



BOARD OF DIRECTORS AGENDA

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, March 7, 2023
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), Paula Perotte (Director), Arjun Sarkar (Director), Alberto Lapuz (Director), Monica Solorzano (Director).
3. **REPORT REGARDING THE POSTING OF THE AGENDA**

CONSENT CALENDAR

4. **APPROVAL OF PRIOR MINUTES - (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to approve the draft minutes for the meeting of February 21, 2023.
5. **CASH REPORTS - (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to review and approve the Cash Reports from February 11, 2023 through February 24, 2023.

THIS CONCLUDES THE CONSENT CALENDAR

6. **PUBLIC COMMENT**
Members of the public may address the Board of Directors on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk a "Request to Speak" form that includes both a description of the subject you wish to address and, if applicable, the agenda item number for which you would like to comment. Additional public comment will be allowed during each agenda item, including closed session items. Forms are available at www.sbmttd.gov and at MTD Administrative offices.
7. **PRESENTATION OF FISCAL YEAR 2022-2023 YEAR END ESTIMATES AND FIRST DRAFT OF FISCAL YEAR 2023-24 BUDGET – (INFORMATIONAL – ATTACHMENT)**

BOARD OF DIRECTORS AGENDA

Staff will present updated Fiscal Year 2022-23 (FY 2022-23) year-end financial estimates and the first draft of the Fiscal Year 2023-24 (FY 2023-24) budget to the Board to seek input on preparing the final draft to be considered for adoption in June.

8. COMMERCIAL AUTO GENERAL LIABILITY INSURANCE RENEWAL – (ACTION MAY BE TAKEN)

Staff recommends renewal of Commercial Auto and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective April 1, 2023 – April 1, 2024.

9. STATUS REPORT ON THE COVID-19 STATE OF EMERGENCY– (INFORMATIONAL – ATTACHMENT)

Staff recommends the Board receive a status report on the COVID-19 State of Emergency.

10. LOW CARBON TRANSIT OPERATIONS PROGRAM RESOLUTION – (ACTION MAY BE TAKEN – ATTACHMENT)

Staff recommends that the Board adopt Resolution 2023-02 authorizing General Manager Jerry Estrada to execute all required documents for an application to the California Department of Transportation (Caltrans) for FY 2023 California cap-and-trade funds from the Low Carbon Transit Operations Program (LCTOP).

11. GENERAL MANAGER’S REPORT – (INFORMATIONAL)

The General Manager will provide an update on 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 DRAFT MINUTES

REGULAR MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, February 21, 2023
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 Director Sarkar and Secretary Lemberger.
3. **REPORT REGARDING POSTING OF AGENDA**
Evelyn Orozco, Human Resources Assistant reported that the agenda was posted on Friday, February 17, 2023, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.
4. **OATH OF OFFICE FOR NEW DIRECTORS – (ACTION MAY BE TAKEN)**
Newly appointed Board Members Alberto Lapuz and Monica Solorzano were sworn in by Chair Davis as Directors for Santa Barbara Metropolitan Transit District.
5. **STATUS REPORT ON THE COVID-19 STATE OF EMERGENCY (ACTION MAYBE TAKEN - ATTACHMENTS)**
The Board reconsidered the circumstances of the COVID-19 State of Emergency.

Vice Chair Tabor 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. Chair Davis held a roll call vote and the motion passed unanimously with two absent.

CONSENT CALENDAR

6. **APPROVAL OF PRIOR MINUTES - (ATTACHMENT - ACTION MAY BE TAKEN)**
The Board of Directors was asked to approve the draft minutes for the meeting of January 24, 2023.
7. **CASH REPORT - (ATTACHMENT - ACTION MAY BE TAKEN)**
The Board of Directors was asked to review and approve the Cash Report from January 7, 2023 through January 27, 2023 and January 28, 2023 through February 10, 2023.

Director Lapuz and Director Solorzano abstained from the prior minutes.

BOARD OF DIRECTORS DRAFT MINUTES

Vice Chair Tabor moved to approve the consent calendar. Director Perotte seconded the motion. Chair Davis held a roll call vote and the consent calendar was approved unanimously with abstentions from Director Lapuz and Director Solorzano and two absent.

THIS CONCLUDES THE CONSENT CALENDAR

8. PUBLIC COMMENT

No public comments were made.

9. IMPACTS OF 2020 DECENNIAL CENSUS RESULTS – SANTA BARBARA UZA – (INFORMATIONAL)

Steve Maas, Grants and Compliance Manager provided a presentation on the expected impacts resulting from the Santa Barbara urbanized area (UZA) population exceeding 200,000 persons in the 2020 Census.

10. SECOND QUARTER PERFORMANCE REPORTS - (INFORMATIONAL)

Hillary Blackerby, Planning and Marketing Manager provided a presentation on the performance reports for the second quarter of FY 2022-2023.

Secretary Lemberger entered the meeting at 9:07AM.

11. PLANNING DEPARTMENT WORK PLAN - (INFORMATIONAL)

Hillary Blackerby, Planning and Marketing Manager provided an update on the service change work plan for FY 2023-2024.

12. ADOPTION OF FISCAL YEAR 2023-2024 (ACTION MAY BE TAKEN – ATTACHMENT)

Thais Hernandez Sayat requested that the Board approve the submittal of Santa Barbara Metropolitan Transit District Measure A Program of Projects for FY 2023-2024.

Director Perotte moved to approve the submittal of the Santa Barbara Metropolitan Transit District Measure A Program of Projects for FY 2023-2024. Director Lapuz seconded the motion. Chair Davis held a roll call vote. The motion was approved unanimously with one absent.

13. FINANCIAL UPDATE AND SECOND QUARTER REVIEW OF FISCAL YEAR 2022-2023 – (INFORMATIONAL – ATTACHMENT)

Nancy Tillie, Director of Finance and Administration presented the financial report for the second quarter of FY 2022-2023 and the six-month period of July 1, 2022 through December 31, 2022.

14. CAL OES DESIGNATION OF AUTHORIZED AGENT FOR FEMA ASSISTANCE – (ACTION MAY BE TAKEN – ATTACHMENT)

Nancy Tillie, Director of Finance and Administration requested that the Board approve a resolution designating General Manager Estrada as the authorized agent to execute and file agreements with the California Governor's Office of Emergency Services for federal financial assistance for disaster relief.

Secretary Lemberger moved to approve General Manager Estrada as the authorized agent for FEMA Assistance. Director Solorzano seconded the motion. Chair Davis held a roll call vote. The motion was approved unanimously with one absent.

15. AMENDMENT OF EXISTING TRANSIT PASS PROGRAM AGREEMENT BETWEEN MTD AND SANTA BARBARA CITY COLLEGE – (ACTION MAY BE TAKEN – ATTACHMENT)

General Manager Estrada asked that the Board grant him authorization to sign agreement between MTD and SBCC in regard to existing Transit Pass Program as the current one expires in the Summer and new one must also need to be reflective of modifications.

Vice Chair Tabor moved to approve authorization to sign the agreement. Director Lapuz seconded the motion. Chair Davis held a roll call vote. The motion was approved unanimously with one absent.

16. GENERAL MANAGER’S REPORT – (INFORMATIONAL)

General Manager Estrada provided an update on district activities.

17. OTHER BUSINESSES AND REPORTS – (INFORMATIONAL)

Chair Davis announced Vice Chair Tabor will take over for him March through April of 2023. Chair Davis expects to return May of 2023.

18. ADJOURNMENT

The meeting was adjourned at 10:22 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 7, 2023
For the Period February 11, 2023 through February 24, 2023

MONEY MARKET

Beginning Balance February 11, 2023 **\$4,057,013.50**

Accounts Receivable	1,072,534.39
Prepays & Advertising	326,639.18
Passenger Fares	115,124.31
UCSB Fares	111,758.18
SBCC Fares	70,424.00
Interest Income	1,749.50
Miscellaneous Income	645.55
Total Deposits	1,698,875.11

Bank & Credit Card Fees	(3,136.12)
Miscellaneous Transfers	(11,192.43)
401(k)/Pension Transfer	(33,895.24)
Workers' Compensation	(47,057.11)
Payroll Taxes	(152,206.13)
Payroll	(357,326.77)
Accounts Payable	(857,660.66)
Total Disbursements	(1,462,474.46)

Ending Balance **\$4,293,414.15**

CASH INVESTMENTS

LAIF Account	\$5,953,733.70
Money Market Account	4,293,414.15

Total Cash Balance **\$10,247,147.85**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$4,507,792.85)
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Working Capital **\$5,739,355.00**

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

Date	Company	Description	Amount
2/15/2023	County of Santa Barbara	Passes/Token Sales	2,875.00
2/16/2023	Department of Rehabilitation	Passes/Passports Sales	364.00
2/16/2023	Department of Rehabilitation	Passes/Passports Sales	416.00
2/16/2023	UCSB Administration Services Div.	Transit Enhancement Line 28 FY22-23	791,785.64
2/16/2023	UCSB Administration Services Div.	Transit Enhancement Line 12x/24x FY22-23	165,035.56
2/17/2023	UCSB - Contract Fares	Contract Fares Winter 2023	111,758.19
2/22/2023	City of SB Creeks Division	Advertising on Buses	300.00
Total Accounts Receivable Paid During Period			\$1,072,534.39

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
131560	2/16/2023	ABC BUS COMPANIES INC	BUS PARTS	640.38	
131561	2/16/2023	AQUA-FLO	BUS WASH SUPPLIES	102.86	
131562	2/16/2023	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
131563	2/16/2023	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	170.00	
131564	2/16/2023	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	285.00	
131565	2/16/2023	BROWN & BROWN INSURANCE SE	D&O AND EPLI INSURANCE	5,162.50	
131566	2/16/2023	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
131567	2/16/2023	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	178.00	
131568	2/16/2023	MIKE CARDONA	RETIREE HEALTH REIMBURSEMENT	230.30	
131569	2/16/2023	CASEY KILE	TOOL ALLOWANCE	1,100.00	
131570	2/16/2023	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	286.00	
131571	2/16/2023	CLEVER DEVICES LTD	HARDWARE/SOFTWARE WARRANTY	77,974.00	
131572	2/16/2023	CINTAS CORPORATION	FIRST AID SUPPLIES	608.91	
131573	2/16/2023	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	537.08	
131574	2/16/2023	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE	1,934.49	
131575	2/16/2023	CRISISGO INC.	CRISIS MANAGEMENT SOFTWARE	3,748.00	
131576	2/16/2023	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	2,002.19	
131577	2/16/2023	NANCY CURTIS	RETIREE HEALTH REIMBURSEMENT	273.82	
131578	2/16/2023	ALLIANT POWER DBA	BUS PARTS	2,818.52	
131579	2/16/2023	DUNN EDWARDS CORPORATION	B&G SUPPLIES	161.85	
131580	2/16/2023	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	104.79	
131581	2/16/2023	JAMES DUNNING	TOOL ALLOWANCE	1,100.00	
131582	2/16/2023	EASY LIFT TRANSPORTATION, IN	MONTHLY ADA SUBSIDY	88,399.00	
131583	2/16/2023	ECO-T TIRE & RETREADING, LLC	BUS TIRE MOUNTING	705.02	
131584	2/16/2023	EMERGENCY DRAIN SERVICES DB	B&G REPAIRS & SUPPLIES	1,863.38	
131585	2/16/2023	EVERSHADE LLC DBA	STEAM CLEANING TC/EXPRESS ZONE	3,150.00	
131586	2/16/2023	FGL ENVIRONMENTAL, INC	STORMWATER TEST	602.00	
131587	2/16/2023	GIBBS INTERNATIONAL INC	BUS PARTS	1,490.92	
131588	2/16/2023	GILLIG LLC	BUS PARTS	254.49	
131589	2/16/2023	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
131590	2/16/2023	GLOBAL INDUSTRIAL DBA	B&G REPAIRS & SUPPLIES	756.97	
131591	2/16/2023	GRAPHICINK	PRINTING SERVICES	210.70	
131592	2/16/2023	GRAINGER, INC.	SHOP/B&G SUPPLIES	332.37	
131593	2/16/2023	GRAYBAR ELECTRIC COMPANY, I	REPAIRS & SUPPLIES T1 BLDG/GRDS	443.10	
131594	2/16/2023	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
131595	2/16/2023	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	285.00	
131596	2/16/2023	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	
131597	2/16/2023	ROBERT HARTMAN, JR.	RETIREE HEALTH REIMBURSEMENT	551.96	

