approve the draft minutes for the meeting of May 3, 2022.
6. **CASH REPORTS - (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to review and approve the Cash Reports from April 23, 2022, through May 6, 2022 and May 7, 2022 through May 27, 2022.

THIS CONCLUDES THE CONSENT CALENDAR

7. **PUBLIC COMMENT**
Members of the public may address the Board of Directors on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk a "Request to Speak" form that includes both a description of the subject you wish to address and, if applicable, the agenda item number for which you would like to comment. Additional public comment will be allowed during each agenda item, including closed session items. Forms are available at www.sbmtd.gov and at MTD Administrative offices.

BOARD OF DIRECTORS AGENDA

8. 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: Con/Am Group.

Under Negotiation: Price and terms of payment.

9. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE § 54957.6) (ACTION MAY BE TAKEN)

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

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

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

Agency-designated representatives: MTD General Manager Jerry Estrada.

Unrepresented employees' performance review.

TIME CERTAIN 9:15 AM

11. OPERATING & CAPITAL BUDGET FOR FISCAL YEAR 2022-23 - (ATTACHMENT - ACTION MAY BE TAKEN)

Staff will recommend that the Board adopt the attached draft Operating and Capital Budget for Fiscal Year 2022-23.

12. APPROVAL OF PUBLIC TRANSPORTATION AGENCY SAFETY PLAN - (ATTACHMENT - ACTION MAY BE TAKEN)

Staff recommends the Board approve MTD's Public Transportation Agency Safety Plan Version number 3.0.

13. FISCAL YEAR 2021-22 THIRD QUARTER PERFORMANCE REPORTS – (INFORMATIONAL)

Staff will present Third Quarter Fiscal Year 2021-22 Performance Reports for the nine-month period ending March 31, 2022.

14. GENERAL MANAGER'S REPORT - (INFORMATIONAL)

The General Manager will provide an update on district activities.

15. OTHER BUSINESS AND REPORTS - (INFORMATIONAL)

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

16. 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 REPORT

MEETING DATE:	JUNE 7, 2022	AGENDA ITEM: #4
DEPARTMENT:	ADMINISTRATION	
TYPE:	ACTION ITEM	
PREPARED BY:	JERRY ESTRADA	
REVIEWED BY:	GENERAL MANAGER	
SUBJECT:	STATUS REPORT ON THE COVID-19 STATE OF EMERGENCY	

RECOMENDATION:

Staff requests that the Board reconsider the circumstances of the COVID-19 State of Emergency:

1. Consider whether state or local officials continue to impose or recommend measures to promote social distancing;
2. Find that the MTD Board has reconsidered the circumstances of the state of emergency, and that State or local officials continue to impose or recommend measures to promote social distancing; and
3. Direct staff to continue to notice and hold hearings as remote hearings consistent with Government Code § 54953(e)(3).

DISCUSSION:

On January 5, 2022, Governor Gavin Newsom issued Executive Order N-1-22, which among other things set a date of April 1, 2022 for public agencies to transition back to public meetings held in full compliance with the Brown Act, including how remote participation is conducted. In September 2021, the California State Legislature passed, and the Governor signed, Assembly Bill 361 (Rivas, 2021) (AB 361), which amends the Government Code to allow Brown Act bodies to continue to meet remotely if certain elements are met. AB 361 took effect immediately, but does not supersede Executive Order N-1-22. It applies to all Brown Act boards, committees, and commissions.

On January 31, 2020, the Secretary of Health and Human Services (HHS) declared a public health emergency under section 319 of the Public Health Service Act (42 USC § 247d) in response to COVID-19. On March 13, 2020, the US President declared a national emergency concerning the COVID-19 pandemic, which has been extended until February 24, 2022. On March 4, 2020, Governor Newsom declared a state of emergency for conditions caused by COVID-19, which has been extended until March 31, 2022. On March 12, 2020, the Santa Barbara County Director of Emergency Services proclaimed a Local Emergency as a result of the COVID-19 and the Santa Barbara County Health Officer declared a Local Health Emergency, due to the imminent and proximate threat to public health from the introduction of COVID-19. Thereafter, on March 17,

BOARD OF DIRECTORS REPORT

2020, the Santa Barbara County Board of Supervisors ratified the Proclamation of a Local Emergency and the Declaration of a Local Health Emergency, which remain in effect.

As of February 15, 2022, Santa Barbara County Public Health Officials continue to recommend utilizing teleconferencing options for public meetings as an effective social distancing measure to facilitate participation in public affairs and encourage participants to protect themselves and others from the COVID-19 disease (attached). As of June 1, 2022, the COVID-19 community transmission level is categorized as “High” in Santa Barbara County by the Centers for Disease Control & Prevention (CDC). As of April 22, 2022, the Santa Barbara County Public Health Department reports a case rate of 31.49 per 100,000 and a 7.4% test positivity rate. The County Health Officer and the California Department of Public Health continue to recommend all individuals wear a face covering in public indoor settings.

ATTACHMENTS:

- Health Officials AB 361 Social Distance Recommendation
- State of California Executive Order N-1-22

ATTACHMENT A



Public Health Administration

300 North San Antonio Road ♦ Santa Barbara, CA 93110-1316
805/681-5100 ♦ FAX 805/681-5191

Van Do-Reynoso, MPH, PhD *Director*
Suzanne Jacobson, CPA *Chief Financial Officer*
Paige Batson, MA, PHN, RN *Deputy Director*
Darrin Eisenbarth *Deputy Director*
Dana Gamble, LCSW *Interim Deputy Director*
Polly Baldwin, MD, MPH *Medical Director*
Henning Ansorg, MD *Health Officer*

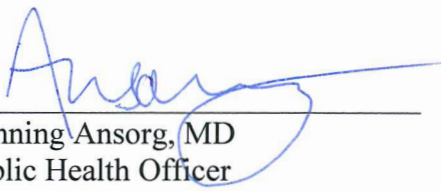
HEALTH OFFICIALS AB 361 SOCIAL DISTANCE RECOMMENDATION

Issued: September 28, 2021

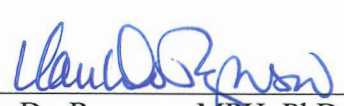
COVID-19 disease prevention measures, endorsed by the Centers for Disease Control and Prevention, include vaccinations, facial coverings, increased indoor ventilation, handwashing, and physical distancing (particularly indoors).

Since March 2020, local legislative bodies-such as commissions, committees, boards, and councils- have successfully held public meetings with teleconferencing as authorized by Executive Orders issued by the Governor. Using technology to allow for virtual participation in public meetings is a social distancing measure that may help control transmission of the SARS-CoV-2 virus. Public meetings bring together many individuals (both vaccinated and potentially unvaccinated), from multiple households, in a single indoor space for an extended time. For those at increased risk for infection, or subject to an isolation or quarantine order, teleconferencing allows for full participation in public meetings, while protecting themselves and others from the COVID-19 virus.

Utilizing teleconferencing options for public meetings is an effective and recommended social distancing measure to facilitate participation in public affairs and encourage participants to protect themselves and others from the COVID-19 disease. This recommendation is further intended to satisfy the requirement of the Brown Act (specifically Gov't Code Section 54953(e)(1)(A)), which allows local legislative bodies in the County of Santa Barbara to use certain available teleconferencing options set forth in the Brown Act.



Henning Ansorg, MD
Public Health Officer
County of Santa Barbara



Van Do-Reynoso, MPH, PhD
Public Health Director
County of Santa Barbara

**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

EXECUTIVE ORDER N-1-22

WHEREAS on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS on March 12, 2021, I issued Executive Order N-25-20, paragraph 11, and on March 17, 2020, I issued Executive Order N-29-20, paragraph 3, waiving certain requirements that public meetings of state bodies occur in-person; and

WHEREAS on June 11, 2021, I issued Executive Order N-08-21 to roll back certain provisions of my COVID-19-related Executive Orders and to clarify that other provisions remained necessary to help California respond to, recover from, and mitigate the impacts of the COVID-19 pandemic; and

WHEREAS paragraph 42 of Executive Order N-08-21 specified that the waiver of requirements that public meetings of state bodies occur in-person would be valid through September 30, 2021; and

WHEREAS on September 16, 2021, I signed into law Assembly Bill 361 (AB 361), which amended the Government Code and Education Code to provide additional flexibility for state bodies to conduct public meetings via teleconference through January 31, 2022; and

WHEREAS since Thanksgiving, the statewide seven-day average case rate has increased by 805% and the number of COVID-19 hospitalized patients has increased by 154%; and

WHEREAS this surge is being driven by the recent emergence of the Omicron variant, which has recently been estimated to account for approximately 70% of cases sequenced nationally; and

WHEREAS early data suggest that the Omicron variant is more transmissible than the Delta variant; and

WHEREAS requiring large numbers of individuals to gather, and potentially travel long distances, for in-person public meetings could potentially, and unnecessarily, expose numerous people to COVID-19, further contribute to the ongoing surge in cases caused by the Omicron variant, compound disruptions to our economy, and undermine public health measures during the current State of Emergency; and

WHEREAS when the Legislature considered AB 361 this past fall, the Omicron variant had not emerged, and the virus had not demonstrated the ability to evade immunity; and

WHEREAS in light of the present surge in cases due to the Omicron variant, and to protect the public health and safety, it is necessary to temporarily extend the flexibilities for state bodies to conduct teleconferences under AB 361 beyond January 31, 2022, to provide state bodies the option of conducting public meetings remotely to reduce the risk of in-person exposure to members of the staff body, staff, and members of the public; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with the statutes specified in this Order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, and in particular, Government Code sections 8567, 8571, and 8627 do hereby issue the following Order to become effective immediately:

IT IS HEREBY ORDERED THAT:

1. The sunset dates in Education Code section 89305.6, subdivision (g), and Government Code section 11133, subdivision (g), are suspended until March 31, 2022.
2. This Order shall expire at 11:59 p.m. on April 1, 2022.

I FURTHER DIRECT that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 5th day of January 2022.



GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY WEBER, PH.D.
Secretary of State



BOARD OF DIRECTORS MEETING DRAFT MINUTES

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, May 3, 2022
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

All members were present.

3. REPORT REGARDING POSTING OF AGENDA

Christina Perry, Clerk of the Board and Administrative Assistant, reported that the agenda was posted on Friday, April 29, 2022, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

4. STATUS REPORT ON THE COVID-19 STATE OF EMERGENCY (ACTION MAY BE TAKEN - ATTACHMENTS)

The Board reconsidered the circumstances of the COVID-19 State of Emergency.

Director Paula Perotte moved to approve staff's recommendation to continue noticing and holding remote hearings. Director Jen Lemberger seconded the motion. Chair Davis held a roll call vote and the motion was approved with 5 in favor and 1 absent.

CONSENT CALENDAR

5. APPROVAL OF PRIOR MINUTES (ACTION MAY BE TAKEN)

The Board was asked to approve the draft minutes for the meeting of April 5, 2022.

6. CASH REPORTS (ACTION MAY BE TAKEN)

The Board was asked to review and approve the Cash Reports from the following dates: March 26, 2022, through April 8, 2022; and April 9, 2022, through April 22, 2022.

Vice Chair Dave Tabor moved to approve the Consent Calendar. Director Chuck McQuary seconded the motion. Chair Davis opened a roll call vote. The prior minutes were approved with 5 in favor and 1 abstention from Director Paula Perotte. The Cash Report was approved with 6 in favor.

THIS CONCLUDES THE CONSENT CALENDAR

BOARD OF DIRECTORS DRAFT MINUTES

7. PUBLIC COMMENT

No public comments were made.

8. TEMPORARY SERVICE REDUCTION UPDATE AND SERVICE PLAN FOR FISCAL YEAR (FY) 2022-23 (ACTION MAY BE TAKEN)

Planning and Marketing Manager Hillary Blackerby presented an update on Temporary Service Reductions and a draft final service plan for FY 2022-23.

Director McQuary moved to approve the proposed service level for FY 2022-23 of 186,179 revenue hours. Director Arjun Sarkar seconded the motion. The motion was approved unanimously in a roll call vote.

9. MODIFY ADVANCE AUTHORITY TO EXECUTE RENEWABLE DIESEL FUEL CONTRACT (ACTION MAY BE TAKEN)

Interim Procurement Officer Valerie White requested that the Board modify its advance authority to the General Manager to enter into a Renewable Diesel (RD) contract with recommended conditions. General Manager Jerry Estrada requested modification of the final recommended condition, that the base period be changed to up to one year beginning July 1, 2022.

Vice Chair Tabor moved to approve the modified advance authority as recommended by Ms. White and General Manager Estrada. Director Perotte seconded the motion. The motion was approved unanimously in a roll call vote.

10. COMMERCIAL PROPERTY INSURANCE RENEWAL - EFFECTIVE MAY 24, 2022 (ACTION MAY BE TAKEN)

Risk Manager Rafael Cortez recommended binding coverage of Commercial Property Insurance with Nationwide Insurance Company effective May 24, 2022 through May 24, 2023.

Director Perotte moved to approve binding coverage with Nationwide Insurance Company. Director Sarkar seconded the motion. The motion was approved unanimously in a roll call vote.

11. EARTHQUAKE INSURANCE RENEWAL - EFFECTIVE MAY 24, 2022 (ACTION MAY BE TAKEN)

Mr. Cortez recommended that the Board authorize MTD staff to bind coverage and renew earthquake insurance with Lloyds of London Insurance Company, effective May 24, 2022 through May 24, 2023.

Director Sarkar moved to approve binding coverage and renew with Lloyds of London Insurance Company. Director Lemberger seconded the motion. The motion was approved unanimously in a roll call vote.

12. GENERAL MANAGER'S REPORT (INFORMATIONAL)

General Manager Estrada answered the Board's questions.

13. OTHER BUSINESS AND REPORTS (INFORMATIONAL)

No other business was discussed.

BOARD OF DIRECTORS DRAFT MINUTES

14. RECESS TO CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR(S) (GOVERNMENT CODE § 54957.6) (ACTION MAY BE TAKEN)

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

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

Chair Davis recessed to Closed Session at 9:25 AM.

The Board reconvened at 9:58 AM. Chair Davis reported that no action was taken.

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: Con/Am Group.

Under Negotiation: Price and terms of payment.

Chair Davis reported that no action was taken.

16. ADJOURNMENT

Chair Davis adjourned the meeting at 10:00 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of June 7, 2022
For the Period April 23, 2022 through May 6, 2022

MONEY MARKET

Beginning Balance April 23, 2022 **\$5,836,639.91**

Accounts Receivable	919,198.30
Property Tax Revenue	539,762.97
Passenger Fares	84,048.11
Miscellaneous Income	65,087.79
Measure A Transfer	860.77
Total Deposits	1,608,957.94

Bank & Credit Card Fees	(65.81)
Miscellaneous Transfers	(930.43)
401(k)/Pension Transfer	(33,967.34)
Payroll Taxes	(157,034.93)
Payroll	(342,147.03)
Accounts Payable	(1,138,906.91)
Total Disbursements	(1,673,052.45)

Ending Balance **\$5,772,545.40**

CASH INVESTMENTS

LAIF Account	\$5,891,678.03
Money Market Account	5,772,545.40

Total Cash Balance **\$11,664,223.43**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,351,352.48)
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Working Capital **\$7,312,870.95**

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

Date	Company	Description	Amount
4/26/2022	Wells Marketing, LLC	Advertising on Buses	1,731.60
5/2/2022	Local Transportation Fund	SB 325 - April '22	696,312.46
5/2/2022	Measure A, Section 3 LSTI	Measure A Funds April '22	193,667.40
5/2/2022	SB School District	Passes/Token Sales	825.00
5/2/2022	Wells Marketing, LLC	Advertising on Buses	200.00
5/2/2022	Wells Marketing, LLC	Advertising on Buses	1,328.40
5/3/2022	State Transit Assistance	STA - Capital Reimbursement FY21	24,821.44
5/4/2022	Department of Rehabilitation	Passes/Passports Sales	312.00
Total Accounts Receivable Paid During Period			\$919,198.30

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
129389	4/28/2022	ABC BUS COMPANIES INC	BUS PARTS	686.14	
129390	4/28/2022	AMERICAN MOVING PARTS, LLC	BUS PARTS	1,683.29	
129391	4/28/2022	CITY OF CARPINTERIA	CHARGING STATION ELECTRICITY	94.80	
129392	4/28/2022	COASTAL VIEW NEWS DBA	MEDIA AD	322.00	
129393	4/28/2022	DIESEL FORWARD, INC.	BUS PARTS	5,684.37	
129394	4/28/2022	DIVERSIFIED TRANSPORTATION S	FREIGHT CHARGES	212.15	
129395	4/28/2022	DUNN EDWARDS CORPORATION	BLDG SUPPLIES	49.43	
129396	4/28/2022	FEDEX dba	FREIGHT CHARGES	113.67	
129397	4/28/2022	FIRST TRANSIT, INC.	ARTICULATED BUSES	4,415.00	
129398	4/28/2022	GILLIG LLC	BUS PARTS	2,049.93	
129399	4/28/2022	GRAINGER, INC.	SHOP/B&G SUPPLIES	40.74	
129400	4/28/2022	HAYWARD LUMBER	SHOP/B&G SUPPLIES	18.49	
129401	4/28/2022	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	17.52	
129402	4/28/2022	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	208.38	
129403	4/28/2022	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,814.84	
129404	4/28/2022	MOLINA MANUFACTURING D	REFURBISH BUS SEATS	3,065.82	
129405	4/28/2022	MONTECITO JOURNAL GROUP	EMPLOYMENT ADS	429.00	
129406	4/28/2022	NATIONAL TESTING NETWORK, I	DRIVER TRAINING	45.00	
129407	4/28/2022	NEOPART TRANSIT LLC	BUS PARTS	110.69	
129408	4/28/2022	PREVOST CAR (US) INC.	BUS PARTS	117.30	
129409	4/28/2022	O'REILLY AUTO PARTS DBA	BUS PARTS	295.04	
129410	4/28/2022	PETTY CASH- PERRY, CHRISTINA	MISC. PURCHASES	326.41	
129411	4/28/2022	PITNEY BOWES INC	POSTAGE METER QTRLY CHARGES	146.81	
129412	4/28/2022	RADIO ACTIVITY DBA	RADIOS SUPPLIES/REPAIRS	560.00	
129413	4/28/2022	ROBERT HALF	TEMPORARY LABOR	7,993.98	
129414	4/28/2022	SANSUM CLINIC	MEDICAL EXAMS	485.00	
129415	4/28/2022	SANTA MARIA TIMES, INC	EMPLOYMENT ADS	721.00	
129416	4/28/2022	SET SOLUTIONS, INC.	IT SERVICES	250.00	
129417	4/28/2022	SOCIETY FOR HUMAN RESOURCE	SHRM MEMBERSHIP	229.00	
129418	4/28/2022	SO. CAL. EDISON CO.	UTILITIES	8,359.17	
129419	4/28/2022	SOCALGAS	UTILITIES	31.00	
129420	4/28/2022	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	27.15	
129421	4/28/2022	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	756.00	
129422	4/28/2022	SB CITY OF-REFUSE/WATER	UTILITIES	451.59	
129423	4/28/2022	TRUMAN ARNOLD COMPANIES	RENEWABLE DIESEL	17,377.02	
129424	4/28/2022	J.C.M. AND ASSOCIATES INC.	UNIFORMS	804.71	
129425	4/28/2022	U.S. BANK CORP. PAYMENT SYST	CREDIT CARD PURCHASES	3,387.17	
129426	4/28/2022	VALLEY POWER SYSTEMS, INC.	BUS PARTS	335.60	

Check #	Date	Company	Description	Amount	Voids
129427	4/28/2022	VC STAR / DESK SPINCO, INC	PUBLIC NOTICE ADS	1,200.00	
129428	4/28/2022	VENTURA BREEZE	EMPLOYMENT ADS/PUBLIC NOTICES	510.00	
129429	4/28/2022	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	1,060.92	
129430	4/28/2022	EDUARDO VICENTE PAINTING	PAINTING SERVICES	4,390.00	
129431	4/28/2022	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	508.66	
129432	5/6/2022	ABC BUS COMPANIES INC	BUS PARTS	945.17	
129433	5/6/2022	ALLIED ELECTRONICS, INC.	BUS PARTS	633.53	
129434	5/6/2022	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	330.00	
129435	5/6/2022	BAY ALARM COMPANY, INC	ALARM CONTRACT	272.34	
129436	5/6/2022	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	322.50	
129437	5/6/2022	BYD COACH & BUS LLC	BUS PARTS	419.57	
129438	5/6/2022	CHARGEPOINT, INC.	EV CHARGING STATION	826,807.00	
129439	5/6/2022	COMMUNITY RADIO, INC.	GIBRALTAR SITE RENTAL	289.44	
129440	5/6/2022	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	155.44	
129441	5/6/2022	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	6,283.67	
129442	5/6/2022	DIESEL FORWARD, INC.	BUS PARTS	14,427.82	
129443	5/6/2022	DUNN EDWARDS CORPORATION	BLDG SUPPLIES	58.64	
129444	5/6/2022	FGL ENVIRONMENTAL, INC	STORMWATER TEST	505.00	
129445	5/6/2022	STATE OF CALIFORNIA	PAYROLL RELATED	400.00	
129446	5/6/2022	GIBBS INTERNATIONAL INC	BUS PARTS	355.55	
129447	5/6/2022	GILLIG LLC	BUS PARTS	7,667.01	
129448	5/6/2022	GOGETTERS, LLC DBA	COURIER SERVICES	220.00	
129449	5/6/2022	GOLD COAST TRANSPORT REFRIG	BUS A/C MAINTENANCE	909.14	
129450	5/6/2022	GRAPHICINK	PRINTING SERVICES	1,659.68	
129451	5/6/2022	HAYWARD LUMBER	SHOP/B&G SUPPLIES	81.36	
129452	5/6/2022	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	28.61	
129453	5/6/2022	KOFF & ASSOCIATES, A DIVISION	PROFESSIONAL SERVICES	8,126.25	
129454	5/6/2022	LAWSON PRODUCTS INC	SHOP SUPPLIES	1,447.90	
129455	5/6/2022	MC CORMIX CORP. (OIL)	LUBRICANTS	4,363.21	
129456	5/6/2022	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	173.79	
129457	5/6/2022	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	159.82	
129458	5/6/2022	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	2,186.69	
129459	5/6/2022	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	2,447.42	
129460	5/6/2022	MUNOZ JANITORIAL	JANITORIAL/DISINFECTANT SERVICE	28,260.00	
129461	5/6/2022	NEOPART TRANSIT LLC	BUS PARTS	1,076.58	
129462	5/6/2022	NFI PARTS DBA	BUS PARTS	292.83	
129463	5/6/2022	PREVOST CAR (US) INC.	BUS PARTS	59.94	
129464	5/6/2022	O'REILLY AUTO PARTS DBA	BUS PARTS	58.69	
129465	5/6/2022	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	182.95	
129466	5/6/2022	NOLAN D ROBERTSON	REIMBURSEMENTS	450.00	
129467	5/6/2022	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	407.87	

Check #	Date	Company	Description	Amount	Voids
129468	5/6/2022	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
129469	5/6/2022	SANTA BARBARA NEWSPRESS	D PUBLIC NOTICE ADS	12,615.98	
129470	5/6/2022	SANTA BARBARA SHERIFF'S DEPT	PAYROLL RELATED	698.47	
129471	5/6/2022	SM TIRE, CORP.	BUS TIRE MOUNTING	1,786.76	
129472	5/6/2022	SO. CAL. EDISON CO.	UTILITIES	5,612.47	
129473	5/6/2022	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	245.81	
129474	5/6/2022	SB CITY OF-REFUSE/WATER	UTILITIES	2,274.92	
129475	5/6/2022	SONSRAY FLEET SERVICES	BUS PARTS & REPAIRS	2,267.24	
129476	5/6/2022	TEAMSTERS PENSION TRUST	UNION PENSION	84,123.94	
129477	5/6/2022	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	9,560.71	
129478	5/6/2022	TAC ENERGY LLC	RENEWABLE DIESEL	34,768.69	
129479	5/6/2022	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	480.14	
129480	5/6/2022	VALLEY POWER SYSTEMS, INC.	BUS PARTS	85.38	
129481	5/6/2022	VC STAR / DESK SPINCO, INC	PUBLIC NOTICE ADS	276.20	
				1,138,906.91	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$1,138,906.91

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of June 7, 2022
For the Period May 7, 2022 through May 27, 2022

MONEY MARKET

Beginning Balance May 7, 2022 **\$5,772,545.40**

Accounts Receivable	172,739.07
Passenger Fares	150,545.02
Prepays & Advertising	120,742.92
UCSB Fares	106,873.82
Property Tax Revenue	2,062.39
Interest Income	1,986.68
Miscellaneous Income	153.85
Total Deposits	555,103.75

Miscellaneous Transfers	(1,513.91)
Bank & Credit Card Fees	(4,745.09)
Workers' Compensation	(39,960.34)
401(k)/Pension Transfer	(45,296.81)
Payroll Taxes	(153,524.97)
Payroll	(342,522.36)
Accounts Payable	(929,023.60)
Total Disbursements	(1,516,587.08)

Ending Balance **\$4,811,062.07**

CASH INVESTMENTS

LAIF Account	\$5,891,678.03
Money Market Account	4,811,062.07

Total Cash Balance **\$10,702,740.10**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,363,280.87)
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Working Capital **\$6,339,459.23**

