



BOARD OF DIRECTORS AGENDA

SPECIAL MEETING
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, April 9, 2024
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**
- 4. CHANGES TO THE AGENDA - (ACTION MAY BE TAKEN)**

CONSENT CALENDAR

- 5. APPROVAL OF PRIOR MINUTES - (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to approve the draft minutes for the meeting of March 19, 2024.
- 6. CASH REPORTS - (ACTION MAY BE TAKEN)**
The Board of Directors will be asked to review and approve the Cash Reports from March 9, 2024 through March 22, 2024.

THIS CONCLUDES THE CONSENT CALENDAR

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

BOARD OF DIRECTORS AGENDA

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

Property: 4678 Calle Real / 149 North San Antonio Road.

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

Negotiating Parties: Con/Am Group.

Under Negotiation: Price and terms of payment.

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

9. BUS ADVERTISING RATE CHANGES AND ADDITIONS – (ACTION MAY BE TAKEN)

Staff is seeking input on the following changes and additions to the bus advertising policy and recommending the Board of Directors approve the following changes to the bus advertising policy.

10. GENERAL MANAGER'S REPORT – (INFORMATIONAL)

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

11. OTHER BUSINESS AND REPORTS – (INFORMATIONAL)

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

12. 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, March 19, 2024
8:30 AM
John G. Britton Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

Chair Davis called the meeting to order at 8:30 AM.

2. ROLL CALL OF THE BOARD MEMBERS

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

3. REPORT REGARDING THE POSTING OF THE AGENDA

Lilly Gomez, Clerk of the Board reported that the agenda was posted on Friday, March 15, 2024, at MTD's Administrative office, mailed and emailed to those on the agenda list, and posted on MTD's website.

4. APPROVAL OF AGENDA

No changes to the agenda were made.

CONSENT CALENDAR

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

The Board of Directors was asked to approve the draft minutes for the meeting of March 5, 2024.

6. CASH REPORTS - (ACTION MAY BE TAKEN)

The Board of Directors was asked to review and approve the Cash Reports from February 24, 2024 through March 8, 2024.

Vice Chair Tabor moved to approve the consent calendar. Director Lapuz seconded the motion. The consent calendar was approved unanimously with one absent.

THIS CONCLUDES THE CONSENT CALENDAR

7. PUBLIC COMMENT

No public comments were made.

BOARD OF DIRECTORS DRAFT MINUTES

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

Property: 4678 Calle Real / 149 North San Antonio Road.

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

Negotiating Parties: Con/Am Group.

Under Negotiation: Price and terms of payment.

No public comments related to closed session were made.

Chair Davis recessed the Board to Closed Session at 8:33 A.M

The Board reconvened from Closed Session at 9:22 A.M.

Chair Davis reported no action was taken.

Chair Davis motioned to take agenda item #10 out of order at this point to allow for the time certain item of 9:30A.M. Secretary Lemberger moved to approve the change in order of agenda. Vice Chair Tabor seconded the motion. The motion passed unanimously with one absent.

10. COMMERCIAL AUTO AND GENERAL LIABILITY INSURANCE RENEWAL – (ACTION MAY BE TAKEN - ATTACHMENT)

Chief Operating Officer and Assistant General Manager Mary Gregg and Alison Olsen from Brown and Brown recommended renewal of Commercial Automobile and General Liability Insurance coverage with National Interstate Insurance Company (NIIC) effective April 1, 2024 - April 1, 2025, at \$4,750,000 Excess Indemnity over a \$250,000 Self Insured Retention (SIR) and \$10,000,000 Excess, for an annual premium of \$913,049.

Director Sarkar moved to approve renewal of Commercial Automobile and General Liability Insurance coverage with NIIC. Director Lapuz seconded the motion. The motion passed unanimously with one absent.

9. ADA PARATRANSIT SERVICES MASTER AGREEMENT RENEWAL – (ACTION MAY BE TAKEN - ATTACHMENT)

General Manager Jerry Estrada recommended the renewal of the Master Agreement with Easy Lift Transportation for the continued provision of complementary paratransit service seeking authorization from the Board of Directors to execute the Master Agreement.

