



**BOARD OF DIRECTORS AGENDA**

**SPECIAL MEETING**  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**Tuesday, May 9, 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 April 18, 2023.
- 5. CASH REPORTS - (ACTION MAY BE TAKEN)**  
The Board of Directors will be asked to review and approve the Cash Report from April 8, 2023 through April 21, 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.sbmtd.gov](http://www.sbmtd.gov) and at MTD Administrative offices.
- 7. RECOGNIZE CHUCK MCQUARY – (ACTION MAY BE TAKEN)**  
Staff and the Board of Directors will honor the service of Board Director Chuck McQuary.

<b>BOARD OF DIRECTORS AGENDA</b>
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**8. COMMERCIAL PROPERTY INSURANCE RENEWAL - EFFECTIVE MAY 24, 2023 (ACTION MAY BE TAKEN)**

Staff recommends binding coverage of Commercial Property Insurance with AGCS Marine Insurance Company effective May 24, 2023 through May 24, 2024.

**9. EARTHQUAKE INSURANCE RENEWAL - EFFECTIVE MAY 24, 2023 (ACTION MAY BE TAKEN)**

Staff will recommend that the Board authorize MTD staff to bind coverage and renew earthquake insurance with Lloyds of London Insurance Company, effective May 24, 2023 through May 24, 2024.

**9:00AM TIME CERTAIN**

**10. SERVICE PLAN FOR FY 2023-24 - (ACTION MAY BE TAKEN)**

Staff will recommend that the Board of Directors receive a presentation on the draft final service plan for Fiscal Year (FY) 2023-24 and approve the proposed service level for FY 2023-24 of 181,734 revenue hours.

**11. SECOND AMENDMENT TO TIRCP AGREEMENT – (ACTION MAY BE TAKEN)**

Staff recommends that the Board approve the “Second Amendment to the Funding Agreement Between the Santa Barbara County Association of Governments and the Santa Barbara Metropolitan Transit District” regarding the 2018 Transit and Intercity Rail Capital Program (TIRCP) award to the Santa Barbara County Association of Governments (SBCAG).

**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, April 18, 2023**  
**8:30 AM**  
**John G. Britton Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

1. **CALL TO ORDER**  
Vice Chair Tabor called the meeting to order at 8:30 AM.
2. **ROLL CALL OF THE BOARD MEMBERS**  
Vice Chair Tabor reported that all members were present except Director Solorzano and Chair Davis.
3. **REPORT REGARDING POSTING OF AGENDA**  
Evelyn Orozco, Human Resources Assistant reported that the agenda was posted on Thursday, April 13, 2023, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

**CONSENT CALENDAR**

4. **APPROVAL OF PRIOR MINUTES - (ATTACHMENT - ACTION MAY BE TAKEN)**  
The Board of Directors was asked to approve the draft minutes for the meeting of March 21, 2023.
5. **CASH REPORT - (ATTACHMENT - ACTION MAY BE TAKEN)**  
The Board of Directors was asked to review and approve the Cash Reports from March 11, 2023 through March 24, 2023 and March 25, 2023 through April 7, 2023.

Director Perotte abstained from prior minutes.

Director Sarkar moved to approve the consent calendar. Director Lapuz seconded the motion. Vice Chair Tabor held a roll call vote and the consent calendar was approved unanimously with one abstention from Director Perotte on prior minutes and two absent.

**THIS CONCLUDES THE CONSENT CALENDAR**

6. **PUBLIC COMMENT**  
No public comments were made.

**7. PROCUREMENT PROTEST – 3 POSITION TRANSIT BICYCLE RACKS – (ACTION MAY BE TAKEN)**

Nancy Tillie, Director of Finance and Administration requested that the Board reject the Protest of the contract award to Midwest Bus Corporation and their Byk-Rak brand for three-position transit bike racks, which shall be considered final in accordance with the MTD Procurement Manual.

*Director Solorzano entered the meeting at 9:01AM.*

Director Perotte moved to approve the denial of the protest. Director Sarkar seconded the motion. Vice Chair Tabor held a roll call vote. The motion was approved unanimously with one absent.

**8. ZERO-EMISSION BUS ROLLOUT PLAN- (ACTION MAY BE TAKEN)**

Steve Maas, Grants and Compliance Manager and Ryan Gripp, Capital Projects Manger recommended that that the Board adopt the Resolution 2023-05 approving the Zero Emission Bus (ZEB) Rollout Plan as required by the Innovative Clean Transit (ICT) regulation of the California Air Resources Board (CARB).

They were accompanied by their project leads from Stantec David Verbich and Will Todd which presented more information about the Zero-Emission Bus Rollout Plan.

Director Sarkar moved to approve the adoption of Resolution 2023-05, approving the ZEB Rollout Plan. Director Perotte seconded the motion. Vice Chair Tabor held a roll call vote. The motion was approved unanimously with one absent.

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

General Manager Estrada provided an update on district activities.

