



**BOARD OF DIRECTORS AGENDA**

**REGULAR MEETING**  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**Tuesday, May 7, 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**

**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 9, 2024.
- 5. CASH REPORTS - (ACTION MAY BE TAKEN)**  
The Board of Directors will be asked to review and approve the Cash Reports from March 23, 2024 through April 5, 2024 and April 6, 2024 through April 26, 2024.
- 6. CAL OES RESOLUTION DESIGNATION OF AUTHORIZED AGENT FOR FEMA ASSISTANCE - (ACTION MAY BE TAKEN – ATTACHMENT)**  
Staff requests that the Board approve the attached resolution designating General Manager Jerry Estrada, Chief Operating Officer/Assistant General Manager Mary Gregg, and Director of Finance and Administration Nancy Tillie, as the authorized agents to execute and file agreements with the California Governor’s Office of Emergency Services for federal financial assistance for disaster relief.

**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

## BOARD OF DIRECTORS AGENDA

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.

**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. COMMERCIAL PROPERTY INSURANCE RENEWAL - EFFECTIVE MAY 24, 2024 (ACTION MAY BE TAKEN)**

Staff recommends binding coverage of Commercial Property Insurance with AGCS Marine Insurance Company effective May 24, 2024 through May 24, 2025.

**10. EARTHQUAKE INSURANCE RENEWAL - EFFECTIVE MAY 24, 2024 (ACTION MAY BE TAKEN)**

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, 2024 through May 24, 2025.

**9:15AM TIME CERTAIN**

**11. SERVICE PLAN FOR FY 2024-25 - (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) 2024-25, and approve the proposed service level for FY 2024-25 of 188,896 revenue hours.

**12. FINANCIAL UPDATE & THIRD QUARTER REVIEW OF FISCAL YEAR 2023-24 – (INFORMATIONAL - ATTACHMENT)**

Staff requests that the Board accept and file the financial report for the Santa Barbara Metropolitan Transit District third quarter of the 2023-2024 fiscal year. The period being July 1, 2023 through March 31, 2024.

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

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

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

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

**15. 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**

**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**  
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 Secretary Lemberger.
- 3. REPORT REGARDING THE POSTING OF THE AGENDA**  
Hillary Blackerby, Planning and Marketing Manager acting as Clerk of the Board reported that the agenda was posted on Friday, April 5<sup>th</sup>, 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 19, 2024.
- 6. CASH REPORTS - (ACTION MAY BE TAKEN)**  
The Board of Directors was asked to review and approve the Cash Reports from March 9, 2024 through March 22, 2024.

Vice Chair Tabor moved to approve the consent calendar. Director Lapuz seconded the motion. The consent calendar was approved unanimously with one absent and one abstention on the minutes from Director Perotte.

**THIS CONCLUDES THE CONSENT CALENDAR**

- 7. PUBLIC COMMENT**  
No public comments were made.

<b>BOARD OF DIRECTORS DRAFT MINUTES</b>
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**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 8:34 a.m.

The Board reconvened from Closed Session at 8:57 a.m.

Chair Davis reported no action was taken.

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

Planning and Marketing Manager Hillary Blackerby gave a presentation and sought input on proposed changes and additions to the bus advertising policy and rates. Director Sarkar moved to approve the policy and rate changes. Director Lapuz seconded the motion. The motion was approved unanimously with one absent.

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

The General Manager reported on updates to district activities.

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

General Manager Estrada announced that the Strategic Plan update process will begin soon. The next regularly scheduled meeting of April 16, 2024 will be canceled and the next meeting of the Board of Directors will be May 7, 2024.

**12. ADJOURNMENT**

Chair Davis adjourned the meeting at 9:22 a.m.

**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of May 7, 2024**  
**For the Period March 23, 2024 through April 5, 2024**

**MONEY MARKET**

**Beginning Balance March 23, 2024** **\$3,923,209.59**

Accounts Receivable	994,234.66
Passenger Fares	114,374.30
Prepays & Advertising	9,435.90
Interest Income	1,481.38
Miscellaneous Income	677.10
Measure A Transfer	1.76
<b>Total Deposits</b>	<b>1,120,205.10</b>

Miscellaneous Transfers	4,246.27
Bank & Credit Card Fees	(4,015.41)
401(k)/Pension Transfer	(39,092.13)
Workers' Compensation	(50,084.23)
Payroll Taxes	(170,948.36)
Accounts Payable	(296,928.01)
Payroll	(386,177.34)
<b>Total Disbursements</b>	<b>(942,999.21)</b>

**Ending Balance** **\$4,100,415.48**

**CASH INVESTMENTS**

LAIF Account	\$6,156,631.00
Money Market Account	4,100,415.48

**Total Cash Balance** **\$10,257,046.48**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves (\$3,331,741.46)

**Working Capital** **\$6,925,305.02**

**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
134597	3/28/2024	ABC BUS COMPANIES INC	BUS PARTS	262.86	
134598	3/28/2024	AMERICAN MOVING PARTS LLC	BUS PARTS	1,667.17	
134599	3/28/2024	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	100.00	
134600	3/28/2024	AUTOZONE STORES LLC	SHOP SUPPLIES	140.64	
134601	3/28/2024	BROWN & BROWN INSURANCE SE	BUILDER'S RISK & OCP INSURANCE	6,943.07	
134602	3/28/2024	CDCE INC	SHOP EQUIPMENT	3,004.58	
134603	3/28/2024	COASTAL CHEVROLET	BUS/SERVICE VEHICLE PARTS	14.40	
134604	3/28/2024	CINTAS CORPORATION	SAFETY SUPPLIES	466.61	
134605	3/28/2024	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	0.00	V
134606	3/28/2024	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	29,681.04	
134607	3/28/2024	CROSSLINE SUPPLY LLC	BUS PARTS	594.87	
134608	3/28/2024	ALLIANT POWER DBA	BUS PARTS	136.31	
134609	3/28/2024	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	302.38	
134610	3/28/2024	FAST UNDERCAR DBA	SV PARTS	37.61	
134611	3/28/2024	FEDEX DBA	FREIGHT CHARGES	72.53	
134612	3/28/2024	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	1,166.64	
134613	3/28/2024	GANNETT CALIFORNIA LOCALIQ	PUBLIC NOTICE ADS	343.88	
134614	3/28/2024	GIBBS INTERNATIONAL INC	BUS PARTS	1,677.78	
134615	3/28/2024	GILLIG LLC	BUS PARTS	4,387.87	
134616	3/28/2024	LILLY GOMEZ	REIMBURSEMENT	53.29	
134617	3/28/2024	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	11,687.00	
134618	3/28/2024	GRAINGER INC.	SHOP/B&G SUPPLIES	235.52	
134619	3/28/2024	HAYWARD LUMBER	SHOP/B&G SUPPLIES	301.54	
134620	3/28/2024	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	315.33	
134621	3/28/2024	LENZ PEST CONTROL INC	FUMIGATION SERVICES	70.00	
134622	3/28/2024	MANSFIELD OIL CO OF GAINESVIL	RENEWABLE DIESEL FUEL	53,365.54	
134623	3/28/2024	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	890.00	
134624	3/28/2024	MC CORMIX CORP. (OIL)	LUBRICANTS	6,941.96	
134625	3/28/2024	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,171.69	
134626	3/28/2024	NEWEGG BUSINESS INC	IT EQUIPMENT & SUPPLIES	1,312.56	
134627	3/28/2024	NEW PIG CORP.	BUS CLEANING SUPPLIES	1,729.03	
134628	3/28/2024	PREVOST CAR (US) INC.	BUS/SERVICE VEHICLE PARTS	272.64	
134629	3/28/2024	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	944.20	
134630	3/28/2024	PB-RESERVE ACCOUNT	PREPAID POSTAGE	250.00	
134631	3/28/2024	SM TIRE CORP.	BUS TIRE MOUNTING	1,063.21	
134632	3/28/2024	SO. CAL. EDISON CO.	UTILITIES	1,340.93	
134633	3/28/2024	SOCALGAS	UTILITIES	15.68	
134634	3/28/2024	SPECIALTY TOOL & BOLT LTD	SHOP SUPPLIES	646.45	