Vice Chair Tabor moved to authorize Mr. Estrada to execute the renewal of the Master Agreement with Easy Lift Transportation. Director Solorzano seconded the motion. The motion passed unanimously with one absent.

9:30 AM TIME CERTAIN

13. DRAFT SERVICE PLAN FOR FISCAL YEAR 2023-24 – (ACTION MAY BE TAKEN - ATTACHMENT)

Planning and Marketing Manager Hillary Blackerby provided the Board of Directors with a presentation and sought feedback regarding the proposed service changes for August 2024. No action was taken.

BOARD OF DIRECTORS DRAFT MINUTES

11. RESOLUTION FOR FISCAL YEAR 2024-25 TRANSPORTATION DEVELOPMENT ACT CLAIM – (ACTION MAY BE TAKEN - ATTACHMENT)

Director of Finance and Administration Nancy Tillie requested the Board adopt Resolution No. 2024-01 authorizing the General Manager to claim the Transportation Development Act (TDA) funds apportioned to Santa Barbara Metropolitan Transit District for FY 2024-25.

Director Sarkar moved to adopt Resolution No. 2024-01 authorizing the General Manager to claim the TDA funds. Director Lapuz seconded the motion. A roll call vote was held and the motion passed unanimously with 6 ayes, 0 nays and 1 absent.

12. LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) APPLICATION - (ACTION MAY BE TAKEN - ATTACHMENT)

General Manager Jerry Estrada recommended that the Board adopt Resolution No. 2024-02 authorizing execution of all required documents for an application to the California Department of Transportation (Caltrans) for FY 2024 California cap-and-trade funds from the Low Carbon Transit Operations Program.

Vice Chair Tabor moved to adopt Resolution No. 2024-02 and authorizing the General Manager to execute all required documents for the application to Caltrans. Secretary Lemberger seconded the motion. A roll call vote was held and the motion passed unanimously with 6 ayes, 0 nays and 1 absent.

14. ADVANCED AUTHORITY TO PURCHASE SIX MICROTRANSIT VANS – (ACTION MAY BE TAKEN)

Senior Purchasing Agent Valerie White requested the Board provide advanced authority to the General Manager for issuance of two purchase orders to A-Z Bus Sales, Inc. through a purchasing cooperative with Morongo Basin Transit Authority (MBTA) and California Association of Coordinated Transportation (CalACT), Contract #20-01.

Director Solorzano moved to authorize Mr. Estrada to execute for issuance of two purchase orders to A-Z Bus Sales, Inc. Director Lapuz seconded the motion. The motion passed unanimously with one absent.

15. GENERAL MANAGER'S REPORT – (INFORMATIONAL)

The General Manager reported on updates to district activities.

16. OTHER BUSINESS AND REPORTS – (INFORMATIONAL)

Chair Davis shared that a State Street Advisory Committee was held Monday March 18th and requested Ms. Blackerby share the status of the meeting. Ms. Blackerby provided an update on the Create State Master Plan Process.

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

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

No public comments related to closed session were made.

Chair Davis recessed the Board to Closed Session at 10:03 A.M

BOARD OF DIRECTORS DRAFT MINUTES

The Board reconvened from Closed Session at 10:10 A.M. Chair Davis reported that the Board of Directors gave Manager Jerry Estrada a very positive performance evaluation and agreed to amend his existing General Manager Agreement as follows:

1. Mr. Estrada's Salary, effective January 1, 2024, is increased to \$243,120.00 annually. The Board also agreed that this amount will increase annually according to the CPI index, with a cap of 4%, over the next three years, should Mr. Estrada remain employed.
2. Mr. Estrada's retirement reimbursement for his medical coverage shall include his spouse, and prescription drug coverage. The maximum amount reimbursable remains unchanged.
3. Mr. Estrada's annual supplemental deferred compensation is increased to \$23,000, effective January 1, 2024.

The Board and Mr. Estrada entered into an Amendment reflecting these changes on this date.

