



<b>BOARD OF DIRECTORS AGENDA</b>
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**REGULAR MEETING**  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**Tuesday, September 20, 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 September 6, 2022.
6. **CASH REPORTS - (ACTION MAY BE TAKEN)**  
The Board of Directors will be asked to review and approve the Cash Reports from August 27, 2022 through September 9, 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.sbmttd.gov](http://www.sbmttd.gov) and at MTD Administrative offices.

<b>BOARD OF DIRECTORS AGENDA</b>
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**8. AUTHORITY TO EXECUTE RENEWABLE DIESEL FUEL CONTRACTS – (ACTION MAY BE TAKEN –ATTACHMENT)**

Staff requests that the Board provide advance authority to the General Manager to enter into a renewable diesel (RD) contract for an upcoming bid solicitation.

**9. RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A GRANT AGREEMENT AND ANY AMENDMENTS FOR TIRCP FUNDING - (ACTION MAY BE TAKEN –ATTACHMENT)**

Staff is requesting that the Board adopt resolution 2022-04 authorizing the General Manager to execute a grant agreement and any amendments thereto with the Transit and Intercity Rail Program (TIRCP) of the California State Transportation Agency (CalSTA).

**10. “AT LARGE” BOARD MEMBER RECRUITMENT – (ACTION MAY BE TAKEN – ATTACHMENT)**

Staff and the assigned Ad Hoc Committee recommends that the Board authorize staff to initiate the “AT LARGE” Board Member recruitment.

**11. GENERAL MANAGER’S REPORT – (INFORMATIONAL)**

The General Manager will report on any updates to district activities.

**12. OTHER BUSINESS AND REPORTS – (INFORMATIONAL)**

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

**13. 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:** SEPTEMBER 20, 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,

<b>BOARD OF DIRECTORS REPORT</b>
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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 September 15, 2022, the COVID-19 community transmission level is categorized as “low” in Santa Barbara County by the Centers for Disease Control & Prevention (CDC). As of September 8, 2022, the Santa Barbara County Public Health Department reports a case rate of 152.3 per 100,000 and a 8.5% 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*

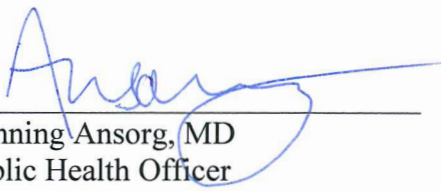
## HEALTH OFFICIALS AB 361 SOCIAL DISTANCE RECOMMENDATION

**Issued: September 28, 2021**

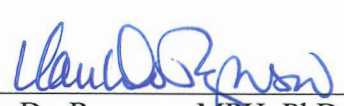
COVID-19 disease prevention measures, endorsed by the Centers for Disease Control and Prevention, include vaccinations, facial coverings, increased indoor ventilation, handwashing, and physical distancing (particularly indoors).

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



<b>BOARD OF DIRECTORS DRAFT MINUTES</b>
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**REGULAR MEETING**  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**Tuesday, September 6, 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 8:31 AM.

**2. ROLL CALL OF THE BOARD MEMBERS**

Chair Davis reported that all members were present except Vice Chair Tabor and Director McQuary.

**3. REPORT REGARDING THE POSTING OF THE AGENDA**

**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 Sarkar moved to approve staff's recommendation to continue to allow noticing and holding remote hearings, consistent with Government Code § 54953(e)(3).  
Director Perotte seconded the motion.

Vice Chair Tabor entered the meeting at 8:32am.

**CONSENT CALENDAR**

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

The Board of Directors was asked to approve the draft minutes for the meeting of August 23, 2022.

**6. CASH REPORTS - (ACTION MAY BE TAKEN)**

The Board of Directors was asked to review and approve the Cash Reports from August 6, 2022 through August 26, 2022.

Director McQuary entered the meeting at 8:34am.

Director Perotte abstained from the prior minutes.



<b>BOARD OF DIRECTORS DRAFT MINUTES</b>
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Chair Davis held a roll call vote and the consent calendar was approved unanimously with 5 ayes 0 nays with abstention from Director Perotte for the prior minutes.