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

Date	Company	Description	Amount
4/6/2022	Public Surplus	Sale of Surplus Property	6,169.50
5/6/2022	UCSB - Contract Fares	Contract Fares - Spring Qtr 22	106,873.83
5/10/2022	City of SB Creeks Division	Advertising on Buses	300.00
5/13/2022	SB School District	Passes/Token Sales	1,725.00
5/17/2022	Caltrans Sustainable Trans. Plan.	FTA Operating Assistance FY22 Q3 Operating	15,524.54
5/17/2022	LOSSAN Rail Corridor Agency	LOSSAN Contract Revenue	355.50
5/18/2022	UCSB - Parking Services-7001	Passes/Passports Sales	3,012.00
5/18/2022	Wells Marketing, LLC	Advertising on Buses	1,731.60
5/19/2022	Wells Marketing, LLC	Advertising on Buses	1,328.40
5/19/2022	Wells Marketing, LLC	Advertising on Buses	225.00
5/20/2022	Montecito Bank & Trust	Advertising on Buses	2,722.00
5/20/2022	Montecito Bank & Trust	Advertising on Buses	2,722.00
5/24/2022	Hiltachk Marketing Group/SB Airport	Advertising on Buses	3,854.70
5/24/2022	Hiltachk Marketing Group/SB Airport	Advertising on Buses	3,854.70
5/24/2022	True Media LLC/Cottage Health	Advertising on Buses	1,054.80
5/25/2022	Moonlight Graphics/Mktg	Advertising on Buses	5,364.00
5/25/2022	Moonlight Graphics/Mktg	Advertising on Buses	5,364.00
5/27/2022	Cottage Hospital	Passes/Token Sales	157.50
5/27/2022	Cottage Hospital	Passes/Token Sales	10,400.00
Total Accounts Receivable Paid During Period			\$172,739.07

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
128550	1/6/2022	DEPARTMENT OF MOTOR VEHICL	VEHICLE REGISTRATION	45.00	V
128823	2/11/2022	SMART & FINAL	OFFICE/MEETING SUPPLIES	23.88	V
129482	5/12/2022	A-Z BUS SALES INC	FORD DIESEL VANS - TRANSIT	34,010.91	
129483	5/12/2022	ABC BUS COMPANIES INC	BUS PARTS	91.90	
129484	5/12/2022	ALLIED ELECTRONICS, INC.	BUS PARTS	39.13	
129485	5/12/2022	ALBERTO CALVILLO	RETIREE HEALTH REIMURSEMENT	110.80	
129486	5/12/2022	AMERICAN MOVING PARTS, LLC	BUS PARTS	543.72	
129487	5/12/2022	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
129488	5/12/2022	BRINK'S INCORPORATED	ARMORED TRANSPORTATION SERVIC	1,665.56	
129489	5/12/2022	HILLARY BLACKERBY	REIMBURSEMENT	129.50	
129490	5/12/2022	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	178.00	
129491	5/12/2022	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	255.00	
129492	5/12/2022	BROWN & BROWN INSURANCE SE	EARTHQUAKE INSURANCES	32,868.88	
129493	5/12/2022	BUILDERS MUTUAL INSURANCE C	WC IWC INSURANCE	176.00	
129494	5/12/2022	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
129495	5/12/2022	BYD MOTORS LLC	CAPITAL LEASE PAYMENT	31,625.22	
129496	5/12/2022	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	178.00	
129497	5/12/2022	MIKE CARDONA	RETIREE HEALTH REIMBURSEMENT	285.00	
129498	5/12/2022	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	627.00	
129499	5/12/2022	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	285.00	
129500	5/12/2022	CINTAS CORPORATION	FIRST AID SUPPLIES	475.09	
129501	5/12/2022	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	538.69	
129502	5/12/2022	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE	1,334.21	
129503	5/12/2022	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	10,515.26	
129504	5/12/2022	NANCY CURTIS	RETIREE HEALTH REIMBURSEMENT	222.86	
129505	5/12/2022	DAVID DAVIS JR.	DIRECTOR FEES	180.00	
129506	5/12/2022	DENMUN OFFICE SOLUTIONS DB	IT CONTRACT SERVICES	9,010.00	
129507	5/12/2022	DIESEL FORWARD, INC.	BUS PARTS	181.66	
129508	5/12/2022	EDWARDS CONSTRUCTION GROU	CHARGE READY BRIDGE	46,730.28	
129509	5/12/2022	GALDINO MONTES GARDEN&LAN	LANDSCAPE MAINTENANCE SERVICE	1,570.00	
129510	5/12/2022	GENFARE, A DIVISION OF SPX CO	FAREBOX REPAIRS & PARTS	1,982.47	
129511	5/12/2022	GIBBS INTERNATIONAL INC	BUS PARTS	1,922.26	
129512	5/12/2022	GILLIG LLC	BUS PARTS	4,687.29	
129513	5/12/2022	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
129514	5/12/2022	GOLETA WATER DISTRICT	UTILITIES	198.01	
129515	5/12/2022	GRAINGER, INC.	SHOP/B&G SUPPLIES	170.78	
129516	5/12/2022	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
129517	5/12/2022	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	5,044.08	

Check #	Date	Company	Description	Amount	Voids
129518	5/12/2022	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	1,318.37	
129519	5/12/2022	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	570.00	
129520	5/12/2022	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	
129521	5/12/2022	RICHARD HARRIGAN	RETIREE HEALTH REIMBURSEMENT	107.00	
129522	5/12/2022	ROBERT HARTMAN, JR.	RETIREE HEALTH REIMBURSEMENT	252.78	
129523	5/12/2022	HAYWARD LUMBER	SHOP/B&G SUPPLIES	89.17	
129524	5/12/2022	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	78.36	
129525	5/12/2022	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	260.00	
129526	5/12/2022	JERRY'S PLUMBING & HEATING, I	PLUMBING REPAIRS	695.00	
129527	5/12/2022	JAVIER JIMENEZ	RETIREE HEALTH REIMBURSEMENT	195.00	
129528	5/12/2022	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	89.00	
129529	5/12/2022	LANSPEED DBA	IT SERVICES	2,850.00	
129530	5/12/2022	LABOR ALLIANCE MANAGED TRU	UNION DENTAL INSURANCE	9,540.50	
129531	5/12/2022	JENNIFER LEMBERGER	DIRECTOR FEES	60.00	
129532	5/12/2022	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	235.50	
129533	5/12/2022	MC CORMIX CORP. (OIL)	LUBRICANTS	5,082.02	
129534	5/12/2022	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,822.28	
129535	5/12/2022	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	87.58	
129536	5/12/2022	CHUCK MCQUARY	DIRECTOR FEES	60.00	
129537	5/12/2022	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	221.07	
129538	5/12/2022	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,070.10	
129539	5/12/2022	WILLIAM MORRIS	RETIREE HEALTH REIMBURSEMENT	224.80	
129540	5/12/2022	MULLEN & HENZELL	CALLE REAL PROJECT SERVICES	13,435.01	
129541	5/12/2022	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	60,494.61	
129542	5/12/2022	NATIONAL TESTING NETWORK, I	DRIVER TRAINING	180.00	
129543	5/12/2022	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	676.94	
129544	5/12/2022	NFI PARTS DBA	BUS PARTS	641.74	
129545	5/12/2022	PREVOST CAR (US) INC.	BUS PARTS	2,692.16	
129546	5/12/2022	O'REILLY AUTO PARTS DBA	BUS PARTS	107.62	
129547	5/12/2022	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
129548	5/12/2022	PRECISION WELDING DBA	BUS REPAIRS	2,023.10	
129549	5/12/2022	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	89.00	
129550	5/12/2022	ROBERT HALF	TEMPORARY LABOR	4,670.64	
129551	5/12/2022	SANSUM CLINIC	MEDICAL EXAMS	615.00	
129552	5/12/2022	SARKAR, ARJUN	DIRECTOR FEES	60.00	
129553	5/12/2022	SILVAS OIL CO., INC.	LUBRICANTS	765.60	
129554	5/12/2022	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	63,848.67	
129555	5/12/2022	SANTA BARBARA COUNTY EHS	CHARGE READY CONFERENCE CALLS	329.60	
129556	5/12/2022	SMART & FINAL	OFFICE/MEETING SUPPLIES	100.44	
129557	5/12/2022	SOAP MAN DISTRIBUTIN DBA	BUS CLEANING SUPPLIES	249.91	
129558	5/12/2022	ROBIN SORIA	RETIREE HEALTH REIMBURSEMENT	494.40	

Check #	Date	Company	Description	Amount	Voids
129559	5/12/2022	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	67.86	
129560	5/12/2022	SB CITY OF-REFUSE/WATER	UTILITIES	2,150.84	
129561	5/12/2022	THE MEDCENTER	MEDICAL EXAMS	1,414.00	
129562	5/12/2022	SONSRAY FLEET SERVICES	BUS PARTS & REPAIRS	724.19	
129563	5/12/2022	DAVID T. TABOR	DIRECTOR FEES	180.00	
129564	5/12/2022	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	172,485.00	
129565	5/12/2022	TAC ENERGY LLC	RENEWABLE DIESEL	34,276.54	
129566	5/12/2022	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,702.63	
129567	5/12/2022	VC STAR / DESK SPINCO, INC	EMPLOYMENT ADS	1,200.00	
129568	5/12/2022	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,040.98	
129569	5/12/2022	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	230.96	
129570	5/20/2022	ABC BUS COMPANIES INC	BUS PARTS	2,037.39	
129571	5/20/2022	BARCODESOURCE INC.	BARCODE SUPPLIES	109.25	
129572	5/20/2022	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	45.90	
129573	5/20/2022	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	1,237.36	
129574	5/20/2022	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	402.61	
129575	5/20/2022	EASY LIFT TRANSPORTATION, IN	MONTHLY ADA SUBSIDY	84,189.50	
129576	5/20/2022	EVERSHADE LLC DBA	STEAM CLEANING TC/EXPRESS ZONE	2,900.00	
129577	5/20/2022	FAUVER, LARGE, ARCHBALD&SPR	LEGAL COUNSEL	26,304.74	
129578	5/20/2022	FEDEX dba	FREIGHT CHARGES	47.02	
129579	5/20/2022	STATE OF CALIFORNIA	PAYROLL RELATED	867.31	
129580	5/20/2022	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	1,970.14	
129581	5/20/2022	GILLIG LLC	BUS PARTS	4,120.02	
129582	5/20/2022	GOLD COAST TRANSPORT REFRIG	BUS A/C MAINTENANCE	1,342.45	
129583	5/20/2022	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	12,821.27	
129584	5/20/2022	GRAPHICINK	PRINTING SERVICES	543.75	
129585	5/20/2022	HAYWARD LUMBER	SHOP/B&G SUPPLIES	230.10	
129586	5/20/2022	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	17.25	
129587	5/20/2022	KIMBALL MIDWEST	SHOP SUPPLIES	590.56	
129588	5/20/2022	LAWSON PRODUCTS INC	SHOP SUPPLIES	3,074.17	
129589	5/20/2022	MAYAN LANDSCAPING	LANDSCAPE MAINTENANCE SERVICE	3,900.00	
129590	5/20/2022	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	14.22	
129591	5/20/2022	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	56.57	
129592	5/20/2022	NATIONAL DRIVE	PAYROLL DEDUCTION	22.00	
129593	5/20/2022	NFI PARTS DBA	BUS PARTS	284.71	
129594	5/20/2022	O'REILLY AUTO PARTS DBA	BUS PARTS	135.46	
129595	5/20/2022	PUMPFLIX LP	EMPLOYMENT ADS	800.00	
129596	5/20/2022	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
129597	5/20/2022	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	35.00	
129598	5/20/2022	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	330.00	
129599	5/20/2022	TANK TEAM INC.	TANK TESTS	128.00	

Check #	Date	Company	Description	Amount	Voids
129600	5/20/2022	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	430.71	
129601	5/20/2022	TAC ENERGY LLC	RENEWABLE DIESEL	17,115.64	
129602	5/20/2022	UNITED WAY OF SB	PAYROLL DEDUCTION	10.00	
129603	5/20/2022	J.C.M. AND ASSOCIATES INC.	UNIFORMS	474.73	
129604	5/20/2022	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	217.95	
129605	5/20/2022	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,398.29	
129606	5/20/2022	WURTH USA WEST INC.	SHOP SUPPLIES	501.08	
129607	5/20/2022	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	35.00	
129608	5/26/2022	ABC BUS COMPANIES INC	BUS PARTS	1,464.87	
129609	5/26/2022	AMERICAN MOVING PARTS, LLC	BUS PARTS	138.71	
129610	5/26/2022	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	95.00	
129611	5/26/2022	BARCODESOURCE INC.	BARCODE SUPPLIES	82.74	
129612	5/26/2022	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	69.84	
129613	5/26/2022	DIESEL FORWARD, INC.	BUS PARTS	1,018.69	
129614	5/26/2022	DUNN EDWARDS CORPORATION	B&G SUPPLIES	13.58	
129615	5/26/2022	FEDEX dba	FREIGHT CHARGES	76.67	
129616	5/26/2022	GENFARE, A DIVISION OF SPX CO	FAREBOX REPAIRS & PARTS	973.46	
129617	5/26/2022	GIBBS INTERNATIONAL INC	BUS PARTS	933.72	
129618	5/26/2022	GILLIG LLC	BUS PARTS	2,479.17	
129619	5/26/2022	GLOBAL EQUIPMENT COMPANY	SHOP SUPPLIES	641.97	
129620	5/26/2022	GRAPHICINK	PRINTING SERVICES	118.54	
129621	5/26/2022	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	21.24	
129622	5/26/2022	IMPULSE ADVANCED COMMUNIC	INTERNET	406.00	
129623	5/26/2022	LANSPEED DBA	IT SERVICES	250.00	
129624	5/26/2022	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,881.81	
129625	5/26/2022	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	145.07	
129626	5/26/2022	MILPAS RENTAL INC.	EQUIPMENT RENTAL	646.32	
129627	5/26/2022	MURPHY ELECTRIC MAINTENANC	B&G REPAIRS	588.00	
129628	5/26/2022	MUNOZ JANITORIAL	JANITORIAL/DISINFECTANT SERVICE	28,960.00	
129629	5/26/2022	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	62,204.02	
129630	5/26/2022	NATIONWIDE GENERAL INSURAN	GENERAL INSURANCE	16,431.00	
129631	5/26/2022	NEOPART TRANSIT LLC	BUS PARTS	1,579.58	
129632	5/26/2022	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	143.84	
129633	5/26/2022	NOREGON SYSTEM	MAINTENANCE SOFTWARE	900.00	
129634	5/26/2022	ROBERT HALF	TEMPORARY LABOR	1,077.84	
129635	5/26/2022	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	493.52	
129636	5/26/2022	SANTA MARIA TIMES, INC	EMPLOYMENT ADS	1,050.00	
129637	5/26/2022	SILVAS OIL CO., INC.	LUBRICANTS	2,178.13	
129638	5/26/2022	SANTA BARBARA TROPHY	DRIVER NAME PLATES	41.76	
129639	5/26/2022	SM TIRE, CORP.	BUS TIRE MOUNTING	222.00	
129640	5/26/2022	SO. CAL. EDISON CO.	UTILITIES	8,233.43	

Check #	Date	Company	Description	Amount	Voids
129641	5/26/2022	SOCALGAS	UTILITIES	350.40	
129642	5/26/2022	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	2,877.25	
129643	5/26/2022	STANTEC CONSULTING SERVICES	CONSULTING SERVICES	3,699.00	
129644	5/26/2022	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	262.00	
129645	5/26/2022	SB CITY OF-REFUSE/WATER	UTILITIES	1,104.95	
129646	5/26/2022	TAC ENERGY LLC	RENEWABLE DIESEL	17,223.89	
129647	5/26/2022	J.C.M. AND ASSOCIATES INC.	UNIFORMS	459.09	
129648	5/26/2022	U.S. BANK CORP. PAYMENT SYST	CREDIT CARD PURCHASES	16,587.82	
129649	5/26/2022	VALLEY POWER SYSTEMS, INC.	BUS PARTS	191.82	
129650	5/26/2022	VENTURA STEEL, INC.	B&G REPAIRS & SUPPLIES	90.64	
129651	5/26/2022	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	323.47	
				929,092.48	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	68.88
				Grand Total:	\$929,023.60



BOARD OF DIRECTORS REPORT

MEETING DATE: JUNE 7, 2022

AGENDA ITEM: #11

DEPARTMENT: FINANCE

TYPE: ACTION ITEM

PREPARED BY: THAIS SAYAT

REVIEWED BY: GENERAL MANAGER

SUBJECT: OPERATING & CAPITAL BUDGET FOR FISCAL YEAR 2022-23 BUDGET

RECOMMENDATION:

Staff is recommending that the Board adopt the attached draft Operating and Capital Budget for Fiscal Year 2022-23.

DISCUSSION:

The draft budget from last March has been updated and will be presented to the Board.

ATTACHMENT:

- Draft Fiscal Year 2022-23 Operating & Capital Budget

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OPERATING & CAPITAL BUDGET

Fiscal Year 2022-23



Santa Barbara Metropolitan Transit District

550 Olive Street, Santa Barbara, CA 93101

Administration: (805) 963-3364

Schedule Information: (805) 963-3366

Website: www.sbmtd.gov

Draft June 7, 2022

OPERATING & CAPITAL BUDGET

Santa Barbara Metropolitan Transit District

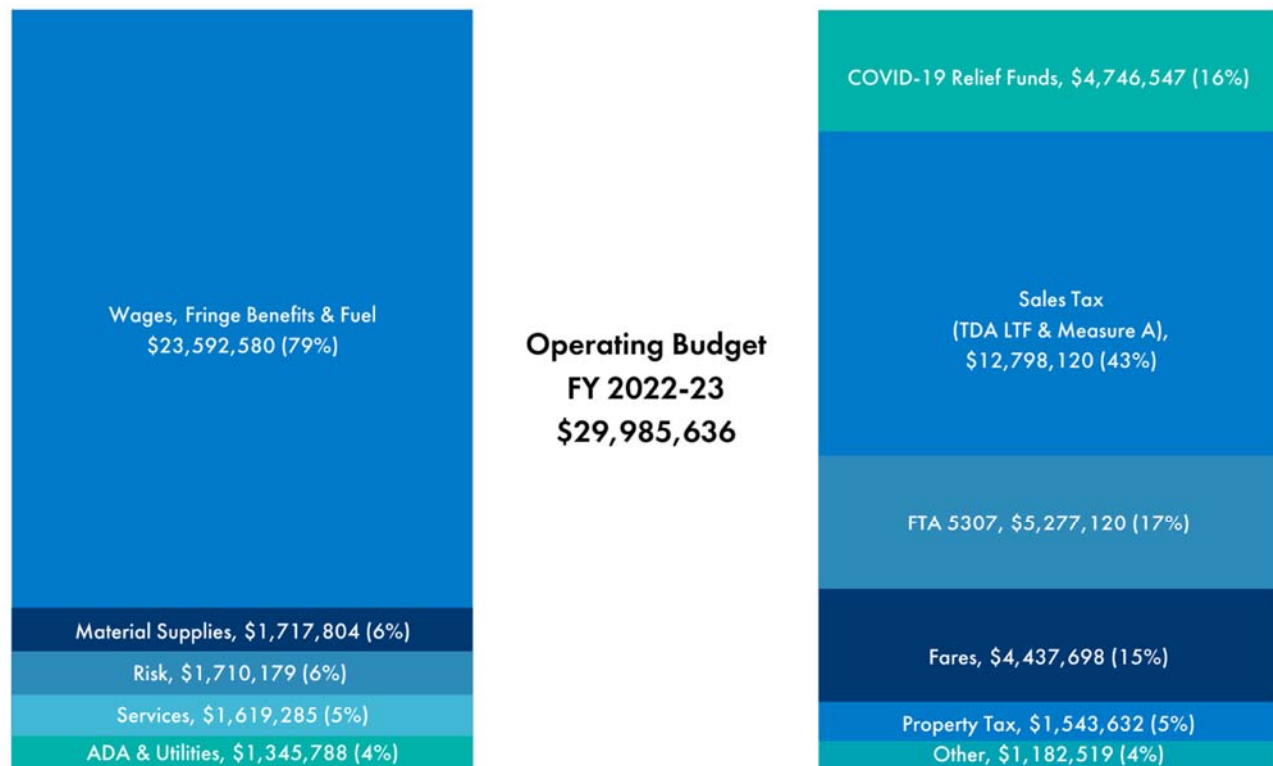
Fiscal Year 2022-23

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Executive Summary

The Santa Barbara Metropolitan Transit District's (MTD's) proposed operating budget for fiscal year 2022-23 is \$29,985,636 requiring the allocation of \$4,746,547 in federal COVID-19 relief funds to balance. The supplemental federal financial aid was awarded to the district as the federal transit recipient for the Santa Barbara Urbanized Area. The supplemental financial aid will be required to balance MTD's operating budget for the fourth consecutive year. Staff estimates that the relief funds will be exhausted by fiscal year 2026-27.



The \$4,746,547 in federal COVID-19 relief funds represents 16% of MTD's operating revenue for the coming fiscal year. The amount is a significant increase over the estimated amount of \$632,866 in like funding needed to balance the current operating budget, but in line with the amount required in fiscal year 2020-21 of the pandemic.

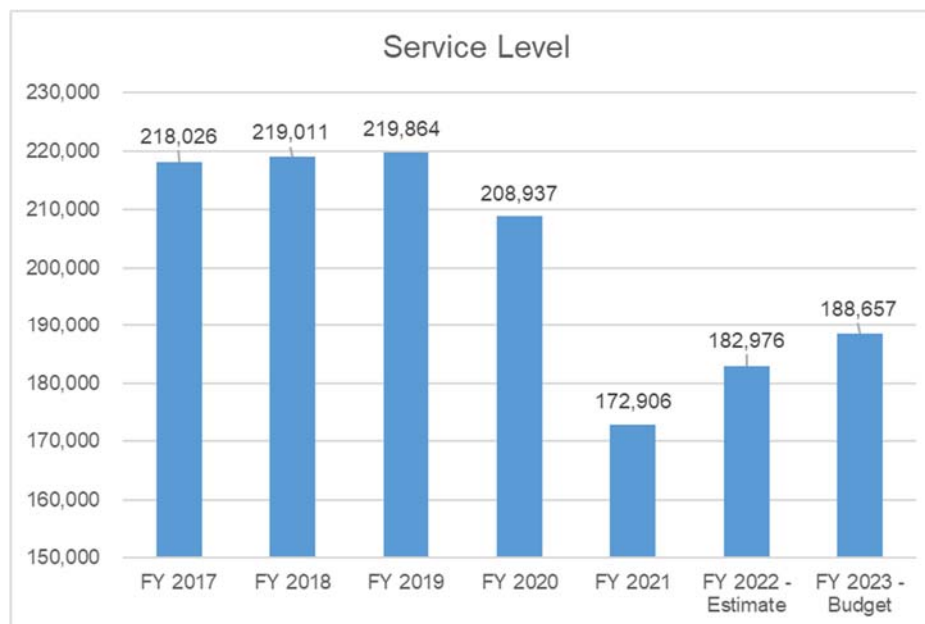
COVID-19 Financial Aid Operating Revenue			
	Actual	Estimate	Budget
	FY 2019-20	FY 2020-21	FY 2021-22
	\$1,283,229	\$5,775,604	\$632,865
			\$4,746,547

The financial estimate for fiscal year 2021-22 includes some positive revenue results that exceed budget expectations. Passenger fares are projected to surpass staff's conservative budget estimate for the year by \$1,934,725. General fares account for nearly \$1.6 million of the increase, while UCSB and SBCC contract fares are expected to make up the difference. This is good news as it confirms that ridership is returning at a solid pace despite reduced service levels. Additionally, sales tax revenue topped the 2021-22 budget by \$2,357,939. MTD does not have detailed sales tax information to explain the sharp increase in estimated returns for fiscal year 2021-22. However, as inflation continues to increase the cost of goods, it is reasonable to expect sales tax receipts to grow substantially as well. When inflationary pressures subside, staff anticipates that sales tax revenue growth will slow significantly from the current year rate.

Operating expense for fiscal year 2021-22 is expected to come in approximately \$1.6 million below budget. This is due to service levels remaining below budgeted expectations due to the shortage of bus operators. Additionally, the overall labor shortage has affected MTD at all levels and contributes to the estimated financial results for the year.

Transit Service Level

The budgeted service level for fiscal year 2022-23 remains significantly below the pre-pandemic agency high of 219,864 revenue hours of service. In fiscal year 2020-21, service was reduced by nearly 47,000 revenue hours, or 21%, during the first full year of the pandemic. With the August service change of 2021, MTD restored service primarily to educational institutions as schools began to return to on-campus learning. Unfortunately, MTD was forced to temporarily reduce service in April 2022 due to the aforementioned bus operator shortage. The reduction affected more than a dozen routes. In all, MTD estimates that it will provide 182,976 revenue hours in fiscal year 2021-22, and has budgeted an annual service level of 188,657 for fiscal year 2022-23.