18. ADJOURNMENT

Chair Davis adjourned the meeting at 10:11 A.M.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of April 9, 2024
For the Period March 9, 2024 through March 22, 2024

MONEY MARKET

Beginning Balance March 9, 2024 **\$3,883,647.67**

Accounts Receivable	1,288,974.53
Passenger Fares	99,510.14
Prepays & Advertising	<u>16,633.40</u>
Total Deposits	1,405,118.07

Bank & Credit Card Fees	(1.00)
Miscellaneous Transfers	(17,624.25)
401(k)/Pension Transfer	(39,403.03)
Payroll Taxes	(174,142.08)
Payroll	(398,447.71)
Accounts Payable	<u>(735,938.08)</u>
Total Disbursements	(1,365,556.15)

Ending Balance **\$3,923,209.59**

CASH INVESTMENTS

LAIF Account	\$6,156,631.00
Money Market Account	<u>3,923,209.59</u>

Total Cash Balance **\$10,079,840.59**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$3,331,741.46)
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Working Capital **\$6,748,099.13**

Santa Barbara Metropolitan Transit District
Accounts Payable

Check #	Date	Company	Description	Amount	Voids
134473	3/15/2024	ABC BUS COMPANIES INC	BUS PARTS	957.90	
134474	3/15/2024	AMERICAN MOVING PARTS, LLC	BUS PARTS	1,383.02	
134475	3/15/2024	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
134476	3/15/2024	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	100.00	
134477	3/15/2024	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	168.00	
134478	3/15/2024	KARL BRETZ	RETIREE HEALTH REIMBURSEMENT	285.00	
134479	3/15/2024	ARTHUR BURNS	RETIREE HEALTH REIMBURSEMENT	256.00	
134480	3/15/2024	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
134481	3/15/2024	BYD MOTORS LLC	CAPITAL LEASE PAYMENT	31,625.22	
134482	3/15/2024	CABRERA, RICARDO	RETIREE HEALTH REIMBURSEMENT	267.63	
134483	3/15/2024	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	104.90	
134484	3/15/2024	MIKE CARDONA	RETIREE HEALTH REIMBURSEMENT	195.00	
134485	3/15/2024	CITY OF SANTA BARBARA	CEC BLUEPRINT GRANT	4,562.33	
134486	3/15/2024	CENTRAL COAST CIRCULATION, L	BUS BOOK DISTRIBUTION	777.00	
134487	3/15/2024	CENTRAL COAST TANK TESTING	TANK TESTS	145.00	
134488	3/15/2024	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	84.00	
134489	3/15/2024	COX COMMUNICATIONS, CORP.	INTERNET & CABLE TV	548.34	
134490	3/15/2024	CUMMINS SALES & SERVICE dba	BUS PARTS & REPAIRS	2,728.40	
134491	3/15/2024	CROSSLINE SUPPLY LLC	BUS PARTS	943.95	
134492	3/15/2024	EASY LIFT TRANSPORTATION, IN	MONTHLY ADA SUBSIDY	92,818.95	
134493	3/15/2024	EVERSHADE LLC DBA	STEAM CLEANING TC/EXPRESS ZONE	3,150.00	
134494	3/15/2024	FEDEX dba	FREIGHT CHARGES	49.59	
134495	3/15/2024	GENFARE LLC	FAREBOX REPAIRS & PARTS	10,247.73	
134496	3/15/2024	GILLIG LLC	BUS PARTS	2,119.67	
134497	3/15/2024	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
134498	3/15/2024	GRAINGER, INC.	SHOP/B&G SUPPLIES	21.79	
134499	3/15/2024	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
134500	3/15/2024	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	699.70	
134501	3/15/2024	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	168.00	
134502	3/15/2024	RICHARD HARRIGAN	RETIREE HEALTH REIMBURSEMENT	166.00	
134503	3/15/2024	ROBERT HARTMAN, JR.	RETIREE HEALTH REIMBURSEMENT	823.92	
134504	3/15/2024	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	31.53	
134505	3/15/2024	JAY DANIEL ROBERTSON	RETIREE HEALTH REIMBURSEMENT	285.00	
134506	3/15/2024	JAVIER JIMENEZ	RETIREE HEALTH REIMBURSEMENT	336.00	
134507	3/15/2024	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	97.50	
134508	3/15/2024	KIMBALL MIDWEST	SHOP SUPPLIES	1,180.34	
134509	3/15/2024	MONTE KIMZEY	RETIREE HEALTH REIMBURSEMENT	474.00	
134510	3/15/2024	LINDA LEE LACKEY	RETIREE HEALTH REIMBURSEMENT	1,425.00	