Check #	Date	Company	Description	Amount	Voids
131598	2/16/2023	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	91.00	
131599	2/16/2023	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	855.00	
131600	2/16/2023	JAVIER JIMENEZ	RETIREE HEALTH REIMBURSEMENT	174.00	
131601	2/16/2023	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	162.60	
131602	2/16/2023	GARRETT KAUFMAN	TOOL ALLOWANCE	1,100.00	
131603	2/16/2023	KIMBALL MIDWEST	SHOP SUPPLIES	498.73	
131604	2/16/2023	LANSPEED DBA	IT SERVICES	50.40	
131605	2/16/2023	LAWSON PRODUCTS INC	SHOP SUPPLIES	2,065.16	
131606	2/16/2023	MC CORMIX CORP. (OIL)	LUBRICANTS	3,221.14	
131607	2/16/2023	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	215.33	
131608	2/16/2023	WILLIAM MORRIS	RETIREE HEALTH REIMBURSEMENT	246.10	
131609	2/16/2023	ARTURO NAVARRO	REIMBURSEMENT	1,100.00	
131610	2/16/2023	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	689.33	
131611	2/16/2023	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	40.31	
131612	2/16/2023	CARLOS ORNELAS	RETIREE HEALTH REIMBURSEMENT	243.00	
131613	2/16/2023	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
131614	2/16/2023	LINDE GAS & EQUIPMENT INC	SHOP SUPPLIES	230.66	
131615	2/16/2023	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	182.95	
131616	2/16/2023	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	39.00	
131617	2/16/2023	RUIZ, ANTONIO	DMV REIMBURSEMENT	63.00	
131618	2/16/2023	SAFETY MATTERS CERTIFIED TRA	TRAINING	945.00	
131619	2/16/2023	SANTA BARBARA, CITY OF	ALARM REGISTRATION FEE	40.00	
131620	2/16/2023	SMARDAN-HATCHER CO., INC	B&G REPAIRS & SUPPLIES	106.56	
131621	2/16/2023	ROBIN SORIA	RETIREE HEALTH REIMBURSEMENT	523.00	
131622	2/16/2023	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	368.73	
131623	2/16/2023	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	190,220.00	
131624	2/16/2023	TRAPEZE SOFTWARE GROUP, INC.	ANNUAL SOFTWARE LICENSE FEES	73,689.00	
131625	2/16/2023	TAC ENERGY LLC	RENEWABLE DIESEL	30,306.23	
131626	2/16/2023	CARLOS GUERRERO URIBE	REIMBURSEMENT DMV/VTT	60.00	
131627	2/16/2023	VALLEY POWER SYSTEMS, INC.	BUS PARTS	98.24	
131628	2/16/2023	JOHN J. VASQUEZ	RETIREE HEALTH REIMBURSEMENT	471.35	
131629	2/16/2023	VEHICLE MAINTENANCE PROGRA	BUS PARTS	257.02	
131630	2/16/2023	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	235.79	
131631	2/24/2023	ABC BUS COMPANIES INC	BUS PARTS	2,047.67	
131632	2/24/2023	AMERICAN MOVING PARTS, LLC	BUS PARTS	790.36	
131633	2/24/2023	AMERICAN SEATING COMPANY	BUS SEATS & PARTS	378.34	
131634	2/24/2023	AUTOZONE STORES LLC	BUS/SERVICE VEHICLE PARTS	138.10	
131635	2/24/2023	BYD MOTORS LLC	CAPITAL LEASE PAYMENT	31,625.22	
131636	2/24/2023	CAPITOL HARDWARE & BUILDING	B&G SUPPLIES	31.54	
131637	2/24/2023	COMPLETE COACH WORKS	FLEET RENEWAL CAMPAIGN	240,065.74	
131638	2/24/2023	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	606.43	

Check #	Date	Company	Description	Amount	Voids
131639	2/24/2023	ALLIANT POWER DBA	BUS PARTS	2,219.81	
131640	2/24/2023	ECO-T TIRE & RETREADING, LLC	BUS TIRE MOUNTING	705.02	
131641	2/24/2023	EMERGENCY DRAIN SERVICES DB	B&G REPAIRS & SUPPLIES	324.08	
131642	2/24/2023	STATE OF CALIFORNIA	PAYROLL RELATED	477.50	
131643	2/24/2023	GILLIG LLC	BUS PARTS	5,571.45	
131644	2/24/2023	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	96.22	
131645	2/24/2023	JASPER ENGINE EXCHANGE, INC.	SV ENGINE REMANUFACTURED	6,441.14	
131646	2/24/2023	LENZ PEST CONTROL DBA	FUMIGATION SERVICES	70.00	
131647	2/24/2023	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	49.43	
131648	2/24/2023	MILPAS RENTAL INC.	EQUIPMENT RENTAL	220.00	
131649	2/24/2023	DAVID MORSE	TRAVEL PER DIEM	156.82	
131650	2/24/2023	NATIONAL DRIVE	PAYROLL DEDUCTION	22.00	
131651	2/24/2023	NFI PARTS DBA	BUS PARTS	447.35	
131652	2/24/2023	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	714.66	
131653	2/24/2023	PACIFIC POWER GROUP LLC	BUS PARTS	483.85	
131654	2/24/2023	ROBERT HALF	TEMPORARY LABOR	3,541.92	
131655	2/24/2023	SANSUM CLINIC	MEDICAL EXAMS	270.00	
131656	2/24/2023	SANTA BARBARA FASTENERS, IN	SHOP SUPPLIES	78.30	
131657	2/24/2023	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
131658	2/24/2023	SANTA BARBARA COUNTY EHS	HAZMAT PERMIT FEES	3,585.00	
131659	2/24/2023	SMARDAN-HATCHER CO., INC	B&G REPAIRS & SUPPLIES	79.91	
131660	2/24/2023	SO. CAL. EDISON CO.	UTILITIES	8,220.53	
131661	2/24/2023	SOCALGAS	UTILITIES	3,153.80	
131662	2/24/2023	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	276.29	
131663	2/24/2023	SB COUNTY AIR POLLUTION	EMMISSIONS FEE	498.12	
131664	2/24/2023	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	411.00	
131665	2/24/2023	TAC ENERGY LLC	RENEWABLE DIESEL	30,293.39	
131666	2/24/2023	UNITED WAY OF SB	PAYROLL DEDUCTION	30.00	
131667	2/24/2023	J.C.M. AND ASSOCIATES INC.	UNIFORMS	1,526.77	
131668	2/24/2023	VALLEY POWER SYSTEMS, INC.	BUS PARTS	77.28	
131669	2/24/2023	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	416.77	
131670	2/24/2023	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,798.06	
131671	2/24/2023	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	40.00	
131672	2/24/2023	SOCALGAS	UTILITIES	186.14	
131673	2/24/2023	SOCALGAS	UTILITIES	509.47	

Check #	Date	Company	Description	Amount	Voids
				857,660.66	
			Current Cash Report Voided Checks:	0.00	
			Prior Cash Report Voided Checks:	0.00	
			Grand Total:	\$857,660.66	



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 7, 2023 **AGENDA ITEM: #7**
DEPARTMENT: FINANCE
TYPE: INFORMATIONAL ITEM
PREPARED BY: NANCY TILLIE
REVIEWED BY: GENERAL MANAGER
SUBJECT: Presentation of Fiscal Year 2022-23 Year End Estimates and First Draft of Fiscal Year 2023-24 Budget

DISCUSSION:

Staff will present updated fiscal year 2022-23 (FY 2022-23) year-end financial estimates and the first draft of the fiscal year 2023-24 (FY 2023-24) budget to the Board to seek input on preparing the final draft to be considered for adoption in June.

Fiscal Year 2022-23 - Operating Estimates

In reviewing the first six months of FY 2022-23, the District's financial performance is better than anticipated. Initially an operating deficit of \$4.7 million was budgeted, but the shortfall is estimated to be closer to \$1.9 million. The estimated improvement to the current fiscal year financial result of nearly \$2.8 million primarily consists of three factors; a higher volume of fares collected (\$150 thousand), better than anticipated sales tax receipts (\$1.2 million) and unfilled positions. (\$1.45 million).

In July 2022, a Collective Bargaining Agreement was approved and in November 2022, the Board of Directors approved a Compensation Survey. These costs were included in the FY22-23 estimates. The six months activity in workers' compensation liability claim reserves for Current Year were much higher than anticipated, however were offset by the Prior Year Incidents being much lower.

Staff will continue to monitor revenue and expenses as changes will impact the estimated deficit. In turn, the District's use of its Coronavirus Aid, Relief, and Economic Security Act (CARES Act) will also be impacted because the District utilizes a portion of federal stimulus funds to offset the operating deficit. The Operating Summary table on the following page provides a simplified format of both the FY 2022-23 operating budget and the year-end estimate for FY 2022-23.

Fiscal Year 2023-24 Draft Operating Budget

The preparation of the new fiscal year's draft operating budget is based on estimated results for the current year and then adjusted for applicable budget assumptions such as changes to service levels, employment levels, risk related expenses, fuel costs, etc. For the FY 2023-24 draft operating budget, a deficit of four million (\$4 million) is projected based on revenues of twenty-five million (\$25 million) and expenses of twenty-nine million (\$29 million). Over the next couple

of months staff will refine the draft operating budget in preparation for presentation of the final draft FY 2023-24 budget in June.