Check #	Date	Company	Description	Amount	Voids
134635	3/28/2024	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	21.77	
134636	3/28/2024	SB CITY OF-REFUSE & WATER	UTILITIES	2,139.40	
134637	3/28/2024	TRISTAR RISK MANAGEMENT	WORKERS COMPENSATION ADMINIS7	16,410.75	
134638	3/28/2024	UNITED PARCEL SERVICE INC	FREIGHT CHARGES	258.69	
134639	3/28/2024	VALLEY POWER SYSTEMS INC	BUS PARTS	3,163.84	
134640	3/28/2024	VENTURA COUNTY OVERHEAD D	B&G REPAIRS & SUPPLIES	820.00	
134641	3/28/2024	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	684.14	
134642	3/28/2024	VERONICA COLUMBER	REPAIRS	1,029.00	
134643	3/28/2024	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	963.15	
134644	3/28/2024	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	1,062.55	
134645	4/5/2024	ABC BUS COMPANIES INC	BUS PARTS	3,048.36	
134646	4/5/2024	AMERICAN MOVING PARTS LLC	BUS PARTS	62.54	
134647	4/5/2024	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	100.00	
134648	4/5/2024	BNS ELECTRONICS INC.	SANTA YNEZ SITE RENTAL	352.99	
134649	4/5/2024	CASA SANTA BARBARA INC.	LEGAL NOTICE AD	35.19	
134650	4/5/2024	CALSTART INC.	MEMBERSHIP	2,950.00	
134651	4/5/2024	CENTRAL COAST TANK TESTING	TANK TESTS	578.80	
134652	4/5/2024	COMMUNITY RADIO INC.	GIBRALTAR SITE RENTAL	311.64	
134653	4/5/2024	COMPLETE COACH WORKS	BUS PARTS	56.94	
134654	4/5/2024	COX COMMUNICATIONS CORP.	INTERNET & CABLE TV	171.10	
134655	4/5/2024	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	2,013.76	
134656	4/5/2024	DAVID DAVIS JR.	DIRECTOR FEES	360.00	
134657	4/5/2024	EMERGENCY DRAIN SERVICES DB	DRAIN SERVICES	323.00	
134658	4/5/2024	FIDELITY SECURITY LIFE INS. CO	VISION INSURANCE	491.66	
134659	4/5/2024	GILLIG LLC	BUS PARTS	2,371.30	
134660	4/5/2024	GOLETA WATER DISTRICT	UTILITIES	235.14	
134661	4/5/2024	GOODYEAR TIRE & RUBBER CO	BUS TIRE LEASE	409.94	
134662	4/5/2024	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	207.50	
134663	4/5/2024	IMPULSE ADVANCED COMMUNIC	INTERNET	400.00	
134664	4/5/2024	IRON HORSE AUTO BODY OF SB D	VEHICLE REPAIRS	781.73	
134665	4/5/2024	ALBERTO LAPUZ	DIRECTOR FEES	120.00	
134666	4/5/2024	JENNIFER LEMBERGER	DIRECTOR FEES	120.00	
134667	4/5/2024	LENZ PEST CONTROL INC	FUMIGATION SERVICES	120.00	
134668	4/5/2024	MANSFIELD OIL CO OF GAINESVIL	RENEWABLE DIESEL FUEL	26,789.18	
134669	4/5/2024	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	338.03	
134670	4/5/2024	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	387.55	
134671	4/5/2024	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,058.50	
134672	4/5/2024	MUNOZ JANITORIAL	JANITORIAL/DISINFECTANT SERVICE	7,800.00	
134673	4/5/2024	NFI PARTS DBA	BUS PARTS	674.00	
134674	4/5/2024	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	12.50	
134675	4/5/2024	PAULA A. PEROTTE	DIRECTOR FEES	60.00	

Check #	Date	Company	Description	Amount	Voids
134676	4/5/2024	REPUBLIC ELEVATOR INC	ELEVATOR MAINTENANCE	198.82	
134677	4/5/2024	SAFETY-KLEEN CORPORATION	SHOP SUPPLIES	560.19	
134678	4/5/2024	SANSUM CLINIC	MEDICAL EXAMS	1,149.00	
134679	4/5/2024	ARJUN SARKAR	DIRECTOR FEES	120.00	
134680	4/5/2024	SM TIRE CORP.	BUS TIRE MOUNTING	804.50	
134681	4/5/2024	SO. CAL. EDISON CO.	UTILITIES	5,854.41	
134682	4/5/2024	SOAP MAN DISTRIBUTIN DBA	BUS CLEANING SUPPLIES	198.85	
134683	4/5/2024	MONICA JUANITA SOLORZANO	DIRECTOR FEES	120.00	
134684	4/5/2024	STANTEC CONSULTING SERVICES	PROJECT CONSULTING SERVICES	33,661.00	
134685	4/5/2024	DAVID T. TABOR	DIRECTOR FEES	360.00	
134686	4/5/2024	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	300.00	
134687	4/5/2024	TRISTAR RISK MANAGEMENT	WORKERS COMPENSATION ADMINIS7	16,410.75	
134688	4/5/2024	TRACE3 LLC	IT SERVICES	2,520.00	
134689	4/5/2024	J.C.M. AND ASSOCIATES INC.	UNIFORMS	2,215.31	
134690	4/5/2024	U.S. BANK CORP. PAYMENT SYST	CREDIT CARD PURCHASES	17,995.55	
134691	4/5/2024	VALLEY POWER SYSTEMS INC	BUS PARTS	105.39	
134692	4/5/2024	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,452.79	
				<b>296,928.01</b>	
<b>Current Cash Report Voided Checks:</b>				0.00	
<b>Prior Cash Report Voided Checks:</b>				0.00	
<b>Grand Total:</b>				<b>\$296,928.01</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>
3/26/2024	Goodland BBQ	Advertising on Buses	284.00
3/26/2024	Montecito Bank & Trust	Advertising on Buses	2,722.00
3/26/2024	Wells Marketing, LLC	Advertising on Buses	1,958.40
4/1/2024	Sol Wave Water	Advertising on Buses	520.00
4/3/2024	Wells Marketing, LLC	Advertising on Buses	1,553.40
4/5/2024	Local Transportation Fund	SB 325 - March 2024	781,561.27
4/5/2024	Measure A, Section 3 LSTI	Measure A Funds - March 2024	205,635.59
<b>Total Accounts Receivable Paid During Period</b>			<b>\$994,234.66</b>

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**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of May 7, 2024**  
**For the Period April 6, 2024 through April 26, 2024**

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**MONEY MARKET**

**Beginning Balance April 6, 2024** **\$4,100,415.48**

Passenger Fares		174,149.72
Accounts Receivable		172,783.63
Prepays & Advertising		79,678.50
SBCC Fares		73,696.00
Interest Income		2,360.95
Miscellaneous Income		(975.98)
<b>Total Deposits</b>		<b>501,692.82</b>

Bank & Credit Card Fees		(3,109.30)
Miscellaneous Transfers		(13,231.75)
Workers' Compensation		(41,383.36)
401(k)/Pension Transfer		(49,373.60)
Payroll Taxes		(173,657.53)
Payroll		(385,085.50)
Accounts Payable		(1,028,770.48)
<b>Total Disbursements</b>		<b>(1,694,611.52)</b>

**Ending Balance** **\$2,907,496.78**

**CASH INVESTMENTS**

LAIF Account		\$6,222,413.07
Money Market Account		2,907,496.78

**Total Cash Balance** **\$9,129,909.85**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves		(\$3,396,607.46)
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**Working Capital** **\$5,733,302.39**