Check #	Date	Company	Description	Amount	Voids
134511	3/15/2024	LAWSON PRODUCTS INC	SHOP SUPPLIES	1,629.62	
134512	3/15/2024	LENZ PEST CONTROL INC	FUMIGATION SERVICES	120.00	
134513	3/15/2024	MOUNTAIN CONSTRUCTION DBA	LEAK DETECTION/REPAIR	16,275.08	
134514	3/15/2024	MANSFIELD OIL CO.- GAINESVILL	RENEWABLE DIESEL FUEL	80,761.82	
134515	3/15/2024	MARBORG INDUSTRIES (INC)	RENTAL FEES	3,285.69	
134516	3/15/2024	MC CORMIX CORP. (OIL)	LUBRICANTS	1,620.71	
134517	3/15/2024	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	773.08	
134518	3/15/2024	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	30.95	
134519	3/15/2024	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	1,859.26	
134520	3/15/2024	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	486.50	
134521	3/15/2024	MONYS MEXICAN FOOD	DRIVER APPRECIATION	3,466.88	
134522	3/15/2024	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,076.00	
134523	3/15/2024	WILLIAM MORRIS	RETIREE HEALTH REIMBURSEMENT	285.00	
134524	3/15/2024	NATIONWIDE TRANSIT SALES	BUS PARTS	13,050.00	
134525	3/15/2024	NFI PARTS DBA	BUS PARTS	885.74	
134526	3/15/2024	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	420.82	
134527	3/15/2024	CARLOS ORNELAS	RETIREE HEALTH REIMBURSEMENT	608.00	
134528	3/15/2024	LUIGI OTTIERI	RETIREE HEALTH REIMBURSEMENT	196.34	
134529	3/15/2024	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
134530	3/15/2024	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	192.10	
134531	3/15/2024	NOLAN D ROBERTSON	FUEL/PER DEIM REIMBURSEMENT	50.00	
134532	3/15/2024	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	52.50	V
134533	3/15/2024	SB LOCKSMITHS, INC.	B&G REPAIR & SUPPLIES	26.11	
134534	3/15/2024	SILVAS OIL CO., INC.	LUBRICANTS	3,138.46	
134535	3/15/2024	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	84,811.23	
134536	3/15/2024	SHERWIN-WILLIAMS CORP.	BUS STOP MAINTENANCE	662.51	
134537	3/15/2024	SM TIRE, CORP.	BUS TIRE MOUNTING	1,198.22	
134538	3/15/2024	SMART & FINAL	DRIVER APPRECIATION	154.27	
134539	3/15/2024	SOAP MAN DISTRIBUTIN DBA	BUS CLEANING SUPPLIES	520.91	
134540	3/15/2024	ROBIN SORIA	RETIREE HEALTH REIMBURSEMENT	570.00	
134541	3/15/2024	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	274.74	
134542	3/15/2024	SB CITY OF-REFUSE/WATER	UTILITIES	2,120.48	
134543	3/15/2024	THE COUNTRY MEAT MARKET IN	DRIVER APPRECIATION	2,182.38	
134544	3/15/2024	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	212,036.00	
134545	3/15/2024	TRAPEZE SOFTWARE GROUP, INC.	ANNUAL SOFTWARE LICENSE FEES	83,197.00	
134546	3/15/2024	UNITED REFRIGERATION INC.	BUS AIR CONDITIONING SUPPLIES	15.31	
134547	3/15/2024	J.C.M. AND ASSOCIATES INC.	UNIFORMS	646.47	
134548	3/15/2024	VALLEY POWER SYSTEMS, INC.	BUS PARTS	904.94	
134549	3/15/2024	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	1,072.00	
134550	3/15/2024	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	99.75	
134551	3/15/2024	WURTH USA WEST INC.	SHOP SUPPLIES	816.41	