Operating Summary					
(\$ thousands)					
	FY 23-24	FY 22-23		FY 22-23	
<u>Revenues</u>	Draft	Budget	Var %	Estimate	Var %
Fare Revenue	\$4,598	\$4,438	4%	\$4,597	0%
Grants & Appropriations	20,718	20,454	1%	21,734	-5%
Other Income	420	347	21%	398	6%
Total Revenues	\$25,736	\$25,239	2%	\$26,729	-4%
<u>Expenses</u>					
Route Operations	\$16,346	\$16,957	-4%	\$16,621	-2%
Vehicle Maintenance	6,927	6,943	0%	6,097	14%
Passenger Accommodation:	2,031	1,856	9%	1,867	9%
General Overhead	4,674	4,230	11%	4,012	17%
Total Expenses	\$29,978	\$29,986	0%	\$28,597	5%
Revenue Less Expenses	(\$4,242)	(\$4,747)		(\$1,868)	
Federal Stimulus Funds	\$4,242	\$4,747		\$1,868	
Net Surplus / (Deficit)	\$0	\$0		\$0	

Total FY 2023-24 draft operating revenues are flat with the FY 2022-23 budget from a dollar standpoint, however different based on several budget assumptions. Fare revenue as a whole, which consists of cash and pass sales along with contract fare revenue is projected to be the same as the FY22-23 Estimates. It is important to note that UCSB and SBCC contract fares are driven by student enrollment. Both were budgeted at the current Estimated levels. UCSB enrollment has remained fairly consistent around the 26,000 level. SBCC enrollment has declined and there has not been substantial growth based on student enrollment through the 2021-2022 enrollment statistics.

Grants and appropriations represent more than 80% of the total operating revenue of twenty-five million. The largest contributing source of operating revenue is Transportation Development Act – Local Transportation Fund (TDA-LTF), which is generated from sales tax. At this point in time, the District was notified of its TDA-LTF estimated appropriation amount from Santa Barbara County Association of Governments (SBCAG), \$10,239,791, approximately \$212,767 less than the current year estimates, reflected in the 2023/2024 draft budget. Measure A is another sales tax subsidy and reflects SBCAG's estimate of \$2.7 million.

The District is a recipient of the Federal Transit Administration Section 5307 formula assistance funds (FTA 5307). As was reported to the Board in February, Santa Barbara is now considered a large Urbanized Area (UZA), as a result of the 2020 Census figures indicating the population exceeds 200,000. Staff had taken this into consideration and budgeted \$5.2 from this source and based on the allowable uses of this funding under the transition, staff expects to be able to fully utilize these funds for operating costs.

The FY 2023-24 draft operating expense totaling twenty-nine million (\$29 million) assumes full employment, at 125 Drivers, and increases to diesel fuel costs of seventy-five thousand (\$75

thousand) for unknown pricing. Risk related expenses will be adjusted upon a thorough review by management in conjunction with data provided by the District's third party administrators for workers' compensation and liability. With the exception of pilot projects, such as Microtransit (Goleta), the 19x (Carpinteria to SBCC) and restoration of some Line 28 service that is fully funded by UCSB, service levels are assumed to remain flat with FY 2022-23.

Fiscal Year 2022-23 Capital Budget Estimate

The District capital budget is almost \$36.4 million based on projects planned for the year. The bulk of the expenditures pertain to the acquisition of nine (9) 40' battery electric buses and (8) additional 40' battery electric buses funded with a grant from the California Energy Commission (CEC), Transit and Intercity Rail Capital Program (TIRCP). Outlays totaling four million eight hundred thousand (\$4.8 million) for the Fleet Renewal Campaign are within Revenue Vehicle Improvements line item. Four million six hundred thousand (\$4.6 million) in capital expenditures for the recommissioning of Terminal 2 is included in Operating Facilities. The balance being the Charge Ready Infrastructure project and the Haley Street Canopy and Electrification project at Terminal 1. Passenger Facilities are mainly Bus Stop Repairs. A contactless payment system estimated at \$1.5 million is included in the Information Systems line item. Approximately 75% of the estimated capital budget for FY 2022-23 estimate is funded by federal grants and TDA-State Transit Assistance.

Capital Projects Summary **(\$ thousands)**

<u>Project Category</u>	FY 23-24	FY 22-23	<u>Variance</u>	
	<u>Budget</u>	<u>Budget</u>	<u>Amt</u>	<u>%</u>
Revenue Vehicle Purchases	\$31,673	\$19,828	\$11,845	60%
Revenue Vehicle Improvements	3,281	5,327	(2,046)	-38%
Operating Facilities	8,710	6,711	1,999	30%
Passenger Facilities	475	578	(103)	-18%
Intelligent Transportation Systems	1,835	1,918	(83)	-4%
Information Systems	1,600	1,731	(131)	-8%
Other Equipment	300	304	(4)	-1%
Total Capital Projects	<u>\$47,875</u>	<u>\$36,398</u>	<u>11,477</u>	32%

Fiscal Year 2023-24 Draft Capital Budget

The FY 2023-24 draft capital budget reflects expenditures of forty-seven million eight hundred seventy-five thousand (\$47.875 million), of which nearly 80% of the budgeted funding is allocated to federal grants and TDA – State Transit Assistance. The Revenue Vehicle Purchases are made up of carry-over for the original Nine (9) 40' battery electric buses and the Eight (8) 40' battery electric buses are budgeted at a cost of twenty-one million nine hundred thousand (\$21.9 million). An additional six (6) 40' electric buses are included to reflect the appropriation of local match funds for the transit element of SBCAG's Solutions for Congested Corridors grant application that would provide final funding for the U.S. 101 HOV project, at an estimated cost of \$8.5 million. Outlays totaling two million nine hundred thousand dollars (\$2.9 million) for the Fleet Renewal

Campaign will be carried over within the Revenue Vehicle Improvements line item. Four million two hundred thousand (\$4.2 million) in capital expenditures for the recommissioning of Terminal 2, Phase I is included in Operating Facilities. An additional \$1.015 million has been added for Phase II, Plans, Specifications and Engineering (PS&E) which has been approved and allocated by the CEC as part of the TIRCP Grant. A carry-over for \$750k is included for the Terminal 1 Charge Ready Bridge and separated from the Haley Canopy & Facility Electrification which is estimated at \$2.186 Million. Other carry-over projects include Bus Stop Improvements as the project is being completed over a period of time, in the amount of \$450,000 as part of Passenger Facilities, part of the Contactless Fare Payment System in the amount of \$1.435 million, and \$1.45 million of the Business Software. Other Equipment includes a Business Equipment and Furniture allowance for repair and replacement. As with all capital projects that do not have secured funding, there is a possibility some projects will be delayed until funding is secured or will not occur due to insufficient funding. The District continues to apply for discretionary capital funding as formula funds are not sufficient to cover capital projects in its entirety.

ATTACHMENT:

- Draft Fiscal Year 2023-24 Operating & Capital Budget



FISCAL YEAR 2023-24

OPERATING & CAPITAL BUDGET

DRAFT

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

March 7, 2023

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

OPERATING & CAPITAL BUDGET
FISCAL YEAR 2023-24

DRAFT

March 7, 2023

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Operating Summary

FY 2023-24

	Draft	Approved	<u>Budget Change</u>		FY 2022-23	<u>Variance</u>	
	FY 2023-24	FY 2022-23					
	Budget	Budget	Amount	%	Estimate	Amount	%
<i>OPERATING REVENUE</i>							
Fare Revenue	\$4,597,735	\$4,437,698	\$160,037	4%	\$4,597,401	\$334	0%
Sales Tax Revenue	12,992,655	12,798,120	194,535	2%	13,315,094	(322,439)	-2%
FTA 5307 Operating Assist.	5,277,120	5,277,120	0	0%	5,277,120	0	0%
Other Federal Assistance	0	0	0	n/a	631,905	(631,905)	-100%
State & Local Op Assist.	862,754	835,423	27,331	3%	956,000	(93,246)	-10%
Property Tax Revenue	1,585,170	1,543,632	41,538	3%	1,554,089	31,081	2%
Non-Transportation Income	420,096	347,096	73,000	21%	397,538	22,558	6%
<i>Total Operating Revenue</i>	<i>\$25,735,530</i>	<i>\$25,239,089</i>	<i>\$496,441</i>	<i>2%</i>	<i>\$26,729,146</i>	<i>(\$993,616)</i>	<i>-4%</i>
<i>OPERATING EXPENSES</i>							
Route Operations	\$16,345,724	\$16,956,775	(\$611,051)	-4%	\$16,620,977	(\$275,253)	-2%
Vehicle Maintenance	6,927,071	6,943,030	(15,959)	0%	6,097,267	829,804	14%
Passenger Accommodations	2,031,051	1,856,011	175,040	9%	1,866,713	164,338	9%
General Overhead	4,674,076	4,229,820	444,256	11%	4,011,716	662,360	17%
<i>Total Operating Expense</i>	<i>\$29,977,922</i>	<i>\$29,985,636</i>	<i>(\$7,714)</i>	<i>0%</i>	<i>\$28,596,674</i>	<i>\$1,381,248</i>	<i>5%</i>
Revenue Less Expenses	(\$4,242,392)	(\$4,746,547)			(\$1,867,527)		
Federal Stimulus Funds	\$4,242,392	\$4,746,547			\$1,867,527		
Net Surplus / (Deficit)	\$0	\$0			\$0		

Operating Revenue Detail

FY 2023-24

	Draft	Approved			FY 2022-23		
	FY 2023-24	FY 2022-23	Budget Change		FY 2022-23	Variance	
	Budget	Budget	Amount	%	Estimate	Amount	%
FAREBOX REVENUE							
Cash Fares & Tokens	\$1,419,650	\$1,376,367	\$43,283	3%	1,419,650	\$0	0%
Adult Passes	768,988	735,948	33,040	4%	768,988	0	0%
Youth Passes	374,994	360,308	14,686	4%	374,994	0	0%
Senior Passes	158,128	151,467	6,661	4%	158,128	0	0%
Mobility Passes	103,824	120,810	(16,986)	-14%	103,824	0	0%
Day Passes	6,298	6,273	25	0%	6,298	0	0%
Microtransit Fares	0	0	0	n/a	0	0	n/a
Downtown-Waterfront Shuttle	0	0	0	n/a	(40)	40	-100%
UCSB Contract Fares	1,116,811	1,138,358	(21,547)	-2%	1,116,811	0	0%
SBCC Contract Fares	644,917	544,064	100,853	19%	644,917	0	0%
Special Event Fares & Amtrak	2,200	1,515	685	45%	2,000	200	10%
City My Ride Program	1,925	2,588	(663)	-26%	1,831	94	5%
<i>Subtotal</i>	<u>\$4,597,735</u>	<u>\$4,437,698</u>	<u>\$160,037</u>	<u>4%</u>	<u>\$4,597,401</u>	<u>\$334</u>	<u>0%</u>
GRANTS & SUBSIDIES							
LTF Sales Tax Revenue	\$10,239,791	\$10,045,256	\$194,535	2%	\$10,452,558	(\$212,767)	-2%
FTA 5307 Operating Assist.	5,277,120	5,277,120	0	0%	5,277,120	0	0%
Other Federal Assistance	0	0	0	n/a	631,905	(631,905)	-100%
Measure A Sales Tax	2,752,864	2,752,864	0	0%	2,862,536	(109,672)	-4%
Other State/Local Subsidies	862,754	835,423	27,331	3%	956,000	(93,246)	-10%
Property Tax Revenue	1,585,170	1,543,632	41,538	3%	1,554,089	31,081	2%
<i>Subtotal</i>	<u>\$20,717,699</u>	<u>\$20,454,295</u>	<u>\$263,404</u>	<u>1%</u>	<u>\$21,734,208</u>	<u>(\$1,016,509)</u>	<u>-5%</u>
OTHER INCOME							
Advertising on Buses	\$274,000	\$300,000	(\$26,000)	-9%	\$274,000	\$0	0%
Interest on Investments	130,000	31,000	99,000	319%	112,000	18,000	16%
Other Operating Revenue	16,096	16,096	0	0%	11,538	4,558	40%
<i>Subtotal</i>	<u>\$420,096</u>	<u>\$347,096</u>	<u>\$73,000</u>	<u>21%</u>	<u>\$397,538</u>	<u>\$22,558</u>	<u>6%</u>
Total Operating Revenue	<u>\$25,735,530</u>	<u>\$25,239,089</u>	<u>\$496,441</u>	<u>2%</u>	<u>\$26,729,146</u>	<u>(\$993,616)</u>	<u>-4%</u>