**THIS CONCLUDES THE CONSENT CALENDAR**

**7. PUBLIC COMMENT**

No public comments were made.

**8. RECESS TO CLOSED SESSION: REAL PROPERTY NEGOTIATIONS (GOVERNMENT CODE §54956.8) – (INFORMATIONAL)**

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.

Public comment was made by Mr. Tom Elliot, President of the Homeowners' Association at Forte Ranch. Mr. Elliot stated his concerns regarding the number of rental units being proposed in the Calle Real Project, the traffic with nearby drive through restaurants, and parking. Furthermore, Mr. Elliot shared his hopes that MTD will conduct more meetings including with the county supervisors on the plans being proposed.

Mr. Elliot commended General Manager Estrada on the fruition of the resolution and the work put into the Calle Real Project over the years.

**9. RECESS TO CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL REGARDING ANTICIPATED LITIGATION - (ACTION MAY BE TAKEN)**

The Board will meet in closed session with legal counsel for anticipated litigation (Significant Exposure to Litigation) pursuant to Government Code § 54956.9(d)(2). (e)(2) and e(3).

Number of cases (1) – Claim Received from Brittani Williams and minor child regarding a bus accident on February 5, 2022.

Chair Davis recessed the Board to Closed Session at 8:40 AM.

The Board reconvened from Closed Session at 9:06 AM. Chair Davis reported that no action was taken on item #8.

Chair Davis reported that in closed session for item #9 the Board authorized General Manager Estrada into a settlement agreement in the amount of \$87,500.

**10. ADOPTION OF RESOLUTION TO ENTER OPTION AGREEMENT REGARDING MTD'S CALLE REAL PROPERTY (ACTION MAY BE TAKEN – ATTACHMENTS)**

General Manager Estrada introduced MTD's Attorney Graham Lyons to allow Mr. Lyons to provide the Board of Directors with an explanation of the attached Option Agreement with ConAm RE Investments LLC ("ConAm").

<b>BOARD OF DIRECTORS DRAFT MINUTES</b>
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Mr. Zach Adams with ConAm shared his gratitude for ConAm being considered for this development.

Vice Chair Tabor moved to approve the adoption of Resolution 2022-03. Director Perotte seconded the motion. Chair Davis held a roll call vote and adoption was approved unanimously

**11. FISCAL YEAR 2021-22 ANNUAL RIDERSHIP & CUSTOMER SERVICE REPORT – (INFORMATIONAL)**

Planning and Marketing Manager Hillary Blackerby presented a report regarding annual ridership and customer service statistics for FY 2021-22.

**12. CONFLICT OF INTEREST CODE UPDATE – (ACTION MAY BE TAKEN – ATTACHMENT)**

General Manager Jerry Estrada requested that the Board approve recommended changes to the Conflict of Interest Code.

Director Sarkar moved to approve the recommended changes. Director Perotte seconded the motion. The motion passed unanimously.

**13. GENERAL MANAGER'S REPORT – (INFORMATIONAL)**

General Manager Estrada provided an update on district activities.

**14. OTHER BUSINESS AND REPORTS – (INFORMATIONAL)**

No other business was discussed.

**15. ADJOURNMENT**

The meeting was adjourned at 9:43 AM.

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**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of September 20, 2022**  
**For the Period August 27, 2022 through September 9, 2022**

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**MONEY MARKET**

**Beginning Balance August 27, 2022** **\$1,821,217.08**

Accounts Receivable	5,967,922.03
Passenger Fares	80,377.51
Measure A Transfer	875.56
Prepays & Advertising	750.00
Miscellaneous Income	96.85
<b>Total Deposits</b>	<b>6,050,021.95</b>

Bank & Credit Card Fees	(121.21)
Miscellaneous Transfers	(1,751.27)
401(k)/Pension Transfer	(33,847.17)
Payroll Taxes	(153,678.40)
Payroll	(342,870.33)
Accounts Payable	(402,010.84)
<b>Total Disbursements</b>	<b>(934,279.22)</b>