Check #	Date	Company	Description	Amount	Voids
134552	3/15/2024	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	257.29	
134553	3/15/2024	COX BUSINESS SERVICES	ACTIVATION FEE	75.00	
134554	3/15/2024	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	52.50	
134555	3/18/2024	CLAUDIA COFFEE BAR	DRIVER APPRECIATION	900.00	
134556	3/22/2024	AT&T MOBILITY-CC	TAP2PAY COMMUNICATIONS	857.47	
134557	3/22/2024	RIDE COACH & BUS DBA	BUS PARTS	2,140.21	
134558	3/22/2024	CALIFORNIA ELECTRIC SUPPLY IN	SHOP/B&G SUPPLIES	213.86	
134559	3/22/2024	COASTAL CHEVROLET	BUS/SERVICE VEHICLE PARTS	14.07	
134560	3/22/2024	CINTAS CORPORATION	SAFETY SUPPLIES	482.57	
134561	3/22/2024	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	409.76	
134562	3/22/2024	DENMUN OFFICE SOLUTIONS DBA	IT CONTRACT SERVICES	6,650.00	
134563	3/22/2024	EMERGENCY DRAIN SERVICES DB	DRAIN SERVICES	867.00	
134564	3/22/2024	JERRY ESTRADA	TRAVEL EXPENSE REIMBURSEMENT	250.21	
134565	3/22/2024	FSX EQUIPMENT INC	DPF CLEANING SYSTEM PARTS	747.68	
134566	3/22/2024	STATE OF CALIFORNIA	PAYROLL RELATED	711.31	
134567	3/22/2024	STATE OF CALIFORNIA	PAYROLL RELATED	609.98	
134568	3/22/2024	GIBBS INTERNATIONAL INC	BUS PARTS	972.28	
134569	3/22/2024	GILLIG LLC	BUS PARTS	2,154.77	
134570	3/22/2024	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	17.17	
134571	3/22/2024	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	133.90	
134572	3/22/2024	JANEK CORP	BUS PARTS	4,269.44	
134573	3/22/2024	KITCHELL CEM INC.	CONSTRUCTION MANAGEMENT SERV	2,302.00	
134574	3/22/2024	IVETTE MARTINEZ	TRAVEL EXPENSE REIMBURSEMENT	333.00	
134575	3/22/2024	MC CORMIX CORP. (OIL)	LUBRICANTS	3,221.39	
134576	3/22/2024	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	258.83	
134577	3/22/2024	NATIONAL DRIVE	PAYROLL DEDUCTION	20.00	
134578	3/22/2024	NFI PARTS DBA	BUS PARTS	1,320.65	
134579	3/22/2024	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	48.51	
134580	3/22/2024	RADIO ACTIVITY DBA	RADIOS SUPPLIES	1,653.00	
134581	3/22/2024	RICON CORPORATION	BUS PARTS	4,047.52	
134582	3/22/2024	NOLAN D ROBERTSON	FUEL/PER DEIM REIMBURSEMENT	129.50	
134583	3/22/2024	SANSUM CLINIC	MEDICAL EXAMS	984.00	
134584	3/22/2024	SB LOCKSMITHS INC	B&G REPAIR & SUPPLIES	49.68	
134585	3/22/2024	ENVIRONMENTAL HEALTH SERVI	ANNUAL HAZMAT FEES	3,595.00	
134586	3/22/2024	SO. CAL. EDISON CO.	UTILITIES	7,074.80	
134587	3/22/2024	SOCALGAS	UTILITIES	1,445.38	
134588	3/22/2024	SPECIALTY TOOL & BOLT LTD	SHOP SUPPLIES	293.63	
134589	3/22/2024	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	1,391.68	
134590	3/22/2024	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	248.16	
134591	3/22/2024	SB COUNTY AIR POLLUTION	ANNUAL EMMISIONS FEE	535.00	
134592	3/22/2024	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	200.00	

Check #	Date	Company	Description	Amount	Voids
134593	3/22/2024	UNITED WAY OF SB	PAYROLL DEDUCTION	30.00	
134594	3/22/2024	J.C.M. AND ASSOCIATES INC.	UNIFORMS	565.86	
134595	3/22/2024	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,233.88	
134596	3/22/2024	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	35.00	
				735,990.58	
Current Cash Report Voided Checks:				52.50	
Prior Cash Report Voided Checks:				0.00	
Grand Total:				\$735,938.08	