Operating Expense Detail FY 2023-24

	Draft	Approved					
	FY 2023-24	FY 2022-23	Budget Change		FY 2022-23	Variance	
	Budget	Budget	Amount	%	Estimate	Amount	%
ROUTE OPERATIONS							
Drivers	\$11,025,292	\$12,168,519	(\$1,143,227)	-9%	\$11,403,356	(\$378,064)	-3%
Dispatch & Supervision	883,843	689,607	194,236	28%	810,597	73,246	9%
Hiring & Training	587,178	578,943	8,235	1%	558,785	28,393	5%
Risk & Safety	2,735,584	2,458,918	276,666	11%	2,787,451	(51,867)	-2%
Transportation Subsidies	1,113,827	1,060,788	53,039	5%	1,060,788	53,039	5%
Subtotal	\$16,345,724	\$16,956,775	(\$611,051)	-4%	\$16,620,977	(\$275,253)	-2%
VEHICLE MAINTENANCE							
Mechanics	\$1,457,983	\$1,413,300	\$44,683	3%	\$1,258,719	\$199,264	16%
Cleaners & Fuelers	908,839	874,604	34,235	4%	811,991	96,848	12%
Supervision	959,167	882,474	76,693	9%	753,027	206,140	27%
Vehicle Consumables	2,691,578	2,871,580	(180,002)	-6%	2,565,927	125,651	5%
Bus Parts & Supplies	700,000	717,000	(17,000)	-2%	625,671	74,329	12%
Vendor Services	75,000	50,000	25,000	50%	(33,302)	108,302	-325%
Risk & Safety	134,504	134,072	432	0%	115,234	19,270	17%
Subtotal	\$6,927,071	\$6,943,030	(\$15,959)	0%	\$6,097,267	\$829,804	14%
PASSENGER ACCOMMODATIONS							
Passenger Facilities	\$824,989	\$714,681	\$110,308	15%	\$796,998	\$27,991	4%
Transit Development	323,131	326,513	(3,382)	-1%	244,836	78,295	32%
Marketing & Community Rela	466,399	434,751	31,648	7%	373,673	92,726	25%
Fare Revenue Collection	416,532	380,066	36,466	10%	451,206	(34,674)	-8%
Subtotal	\$2,031,051	\$1,856,011	\$175,040	9%	\$1,866,713	\$164,338	9%
GENERAL OVERHEAD							
Finance	\$849,541	\$884,404	(\$34,863)	-4%	\$729,239	\$120,302	16%
Personnel	251,289	233,492	17,797	8%	130,826	120,463	92%
Utilities & Communication	320,000	285,000	35,000	12%	306,243	13,757	4%
Operating Facilities	472,298	443,072	29,226	7%	462,179	10,119	2%
District Administration	2,780,948	2,383,852	397,096	17%	2,383,228	397,720	17%
Subtotal	\$4,674,076	\$4,229,820	\$444,256	11%	\$4,011,716	\$662,360	17%
Total Operating Expenses	\$29,977,922	\$29,985,636	(\$7,714)	0%	\$28,596,674	\$1,381,248	5%

Route Operations Detail FY 2023-24

	Draft	Approved			FY 2022-23		
	FY 2023-24	FY 2022-23	Budget Change		FY 2022-23	Variance	
	Budget	Budget	Amount	%	Estimate	Amount	%
DRIVERS							
Scheduled	\$5,937,380	\$6,879,589	(\$942,209)	-14%	6,134,602	(\$197,222)	-3%
Scheduled Overtime	456,173	594,010	(137,837)	-23%	455,848	325	0%
Unscheduled Pay	196,647	240,938	(44,291)	-18%	213,829	(17,182)	-8%
Driver Lite Duty	1,000	1,000	0	0%	0	1,000	n/a
FICA	581,248	665,352	(84,104)	-13%	682,178	(100,930)	-15%
Pension	817,684	892,383	(74,699)	-8%	744,628	73,056	10%
Health	1,997,663	1,879,304	118,359	6%	1,709,028	288,635	17%
Sick Pay	178,831	172,374	6,457	4%	188,429	(9,598)	-5%
Vacation Pay	556,778	529,641	27,137	5%	478,155	78,623	16%
Holiday Pay	235,357	245,271	(9,914)	-4%	215,694	19,663	9%
Other Pay	35,843	34,586	1,257	4%	553,688	(517,845)	-94%
Unemployment Insuran	14,188	17,571	(3,383)	-19%	13,440	748	6%
Uniforms	16,500	16,500	0	0%	13,838	2,662	19%
<i>Drivers Subtotal</i>	<u>\$11,025,292</u>	<u>\$12,168,519</u>	<u>(\$1,143,227)</u>	<u>-9%</u>	<u>\$11,403,356</u>	<u>(\$378,064)</u>	<u>-3%</u>
DISPATCH & SUPERVISION							
Supervisors	\$279,596	\$228,811	\$50,785	22%	\$291,970	(\$12,374)	-4%
Staff	278,325	201,855	76,470	38%	203,351	74,974	37%
FICA	48,680	37,858	10,822	29%	44,188	4,492	10%
Pension	59,062	46,926	12,136	26%	59,155	(93)	0%
Health	138,971	109,247	29,724	27%	112,460	26,511	24%
Sick Pay	9,350	7,762	1,588	20%	13,048	(3,698)	-28%
Vacation Pay	38,983	33,919	5,064	15%	36,710	2,273	6%
Holiday Pay	19,041	14,027	5,014	36%	18,653	388	2%
Other Pay	11,048	8,504	2,544	30%	30,322	(19,274)	-64%
Unemployment Insuran	787	698	89	13%	740	47	6%
<i>Dispatch & Supe. Su</i>	<u>\$883,843</u>	<u>\$689,607</u>	<u>\$194,236</u>	<u>28%</u>	<u>\$810,597</u>	<u>\$73,246</u>	<u>9%</u>
HIRING & TRAINING							
Staff	\$89,397	\$81,329	\$8,068	10%	\$73,984	\$15,413	21%
Student Drivers	167,264	158,873	8,391	5%	240,786	(73,522)	-31%
Existing Drivers/Supers	125,289	119,299	5,990	5%	37,793	87,496	232%
FICA	32,037	30,160	1,877	6%	19,433	12,604	65%
Pension	23,926	23,164	762	3%	21,610	2,316	11%
Health	57,453	71,829	(14,376)	-20%	69,369	(11,916)	-17%
Sick Pay	6,085	5,941	144	2%	11,030	(4,945)	-45%
Vacation Pay	19,655	18,359	1,296	7%	16,252	3,403	21%
Holiday Pay	8,077	7,594	483	6%	6,983	1,094	16%
Other Pay	3,019	2,849	170	6%	13,839	(10,820)	-78%
Unemployment Insuran	476	546	(70)	-13%	168	308	183%
Medical Exams & Lice	30,000	27,000	3,000	11%	31,193	(1,193)	-4%
Employment Advertisin	20,000	27,500	(7,500)	-27%	15,216	4,784	31%
Training, Travel & Meet	4,500	4,500	0	0%	1,128	3,372	299%
<i>Hiring & Training Sub</i>	<u>\$587,178</u>	<u>\$578,943</u>	<u>\$8,235</u>	<u>1%</u>	<u>\$558,785</u>	<u>\$28,393</u>	<u>5%</u>

Route Operations Detail FY 2023-24

	Draft	Approved				Variance	
	FY 2023-24	FY 2022-23	Budget Change		FY 2022-23		
	Budget	Budget	Amount	%	Estimate	Amount	%
<i>RISK & SAFETY</i>							
<u>Wages & Benefits</u>							
Staff	\$100,872	\$186,648	(\$85,776)	-46%	\$88,636	\$12,236	14%
Supervisors	351,114	358,307	(7,193)	-2%	342,460	8,654	3%
Driver Accident Pay	2,288	2,208	80	4%	1,104	1,184	107%
FICA	39,818	47,637	(7,819)	-16%	38,710	1,108	3%
Pension	43,415	55,610	(12,195)	-22%	35,806	7,609	21%
Health	100,219	135,969	(35,750)	-26%	98,312	1,907	2%
Sick Pay	13,263	14,987	(1,724)	-12%	9,783	3,480	36%
Vacation Pay	31,939	34,647	(2,708)	-8%	32,054	(115)	0%
Holiday Pay	14,636	17,912	(3,276)	-18%	12,688	1,948	15%
Other Pay	6,380	7,994	(1,614)	-20%	30,606	(24,226)	-79%
Unemployment Insuran	619	892	(273)	-31%	112	507	453%
Wages & Benefits Su	\$704,563	\$862,811	(\$158,248)	-18%	\$690,273	\$14,290	2%
<u>Public Liability</u>							
Professional Services	\$376,920	\$140,225	\$236,695	169%	\$310,676	\$66,244	21%
Insurance	818,515	713,515	105,000	15%	691,890	126,625	18%
Current Year Incident F	75,000	50,000	25,000	50%	0	75,000	n/a
Current Year Incident F	100,000	100,000	0	0%	0	100,000	n/a
Prior Years Incident Pe	50,000	150,000	(100,000)	-67%	175,150	(125,150)	-71%
Change in Prior Years	(50,000)	(150,000)	100,000	-67%	120,000	(170,000)	-142%
Public Liability Subtot	\$1,370,435	\$1,003,740	\$366,695	37%	\$1,297,716	\$72,719	6%
<u>Workers' Compensation</u>							
Professional Services	\$259,961	\$258,144	\$1,817	1%	\$257,323	\$2,638	1%
Insurance	205,625	199,223	6,402	3%	170,021	35,604	21%
Current Year Incident F	50,000	40,000	10,000	25%	33,484	16,517	49%
Current Year Incident F	125,000	75,000	50,000	67%	219,886	(94,886)	-43%
Prior Years Incident Pe	425,000	475,000	(50,000)	-11%	286,643	138,357	48%
Change in Prior Years	(425,000)	(475,000)	50,000	-11%	(188,753)	(236,247)	125%
Miscellaneous Risk & :	20,000	20,000	0	0%	20,859	(859)	-4%
Workers' Comp Subtot	\$660,586	\$592,367	\$68,219	12%	\$799,462	(\$138,876)	-17%
Risk & Safety Subtot:	\$2,735,584	\$2,458,918	\$276,666	11%	\$2,787,451	(\$51,867)	-2%
<i>TRANSPORTATION SUBSIDIES</i>							
ADA Paratransit Servic	\$1,113,827	\$1,060,788	\$53,039	5%	\$1,060,788	\$53,039	5%
Pandemic-Related Los	0	0	0	n/a	0	0	n/a
Transportation Subsic	\$1,113,827	\$1,060,788	\$53,039	5%	\$1,060,788	\$53,039	5%
Total Route Operations	\$16,345,724	\$16,956,775	(\$611,051)	-4%	\$16,620,977	(\$275,253)	-2%