**10. OTHER BUSINESSES AND REPORTS – (INFORMATIONAL)**

No other business was discussed.

**11. ADJOURNMENT**

The meeting was adjourned at 10:05 AM.

**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of May 2, 2023**  
**For the Period April 8, 2023 through April 21, 2023**

**MONEY MARKET**

**Beginning Balance April 8, 2023** **\$5,440,347.52**

Passenger Fares	79,130.47
Accounts Receivable	14,822.00
Prepays & Advertising	5,151.00
Miscellaneous Income	2,569.77

**Total Deposits** **101,673.24**

Miscellaneous Transfers	(2,379.15)
401(k)/Pension Transfer	(34,277.59)
Workers' Compensation	(61,386.73)
Payroll Taxes	(179,360.01)
Payroll	(368,728.52)
Accounts Payable	(573,802.43)

**Total Disbursements** **(1,219,934.43)**

**Ending Balance** **\$4,322,086.33**

**CASH INVESTMENTS**

LAIF Account	\$5,993,860.90
Money Market Account	4,322,086.33

**Total Cash Balance** **\$10,315,947.23**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$4,453,409.88)
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**Working Capital** **\$5,862,537.35**

**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
132015	4/13/2023	ABC BUS COMPANIES INC	BUS PARTS	446.53	
132016	4/13/2023	ALBERTO CALVILLO	RETIREE HEALTH REIMBURSEMENT	456.41	
132017	4/13/2023	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
132018	4/13/2023	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	95.00	
132019	4/13/2023	AUTOZONE STORES LLC	BUS/SERVICE VEHICLE PARTS	87.59	
132020	4/13/2023	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	174.00	
132021	4/13/2023	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	285.00	
132022	4/13/2023	BUILDERS MUTUAL INSURANCE C	WC INSURANCE	68.00	
132023	4/13/2023	ARTHUR BURNS	RETIREE HEALTH REIMBURSEMENT	239.00	
132024	4/13/2023	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
132025	4/13/2023	BYD COACH & BUS LLC	BUS PARTS	374.03	
132026	4/13/2023	CABRERA, RICARDO	RETIREE HEALTH REIMBURSEMENT	180.00	
132027	4/13/2023	MIKE CARDONA	RETIREE HEALTH REIMBURSEMENT	228.60	
132028	4/13/2023	CITY OF CARPINTERIA	CHARGING STATION ELECTRICITY	8.12	
132029	4/13/2023	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	627.00	
132030	4/13/2023	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	143.00	
132031	4/13/2023	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	537.08	
132032	4/13/2023	ALLIANT POWER DBA	BUS PARTS	775.66	
132033	4/13/2023	JEFFREY K. FISHER CONSULTING	PROFESSIONAL SERVICES	750.00	
132034	4/13/2023	GILLIG LLC	BUS PARTS	13,633.31	
132035	4/13/2023	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
132036	4/13/2023	GOLD COAST TRANSPORT REFRIG	BUS A/C MAINTENANCE	1,043.20	
132037	4/13/2023	GRAINGER, INC.	SHOP/B&G SUPPLIES	539.99	
132038	4/13/2023	MARY GREGG	PER DIEM	167.00	
132039	4/13/2023	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
132040	4/13/2023	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	285.00	
132041	4/13/2023	RICHARD HARRIGAN	RETIREE HEALTH REIMBURSEMENT	147.00	
132042	4/13/2023	ROBERT HARTMAN, JR.	RETIREE HEALTH REIMBURSEMENT	551.96	
132043	4/13/2023	HAYWARD LUMBER	SHOP/B&G SUPPLIES	197.93	
132044	4/13/2023	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	84.64	
132045	4/13/2023	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	64.40	
132046	4/13/2023	I-NETT	PHONE SYSTEM MAINTENANCE CONTI	814.98	
132047	4/13/2023	JAVIER JIMENEZ	RETIREE HEALTH REIMBURSEMENT	174.00	
132048	4/13/2023	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	81.30	
132049	4/13/2023	MONTE KIMZEY	RETIREE HEALTH REIMBURSEMENT	384.00	
132050	4/13/2023	LINDA LEE LACKEY	RETIREE HEALTH REIMBURSEMENT	855.00	
132051	4/13/2023	LANSPEED DBA	IT SERVICES	2,935.00	
132052	4/13/2023	MC CORMIX CORP. (OIL)	LUBRICANTS	4,718.98	