In conclusion, it is important to note that this budget assumes full employment for the entirety of the fiscal year and a significant increase in the cost of renewable diesel fuel. The proposed budget for fiscal year 2022-23 assumes a price of \$3.82 per gallon for renewable diesel, which translates into an estimated \$1.2 million increase over the prior year¹. As the supplemental financial aid is forecasted to be fully exhausted by fiscal year 2026-27, management should begin preparing contingency plans within the next 18 to 24 months for the eventual expiration of these funds.

Nevertheless, it is important that we not lose sight of the intended purpose of the COVID Relief funds, which are meant to ensure the reliable and efficient delivery of public transit service. As such, addressing the labor shortage issue by stabilizing the workforce in a financially responsible way is the immediate challenge for MTD. Doing so, in a way that enhances retention and recruitment of employees, while also ensuring that the agency can deliver a sustainable level of service is our primary objective.

¹ MTD's 18-month fixed price contract for renewable diesel at a cost of \$1.65 a gallon expires on June 30, 2022.

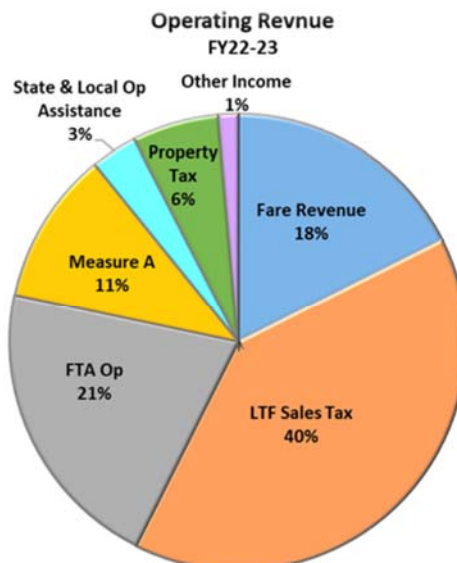
Operating Budget

Operating Budget Summary (\$ thousands)

	FY 22-23 Draft	FY 21-22 Budget	Var %	FY 21-22 Estimate	Var %
<i>Revenues</i>					
Fare Revenue	\$4,438	\$2,503	77%	\$4,438	0%
Grants & Subsidies	20,454	18,954	8%	21,107	-3%
Other Income	347	423	-18%	350	-1%
Total Revenues	<u>\$25,239</u>	<u>\$21,881</u>	15%	<u>\$25,895</u>	-3%
<i>Expenses</i>					
Wages & Fringe Benefits	\$21,151	\$20,042	6%	\$19,031	11%
Risk	1,710	2,165	-21%	1,360	26%
Fuel	2,442	1,181	107%	1,234	98%
Services	1,619	1,498	8%	1,603	1%
Materials & Supplies	1,718	1,633	5%	1,631	5%
Transportation Subsidies	1,061	1,376	-23%	1,410	-25%
Utilities	285	271	5%	260	10%
Total Expenses	<u>\$29,986</u>	<u>\$28,166</u>	6%	<u>\$26,528</u>	13%
Revenue Less Expenses	(\$4,747)	(\$6,286)		(\$633)	
Federal Stimulus Funds	\$4,747	\$6,286		\$633	
Net Surplus / (Deficit)	<u>\$0</u>	<u>\$0</u>		<u>\$0</u>	

Operating Revenue

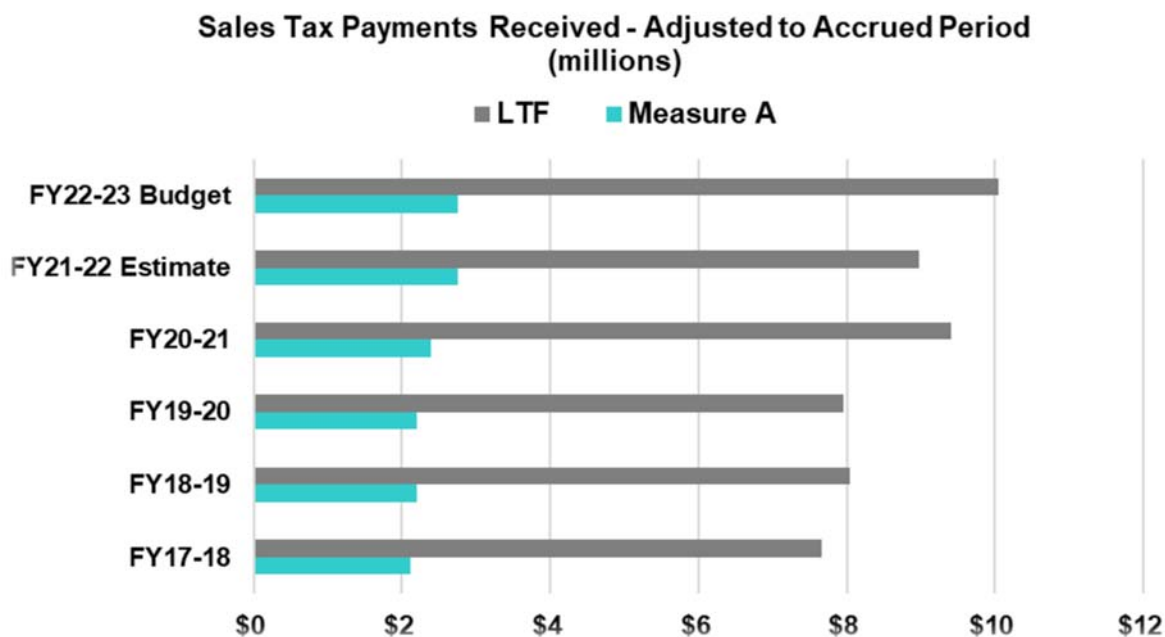
The FY22-23 operating revenue budget of \$25.2 million is comprised of several key components. Budgeted Sales Tax revenues reflect the appropriations reported in the annual TDA claim and Measure A Program of Projects. Federal operating assistance is flat with the prior year's estimate since MTD is awaiting apportionment information. As a result of the lower service level reflected in this budget, fare revenue is projected to be static with the FY21-22 estimate. A \$400,000 reduction in Local Operating



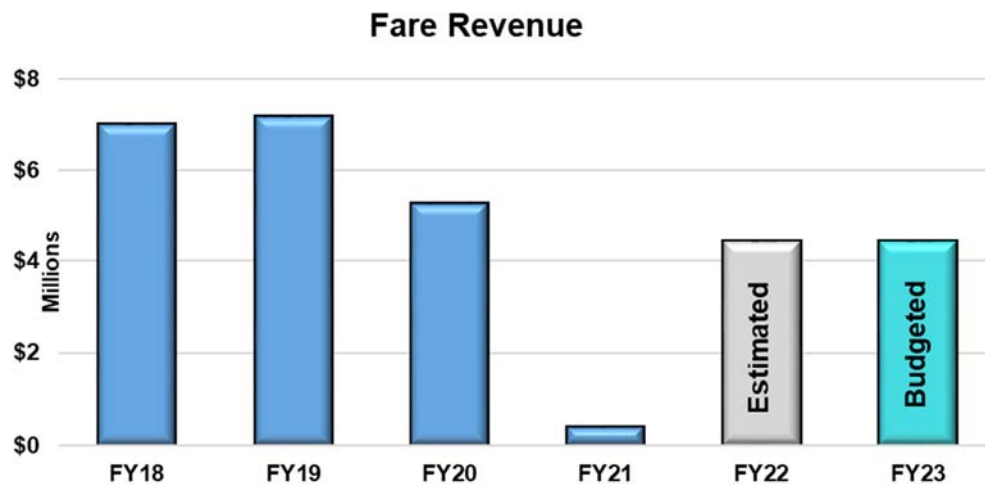
Assistance revenue was incorporated because billable hours decreased with the service level reduction associated with Lines 12x/24x/28.

Section 5307 Federal Operating Assistance is the second-largest source of inflows, accounting for 21% of total operating revenue. FY22-23 federal 5307 operating assistance is budgeted at \$5.3 million, equal to the FY21-22 estimate. As noted in prior financial updates, the Infrastructure Investment and Jobs Act, commonly called the Bipartisan Infrastructure Law, included a significant increase in total nationwide funding for the Section 5307 program. Currently, because the Santa Barbara urbanized area is considered a small-urbanized area, MTD annually receives additional Section 5307 funding through the Small Transit Intensive Cities (STIC) portion of the program. When the estimated STIC funding is included, MTD's FY22-23 Section 5307 funding is estimated to total approximately \$8.6 million. However, once the urbanized area populations counted by the 2020 Decennial Census are released, it is likely that the Santa Barbara urbanized area population will exceed 200,000 persons, and MTD will no longer be eligible for STIC funds. Thus, only the base Section 5307 funds are allocated to operating revenues and the STIC funds are scheduled to be utilized as capital funding for the T2 Recommissioning project.

The largest revenue source for MTD stems from sale tax activity, accounting for 40% of operating revenue. MTD is apportioned sale tax revenue through two sources: the Local Transportation Fund (LTF), based on the $\frac{1}{4}$ percent of general statewide sales tax dedicated to public transit; and Measure A, the voter-approved $\frac{1}{2}$ percent increase in the countywide sales tax rate to meet local transportation needs. The FY22-23 LTF apportionment is \$10 million and the Measure A apportionment is almost \$3 million. Based on actual receipts from FY17-18 to FY20-21 the average annual growth in LTF and Measure A was 5% and 4% respectively. Hence, these inflows have been instrumental in offsetting declining revenues in other areas. This is evident in FY21-22 estimates, as SBCAG increased the original appropriation as well as issued a FY20-21 end of the year benefit of nearly \$1 million.



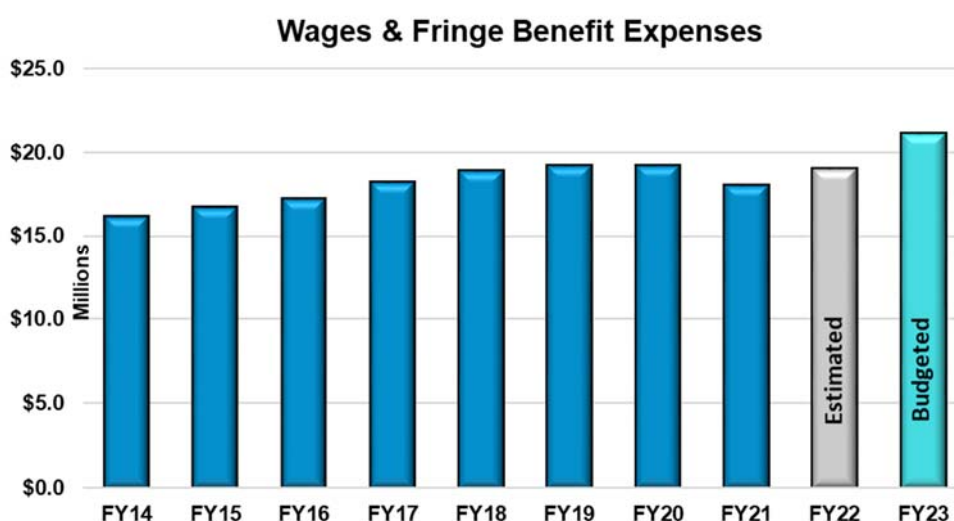
Total fare revenue is budgeted at \$4.4M for FY22-23, flat with the FY21-22 estimate. Zero growth is budgeted for FY22-23 because the service level was reduced compared to the prior year and it is uncertain how service levels may change in the upcoming months due to employment levels. Nonetheless, it is worth noting that fare revenue of \$4.4 million is 60% of pre-pandemic levels and subcategory UCSB contract fares is back to pre-pandemic levels. A detailed listing of all revenue is included at the end of this report.



Operating Expenses

Operating expenses for FY22-23 reflect a budget of \$30 million. Key assumptions include the April temporary service reduction, inflated renewable fuel costs, and assumption of full employment. Another item factored into the budget is a placeholder for wage and fringe benefit changes since MTD is currently in labor negotiations with the International Brotherhood of Teamsters Union, Local 186. The existing collective bargaining agreement (CBA) expires June 30, 2022. Approximately 80% of MTD's workforce falls under the CBA terms.

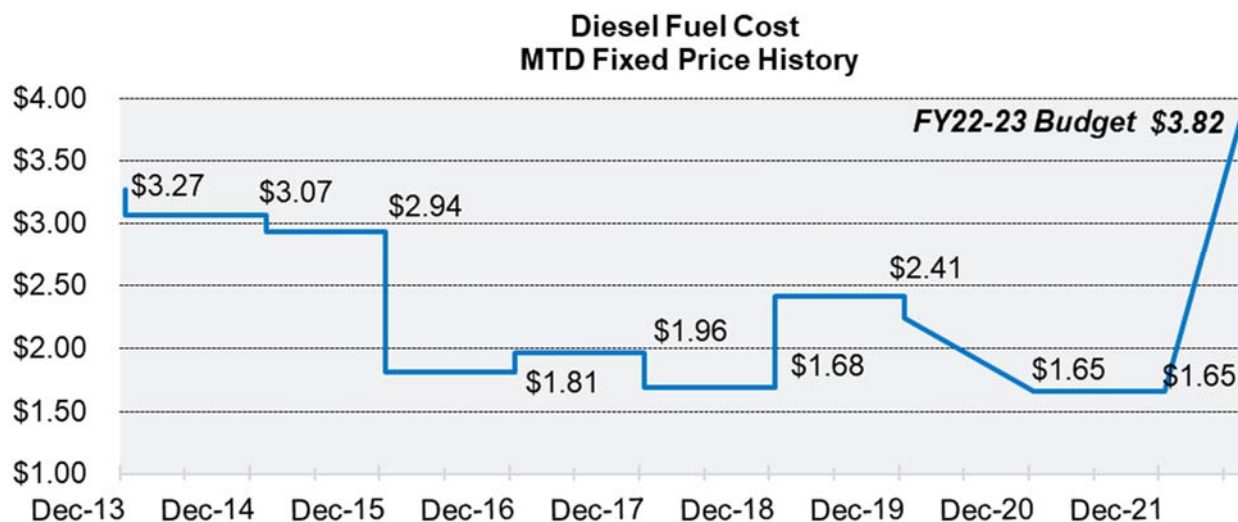
Human Resources – Budgeted outlays for wages and fringe benefits total just above 70% of expenses. Aside from increasing the number of drivers to 135 FTEs, the budget reflects the reallocation of employees between departments and filling of vacant positions. These changes span across several departments. Changes from pending CBA negotiations will weigh heavily on the budget, as more than three quarters of the budgeted FTEs are classified as union employees. MTD drivers, supervisors, mechanics, and service workers collectively fall under the CBA. MTD, like many employers, is challenged with employee retention and the ability to hire qualified employees in both union and non-union classifications. Nonetheless, the budget reflects full employment, as doing so allows the onboarding process to occur in a timely manner.



Risk Related Expenses – The budget for FY22-23 risk related expenses total \$1.7 million, 6% of total expenses. Budgeted outlays are in line with the aggregate General liability (GL) and Workers' compensation (WC) five year average. Lending to the increased GL costs compared to the FY21-22 estimate was an uptick in the recent insurance renewal. It grew by approximately 30% compared to the prior year's policy, due to MTD's claim experience and the insurance industry's market conditions. GL costs for the past five years revealed an upward trend, while a downward trend was noted for WC costs for the same period. WC claim resolutions anticipated in FY22-23 are primarily attributable to the increase over the prior year's estimate.



Revenue Vehicle Fuel – In 2018, the California Air Resources Board adopted the Innovative Clean Transit regulation. As a result of this regulation, MTD switched from petroleum diesel to renewable diesel (RD) in 2019. MTD is in the procurement process to secure a one-year RD contract with an effective date of July 1, 2022. In preparation for this, MTD's General Manager was provided advance authority to enter into a fixed price contract with a maximum gross price of \$3.82 per gallon. No such contract has been executed as of yet, but the significantly higher rate was budgeted as a placeholder. The new rate of \$3.82 represents a 132% increase over the FY21-22 contract, which expires on June 30, 2022. The inflated pricing on the commodity is due to current market conditions of global limited supply coupled with high demand. Since prices are inflated, MTD is not seeking a multi-year contract. The graph below depicts the contracted fixed price per gallon history and illustrates the sharp increase for the FY22-23 budget if MTD does secure a contract at the \$3.82 rate.



Capital Budget

The capital budget for FY22-23 is \$36.4 million, consisting of \$15.6 million in new projects and just under \$21 million in carryover projects from FY21-22. The majority of the projects are related to revenue vehicles and facilities. Some projects in the capital budget are awaiting funding approvals. A detailed capital project listing, including the prior year capital budget, is included at the end of this report.

Capital Projects Summary

(thousands)

<u>Project Category</u>	FY 22-23 Budget	Appropriations	
		New	Prior Year
Revenue Vehicle Purchases	\$19,828	\$9,815	\$10,013
Revenue Vehicle Improvements	5,327	2,180	3,147
Operating Facilities	6,711	2,758	3,953
Passenger Facilities	578	178	400
Intelligent Transportation Systems	1,918	333	1,585
Information Systems	1,731	231	1,500
Other Equipment	304	154	150
Total Capital Projects	<u>\$36,398</u>	<u>\$15,650</u>	<u>\$20,748</u>

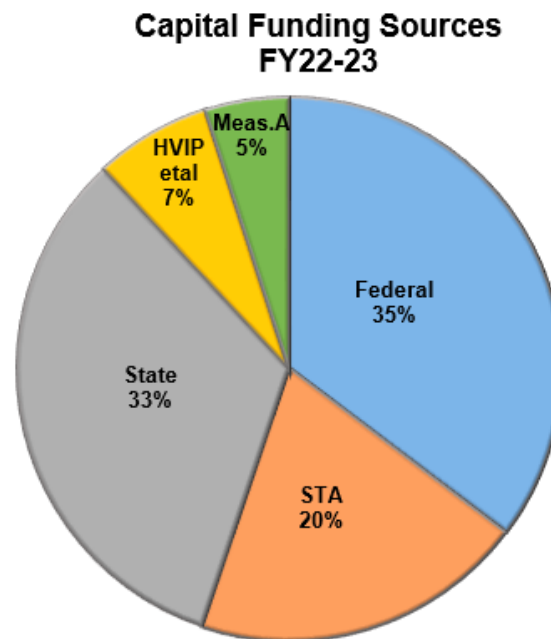
Capital Projects

Bus Purchases & Improvement – Bus replacement acquisitions consist of the carryover of nine 40' New Flyer electric buses previously approved and the addition of eight more. The budget also includes the four replacement paratransit vans for use by Easy Lift. The fleet renewal campaign approved in FY20-21 comprises the majority of the revenue vehicle improvements budget. The project is ongoing from FY21-22. As it will be in full operation during FY22-23, most of the first-year budget allocation is being brought forward into the new year.

Operating & Passenger Facilities – Terminal 2 recommissioning work and electrical infrastructure upgrades at Terminal 1 are the primary facility projects. The Terminal 2 improvements will alleviate revenue vehicle storage/electric bus charging constraints at Terminal 1, ultimately accommodating thirty electric buses. Terminal 1 improvements center around electric vehicle infrastructure, including 14 new charge stations associated with the Southern California Edison (SCE) Charge Ready project. Additional improvements include the conversion of ten existing 208V charge ports to 480V for battery-electric bus charging equipment and future EV fleet expansion.

Capital Revenue

The capital budget reflects a combination of carryover funding, new award activity, and funding requests awaiting determination. MTD capital support for FY22-23 is budgeted to stem from several federal, state, and local sources.



Federal Funds – The capital budget reflects 35% of acquisitions being federally funded. The funding consists of 5339(a), 5339(b), and 5307 programs. In the event MTD is not awarded federal funding as requested, then associated capital projects will be removed from the budget.

State Transit Assistance & Measure A – California’s State Transit Assistance (STA) fund and Measure A appropriations continue to provide a reliable and flexible source of capital revenue each year. Diesel fuel sales tax receipts are the basis for STA funds. Measure A funds are derived from locally-generated sales tax receipts. MTD is estimated to receive over \$2 million in STA funding and \$1.3 million in Measure A.

State – Subsidies from the State of California to support capital needs in FY22-23 encompass several sources. Two are supported from the Cap-and-Trade program, the Low Carbon Transit Operations Program (LCTOP) and the Transit and Intercity Rail Capital Program (TIRCP). Also included is the State of Good Repair (SGR) program funded by SB1. The District will make use of these sources as part of the local share for the federally funded EV acquisitions and the EV charging facilities. If MTD is not awarded discretionary funds, then applicable projects may be removed from the budget.

HVIP, VMT & APCD Funding – MTD also expects to receive funding in the form of credits to offset a portion of the cost of zero emission bus acquisitions. The sources are the state’s Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP), the Volkswagen Mitigation Trust (VMT), and the Santa Barbara County Air Pollution Control District (APCD). HVIP would provide \$138,000 per vehicle for fourteen buses, VMT \$180,000 for each of three buses, and APCD \$65,000 for one bus.

Retirement Benefit Obligations

Pension

Represented Employees – MTD contributes to the Western Conference of Teamsters Pension Trust for employees covered by the collective bargaining agreement (CBA). The contribution is subject to the terms of the CBA. It is a defined benefit plan with payments to retirees based on a formula set by the Pension Trust. The Western Conference of Teamsters Pension Plan for the year beginning January 1, 2022 is in the Green Zone and is 98.1% funded.

Staff & Management – A 401(k) plan was established in 1985 for all employees not subject to the CBA. MTD makes an ongoing contribution on the employee’s behalf in addition to providing for employee contributions. As a fully-funded defined contribution plan, there is no unfunded retirement benefit liability for these employees.

Other Post-Employment Benefits (OPEB)

The District provides post-employment health benefits (OPEB) up to a maximum of \$285 per month for eligible employees. The monthly benefit is in the form of a reimbursement to retirees for their personal health insurance premiums. Eligibility for the benefit requires that an employee be at least 65 years of age at the time of retirement and have worked a minimum of 20 years at MTD. The benefit also has hire date requirement limiting MTD's future OPEB liability.

Government accounting standards require measuring the present value of unfunded future OPEB obligations and recording it as a liability. At the end of FY20-21, the actuarial-based liability was \$3.2 million. In FY16-17 MTD created a trust under the California Employers Benefit Trust, which is managed by CalPERS. As of March 2022, the trust is valued at \$1.9 million.