Vehicle Maintenance Detail

FY 2023-24

	FY 2023-24	FY 2022-23	<u>Budget Change</u>		FY 2022-23	<u>Variance</u>	
	<u>Budget</u>	<u>Budget</u>	<u>Amount</u>	<u>%</u>	<u>Estimate</u>	<u>Amount</u>	<u>%</u>
<i>MECHANICS</i>							
Mechanics	\$872,248	\$835,560	\$36,688	4%	\$702,751	\$169,497	24%
Less Mechanic Capital Labr	(35,049)	(33,550)	(1,499)	4%	(15,487)	(19,562)	126%
Mechanics-OT	76,757	73,946	2,811	4%	74,651	2,106	3%
FICA	80,986	77,599	3,387	4%	72,830	8,156	11%
Pension	100,046	101,098	(1,052)	-1%	82,781	17,265	21%
Health	230,841	226,212	4,629	2%	180,893	49,948	28%
Sick Pay	22,782	21,807	975	4%	22,165	617	3%
Vacation Pay	48,586	46,416	2,170	5%	52,704	(4,118)	-8%
Holiday Pay	36,451	34,892	1,559	4%	29,464	6,987	24%
Other Paid Leave	1,823	1,745	78	4%	37,367	(35,544)	-95%
Unemployment Insurance	1,547	1,775	(228)	-13%	1,232	315	26%
Uniforms	6,665	11,500	(4,835)	-42%	5,268	1,397	27%
Tool Allowance	14,300	14,300	0	0%	12,100	2,200	18%
<i>Mechanics Subtotal</i>	<u>\$1,457,983</u>	<u>\$1,413,300</u>	<u>\$44,683</u>	<u>3%</u>	<u>\$1,258,719</u>	<u>\$199,264</u>	<u>16%</u>
<i>CLEANERS & FUELERS</i>							
Service Workers	\$499,925	\$475,038	\$24,887	5%	\$408,942	\$90,983	22%
FICA	44,608	42,383	2,225	5%	42,492	2,116	5%
Pension	75,775	76,572	(797)	-1%	61,250	14,525	24%
Health	195,327	191,411	3,916	2%	171,643	23,684	14%
Sick Pay	17,123	16,259	864	5%	30,420	(13,297)	-44%
Vacation Pay	43,602	41,403	2,199	5%	38,048	5,554	15%
Holiday Pay	20,947	19,890	1,057	5%	15,189	5,758	38%
Other Paid Leave	1,516	1,439	77	5%	34,500	(32,984)	-96%
Unemployment Insurance	1,337	1,530	(193)	-13%	896	441	49%
Uniforms	4,450	4,450	0	0%	4,237	213	5%
Medical Exams & License f	4,229	4,229	0	0%	4,374	(145)	-3%
<i>Cleaners & Fuelers Subto</i>	<u>\$908,839</u>	<u>\$874,604</u>	<u>\$34,235</u>	<u>4%</u>	<u>\$811,991</u>	<u>\$96,848</u>	<u>12%</u>
<i>SUPERVISION</i>							
Staff	\$577,685	\$533,039	\$44,646	8%	\$456,184	\$121,501	27%
FICA	49,547	45,782	3,765	8%	40,239	9,308	23%
Pension	64,408	59,486	4,922	8%	47,987	16,421	34%
Health	186,762	167,855	18,907	11%	137,433	49,329	36%
Sick Pay	11,485	10,610	875	8%	70	11,415	16323%
Vacation Pay	28,645	27,230	1,415	5%	32,945	(4,300)	-13%
Holiday Pay	22,970	21,219	1,751	8%	19,852	3,118	16%
Other Paid Leave	6,891	6,366	525	8%	14,474	(7,583)	-52%
Unemployment Insurance	774	887	(113)	-13%	728	46	6%
Training, Travel & Meetings	10,000	10,000	0	0%	3,114	6,886	221%
<i>Supervision Subtotal</i>	<u>\$959,167</u>	<u>\$882,474</u>	<u>\$76,693</u>	<u>9%</u>	<u>\$753,027</u>	<u>\$206,140</u>	<u>27%</u>

Vehicle Maintenance Detail

FY 2023-24

	FY 2023-24	FY 2022-23	Budget Change		FY 2022-23	Variance	
	Budget	Budget	Amount	%	Estimate	Amount	%
VEHICLE CONSUMABLES							
Bus Fuel	\$2,239,546	\$2,441,761	(\$202,215)	-8%	\$2,136,825	\$102,721	5%
Oil & Lubricants	214,703	204,443	10,260	5%	192,068	22,635	12%
Electric Vehicle Power	60,100	50,000	10,100	20%	62,520	(2,420)	-4%
Tire Lease	162,229	160,376	1,853	1%	160,867	1,362	1%
Tire Mounting	15,000	15,000	0	0%	13,648	1,352	10%
<i>Vehicle Consumables Subtotal</i>	<u>\$2,691,578</u>	<u>\$2,871,580</u>	<u>(\$180,002)</u>	-6%	<u>\$2,565,927</u>	<u>\$125,651</u>	5%
VEHICLE PARTS & SUPPLIES							
Bus Parts Issued	\$600,000	\$612,000	(\$12,000)	-2%	\$546,815	\$53,185	10%
Shop Supplies	70,000	70,000	0	0%	57,781	12,219	21%
Bus Servicing Supplies	10,000	5,000	5,000	100%	10,242	(242)	-2%
Hazmat Disposal & Compliance	20,000	30,000	(10,000)	-33%	10,834	9,166	85%
<i>Veh. Parts & Supplies Subtotal</i>	<u>\$700,000</u>	<u>\$717,000</u>	<u>(\$17,000)</u>	-2%	<u>\$625,671</u>	<u>\$74,329</u>	12%
VENDOR BUS REPAIRS							
Vandalism Repairs	\$5,000	\$5,000	\$0	0%	\$1,650	\$3,350	203%
Accident Damage Repairs	5,000	5,000	0	0%	7,506	(2,506)	-33%
Accident Claim Collections	(10,000)	(10,000)	0	0%	(47,387)	37,387	-79%
Other Vendor Repairs	75,000	50,000	25,000	50%	4,929	70,071	1422%
<i>Vendor Bus Repairs Subtotal</i>	<u>\$75,000</u>	<u>\$50,000</u>	<u>\$25,000</u>	50%	<u>(\$33,302)</u>	<u>\$108,302</u>	-325%
RISK & SAFETY							
Workers' Comp Services	\$13,682	\$13,587	\$95	1%	\$15,786	(\$2,104)	-13%
Workers' Comp Insurance	10,822	10,485	337	3%	8,899	1,923	22%
Current Year Incident Payout	10,000	10,000	0	0%	17,218	(7,218)	-42%
Current Year Incident Reserve	25,000	25,000	0	0%	75,195	(50,195)	-67%
Prior Years Incident Payout	50,000	50,000	0	0%	4,505	45,496	1010%
Change in Prior Years Reserve	25,000	25,000	0	0%	(6,369)	31,369	-493%
<i>Risk & Safety Subtotal</i>	<u>\$134,504</u>	<u>\$134,072</u>	<u>\$432</u>	0%	<u>\$115,234</u>	<u>\$19,270</u>	17%
<i>Total Vehicle Maintenance</i>	<u>\$6,927,071</u>	<u>\$6,943,030</u>	<u>(\$15,959)</u>	0%	<u>\$6,097,267</u>	<u>\$829,804</u>	14%

Passenger Accommodations Detail

FY 2023-24

	Draft	Approved	Budget Change		FY 2022-23	Variance	
	FY 2023-24	FY 2022-23	Amount	%	Estimate	Amount	%
	Budget	Budget					
PASSENGER FACILITIES							
<u>Wages & Benefits</u>							
Supervisors	\$223,483	\$172,757	\$50,726	29%	\$220,397	\$3,086	1%
TC Advisors	153,666	135,794	17,872	13%	127,132	26,534	21%
Bus Stop Maintenance	46,403	46,754	(351)	-1%	47,524	(1,121)	-2%
FICA	37,111	31,304	5,807	19%	34,394	2,717	8%
Pension	20,458	20,644	(186)	-1%	25,239	(4,781)	-19%
Health	146,063	126,825	19,238	15%	129,031	17,032	13%
Sick Pay	15,641	12,786	2,855	22%	24,130	(8,489)	-35%
Vacation Pay	24,155	22,760	1,395	6%	15,516	8,639	56%
Holiday Pay	15,796	13,319	2,477	19%	13,153	2,643	20%
Other Paid Leave	5,970	5,026	944	19%	26,361	(20,391)	-77%
Unemployment Insurance	939	1,003	(64)	-6%	1,232	(293)	-24%
Wages & Benefits Subtotal	\$689,685	\$588,972	\$100,713	17%	\$664,110	\$25,575	4%
<u>Buildings & Grounds</u>							
TC Contract Maintenance	\$113,000	\$108,779	\$4,221	4%	\$111,955	\$1,045	1%
TC Repairs/Supplies	5,000	5,000	0	0%	5,836	(836)	-14%
Bus Stop Repairs/Supplies	7,000	7,000	0	0%	5,347	1,653	31%
TC Property Insurance	10,304	4,930	5,374	109%	9,749	555	6%
Buildings & Grounds Subtotal	\$135,304	\$125,709	\$9,595	8%	\$132,888	\$2,416	2%
<i>Passenger Facilities Subtotal</i>	<i>\$824,989</i>	<i>\$714,681</i>	<i>\$110,308</i>	<i>15%</i>	<i>\$796,998</i>	<i>\$27,991</i>	<i>4%</i>
TRANSIT DEVELOPMENT							
Staff	\$194,344	\$174,917	\$19,427	11%	\$129,726	\$64,618	50%
FICA	16,893	15,532	1,361	9%	11,414	5,479	48%
Pension	22,082	20,304	1,778	9%	14,503	7,579	52%
Health	42,036	51,299	(9,263)	-18%	36,647	5,389	15%
Sick Pay	5,662	5,206	456	9%	4,875	787	16%
Vacation Pay	10,288	13,234	(2,946)	-22%	3,574	6,714	188%
Holiday Pay	7,078	6,508	570	9%	5,920	1,158	20%
Other Paid Leave	3,450	3,172	278	9%	4,215	(765)	-18%
Unemployment Insurance	298	341	(43)	-13%	328	(30)	-9%
Training, Travel & Meetings	3,000	3,000	0	0%	2,113	887	42%
Planning Services & Supplies	18,000	33,000	(15,000)	-45%	31,521	(13,521)	-43%
<i>Transit Development Subtotal</i>	<i>\$323,131</i>	<i>\$326,513</i>	<i>(\$3,382)</i>	<i>-1%</i>	<i>\$244,836</i>	<i>\$78,295</i>	<i>32%</i>
MARKETING & COMMUNITY RELATIONS							
<u>Wages & Benefits</u>							
Staff	\$190,440	\$166,694	\$23,746	14%	\$164,138	\$26,302	16%
FICA	16,488	14,427	2,061	14%	15,912	576	4%
Pension	21,552	18,859	2,693	14%	15,277	6,275	41%
Health	42,036	38,030	4,006	11%	39,421	2,615	7%
Sick Pay	3,393	2,950	443	15%	18,236	(14,843)	-81%
Vacation Pay	11,927	10,460	1,467	14%	13,583	(1,656)	-12%
Holiday Pay	6,620	5,756	864	15%	7,281	(661)	-9%
Other Paid Leave	3,145	2,734	411	15%	5,660	(2,515)	-44%
Unemployment Insurance	298	341	(43)	-13%	685	(387)	-56%
Wages & Benefits Subtotal	\$295,899	\$260,251	\$35,648	14%	\$280,193	\$15,706	6%