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

Date	Company	Description	Amount
3/11/2024	Elite Kitchen and Bath	Advertising on Buses	3,216.00
3/11/2024	Elite Kitchen and Bath	Advertising on Buses	3,216.00
3/11/2024	Goodland BBQ	Advertising on Buses	284.00
3/12/2024	City of SB Creeks Division	Advertising on Buses	300.00
3/12/2024	Interface Children & Family Service	Advertising on Buses	500.00
3/12/2024	UCSB - Regents of the University	Advertising on Buses	1,046.00
3/14/2024	California Energy Commission	CEC Grant Reimbursement	4,562.33
3/15/2024	Moonlight Graphics/Mktg	Advertising on Buses	5,364.00
3/18/2024	Department of Rehabilitation	Passes/Passports Sales	520.00
3/18/2024	State of Good Repair	SGR - Capital Reimbursement	851,874.20
3/20/2024	CALSTART	Capital Reimbursement - HVIP	138,000.00
3/20/2024	CALSTART	Capital Reimbursement - HVIP	138,000.00
3/20/2024	CALSTART	Capital Reimbursement - HVIP	138,000.00
3/20/2024	UCSB - Parking Services-7001	Passes/Passports Sales	4,092.00
Total Accounts Receivable Paid During Period			\$1,288,974.53



BOARD OF DIRECTORS REPORT

MEETING DATE: APRIL 9, 2024 **AGENDA ITEM #: 9**
TYPE: ACTION ITEM
PREPARED BY: PLANNING AND MARKETING MANAGER HILLARY BLACKERBY
REVIEWED BY: GENERAL MANAGER JERRY ESTRADA
SUBJECT: BUS ADVERTISING RATE CHANGES AND ADDITIONS

RECOMMENDATION:

Staff is seeking input on the following changes and additions to the bus advertising policy and recommending the Board of Directors approve the following changes to the bus advertising policy.

- Increase the existing King, Queen, Tail and Interior advertising rates for the 40' Gillig buses and 40' Hybrid buses by between 20% and 10% effective January 1, 2025 with a programmed 2% increase each year for the next two calendar years. In 2028 and thereafter staff to review and recommend rate changes (if any) every three years.
- Change the Hybrid King dimensions to 30 x 144" to be consistent with our 40" Gillig Kings. effective January 1, 2025.
- Change the discount structure based on length of contract: 6-11 months (5%) and 12 months (10%) effective January 1, 2025.
- Add New Flyer bus advertising to inventory effective immediately upon board approval.

DISCUSSION:

MTD sells advertising space on the exterior and interior of the bus fleet, providing an important source of revenue for MTD, and provides advertisers with the only major out-of-home advertising space available on the South Coast. Advertising rates were last increased in December 2014, at which time the Board approved staff's recommendation of a 17% increase to King and Tail rates, reducing the interior rate, and reduced the ad agency discount.

Recently, staff compared MTD's current bus advertising rates to other California public transit agencies of similar size in service area population (Gold Coast Transit, Monterey-Salinas Transit, and Santa Cruz METRO). The chart on the following page reflects MTD's 1-month rates compared to those from the agencies mentioned (all agencies listed provide a discount to the 1-month rate for length of contract: 3-months, 6-months, 12-months).

BOARD OF DIRECTORS REPORT

Exterior Ads	Santa Barbara MTD Current Rates	Gold Coast Transit	Monterey-Salinas Transit	Santa Cruz METRO	Proposed MTD Rates for 1/1/25
King	\$350	\$520	\$430	\$420	\$420
Queen	\$232	\$330	\$220	\$265	\$265
Tail	\$326	\$375	\$200	\$440	\$357

Based on the result of the per sign price comparison and increasing interest in advertising efforts from advertisers post-COVID, staff recommends that the 40' Gillig and 40' Hybrid advertising rates be increased to match Santa Cruz METRO's King and Queen rates (approximately 20% higher), and increase Tails by 10% effective January 1, 2025 with a 2% increase each year for the next two calendar years. In 2028 and thereafter, staff will review and recommend rate changes (if any) every three years.