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

Check #	Date	Company	Description	Amount	Voids
134693	4/11/2024	ABC BUS COMPANIES INC	BUS PARTS	4,483.47	
134694	4/11/2024	HENRY ANDREWS	RETIREE HEALTH REIMBURSEMENT	285.00	
134695	4/11/2024	JAMES BRACKETT	RETIREE HEALTH REIMBURSEMENT	168.00	
134696	4/11/2024	ARTHUR BURNS	RETIREE HEALTH REIMBURSEMENT	256.00	
134697	4/11/2024	ROBERT BURNHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
134698	4/11/2024	BYD MOTORS LLC	CAPITAL LEASE PAYMENT	31,625.22	
134699	4/11/2024	RICARDO CABRERA	RETIREE HEALTH REIMBURSEMENT	61.74	
134700	4/11/2024	GILBERT CALLES	RETIREE HEALTH REIMBURSEMENT	105.00	
134701	4/11/2024	MIKE CARDONA	RETIREE HEALTH REIMBURSEMENT	149.50	
134702	4/11/2024	CALIXTO CHAVEZ	PER DEIM MECHANIC TRAINING	111.00	
134703	4/11/2024	JUAN CORIA	PER DEIM MECHANIC TRAINING	111.00	
134704	4/11/2024	STAN CISOWSKI	RETIREE HEALTH REIMBURSEMENT	84.00	
134705	4/11/2024	CINTAS CORPORATION	SAFETY SUPPLIES	107.56	
134706	4/11/2024	COX COMMUNICATIONS CORP.	INTERNET & CABLE TV	548.34	
134707	4/11/2024	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE	2,767.72	
134708	4/11/2024	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	1,647.17	
134709	4/11/2024	NANCY CURTIS	RETIREE HEALTH REIMBURSEMENT	549.24	
134710	4/11/2024	ALLIANT POWER DBA	BUS PARTS	507.02	
134711	4/11/2024	DOCUPRODUCTS CORPORATION	COPIER MAINTENANCE/SUPPLIES	140.69	
134712	4/11/2024	EAST PENN MANUFACTURING CO	BUS PARTS	765.88	
134713	4/11/2024	EMERGENCY DRAIN SERVICES DB	DRAIN SERVICES	127.50	
134714	4/11/2024	FEDERAL HOSE MANUFACTURING	BUS PARTS & SUPPLIES	377.91	
134715	4/11/2024	FUTRONIX AV INC	SURVEILLANCE EQUIPMENT	7,772.28	
134716	4/11/2024	GENFARE LLC	FAREBOX PARTS/SOFTWARE SER AGR	29,091.13	
134717	4/11/2024	GILLIG LLC	BUS PARTS	3,339.12	
134718	4/11/2024	GARY GLEASON	RETIREE HEALTH REIMBURSEMENT	247.95	
134719	4/11/2024	GRAINGER INC.	SHOP/B&G SUPPLIES	603.13	
134720	4/11/2024	JILL GRISHAM	RETIREE HEALTH REIMBURSEMENT	285.00	
134721	4/11/2024	GUARDIAN-APPLETON (DENTAL I	DENTAL INSURANCE	5,553.40	
134722	4/11/2024	GUARDIAN-APPLETON (LIFE INS)	LIFE INSURANCE	1,137.67	
134723	4/11/2024	JIM HAGGERTY	RETIREE HEALTH REIMBURSEMENT	168.00	
134724	4/11/2024	ALI HABIBI	RETIREE HEALTH REIMBURSEMENT	168.00	
134725	4/11/2024	RICHARD HARRIGAN	RETIREE HEALTH REIMBURSEMENT	166.00	
134726	4/11/2024	HAYWARD LUMBER	SHOP/B&G SUPPLIES	10.45	
134727	4/11/2024	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	194.12	
134728	4/11/2024	LOUIS JONES	RETIREE HEALTH REIMBURSEMENT	97.50	
134729	4/11/2024	LANSPEED DBA	IT SERVICES	2,935.00	
134730	4/11/2024	MANSFIELD OIL CO OF GAINESVIL	RENEWABLE DIESEL FUEL	26,776.97	

Check #	Date	Company	Description	Amount	Voids
134731	4/11/2024	MC CORMIX CORP. (OIL)	LUBRICANTS	3,241.39	
134732	4/11/2024	MISSION LINEN SUPPLY INC	UNIFORM & LINEN SERVICE	1,589.86	
134733	4/11/2024	WILLIAM MORRIS	RETIREE HEALTH REIMBURSEMENT	285.00	
134734	4/11/2024	NFI PARTS DBA	BUS PARTS	46.44	
134735	4/11/2024	NOREGON SYSTEM	MAINTENANCE SOFTWARE	4,398.00	
134736	4/11/2024	CARLOS ORNELAS	RETIREE HEALTH REIMBURSEMENT	285.00	
134737	4/11/2024	LUIGI OTTIERI	RETIREE HEALTH REIMBURSEMENT	373.66	
134738	4/11/2024	PITNEY BOWES INC	POSTAGE METER QTRLY CHARGES	146.81	
134739	4/11/2024	CAREY POINDEXTER	RETIREE HEALTH REIMBURSEMENT	285.00	
134740	4/11/2024	RADIO ACTIVITY DBA	REFURBISHED RADIOS	3,296.00	
134741	4/11/2024	AL ROMERO SR.	RETIREE HEALTH REIMBURSEMENT	52.50	
134742	4/11/2024	SB LOCKSMITHS INC	B&G REPAIR & SUPPLIES	14.64	
134743	4/11/2024	SPECIAL DISTRICT RISK MGMT	HEALTH INSURANCE	82,347.47	
134744	4/11/2024	SMARDAN-HATCHER CO. INC	B&G REPAIRS & SUPPLIES	395.58	
134745	4/11/2024	SMART & FINAL	OFFICE/MEETING SUPPLIES	79.68	
134746	4/11/2024	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	257.76	
134747	4/11/2024	SB CITY OF-REFUSE & WATER	UTILITIES	2,135.48	
134748	4/11/2024	THE MEDCENTER	MEDICAL EXAMS	825.00	
134749	4/11/2024	TEAMSTERS MISC SECURITY TRU	UNION MEDICAL INSURANCE	205,382.00	
134750	4/11/2024	TEAMSTERS PENSION TRUST	UNION PENSION	85,182.53	
134751	4/11/2024	VALLEY POWER SYSTEMS INC	BUS PARTS	8,748.92	
134752	4/11/2024	JOHN J. VASQUEZ	RETIREE HEALTH REIMBURSEMENT	535.04	
134753	4/11/2024	VEHICLE MAINTENANCE PROGRA	BUS PARTS	551.23	
134754	4/11/2024	VERIZON WIRELESS	WIRELESS PHONES & AIM CELLULAR	1,023.87	
134755	4/11/2024	DANIEL WALKER	RETIREE HEALTH REIMBURSEMENT	80.40	
134756	4/11/2024	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	827.08	
134757	4/11/2024	ALEXANDER YOUNG	RETIREE HEALTH REIMBURSEMENT	257.29	
134758	4/19/2024	ABC BUS COMPANIES INC	BUS PARTS	770.62	
134759	4/19/2024	ADVANCED CABLE SYSTEMS COR	SURVEILLANCE EQUIPMENT	945.54	
134760	4/19/2024	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	100.00	
134761	4/19/2024	BAY ALARM COMPANY INC	ALARM CONTRACT	255.00	
134762	4/19/2024	BLACK GOLD INDUSTRIES CORP	HAZMAT DISPOSAL	2,691.00	
134763	4/19/2024	RIDE COACH & BUS DBA	BUS PARTS	743.96	
134764	4/19/2024	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	22,599.74	
134765	4/19/2024	CA DEPT. OF TAX & FEE ADMIN.	QTRLY USER FUEL TAX	1,253.00	
134766	4/19/2024	CA. DEPT. of TAX & FEE ADMINIST	UNDERGROUND STORAGE TANK FEE	2,403.00	
134767	4/19/2024	EASY LIFT TRANSPORTATION INC	MONTHLY ADA SUBSIDY	92,818.95	
134768	4/19/2024	ESP LOCKSMITH DBA	B&G REPAIRS & SUPPLIES	30.00	
134769	4/19/2024	EVERSHADE LLC DBA	STEAM CLEANING TC/BUS STOPS	2,675.00	
134770	4/19/2024	GENFARE LLC	FAREBOX PARTS/SOFTWARE SER AGR	2,578.01	
134771	4/19/2024	GIBBS INTERNATIONAL INC	BUS PARTS	1,063.59	