Passenger Accommodations Detail FY 2023-24

	Draft	Approved				Variance	
	FY 2023-24	FY 2022-23	Budget Change		FY 2022-23		
	Budget	Budget	Amount	%	Estimate	Amount	%
<i>MARKETING & COMMUNITY RELATIONS (cont'd)</i>							
<u>Outside Services</u>							
Media Ad Placement	20,000	16,000	4,000	25%	0	20,000	n/a
Brochures & Publications	6,000	8,000	(2,000)	-25%	0	6,000	n/a
Market Research	2,500	2,500	0	0%	936	1,564	167%
Promotional Giveaways	6,000	5,000	1,000	20%	0	6,000	n/a
Bus/Shuttle Decorations	0	0	0	n/a	0	0	n/a
Other Promotions	68,000	75,000	(7,000)	-9%	17,813	50,187	282%
Route Schedules & Information	65,000	65,000	0	0%	74,480	(9,480)	-13%
Training, Travel & Meetings	3,000	3,000	0	0%	251	2,749	1094%
Outside Services Subtotal	\$170,500	\$174,500	(\$4,000)	-2%	\$93,480	\$77,020	82%
Marketing & Comm. Relations	\$466,399	\$434,751	\$31,648	7%	\$373,673	\$92,726	25%
<i>FARE REVENUE COLLECTION</i>							
<u>Wages & Benefits</u>							
Staff	\$147,639	\$141,308	\$6,331	4%	\$148,874	(\$1,235)	-1%
FICA	13,815	13,222	593	4%	13,539	276	2%
Pension	18,059	17,284	775	4%	17,896	163	1%
Health	74,350	61,960	12,390	20%	62,563	11,787	19%
Sick Pay	6,589	6,307	282	4%	3,136	3,453	110%
Vacation Pay	16,473	15,767	706	4%	16,857	(384)	-2%
Holiday Pay	6,589	6,307	282	4%	6,227	362	6%
Other Paid Leave	3,295	3,153	142	5%	2,012	1,283	64%
Unemployment Insurance	238	273	(35)	-13%	224	14	6%
Wages & Benefits Subtotal	\$287,047	\$265,581	\$21,466	8%	\$271,328	\$15,719	6%
<u>Outside Services</u>							
Bank Processing Fees	\$74,485	\$74,485	\$0	0%	\$70,381	\$4,104	6%
Farebox Parts & Repairs	35,000	20,000	15,000	75%	66,880	(31,880)	-48%
Tickets, Tokens & Transfers	20,000	20,000	0	0%	42,617	(22,617)	-53%
Outside Services Subtotal	\$129,485	\$114,485	\$15,000	13%	\$179,878	(\$50,393)	-28%
Fare Revenue Collection Sbtl	\$416,532	\$380,066	\$36,466	10%	\$451,206	(\$34,674)	-8%
Total Pssnger Accommodations	\$2,031,051	\$1,856,011	\$175,040	9%	\$1,866,713	\$164,338	9%

General Overhead Detail

FY 2023-24

	Draft	Approved			\$0.087		
	FY 2023-24	FY 2022-23	Budget Change		FY 2022-23	Variance	
	Budget	Budget	Amount	%	Estimate	Amount	%
FINANCE							
Staff	\$461,126	\$488,116	(\$26,990)	-6%	\$403,413	\$57,713	14%
FICA	39,471	41,681	(2,210)	-5%	34,977	4,494	13%
Pension	51,596	54,484	(2,888)	-5%	45,721	5,875	13%
Health	191,855	194,876	(3,021)	-2%	142,952	48,903	34%
Sick Pay	3,611	4,173	(562)	-13%	3,601	10	0%
Vacation Pay	27,757	25,429	2,328	9%	32,599	(4,842)	-15%
Holiday Pay	18,054	20,866	(2,812)	-13%	14,810	3,244	22%
Other Paid Leave	5,416	6,260	(844)	-13%	2,787	2,629	94%
Unemployment Insurance	655	819	(164)	-20%	630	25	4%
Financial Audit Services	50,000	47,700	2,300	5%	47,750	2,250	5%
<i>Finance Subtotal</i>	<u>\$849,541</u>	<u>\$884,404</u>	<u>(\$34,863)</u>	-4%	<u>\$729,239</u>	<u>\$120,302</u>	16%
PERSONNEL							
Staff	\$127,801	\$144,890	(\$17,089)	-12%	\$86,432	\$41,369	48%
FICA	12,485	12,556	(71)	-1%	5,051	7,434	147%
Pension	16,320	16,113	207	1%	3,000	13,320	444%
Health	58,747	40,354	18,393	46%	26,225	32,522	124%
Sick Pay	3,778	2,285	1,493	65%	4,675	(897)	-19%
Vacation Pay	13,992	6,288	7,704	123%	0	13,992	n/a
Holiday Pay	12,593	7,618	4,975	65%	2,464	10,129	411%
Other Paid Leave	5,037	3,047	1,990	65%	1,972	3,065	155%
Unemployment Insurance	536	341	195	57%	1,008	(472)	-47%
<i>Personnel Subtotal</i>	<u>\$251,289</u>	<u>\$233,492</u>	<u>\$17,797</u>	8%	<u>\$130,826</u>	<u>\$120,463</u>	92%
UTILITIES							
Phone & Data Communications	\$87,000	\$80,000	\$7,000	9%	\$85,364	\$1,636	2%
Power, Water & Refuse	218,000	190,000	28,000	15%	213,397	4,603	2%
Two-Way Radios	15,000	15,000	0	0%	7,483	7,517	100%
<i>Utilities Subtotal</i>	<u>\$320,000</u>	<u>\$285,000</u>	<u>\$35,000</u>	12%	<u>\$306,243</u>	<u>\$13,757</u>	4%
OPERATING FACILITIES							
<u>Wages & Benefits</u>							
Staff	\$66,479	\$63,627	\$2,852	4%	\$64,585	\$1,894	3%
FICA	6,016	5,758	258	4%	6,057	(41)	-1%
Pension	7,865	7,527	338	4%	7,982	(117)	-1%
Health	13,986	12,650	1,336	11%	12,731	1,255	10%
Sick Pay	890	852	38	4%	3,149	(2,259)	-72%
Vacation Pay	7,419	7,101	318	4%	8,397	(978)	-12%
Holiday Pay	2,968	2,840	128	5%	2,608	360	14%
Other Paid Leave	890	852	38	4%	560	330	59%
Unemployment Insurance	119	137	(18)	-13%	112	7	6%
<i>Wages & Benefits Subtotal</i>	<u>\$106,632</u>	<u>\$101,344</u>	<u>\$5,288</u>	5%	<u>\$106,181</u>	<u>\$451</u>	0%

<i>OPERATING FACILITIES (cont'd)</i>							
<u>Service Vehicles</u>							
Parts & Repairs	\$15,000	\$15,000	\$0	0%	\$14,612	\$388	3%
Fuel	65,000	50,000	15,000	30%	61,829	3,171	5%
Service Vehicles Subtotal	\$80,000	\$65,000	\$15,000	23%	\$76,441	\$3,559	5%
<u>Buildings & Grounds</u>							
Contract Maintenance	\$119,000	\$116,280	\$2,720	2%	\$118,476	\$524	0%
Overpass Site Maintenance	10,000	5,000	5,000	100%	8,176	1,824	22%
B&G Repairs/Supplies	85,000	80,000	5,000	6%	84,696	304	0%
Property Insurance	71,666	75,448	(3,782)	-5%	68,209	3,457	5%
Buildings & Grounds Subtotal	\$285,666	\$276,728	\$8,938	3%	\$279,558	\$6,108	2%
<i>Operating Facilities Subtotal</i>	<u>\$472,298</u>	<u>\$443,072</u>	<u>\$29,226</u>	7%	<u>\$462,179</u>	<u>\$10,119</u>	2%
<i>DISTRICT ADMINISTRATION</i>							
<u>Wages & Benefits</u>							
Staff	\$856,675	\$694,820	\$161,855	23%	\$583,305	\$273,370	47%
FICA	74,081	59,788	14,293	24%	45,918	28,163	61%
Pension	109,231	90,725	18,506	20%	62,462	46,769	75%
Health	187,814	165,818	21,996	13%	124,825	62,989	50%
Sick Pay	11,917	5,941	5,976	101%	17,368	(5,451)	-31%
Vacation Pay	50,485	42,168	8,317	20%	29,116	21,369	73%
Holiday Pay	33,920	29,704	4,216	14%	25,158	8,762	35%
Other Paid Leave	10,376	8,911	1,465	16%	40,394	(30,018)	-74%
Unemployment Insurance	927	1,058	(131)	-12%	774	153	20%
Wages & Benefits Subtotal	\$1,335,426	\$1,098,933	\$236,493	22%	\$929,321	\$406,105	44%
<u>Administrative Services</u>							
Directors Fees	\$10,080	\$8,640	\$1,440	17%	\$10,440	(\$360)	-3%
Public Officials Insurance	128,977	123,894	5,083	4%	119,119	9,858	8%
Legal Counsel	125,000	70,000	55,000	79%	102,562	22,438	22%
Pension Administration	1,000	1,000	0	0%	0	1,000	n/a
Software Licenses & Equip Mair	444,082	371,835	72,247	19%	424,757	19,325	5%
Miscellaneous Services	150,483	150,050	433	0%	260,386	(109,903)	-42%
Office & Computer Supplies	60,000	44,000	16,000	36%	60,394	(394)	-1%
Dues & Subscriptions	50,000	50,000	0	0%	49,010	990	2%
Conferences, Meetings, Training	20,000	5,000	15,000	300%	31,227	(11,227)	-36%
Employee Relations	55,400	30,000	25,400	85%	54,364	1,036	2%
Retiree Health Insurance	98,000	78,000	20,000	26%	92,488	5,512	6%
Mandated Fees & Permits	35,000	35,000	0	0%	27,247	7,753	28%
Misc. Expenses & Losses	15,000	15,000	0	0%	6,829	8,171	120%
Bad Debts	2,500	2,500	0	0%	0	2,500	n/a
Covid-19 Expenses	250,000	300,000	(50,000)	-17%	215,083	34,917	16%
Admin. Services Subtotal	\$1,445,522	\$1,284,919	\$160,603	12%	\$1,453,908	(\$8,386)	-1%
<i>District Admin. Subtotal</i>	<u>\$2,780,948</u>	<u>\$2,383,852</u>	<u>\$397,096</u>	17%	<u>\$2,383,228</u>	<u>\$397,720</u>	17%
<i>Total General Overhead</i>	<u>\$4,674,076</u>	<u>\$4,229,820</u>	<u>\$444,256</u>	11%	<u>\$4,011,716</u>	<u>\$662,360</u>	17%