Interior Ad Rates

Interior advertising for all fleet vehicles Diesel, Hybrid and Electric shuttles are sold at monthly flat rates for the entire fleet. The only other transit agency of those surveyed that sells interior ad space in the same fashion is Gold Coast Transit. On the Diesel & Hybrid fleets, MTD provides interior ad space in two sizes. The chart below reflects MTD's current flat monthly rates for these spaces compared to the Gold Coast Transit rates.

Interior – Diesel & Hybrid	Santa Barbara MTD Current Rates	Gold Coast Transit	Proposed MTD Rates for 1/1/25
11 x 17	\$250	\$275	\$275
11 x 28	\$300	\$325	\$325

* The rates shown are for the display of one card in each bus (approx. 100 ads for the Diesel & Hybrid fleet)

In the 2014 advertising price change, staff recommended matching the Gold Coast interior rates. Since MTD has not increased rates in 9 years, it is staff's recommendation that the interior ad rates be increased to match Gold Coast Transit's rates effective January 1, 2025 upon Board approval.

Hybrid King Dimensions

MTD currently offers the 40' Hybrid King space at 30" x 166" at the same rate as the 40' Gillig King space rate at 30" x 144". For consistency staff recommends keeping the 30" x 144" dimensions as a standard for kings. Furthermore, since the rebranding of buses the adhesive for advertisements is sometimes extending over the permanent vinyl wrap on the on the 40' Hybrid, leaving a residue after ad removal. Changing the size to 30" x 144" will allow for placement of the advertisement not to overlap the vinyl on the buses design and allow for consistency with printing requirements for our advertisers.

BOARD OF DIRECTORS REPORT

Change of Discount Structure

Currently MTD offers a \$33 discount from the original base rate when contracting 6-11 months and \$66 discount from the original base rate for contracting 12 months. Based on staff's research of other local agency discounts and efforts to make all sizing and pricing consistent, Staff recommends changing the length of contract discount to reflect a 5% discount from the original base rate when contracting 6-11 months and a 10% discount from the original base rate for contracting 12 months effective January 1, 2025 for the existing fleet, and immediately applicable to the New Flyer rates.

MTD currently offers a 15% discount for advertisers using an ad agency to purchase their ads, and staff recommends that this discount remain in place.

New Flyer Electric Advertising Rates

The new 40' Electric New Flyer buses advertising space is expected to be a premium commodity, due to the high-profile nature of the all-electric fleet in the region. Furthermore, because of the layout of the buses the advertising spaces/dimensions are much larger than other offered spaces offering highly visible and effective marketing efforts for our community effective immediately upon Board approval. The following rates are recommended for the New Flyer fleet.

Electric New Flyer Exterior Ads	1-5 months	6-11 months	12 months
King 30" x 172"	\$550	\$523	\$495
Queen 30" x 96"	\$450	\$428	\$405
Tail 15" x 64"	\$400	\$380	\$360

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: April 9, 2024
Subject: General Manager's Report

The FTA annually manages two related nationwide competitive grant programs: Section 5339(b) Grants for Buses and Bus Facilities Program; and 5339(c) Low or No Emission Grant Program. Both programs provide capital assistance to the agencies selected for funding. For the FY 2024 grant programs, MTD is partnering with four other agencies to submit one application for electric buses and chargers: Monterey-Salinas Transit (MST); Santa Cruz Metropolitan Transit District (SCMTD); San Luis Obispo Regional Transit Authority (SLORTA); and City of San Luis Obispo Transit (SLO Transit). MTD is including two 40-ft. electric buses and chargers; in total, the application will include 18 buses and chargers, along with funding for workforce development. MST is taking the lead in preparing the application, and each of the five agencies will submit identical proposals to both grant programs. The applications are due April 25.

The final tasks of the Charge Ready Bridge Project require excavation of contaminated soils in and around the Salsipuedes driveway area; and, it was determined that additional soils testing is needed before that work can take place. The additional soil sampling is slated to take place the week of April 8. After the results of the additional testing are available, the project team will work with the Santa Barbara County Public Health Department to obtain the appropriate approvals to perform the remaining work.