Check #	Date	Company	Description	Amount	Voids
132053	4/13/2023	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	1,677.50	
132054	4/13/2023	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	183.47	
132055	4/13/2023	WILLIAM MORRIS	RETIREE HEALTH REIMBURSEMENT	243.10	
132056	4/13/2023	NFI PARTS DBA	BUS PARTS	2,866.13	
132057	4/13/2023	NOREGON SYSTEM	MAINTENANCE DIAGNOSTIC COMUTI	11,718.40	
132058	4/13/2023	CARLOS ORNELAS	RETIREE HEALTH REIMBURSEMENT	263.00	
132059	4/13/2023	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
132060	4/13/2023	POWERSTRIDE BATTERY CO.	BATTERIES	600.89	
132061	4/13/2023	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	192.10	
132062	4/13/2023	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	39.00	
132063	4/13/2023	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	65,618.21	
132064	4/13/2023	SM TIRE, CORP.	BUS TIRE MOUNTING	1,491.78	
132065	4/13/2023	SMART & FINAL	OFFICE/MEETING SUPPLIES	41.82	
132066	4/13/2023	ROBIN SORIA	RETIREE HEALTH REIMBURSEMENT	285.00	
132067	4/13/2023	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	581.30	
132068	4/13/2023	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	186,373.00	
132069	4/13/2023	TAC ENERGY LLC	RENEWABLE DIESEL	30,473.23	
132070	4/13/2023	VALLEY POWER SYSTEMS, INC.	BUS PARTS	292.81	
132071	4/13/2023	JOHN J. VASQUEZ	RETIREE HEALTH REIMBURSEMENT	1,140.00	
132072	4/13/2023	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,302.92	
132073	4/13/2023	VALERIE WHITE	REIMBURSEMENT	46.00	
132074	4/13/2023	ROBB HOWELL	SETTLEMENT	15,000.00	
132075	4/21/2023	ABC BUS COMPANIES INC	BUS PARTS	589.10	
132076	4/21/2023	AMERICAN MOVING PARTS, LLC	BUS PARTS	1,539.18	
132077	4/21/2023	BAY ALARM COMPANY, INC	ALARM CONTRACT	255.00	
132078	4/21/2023	CENTRAL COAST TANK TESTING	TANK TESTS	145.00	
132079	4/21/2023	CINTAS CORPORATION	FIRST AID SUPPLIES	234.32	
132080	4/21/2023	CROSSLINE SUPPLY LLC	BUS PARTS	591.60	
132081	4/21/2023	CA DEPT. OF TAX & FEE ADMIN.	QTRLY USER FUEL TAX	1,514.00	
132082	4/21/2023	CDTFA	SALES/CONSUMER USE TAX	3,939.00	
132083	4/21/2023	CA. DEPT. of TAX & FEE ADMINIST	UNDERGROUND STORAGE TANK FEE	2,555.00	
132084	4/21/2023	EASY LIFT TRANSPORTATION, IN	MONTHLY ADA SUBSIDY	88,399.00	
132085	4/21/2023	EVERSHADE LLC DBA	STEAM CLEANING TC/EXPRESS ZONE	3,150.00	
132086	4/21/2023	FAUVER, LARGE, ARCHBALD&SPR	LEGAL COUNSEL	35,497.20	
132087	4/21/2023	STATE OF CALIFORNIA	PAYROLL RELATED	1,914.92	V
132088	4/21/2023	GIBBS INTERNATIONAL INC	BUS PARTS	1,737.79	
132089	4/21/2023	GILLIG LLC	BUS PARTS	2,597.43	
132090	4/21/2023	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	11,802.21	
132091	4/21/2023	GRAFFITI SHIELD, INC	VANDALISM GRAFFITI GUARDS	57.11	
132092	4/21/2023	GRAINGER, INC.	SHOP/B&G SUPPLIES	7.98	
132093	4/21/2023	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	106.02	

Check #	Date	Company	Description	Amount	Voids
132094	4/21/2023	LANSPEED DBA	IT SERVICES	47.25	
132095	4/21/2023	MC CORMIX CORP. (OIL)	LUBRICANTS	5,300.10	
132096	4/21/2023	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,999.07	
132097	4/21/2023	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	743.94	
132098	4/21/2023	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	531.75	
132099	4/21/2023	MOLINA MANUFACTURING D	REFURBISH BUS SEATS	2,894.14	
132100	4/21/2023	NATIONWIDE TRANSIT SALES	BUS PARTS	870.00	
132101	4/21/2023	NATIONAL DRIVE	PAYROLL DEDUCTION	22.00	
132102	4/21/2023	NEWEGG BUSINESS, INC	IT EQUIPMENT & SUPPLIES	500.88	
132103	4/21/2023	NFI PARTS DBA	BUS PARTS	233.53	
132104	4/21/2023	PREVOST CAR (US) INC.	BUS/SERVICE VEHICLE PARTS	181.53	
132105	4/21/2023	PETTY CASH - MANNY CASTANON	MISC. PURCHASES	230.34	
132106	4/21/2023	POWERSTRIDE BATTERY CO.	BATTERIES	600.89	
132107	4/21/2023	SANSUM CLINIC	MEDICAL EXAMS	493.00	
132108	4/21/2023	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	260.00	
132109	4/21/2023	SILVAS OIL CO., INC.	LUBRICANTS	839.55	
132110	4/21/2023	SO. CAL. EDISON CO.	UTILITIES	6,706.68	
132111	4/21/2023	SOCALGAS	UTILITIES	1,329.94	
132112	4/21/2023	SPECIALTY TOOL & BOLT, LTD	SHOP SUPPLIES	336.49	
132113	4/21/2023	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	1,909.50	
132114	4/21/2023	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	149.29	
132115	4/21/2023	NANCY TILLIE	REIMBURSEMENT	28.00	
132116	4/21/2023	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	423.00	
132117	4/21/2023	TAC ENERGY LLC	RENEWABLE DIESEL	30,401.86	
132118	4/21/2023	UNITED WAY OF SB	PAYROLL DEDUCTION	30.00	
132119	4/21/2023	J.C.M. AND ASSOCIATES INC.	UNIFORMS	603.92	
132120	4/21/2023	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,367.10	
132121	4/21/2023	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	2,896.52	
132122	4/21/2023	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,234.98	
132123	4/21/2023	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	35.00	
132124	4/21/2023	STATE OF CALIFORNIA	PAYROLL RELATED	1,374.98	
132125	4/21/2023	MICHAEL A. MENDOZA	DMV/VTT REIMBURSEMENT	539.94	
				<b>575,717.35</b>	
<b>Current Cash Report Voided Checks:</b>				1,914.92	
<b>Prior Cash Report Voided Checks:</b>				0.00	
<b>Grand Total:</b>				<b>\$573,802.43</b>	