Detailed Budget Tables

Operating Summary FY 2022-23

	Draft FY 2022-23 Budget	Approved FY 2021-22 Budget	Budget Change		FY 2021-22 Estimate	Variance	
			Amount	%		Amount	%
OPERATING REVENUE							
Fare Revenue	\$4,437,698	\$2,502,973	\$1,934,725	77%	\$4,437,698	\$0	0%
Sales Tax Revenue	12,798,120	10,440,181	2,357,939	23%	12,648,571	149,549	1%
FTA 5307 Operating Assist.	5,277,120	5,812,679	(535,559)	-9%	5,277,120	0	0%
Other Federal Assistance	0	0	0	n/a	400,000	(400,000)	-100%
State & Local Op Assist.	835,423	1,257,918	(422,495)	-34%	1,268,224	(432,801)	-34%
Property Tax Revenue	1,543,632	1,443,664	99,968	7%	1,513,365	30,267	2%
Non-Transportation Income	347,096	423,096	(76,000)	-18%	350,116	(3,020)	-1%
<i>Total Operating Revenue</i>	<i>\$25,239,089</i>	<i>\$21,880,511</i>	<i>\$3,358,578</i>	<i>15%</i>	<i>\$25,895,094</i>	<i>(\$656,005)</i>	<i>-3%</i>
OPERATING EXPENSES							
Route Operations	\$16,956,775	\$16,822,210	\$134,565	1%	\$15,848,804	\$1,107,971	7%
Vehicle Maintenance	6,943,030	5,557,107	1,385,923	25%	5,278,433	1,664,597	32%
Passenger Accommodations	1,856,011	1,820,945	35,066	2%	1,676,625	179,386	11%
General Overhead	4,229,820	3,966,045	263,775	7%	3,724,097	505,722	14%
<i>Total Operating Expense</i>	<i>\$29,985,636</i>	<i>\$28,166,307</i>	<i>\$1,819,329</i>	<i>6%</i>	<i>\$26,527,959</i>	<i>\$3,457,676</i>	<i>13%</i>
Revenue Less Expenses	(\$4,746,547)	(\$6,285,796)			(\$632,866)		
Federal Stimulus Funds	\$4,746,547	\$6,285,796			\$632,866		
Net Surplus / (Deficit)	\$0	\$0			\$0		

Operating Revenue Detail

FY 2022-23

	Draft FY 2022-23 Budget	Approved FY 2021-22 Budget	<u>Budget Change</u>		FY 2021-22 Estimate	<u>Variance</u>	
			Amount	%		Amount	%
FAREBOX REVENUE							
Cash Fares & Tokens	\$1,376,367	\$572,269	\$804,098	141%	1,376,367	\$0	0%
Adult Passes	735,948	330,056	405,892	123%	735,948	0	0%
Youth Passes	360,308	162,659	197,649	122%	360,308	0	0%
Senior Passes	151,467	64,015	87,452	137%	151,467	0	0%
Mobility Passes	120,810	42,664	78,146	183%	120,810	0	0%
Day Passes	6,273	1,418	4,855	342%	6,273	0	0%
Microtransit Fares	0	0	0	n/a	0	0	n/a
Downtown-Waterfront Shuttle	0	0	0	n/a	0	0	n/a
UCSB Contract Fares	1,138,358	876,138	262,220	30%	1,138,358	0	0%
SBCC Contract Fares	544,064	433,754	110,310	25%	544,064	0	0%
Special Event Fares & Amtrak	1,515	10,000	(8,485)	-85%	1,515	0	0%
City My Ride Program	2,588	10,000	(7,412)	-74%	2,588	0	0%
<i>Subtotal</i>	<i>\$4,437,698</i>	<i>\$2,502,973</i>	<i>\$1,934,725</i>	<i>77%</i>	<i>\$4,437,698</i>	<i>\$0</i>	<i>0%</i>
GRANTS & SUBSIDIES							
LTF Sales Tax Revenue	\$10,045,256	\$8,190,872	\$1,854,384	23%	\$9,898,000	\$147,256	1%
FTA 5307 Operating Assist.	5,277,120	5,812,679	(535,559)	-9%	5,277,120	0	0%
Other Federal Assistance	0	0	0	n/a	400,000	(400,000)	-100%
Measure A Sales Tax	2,752,864	2,249,309	503,555	22%	2,750,571	2,293	0%
Other State/Local Subsidies	835,423	1,257,918	(422,495)	-34%	1,268,224	(432,801)	-34%
Property Tax Revenue	1,543,632	1,443,664	99,968	7%	1,513,365	30,267	2%
<i>Subtotal</i>	<i>\$20,454,295</i>	<i>\$18,954,442</i>	<i>\$1,499,853</i>	<i>8%</i>	<i>\$21,107,280</i>	<i>(\$652,985)</i>	<i>-3%</i>
OTHER INCOME							
Advertising on Buses	\$300,000	\$350,000	(\$50,000)	-14%	\$300,000	\$0	0%
Interest on Investments	31,000	37,000	(6,000)	-16%	30,000	1,000	3%
Other Operating Revenue	16,096	36,096	(20,000)	-55%	20,116	(4,020)	-20%
<i>Subtotal</i>	<i>\$347,096</i>	<i>\$423,096</i>	<i>(\$76,000)</i>	<i>-18%</i>	<i>\$350,116</i>	<i>(\$3,020)</i>	<i>-1%</i>
Total Operating Revenue	\$25,239,089	\$21,880,511	\$3,358,578	15%	\$25,895,094	(\$656,005)	-3%

Operating Expense Detail

FY 2022-23

	Draft	Approved	Budget Change		FY 2021-22	Variance	
	FY 2022-23	FY 2021-22	Budget	Amount	Estimate	Amount	%
	Budget	Budget		%			
ROUTE OPERATIONS							
Drivers	\$12,168,519	\$11,412,412	\$756,107	7%	\$11,114,708	\$1,053,811	9%
Dispatch & Supervision	689,607	847,859	(158,252)	-19%	866,357	(176,750)	-20%
Hiring & Training	578,943	455,804	123,139	27%	407,969	170,974	42%
Risk & Safety	2,458,918	2,729,861	(270,943)	-10%	2,049,495	409,423	20%
Transportation Subsidies	1,060,788	1,376,274	(315,486)	-23%	1,410,275	(349,487)	-25%
<i>Subtotal</i>	<i>\$16,956,775</i>	<i>\$16,822,210</i>	<i>\$134,565</i>	<i>1%</i>	<i>\$15,848,804</i>	<i>\$1,107,971</i>	<i>7%</i>
VEHICLE MAINTENANCE							
Mechanics	\$1,413,300	\$1,370,021	\$43,279	3%	\$1,125,476	\$287,824	26%
Cleaners & Fuelers	874,604	856,299	18,305	2%	793,810	80,794	10%
Supervision	882,474	874,211	8,263	1%	900,577	(18,103)	-2%
Vehicle Consumables	2,871,580	1,547,532	1,324,048	86%	1,625,942	1,245,638	77%
Bus Parts & Supplies	717,000	713,300	3,700	1%	711,600	5,400	1%
Vendor Services	50,000	60,000	(10,000)	-17%	121,073	(71,073)	-59%
Risk & Safety	134,072	135,744	(1,672)	-1%	(44)	134,116	-302518%
<i>Subtotal</i>	<i>\$6,943,030</i>	<i>\$5,557,107</i>	<i>\$1,385,923</i>	<i>25%</i>	<i>\$5,278,433</i>	<i>\$1,664,597</i>	<i>32%</i>
PASSENGER ACCOMMODATIONS							
Passenger Facilities	\$714,681	\$658,974	\$55,707	8%	\$662,980	\$51,701	8%
Transit Development	326,513	403,695	(77,182)	-19%	381,113	(54,600)	-14%
Marketing & Community Rela	434,751	444,302	(9,551)	-2%	276,096	158,655	57%
Fare Revenue Collection	380,066	313,974	66,092	21%	356,436	23,630	7%
<i>Subtotal</i>	<i>\$1,856,011</i>	<i>\$1,820,945</i>	<i>\$35,066</i>	<i>2%</i>	<i>\$1,676,625</i>	<i>\$179,386</i>	<i>11%</i>
GENERAL OVERHEAD							
Finance	\$884,404	\$721,324	\$163,080	23%	\$461,005	\$423,399	92%
Personnel	233,492	210,448	23,044	11%	143,837	89,655	62%
Utilities & Communication	285,000	270,590	14,410	5%	259,825	25,175	10%
Operating Facilities	443,072	436,018	7,054	2%	426,780	16,292	4%
District Administration	2,383,852	2,327,665	56,187	2%	2,432,651	(48,799)	-2%
<i>Subtotal</i>	<i>\$4,229,820</i>	<i>\$3,966,045</i>	<i>\$263,775</i>	<i>7%</i>	<i>\$3,724,097</i>	<i>\$505,722</i>	<i>14%</i>
<i>Total Operating Expenses</i>	<i>\$29,985,636</i>	<i>\$28,166,307</i>	<i>\$1,819,329</i>	<i>6%</i>	<i>\$26,527,959</i>	<i>\$3,457,676</i>	<i>13%</i>

Route Operations Detail

FY 2022-23

	Draft	Approved				Variance	
	FY 2022-23	FY 2021-22	Budget Change		FY 2021-22	Amount	%
	Budget	Budget	Amount	%	Estimate		
DRIVERS							
Scheduled	\$6,879,589	\$6,242,408	\$637,181	10%	\$6,270,575	\$609,014	10%
Scheduled Overtime	594,010	324,724	269,286	83%	537,271	56,739	11%
Unscheduled Pay	240,938	115,214	125,724	109%	222,441	18,497	8%
Driver Lite Duty	1,000	1,000	0	0%	0	1,000	n/a
Paid Absences	981,872	1,008,101	(26,229)	-3%	948,404	33,468	4%
Health Benefits	1,879,304	2,069,996	(190,692)	-9%	1,683,001	196,303	12%
Pension Contributions	892,383	1,019,284	(126,901)	-12%	819,095	73,288	9%
Payroll Taxes	682,923	611,685	71,238	12%	620,282	62,641	10%
Uniforms	16,500	20,000	(3,500)	-18%	13,640	2,860	21%
<i>Drivers Subtotal</i>	<i>\$12,168,519</i>	<i>\$11,412,412</i>	<i>\$756,107</i>	<i>7%</i>	<i>\$11,114,708</i>	<i>\$1,053,811</i>	<i>9%</i>
DISPATCH & SUPERVISION							
Supervisors	\$228,811	\$245,920	(\$17,109)	-7%	\$264,555	(\$35,744)	-14%
Staff	201,855	241,253	(39,398)	-16%	250,259	(48,404)	-19%
Paid Absences	64,212	124,966	(60,754)	-49%	131,357	(67,145)	-51%
Health Benefits	109,247	130,283	(21,036)	-16%	109,827	(580)	-1%
Pension Contributions	46,926	57,605	(10,679)	-19%	61,655	(14,729)	-24%
Payroll Taxes	38,556	47,832	(9,276)	-19%	48,705	(10,149)	-21%
<i>Dispatch & Supe. Subtotal</i>	<i>\$689,607</i>	<i>\$847,859</i>	<i>(\$158,252)</i>	<i>-19%</i>	<i>\$866,357</i>	<i>(\$176,750)</i>	<i>-20%</i>
HIRING & TRAINING							
Staff	\$81,329	\$67,432	13,897	21%	\$72,268	9,061	13%
Student Drivers	158,873	159,820	(947)	-1%	105,804	53,069	50%
Existing Drivers/Supers	119,299	68,418	50,881	74%	51,836	67,463	130%
Paid Absences	34,743	24,566	10,177	41%	27,844	6,899	25%
Health Benefits	71,829	50,516	21,313	42%	51,875	19,954	38%
Pension Contributions	23,164	15,606	7,558	48%	17,929	5,235	29%
Payroll Taxes	30,706	24,446	6,260	26%	17,932	12,774	71%
Medical Exams & License Fees	27,000	30,000	(3,000)	-10%	22,637	4,363	19%
Employment Advertising	27,500	10,000	17,500	175%	30,468	(2,968)	-10%
Training, Travel & Meetings	4,500	5,000	(500)	-10%	9,376	(4,876)	-52%
<i>Hiring & Training Subtotal</i>	<i>\$578,943</i>	<i>\$455,804</i>	<i>\$123,139</i>	<i>27%</i>	<i>\$407,969</i>	<i>\$170,974</i>	<i>42%</i>
RISK & SAFETY							
<u>Wages & Benefits</u>							
Staff	\$186,648	\$101,009	\$85,639	85%	\$100,816	\$85,832	85%
Contract Employment	0	0	0	n/a	0	0	n/a
Supervisors	358,307	313,240	45,067	14%	326,035	32,272	10%
Driver Accident Pay	2,208	1,974	234	12%	716	1,492	208%
Paid Absences	75,540	64,311	11,229	17%	64,090	11,450	18%
Health Benefits	135,969	120,006	15,963	13%	105,865	30,104	28%
Pension Contributions	55,610	42,680	12,930	30%	35,377	20,233	57%
Payroll Taxes	48,529	37,629	10,900	29%	36,997	11,532	31%
<i>Wages & Benefits Subtotal</i>	<i>\$862,811</i>	<i>\$680,849</i>	<i>\$181,962</i>	<i>27%</i>	<i>\$669,896</i>	<i>\$192,915</i>	<i>29%</i>

Route Operations Detail

FY 2022-23

	Draft	Approved					
	FY 2022-23	FY 2021-22	<u>Budget Change</u>		FY 2021-22	<u>Variance</u>	
	Budget	Budget	Amount	%	Estimate	Amount	%
<i>RISK & SAFETY (cont'd)</i>							
<u>Public Liability</u>							
Professional Services	\$140,225	\$169,886	(\$29,661)	-17%	\$200,000	(\$59,775)	-30%
Insurance	713,515	539,995	173,520	32%	540,000	173,515	32%
Current Year Incident Payouts	50,000	50,000	0	0%	4,000	46,000	1150%
Current Year Incident Reserves	100,000	100,000	0	0%	47,000	53,000	113%
Prior Years Incident Payouts	150,000	150,000	0	0%	70,000	80,000	114%
Change in Prior Years Reserves	(150,000)	(120,000)	(30,000)	25%	85,000	(235,000)	-276%
Public Liability Subtotal	\$1,003,740	\$889,881	\$113,859	13%	\$946,000	\$57,740	6%
<u>Workers' Compensation</u>							
Professional Services	\$258,144	\$303,881	(\$45,737)	-15%	\$224,000	\$34,144	15%
Insurance	199,223	185,250	13,973	8%	172,000	27,223	16%
Current Year Incident Payouts	40,000	50,000	(10,000)	-20%	32,000	8,000	25%
Current Year Incident Reserves	75,000	400,000	(325,000)	-81%	70,600	4,400	6%
Prior Years Incident Payouts	475,000	500,000	(25,000)	-5%	250,000	225,000	90%
Change in Prior Years Reserves	(475,000)	(300,000)	(175,000)	58%	(335,000)	(140,000)	42%
Miscellaneous Risk & Safety	20,000	20,000	0	0%	20,000	0	0%
Workers' Comp Subtotal	\$592,367	\$1,159,131	(566,764)	-49%	\$433,600	\$158,767	37%
<i>Risk & Safety Subtotal</i>	<i>\$2,458,918</i>	<i>\$2,729,861</i>	<i>(\$270,943)</i>	<i>-10%</i>	<i>\$2,049,495</i>	<i>\$409,423</i>	<i>20%</i>
<i>TRANSPORTATION SUBSIDIES</i>							
ADA Paratransit Service	\$1,060,788	\$1,010,274	\$50,514	5%	\$1,010,275	\$50,513	5%
Microtransit Van Lease	0	0	0	n/a	0	0	n/a
Pandemic-Related Loss Relief	0	366,000	(366,000)	-100%	400,000	(400,000)	-100%
<i>Transportation Subsidies Sbt</i>	<i>\$1,060,788</i>	<i>\$1,376,274</i>	<i>(\$315,486)</i>	<i>-23%</i>	<i>\$1,410,275</i>	<i>(\$349,487)</i>	<i>-25%</i>
<i>Total Route Operations</i>	<i>\$16,956,775</i>	<i>\$16,822,210</i>	<i>\$134,565</i>	<i>1%</i>	<i>\$15,848,804</i>	<i>\$1,107,971</i>	<i>7%</i>

Vehicle Maintenance Detail

FY 2022-23

	FY 2022-23	FY 2021-22	Budget Change		FY 2021-22	Variance	
	Budget	Budget	Amount	%	Estimate	Amount	%
MECHANICS							
Mechanics	\$835,560	\$794,972	\$40,588	5%	\$661,417	\$174,143	26%
Less Mechanic Capital Labor	(33,550)	(32,132)	(1,418)	4%	(26,357)	(7,193)	27%
Mechanics-OT	73,946	71,288	2,658	4%	76,303	(2,357)	-3%
FICA	77,599	74,490	3,109	4%	63,341	14,258	23%
Pension	101,098	98,153	2,945	3%	76,427	24,671	32%
Health	226,212	221,481	4,731	2%	158,980	67,232	42%
Sick Pay	21,807	27,152	(5,345)	-20%	24,317	(2,510)	-10%
Vacation Pay	46,416	45,226	1,190	3%	44,335	2,081	5%
Holiday Pay	34,892	33,418	1,474	4%	25,602	9,290	36%
Other Paid Leave	1,745	1,671	74	4%	1,115	630	57%
Unemployment Insurance	1,775	2,002	(227)	-11%	1,725	50	3%
Uniforms	11,500	18,000	(6,500)	-36%	9,472	2,028	21%
Tool Allowance	14,300	14,300	0	0%	8,800	5,500	63%
<i>Mechanics Subtotal</i>	<i>\$1,413,300</i>	<i>\$1,370,021</i>	<i>\$43,279</i>	<i>3%</i>	<i>\$1,125,476</i>	<i>\$287,824</i>	<i>26%</i>
CLEANERS & FUELERS							
Service Workers	\$475,038	\$480,785	(\$5,747)	-1%	\$431,917	\$43,121	10%
FICA	42,383	41,324	1,059	3%	37,447	4,936	13%
Pension	76,572	75,794	778	1%	64,407	12,165	19%
Health	191,411	187,407	4,004	2%	177,207	14,204	8%
Sick Pay	16,259	12,569	3,690	29%	15,559	700	5%
Vacation Pay	41,403	24,836	16,567	67%	38,024	3,379	9%
Holiday Pay	19,890	19,713	177	1%	16,656	3,234	19%
Other Paid Leave	1,439	2,285	(846)	-37%	1,097	342	31%
Unemployment Insurance	1,530	1,722	(192)	-11%	1,648	(118)	-7%
Uniforms	4,450	6,864	(2,414)	-35%	3,399	1,051	31%
Medical Exams & License Fee	4,229	3,000	1,229	41%	6,451	(2,222)	-34%
<i>Cleaners & Fuelers Subtotal</i>	<i>\$874,604</i>	<i>\$856,299</i>	<i>\$18,305</i>	<i>2%</i>	<i>\$793,810</i>	<i>\$80,794</i>	<i>10%</i>
SUPERVISION							
Staff	\$533,039	\$528,182	\$4,857	1%	\$497,997	\$35,042	7%
FICA	45,782	46,048	(266)	-1%	50,551	(4,769)	-9%
Pension	59,486	59,834	(348)	-1%	63,506	(4,020)	-6%
Health	167,855	155,381	12,474	8%	133,983	33,872	25%
Sick Pay	10,610	11,749	(1,139)	-10%	44,029	(33,419)	-76%
Vacation Pay	27,230	33,966	(6,736)	-20%	65,294	(38,064)	-58%
Holiday Pay	21,219	23,370	(2,151)	-9%	22,646	(1,427)	-6%
Other Paid Leave	6,366	4,674	1,692	36%	9,601	(3,235)	-34%
Unemployment Insurance	887	1,007	(120)	-12%	948	(61)	-6%
Training, Travel & Meetings	10,000	10,000	0	0%	12,021	(2,021)	-17%
<i>Supervision Subtotal</i>	<i>\$882,474</i>	<i>\$874,211</i>	<i>\$8,263</i>	<i>1%</i>	<i>\$900,577</i>	<i>(\$18,103)</i>	<i>-2%</i>

Vehicle Maintenance Detail

FY 2022-23

	FY 2022-23	FY 2021-22	Budget Change		FY 2021-22	Variance	
	Budget	Budget	Amount	%	Estimate	Amount	%
VEHICLE CONSUMABLES							
Bus Fuel	\$2,441,761	\$1,181,463	\$1,260,298	107%	\$1,234,148	\$1,207,613	98%
Oil & Lubricants	204,443	136,622	67,821	50%	178,589	25,854	14%
Electric Vehicle Power	50,000	65,000	(15,000)	-23%	45,340	4,660	10%
Tire Lease	160,376	152,447	7,929	5%	153,517	6,859	4%
Tire Mounting	15,000	12,000	3,000	25%	14,347	653	5%
<i>Vehicle Consumables Subtotal</i>	<i>\$2,871,580</i>	<i>\$1,547,532</i>	<i>\$1,324,048</i>	<i>86%</i>	<i>\$1,625,942</i>	<i>\$1,245,638</i>	<i>77%</i>
VEHICLE PARTS & SUPPLIES							
Bus Parts Issued	\$612,000	\$600,000	\$12,000	2%	\$589,891	\$22,109	4%
Shop Supplies	70,000	77,250	(7,250)	-9%	66,460	3,540	5%
Bus Servicing Supplies	5,000	15,450	(10,450)	-68%	1,240	3,760	303%
Hazmat Disposal & Compliance	30,000	20,600	9,400	46%	54,009	(24,009)	-44%
<i>Veh. Parts & Supplies Subtotal</i>	<i>\$717,000</i>	<i>\$713,300</i>	<i>\$3,700</i>	<i>1%</i>	<i>\$711,600</i>	<i>\$5,400</i>	<i>1%</i>
VENDOR BUS REPAIRS							
Vandalism Repairs	\$5,000	\$5,000	\$0	0%	\$1,025	\$3,975	388%
Accident Damage Repairs	5,000	5,000	0	0%	5,537	(537)	-10%
Accident Claim Collections	(10,000)	(10,000)	0	0%	71,200	(81,200)	-114%
Other Vendor Repairs	50,000	60,000	(10,000)	-17%	43,311	6,689	15%
<i>Vendor Bus Repairs Subtotal</i>	<i>\$50,000</i>	<i>\$60,000</i>	<i>(\$10,000)</i>	<i>-17%</i>	<i>\$121,073</i>	<i>(\$71,073)</i>	<i>-59%</i>
RISK & SAFETY							
Workers' Comp Services	\$13,587	\$15,994	(\$2,407)	-15%	\$15,180	(\$1,593)	-10%
Workers' Comp Insurance	10,485	9,750	735	8%	9,000	1,485	16%
Current Year Incident Payouts	10,000	10,000	0	0%	200	9,800	4908%
Current Year Incident Reserves	25,000	25,000	0	0%	6,050	18,950	313%
Prior Years Incident Payouts	50,000	50,000	0	0%	2,350	47,650	2028%
Change in Prior Years Reserve	25,000	25,000	0	0%	(32,825)	57,825	-176%
<i>Risk & Safety Subtotal</i>	<i>\$134,072</i>	<i>\$135,744</i>	<i>(\$1,672)</i>	<i>-1%</i>	<i>(\$44)</i>	<i>\$134,116</i>	<i>-302518%</i>
Total Vehicle Maintenance	\$6,943,030	\$5,557,107	\$1,385,923	25%	\$5,278,433	\$1,664,597	32%

Passenger Accommodations Detail

FY 2022-23

	Draft FY 2022-23 Budget	Approved FY 2021-22 Budget	<u>Budget Change</u>		FY 2021-22 Estimate	<u>Variance</u>	
			Amount	%		Amount	%
PASSENGER FACILITIES							
<u>Wages & Benefits</u>							
Supervisors	\$172,757	\$164,530	\$8,227	5%	\$184,256	(\$11,499)	-6%
TC Advisors	135,794	121,653	14,141	12%	106,020	29,774	28%
Staff	46,754	45,909	845	2%	43,107	3,647	8%
Paid Absences	53,891	43,884	10,007	23%	51,926	1,965	4%
Health Benefits	126,825	125,205	1,620	1%	116,156	10,669	9%
Pension Contributions	20,644	20,005	639	3%	21,472	(828)	-4%
Payroll Taxes	32,307	29,894	2,413	8%	29,488	2,819	10%
Wages & Benefits Subtotal	\$588,972	\$551,080	\$37,892	7%	\$552,424	\$36,548	7%
<u>Buildings & Grounds</u>							
TC Contract Maintenance	\$108,779	\$80,819	\$27,960	35%	\$96,273	\$12,506	13%
TC Repairs/Supplies	5,000	5,000	0	0%	4,988	12	0%
Bus Stop Repairs/Supplies	7,000	5,000	2,000	40%	4,600	2,400	52%
TC Property Insurance	4,930	17,075	(12,145)	-71%	4,695	235	5%
Buildings & Grounds Subtotal	\$125,709	\$107,894	\$17,815	17%	\$110,556	\$15,153	14%
Passenger Facilities Subtotal	\$714,681	\$658,974	\$55,707	8%	\$662,980	\$51,701	8%
TRANSIT DEVELOPMENT							
Staff	\$174,917	\$171,935	\$2,982	2%	\$170,764	\$4,153	2%
Paid Absences	28,120	23,728	4,392	19%	31,107	(2,987)	-10%
Health Benefits	51,299	50,113	1,186	2%	50,811	488	1%
Pension Contributions	20,304	19,566	738	4%	20,603	(299)	-1%
Payroll Taxes	15,873	15,353	520	3%	15,956	(83)	-1%
Training, Travel & Meetings	3,000	3,000	0	0%	2,429	571	23%
Planning Services & Supplies	33,000	120,000	(87,000)	-73%	89,443	(56,443)	-63%
Transit Development Subtotal	\$326,513	\$403,695	(\$77,182)	-19%	\$381,113	(\$54,600)	-14%
MARKETING & COMMUNITY RELATIONS							
<u>Wages & Benefits</u>							
Staff	\$166,694	\$159,347	\$7,347	5%	\$135,065	\$31,629	23%
Paid Absences	21,900	21,348	552	3%	18,637	3,263	18%
Health Benefits	38,030	57,804	(19,774)	-34%	35,749	2,281	6%
Pension Contributions	18,859	15,095	3,764	25%	12,276	6,583	54%
Payroll Taxes	14,768	14,208	560	4%	12,278	2,490	20%
Wages & Benefits Subtotal	260,251	267,802	(7,551)	-3%	214,006	46,245	22%
<u>Outside Services</u>							
Media Ad Placement	\$16,000	16,000	\$0	0%	\$0	\$16,000	n/a
Brochures & Publications	8,000	10,000	(2,000)	-20%	511	7,489	1467%
Market Research	2,500	2,500	0	0%	512	1,988	388%
Promotional Giveaways	5,000	5,000	0	0%	0	5,000	n/a
Bus/Shuttle Decorations	0	0	0	n/a	0	0	n/a
Other Promotions	75,000	75,000	0	0%	18,667	56,333	302%
Route Schedules & Information	65,000	65,000	0	0%	41,827	23,173	55%
Training, Travel & Meetings	3,000	3,000	0	0%	573	2,427	423%
Outside Services Subtotal	\$174,500	\$176,500	(\$2,000)	-1%	\$62,089	\$112,411	181%
Marketing & Comm. Relations	\$434,751	\$444,302	(\$9,551)	-2%	\$276,096	\$158,655	57%