**Ending Balance** **\$6,936,959.81**

**CASH INVESTMENTS**

LAIF Account	\$5,902,708.48
Money Market Account	6,936,959.81

**Total Cash Balance** **\$12,839,668.29**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$4,500,445.30)
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**Working Capital** **\$8,339,222.99**

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

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<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
8/30/2022	Federal Transit Administration	FTA Operating Assistance- Jun '22	439,760.00
8/30/2022	Federal Transit Administration	FTA Operating Assistance- May '22	439,761.00
8/30/2022	Federal Transit Administration	FTA Operating Assistance- Apr '22	439,759.00
8/30/2022	Federal Transit Administration	FTA Operating Assistance- Jul '21-Mar '22	3,957,840.00
8/30/2022	UCSB - Parking Services-7001	Passes/Passports Sales	2,576.00
9/7/2022	City of SB Creeks Division	Advertising on Buses	3,888.00
9/7/2022	Department of Rehabilitation	Passes/Passports Sales	416.00
9/7/2022	Local Transportation Fund	SB 325 - Aug '22	385,941.35
9/7/2022	LOSSAN Rail Corridor Agency	LOSSAN Contract Revenue	453.00
9/7/2022	Measure A, Section 3 LSTI	Measure A Funds- Aug '22	292,653.68
9/8/2022	Idea Engineering, Inc.	Advertising on Buses	2,574.00
9/9/2022	SB School District	Passes/Token Sales	2,300.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$5,967,922.03</b>

**Santa Barbara Metropolitan Transit District**  
**Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
129785	6/17/2022	VEHICLE MAINTENANCE PROGRA	BUS PARTS	859.07	V
130298	8/31/2022	BUILDERS MUTUAL INSURANCE C	WC IWC INSURANCE	186.00	
130299	9/1/2022	ABC BUS COMPANIES INC	BUS PARTS	7,048.16	
130300	9/1/2022	AMERICAN MOVING PARTS, LLC	BUS PARTS	2,109.20	
130301	9/1/2022	BRINK'S INCORPORATED	ARMORED TRANSPORTATION SERVIC	1,698.48	
130302	9/1/2022	MARIO R. BEAS	HR CONSULTANT	11,520.00	
130303	9/1/2022	CENTRAL COAST TANK TESTING	TANK TESTS	740.00	
130304	9/1/2022	CINTAS CORPORATION	FIRST AID SUPPLIES	156.51	
130305	9/1/2022	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	412.25	
130306	9/1/2022	CROSSLINE SUPPLY LLC	BUS PARTS	2,501.26	
130307	9/1/2022	DIESEL FORWARD, INC.	BUS PARTS	2,346.62	
130308	9/1/2022	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	318.52	
130309	9/1/2022	FAUVER, LARGE, ARCHBALD&SPR	LEGAL COUNSEL	22,730.00	
130310	9/1/2022	G.L. HYDRAULICS INC.	VENDOR BUS REPAIRS	372.00	
130311	9/1/2022	GIBBS INTERNATIONAL INC	BUS PARTS	483.69	
130312	9/1/2022	GILLIG LLC	BUS PARTS	2,802.13	
130313	9/1/2022	GLOBAL INDUSTRIAL DBA	B&G REPAIRS & SUPPLIES	30.98	
130314	9/1/2022	GRAPHICINK	PRINTING SERVICES	2,733.35	
130315	9/1/2022	GRAINGER, INC.	SHOP/B&G SUPPLIES	31.32	
130316	9/1/2022	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	45.23	
130317	9/1/2022	HR AUTOGLASS DBA	BUS PARTS/REPAIRS	250.00	
130318	9/1/2022	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	320.27	
130319	9/1/2022	LANSPEED DBA	IT SERVICES	625.00	
130320	9/1/2022	LAWSON PRODUCTS INC	SHOP SUPPLIES	1,957.50	
130321	9/1/2022	MARTIN AUTO COLOR, INC.	BUS SUPPLIES	555.64	
130322	9/1/2022	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	235.50	
130323	9/1/2022	MC CORMIX CORP. (OIL)	LUBRICANTS	3,831.54	
130324	9/1/2022	MEDICAL EYE SERVICES, INC.	VISION INSURANCE	413.58	
130325	9/1/2022	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	884.70	
130326	9/1/2022	MUNOZ JANITORIAL	JANITORIAL/DISINFECTANT SERVICE	29,380.00	
130327	9/1/2022	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	353.86	
130328	9/1/2022	NFI PARTS DBA	BUS PARTS	217.97	
130329	9/1/2022	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	201.27	
130330	9/1/2022	PETROLEUM MARKETING EQUIP	FUELING SYSTEMS	572.80	
130331	9/1/2022	SMITTY'S TOWING SERVICE D	TOWING SERVICES	412.50	
130332	9/1/2022	SM TIRE, CORP.	BUS TIRE MOUNTING	1,066.06	
130333	9/1/2022	SO. CAL. EDISON CO.	UTILITIES	2,299.12	
130334	9/1/2022	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	178.56	