Check #	Date	Company	Description	Amount	Voids
134772	4/19/2024	GILLIG LLC	BUS PARTS	2,378.40	
134773	4/19/2024	GLOBAL INDUSTRIAL DBA	B&G REPAIRS & SUPPLIES	584.96	
134774	4/19/2024	GRAPHICINK	PRINTING SERVICES	1,609.50	
134775	4/19/2024	GRAINGER INC.	SHOP/B&G SUPPLIES	389.45	
134776	4/19/2024	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	55.53	
134777	4/19/2024	JANEK CORP	BUS PARTS	1,977.36	
134778	4/19/2024	LARRY'S 8 DAY AUTO PARTS	BUS/SERVICE VEHICLE PARTS	111.08	
134779	4/19/2024	MANSFIELD OIL CO OF GAINESVIL	RENEWABLE DIESEL FUEL	26,687.62	
134780	4/19/2024	MAYAN GENERAL CONSTRUCTIO	LANDSCAPE MAINTENANCE SERVICE	3,870.00	
134781	4/19/2024	MC CORMIX CORP. (OIL)	LUBRICANTS	1,600.71	
134782	4/19/2024	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	892.60	
134783	4/19/2024	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	30.01	
134784	4/19/2024	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	261.72	
134785	4/19/2024	MOTION INDUSTRIES INC	BUS PARTS	40.09	
134786	4/19/2024	MULLEN & HENZELL	CALLE REAL PROJECT SERVICES	14,874.95	
134787	4/19/2024	NATIONAL DRIVE	PAYROLL DEDUCTION	18.00	
134788	4/19/2024	NEWARK ELEMENT14	BUS PARTS	78.43	
134789	4/19/2024	NFI PARTS DBA	BUS PARTS	886.40	
134790	4/19/2024	PREVOST CAR (US) INC.	BUS/SERVICE VEHICLE PARTS	386.59	
134791	4/19/2024	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	514.82	
134792	4/19/2024	RICON CORPORATION	BUS PARTS	5,960.82	
134793	4/19/2024	RS DBA	BUS PARTS	18.29	
134794	4/19/2024	SANSUM CLINIC	MEDICAL EXAMS	1,552.00	
134795	4/19/2024	SB LOCKSMITHS INC	B&G REPAIR & SUPPLIES	10.88	
134796	4/19/2024	SILVAS OIL CO. INC.	LUBRICANTS	3,057.18	
134797	4/19/2024	SM TIRE CORP.	BUS TIRE MOUNTING	683.48	
134798	4/19/2024	SOAP MAN DISTRIBUTIN DBA	BUS CLEANING SUPPLIES	164.76	
134799	4/19/2024	SOCALGAS	UTILITIES	955.20	
134800	4/19/2024	SPECIALTY TOOL & BOLT LTD	SHOP SUPPLIES	280.72	
134801	4/19/2024	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	4,995.62	
134802	4/19/2024	THE MEDCENTER	MEDICAL EXAMS	185.00	
134803	4/19/2024	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	10,902.00	
134804	4/19/2024	UNITED WAY OF SB	PAYROLL DEDUCTION	30.00	
134805	4/19/2024	VEHICLE MAINTENANCE PROGRA	BUS PARTS	791.61	
134806	4/19/2024	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	86.26	
134807	4/19/2024	YACO SCHOLARSHIP FUND	PAYROLL DEDUCTION	35.00	
134808	4/23/2024	NATIONAL INTERSTATE INS INC.	LIABILITY INSURANCE	136,921.35	
134809	4/26/2024	ABC BUS COMPANIES INC	BUS PARTS	745.98	
134810	4/26/2024	AT&T MOBILITY-CC	TAP2PAY COMMUNICATIONS	831.14	
134811	4/26/2024	ASBURY ENVIRONMENTAL SERVI	WASTE OIL RECYCLER	5.00	
134812	4/26/2024	CENTRAL COAST CIRCULATION L	BUS BOOK DISTRIBUTION	777.00	

Check #	Date	Company	Description	Amount	Voids
134813	4/26/2024	CUMMINS SALES & SERVICE DBA	BUS PARTS & REPAIRS	2,340.16	
134814	4/26/2024	CDTFA	SALES/CONSUMER USE TAX	1,547.00	
134815	4/26/2024	ALLIANT POWER DBA	BUS PARTS	510.66	
134816	4/26/2024	DOMINANCE SOFTWARE DEVELO	SOFTWARE SUPPORT SERVICES	600.00	
134817	4/26/2024	EVERSHADE LLC DBA	STEAM CLEANING TC/BUS STOPS	280.00	
134818	4/26/2024	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	1,056.87	
134819	4/26/2024	GIBBS INTERNATIONAL INC	BUS PARTS	636.47	
134820	4/26/2024	GILLIG LLC	BUS PARTS	556.89	
134821	4/26/2024	H&H WHOLESALE PARTS	BUS PARTS & SHOP SUPPLIES	451.75	
134822	4/26/2024	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	8.65	
134823	4/26/2024	INTELLICORP RECORD INC.	PRE-EMPLOYMENT CHECK	48.80	
134824	4/26/2024	JERRY'S PLUMBING & HEATING IN	PLUMBING REPAIRS	475.00	
134825	4/26/2024	JOHNSON CONTROLS FIRE PROTE	FIRE ALARM SERVICES	389.85	
134826	4/26/2024	KITCHELL CEM INC.	CONSTRUCTION MANAGEMENT SERV	5,332.50	
134827	4/26/2024	MANSFIELD OIL CO OF GAINESVIL	RENEWABLE DIESEL FUEL	26,666.29	
134828	4/26/2024	MC CORMIX CORP. (OIL)	LUBRICANTS	3,700.57	
134829	4/26/2024	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	973.38	
134830	4/26/2024	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	438.55	
134831	4/26/2024	NEWEGG BUSINESS INC	IT EQUIPMENT & SUPPLIES	399.30	
134832	4/26/2024	NFI PARTS DBA	BUS PARTS	220.55	
134833	4/26/2024	PREVOST CAR (US) INC.	BUS/SERVICE VEHICLE PARTS	272.64	
134834	4/26/2024	O'REILLY AUTO PARTS DBA	BUS/SERVICE VEHICLE PARTS	149.00	
134835	4/26/2024	SO. CAL. EDISON CO.	UTILITIES	8,630.12	
134836	4/26/2024	SOCALGAS	UTILITIES	41.22	
134837	4/26/2024	STANTEC ARCHITECTURE INC.	FACILITIES A&E SERVICES	12,992.44	
134838	4/26/2024	STAPLES CONTRACT & COMMERC	OFFICE SUPPLIES	140.50	
134839	4/26/2024	SB CITY OF-REFUSE & WATER	UTILITIES	952.74	
134840	4/26/2024	VALLEY POWER SYSTEMS INC	BUS PARTS	47.12	
134841	4/26/2024	VEHICLE MAINTENANCE PROGRA	BUS PARTS	808.84	
134842	4/26/2024	FRONTIER CALIFORNIA INC.	TELEPHONE SERVICE	1,170.88	
134843	4/26/2024	MENEMSHA DEVELOPMENT GRO	T2 CONSTRUCTION	2,137.50	
134844	4/26/2024	MENEMSHA DEVELOPMENT GRO	T2 CONSTRUCTION	71,176.01	
				<b>1,028,770.48</b>	
				<b>Current Cash Report Voided Checks:</b>	0.00
				<b>Prior Cash Report Voided Checks:</b>	0.00
				<b>Grand Total:</b>	<b>\$1,028,770.48</b>