Passenger Accommodations Detail

FY 2022-23

	Draft FY 2022-23 Budget	Approved FY 2021-22 Budget	<u>Budget Change</u>		FY 2021-22 Estimate	<u>Variance</u>	
			Amount	%		Amount	%
FARE REVENUE COLLECTION							
<u>Wages & Benefits</u>							
Staff	\$141,308	\$122,361	\$18,947	15%	\$128,647	\$12,661	10%
Paid Absences	31,534	27,306	4,228	15%	30,323	1,211	4%
Health Benefits	61,960	65,783	(3,823)	-6%	61,831	129	0%
Pension Contributions	17,284	14,967	2,317	15%	16,045	1,239	8%
Payroll Taxes	13,495	11,757	1,738	15%	12,401	1,094	9%
Wages & Benefits Subtotal	\$265,581	\$242,174	\$23,407	10%	\$249,247	\$16,334	7%
<u>Outside Services</u>							
Fare Processing	\$74,485	\$51,800	\$22,685	44%	\$69,325	\$5,160	7%
Farebox Parts & Repairs	20,000	15,000	5,000	33%	24,437	(4,437)	-18%
Tickets, Tokens & Transfers	20,000	5,000	15,000	300%	13,427	6,573	49%
Outside Services Subtotal	\$114,485	\$71,800	\$42,685	59%	\$107,189	\$7,296	7%
Fare Revenue Collection Sbtl	\$380,066	\$313,974	\$66,092	21%	\$356,436	\$23,630	7%
Total Pssnger Accommodations	\$1,856,011	\$1,820,945	\$35,066	2%	\$1,676,625	\$179,386	11%

General Overhead Detail

FY 2022-23

	Draft FY 2022-23 Budget	Approved FY 2021-22 Budget	Budget Change		FY 2021-22 Estimate	Variance	
			Amount	%		Amount	%
FINANCE							
Staff	\$488,116	\$400,403	87,713	22%	\$247,180	\$240,936	97%
Paid Absences	56,728	50,504	6,224	12%	30,911	25,817	84%
Health Benefits	194,876	154,862	40,014	26%	88,611	106,265	120%
Pension Contributions	54,484	36,091	18,393	51%	28,019	26,465	94%
Payroll Taxes	42,500	35,264	7,236	21%	21,643	20,857	96%
Financial Audit Services	47,700	44,200	3,500	8%	44,640	3,060	7%
<i>Finance Subtotal</i>	<u>\$884,404</u>	<u>\$721,324</u>	<u>\$163,080</u>	<u>23%</u>	<u>\$461,005</u>	<u>\$423,399</u>	<u>92%</u>
PERSONNEL							
Staff	\$144,890	\$134,370	\$10,520	8%	\$111,960	\$32,930	29%
Paid Absences	19,238	15,985	3,253	20%	10,958	8,280	76%
Health Benefits	40,354	33,247	7,107	21%	3,473	36,881	1062%
Pension Contributions	16,113	15,036	1,077	7%	7,649	8,464	111%
Payroll Taxes	12,897	11,810	1,087	9%	9,796	3,101	32%
<i>Personnel Subtotal</i>	<u>\$233,492</u>	<u>\$210,448</u>	<u>\$23,044</u>	<u>11%</u>	<u>\$143,837</u>	<u>\$89,655</u>	<u>62%</u>
UTILITIES							
Phone & Data Communications	\$80,000	\$95,000	(\$15,000)	-16%	\$72,961	\$7,039	10%
Power, Water & Refuse	190,000	160,590	29,410	18%	174,561	15,439	9%
Two-Way Radios	15,000	15,000	0	0%	12,303	2,697	22%
<i>Utilities Subtotal</i>	<u>\$285,000</u>	<u>\$270,590</u>	<u>\$14,410</u>	<u>5%</u>	<u>\$259,825</u>	<u>\$25,175</u>	<u>10%</u>
OPERATING FACILITIES							
<u>Wages & Benefits</u>							
Staff	\$63,627	\$61,651	\$1,976	3%	\$61,996	\$1,631	3%
Paid Absences	11,645	9,511	2,134	22%	11,384	261	2%
Health Benefits	12,650	12,356	294	2%	11,889	761	6%
Pension Contributions	7,527	7,116	411	6%	7,393	134	2%
Payroll Taxes	5,895	5,598	297	5%	5,734	161	3%
<i>Wages & Benefits Subtotal</i>	<u>\$101,344</u>	<u>\$96,232</u>	<u>\$5,112</u>	<u>5%</u>	<u>\$98,397</u>	<u>\$2,947</u>	<u>3%</u>
<u>Service Vehicles</u>							
Parts & Repairs	\$15,000	\$15,000	\$0	0%	\$16,267	(\$1,267)	-8%
Fuel	50,000	38,400	11,600	30%	44,475	5,525	12%
<i>Service Vehicles Subtotal</i>	<u>\$65,000</u>	<u>\$53,400</u>	<u>\$11,600</u>	<u>22%</u>	<u>\$60,741</u>	<u>\$4,259</u>	<u>7%</u>
<u>Buildings & Grounds</u>							
Contract Maintenance	\$116,280	\$107,680	\$8,600	8%	\$99,063	\$17,217	17%
Overpass Site Maintenance	5,000	20,000	(15,000)	-75%	6,137	(1,137)	-19%
B&G Repairs/Supplies	80,000	80,000	0	0%	89,879	(9,879)	-11%
Property Insurance	75,448	78,706	(3,258)	-4%	72,563	2,885	4%
<i>Buildings & Grounds Subtotal</i>	<u>\$276,728</u>	<u>\$286,386</u>	<u>(\$9,658)</u>	<u>-3%</u>	<u>\$267,641</u>	<u>\$9,086</u>	<u>3%</u>
<i>Operating Facilities Subtotal</i>	<u>\$443,072</u>	<u>\$436,018</u>	<u>\$7,054</u>	<u>2%</u>	<u>\$426,780</u>	<u>\$16,292</u>	<u>4%</u>

General Overhead Detail

FY 2022-23

	Draft FY 2022-23 Budget	Approved FY 2021-22 Budget	Budget Change		FY 2021-22 Estimate	Variance	
			Amount	%		Amount	%
<i>DISTRICT ADMINISTRATION</i>							
<i><u>Wages & Benefits</u></i>							
Staff	\$694,820	\$635,870	\$58,950	9%	\$675,728	\$19,092	3%
Paid Absences	86,724	191,060	(104,336)	-55%	187,964	(101,240)	-54%
Health Benefits	165,818	215,934	(50,116)	-23%	175,847	(10,029)	-6%
Pension Contributions	90,725	96,931	(6,206)	-6%	98,047	(7,322)	-7%
Payroll Taxes	60,846	67,383	(6,537)	-10%	61,740	(894)	-1%
Wages & Benefits Subtotal	\$1,098,933	\$1,207,178	(\$108,245)	-9%	\$1,199,326	(\$100,393)	-8%
<i><u>Administrative Services</u></i>							
Directors Fees	\$8,640	\$10,800	(\$2,160)	-20%	\$10,800	(\$2,160)	-20%
Public Officials Insurance	123,894	106,687	17,207	16%	70,139	53,755	77%
Legal Counsel	70,000	80,000	(10,000)	-13%	100,000	(30,000)	-30%
Pension Administration	1,000	3,000	(2,000)	-67%	4,000	(3,000)	-75%
Software Licenses & Equip Maint	371,835	250,000	121,835	49%	200,000	171,835	86%
Miscellaneous Services	150,050	100,000	50,050	50%	333,093	(183,043)	-55%
Office & Computer Supplies	44,000	35,000	9,000	26%	55,000	(11,000)	-20%
Dues & Subscriptions	50,000	55,000	(5,000)	-9%	53,448	(3,448)	-6%
Conferences, Meetings, Training	5,000	5,000	0	0%	5,445	(445)	-8%
Employee Relations	30,000	30,000	0	0%	28,500	1,500	5%
Retiree Health Insurance	78,000	70,000	8,000	11%	70,000	8,000	11%
Mandated Fees & Permits	35,000	35,000	0	0%	35,867	(867)	-2%
Misc. Expenses & Losses	15,000	30,000	(15,000)	-50%	12,745	2,255	18%
Bad Debts	2,500	10,000	(7,500)	-75%	0	2,500	n/a
Covid-19 Expenses	300,000	300,000	0	0%	275,000	25,000	9%
Admin. Services Subtotal	\$1,284,919	\$1,120,487	\$164,432	15%	\$1,254,037	\$30,882	2%
<i>District Admin. Subtotal</i>	<i>\$2,383,852</i>	<i>\$2,327,665</i>	<i>\$56,187</i>	<i>2%</i>	<i>\$2,453,363</i>	<i>(\$69,511)</i>	<i>-3%</i>
<i>Total General Overhead</i>	<i>\$4,229,820</i>	<i>\$3,966,045</i>	<i>\$263,775</i>	<i>7%</i>	<i>\$3,744,809</i>	<i>\$485,010</i>	<i>13%</i>

Capital Budget Detail

FY 2022-23

	Total FY 2022-23 Budget	=	New FY 2022-23 Projects	+	Carryover FY 2021-22 Projects	Approved FY 2021-22 Budget
REVENUE VEHICLE PURCHASES						
40' Electric Buses (8 TIRCP application)	19,240,209		\$9,450,380		\$9,789,829	\$11,594,002
35' Electric Buses	0		0		0	3,119,726
30' Electric Capital Lease (6)	365,008		365,008		0	380,000
Microtransit Vans (3)	0		0		0	654,000
Paratransit Vans (4)	223,000		0		223,000	223,000
Subtotal	<u>\$19,828,217</u>		<u>\$9,815,388</u>		<u>\$10,012,829</u>	<u>\$15,970,728</u>
REVENUE VEHICLE IMPROVEMENTS						
Fleet Renewal Campaign	\$4,806,068		\$1,658,790		\$3,147,278	\$3,646,000
COVID-19 Safety Improvements	250,000		250,000		0	0
Ongoing Component Replacements	271,008		271,008		0	125,000
Subtotal	<u>\$5,327,076</u>		<u>\$2,179,798</u>		<u>\$3,147,278</u>	<u>\$3,771,000</u>
OPERATING FACILITIES						
T2 Facility Improvements	\$4,361,437		\$1,441,437		\$2,920,000	\$3,170,000
T1 Facility Improvements	100,000		100,000		0	208,000
Electric Bus Infrastructure	2,100,000		1,117,000		983,000	1,775,000
Calle Real Development	150,000		100,000		50,000	150,000
Subtotal	<u>\$6,711,437</u>		<u>\$2,758,437</u>		<u>\$3,953,000</u>	<u>\$5,303,000</u>
PASSENGER FACILITIES						
Passenger Facility Improvements	\$28,000		\$28,000		\$0	\$25,000
Bus Stop Improvements	550,000		150,000		400,000	400,000
Subtotal	<u>\$578,000</u>		<u>\$178,000</u>		<u>\$400,000</u>	<u>\$425,000</u>
INTELLIGENT TRANSPORTATION SYS.						
AVL & ITS Systems	\$83,000		\$83,000		\$0	\$79,000
LYT Transit Signal Priority	\$250,000		\$250,000		\$0	\$0
Contactless Fare Payment System	1,585,000		0		1,585,000	1,600,000
Subtotal	<u>\$1,918,000</u>		<u>\$333,000</u>		<u>\$1,585,000</u>	<u>\$1,679,000</u>
INFORMATION SYSTEMS						
Business Software	\$1,500,000		\$0		\$1,500,000	\$1,500,000
IT Systems & Security	231,000		231,000		0	210,000
Subtotal	<u>\$1,731,000</u>		<u>\$231,000</u>		<u>\$1,500,000</u>	<u>\$1,710,000</u>
OTHER EQUIPMENT						
Shop Equipment	\$33,000		\$33,000		\$0	\$29,000
Service Vehicles	150,000		0		150,000	150,000
Office Equipment & Furniture	121,000		121,000		0	110,000
Subtotal	<u>\$304,000</u>		<u>\$154,000</u>		<u>\$150,000</u>	<u>\$289,000</u>
Total Capital Projects	<u>\$36,397,730</u>		<u>\$15,649,623</u>		<u>\$20,748,107</u>	<u>\$29,147,728</u>

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BOARD OF DIRECTORS REPORT

MEETING DATE: JUNE 7, 2022

AGENDA ITEM: #12

DEPARTMENT: SAFETY

TYPE: ACTION ITEM

PREPARED BY: MARY GREGG

Signature

REVIEWED BY: JERRY ESTRADA

Signature

SUBJECT: APPROVAL OF PUBLIC TRANSPORTATION AGENCY SAFETY PLAN

RECOMMENDATION:

Staff recommends the Board approve MTD's Public Transportation Agency Safety Plan Version number 3.0.

DISCUSSION:

The Public Transportation Agency Safety Plan (PTASP) rule requires applicable transit agencies to conduct an annual review of their Agency Safety Plan (ASP), and the agency's governing body approve the ASP. Staff has completed review of MTD's ASP utilizing Federal Transit Administration's (FTA) recommendation to consider the following three questions to determine whether the contents of the ASP required revisions:

1. Does our ASP address all relevant requirements in the PTASP regulation?
2. Does our ASP reflect our organization and transit system as it operates today?
3. Are the activities and processes described in our ASP suitable to manage safety at our transit agency?

The answer to all three questions was yes, and resulted in minor changes to staff titles referenced in the ASP, and changes to the Safety Performance Targets (SPTs). SPTs are required to be set based on four performance measures in the National Public Transportation Safety Plan (NSP). These changes are reflected in the ASP on pages 5-7, and 9.

With this approval, MTD's ASP is now on schedule for the annual review by every July, to keep in timing with the FTA Certifications and Assurances process.

BACKGROUND:

In 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule, 49 Code of Federal Regulations Part 673. The PTASP rule requires certain operators of public transportation systems that receive federal funds under FTA's Section 5307 Urbanized Area Formula Grants, to develop an Agency Safety Plan (ASP) that includes the processes and procedures to implement Safety Management Systems (SMS). SMS is comprised of the data driven processes the agency uses to proactively manage risks of our transportation system. SMS is intended to reduce safety events through making safety

BOARD OF DIRECTORS REPORT

everyone's responsibility. MTD has rigorous safety programs previously established that meet local, state and Federal compliance regulations which are included in the ASP and address SMS.

- The PTASP rule became effective on July 19, 2019.
- FTA published a Notice of Enforcement Discretion on April 22, 2020 effectively extending the PTASP compliance deadline from July 20, 2020 to December 31, 2020.
- MTD's Board of Directors adopted MTD's ASP on November 3, 2020.
- MTD self-certified the ASP through the FTA Certifications and Assurances on December 3, 2020.
- FTA published a second Notice of Enforcement Discretion on December 11, 2020 effectively extending the PTASP compliance deadline to July 20, 2021.

Attachment: MTD Public Transportation Agency Safety Plan Version 3.0

MTD PUBLIC TRANSPORTATION AGENCY SAFETY PLAN



The mission of Santa Barbara Metropolitan Transit District is to enhance the mobility of South Coast residents, commuters, and visitors by offering safe, appealing, equitable, environmentally responsible, and fiscally sound transit service.

Public Transportation Agency Safety Plan

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1. Definition of Terms Used in the Agency Safety Plan

Santa Barbara Metropolitan Transit District incorporates all of the Federal Transit Administration's definitions that are in 49 CFR § 673.5 of the Public Transportation Agency Safety Plan regulation.

- **Accident** means an Event that involves any of the following: A loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; an evacuation for life safety reasons.
- **Accountable Executive** means a single, identifiable person who has ultimate responsibility for carrying out the Agency Safety Plan of a public transportation agency; responsibility for carrying out the agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the Agency Safety Plan, in accordance with 49 U.S.C. § 5329(d), and the Transit Asset Management Plan, in accordance with 49 U.S.C. § 5326, of said public transportation agency.
- **Agency or transit agency** means Santa Barbara Metropolitan Transit District, located at 550 Olive Street, Santa Barbara, CA 93101, an operator of a public transportation system.
- **Agency Safety Plan** means the documented comprehensive Public Transportation Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.
- **Board of Directors** means governing body of Santa Barbara Metropolitan Transit District.
- **Chief Safety Officer** means the adequately trained individual who has responsibility for safety and reports directly to the transit agency's Accountable Executive.
- **Event** means any Accident, Incident, or Occurrence.
- **Hazard** means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
- **Incident** means an Event that involves any of the following: a personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of the transit agency.
- **Investigation** means the process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.
- **National Public Transportation Safety Plan** means the plan to improve the safety of all public transportation systems that receive federal financial assistance under 49 U.S.C. Chapter 53.
- **Occurrence** means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.
- **Operator** of a public transportation system means a provider of public transportation as defined under 49 U.S.C. 5302.
- **Part 673** means 49 CFR Part 673.
- **Performance measure** means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.
- **Performance target** means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the FTA.
- **Public Transportation Agency Safety Plan** means the documented comprehensive Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.
- **Risk** means the composite of predicted severity and likelihood of the potential effect of a hazard.
- **Risk mitigation** means a method or methods to eliminate or reduce the effects of hazards.

- **Safety Assurance** means processes within the transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
- **Safety Management Policy** means the transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.
- **Safety Management System** means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS is a continuous improvement process that includes systematic procedures, practices, and policies for managing risks and hazards.
- **Safety Performance Target** means a performance target related to safety management activities.
- **Safety Promotion** means a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.
- **Safety Risk Assessment** means the formal activity whereby the transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.
- **Safety Risk Management** means a process within the transit agency's ASP for identifying hazards and analyzing, assessing, and mitigating safety risk.
- **Serious injury** means any injury which: (1) Requires hospitalization for more than 48 hours, commencing within seven days from the date when the injury was received; (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses); (3) Causes severe hemorrhages, nerve, muscle, or tendon damage; (4) Involves any internal organ; or (5) Involves second- or third-degree burns, or any burns affecting more than five percent of the body surface.
- **State of Good Repair** means the condition in which a capital asset is able to operate at a full level of performance.
- **Transit Agency** means an operator of a public transportation system.
- **Transit Asset Management Plan** means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR Part 625.

2. Commonly Used Acronyms

Acronym	Word or Phrase
ADA	American's with Disabilities Act of 1990
AE	Accountable Executive
ASP	Agency Safety Plan (also referred to as a PTASP in Part 673)
BOD	Board of Directors
Caltrans	California Department of Transportation
CSO	Chief Safety Officer
CFR	Code of Federal Regulations
DOT	Department of Transportation

ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
MPO	Metropolitan Planning Organization
Part 673	49 CFR Part 673 (Public Transportation Agency Safety Plan)
SBCAG	Santa Barbara County Association of Governments
SBMTD	Santa Barbara Metropolitan Transit District
SGR	State of Good Repair
SMP	Safety Management Policy
SMS	Safety Management System
SPT	Safety Performance Target
SRM	Safety Risk Management
U.S.C.	United States Code
VRM	Vehicle Revenue Miles
VTT	Verification of Transit Training

3. Public Transportation Agency Safety Plan Overview

Public Transportation Agency Safety Plan

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Rule. The rule applies to all operators of public transportation systems that are recipients and subrecipients of federal financial assistance under the Urbanized Area Formula Program (49 U.S.C. § 5307). The rule requires these transit operators to develop an Agency Safety Plan (ASP) that include the processes and procedures to implement Safety Management System (SMS). FTA has adopted the principles and methods of SMS as the basis for enhancing the safety of public transportation in the United States.

- The Rule 49 CFR Part 673 became effective on July 19, 2019.
- FTA published a Dear Colleague letter on July 19, 2019, to alert the transit industry of the July 20, 2020 safety compliance deadline.
- FTA published a Notice of Enforcement Discretion on April 22, 2020, effectively extending the compliance deadline to December 31, 2020 due to the COVID-19 pandemic.

SBMTD developed the contents of our Agency Safety Plan to meet all requirements specified in 49 CFR Part 673. SBMTD's ASP addresses all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan.

The Agency Safety Plan is based on the four principles or pillars of the Safety Management System (SMS). SMS is defined as the formal, top-down, organization-wide, data-driven approach to managing safety risk and assuring the effectiveness of safety mitigations. It includes systematic policies, procedures, and practices for the management of safety risk.

The four principles or pillars of SMS are: (1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion.

SMS is a comprehensive, collaborative approach that brings management and labor together to build on the transit industry's existing safety foundation to control risk better, detect and correct safety concerns earlier, share and analyze safety data more effectively, and measure safety performance more efficiently. SBMTD's SMS focuses on applying resources to risk and is based on ensuring that the agency has the organizational infrastructure to support decision-making at all levels regarding the assignment of resources. The SMS processes in the ASP are for SBMTD's directly operated fixed route bus service.

Key components of SBMTD's SMS include:


- Strong executive safety leadership;
- Defined roles and responsibilities;
- Formal safety accountabilities and communications;
- Effective policies and procedures; and
- Active employee involvement

SBMTD monitors the contractor providing its ADA/Paratransit service to ensure they are following their SMS as referenced in Appendix A. Contractor's Agency Safety Plan was developed in coordination with SBMTD and meets all requirements specified in 49 CFR Part 673.

4. Transit Agency Information

Transit Agency Name	Santa Barbara Metropolitan Transit District			
Transit Agency Address	550 Olive Street, Santa Barbara, CA 93101			
Name and Title of Accountable Executive	Jerry Estrada, General Manager			
Name of Chief Safety Officer	Mary Gregg, Chief Operating Officer / Assistant General Manager			
Mode(s) of Service Covered by This Plan	Fixed Route Bus	List All FTA Funding Types (e.g., 5307, 5337, 5339)	5307, 5339	
Mode(s) of Service Provided by the Transit Agency	Directly Operated Fixed Route Bus; Contracted ADA/Paratransit Service			
Does the agency provide transit services on behalf of another transit agency or entity?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Description of Arrangement(s)	N/A
Name and Address of Transit Agency(ies) or Entity(ies) for Which Service Is Provided	N/A			

5. Plan Development, Approval, and Updates

Name of Person Who Drafted This Plan	Mary Gregg, Chief Operating Officer / Assistant General Manager	
Signature by the Accountable Executive	Signature of Accountable Executive	Date of Signature
		6/1/2022
Approval by the Board of Directors or an Equivalent Authority	Name of Entity That Approved This Plan	Date of Approval
	SBMTD Board of Directors	June 7, 2022
	Relevant Documentation (Title and Location)	
A copy of SBMTD's Board of Directors Resolution # 2020-05, adopting the Agency Safety Plan, is maintained on file by SBMTD's Chief Safety Officer.		
Certification of Compliance	Name of Entity That Certified This Plan	Date of Certification
	Santa Barbara Metropolitan Transit District	February 4, 2022
	Relevant Documentation (Title and Location)	
Federal Fiscal Year 2022 Certifications and Assurances, on file at SBMTD's administrative office		

Agency Safety Plan Version Number and Updates			
Version Number	Section/Pages Affected	Reason for Change	Date Issued
1.0	All Pages	New Document	11/03/2020
2.0	5, 6	Staff title change, Annual Review timeline	09/07/2021
3.0	5, 6, 7, 9	Staff title change, Safety Performance Targets	06/07/2022

Annual Review and Update of the Agency Safety Plan
<p>This plan will be reviewed and updated by the Chief Safety Officer no less than annually by July 20 in perpetuity. All Agency Safety Plan updates shall be signed by the Accountable Executive and approved by SBMTD's Board of Directors.</p> <p>SBMTD updates this ASP when information, processes or activities change within the agency and/or when Part 673 undergoes significant changes, or annually, whichever comes sooner. Data collected by SBMTD through its Safety Risk Management and Safety Assurance processes is shared with the State Department of Transportation, and the local Metropolitan Planning Organization.</p>

6. Safety Performance Targets

Safety Performance Targets							
<p>Safety Performance Targets (SPTs) are specific numerical targets set by SBMTD based on safety performance measures under the <i>National Public Transportation Safety Plan</i> for: (1) Fatalities, (2) Injuries, (3) Safety Events, and (4) System Reliability (State of Good Repair). Rates for the safety performance targets are calculated by SBMTD per 100,000 vehicle revenue miles (VRM) based on a three-year average from 2018-2022 of SBMTD's reportable data to the National Transit Database (NTD).</p>							
Mode of Transit Service	Fatalities (Total)	Fatalities (Rate)	Injuries (Total)	Injuries (Rate)	Safety Events (Total)	Safety Events (Rate)	System Reliability
Fixed Route Bus	0	0	1.3	0.05	1.0	0.04	8,000
ADA/Paratransit	0	0	1	0.04	4.0	0.17	50,000

Safety Performance Target Coordination		
<p>SBMTD's Accountable Executive shares our ASP, including safety performance targets, with the Metropolitan Planning Organization (MPO) in our service area each year after its formal adoption by the Board of Directors. MTD's Chief Safety Officer also provides a copy of our formally adopted plan to the State Department of Transportation. MTD personnel are available to coordinate with both agencies in the selection of each agency's safety performance targets upon request.</p>		
Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	California Department of Transportation, Division of Rail and Mass Transportation (Caltrans)	06/07/2022
Targets Transmitted to the Metropolitan Planning Organization(s)	Metropolitan Planning Organization Name	Date Targets Transmitted
	Santa Barbara County Association of Governments (SBCAG)	06/07/2022

7. Safety Management Policy

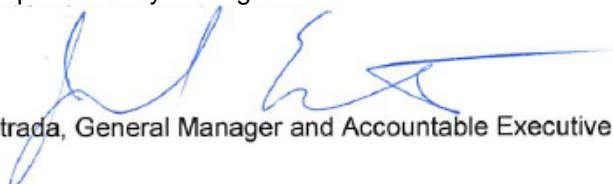
Safety Management Policy
<p>The first component of SBMTD's Safety Management System is Safety Management Policy, which is the foundation the agency's SMS. It states the agency's safety objectives and sets forth the policies, procedures, and organizational structures necessary to accomplish these safety objectives.</p>

Safety Management Policy Statement

Safety is Santa Barbara Metropolitan Transit District's number one priority. We educate, encourage, and endorse a strong culture of safety at every level of the organization. We value the responsibility entrusted in us by the communities that we serve. SBMTD is committed to developing, implementing, maintaining, and constantly improving processes to ensure the safety of our customers, employees, and the public. The agency's overall safety objective is to proactively manage safety hazards and their associated safety risk to achieve the highest level of safety performance, meeting and exceeding established standards for our industry.