Check #	Date	Company	Description	Amount	Voids
130335	9/1/2022	STEWART'S DE-ROOTING & PLUM	PLUMBING REPAIRS	352.63	
130336	9/1/2022	SB CITY OF-REFUSE/WATER	UTILITIES	2,317.00	
130337	9/1/2022	THE MEDCENTER	MEDICAL EXAMS	1,712.00	
130338	9/1/2022	TAC ENERGY LLC	RENEWABLE DIESEL	38,367.00	
130339	9/1/2022	J.C.M. AND ASSOCIATES INC.	UNIFORMS	69.66	
130340	9/1/2022	VALLEY POWER SYSTEMS, INC.	BUS PARTS	22.80	
130341	9/1/2022	VEHICLE MAINTENANCE PROGRA	BUS PARTS	859.07	
130342	9/1/2022	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	359.25	
130343	9/1/2022	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	339.67	
130344	9/9/2022	ABC BUS COMPANIES INC	BUS PARTS	436.52	
130345	9/9/2022	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	95.00	
130346	9/9/2022	BNS ELECTRONICS, INC.	SANTA YNEZ SITE RENTAL	322.50	
130347	9/9/2022	COMMUNITY RADIO, INC.	GIBRALTAR SITE RENTAL	289.44	
130348	9/9/2022	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	155.44	
130349	9/9/2022	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	241.89	
130350	9/9/2022	COUNTY OF S.B.PUBLIC WORKS D	WASTE DISPOSAL	309.40	
130351	9/9/2022	DAVID DAVIS JR.	DIRECTOR FEES	180.00	
130352	9/9/2022	GIBBS INTERNATIONAL INC	BUS PARTS	695.90	
130353	9/9/2022	GILLIG LLC	BUS PARTS	1,897.59	
130354	9/9/2022	GOLD COAST TRANSPORT REFRIG	BUS A/C MAINTENANCE	362.50	
130355	9/9/2022	GOLETA WATER DISTRICT	UTILITIES	215.80	
130356	9/9/2022	LAWRENCE GOMOLL	TOOL ALLOWANCE	84.00	
130357	9/9/2022	GRAINGER, INC.	SHOP/B&G SUPPLIES	951.71	
130358	9/9/2022	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	4,568.45	
130359	9/9/2022	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	70.02	
130360	9/9/2022	HAYWARD LUMBER	SHOP/B&G SUPPLIES	40.90	
130361	9/9/2022	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	98.08	
130362	9/9/2022	JOY EQUIPMENT PROTECTION, IN	SERVICING FIRE EXTINGUISHERS	171.28	
130363	9/9/2022	KOFF & ASSOCIATES, A DIVISION	PROFESSIONAL SERVICES	4,661.25	
130364	9/9/2022	LANSPEED DBA	IT SERVICES	2,850.00	
130365	9/9/2022	JENNIFER LEMBERGER	DIRECTOR FEES	180.00	
130366	9/9/2022	LIFELOC TECHNOLOGIES, INC.	BREATH ANALYZER TRAINING	25.00	
130367	9/9/2022	MARTIN AUTO COLOR, INC.	BUS SUPPLIES	493.42	
130368	9/9/2022	MAYAN LANDSCAPING	LANDSCAPE MAINTENANCE SERVICE	3,600.00	
130369	9/9/2022	MC CORMIX CORP. (OIL)	LUBRICANTS	3,001.89	
130370	9/9/2022	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,452.09	
130371	9/9/2022	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	248.05	
130372	9/9/2022	CHUCK MCQUARY	DIRECTOR FEES	120.00	
130373	9/9/2022	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	128.40	
130374	9/9/2022	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	168.26	
130375	9/9/2022	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,311.60	