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

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
2/14/2024	Sansum Clinic	Overpass Property Lease	1,274.83
4/10/2024	UCSB Bookstore	Passes/Passport Sales	8,225.00
4/11/2024	Montecito Bank & Trust	Advertising on Buses	2,722.00
4/11/2024	SBCC - Contract Fares	Contract Fares	73,696.00
4/11/2024	SBCC - Contract Fares	Contract Fares	73,696.00
4/12/2024	Department of Rehabilitation	Passes/Passports Sales	572.00
4/12/2024	Moonlight Graphics/Mktg	Advertising on Buses	5,364.00
4/16/2024	City of SB Creeks Division	Advertising on Buses	300.00
4/16/2024	City of SB Creeks Division	Advertising on Buses	300.00
4/18/2024	Interface Children & Family Service	Advertising on Buses	500.00
4/18/2024	Sol Wave Water	Advertising on Buses	520.00
4/22/2024	Goodland BBQ	Advertising on Buses	284.00
4/22/2024	Hiltachk Marketing Group/SB Airport	Advertising on Buses	3,776.40
4/22/2024	Wells Marketing, LLC	Advertising on Buses	1,553.40
<b>Total Accounts Receivable Paid During Period</b>			<b>\$172,783.63</b>







**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 7, 2024 **AGENDA ITEM #: 6**

**TYPE:** ACTION ITEM

**PREPARED BY:** DIRECTOR OF FINANCE AND ADMINISTRATION, NANCY TILLIE

**REVIEWED BY:** GENERAL MANAGER, JERRY ESTRADA

**SUBJECT:** CAL OES Designation of Authorized Agent for FEMA Assistance

**RECOMMENDATION:**

Staff requests that the Board approve the attached resolution designating General Manager Jerry Estrada, Chief Operating Officer/Assistant General Manager Mary Gregg, and Director of Finance and Administration Nancy Tillie, as the authorized agents to execute and file agreements with the California Governor’s Office of Emergency Services for federal financial assistance for disaster relief.

**DISCUSSION:**

In January 2023, President Biden approved an emergency declaration related to California’s severe storms and flooding. The County of Santa Barbara was included in this major federal disaster declaration. MTD submitted a Federal Emergency Management Agency (FEMA) claim for assistance pertaining to damages or losses as a direct result of the January 2023 storm, which caused flooding at and around MTD property. The California Governor’s Office of Emergency Services (Cal OES) is the applicant with FEMA for disaster relief for all California local public agencies. Cal OES requires MTD submit a resolution naming MTD’s authorizing official for submitting the claim. The resolution provides the choice of naming a designated person specifically for a specified disaster/grant or for any claims filed in the next three years, of which staff recommends the latter.

**ATTACHMENT**

- Designation for Applicant’s Agent Resolution for Non-State Agencies – OES FPD 130





Cal OES ID No: \_\_\_\_\_

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE Santa Barbara Metropolitan Transit District  
 (Governing Body) (Name of Applicant)

THAT Jerry Estrada, OR  
 (Title of Authorized Agent)

Mary Gregg, OR  
 (Title of Authorized Agent)

Nancy Tillie  
 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Santa Barbara Metropolitan Transit District  
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the Santa Barbara Metropolitan Transit District, a public entity established under the  
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



**Please check the appropriate box below**

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): \_\_\_\_\_

Passed and approved this 7th day of May, 2024

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
 (Name) (Title)

Santa Barbara Metropolitan Transit District, do hereby certify that the above is a true and  
 (Name of Applicant)

correct copy of a resolution passed and approved by the **Board of Directors**  
 (Governing Body)

of the Santa Barbara Metropolitan Transit District on the 7th day of May, 2024.  
 (Name of Applicant)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Title)



**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 7, 2024 **AGENDA ITEM #: 9**

**TYPE:** ACTION ITEM

**PREPARED BY:** HUMAN RESOURCES AND RISK MANAGER IVETTE MARTINEZ

**REVIEWED BY:** GENERAL MANAGER JERRY ESTRADA

**SUBJECT:** COMMERCIAL PROPERTY INSURANCE RENEWAL - EFFECTIVE MAY 24, 2024

**RECOMMENDATION:**

Staff recommends binding coverage of Commercial Property Insurance with AGCS Marine Insurance Company effective May 24, 2024 through May 24, 2025 at an annual premium of \$45,035 for Blanket Building coverage of \$16,350,901, Blanket Business Personal Property coverage of \$2,171,400, and Business Income coverage of \$850,000. AGCS Marine Insurance Company is a A+XV (Superior) AM Best rated carrier.

**DISCUSSION:**

MTD's insurance broker, Brown and Brown, conducted a marketing survey of major carriers and AGCS Marine continues to be the best option for coverage and pricing, and have offered very favorable renewal terms reflecting a 7% reduction over the expiring policy premium. MTD staff reviewed the Total Insured Values (TIV) with Brown & Brown and factored in recent improvements and updates to the property resulting in increasing the TIVs. The final premium quote reflects the update TIVs and accounts for the premium increase over the expiring policy. The commercial property insurance policy covers all MTD locations as follows: 550 Olive Street, 5353 Overpass Road, and 1020 Chapala St - Transit Center.

**BUDGET/FINANCIAL:**

	2024-2025 Renewal	2023-2024 Expiring	2022-2023 Prior Year	2021-2022 Prior Year
Blanket Building, Blanket Business Personal Property, Blanket Business Income & Extra Expense	\$45,035	\$39,845	\$16,431	\$17,588

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





**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 7, 2024 **AGENDA ITEM #:** 10

**TYPE:** ACTION ITEM

**PREPARED BY:** HUMAN RESOURCES AND RISK MANAGER IVETTE MARTINEZ

**REVIEWED BY:** GENERAL MANAGER JERRY ESTRADA

**SUBJECT:** EARTHQUAKE INSURANCE RENEWAL – EFFECTIVE MAY 24, 2024

**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, 2024 through May 24, 2025, at a total annual premium plus tax and fees of \$66,403.43.

**DISCUSSION:**

The current earthquake policy is issued with Lloyd’s of London Insurance, and has an AM Best rating of A XV (Excellent). Brown & Brown’s marketing summary includes six other companies, all who declined providing coverage for this class of business. MTD staff reviewed the Total Insured Values (TIV) at MTD’s Administrative 550 Olive Street location with Brown & Brown, and factored in recent improvements and updates to the property resulting in increasing the TIVs in alignment with the Property insurance policy. Lloyds of London has offered very favorable renewal terms, based on the longevity of the relationship with MTD since 2017, at an approximately 5% rate increase.

Coverage fully insures the 550 Olive Street property, Transit Center, and Overpass locations including building, business personal property, and business income. After MTD staff reviewed the Total Insurable Value (TIV) with Brown & Brown to match the underlying Property Insurance Coverage, the TIV increased to \$19,492,301 to include additional coverage for buildings at the 550 Olive location. This accounts for the majority of the premium increase over the expiring policy. The policy is a 5% deductible per unit of insurance subject to a \$25,000 minimum per occurrence.

**FINANCIAL INFORMATION:**

2024-2025 Renewal	2023-2024 Expiring	2022-2023 Prior Year	2021-2022 Prior Year	2020-2021 Prior Year
\$66,403.43	\$43,264.93	\$32,868.88	\$29,358.38	\$26,652.75







**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 7, 2024 **AGENDA ITEM #:** 11

**TYPE:** ACTION ITEM

**PREPARED BY:** PLANNING AND MARKETING MANAGER HILLARY BLACKERBY

**REVIEWED BY:** GENERAL MANAGER JERRY ESTRADA

**SUBJECT:** SERVICE PLAN FOR FY 2024-25

**RECOMMENDATION:**

That the Board of Directors receive a presentation on the draft final service plan for FY 2024-25, and approve the proposed service level for FY 2024-25 of 188,896 revenue hours.