All levels of management, employees and contractors are accountable for the delivery of the highest level of safety performance. Our commitment is to:

- **Communicate** the purpose and benefits of the Safety Management System (SMS) to all employees, reaffirming that responsibility for making our operations safer for everyone lies with all employees;
- **Provide** all employees with appropriate safety information and training, to ensure they are competent in safety matters, and assigned only tasks commensurate with their duties and skills;
- **Establish** an effective Employee Safety Reporting Program (ESRP) that will encourage employees to communicate and report any unsafe work conditions, hazards, or at-risk behavior to the management team;
- **Support** a culture of open reporting of all safety concerns, to ensure that no action will be taken against any employee who discloses a safety concern through the ESRP, unless such disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures;
- **Identify** hazardous and unsafe work conditions, thoroughly analyzing data from the ESRP, and then developing procedures to mitigate safety risk to an acceptable level;
- **Establish** and measure our safety performance against realistic and data-driven safety performance indicators and safety performance targets.
- **Continually** improve our safety performance through management processes that ensure appropriate safety management action is taken and is effective.



Jerry Estrada, General Manager and Accountable Executive

Safety Management Policy Communication

The Safety Management Policy is communicated throughout the agency, to all employees, managers, and executives, as well as contractors, and to SBMTD's Board of Directors. This is accomplished through various processes, such as:

- New Hire Onboarding – Safety orientation for all new employees regardless of their classifications; training about their roles and responsibilities pertaining to PTASP and the principles of SMS.
- Workshops/training sessions – Conducted for executives, department managers, and supervisors; Verification of Transit Training for bus operators; toolbox safety meetings.
- Safety Communication Board – Newsletters and safety information posted in employee work locations throughout the agency; email blasts to staff, and/or safety committee meetings.

Authorities, Accountabilities, and Responsibilities	
Accountable Executive	<p>The General Manager serves as Santa Barbara Metropolitan Transit District's Accountable Executive with the following authorities, accountabilities, and responsibilities under this plan:</p> <ul style="list-style-type: none"> • Controls and directs human and capital resources, to support asset management and capital investments needed to develop and maintain SBMTD's Agency Safety Plan and Safety Management System. • Ensures safety concerns are considered and addressed in the agency's ongoing budget planning process. • Designates an adequately trained Chief Safety Officer who is a direct report. • Ensures that the agency's SMS is effectively implemented throughout the organization and safety policy is appropriately communicated throughout the agency. • Ensures action is taken, as necessary, to address substandard performance in the agency's SMS. • May delegate specific responsibilities, but responsibility for carrying out the ASP and SMS, and ultimate accountability for SBMTD's safety performance, rests with the AE. • Maintains responsibility for carrying out the Transit Asset Management Plan.
Chief Safety Officer or SMS Executive	<p>The Accountable Executive designated the Chief Operating Officer / Assistant General Manager as SBMTD's Chief Safety Officer. The Chief Safety Officer has the following authorities, accountabilities, and responsibilities under this plan:</p> <ul style="list-style-type: none"> • Develops the ASP and SMS policies and procedures. • Authority and responsibility for day-to-day implementation and operation of the agency's SMS. • Manages the Employee Safety Reporting Program. • Chairs the SBMTD Safety Committee and <ul style="list-style-type: none"> ○ Coordinates the activities of the committee; ○ Establishes and maintains the agency's Safety Risk Register and Safety Event Log; and ○ Maintains and distributes minutes of committee meetings. • Briefs the Accountable Executive on SMS progress and status. • Identifies substandard performance in SBMTD's SMS and develops action plans for approval by the AE. • Ensures policies are consistent with the agency's safety objectives. • Provides Safety Risk Management expertise and support for other SBMTD personnel who conduct and oversee Safety Assurance activities.

<p>Agency Leadership and Executive Management</p>	<p>Agency Leadership and Executive Management also have authorities and responsibilities for day-to-day SMS implementation and operation of SBMTD's SMS under this plan. These personnel include the Director of Finance and Administration, Operations Manager, Fleet and Facilities Manager, Planning and Marketing Manager, and Human Resources Manager. They have the following authorities, accountabilities, and responsibilities under this plan:</p> <ul style="list-style-type: none"> • Oversees day-to-day operations of the SMS and communicates safety accountability and responsibility in their departments. • Supports implementation of the SMS throughout the organization. • Ensures employees in their department are following safety rules and regulations in performing their jobs, and their specific roles and responsibilities in the implementation of this Agency Safety Plan and SMS. • Modifies policies in their departments consistent with implementation of the SMS, as necessary. • Completes training on SMS and the ASP elements. • Provides subject matter expertise to support implementation of the SMS as requested by the AE or the CSO, including SRM activities, investigation of safety events, development of safety risk mitigations, and monitoring of mitigation effectiveness. • Replaces aging facilities, equipment, and infrastructure. • Participates as members of SBMTD's Safety Committee as assigned.
<p>Key Staff</p>	<p>The agency Key Staff may include managers, supervisors, specialists, analysts, database administrators and other key employees who are performing highly technical work and overseeing employees performing critical tasks and providing support in the implementation of the ASP and SMS principles in various departments throughout the agency. These personnel include, but are not limited to, Superintendent of Maintenance, Assistant Superintendent of Maintenance, Fleet Maintenance Supervisor, Superintendent of Operations, Operations Safety and Training Administrator, Risk Administrator. Key Staff responsibilities include:</p> <ul style="list-style-type: none"> • Supports implementation of the SMS throughout the organization. • Promotes safety in employee's respective area of responsibilities and compliance with agency rules and procedures and regulatory requirements. • Ensures employees are complying with the safety reporting program. • Ensures safety of passengers, employees and the public. • Develops and maintains programs to gather pertinent data elements to develop safety performance reports and conduct useful statistical analyses to identify trends and system performance targets. • Establishes clear lines of safety communication and hold accountability for safety performance • Maintains aging facilities, equipment, and infrastructure. • Assists as subject matter experts in safety risk assessment and safety risk mitigation processes.

Employee Safety Reporting Program

The purpose of an Employee Safety Reporting Program (ESRP) is to establish a system for all employees who identify unsafe conditions or hazards in their day-to-day duties to report them to department and executive management in good faith without fear of reprisal.

The ESRP is intended to help the Accountable Executive, Chief Safety Officer, and other executive management get important safety information from across the transit agency.

SBMTD has implemented a process that allows and encourages its employees to report safety conditions through verbal reporting to supervisors and management, paper forms such as accident/incident reports, safety meetings and toolbox talks, and local union representation.

Some examples of voluntary information typically reported include:

- Safety concerns in the operating environment;
- Policies and procedures that may not be working as intended;
- Events that managers might not otherwise know about; and
- Information about why a safety event occurred.

SBMTD's Chief Safety Officer or designee reviews reported safety conditions and documents safety conditions in the Safety Risk Register.

The CSO will review and address each employee report, ensuring that hazards and their consequences are appropriately identified and resolved through the agency's Safety Risk Management (SRM) process and that reported deficiencies and non-compliance with rules or procedures are managed through the agency's Safety Assurance process. Findings will be published following mitigation actions, and presented through meetings throughout the year such as those held for Operations Supervisors and VTT for Bus Operators, for example.

Employees may report safety concerns anonymously. If the reporting employee provided his or her name during the reporting process, the CSO or designee follows up directly with the employee when SBMTD determines what action, if necessary, is to be taken and after any mitigations are implemented.

All employees have the obligation to report immediately any unsafe conditions or hazards to their immediate supervisor/department manager and may do so without fear of reprisal. Further, SBMTD encourages participation in the ESRP by protecting employees that report safety conditions in good faith. However, if the report reveals any of the following, SBMTD may take disciplinary action for:

- Willful participation in or conduct of an illegal act;
- Gross negligence, deliberate or willful disregard of regulations or procedures, including reporting to work under the influence of controlled substances;
- Physical assault of a co-worker, passenger, vendor or any member of the public;
- Theft of agency property;
- Unreported safety events, unreported collisions, and unreported passenger injuries or fatalities;
- Or violation of agency Code of Conduct and employment policies.

8. Safety Risk Management

Safety Risk Management Process

The second component of SMS is Safety Risk Management, which includes the following activities: (1) Safety Hazard identification, (2) Safety Risk Assessment, and (3) Safety Risk Mitigation. SRM is the primary method to ensure the safety of our operations, passengers, employees, vehicles, and facilities. It is a process whereby hazards and their consequences are identified, assessed for potential safety risk, and resolved in a manner acceptable to SBMTD's leadership. SBMTD's SRM process allows us to carefully examine what could cause harm and determine whether we have taken sufficient precautions to minimize the harm, or if further mitigations are necessary. SBMTD's SRM process applies to all elements of our system including our operations and maintenance; facilities and vehicles; and personnel recruitment, training, and supervision. In carrying out the SRM process, SBMTD uses the following terms:

- **Event** – Any accident, incident, or occurrence.
- **Hazard** – Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure belonging to SBMTD; or damage to the environment.
- **Risk** – Composite of predicted severity and likelihood of the potential effect of a hazard.
- **Risk Mitigation** – Method(s) to eliminate or reduce the effects of hazards.
- **Consequence** – An effect of a hazard involving injury, illness, death, or damage to SBMTD property or the environment.

(1) Safety Hazard Identification

The safety hazard identification process offers SBMTD the ability to identify hazards and potential consequences in the operation and maintenance of our system. Hazards can be identified through a variety of sources, including but not limited to:

- Employee Safety Reporting Program (ESRP);
- Review of vehicle camera footage and/or property footage;
- Review of monthly performance data and safety performance targets;
- Observations from supervisors;
- Maintenance reports;
- Comments from customers, passengers, vendors, and third parties;
- Safety Committee, Drivers, Maintenance, and Staff Meetings;
- Results of audits and inspections of vehicles and facilities;
- Results of training assessments;
- Investigations into safety events, incidents, and occurrences; and
- Federal Transit Administration (FTA) and other oversight authorities.

When a safety hazard has been identified, whatever the source, it is reported to the Chief Safety Officer through the procedures established and identified throughout this Agency Safety Plan. The CSO enters the information into the Safety Event Log. The CSO will conduct further analyses of hazards to collect information and identify additional consequences, to inform which hazards should be prioritized for safety risk assessment. In following up on identified hazards, the Chief Safety Officer may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard;
- Conduct a walkthrough of the affected area, assessing the possible hazardous condition, generating visual documentation, and taking any measurements deemed necessary;

- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard;
- Review any documentation associated with the hazard (records, reports, procedures, inspections, technical documents, etc.);
- Contact other departments that may have association with or technical knowledge relevant to the reported hazard;
- Review any past reported hazards of a similar nature; and
- Evaluate tasks and/or processes associated with the reported hazard.

Any identified hazard that poses a real and immediate threat to life, property, or the environment must immediately be brought to the attention of the Accountable Executive and addressed through the Safety Risk Management process (with or without the full Safety Committee) for safety risk assessment and mitigation. This means that the Chief Safety Officer believes immediate intervention is necessary to preserve life, prevent major property destruction, or avoid harm to the environment that would constitute a violation of Environmental Protection Agency or California State environmental protection standards. Otherwise, the Safety Committee will prioritize hazards for further SRM activity.

(2) Safety Risk Assessment

SBMTD assesses safety risk associated with identified safety hazards using its safety risk assessment process. Safety risk assessment defines the level or degree of the safety risk by assessing the likelihood and severity of the consequences of hazards, including existing mitigations, and prioritizing hazards based on safety risk.

The following matrix, adopted from the TSI Participation Guide – SMS Principles for Transit, facilitates the ranking of hazards based on their probability of occurrence and severity of their outcome. The measuring goes from A to F with A being frequent or likely to occur frequently, E being improbable and F being used when potential hazards are identified and later eliminated.

Safety Risk Probability Levels Table			
Level	Description	Specific Individual Item	Fleet Inventory
A	Frequent	Likely to occur often in the life of an item.	Continuously experienced.
B	Probable	Will occur several times in the life of an item.	Will occur frequently.
C	Occasional	Likely to occur sometime in the life of an item.	Will occur infrequently.
D	Remote	Unlikely, but possible to occur in the life of an item.	Unlikely, but can reasonably be expected to occur.
E	Improbable	So unlikely, it can be assumed occurrence may not be experienced in the life of an item.	Unlikely to occur, but possible.
F	Eliminated	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.

The Safety Risk Severity presents a typical safety risk denoting the level of severity of the occurrence of a consequence. Hazard severity is a subjective measure of the worst credible mishap resulting from personnel error, environmental conditions, design inadequacies and/or procedural efficiencies for system, subsystem or component failure or malfunction. Severity is ranked as shown below:

Safety Risk Severity Levels Table		
Level	Description	Mishap Result Criteria
1	Catastrophic	Could result in one or more of the following: death, permanent total disability, irreversible significant environmental impact, or monetary loss equal to or exceeding \$10M
2	Critical	Could result in one or more of the following: permanent partial disability, injuries or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding \$1M but less than \$10M
3	Marginal	Could result in one or more of the following: injuries or occupational illness resulting in one or more lost work day(s), reversible moderate environmental impact, or monetary loss equal to or exceeding \$100k but less than \$1M
4	Negligible	Could result in one or more of the following: injuries or occupational illness not resulting in lost work day, minimum environmental impact, or monetary loss less than \$100k.

Safety Risk Probability and Safety Risk Severity are combined into the Safety Risk Index Ranking to help prioritize safety risks according to the table below.

Safety Risk Index Ranking		
1A, 1B, 1C, 2A, 2B	High	Unacceptable
1D, 2C, 3A, 3B	Serious	Undesirable - with management decision required
1E, 2D, 2E, 3C, 3D, 3E, 4A, 4B,	Medium	Acceptable - with review by management
4C, 4D, 4E	Low	Acceptable - without review

Safety Risk Assessment Matrix				
Severity → Probability ↓	Catastrophic 1	Critical 2	Marginal 3	Negligible 4
A-Frequent	1A	2A	3A	4A
B- Probable	1B	2B	3B	4B
C-Occasional	1C	2C	3C	4C
D- Remote	1D	2D	3D	4D
E- Improbable	1E	2E	3E	4E
F- Eliminated				

The Chief Safety Officer documents recommendations regarding hazard rating and mitigation options and reports this information to the Accountable Executive, including assessment activities outcomes documented from Safety Committee meetings. During Safety Committee meetings, the CSO reviews the hazard and its consequence(s) and reviews available information distributed to the committee on severity and likelihood. The CSO may request support from members of the Safety Committee in obtaining additional information to support the safety risk assessment. All Safety Committee risk assessment outcomes will be documented and maintained by the CSO for a period of three years from the date of generation.

(3) Safety Risk Mitigation

The Chief Safety Officer, assisted by Key Staff subject matter experts, reviews current safety risk mitigations and establishes procedures to 1) eliminate; 2) mitigate; 3) accept specific risks. Prioritization of safety remediation measures is based on risk analysis and a course of action acceptable to SBMTD management. The safety risk must be mitigated if ranked as Unacceptable (High-Red). Those safety risks that have been mitigated, even those mitigated risks shown as Acceptable status (Low-Green), undergo regular and consistent monitoring to ensure the mitigation strategy is effective.

Key strategies to minimize the types of risks that potentially exist include:

- Development and deployment of policies and procedures that address known hazards and risks,
- Discussion of other actions, strategies and procedures that might help safeguard against unknown/unforeseen risks,
- Training of drivers and other agency staff on all safety policies and procedures,
- Training of drivers and other agency staff on methodologies for handling emergencies, and
- Training of drivers and staff on proper and effective use of emergency equipment and communication technologies and protocol.

Safety risk mitigations are tracked and updated in the Safety Event Log by the Chief Safety Officer.

9. Safety Assurance

Safety Assurance

The third component of SBMTD's SMS is Safety Assurance, which ensures the performance and effectiveness of safety risk controls established under safety risk management. Through our Safety Assurance process, SBMTD:

- Evaluates our compliance with operations and maintenance procedures to determine whether our existing rules and procedures are sufficient to control our safety risk;
- Assesses the effectiveness of safety risk mitigations to make sure the mitigations are appropriate and are implemented as intended;
- Investigates safety events to identify causal factors; and
- Analyzes information from safety reporting, including data about safety failures, defects, or conditions.

Safety Performance Monitoring and Measurement

SBMTD has many processes in place to monitor its entire transit system for compliance with operations and maintenance procedures, including:

- Safety audits,
- Informal inspections,
- Regular review of onboard camera footage to assess drivers and specific incidents,
- Safety surveys,
- ESRP,
- Investigation of safety occurrences,
- Safety review prior to the launch or modification of any facet of service,

- Daily data gathering and monitoring of data related to the delivery of service, and
- Regular vehicle inspections and preventative maintenance.

Results from the above processes are compared against recent performance trends quarterly and annually by the Chief Safety Officer to determine where action needs to be taken. The CSO enters any identified non-compliant or ineffective activities, including mitigations, back into the SRM process for reevaluation by the Safety Committee.

SBMTD monitors the agency's operations identifying safety risk mitigations to determine if they have been implemented and are effective, appropriate, and working as intended through:

- Reviewing results from accident, incident, and occurrence investigations;
- Monitoring employee safety reporting;
- Reviewing results of internal safety audits and inspections; and
- Analyzing operational and safety data to identify emerging safety concerns.

These monitoring mechanisms may include tracking a specific metric on daily, weekly, or monthly logs or reports; conducting job performance observations; or other activities. The Chief Safety Officer will endeavor to make use of existing SBMTD processes and activities before assigning new information collection activities.

SBMTD's CSO reviews the performance of individual safety risk mitigations, based on the reporting schedule determined for each mitigation, and determines if a specific safety risk mitigation is not implemented or performing as intended. Such reviews may be included as a function of the Safety Committee. If the mitigation is not implemented or performing as intended, a proposed course of action to modify the mitigation or take other action to manage the safety risk is determined by the Safety Committee, and/or Key Staff subject matter experts, and the CSO will approve or modify this proposed course of action and oversee its execution.

SBMTD also conducts investigations of safety events, to find causal and contributing factors and review the existing mitigations in place at the time of the event. These procedures also reflect all traffic safety reporting and investigation requirements established by California Department of Motor Vehicles, including accident reporting requirements under California Vehicle Code §16002 subdivision (a) and subdivision (b).

The Chief Safety Officer maintains all documentation of SBMTD's investigation policies, processes, forms, checklists, activities, and results, and records of any report filed with FTA and/or DMV.

In the event that an incident and/or accident has been determined by the CSO to be preventable, SBMTD will include processes outlined in a Collective Bargaining Agreement for employees represented by a union, in so much as language in the CBA does not conflict with FTA legal requirements under PTASP and as so indicated in this Agency Safety Plan.

The Chief Safety Officer routinely reviews information reported through all internal safety reporting programs (e.g., safety data captured in employee incident/accident reports, safety meeting minutes, customer complaints, and other safety communication channels). When necessary, the CSO ensures that the issues and concerns are investigated or analyzed through the SRM process.

The Chief Safety Officer also analyzes internal and external reviews, including audits and assessments, with findings affecting the agency's safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations. The CSO discusses relevant safety issues and concerns with the Accountable Executive and executive management and documents the results of these reviews in the Safety Event Log.

10. Safety Promotion

Safety Promotion

The fourth component of SBMTD's SMS is Safety Promotion, which includes a combination of training and communication of safety information to employees to enhance the agency's safety performance. There are two parts to Safety Promotion: Competencies and Training; and Safety Communication. Together, these set the tone for the SMS and helps to establish and maintain a robust safety culture.

Competencies and Training

SBMTD's comprehensive safety training program applies to all SBMTD employees directly responsible for safety and the agency dedicates resources to conduct safety training, as well as training on SMS roles and responsibilities.

All Employees, understanding of:

- Safety Performance Targets
- Fundamental principles of SMS
- Employee Safety Reporting Program
- Their individual roles and responsibilities under SMS

Managers and Supervisors, understanding of:

- Safety Risk Management
- Safety Assurance
- Safety Promotion
- Their individual roles and responsibilities for SMS

Executive Management, understanding of:

- Management commitment to and support of all SMS activities.

All employees are required to acquire the competencies and knowledge for consistent application of their skills as they relate to safety performance objectives. SBMTD dedicates resources to conduct effective safety-related skill training, the scope of which, including annual refresher training, is appropriate to each employee's individual safety-related job responsibilities and their role in the SMS.

Operations safety-related skill training includes the following:

- New-hire bus operator classroom, behind the wheel, and in-service skill training,
- Bus operator refresher training, and annual ride-check/in-service evaluation,
- Bus operator new bus type familiarization training,
- Bus operator retraining (recertification or return to work),
- Classroom and on-the-job training for operations supervisors and managers
- Accident investigation training for operations supervisors and managers.

Vehicle maintenance safety-related skill training includes the following:

- New-hire Commercial Drivers' License classroom and behind the wheel skill training,
- Ongoing mechanic skill training and mechanic supervisor training,
- Ongoing training for all maintenance personnel, to include Heat Illness Training, Hazard Communications, PPE, High Voltage Safety and Fall Protection,
- Ongoing hazardous material training for vehicle maintenance technicians and supervisors, and
- Training provided by vendors.

SBMTD's Accountable Executive and Agency Leadership and Executive Management team must complete FTA's SMS Awareness online training, and Transportation Safety Institute training as assigned by the Chief Safety Officer.

Safety Communication

SBMTD's Chief Safety Officer and the Human Resources and Risk Department coordinate safety communication activities for the SMS. SBMTD's activities focus on the three categories of communication activity established in 49 CFR Part 673 (Part 673):

- i. Communicating safety and safety performance information throughout the agency
- ii. Communicating information on hazards and safety risks relevant to employees' roles and responsibilities throughout the agency
- iii. Informing employees of safety actions taken in response to reports submitted through the ESRP

Ongoing safety communication is critical and SBMTD ensures communication occurs up, down, and across all levels of the organization. Any lessons learned are communicated to all concerned. Management commitment to address safety concerns and hazards is communicated on a regular basis.

Management encourages and motivates employees to communicate openly, authentically, and without concern for reprisal; ensures employees are aware of SMS principles and understand their safety-related roles and responsibilities; conveys safety critical information such as accident data, injuries, and reported safety concerns and hazards and their resolutions to employees. SBMTD's tools to support safety communication include:

- Safety bulletins and notices
- Posters
- Web based safety training
- Employee Newsletters
- Briefings or Toolbox talks
- Seminars and workshops
- New-hire onboarding and training
- Refresher and Return to Work training
- Safety Committee Meetings

11. Additional Information

Supporting Documentation

SBMTD maintains documentation related to the implementation of its SMS; the programs, policies, and procedures used to carry out this ASP; and the results from its SMS processes and activities for three years after creation. They will be available to the FTA or other Federal or state oversight entity upon request. They include:

- Injury and Illness Prevention Plan (IIPP)
- Emergency Response Plan
- Driver Training Manual 2020
- SBMTD Training Manual Gillig Transit Buses
- SBMTD Training Manual Articulated Transit Buses

- SBMTD Training Manual BYD Transit Buses
- Employee Handbooks – Staff
- Employee Manual - Represented
- Operators Manual
- Maintenance Manual
- Code of Conduct Policies
- SBMTD Drug & Alcohol Testing Policy
- Drug Free Workplace Policy
- Policy Against Sexual Harassment
- Easy Lift Agency Safety Plan Version 1.0



BOARD OF DIRECTORS REPORT

MEETING DATE:	JUNE 7, 2022	AGENDA ITEM: #13
DEPARTMENT:	ADMINISTRATION	
TYPE:	INFORMATIONAL ITEM	
PREPARED BY:	STAFF	
REVIEWED BY:	GENERAL MANAGER	
SUBJECT:	FISCAL YEAR 2021-22 THIRD QUARTER PERFORMANCE REPORTS	

RECOMMENDATION:

Staff will present Third Quarter Fiscal Year 2021-22 Performance Reports for the nine-month period ending March 31, 2022.