Capital Budget Detail

FY 2023-24

	Total FY 2023-24 Budget	=	New FY 2023-24 Projects	+	Carryover FY 2022-23 Projects	Approved FY 2022-23 Budget
REVENUE VEHICLE PURCHASES						
40' Electric Buses (8 TIRCP application)	21,946,294		\$908,456		\$21,037,839	\$19,240,209
40' Electric Buses (6 FY24 101 Cong)	8,456,363		\$8,456,363		\$0	
30' Electric Capital Lease (6)	0		\$0		\$0	\$0
35' Electric Buses	0		\$0		\$0	0
30' Electric Capital Lease (6)	365,008		\$365,008		\$0	\$365,008
Microtransit Vans (3)	682,431		\$682,431		\$0	0
Paratransit Vans (4)	223,000		\$0		\$223,000	\$223,000
Subtotal	\$31,673,096		\$10,412,258		\$21,260,839	\$19,828,217
REVENUE VEHICLE IMPROVEMENTS						
Fleet Renewal Campaign	\$2,931,074		\$50,000		\$2,881,074	\$4,806,068
COVID-19 Safety Improvements	250,000		\$0		\$250,000	\$250,000
3-Position Bike Racks	0		\$0		\$0	
Ongoing Component Replacements	100,000		\$100,000		\$0	\$271,008
Subtotal	\$3,281,074		\$150,000		\$3,131,074	\$5,327,076
OPERATING FACILITIES						
T2 Facility Improvements - Phase I	\$4,281,603		\$188,563		\$4,093,040	\$4,361,437
T2 Facility Improvements - Phase II	\$1,015,000		\$1,015,000		\$0	
T1 Facility Improvements	\$100,000		\$100,000		\$0	\$100,000
Charge Ready Bridge-Electric Bus Infrastruc	\$746,255		\$275,163		\$471,092	\$2,100,000
Haley Canopy & Facility Electrification Upgr.	\$2,186,168		\$0		\$2,186,168	hide
ZEB Rollout Plan	\$178,662		\$180,598		(\$1,936)	\$0
CEC Blueprint Project	\$150,000		\$0		\$150,000	\$1
Calle Real Development	\$52,751		\$0		\$52,751	\$150,000
Subtotal	\$8,710,439		\$1,759,324		\$6,951,116	\$6,711,438
PASSENGER FACILITIES						
Passenger Facility Improvements	\$25,000		\$25,000		\$0	\$28,000
Bus Stop Improvements	450,000		\$0		\$450,000	\$550,000
Subtotal	\$475,000		\$25,000		\$450,000	\$578,000
INTELLIGENT TRANSPORTATION SYS.						
AVL & ITS Systems	\$400,000		\$400,000		\$0	\$83,000
LYT Transit Signal Priority	\$0		\$0		\$0	\$250,000
Contactless Fare Payment System	1,435,000		\$0		\$1,435,000	\$1,585,000
Subtotal	\$1,835,000		\$400,000		\$1,435,000	\$1,918,000
INFORMATION SYSTEMS						
Business Software	\$1,450,000		\$0		\$1,450,000	\$1,500,000
IT Systems & Security	150,000		\$150,000		\$0	\$231,000
Subtotal	\$1,600,000		\$150,000		\$1,450,000	\$1,731,000
OTHER EQUIPMENT						
Shop Equipment	\$50,000		\$50,000		\$0	\$33,000
Service Vehicles	50,000		\$50,000		\$0	\$150,000
Office Equipment & Furniture	200,000		\$200,000		\$0	\$121,000
Subtotal	\$300,000		\$300,000		\$0	\$304,000
Total Capital Projects	\$47,874,610		\$13,196,581		\$34,678,028	\$36,397,731



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 7, 2023

AGENDA ITEM: #8

DEPARTMENT: RISK

TYPE: ACTION ITEM

PREPARED BY: MIEKO GRAY

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: COMMERCIAL AUTO AND GENERAL LIABILITY INSURANCE
RENEWAL

RECOMMENDATION:

Staff recommends renewal of Commercial Auto and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective April 1, 2023 – April 1, 2024, at \$4,750,000 Excess Indemnity over a \$250,000 Self Insured Retention (SIR) and \$5,000,000 Excess/Umbrella for an annual premium of \$712,054. In total, the two insurance layers provide coverage of \$10,000,000 (\$9,750,000 excess of \$250,000).

DISCUSSION:

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

- 114 Transit Buses (29 ft., 40 ft., BYD Electric Vehicles, EV Vans),
- 3 Articulated Buses (60 ft.)
- 31 Private Passenger/Service cars

The final cost for the policy at the end of the policy period is subject to endorsement as vehicles are added and/or deleted. Pricing quote at First Dollar Coverage was reviewed by Staff with Allison Olsen, MTD's broker with Brown and Brown. Retaining the current SIR of \$250,000 offer the most cost-effective option.

Excess coverage is quoted per \$5,000,000 layer, with each layer as a flat annual rate and is not subject to changes in fleet size. MTD's expiring policy is a \$10,000,000 Excess for a total coverage limit of \$15,000,000 (\$14,750,000 excess of \$250,000). A formal rate

BOARD OF DIRECTORS REPORT

quote for the additional layer of coverage of the \$5,000,000 over the \$10,000,00 is being secured by NIIC and will be provided to MTD at a future date.

NIIC's renewal quote for the first \$10,000,000 coverage plus Claims Service Agreement represents an approximate 14.5% increase over the expiring policy. The Claims Service Agreement is a flat annual rate.

FINANCIAL INFORMATION:

Line of Coverage	Renewal FY 23-24	Expiring FY 22-23	Prior FY 21-22	Prior FY 20-21
SIR Excess Indemnity	\$476,880	\$430,192	\$333,521	\$254,566
Excess \$5,000,000 x \$5,000,000	\$191,295	\$150,365	\$118,880	\$91,130
Excess \$5,000,000 x \$10,000,000	Quote Pending	\$111,333	\$86,887	\$59,196
Claims Services Agreement	\$43,879	\$39,922	\$29,661	\$24,638
Totals	\$712,054*	\$731,812	\$561,980	\$429,530

**Total premium pending Final Excess Layer*

Per Unit Pricing	Renewal FY 23-24	Expiring FY 22-23	Prior FY 21-22	Renewal FY 20-21
Transit Bus	\$3,678.00	\$3,344	\$2,572	\$2,009
Articulated Bus	\$4,781.00	\$3,678	\$2,829	\$2,210
Service/Private Passenger	\$1,395.00	\$1,411	\$1,228	\$959

SUMMARY:

The overall insurance market has been experiencing a hard market phase for the past few years that has resulted in substantially increased reinsurance costs. A hard market is a period of time when there is a high demand for insurance but a lower supply of coverage available. According to Brown & Brown Insurance, the combination of higher frequency and severity of claims has resulted in a shortage in the amount of insurance coverage that the insurance market is allowed to write (sell) resulting in increased pricing across the board.



BOARD OF DIRECTORS REPORT

MEETING DATE: March 7, 2023

AGENDA ITEM: #9

DEPARTMENT: SAFETY

TYPE: INFORMATIONAL ITEM

PREPARED BY: MARY GREGG

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: Status Report on the COVID-19

RECOMMENDATION:

Staff recommends the Board receive a status report on the COVID-19 State of Emergency.

BACKGROUND:

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 was extended until February 24, 2022. On March 4, 2020, the State of California's Governor Gavin Newsom declared a state of emergency for conditions caused by COVID-19.

On February 28, 2023, Governor Newsom issued a proclamation terminating the state's COVID-19 State of Emergency. The state's new SMARTER Plan (Shots, Masks, Awareness, Readiness, Testing, Education, Rx) will "maintain California's operational preparedness to address the next phase of the COVID-19 pandemic and will continue to guide the state's work to support communities around the state".

ATTACHMENT:

- COVID-SOE-Termination-Proclamation-2.28.23

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

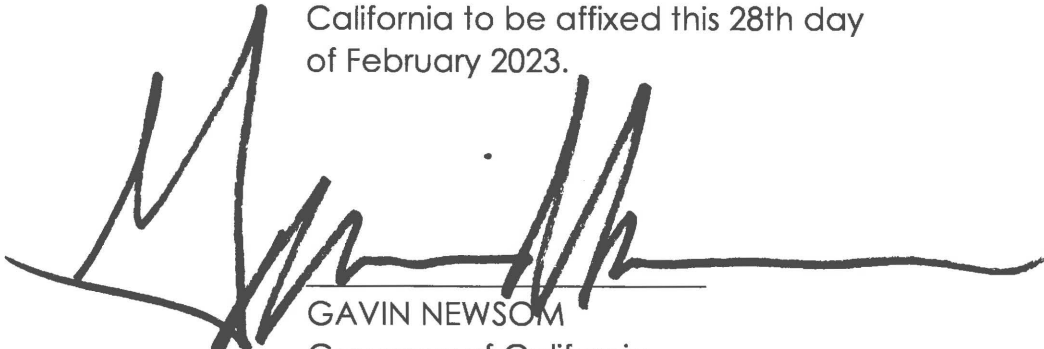
A PROCLAMATION
BY THE GOVERNOR OF THE STATE OF CALIFORNIA
TERMINATING STATE OF EMERGENCY

I, **GAVIN NEWSOM**, Governor of the State of California, having found pursuant to Government Code section 8629 that the conditions of extreme peril to the safety of persons and property declared in the State of Emergency proclamation listed below no longer exist, therefore proclaim that the State of Emergency proclaimed on the following date and in the following jurisdiction no longer exists, effective at 11:59 p.m. on February 28, 2023. Accordingly, any Executive Orders related to the terminated State of Emergency will also no longer be in effect as of 11:59 p.m. on February 28, 2023.