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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>
3/15/2023	Department of Rehabilitation	Passes/Passports Sales	-260.00
3/15/2023	Department of Rehabilitation	Passes/Passports Sales	260.00
4/10/2023	Department of Rehabilitation	Passes/Passports Sales	416.00
4/12/2023	SB School District	Passes/Token Sales	8,250.00
4/19/2023	Moonlight Graphics/Mktg	Advertising on Buses	5,364.00
4/20/2023	Department of Rehabilitation	Passes/Passports Sales	260.00
4/20/2023	Mental Wellness Center	Advertising on Buses	532.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$14,822.00</b>

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**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 9, 2023 **AGENDA ITEM: #7**

**DEPARTMENT:** BOARD OF DIRECTORS

**TYPE:** ACTION ITEM

**PREPARED BY:** JERRY ESTRADA

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

**REVIEWED BY:** GENERAL MANAGER

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

**SUBJECT:** RECOGNITION OF DIRECTOR CHUCK MCQUARY

**RECOMMENDATION:**

Staff and the Board of Directors will honor the service of Board Director Chuck McQuary.

**ATTACHMENT:**

- Resolution 2023-06 recognizing Director McQuary

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

IN THE MATTER OF RECOGNITION AND  
APPRECIATION OF DISTINGUISHED SERVICE  
OF MTD DIRECTOR CHUCK MCQUARY

**RESOLUTION NO. 2023-06**

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

**WHEREAS**, Chuck McQuary has devoted his career to enhancing public transit through his service, and by holding positions of significance, with South Coast Transit District, Gold Coast Transit District, and Santa Barbara Metropolitan Transit District;

**WHEREAS**, in furtherance of this devotion, Chuck McQuary benevolently served his time and expertise as a member of the Board of Directors for the Santa Barbara Metropolitan Transit District for sixteen years; and

**WHEREAS**, during his service on the Board of Directors as a representative of the City of Carpinteria, Chuck McQuary provided invaluable insight, perspective, and guidance to the Board of Directors to assist the District in fulfilling its mission; and

**WHEREAS**, the Santa Barbara Metropolitan Transit District seeks to publicly recognize Chuck McQuary's commitment, dedication, and invaluable contributions to the Santa Barbara Metropolitan Transit District Board of Directors; and

**IN RECOGNITION** and gratitude for the betterment of the South Coast of Santa Barbara County, the Board and Staff of the District wholeheartedly thank Chuck McQuary for his lasting contributions to the District.

**PASSED AND ADOPTED** by the Board of Directors of the Santa Barbara Metropolitan Transit District this 9th day of May 2023 by the following vote:

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

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

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

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

ATTEST:

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



**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 9, 2023 **AGENDA ITEM: #8**

**DEPARTMENT:** RISK

**TYPE:** ACTION ITEM

**PREPARED BY:** MIEKO GRAY

\_\_\_\_\_

*Signature*

**REVIEWED BY:** GENERAL MANAGER

\_\_\_\_\_

*Signature*

**SUBJECT:** COMMERCIAL PROPERTY INSURANCE RENEWAL – EFFECTIVE  
MAY 24, 2023

**RECOMMENDATION:**

Staff recommends binding coverage of Commercial Property Insurance with AGCS Marine Insurance Company effective May 24, 2023 through May 24, 2024 at an annual premium of \$39,475 for Blanket Building coverage of \$14,039,000, Blanket Business Personal Property coverage of \$2,493,601, and Business Income coverage of \$859,560. AGCS Marine has an AM Best rating of A+XV (Superior).