**DISCUSSION:**

**Community Outreach and Feedback**

In the month of April, Planning staff held 3 in-person service change meetings (Carpinteria, SBCC, and Goleta) and one virtual service change webinar to receive feedback on the proposed August 2024 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. With more participation than any service change survey before, 179 individuals responded to this bilingual survey with overwhelmingly positive support for these proposed changes, and in-person feedback was similar.

One piece of service feedback received from several members of the public, especially at the Carpinteria service change meeting, was the desire for the return of the Seaside Shuttle service. MTD's Short-Range Transit Plan has plans to pilot microtransit service in Carpinteria covering the entire community, as opposed to the limited fixed route service of the Seaside Shuttle. This service will not begin this year, but is intended to begin after the Goleta/Isla Vista microtransit pilot has operated for a period of time.

**Recommended Service Levels and Revenue Hours**

On March 19, 2024, staff presented the FY 2024-25 draft service plan to the Board of Directors. The approved service level for FY 2023-24 was 182,823 hours, which included microtransit service, which did not end up starting in this fiscal year.

**BOARD OF DIRECTORS REPORT**

The changes currently under consideration would increase the service level to approximately 188,896 hours representing a net increase of 6,073 hours over last year’s approved service level.

Staff is proposing the carryover of the FY 2023-24 budgeted amount of revenue hours for the microtransit service to the 24-25 year. The budgeted funds for that service come from Low-Carbon Transit Operations Program (LCTOP) grant funds from the State of California. Additionally, the Board of Directors recently approved additional LCTOP expenditures for a temporary Downtown-Waterfront Shuttle service for summer of 2024. The revenue hours shown for the shuttle below are those that fall within FY 24-25.

<b>Lines</b>	<b>Purpose of Changes</b>	<b>Additional Revenue Hours</b>
<b>Line 15x</b>	Extending span of service to 9:00 p.m.	724
<b>Line 27</b>	Increasing service due to high demand, new 20-minute headways	4,546
<b>The Wave Microtransit- Goleta</b>	New LCTOP funded service	4,976*
<b>Downtown-Waterfront Shuttle</b>	Temporary LCTOP funded service, Summer 2024 only	703*
<b>Miscellaneous</b>	Minor OTP adjustments	100
<b>Total New or Additional Revenue Hours for FY 24-25</b>		<b>11,049</b>

\*Funded via Low-Carbon Transit Operations Program grant funds

**Workforce Availability**

As discussed previously, for several years now, MTD has struggled with a shortage of bus operators which has resulted in an unacceptable number of missed trips and made it difficult to address requests for additional service. While not close to its former peak, hiring has picked up and our bus operator numbers are increasing.

Because of the increase in staffing, the Planning staff is able to take a look at the best options for internal run restructuring. Of course, all of this is dependent on workforce availability which may change. Additionally, service changes being considered may not all be possible to enact this August, but staff believes it is important to discuss and plan for them so that we are prepared in the best-case workforce scenario.

**Summary of Recommended Changes for August 2024**

**Extending Line 15x (SBCC/UCSB Express) Span of Service**

Line 15x operates weekday service between SBCC and UCSB year-round except for SBCC Winter and Spring breaks. This service was suspended when the SBCC campus was closed during the pandemic, and came back at a lower service level than pre-pandemic in August of 2021. Line 15x currently runs from approximately 7:00 a.m. to 6:00 p.m. with headways around 30 minutes in the AM peak and hourly for the rest of the day.

Staff is recommending expanding the span of service to around 9:00 p.m. as it was pre-pandemic. Headways in the evening would be roughly every hour. Feedback has been overwhelmingly

supportive of this proposed change. Many students desire the extension of service so that they will have a one-seat ride home in the evening, and would make it more likely for them to take the bus earlier in the day knowing that they could get off campus via bus in the evening.

### **Increased Service on Line 27 (Isla Vista Shuttle)**

Line 27 serves the UCSB campus, Camino Real Marketplace, and is the only route that serves the heart of Isla Vista. As mentioned above, Line 27 service has been operating on what was previously a “UCSB out” reduced schedule with 36-minute headways since the beginning of the pandemic. The current span of service is from approximately 7:00 a.m. to 8:45 p.m. Monday through Friday, with 42-minute headways on weekends.

It is staff’s recommendation to restore Line 27 service when UCSB is in session to a more frequent 20-minute headways. This would restore the “UCSB in” and “UCSB out” dynamic. Staff will also be able to refine the schedule to improve on-time performance on the route, which has consistently been a poorer OTP performer than most MTD lines as of late.

Community feedback on this proposed change is very positive, with riders outlining the current struggles with the Line 27 filling up quickly, and mentioning the importance of the route for getting groceries, getting to class, and getting closer to home.

### **Launch of Microtransit**

As discussed previously, MTD is working to launch a microtransit pilot in a portion of Goleta and Isla Vista. Microtransit is a flexible, on-demand, curb-to-curb public transportation service provided within a specified zone for a flat fare and operated with smaller vehicles instead of transit buses. This service, known as The Wave, has been in the works for several years now, with intensive testing having taken place in fall of 2023 in the planned Goleta and Isla Vista zone. Unfortunately, the start of the pilot has been delayed by performance issues with the electric Ford Transit vans acquired for the service. MTD staff is working to procure a contingency fleet of gasoline Ford Transit vans in the meantime to ensure that we can reliably start the service soon. The start date for the service is unknown at this point, but should begin at some point in the first half of FY 24-25. Details on the planned service can be found at [sbmtd.gov/thewave](http://sbmtd.gov/thewave)

### **On-Time Performance**

On-time performance before and during the pandemic has been at high levels, generally meeting and beating agency performance standards. Planning staff analyzes on-time performance on a monthly and quarterly basis, and considers changes based on route conditions (such as construction or heavy loads). This monitoring helps investigate whether issues are related to traffic conditions, run structure, or other operational items. While no specific on-time performance fixes are currently recommended outside of the Line 27 restructure, staff will continue to monitor conditions and may fold in minor changes to further refine schedule timing in August.





**BOARD OF DIRECTORS REPORT**

**MEETING DATE:** MAY 7, 2024 **AGENDA ITEM #:** 12

**TYPE:** INFORMATIONAL ITEM

**PREPARED BY:** DIRECTOR OF FINANCE & ADMINISTRATION, NANCY TILLIE

**REVIEWED BY:** GENERAL MANAGER, JERRY ESTRADA

**SUBJECT:** FINANCIAL UPDATE & THIRD QUARTER REVIEW OF FISCAL YEAR 2023-24

**RECOMMENDATION:**

Staff requests that the Board accept and file the financial report for the Santa Barbara Metropolitan Transit District third quarter of the 2023-2024 fiscal year. The period being July 1, 2023 through March 31, 2024.

**DISCUSSION:**

Staff will present an update to the Board on the current financial outlook and results for the third quarter of Fiscal Year 2023-2024.

**IMPACT ON BUDGET, FUNDING AND ACCOUNTING**

Attachment.

Thank you for consideration of this request.





## Fiscal Year 2023-24 Financial Update Third Quarter

### Executive Summary

This financial update includes a review of the Fiscal Year 2024 (FY23-24) for the nine-month period ending March 31, 2024. There continues to be residual effects of the Covid-19 Pandemic impacting all aspects of operations, from Service to Staffing along with Procurement challenges of supply chain shortfalls and price increases, however hiring has improved. Inflation levels continue to hover around 3.5%, a slight uptick from the mid-year report of 3.4%, driven by fuel costs. Expense Budget assumptions included cost levels slightly below the reduced inflationary levels, conservative increases to collection of fares, a new service plan, as well as filling several vacancies. Overall, the District's financial position was better than anticipated; the deficit for the period was favorable from budget estimates in that it was \$1,916K less than anticipated. As this activity is limited to the first three quarters of the year, preliminary projections lead to continuance of the level of fare revenue received although slowing since the first half of the year. The increase in Sales Tax Revenues are expected to continue for the year and are a key factor in the financial outcome. It also compensated for the growth in expenses over the prior year. As in the previous years, the operating deficit will be balanced with federal relief funding.