Check #	Date	Company	Description	Amount	Voids
130376	9/9/2022	NFI PARTS DBA	BUS PARTS	39.32	
130377	9/9/2022	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	625.02	
130378	9/9/2022	PAULA A. PEROTTE	DIRECTOR FEES	180.00	
130379	9/9/2022	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	182.95	
130380	9/9/2022	REGIONAL GOVERNMENT SERVIC	PERSONNEL RECRUITMENT	1,391.00	
130381	9/9/2022	AL ROMERO JR.	REIMBURSEMENT	62.00	
130382	9/9/2022	SARKAR, ARJUN	DIRECTOR FEES	120.00	
130383	9/9/2022	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
130384	9/9/2022	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	10.88	
130385	9/9/2022	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	58,002.39	
130386	9/9/2022	SM TIRE, CORP.	BUS TIRE MOUNTING	1,681.90	
130387	9/9/2022	SO. CAL. EDISON CO.	UTILITIES	4,927.90	
130388	9/9/2022	SOAP MAN DISTRIBUTIN DBA	BUS CLEANING SUPPLIES	260.78	
130389	9/9/2022	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	37.29	
130390	9/9/2022	SB CITY OF-REFUSE/WATER	UTILITIES	2,075.45	
130391	9/9/2022	DAVID T. TABOR	DIRECTOR FEES	180.00	
130392	9/9/2022	TEAMSTERS PENSION TRUST	UNION PENSION	81,461.54	
130393	9/9/2022	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	8,924.00	
130394	9/9/2022	TRISTAR RISK MANAGEMENT	WORKERS COMPENSATION ADMINIST	15,932.75	
130395	9/9/2022	TAC ENERGY LLC	RENEWABLE DIESEL	37,579.82	
130396	9/9/2022	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	400.52	
130397	9/9/2022	J.C.M. AND ASSOCIATES INC.	UNIFORMS	91.84	
130398	9/9/2022	VALLEY POWER SYSTEMS, INC.	BUS PARTS	120.42	
130399	9/9/2022	VALLEY POWER SYSTEMS, INC.	LUBRICANTS	1,856.58	
130400	9/9/2022	VC STAR / DESK SPINCO, INC	PUBLIC NOTICE ADS	208.40	
130401	9/9/2022	VERITECH, INC.	BUS PARTS	1,452.00	
130402	9/9/2022	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	4,518.13	
130403	9/9/2022	WHITE ASSOCIATES DBA	BUS PARTS AND REPAIRS	3,440.00	
				<b>402,869.91</b>	
				<b>Current Cash Report Voided Checks:</b>	0.00
				<b>Prior Cash Report Voided Checks:</b>	859.07
				<b>Grand Total:</b>	<b>\$402,010.84</b>



## BOARD OF DIRECTORS REPORT

**MEETING DATE:** SEPTEMBER 20, 2022

**AGENDA ITEM: #8**

**DEPARTMENT:** PROCUREMENT

**TYPE:** ACTION ITEM

**PREPARED BY:** VALERIE WHITE

\_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER

\_\_\_\_\_  
*Signature*

**SUBJECT:** ADVANCE AUTHORITY TO EXECUTE RENEWABLE DIESEL FUEL  
CONTRACT

### RECOMMENDATION:

Staff requests that the Board provide advance authority to the General Manager to enter into a renewable diesel (RD) contract for an upcoming bid solicitation subject to the following conditions:

- The gross price does not exceed \$4.12 per gallon;
- The fixed price contract term shall not exceed eighteen months; and,
- The contract is awarded to the low bidder found to be responsive and responsible.