**DISCUSSION:**

The District’s insurance broker Brown and Brown reviewed multiple options to determine the best rate and coverage for all properties. Commercial Property pricing continues to go up with the “hard” insurance market. The commercial property insurance policy covers all MTD locations as follows:

- 550 Olive Street - six buildings
- 5353 Overpass Road - three buildings
- 5775 Carpinteria Ave - charging station
- 1020 Chapala St - Transit Center

**BUDGET/FINANCIAL:**

	2023-2024 Renewal	2022-2023 Expiring	2021-2022 Prior Year	2020-2021 Prior Year
Blanket Building and Blanket Business Personal Property*	\$39,475	\$16,431	\$17,588	\$18,277

*The Per Occurrence deductible amount is \$25,000.*



**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 09, 2023 **AGENDA ITEM: #9**

**DEPARTMENT:** RISK

**TYPE:** ACTION ITEM

**PREPARED BY:** MIEKO GRAY \_\_\_\_\_  
*Signature*

**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
*Signature*

**SUBJECT:** EARTHQUAKE INSURANCE RENEWAL - EFFECTIVE MAY 24, 2023

**RECOMMENDATION:**

Staff recommends the Board of Directors authorize MTD staff to bind coverage and renew earthquake insurance with Lloyds of London Insurance Company, effective May 24, 2023 through May 24, 2024, at a total annual premium plus tax and fees of \$40,600.00.

**DISCUSSION:**

The current earthquake policy is issued with Lloyd’s of London Insurance through managing underwriter Catalytic, and has an AM Best rating of A XV (Excellent), according to MTD’s insurance broker Brown & Brown Insurance. Earthquake pricing continues to go up with the “hard” insurance market. Brown & Brown’s recommendation is to remain with Lloyds of London Insurance Company through Catalytic.

Coverage insures the Administrative building, Maintenance building, Transit Center, and Overpass location for Real Property including Foundations, Business Personal Property, Business Income, Extra Expense and Building Ordinance. The Total Insurable Value (TIV) is \$13,859,160. Per Occurrence and in Policy Term Aggregate, with a 5% deductible per unit, per building, subject to a \$25,000 minimum.

**FINANCIAL INFORMATION:**

2023-2024 Renewal	2022-2023 Expiring	2021-2022 Prior Year	2020-2021 Prior Year	2019-2020 Prior Year
\$40,600.00	\$30,500.00	\$29,358.38	\$26,652.75	\$14,225.00



**BOARD OF DIRECTORS STAFF REPORT**

**MEETING DATE:** MAY 9, 2023 **AGENDA ITEM: #10**  
**DEPARTMENT:** PLANNING  
**TYPE:** ACTION ITEM  
**PREPARED BY:** HILLARY BLACKERBY \_\_\_\_\_  
*Signature*  
**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
*Signature*  
**SUBJECT:** SERVICE PLAN FOR FY 2023-24

**RECOMMENDATION:**

That the Board of Directors receive a presentation on the draft final service plan for FY 2023-24 and approve the proposed service level for FY 2023-24 of 181,734 revenue hours.

**DISCUSSION:**

**Community Outreach and Feedback**

In the month of April, Planning staff held 3 in-person service change meetings (Carpinteria, Santa Barbara, and Goleta) and one virtual service change webinar to receive feedback on the proposed August 2023 service changes. In addition to these MTD meetings, Planning and Marketing Manager Hillary Blackerby also presented to a meeting of the Isla Vista Community Services District Board of Directors, the Advocacy Committee of MOVE Santa Barbara County (formerly SBBike + COAST), and SBCC’s Associated Student Government. Throughout the month of April, there was also an online survey that explained the proposed changes and requested feedback from the public. 114 individuals responded to this bilingual survey with overwhelmingly positive support for these proposed changes, and in-person feedback was similar.

**Recommended Service Levels and Revenue Hours**

On March 21, 2023, staff presented the proposed service changes for FY 2023-24 to the Board of Directors. The approved service level for FY 2022-23 was 188,657 hours. At the beginning of the fiscal year 22-23, it was expected that service would increase at some point in the year to meet that level, but ultimately the actual revenue hours for the current year are projected to be 170,641.

The changes currently under consideration would increase the service level to approximately 181,734 hours representing a net increase of 11,093 hours. The potential net increase in service hours is comprised of service that has an operating funding source (Line 28-UCSB; Line 19x-Caltrans via SBCAG; Microtransit-LCTOP grant).

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<b>Lines</b>	<b>Purpose of Changes</b>	<b>Additional Revenue Hours</b>
<b>Line 28 (8 hours of 18 min headways on weekdays)</b>	Increasing service due to high demand, UCSB funded	1,067
<b>Line 19x</b>	New Caltrans/SBCAG funded service	911
<b>The Wave Microtransit- Goleta</b>	New LCTOP funded service	4,976
<b>Booster Services</b>	No change to service	(86)
<b>Lines 6/11/23/25 adjustments</b>	Routing change and minor schedule adjustments	(1,014)
<b>Total Change</b>		<b>5,854</b>

**Summary of Recommended Changes for August 2023**

**Restoration of Line 28 (UCSB Shuttle) Service**

Line 28 serves the UCSB campus, Isla Vista, and Goleta’s Camino Real Marketplace. The operation of the Line 28 is funded by UC Santa Barbara via an agreement with MTD. Pre-pandemic, this line operated on 10 to 12 minute headways with extremely high ridership. The route was suspended during the UCSB campus closure in the heart of the pandemic lockdown, and was brought back with 18 minute headways in the fall of 2021. With the service reduction in April 2022 due to the bus operator shortage, weekday headways were reduced to approximately every 36 minutes, where it remains today.