Staff recently kicked-off a new project with MTD's architectural and engineering services firm, Stantec. The project, referred to as the Haley Canopy Zero-Emission Vehicle (ZEV) Infrastructure Improvements Project, will result in the conversion of existing 208V ZEV infrastructure to 480V. The current infrastructure was used for MTD's now retired fleet of electric shuttles. The new infrastructure will support MTD's latest generation of medium- and heavy-duty battery-electric buses and vans.

At Terminal 1, the driveway section leading out to Salsipuedes Street was repatched. Buses that would typically depart from that gate used the Haley gate for one day to allow the patch to cure and harden.

The City of Santa Barbara's work around our Transit Center continues and has increased in activity. Chapala, Figueroa, and Anapamu streets are all now under construction with major changes being implemented to improve pedestrian safety. Operations has been implementing routing detours under constant monitoring from our Road and Transit Center Supervisors. Extra supervision has been added, with continual communication to our Operators on the daily routing detours.

MTD received an additional \$414,000 in Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) funding for the New Flyer battery-electric bus (BEB) build. Originally, the Volkswagen Mitigation Trust's prohibition on stacking grant funding prohibited MTD from receiving

HVIP funding for three of the nine New Flyer buses. However, the policy changed and MTD pursued the three additional HVIP vouchers. The foregoing raises the total discretionary grant funding tied to the New Flyer BEB procurement to \$1,847,455.

Congratulations to Carlos A. and Nicolas F. for completing all of their bus operating training. Both have assumed their bid shifts for regular revenue service. Two other Operators in Training, Marco V and Damon R, continue their training, and, will soon take their DMV tests. One new Mechanic began employment on April 1, 2024 and started his Class B license training with the Operations team.

Human Resources and Risk staff is working with Brown and Brown on the renewal of the Property and Earthquake insurance policies, which are set to renew in May 2024. Ivette Martinez, Human Resources & Risk Manager, attended the FTA Drug and Alcohol Conference in Atlanta, Georgia last week.

Staff will attend meetings of the Santa Barbara County Association of Governments' (SBCAG's) Technical Transportation Advisory Committee (TTAC) and Joint Technical Advisory Committee on April 4. TTAC will be asked to recommend that the SBCAG Board approve one of several options developed by SBCAG staff for programming Santa Barbara County funds from a new federal funding program called the Carbon Reduction Program (CRP). The CRP was created as part of the Infrastructure Investment and Jobs Act (IIJA), and is jointly managed by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA).

TTAC will also be asked to discuss possible changes to the Transportation Development Act - Local Transportation Fund (TDA-LTF) claim process that SBCAG staff has proposed. One proposed potential change would simplify the claim process. The other proposed change would create a reserve fund. Any year that the amount of TDA-LTF funds available was greater than the estimated amount, the additional funds would be placed in a reserve fund (currently those additional funds are allocated to the agencies). The reserve funds would be available for allocation in years when the actual funds available was a lesser amount than the estimate. TTAC will also receive updates on various topics.

JTAC will be asked to review the draft final iteration of the projects to be included in the ongoing update of the Regional Transportation Plan - Sustainable Communities Strategy (RTP-SCS), and will receive an update on the Santa Barbara County Zero-Emission Vehicle Plan.

Staff submitted three monthly reports to the National Transit Database, as required by the FTA: the safety & security summary report for the previous month (there were no incidents); the actual systemwide riders, hours, and miles report for the previous month; and the one-week estimated systemwide data for the current month.

The General Manager has received the Engagement Letter from Vasquez + Company, LLP for the 2023-2024 Audit on the Financial Statements and intends to sign the agreement. The District

will be exercising its First Option Year, as the original contract was for the 2020/2021 through 2022/2023 Fiscal Years, with two one-year option periods.

The 1st payroll with the ADP HRIS/Payroll Software was performed on April 5. Accounting/Payroll and Human Resources are working on the next phases of this transition, Recruitment, On-Boarding and Employee Registration. The shift from manual systems to computer will enhance these processes.

IT Department is working with TRAPEZE for the Planning System Upgrade now that the Electronic Asset Management (EAM) system upgrade is completed and functional.

Procurement has finalized Qualifying five (5) bidders for the upcoming Renewable Diesel Supply Fuel Bid.