ATTACHMENT:

- Third Quarter Report of Fiscal Year 2021-22

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QUARTERLY REPORT

Fiscal Year 2021-22

For the Nine-Month Period Ending
March 31, 2022



FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS
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Management and Administration

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Management Organizational Chart	21



FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

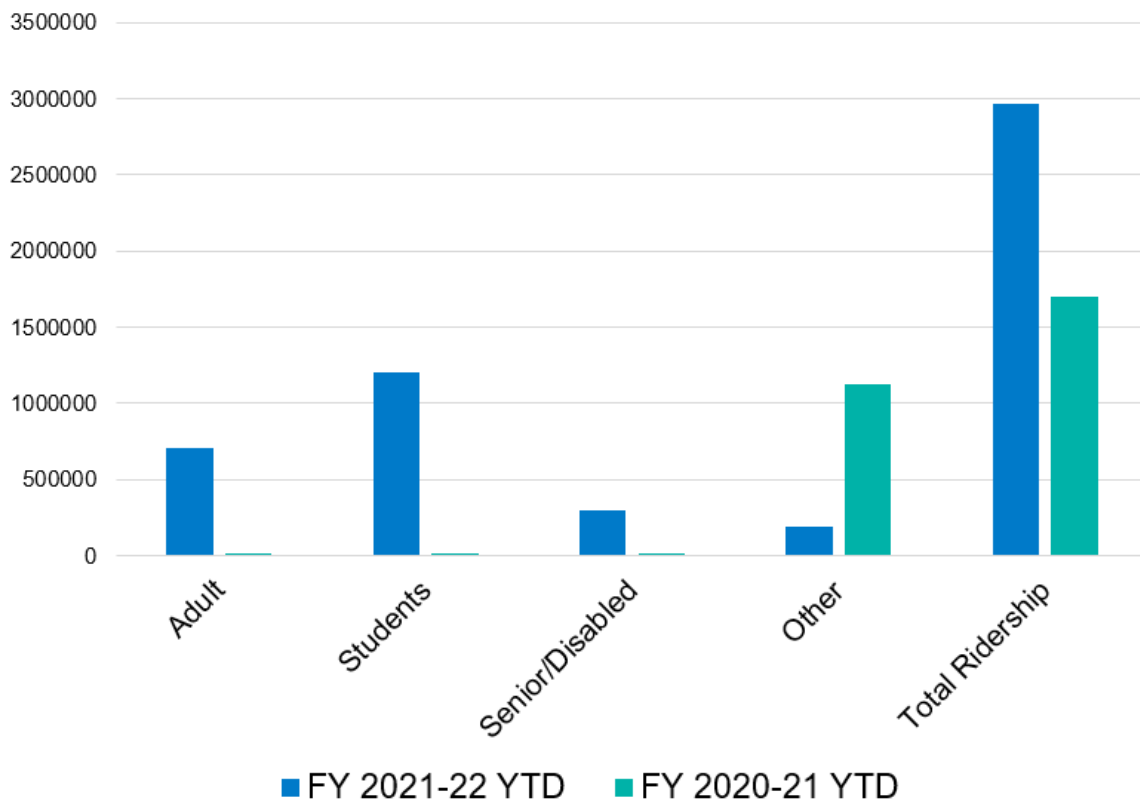
Ridership Summary

For the Nine-Month Period Ending March 31, 2022

Ridership Performance Indicators

Systemwide ridership during the third quarter (January through March) of FY 2021-22 totaled 1,038,059 representing an 81.8% increase of approximately 467,166 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 of 2021, respectively. The third quarter of this year did experience a small dip, likely attributable to the Omicron surge in January 2022, which delayed the return of UCSB and SBCC students to campuses after their winter breaks.

Year-to-Date Ridership by Fare Category



FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

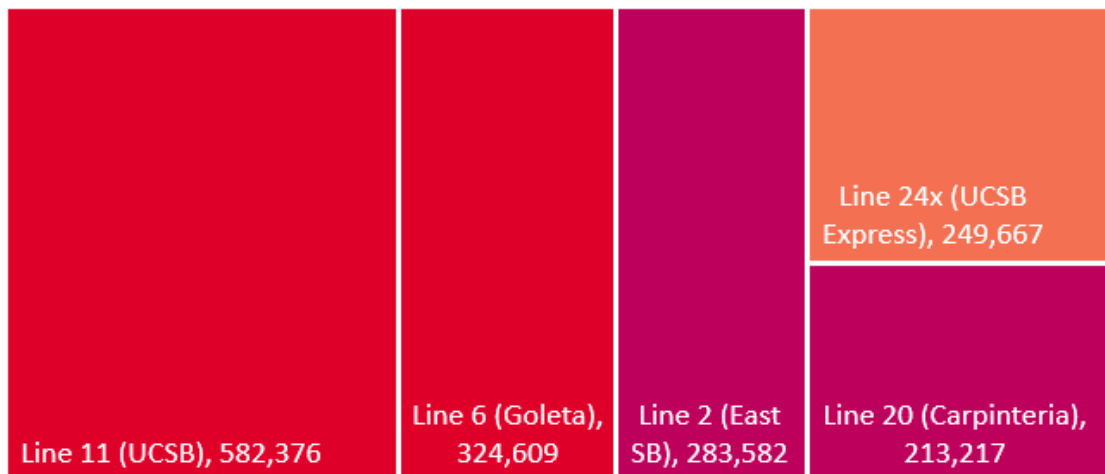
In the third quarter, revenue hours and miles were up as compared to the same period in FY 2020-21. With the Q1 return of Lines 15x (SBCC/UCSB Express), 16 (SBCC Shuttle), and 28 (UCSB Shuttle), higher levels of service saw higher levels of ridership.

Time Period	Total Passengers	Revenue Hours	Revenue Miles	Passengers per Revenue Hour	Passengers per Mile
FY 20-21 Q3	570,893	42,589	517,490	13.4	1.1
FY 21-22 Q3	1,038,059	47,140	579,582	22.0	1.8
FY 20-21 YTD	1,694,204	128,779	1,565,328	13.2	1.1
FY 21-22 YTD	2,968,080	139,181	1,704,485	21.3	1.7

The chart below shows the top 5 lines by ridership in FY 21-22, year-to-date. While the chart below is year-to-date, top lines by ridership this quarter alone were, in order from highest ridership, Lines 11, 6, 2, 28, and 24x. There was a delay to returning to campus after winter break for both SBCC and UCSB due to the Omicron surge and this likely knocked the Lines 28 and 24x further down the list.

Top 5 Lines by Ridership, Year-to-Date

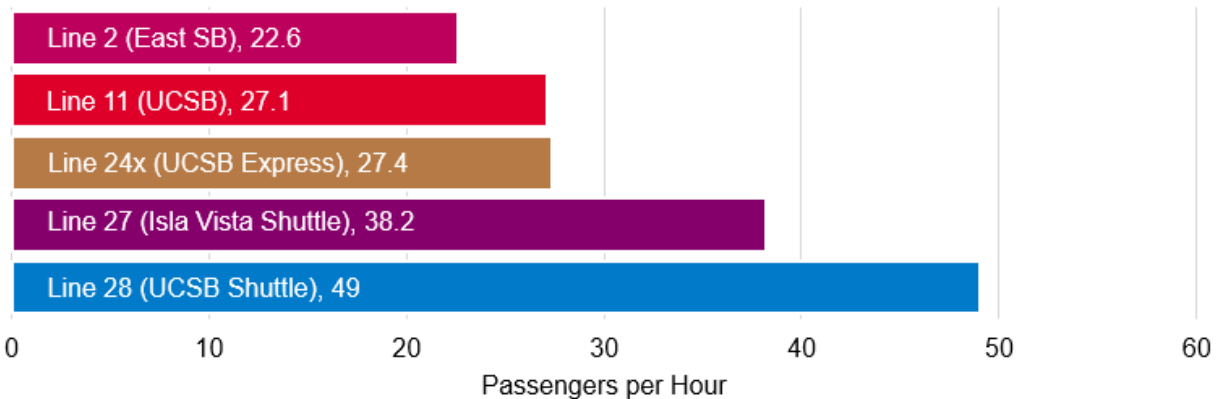
- Line 11 (UCSB)
- Line 6 (Goleta)
- Line 2 (East SB)
- Line 24x (UCSB Express)
- Line 20 (Carpinteria)



FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

As stated above, the systemwide average of passengers per revenue hour for the quarter is at 22 passengers per hour. Q3 saw a slight dip from Q2, which had 23.6 passengers per hour. This reduction is likely attributed to the Omicron surge as well. The chart below shows the top 5 lines by passengers per hour in the third quarter, with the Line 28 (UCSB Shuttle) coming in first with 49 passengers per hour, followed by Line 27 (38.2), Line 24x (27.4), Line 11 (27.1), and Line 2 (22.6). All of these lines except the Line 2 saw a slight reduction in passengers per hour over the second quarter of FY 21-22.

Top 5 Lines by Passengers per Hour, 3rd Quarter



The Fiscal Year Numbers At-A-Glance below show the year-to-date numbers of FY 2021-22 over FY 2020-21. For the entire third quarter of this year, there were no capacity restriction on board.

Fiscal Year Numbers At-A-Glance

Total
Ridership
+75.2%

At-Capacity
Loads
+89%

Too Full to
Board
Loads
-85%



7,059
wheelchairs
boarded
-17.1%



49,349
bicycles
carried
-20.1%

Service Days and Student Ridership

As shown in the table below, the total number of service days in the third quarter of FY 2021-22 was the same as FY 2020-21, with one more weekday and one less Saturday in FY 2021-22. K-12 schools, SBCC, and UCSB were all open to in-person learning for the third quarter, though SBCC had approximately 45% of classes on campus and the rest online. This is in comparison to Q3 in FY 21 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>Q3</u>	<u>YTD</u>	<u>Q3</u>	<u>YTD</u>	<u>Change</u>
Weekdays	62	187	61	185	2
Saturdays	14	41	15	43	(2)
Sundays	14	44	14	44	0
Total	90	272	90	242	0

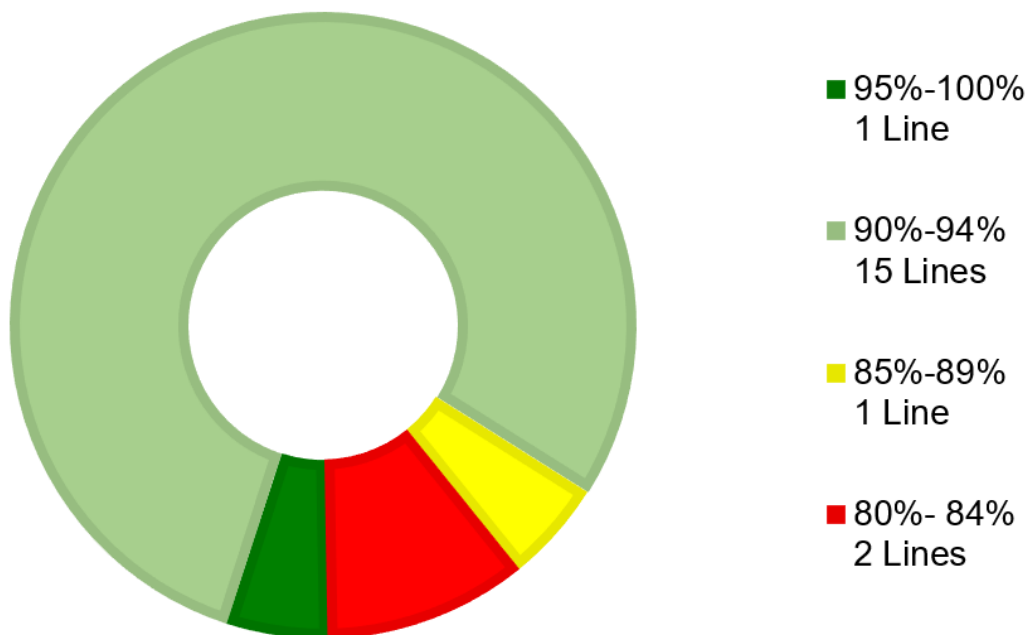
<u>SCHOOL DAYS</u>	<u>FY 2022</u>		<u>FY 2021</u>		<u>Year to Date</u>
	<u>Q3</u>	<u>YTD</u>	<u>Q3</u>	<u>YTD</u>	<u>Change</u>
SBCC	52	133	0	0	133
UCSB	57	119	0	0	119
Secondary	55	149	0	0	149

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 (OTP). "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 (not counting booster services) in operation during the third quarter of FY 2021-22.

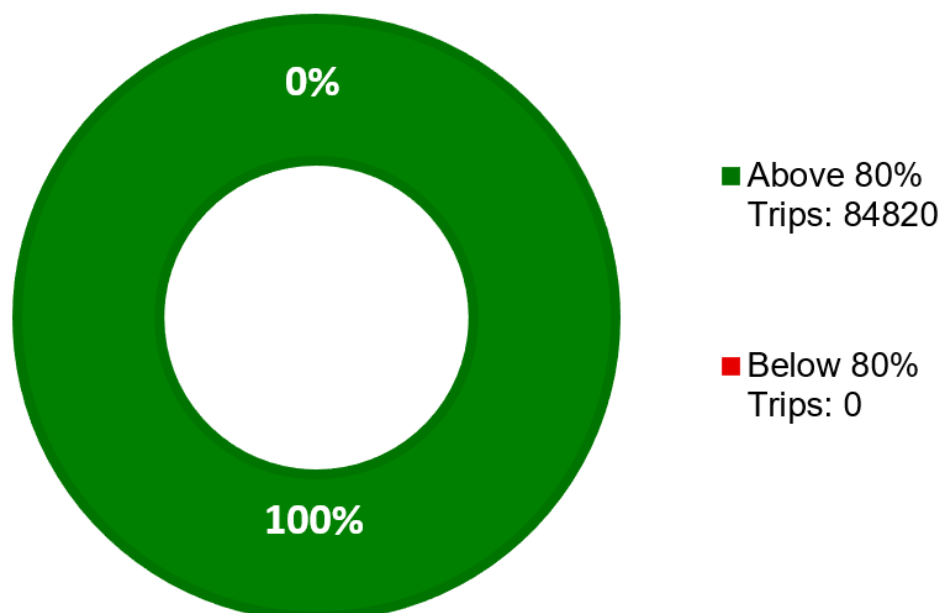
In the third quarter, no lines fell below the 80% mark. Sixteen lines experienced 90% or higher OTP. Variables that generally affect a line's on-time performance include extended road construction projects, high passenger loads, heavy congestion, and route detours lasting a number of days. This can vary based on time of day.

FY 21-22 3RD 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 third quarter of FY 21-22.

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





FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

System Ridership Report

For the Nine-Month Period Ending March 31, 2022

Ridership by Fare Category (January 2022 – March 2022)

Fare Categories	Quarter			YTD		
	Jan 22 - Mar 22	Jan 21 - Mar 21	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
General Fare	151,796	24	632383.3%	480,100	46	1043595.7%
Transfers	71,178	121	58724.8%	225,485	490	45917.3%
Full Fare Prepaid ¹	181,423	48	377864.6%	552,756	183	301952.5%
Santa Barbara City College	38,421	67	57244.8%	97,003	210	46091.9%
Senior & Disabled Prepaid ²	118,230	176	67076.1%	360,177	358	100508.1%
Shuttle	-	-	0.0%	-	-	0.0%
UC Santa Barbara	306,114	58	527682.8%	767,475	188	408131.4%
Youth Prepaid ³	122,583	195	62763.1%	333,171	327	101787.2%
Free	14,471	570,000	-97.5%	49,407	1,692,029	-97.1%
Special Pass Programs	608	31	1861.3%	1,924	115	1573.0%
Senior Cash	23,701	65	36363.1%	74,178	94	78812.8%
Persons with Disabilities Cash	4,202	105	3901.9%	12,055	158	7529.7%
Tokens	3,909	3	130200.0%	10,722	6	178600.0%
Tap to Ride Transactions	1,423	-	100.0%	3,627	-	100.0%
Total	1,038,059	570,893	81.8%	2,968,080	1,694,204	75.2%

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 (January 2022 – March 2022)

Metrics	Quarter			YTD		
	Jan 22 - Mar 22	Jan 21 - Mar 21	%Change	FY 2021 - 2022	FY2020 - 2021	% Change
Passengers	1,038,059	570,893	81.8%	2,968,080	1,694,204	75.2%
Revenue Hours	47,140	42,589	10.7%	139,181	128,779	8.1%
Passengers per Revenue Hour	22.0	13.4	64.3%	21.3	13.2	62.1%
Miles	579,582	517,490	12.0%	1,704,485	1,565,328	8.9%
Passengers per Mile	1.8	1.1	62.4%	1.7	1.1	60.9%

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

FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

MTD System Ridership (January 2022 – March 2022)

		Quarter			YTD		
	LINE	Jan 22 - Mar 22	Jan 21 - Mar 21	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	60,068	55,798	7.7%	182,060	160,395	13.5%
2	East Santa Barbara	93,100	79,657	16.9%	283,582	229,338	23.7%
3	Oak Park	30,775	24,514	25.5%	90,364	71,659	26.1%
4	Mesa / SBCC	15,284	13,335	14.6%	49,105	41,206	19.2%
5	Mesa / La Cumbre	17,764	14,476	22.7%	53,280	43,342	22.9%
6	Goleta	114,185	80,067	42.6%	324,609	239,098	35.8%
7	County Health / Fairview	43,336	38,198	13.5%	137,229	114,100	20.3%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	206,038	104,559	97.1%	582,376	313,536	85.7%
12x	Goleta Express	30,742	21,700	41.7%	94,433	65,491	44.2%
14	Montecito	12,561	11,561	8.6%	38,929	35,662	9.2%
15x	SBCC / UCSB Express	19,856	-	100.0%	52,571	-	100.0%
16	City College Shuttle	7,666	-	100.0%	20,954	-	100.0%
17	Lower West / SBCC	17,195	14,021	22.6%	53,901	41,857	28.8%
20	Carpinteria	71,252	56,887	25.3%	213,217	175,937	21.2%
23	Winchester Canyon	8,011	4,749	68.7%	23,987	14,203	68.9%
24x	UCSB Express	85,188	28,732	196.5%	249,667	84,946	193.9%
25	Elwood	11,079	8,548	29.6%	32,558	25,650	26.9%
27	Isla Vista Shuttle	41,842	13,494	210.1%	108,188	37,187	190.9%
28	UCSB Shuttle	91,852	-	100.0%	226,769	-	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	60,265	597	9994.6%	150,301	597	25076.0%
	System Subtotal	1,038,059	570,893	81.8%	2,968,080	1,694,204	75.2%
	<i>Downtown Waterfront Shuttles</i>						
30	Downtown Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
	<i>Unknown</i>						
		-			-		
	System Total	1,038,059	570,893	81.8%	2,968,080	1,694,204	75.2%
	<i>Related Routes</i>						
	11, 24x, 27, 28 UCSB Lines	424,920	146,785	189.5%	1,167,000	435,669	167.9%
	1, 2 East/West	153,168	135,455	13.1%	465,642	389,733	19.5%
	4, 5, 15x, 16, 17 Mesa Lines	77,765	41,832	85.9%	229,811	126,405	81.8%
	6, 11 State/Hollister	320,223	184,626	73.4%	906,985	552,634	64.1%

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

FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

MTD Passengers per Revenue Hour (January 2022 – March 2022)

LINE		Quarter			YTD		
		Jan 22 - Mar 22	Jan 21 - Mar 21	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	21.8	20.3	7.8%	21.9	19.1	14.7%
2	East Santa Barbara	21.7	18.6	16.7%	21.9	17.6	24.4%
3	Oak Park	13.0	10.4	25.1%	12.7	10.0	26.6%
4	Mesa / SBCC	13.6	12.0	13.6%	14.5	12.2	18.8%
5	Mesa / La Cumbre	10.2	8.3	23.2%	10.1	8.2	23.3%
6	Goleta	22.6	16.0	41.2%	21.4	15.8	34.9%
7	County Health / Fairview	11.5	10.2	12.5%	12.1	10.1	20.2%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	27.1	13.7	98.4%	25.4	13.6	87.1%
12x	Goleta Express	17.3	12.3	40.4%	17.6	12.2	43.9%
14	Montecito	10.0	9.3	8.2%	10.3	9.5	9.0%
15x	SBCC / UCSB Express	15.6	-	100.0%	16.6	-	100.0%
16	City College Shuttle	13.0	-	100.0%	13.8	-	100.0%
17	Lower West / SBCC	20.5	16.9	21.6%	21.3	16.6	28.4%
20	Carpinteria	15.6	12.3	26.4%	15.4	12.6	21.7%
23	Winchester Canyon	13.6	8.1	68.0%	13.5	8.0	68.7%
24x	UCSB Express	27.4	9.4	193.2%	26.6	9.2	190.7%
25	Elwood	16.4	12.7	28.8%	16.0	12.6	26.6%
27	Isla Vista Shuttle	38.2	12.4	208.4%	32.7	11.3	189.2%
28	UCSB Shuttle	49.0	-	100.0%	58.0	-	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	69.8	9.1	669.5%	69.0	9.1	660.7%
	System Subtotal	22.0	13.4	64.1%	21.3	13.2	61.9%
<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		22.0	13.4	64.1%	21.3	13.2	61.9%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		31.1	12.4	150.1%	11.7	33.1	-64.8%
1, 2 East/West		21.7	19.2	13.0%	16.4	26.2	-37.1%
4, 5, 15x, 16, 17 Mesa Lines		14.0	11.3	23.4%	11.2	27.1	-58.8%
6, 11 State/Hollister		25.3	14.6	73.5%	13.9	29.0	-52.2%

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

FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

MTD “At Capacity” Loads * (January 2022 – March 2022)

LINE		Quarter			YTD		
		Jan 22 - Mar 22	Jan 21 - Mar 21	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	13	26	-50.0%	18	39	-53.8%
2	East Santa Barbara	26	54	-51.9%	38	88	-56.8%
3	Oak Park	2	6	-66.7%	2	6	-66.7%
4	Mesa / SBCC	-	1	-100.0%	-	3	-100.0%
5	Mesa / La Cumbre	1	-	100.0%	1	1	0.0%
6	Goleta	9	23	-60.9%	21	57	-63.2%
7	County Health / Fairview	-	11	-100.0%	2	18	-88.9%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	92	20	360.0%	199	62	221.0%
12x	Goleta Express	1	5	-80.0%	3	11	-72.7%
14	Montecito	-	1	-100.0%	-	8	-100.0%
15x	SBCC / UCSB Express	16	-	100.0%	57	-	100.0%
16	City College Shuttle	-	-	0.0%	1	-	100.0%
17	Low er West / SBCC	-	8	-100.0%	-	10	-100.0%
20	Carpinteria	3	21	-85.7%	8	45	-82.2%
23	Winchester Canyon	1	-	100.0%	1	-	100.0%
24x	UCSB Express	14	1	1300.0%	77	2	3750.0%
25	Elw ood	1	-	100.0%	2	-	100.0%
27	Isla Vista Shuttle	26	2	1200.0%	39	5	680.0%
28	UCSB Shuttle	74	-	100.0%	118	-	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	35	-	100.0%	84	-	100.0%
System Subtotal		314	179	75.4%	671	355	89.0%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		206	23	795.7%	433	69	527.5%
1, 2 East/West		39	80	-51.3%	56	127	-55.9%
4, 5, 15x, 16, 17 Mesa Lines		17	9	88.9%	59	14	321.4%
6, 11 State/Hollister		101	43	134.9%	220	119	84.9%
<i>Unknown/Miscellaneous</i>		-	-	0.0%	-	-	0.0%
System Total		314	179	75.4%	671	355	89.0%

*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 THIRD QUARTER PERFORMANCE REPORTS

MTD “Too Full to Board” Loads * (January 2022 – March 2022)

LINE		Quarter			YTD		
		Jan 22 - Mar 22	Jan 21 - Mar 21	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	9	332	-97.3%	38	576	-93.4%
2	East Santa Barbara	18	668	-97.3%	97	1,403	-93.1%
3	Oak Park	1	299	-99.7%	6	557	-98.9%
4	Mesa / SBCC	-	20	-100.0%	1	38	-97.4%
5	Mesa / La Cumbre	-	16	-100.0%	3	63	-95.2%
6	Goleta	15	1,004	-98.5%	58	2,173	-97.3%
7	County Health / Fairview	-	104	-100.0%	-	271	-100.0%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	163	1,129	-85.6%	453	2,605	-82.6%
12x	Goleta Express	4	93	-95.7%	19	166	-88.6%
14	Montecito	-	38	-100.0%	2	202	-99.0%
15x	SBCC / UCSB Express	12	-	100.0%	29	-	100.0%
16	City College Shuttle	-	-	0.0%	-	-	0.0%
17	Low er West / SBCC	-	22	-100.0%	2	42	-95.2%
20	Carpinteria	1	601	-99.8%	35	1,543	-97.7%
23	Winchester Canyon	2	3	-33.3%	6	18	-66.7%
24x	UCSB Express	69	54	27.8%	360	87	313.8%
25	Elw ood	-	12	-100.0%	1	25	-96.0%
27	Isla Vista Shuttle	59	121	-51.2%	102	171	-40.4%
28	UCSB Shuttle	91	-	100.0%	218	-	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	2	650.0%	64	2	3100.0%
System Subtotal		459	4,518	-89.8%	1,494	9,942	-85.0%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		382	1,304	-70.7%	1,133	2,863	-60.4%
1, 2 East/West		27	1,000	-97.3%	135	1,979	-93.2%
4, 5, 15x, 16, 17 Mesa Lines		12	58	-79.3%	35	143	-75.5%
6, 11 State/Hollister		178	2,133	-91.7%	511	4,778	-89.3%
<i>Unknown/Miscellaneous</i>		1	-	100.0%	1	-	100.0%
System Total		460	4,518	-89.8%	1,495	9,942	-85.0%

* 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 THIRD QUARTER PERFORMANCE REPORTS

MTD Bicycles Carried (January 2022 – March 2022)

LINE		Quarter			YTD		
		Jan 22 - Mar 22	Jan 21 - Mar 21	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	385	617	-37.6%	1,155	1,827	-36.8%
2	East Santa Barbara	925	1,598	-42.1%	3,220	4,643	-30.6%
3	Oak Park	4	14	-71.4%	19	437	-95.7%
4	Mesa / SBCC	173	256	-32.4%	571	1,010	-43.5%
5	Mesa / La Cumbre	386	432	-10.6%	1,036	1,451	-28.6%
6	Goleta	2,344	3,392	-30.9%	7,409	10,663	-30.5%
7	County Health / Fairview	1,058	1,384	-23.6%	3,574	4,277	-16.4%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	3,734	4,706	-20.7%	11,686	14,871	-21.4%
12x	Goleta Express	1,179	1,512	-22.0%	4,062	4,730	-14.1%
14	Montecito	297	336	-11.6%	764	1,074	-28.9%
15x	SBCC / UCSB Express	229	-	100.0%	722	-	100.0%
16	City College Shuttle	66	-	100.0%	165	-	100.0%
17	Low er West / SBCC	133	226	-41.2%	419	698	-40.0%
20	Carpinteria	1,617	2,140	-24.4%	5,224	7,288	-28.3%
23	Winchester Canyon	210	162	29.6%	447	553	-19.2%
24x	UCSB Express	2,106	2,260	-6.8%	6,975	6,748	3.4%
25	Elw ood	194	191	1.6%	533	841	-36.6%
27	Isla Vista Shuttle	111	297	-62.6%	388	684	-43.3%
28	UCSB Shuttle	288	-	100.0%	854	-	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	28	-	100.0%	106	-	100.0%
System Subtotal		15,467	19,523	-20.8%	49,329	61,795	-20.2%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		6,239	7,263	-14.1%	19,903	22,303	-10.8%
1, 2 East/West		1,310	2,215	-40.9%	4,375	6,470	-32.4%
4, 5, 15x, 16, 17 Mesa Lines		987	914	8.0%	2,913	3,159	-7.8%
6, 11 State/Hollister		6,078	8,098	-24.9%	19,095	25,534	-25.2%
<i>Unknown/Miscellaneous</i>		3	1	100.0%	20	5	300.0%
System Total		15,470	19,524	-20.8%	49,349	61,800	-20.1%

¹ MTD electric shuttles cannot carry bicycles.