### DISCUSSION:

*Background:* MTD's current contract for RD terms December 2022. In preparation for the next fuel contract, Staff is currently qualifying vendors with the intent to issue bids and award to the lowest, responsive bidder. RD is the alternative fuel used for bus operations that is nearly identical to petroleum-based diesel in its performance characteristics yet is not produced from fossil fuels, producing fewer greenhouse gas (GHG) and other harmful emissions.

*Advanced Authority:* MTD shall seek a firm, fixed-price contract for RD to achieve budget goals and market risk tolerance. Qualified suppliers are expected to hedge their bid prices by purchasing commodity futures contracts. So, the winning bidder will seek to enter into its futures contracts as quickly as possible following bid submittal to secure its profit margin. The greater the period between bid submittal and MTD contract award notification, the greater the potential for futures contract price changes, thereby increasing the price risk to the bidder. Thus, MTD must guarantee to bidders to make the award decision quickly following the receipt of bids to minimize the risk premium vendors will add to their bid prices. Board approval for advanced authority to enter into a fuel contract will allow Staff to honor that promise to bidders, lock in prices, and award the contract the same day fuel bids are received.

*Price Bid Maximum:* The price of RD is strongly correlated and competitive with ultra-low sulfur diesel (ULSD) in California (this is partly the result of the state's Low Carbon Fuel Standard, which offsets some of the production cost through carbon credits). Based on the margins between ULSD futures trading prices and fixed price RD fuel contracts MTD has experienced over the years, Staff is estimating bids to come in under \$4.12 per gallon. Under the current volatile conditions, Staff has determined that price bid maximum to be fair and reasonable and should prevent the

<b>BOARD OF DIRECTORS REPORT</b>
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necessity of returning to the Board for increased authority. This price shall include the cost of supply and delivery to MTD's Terminal 1, but not include applicable fees and taxes.



<b>BOARD OF DIRECTORS REPORT</b>
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<b>MEETING DATE:</b>	SEPTEMBER 20, 2022	<b>AGENDA ITEM: #9</b>
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<b>DEPARTMENT:</b>	OFFICE ADMINISTRATION
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<b>TYPE:</b>	ACTION ITEM
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<b>PREPARED BY:</b>	HILLARY BLACKERBY
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\_\_\_\_\_  
*Signature*

<b>REVIEWED BY:</b>	GENERAL MANAGER
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\_\_\_\_\_  
*Signature*

<b>SUBJECT:</b>	RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A GRANT AGREEMENT AND ANY AMENDMENTS FOR TIRCP FUNDING
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**RECOMMENDATION:**

Staff is requesting that the Board adopt the attached resolution authorizing the General Manager to execute a grant agreement and any amendments thereto from the Transit and Intercity Rail Program of the California State Transportation Agency (CalSTA)

**ATTACHMENT:**

Resolution 2022-04 Application for funds through the 2022 Transit and Intercity Rail Program of the California State Transportation Agency (CalSTA).

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

IN THE MATTER OF AUTHORIZING GENERAL  
MANAGER OR HIS DESIGNEE TO EXECUTE A  
GRANT AGREEMENT AND ANY  
AMENDMENTS THERETO FROM THE  
TRANSIT AND INTERCITY RAIL PROGRAM OF  
THE CALIFORNIA STATE TRANSPORTATION  
AGENCY (CalSTA)

**RESOLUTION NO. 2022-04**

**WHEREAS**, the Santa Barbara Metropolitan Transit District wishes to receive an allocation of funds through the 2022 Transit and Intercity Rail Program; and