As shown in recent performance reports, Line 28 ridership in specific and UCSB ridership in general demonstrate exceptional demand for regular transit service in the Storke and El Colegio corridors.

Because MTD continues to experience a bus operator shortage, Planning staff is recommending adding in 8 hours of 18 minute headways on weekdays into the existing schedule. This is a modest increase in service but one that staff believes should be achievable when UCSB fall quarter begins in late September.

**New peak hour Line 19x serving Carpinteria, Santa Barbara’s Eastside, and SBCC**

In 2020, MTD was planning to start a new Line 19x (Carpinteria/SBCC Express) thanks to an agreement with SBCAG as part of the Traffic Management Plan (TMP) associated with the forthcoming Phase IV of the Highway 101 High-Occupancy Vehicle Lane Project. This funding agreement provides for a new express bus route, to operate for at least the next few years of the highway project in an effort to mitigate traffic congestion in the 101 corridor.

This new line, to be named the Line 19x, will have two northbound AM peak trips, one midday round trip, and two southbound PM peak trips. The northbound route will originate in Carpinteria, serve Santa Barbara’s Eastside, and terminate at the Santa Barbara City College campus. The southbound route will do the opposite. This route is still planned and budgeted for as part of the freeway project, but has been on hold until bus operator availability improved and the SBCC campus opened after pandemic closures.

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The Line 19x route is intended to reduce single-occupancy vehicle trips in the corridor, and provides a one-seat ride from both Carpinteria and the Eastside to SBCC, two routes long requested by the riding public. The service will operate Monday through Friday on weekday service days only, and will not operate during SBCC Winter and Spring breaks. The service will run for approximately 225 days per year. Staff recommends the start of Line 19x service when the SBCC fall semester begins on August 28, 2023.

**Map of Line 19x (Carpinteria/SBCC Express)**



**Proposed Stops for Line 19x (Carpinteria-SBCC Express)**

<b>Northbound/Outbound Stops</b>	<b>Southbound/Inbound Stops</b>
Carpinteria & Palm	SBCC Main Campus
Carpinteria Ave & Elm	Haley & Laguna
Via Real & Santa Ynez	Milpas & Gutierrez
Milpas & Carpinteria St	Milpas & Quinientos
Milpas & Montecito	Via Real & Cramer
Gutierrez & Laguna	Carpinteria Ave & Holly
SBCC Main Campus	Casitas Plaza

**Proposed Line 19x AM Trip Departure and Arrival Times**

<b>Departure from Carpinteria &amp; Palm</b>	<b>Arrival at SBCC</b>
7:00am	7:39am
8:00am	8:39am
11:45am	12:19pm



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<b>Proposed Line 19x PM Trip Departure and Arrival Times</b>	
<b>Departure from SBCC</b>	<b>Arrival at Casitas Plaza</b>
12:40pm	1:17pm
4:30pm	5:19pm
5:30pm	6:19pm

**Microtransit**

Microtransit is a flexible, on-demand, curb-to-curb public transportation service provided within a specified zone for a flat fare and will be operated with smaller all-electric vans instead of transit buses. The service will be available to the general public, and the vans are ADA-accessible. MTD plans to operate a Microtransit service called “The Wave”, and will get started in an area of Goleta and Isla Vista.

The zone (shown on the map below) includes an area bounded by Patterson to the east, Cathedral Oaks to the north, Los Carneros to the west, and 101 to the South. The housing and business park areas on either side of Los Carneros south of the freeway are also included. Additionally, specific points at the following locations are available for drop off or pickup: Goleta Amtrak Station, Santa Barbara Airport, UCSB Bus Loop, UCSB Elings Hall stop, Isla Vista Community Center and El Colegio & Embarcadero del Mar outbound stop.

**Map of Goleta Microtransit Zones & Pickup/Drop-Off Points**



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A rider can book a trip via the TransLoc smartphone app or by calling the Transit Center. Much like a rideshare app, the rider will put in their starting point and ending point (both within the service zone), and they'll be told how many minutes it will be before the van arrives. Trips will be paid for in one of two ways: via contactless payment or cash onboard. The standard one-way fare will be \$3, with seniors 62+ and people with disabilities paying \$1.50. Microtransit riders may transfer to any MTD fixed route bus within one hour for free.