PROCLAMATION		
Emergency	Date Proclaimed	Jurisdiction
COVID-19	March 4, 2020	Statewide

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

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 28th day of February 2023.



GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY WEBER, PH.D.
Secretary of State



BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 7, 2023

AGENDA ITEM: #10

DEPARTMENT: GRANTS

TYPE: ACTION ITEM

PREPARED BY: STEVE MAAS

Signature

REVIEWED BY: GENERAL MANAGER

Signature

SUBJECT: LOW CARBON TRANSIT OPERATIONS PROGRAM RESOLUTION

RECOMMENDATION:

Staff recommends that the Board adopt Resolution 2023-02 authorizing General Manager Jerry Estrada to execute all required documents for an application to the California Department of Transportation (Caltrans) for FY 2023 California cap-and-trade funds from the Low Carbon Transit Operations Program (LCTOP), agreeing to comply with all conditions and requirements set forth in the Certification and Assurances, authorizing the allocation request, and authorizing the submittal to Caltrans of the project "One 40-Ft. Electric Bus & Charger to Replace One Diesel Bus (Year 2 of 2)."

DISCUSSION:

Process

California cap-and-trade auction proceeds are appropriated to several programs, including the LCTOP, which is administered by Caltrans and the California Air Resources Board. All projects funded with auction proceeds must demonstrate greenhouse gas reduction. LCTOP provides formula funds to transit agencies such as MTD based on the agency's percentage of statewide fare revenue, and to regional transportation planning agencies such as the Santa Barbara County Association of Governments (SBCAG) based on the area's percentage of statewide population.

Project

Staff proposes to submit an application to apply the available FY 2023 LCTOP funds towards MTD's project "One 40-Ft. Electric Bus & Charger to Replace One Diesel Bus (Year 2 of 2)." Applications are due to Caltrans by March 24. The SBCAG population-based FY 2023 LCTOP funds total \$1,092,709 and SBCAG staff has recommended that MTD receive \$469,864 of that amount. The SBCAG Board is expected to approve the allocation of these funds to MTD at their meeting of March 16. MTD will also apply the \$227,760 in MTD farebox revenue share of LCTOP funds to the project, for a total of \$697,624 in FY 2022-23 LCTOP funds.

BOARD OF DIRECTORS REPORT

The LCTOP Guidelines allow recipient agencies to rollover funds, accruing a maximum of 4 years of LCTOP funds for a more substantial project. MTD opted to rollover the prior FY 2021-22 funds, which totaled \$531,952, with the current FY 2022-23 funds. Thus, the combined funds for the two years total \$1,229,567. The current estimated cost of a 40-ft. electric bus and charger is approximately \$1.4 million.

ATTACHMENTS:

- LCTOP Authorized Agent Form
- LCTOP Certifications and Assurances
- MTD Board Resolution 2023-02



FY 2022-2023 LCTOP
Authorized Agent

AS THE General Manager

(Chief Executive Officer/Director/President/Secretary)

OF THE Santa Barbara Metropolitan Transit District

(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Chief Operating Officer/AGM Mary Gregg

(Name and Title of Authorized Agent)

OR

Director of Finance & Administration Nancy Tillie

(Name and Title of Authorized Agent)

OR

Finance Manager Thais Sayat

(Name and Title of Authorized Agent)

OR

Grants & Compliance Manager Steve Maas

(Name and Title of Authorized Agent)

OR

Jerry Estrada

(Print Name)

General Manager

(Title)

(Signature)

Approved this 7 day of **March**, 2023



FY 2022-2023 LCTOP Certifications and Assurances

Lead Agency: Santa Barbara Metropolitan Transit District

Project Title: MTD 40-ft. Electric Bus Procurement – Rollover (Year 2 of 2)

Prepared by: Steve Maas

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.
8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).



FY 2022-2023 LCTOP

9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. **The Lead Agency must submit the following LCTOP reports:**
 - a. **Annual Project Activity Reports October 27th each year.**
 - b. **A Close Out Report within six months of project completion.**
 - c. **The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.**
 - d. **Project Outcome Reporting as defined by CARB Funding Guidelines.**
 - e. **Jobs Reporting as defined by CARB Funding Guidelines.**
2. Other Reporting Requirements: CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
 - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
 - b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with



FY 2022-2023 LCTOP

Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment.



FY 2022-2023 LCTOP

The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

Jerry Estrada

(Print Authorized Agent)

General Manager

(Title)

(Signature)

(Date)



**FY 2022-2023 LCTOP
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
RESOLUTION #2023-02**

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT(S):

One 40-Ft. Electric Bus & Charger to Replace One Diesel Bus (Year 2 of 2)
99313: \$469,864; 99314 \$227,760

WHEREAS, the Santa Barbara Metropolitan Transit District (District) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the District wishes to delegate authorization to execute these documents and any amendments thereto to Jerry Estrada, General Manager; and

WHEREAS, the District wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Jerry Estrada, General Manager, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the District that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2022-2023 LCTOP funds:

Project Name: One 40-Ft. Electric Bus & Charger to Replace One Diesel Bus (Year 2 of 2)

Amount of LCTOP funds requested: \$697,624

Short description of project: MTD will accumulate LCTOP funds for a substantial project

Benefit to a Priority Populations: Benefit to a DAC and to low-income communities

Amount to benefit Priority Populations: \$697,624

Contributing Sponsors (if applicable): Santa Barbara County Association of Governments



FY 2022-2023 LCTOP

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 7th day of March 2023 by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: March 7, 2023
Subject: General Manager's Report

MTD staff follows legislative and budget action for the State of California as part of the California Transit Association's State Legislative Committee. Newly elected Assemblymember Gregg Hart (D-Santa Barbara) introduced his first bill of his first legislative session, Assembly Bill 463. AB 463 would provide transit agencies with priority access to electricity when facing grid disruptions caused by natural or man-made disasters, rolling blackouts, utility company "Public Safety Power Shutoffs" (PSPS), and increasing demand on California's electrical grid. This is priority legislation for the California Transit Association, and MTD staff is providing Asm. Hart's team with real world examples of the need for this legislation.

New Operator in Training Alan Martinez has been in training for the past few weeks and is scheduled to take his behind the wheel driver's test tomorrow. The Spring 2023 Bid commenced Monday, February 27th. This bid is for service through June 11th. Operations will next be receiving the Summer 2023 Bid in the next few weeks to begin the review process with Planning.

Operations did not experience any major issues with service during the most recent series of storms. Operations followed a proactive approach and was prepared to implement changes in services and had several safety functions in place prepared to respond to a variety of scenarios. If Operators were unable to drive in, due to road closures, plans were in place to fill those voids. As in past practice, if flooding were to envelope our facility, buses would be moved to higher and safer ground at our Terminal 2 facility at Overpass Road, along with moving our electric fleet to higher ground on site. A bus was also staged in Carpinteria, if MTD's participation in evacuations were requested in that general area. Luckily, none of the worst-case scenarios played out.

Staff will attend a Zoom meeting of the Santa Barbara County Association of Governments' (SBCAG's) Technical Transportation Advisory Committee (TTAC) on March 2. TTAC will be asked to recommend that the SBCAG Board approve Formal Amendment #2 to the 2023 Federal Transportation Improvement Program (FTIP) at their March meeting. Formal Amendment #2 includes changes to three MTD projects that include FTA funds. These amendments must be programmed into the FTIP prior to FTA approval of the funding. TTAC will also be asked to approve the estimated FY 2023-24 Transportation Development Act - Local Transportation Fund (TDA - LTF) apportionments. TTAC will be asked to provide feedback on the Draft 2022 Measure A Annual Report and proposed changes to the Measure A Audit Review process. TTAC will also receive updates on the Central Coast Freight Plan and on recent activities of the California Transportation Commission.

Staff submitted the January monthly system data report to the National Transit Database (NTD) as required by FTA. Staff also submitted the January monthly Safety and Security Summary Report to NTD; no reportable incidents occurred during the month.

MTD's California Energy Commission (CEC) Blueprint Grant project team submitted its latest deliverable to the CEC, a Study of the Expanded Use of Public Charging Facilities. The document explores the use of public chargers as a means of resiliency for fleet operators. Specific to MTD, it looks at the feasibility of using the City's Level 2 public chargers as a back-up in the event of a localized power outage or flooding at Terminal 1. Currently, MTD has 14 electric cars and three electric passenger vans that use Level 2 chargers at MTD's Terminal 1 facility.

Staff completed the requisite 2022 Annual Report for MTD's California Air Resources Board (CARB) Low Carbon Fuel Standard (LCFS) account. The report details the energy used to charge the 30' BYD battery-electric buses, Chevrolet Bolt sedans, and electric Ford Transit vans throughout the 2022 calendar year. MTD also receives credits for the use of the public charger at the front of the Administration Building. During the preceding period, MTD generated 274 credits. That combined with the credits earned in prior years brings MTD's credit total to 698.

In continued effort to recruit for bus operators, Human Resources attended a job fair in Santa Barbara on Saturday, February 5, 2023. The job fair was held at the Franklin Neighborhood Center and approximately 100 people attended the two-hour event. During the event HR reestablished partnership with Santa Barbara County Job Center and will work with them planning a job fair at their location. Currently, 3 bus operators are in various stages of the recruitment process and we have received 4 new applications for the Mechanic Position, 3 for the CSR role and 2 applicants for the Fleet supervisor position. staff is working with each Department Manager to identify ongoing hiring and training needs.

MTD's commercial auto and liability insurance carrier, National Interstate Insurance, completed an onsite audit with Risk in advance of the renewal of the policy. Alisson Olsen, MTD's insurance broker with Brown & Brown Insurance, was also present. The auditor was very impressed with MTD's hiring, training, and safety programs, the liability policy is up for renewal April 1, 2023. Risk has reviewed the final renewal quotes secured by MTD's insurance broker, Brown & Brown Insurance, for the policies renewing for the policy period. Renewal quotes for MTD's policies reflect industry trends and are not indicative of any claims experience specific to MTD. There is an anticipated increase in Auto/General Liability and Umbrella Liability of 11% and 27% respectively. Pending the receipt of a quote for the Excess Umbrella, the final recommendation for that policy will be presented at the next Board meeting.

The Director of Finance and Administration completed training certifications in Enhancing Your Transit Asset Management Program with Lifecycle Management and Introduction to Paratransit Management and Operations.

Information Technologies is leading the TRAPEZE Electronic Asset Management system upgrade. A team representing multiple departments within the organization is participating in Training and Operational Assessments.