**WHEREAS**, the California State Transportation Agency, herein referred to as "CalSTA," has issued a Notice of Funding Availability (NOFA) for the 2022 Transit and Intercity Rail Program (TIP), created by Senate Bill (SB) 862 (Chapter 36, Statutes of 2014) and modified by SB9 (Chapter 710, Statutes of 2015) to provide grants from the Greenhouse Gas Reduction Fund (GGRF) to fund transformative capital improvements that will modernize California's intercity, commuter, and urban rail systems, and bus and ferry transit systems, to significantly reduce emissions of greenhouse gases, vehicle miles traveled, and congestion; and

**WHEREAS**, the legislation of these bills is codified in Sections 75220 through 75225 of the Public Resources Code (PRC). Assembly Bill (AB) 398 (Chapter 135, Statutes of 2017) extended the Cap-and-Trade Program that supports the TIRCP from 2020 through 2030. SB1 (Chapter 5, Statutes of 2017) continues to provide a historic funding increase for transportation with funds directed to the TIRCP from the Public Transportation Account for new programming in this cycle. Pursuant to the statute, CalSTA is authorized to approve funding allocations for the program subject to the terms and conditions of the NOFA and program application forms.

**NOW, THEREFORE, BE IT RESOLVED** that the Santa Barbara Metropolitan Transit District Board of Directors authorizes the execution of a grant agreement and any amendments to CALSTA for Transit and Intercity Rail Program.

**BE IT FURTHER RESOLVED** that the General Manager or his/her designee is hereby authorized and empowered to execute in the name of Santa Barbara Metropolitan Transit District all grant documents, including but not limited to applications, agreements,

amendments, reports, and requests for payment, necessary to secure grant funds and implement the approved grant project; and

**BE IT FURTHER RESOLVED** that these authorizations are effective for five (5) years from the date of adoption of this resolution.

**PASSED AND ADOPTED** by the Board of Directors of the Santa Barbara Metropolitan Transit District this 20th day of September, by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Chair, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors





## BOARD OF DIRECTORS REPORT

**MEETING DATE:** SEPTEMBER 20, 2022 **AGENDA ITEM: #10**  
**DEPARTMENT:** OFFICE ADMINISTRATION  
**TYPE:** ACTION ITEM  
**PREPARED BY:** JERRY ESTRADA \_\_\_\_\_  
*Signature*  
**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
*Signature*  
**SUBJECT:** "AT LARGE" BOARD MEMBER RECRUITMENT

**RECOMMENDATION:** Staff and the Ad Hoc Committee are recommending that the Board authorize staff to initiate the "AT LARGE" Board Member recruitment.

### DISCUSSION:

Director Bill Shelor submitted his resignation to the Board of Directors on October 3, 2021. MTD's June 21, 2022 Board Meeting, the Board assigned an Ad Hoc Committee with General Manager Estrada, Secretary Lemberger and Director Perotte the task of commencing the recruitment process to fill the aforementioned "At-Large" Board position. The available position is a partial term that will run through July 2, 2023.

Consistent with previous recruitments, the assigned Ad Hoc met on August 30, 2022 and September 13, 2022. The Ad hoc reviewed the previous selection process and recommended the following recruitment steps:

- September 20, 2022 – Full Board review applicant Supplemental Questionnaire and authorize staff to initiate recruitment
- Resumes and Supplemental Questionnaire must be received at MTD's Administration office no later than 2:00 p.m. October 25, 2022
- November 1, 2022 – The Ad Hoc Committee will review submitted resumes from interested applicants and recommend the top applicants to the full Board for interviews
- The full Board will conduct interviews and will be asked to select a new "At-Large" Board member November 15, 2022

### ATTACHMENT:

- Supplemental Questionnaire



<b>SUPPLEMENTAL QUESTIONNAIRE</b>
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**APPLICANT NAME:** Click or tap here to enter text.

1. Why do you want to serve on the MTD Board?
2. Please describe your understanding of the operations of MTD and in particular the responsibilities of the Board of Directors?
3. How would your personal background and professional experience benefit MTD if you were selected as an MTD Board Member?
4. Please list your experience with community involvement and your affiliations with community-based organizations.
5. Are you aware of any potential personal or professional relationships that may be considered a conflict of interest related to MTD?
6. What about MTD's mission excites you?