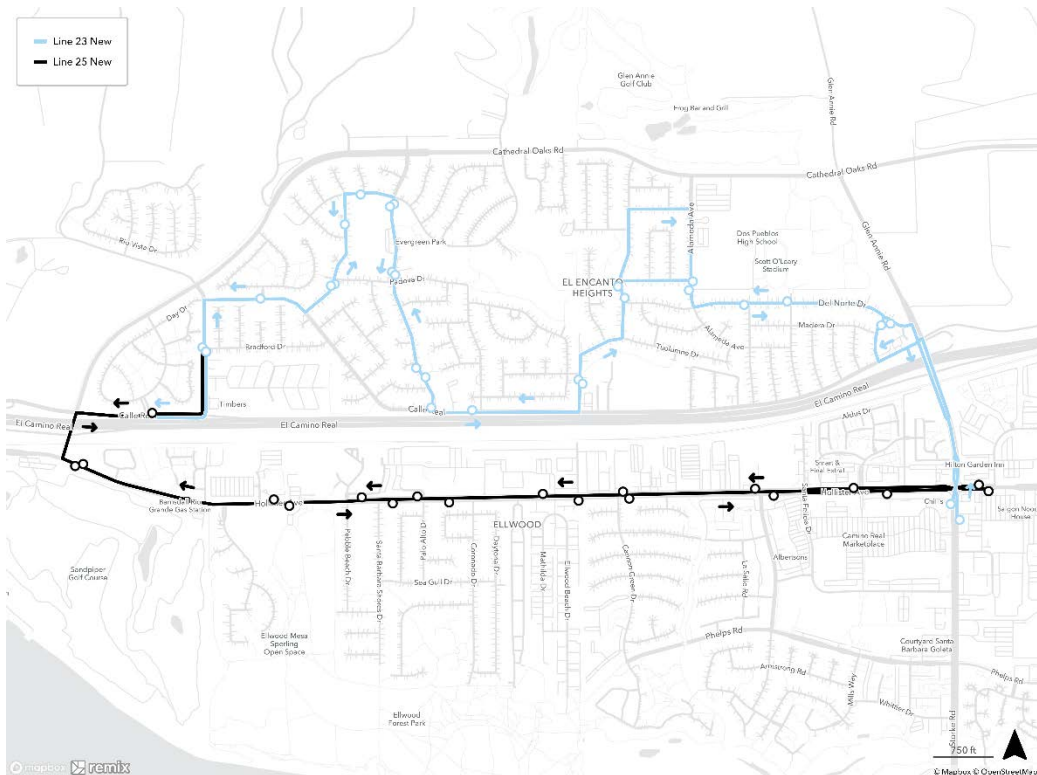
MTD has been allocated operating funding for a microtransit pilot through a State of California Low Carbon Transit Operations Program, and plans to pilot service for one year in Goleta. Planning for the project was completed prior to the pandemic, but delays with the vehicles and then a shortage of bus operators has pushed the launch further out over the past few years. Details on this service can be found at [sbmtd.gov/thewave](http://sbmtd.gov/thewave). Staff recommends the launch of this service in August 2023.

### Lines 23 & 25 Endpoint Connection

During the *MTD Moves Ahead* short range planning process, an opportunity was identified to link Lines 23 and 25 in the Calle Real and Winchester Canyon area so that one line becomes the other line. This will give riders in Western Goleta a one-seat ride through the area and further into Goleta, Isla Vista, or Santa Barbara without having to rely on confusing transfers, and MTD can make this operational change that will improve service and the customer experience.

Because Line 23 is interlined with Line 11 and Line 25 is interlined with Line 6, this routing change requires an internal restructuring of all 4 of these routes. The restructuring of these routes mean minor schedule changes on Lines 6, 11, 23 and 25. Staff recommends making this routing change in August 2023.

**Map of Proposed Line 23 and 25 Routing**



**K-12 Booster Services**

As reported to the Board of Directors in prior meetings, booster services to junior highs and high schools have placed a severe strain on MTD bus operator and fleet resources due to changes in bell schedules and state law over the past several years. After numerous meetings and negotiations with Santa Barbara Unified staff, an agreement was reached that adjusts drop off and pick up times with some minor bell schedule changes and allows for fewer bus operator resources to be used while maintaining all booster services. This should reduce the strain on fleet and workforce demands, especially on weekday mornings.

**On-Time Performance Changes**

Staff is recommending a minor adjustment to two timepoints in the Line 20 outbound schedule. This is a simple change that would functionally mean riders heading to the Transit Center on Line 20 will arrive 3 minutes sooner than they do now.



**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 9, 2023 **AGENDA ITEM: #11**  
**DEPARTMENT:** GRANTS  
**TYPE:** ACTION ITEM  
**PREPARED BY:** STEVE MAAS \_\_\_\_\_  
*Signature*  
**REVIEWED BY:** GENERAL MANAGER \_\_\_\_\_  
*Signature*  
**SUBJECT:** SECOND AMENDMENT TO TIRCP AGREEMENT

**RECOMMENDATION:**

Staff recommends that the Board approve the “Second Amendment to the Funding Agreement Between the Santa Barbara County Association of Governments and the Santa Barbara Metropolitan Transit District” regarding the 2018 Transit and Intercity Rail Capital Program (TIRCP) award to the Santa Barbara County Association of Governments (SBCAG).