### Santa Barbara Metropolitan Transit District Operating Summary 9 Months Ended March 31 2024 (\$ thousands)

	FY 23-24 Actual	FY 23-24 Budget	Variance Amt	%	FY 22-23 Actual	Variance Amt	%
<b><u>REVENUES</u></b>							
Fare Revenue	\$3,700	\$3,483	\$217	6%	\$3,449	\$251	7%
Grants & Appropriations	15,557	16,096	(539)	-3%	17,095	(1,539)	-9%
Other Income	496	311	185	59%	348	147	42%
Total Operating Revenue	<u>\$19,752</u>	<u>\$19,890</u>	<u>(\$137)</u>	-1%	<u>\$20,892</u>	<u>(\$1,140)</u>	-5%
<b><u>EXPENSES</u></b>							
Route Operations	\$12,576	\$12,904	(\$328)	-3%	\$12,252	\$324	3%
Vehicle Maintenance	4,539	5,259	(719)	-14%	4,580	(40)	-1%
Passenger Accommodations	1,447	1,679	(232)	-14%	1,375	72	5%
General Overhead	3,061	3,835	(774)	-20%	2,963	98	3%
Total Operating Expense	<u>\$21,623</u>	<u>\$23,676</u>	<u>(\$2,053)</u>	-9%	<u>\$21,169</u>	<u>\$454</u>	2%
<b>Surplus / (Deficit)</b>	<b><u>(\$1,871)</u></b>	<b><u>(\$3,786)</u></b>	<b><u>\$1,916</u></b>		<b><u>(\$277)</u></b>	<b><u>(\$1,594)</u></b>	

### Federal Relief Funding

The District has been allocated federal economic relief funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), and the American Rescue Plan Act of 2021 (ARPA). These funds were made available to reimburse operating and capital expenses incurred and revenues lost as a result of the pandemic. The District will utilize \$1.871M in CARES Act funds to offset the deficit. These funds are not included in any Operating Revenues.

**Santa Barbara Metropolitan Transit District**  
**Operating Revenue Detail**  
**9 Months Ended March 31 2024**  
**(\$ thousands)**

	<b>FY 23-24</b>	<b>FY 23-24</b>	<b>Variance</b>		<b>FY 22-23</b>	<b>Variance</b>	
	<b>Actual</b>	<b>Budget</b>	<b>Amt</b>	<b>%</b>	<b>Actual</b>	<b>Amt</b>	<b>%</b>
<b><u>FAREBOX REVENUE</u></b>							
Cash Fares	\$1,141	\$1,013	\$127	13%	\$1,027	\$114	11%
Pass Sales	1,223	1,090	133	12%	1,116	107	10%
Contract Fares	1,328	1,301	27	2%	1,303	25	2%
Other Fare Programs	8	78	(70)	-90%	3	5	156%
Subtotal	<u>\$3,700</u>	<u>\$3,483</u>	<u>\$217</u>	<u>6%</u>	<u>\$3,449</u>	<u>\$251</u>	<u>7%</u>
<b><u>GRANTS &amp; APPROPRIATIONS</u></b>							
LTF Sales Tax Revenue	\$7,407	\$7,824	(\$416)	-5%	\$8,060	(\$653)	-8%
FTA Operating Assistance	4,132	3,958	174	4%	5,158	(1,026)	-20%
Measure A Sales Tax	2,235	2,104	131	6%	2,299	(64)	-3%
Other Operating Assistance	798	1,273	(475)	-37%	674	124	18%
Property Tax Revenue	984	937	47	5%	904	80	9%
Subtotal	<u>\$15,557</u>	<u>\$16,096</u>	<u>(\$539)</u>	<u>-3%</u>	<u>\$17,095</u>	<u>(\$1,539)</u>	<u>-9%</u>
<b><u>OTHER INCOME</u></b>							
Advertising on Buses	\$285	\$210	\$75	36%	\$230	\$56	24%
Interest on Investments	195	88	106	120%	109	85	78%
Other Income	16	12	4	28%	10	6	65%
Subtotal	<u>\$496</u>	<u>\$311</u>	<u>\$185</u>	<u>59%</u>	<u>\$348</u>	<u>\$147</u>	<u>42%</u>
<b>Total Operating Revenue</b>	<b><u>\$19,752</u></b>	<b><u>\$19,890</u></b>	<b><u>(\$137)</u></b>	<b><u>-1%</u></b>	<b><u>\$20,892</u></b>	<b><u>(\$1,140)</u></b>	<b><u>-5%</u></b>

**Operating Revenue**

Total operating revenue of \$19.7 million—excluding the budget balancing Care Act funding—exceeded budget projections by 1%. Fare revenues were budgeted conservatively for the year, however, the actual volume of bus passes sold and cash fares collected surpassed projections by 13% and 12%, a little slowing from the mid-year report. Contactless Fare Payments continues at a volume of \$475/day after a September 2023 launch, up from \$400 at December 31, 2023. Grants and appropriations represented 81% of total operating revenue during the period.

**Other Income**— Advertising income is above projections and has increased 14% over the mid-year. Interest income increased in comparison with the prior year due to an increase in cash on hand and interest rates driven by the Federal Reserve actions to halt inflation. The bulk of the Other Income was the auction proceeds on a service vehicle trailer, the sales of some scrap materials and some residual rent from the Overpass property.

**Grants & Appropriations**— There has been a slowing of Sales Tax Revenues that was expected. The positive variance in FTA Operating Assistance can be attributed to the reimbursement of Covid-19 and ADA Paratransit expenses from FTA ARPA and CRSSA Grants. Federal Transit Administration Section 5307 operating assistance is reflected at budget levels which was based on prior year’s revenue and indications are on target. Adjustments to FTA Operating Assistance will coincide with award documentation. Increases in Sales Tax based on consumer spending and higher prices positively impacted the Measure A Sales Tax Income. Other Operating Assistance is based on UCSB’s agreement with the District to provide assistance for L28 and Lines 12x/24x. Property Tax Revenue is also above budget, as real estate sale prices continue to increase a Barbara County.



**Santa Barbara Metropolitan Transit District**  
**Operating Expense Detail**  
**9 Months Ended March 31 2024**  
**(\$ thousands)**