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

FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

MTD Wheelchairs Boarded (January 2022 – March 2022)

LINE		Quarter			YTD		
		Jan 22 - Mar 22	Jan 21 - Mar 21	% Change	FY 2021 - 2022	FY2020 - 2021	% Change
1	West Santa Barbara	211	209	1.0%	589	722	-18.4%
2	East Santa Barbara	435	617	-29.5%	1,451	1,947	-25.5%
3	Oak Park	78	122	-36.1%	224	403	-44.4%
4	Mesa / SBCC	31	22	40.9%	123	97	26.8%
5	Mesa / La Cumbre	26	21	23.8%	128	82	56.1%
6	Goleta	314	340	-7.6%	919	1,103	-16.7%
7	County Health / Fairview	367	260	41.2%	1,003	966	3.8%
10	Cathedral Oaks	-	-	0.0%	-	-	0.0%
11	UCSB	365	486	-24.9%	1,045	1,455	-28.2%
12x	Goleta Express	49	53	-7.5%	244	243	0.4%
14	Montecito	21	23	-8.7%	108	106	1.9%
15x	SBCC / UCSB Express	1	-	100.0%	9	-	100.0%
16	City College Shuttle	77	-	100.0%	194	-	100.0%
17	Low er West / SBCC	41	10	310.0%	162	48	237.5%
20	Carpinteria	192	265	-27.5%	652	1,030	-36.7%
23	Winchester Canyon	3	7	-57.1%	10	10	0.0%
24x	UCSB Express	27	55	-50.9%	131	220	-40.5%
25	Elw ood	5	17	-70.6%	23	46	-50.0%
27	Isla Vista Shuttle	11	17	-35.3%	28	42	-33.3%
28	UCSB Shuttle	3	-	100.0%	9	-	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	-	-	0.0%	5	-	100.0%
System Subtotal		2,257	2,524	-10.6%	7,057	8,520	-17.2%
<i>Downtown Waterfront Shuttles</i>							
30	Dow ntow n Shuttle	-	-	0.0%	-	-	0.0%
34	Waterfront Shuttle	-	-	0.0%	-	-	0.0%
<i>Related Routes</i>							
11, 24x, 27, 28 UCSB Lines		406	558	-27.2%	1,213	1,717	-29.4%
1, 2 East/West		646	826	-21.8%	2,040	2,669	-23.6%
4, 5, 15x, 16, 17 Mesa Lines		176	53	232.1%	616	227	171.4%
6, 11 State/Hollister		679	826	-17.8%	1,964	2,558	-23.2%
<i>Unknown/Miscellaneous</i>		-	-	0.0%	2	-	100.0%
System Total		2,257	2,524	-10.6%	7,059	8,520	-17.1%

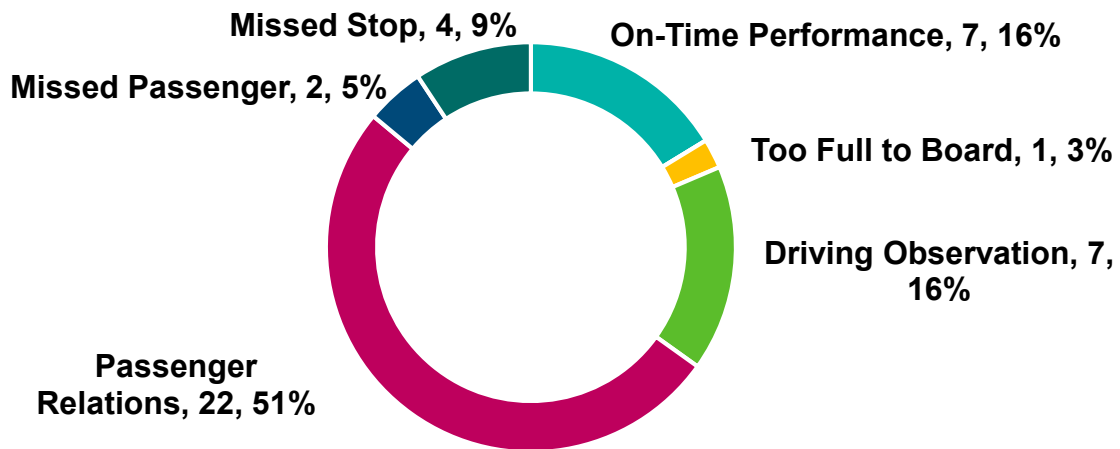
Source: GFI Genfare, MTD Transit Development Department, Planning Section



FY 2021-22 SECOND QUARTER PERFORMANCE REPORTS

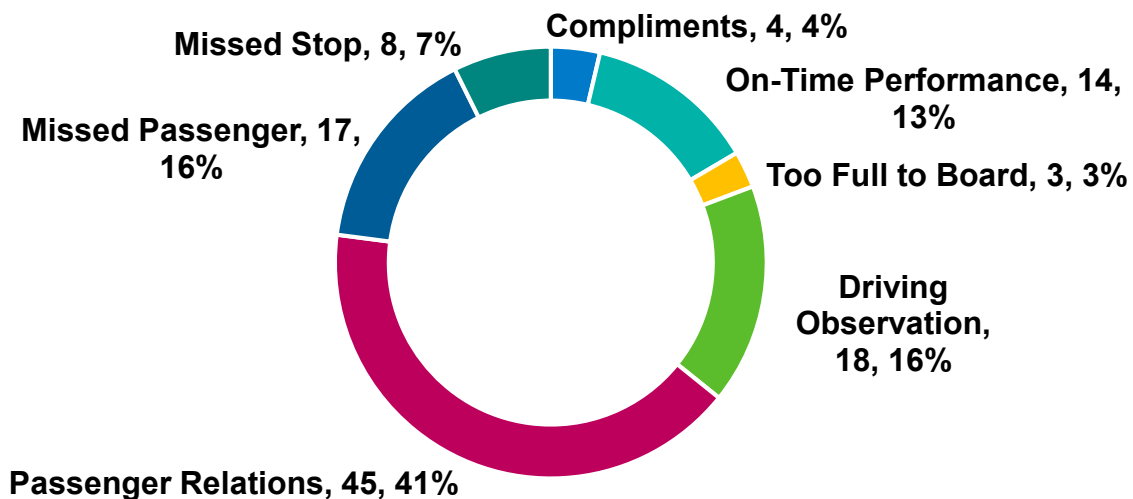
Customer Service Report

Second Quarter Customer Service Statistics

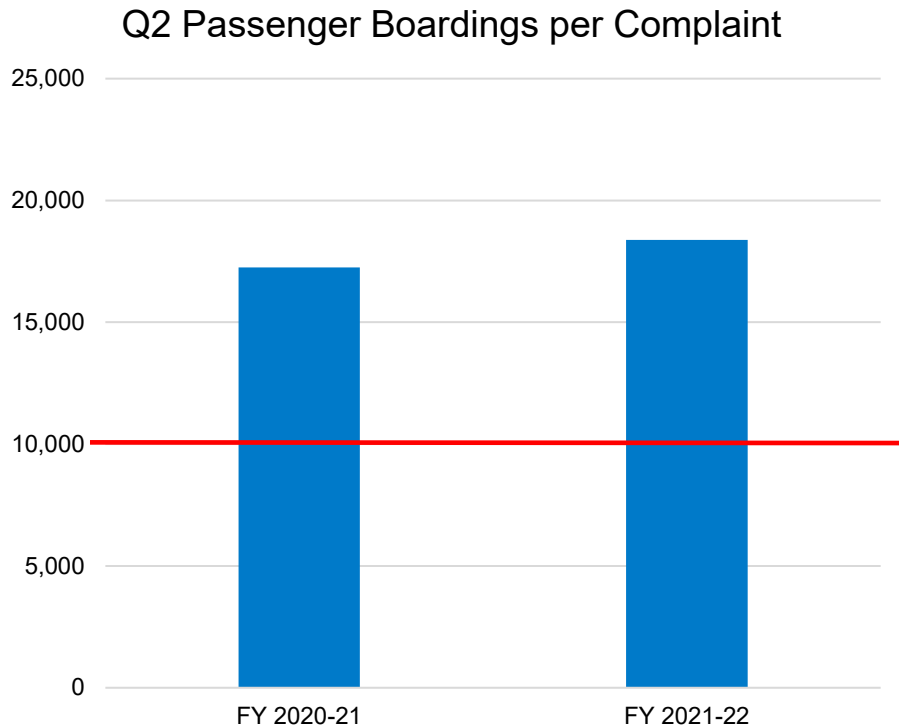


FY 2021-22 Year-to-Date Customer Service Statistics

For the Six Month Period Ending December 31, 2021



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



**2nd Quarter
Compliments
& Complaints**



0 Compliments



43 Complaints

**FY 2021-22 YTD
Compliments
& Complaints**



4 Compliments



105 Complaints

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 2021-22 THIRD QUARTER PERFORMANCE REPORTS

Fleet Maintenance Report

For the Nine-Month Period Ending March 31, 2022

	FY 2022 Q3 Totals							FY 2021 Q3 Totals							Change	
						Parts & Labor	Total Cost per Mile						Parts & Labor	Total Cost per Mile		
Fleet	Miles	MPG	Fuel/Oil	Parts	Labor	Labor		Miles	MPG	Fuel/Oil	Parts	Labor	Parts & Labor		Total Cost per Mile	
Gillig 40'	485,729	4.71	\$193,366	\$87,447	\$86,573	\$174,021	\$0.76	485,796	4.80	\$191,415	\$140,352	\$95,765	\$236,118	\$0.88	-\$0.12	-14.1%
Gillig 29'	49,189	4.84	\$18,725	\$13,230	\$12,687	\$25,917	\$0.91	15,080	4.00	\$7,442	\$11,443	\$8,545	\$19,988	\$1.82	-\$0.91	-50.1%
Nova	8,589	2.79	\$5,553	\$4,109	\$4,543	\$8,651	\$1.65	41	0.11	\$612	\$2	\$65	\$67	\$16.57	-\$14.92	-90.0%
Diesel Fleet:	543,507	4.12	\$217,644	\$104,786	\$103,803	\$208,589	\$0.78	500,917	2.97	\$199,470	\$151,797	\$104,376	\$256,173	\$0.91	-\$0.13	-13.8%
						Parts & Labor	Total Cost per Mile						Parts & Labor	Total Cost per Mile		
Fleet	Miles	MPG	Fuel/Oil	Parts	Labor	Labor		Miles	MPG	Fuel/Oil	Parts	Labor	Parts & Labor		Total Cost per Mile	
Gillig 29' Hybrid	107	1.15	\$153	\$1	\$487	\$488	\$5.99	1,508	3.49	\$806	\$140	\$1,686	\$1,826	\$1.75	\$4.25	243.3%
Gillig 40' Hybrid	74,688	4.75	\$28,827	\$29,360	\$20,780	\$50,140	\$1.06	68,469	4.81	\$25,948	\$33,347	\$17,753	\$51,100	\$1.13	-\$0.07	-6.0%
Hybrid Fleet:	74,795	2.95	\$28,980	\$29,361	\$21,266	\$50,628	\$1.06	69,977	4.15	\$26,754	\$33,487	\$19,438	\$52,926	\$1.14	-\$0.07	-6.5%
						Parts & Labor	Total Cost per Mile						Parts & Labor	Total Cost per Mile		
Fleet	Miles	MPKW	Elec Cost	Parts	Labor	Labor		Miles	MPKW	Elec Cost	Parts	Labor	Parts & Labor		Total Cost per Mile	
BYD EV's	22,754	0.59	\$8,210	\$1,195	\$4,591	\$5,786	\$0.62	23,075	0.61	\$7,958	\$2,040	\$6,710	\$8,750	\$0.72	-\$0.11	-15.1%
Ford EV Vans	0	0.00	\$32	\$191	\$283	\$473	\$0	0	0.00	\$0	\$0	\$0	\$0	\$0	\$0.00	0
Electric Fleet:	22,754	0.29	\$8,242	\$1,385	\$4,874	\$6,259	\$0.64	23,075	0.30	\$7,958	\$2,040	\$6,710	\$8,750	\$0.72	-\$0.09	-12.0%
Totals:	641,056		\$254,865	\$135,532	\$129,943	\$265,476	\$0.81	593,969		\$234,182	\$187,325	\$130,524	\$317,849	\$0.93	-\$0.12	-12.7%



FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

Road Calls Report

**FY 2022 Q3 National Transit Database Road Calls ("Mechanical System Failures")
For the 9-Month Period Ending March 31, 2022**

Fleet Category	All Reportable Mechanical System Failures	Fiscal YTD Miles	Miles Between All Reportable Mechanical System Failures
BYDs (Units 30-43)	3	68,748	7,585
400 Gilligs (Units 434-450)	3	213,675	24,272
600 Gilligs (Units 600-652)	26	1,268,006	15,881
700 Gilligs (Units 700-713)	4	152,917	12,297
700 Gillig Hybrids (Units 715-717)	0	3,718	N/A
900 Gillig Hybrids (Units 900-915)	9	220,077	8,299
1000 Novas (Units 1001-1003)	4	24,565	2,147
System Total Excluding EVs	46	1,882,958	13,441
System Total All Vehicles	49	1,951,706	13,083



FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

Liability Report

**Reportable to National Transit Database (NTD)
For the Three-Month Period Ending March 31, 2022**

Fiscal Year End June 30	2022	2021	2020	2019	2018
1st Quarter: July - September	0	0	1	0	1
2nd Quarter: October - December	1	0	2	0	4
3rd Quarter: January - March	2	1	0	0	1
Fiscal Year to Date:	3	1	3	0	6

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
2nd Quarter: October - December	4	1	6	6	6
3rd Quarter: January - March	4	3	0	6	8
Fiscal Year to Date:	13	4	6	16	17

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FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

Transit Finance Compliance Report

For the Nine-Month Period Ending March 31, 2022

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 January 1 and March 31, 2022, to address these requirements.

MTD Compliance Actions

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 revised FY 2021 National Transit Database Annual Report.

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

Submitted calendar year 2021 Safety & Security data CEO certification to the FTA, as required.

Submitted calendar year 2021 Drug & Alcohol Management Information System data to the FTA, as required.

Completed site visit for the State of California Transportation Development Act Triennial Performance Audit for FY 2019 through FY 2021.

Submitted California State of Good Repair FY 2021 Project Status and Expenditure Report to Caltrans, as required.

Submitted competitive grant application to the California State Transportation Agency (CalSTA) for Transit and Intercity Rail Capital Program (TIRCP) funding.

Submitted formula grant application to Caltrans for Low Carbon Transit Operations Program (LCTOP) funding.

Submitted competitive application to Representative Carbajal for FY 2023 Community Project Funding.

FY 2021-22 THIRD QUARTER PERFORMANCE REPORTS

Continued to monitor all FTA compliance areas and ensure that MTD is in compliance, including the Americans with Disabilities Act (ADA) complementary paratransit service 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

JENNIFER LEMBERGER
SECRETARY

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

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

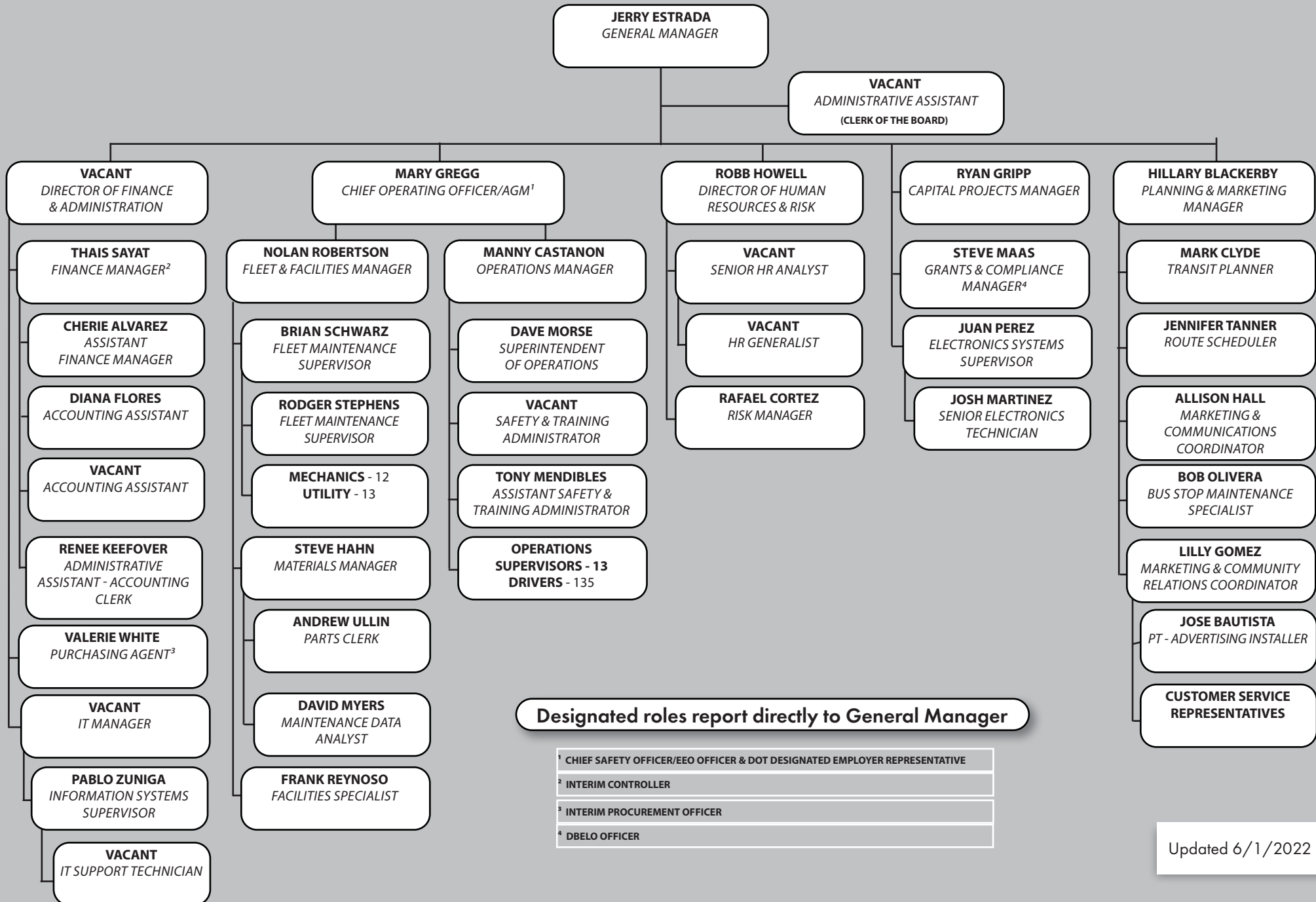
ARJUN SARKAR
BOARD DIRECTOR

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 1/27/2022

Santa Barbara Metropolitan Transit District Management Organizational Chart



Updated 6/1/2022

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: June 7, 2022
Subject: General Manager's Report

With our most recent service change implemented on April 25, our dispatchers are in a much better position to cover runs. Nevertheless, there continue to be days that we struggle to maintain service levels. Our thanks to everyone in Operations for doing all they can to deliver reliable service to the public.

Staff has awarded a contract resulting from the Invitation for Bids (IFB) for Traffic Control Services. The selected contractor will provide a flagperson and necessary signage at the Cota Street driveway exit, which will serve as the primary exit from Terminal 1 during the closure of the Salsipuedes Street driveway. The Salsipuedes Street driveway closure, a consequence of concrete replacement at the driveway associated with the Charge Ready Bridge Project, is anticipated to last about 30 days. Timing of the closure has yet to be determined.

New Flyer informed MTD that the chip shortages are having an impact on their bus manufacturing and may delay the production schedule for the nine battery-electric buses MTD has on order. New Flyer indicated that they are doing everything in their power to minimize delays, if any, and will provide an update in the coming weeks. Staff will keep the Board apprised of any production delays, should they arise.

The five Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) voucher requests New Flyer submitted on behalf of MTD have advanced to the final stage in the review process. It is anticipated MTD will be awarded the five vouchers, for a total award of \$690,000. The monies will offset the total amount owed by MTD to New Flyer for the battery-electric buses on order.

As a result of potential New Flyer production delays, staff has requested an extension to the Grant Agreement between MTD and the San Joaquin Valley Air Pollution Control District for the Volkswagen Mitigation Trust monies awarded to MTD. Under the terms of the Grant Agreement, MTD will receive \$180,000 per bus for three of the nine New Flyer battery-electric buses.

MTD has rereleased the Request for Qualifications (RFQ) for On-Call Construction Management Services. The original solicitation was cancelled because the finalist withdrew. Staff made changes to the original solicitation documents and scope of work with the goal of eliciting more interest for the rebid.

The Stantec team tasked with developing MTD's Zero-Emission Bus Rollout Plan to comply with the California Air Resources Board's (CARB) Innovative Clean Transit (ICT) regulation completed their first deliverable, a Fleet Transition Plan. The Fleet Transition Plan was a requirement of the Bipartisan Infrastructure Law's amended statutory provision for the Buses and Bus Facilities Competitive Program (5339(b)) and the Low or No Emission Program (5339(c)). An application

to either program requesting funding related to zero-emission vehicles had to include a Zero-Emission Transition Plan.

Public engagement for the MTD Moves Ahead Short Range Transit Plan continued with pop ups at the Carpinteria and Santa Barbara Farmers Markets, Transit Center, and bus stops on the Eastside (Milpas & Montecito) and Westside (San Andres & Micheltorena). The survey will close after June 7th, and the public is encouraged to visit sbmtd.gov/MTDMovesAhead to learn more and weigh in.

On Thursday, May 19, 2022, the Santa Barbara County Association of Governments Board of Directors voted to award MTD \$120,450 from the South Coast Measure A Cycle 5 Bicycle and Pedestrian Program that would allow for the agency to replace existing 2-position bike racks on the MTD fleet with new 3-position bike racks. This has been a long-desired improvement to our fleet and we are grateful to the Measure A program for funding this effort.

Staff submitted an application for Federal Transit Administration (FTA) FY 2022 Section 5339(b) Buses and Bus Facilities Program and Section 5339(c) Low or No Emission Program funds. These two annual programs are competitive on a nationwide basis. MTD's application requests funding for three 40-ft. electric buses and chargers, partial funding for Phase 2 of the rehabilitation of Terminal 2, and funding for training opportunities for MTD drivers and mechanics. In total, the application requests more than \$10.1 million in FTA funds, requiring a \$2.3 million local match.

Staff will attend a Zoom meeting of the Technical Transportation Advisory Committee (TTAC) of the Santa Barbara County Association of Governments (SBCAG) on June 2. TTAC will receive updates on SBCAG's pursuit of a federal Transportation Infrastructure Finance and Innovation Act (TIFIA) loan, California Transportation Commission actions, and the Draft Santa Barbara US 101 Comprehensive Multimodal Corridor Plan. TTAC will also be asked to review and comment on Draft 2023 Federal Transportation Improvement Program (FTIP) projects.

Staff held several meetings with project partners CALSTART and the City of Santa Barbara regarding the California Transportation Commission (CTC) Blueprint project. The first major deliverable for the project is a Blueprint Research Report, which will include actions, milestones, and timeline targets for meeting transportation goals and objectives and microgrid construction. That report, to be prepared by CALSTART with MTD input, is due by the end of June.