**DISCUSSION:**

The 2018 award that SBCAG received from the TIRCP program included \$1.5 million in facilities-related funding for MTD. MTD has previously expended \$300,000 of that funding, and intends to apply the remaining \$1.2 million to the ongoing rehabilitation of Terminal 2 at 5353 Overpass Road in Goleta.

The proposed Amendment 2 to the Agreement (attached) requests the California Transportation Commission to extend the deadline for the use of those funds to January 31, 2026. SBCAG and MTD are in agreement regarding the request.

**ATTACHMENT:**

- Second Amendment to the Funding Agreement Between the Santa Barbara County Association of Governments and the Santa Barbara Metropolitan Transit District

**SECOND AMENDMENT**  
**to the Funding Agreement Between the**  
**Santa Barbara County Association of Governments**  
**and the**  
**Santa Barbara Metropolitan Transit District**

**THE FUNDING AGREEMENT** (“Agreement”) made by and between the SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS (hereafter “SBCAG”) and the SANTA BARBARA METROPOLITAN TRANSIT DISTRICT (hereafter “MTD”), individually referred to as Party, or collectively as Parties and effective May 16, 2019, is hereby amended (Second Amendment) as follows:

WHEREAS, SBCAG applied for and received \$9,009,000 under the 2018 Transit and Intercity Rail Capital Program (TIRCP) to expand Coastal Express regional transit service by purchasing electric over-the-road coaches and to make facility and infrastructure improvements to MTD-owned facilities (FACILITIES), including that located at 5353 Overpass Road in Goleta (PROJECT) and 550 Olive Street in Santa Barbara; and

WHEREAS, the parties originally entered into the Funding Agreement for full amount of \$1.5 million in anticipation of the allocation being made by the California Transportation Commission (CTC); and

WHEREAS, in October 2018, the CTC allocated \$300,000 in funding under the SBCAG TIRCP grant that was available for making improvements to MTD-owned facilities; and

WHEREAS, in June 2020, the CTC allocated the additional \$1.2 million in funding under the SBCAG TIRCP grant making it available for improvements to MTD-owned facilities; and

WHEREAS, the California Department of Transportation required that the Parties update the Funding Agreement after the June 2020 allocation by the CTC which was completed through a First Amendment to the Agreement; and

WHEREAS, MTD has conducted a facility assessment that has identified significant and specific improvements necessary to return the 5353 Overpass Road property to a minimum level of functionality to support transit operations; and

WHEREAS, SBCAG and MTD agree that MTD will be the lead agency for any grant-funded improvements to the FACILITY that will require reimbursement from SBCAG for the costs of implementing these improvements; and

WHEREAS, MTD and SBCAG agree that MTD is best equipped to provide project management for engineering and design components and to oversee any technical studies needed for environmental approvals and permitting for infrastructure improvements at the facilities; and

WHEREAS, FACILITIES construction is anticipated to begin January 2024 and end by April 2025; and

WHEREAS, it is anticipated that the CTC shall amend the "Last Expenditure Date" for project activity to August 31, 2025, and both parties desire to amend the Agreement accordingly; and,

WHEREAS, the Parties may amend the Funding Agreement pursuant to Section 21.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the Parties agree as follows:

**Agreement Section 4 "Term"** is deleted and replaced in its entirety with:

- 4. **Term.** The term of this agreement is May 16, 2019 to December 31, 2023, unless terminated or extended. Upon the California Transportation Commission approval of a time extension for Last Expenditure Date, the Agreement term shall automatically extend to January 31, 2026, unless otherwise terminated.

**Ratifications.** The terms and provisions set forth in Second Amendment shall modify and supersede all inconsistent terms and provisions set forth in the Agreement and First Amendment. The terms and provisions of the Agreement and First Amendment, except as expressly modified and superseded by this Second Amendment, are ratified and confirmed and shall continue in full force and effect, and shall continue to be legal, valid, binding, and enforceable obligations of the parties.

**Counterparts.** This Second Amendment may be executed in several counterparts, all of which taken together shall constitute a single agreement between the parties.

**IN WITNESS WHEREOF**, the parties have executed this Second Amendment to the Agreement on the date when fully executed by both parties.

SANTA BARBARA METROPOLITAN  
TRANSIT DISTRICT:

By: \_\_\_\_\_  
Dave Davis, Chair

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Jerry Estrada, General Manager  
Santa Barbara Metropolitan Transit District

SANTA BARBARA COUNTY ASSOCIATION  
OF GOVERNMENTS:

By: \_\_\_\_\_  
Jenelle Osborne, Chair

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Marjie Kirn  
Executive Director SBCAG

APPROVED AS TO FORM:  
Rachel Van Mullem  
County Counsel

By: \_\_\_\_\_  
Senior Deputy County Counsel