	<b>FY 23-24</b>	<b>FY 23-24</b>	<b>Variance</b>		<b>FY 22-23</b>	<b>Variance</b>	
	<b>Actual</b>	<b>Budget</b>	<b>Amt</b>	<b>%</b>	<b>Actual</b>	<b>Amt</b>	<b>%</b>
<b><u>ROUTE OPERATIONS</u></b>							
Drivers	\$8,645	\$8,798	(\$153)	-2%	\$8,595	\$51	1%
Dispatch & Supervision	636	670	(34)	-5%	624	12	2%
Hiring & Training	529	452	77	17%	374	155	41%
Risk & Safety	1,931	2,148	(217)	-10%	1,864	67	4%
Transportation Subsidies	835	835	0	0%	796	40	5%
Subtotal	<u>\$12,576</u>	<u>\$12,904</u>	<u>(\$328)</u>	<u>-3%</u>	<u>\$12,252</u>	<u>\$324</u>	<u>3%</u>
<b><u>VEHICLE MAINTENANCE</u></b>							
Mechanics	\$902	\$1,101	(\$199)	-18%	\$943	(\$41)	-4%
Cleaners & Fuelers	550	685	(135)	-20%	599	(48)	-8%
Supervision	684	723	(39)	-5%	579	105	18%
Vehicle Consumables	1,825	2,067	(242)	-12%	1,997	(172)	-9%
Bus Parts & Supplies	467	525	(58)	-11%	439	29	7%
Vendor Services	24	56	(32)	-58%	(10)	34	-343%
Risk & Safety	81	101	(20)	-20%	33	48	147%
Microtransit	5	0	0	n/a	0	0	n/a
Subtotal	<u>\$4,539</u>	<u>\$5,259</u>	<u>(\$725)</u>	<u>-14%</u>	<u>\$4,580</u>	<u>(\$46)</u>	<u>-1%</u>
<b><u>PASSENGER ACCOMMODATIONS</u></b>							
Passenger Facilities	\$616	\$642	(\$26)	-4%	\$602	\$14	2%
Transit Development	199	329	(130)	-39%	213	(14)	-7%
Marketing & Community Rela	283	360	(77)	-21%	241	42	17%
Fare Revenue Collection	348	348	0	0%	318	30	9%
Subtotal	<u>\$1,447</u>	<u>\$1,679</u>	<u>(\$232)</u>	<u>-14%</u>	<u>\$1,375</u>	<u>\$72</u>	<u>5%</u>
<b><u>GENERAL OVERHEAD</u></b>							
Finance	\$641	\$641	(\$0)	0%	\$502	\$138	28%
Personnel	193	185	9	5%	108	85	78%
Utilities & Communication	230	240	(10)	-4%	224	6	3%
Operating Facilities	344	371	(27)	-7%	341	3	1%
District Administration	1,652	2,398	(745)	-31%	1,787	(134)	-8%
Subtotal	<u>\$3,061</u>	<u>\$3,835</u>	<u>(\$774)</u>	<u>-20%</u>	<u>\$2,963</u>	<u>\$98</u>	<u>3%</u>
<b>Total Operating Expenses</b>	<b><u>\$21,623</u></b>	<b><u>\$23,676</u></b>	<b><u>(\$2,058)</u></b>	<b><u>-9%</u></b>	<b><u>\$21,169</u></b>	<b><u>\$454</u></b>	<b><u>2%</u></b>

**Operating Expenses**

Total operating expenses of \$21.623 million were 9% or \$2,058k under budget for the period and increased 2% over the prior year. Staff vacancies impacted Route Operations, Vehicle Maintenance, Passenger Facilities, Transit Development, and District Administration and were a major factor these functions are under the expense budgeted. A number of hirings occurred during the last quarter for April 2024 starts. The Board approved Collective Bargaining Agreements and a Compensation study; Wages were increased at January 1, 2024.

**Other Expenses**— As a service industry over 71% expenses are staffing related. The next largest cost overall is bus fuel. During the first half of the year, bus fuel was 12% under budget. The Board authorized the General

Manager to contract for a fixed rate of fuel. The contract in place through December 31, 2023 was \$3,4514/gallon. For the period of January 1, 2024 through June 30, 2024, the rate is locked in at \$2.7625/gallon. As this rate is \$1.11/gallon lower than the budgeted amount, the positive budget variance will continue through June 30, 2024. Additional notable expenditures and variations from expectations include the following:

- Insurance and Risk Related Expenses are \$232k under budget as of March 31, 2024. A positive turnabout as insurance claims settled and reimbursements from the carrier were received for Prior Year Route Operations Claims Settlements.
- Miscellaneous services is underbudget by \$328k. It was expected that Contractor grant expenses in the amount of \$180k would be received by December 31, 2023. When these invoices are received the budget variance will be reduced. The billings were received in April.
- Vendor Bus Repairs are under budget \$58k due to Accident Claim Collections of \$24k and some of the bus repairs being covered through the Fleet Refurbishment Project.

**Capital Budget**

The District’s capital outlays for the period are \$11.3M. Nine (9) New Flyer Electric Buses were received at a total cost of \$9.656M. The Fleet Renewal Campaign completed this year with an additional \$753k. An investment of \$80k was made to upgrade the Digi Modems on the Bus Fleet and an additional \$20K in the Contactless Payment Program. Additionally, \$21k was used for the licensing of Remix cloud-based Route - testing software. In the category of Operating Facilities, \$220k was attributable to the charging infrastructure. A service vehicle was purchased for \$57k. Improvements at Terminal One were \$57k, and \$157k was invested in the Overpass T-2 Recommissioning. There were some Bus Stop improvements made under Passenger Facilities and an HVAC unit purchased for the Shop Compressor Area in the Other Equipment. Expenditures will be primarily reimbursed by FTA, Measure A and STA funds. For the buses there were Santa Barbara Air Pollution Control Board funds as well as State of California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) and Volkswagon Mitigation Trust funding.

**Capital Expenditures by Category  
9 Months Ended March 31 2024  
(\$ thousands)**

<b><u>Category</u></b>	<b>FY 23-24</b>	<b>FY 23-24</b>	<b>Variance</b>	
	<b>Actual</b>	<b>Budget</b>	<b>Amt</b>	<b>%</b>
Vehicle Acquisitions	\$9,657	\$23,991	(\$14,335)	-60%
Bus Improvements	956	\$1,795	(\$839)	-47%
Information & Intelligent Transport. Systems	139	2,576	(\$2,437)	-95%
Operating Facilities	479	6,721	(\$6,242)	-93%
Intelligent Transportation Systems	0	0	\$0	n/a
Passenger Facilities	6	356	(\$350)	-98%
Other Equipment	80	225	(\$145)	-65%
<b>Total Capital Expenditures</b>	<b>\$11,317</b>	<b>\$35,665</b>	<b>(\$24,348)</b>	

**ROUTE OPERATIONS**  
**9 Months Ended March 31 2024**

	FY 23-24	FY 23-24	Variance		FY 22-23	Variance	
	Actual	Budget	Amt	%	Actual	Amt	%
<u>DRIVERS</u>							
Scheduled	\$4,893,937	\$4,894,816	(\$879)	0%	\$4,576,426	\$317,511	7%
Scheduled Overtime	326,469	375,815	(49,346)	-13%	341,874	(15,404)	-5%
Unscheduled Pay	130,131	136,921	(6,790)	-5%	135,118	(4,987)	-4%
Driver Lite Duty	0	751	(751)	-100%	0	0	n/a
FICA	476,342	469,810	6,532	1%	481,715	(5,373)	-1%
Pension	597,127	605,085	(7,958)	-1%	560,314	36,813	7%
Health	1,405,797	1,498,247	(92,450)	-6%	1,280,120	125,678	10%
Sick Pay	105,423	134,122	(28,699)	-21%	121,899	(16,476)	-14%
Vacation Pay	411,460	417,584	(6,124)	-1%	337,901	73,559	22%
Holiday Pay	215,795	211,821	3,974	2%	191,924	23,871	12%
Other Paid Leave	54,008	26,882	27,126	101%	543,569	(489,562)	-90%
Unemployment Insurance	13,503	13,762	(259)	-2%	12,682	821	6%
Uniforms	15,153	12,375	2,778	22%	10,972	4,181	38%
Drivers Subtotal	<u>\$8,645,145</u>	<u>\$8,797,991</u>	<u>(\$152,846)</u>	<u>-2%</u>	<u>\$8,594,514</u>	<u>\$50,631</u>	<u>1%</u>
<u>DISPATCH &amp; SUPERVISION</u>							
Supervisors	\$185,938	\$209,696	(\$23,758)	-11%	\$222,186	(36,248)	-16%
Staff	209,888	207,625	2,263	1%	167,501	42,387	25%
FICA	34,639	36,510	(1,871)	-5%	34,335	304	1%
Pension	42,498	47,250	(4,752)	-10%	45,696	(3,198)	-7%
Health	87,340	105,618	(18,278)	-17%	84,833	2,508	3%
Sick Pay	8,530	8,131	399	5%	8,515	15	0%
Vacation Pay	43,375	29,236	14,139	48%	24,999	18,376	74%
Holiday Pay	18,694	17,137	1,557	9%	17,174	1,520	9%
Other Paid Leave	4,308	8,285	(3,977)	-48%	17,676	(13,368)	-76%
Unemployment Insurance	654	787	(133)	-17%	752	(98)	-13%
Supervision Subtotal	<u>\$635,862</u>	<u>\$670,275</u>	<u>(\$34,413)</u>	<u>-5%</u>	<u>\$623,666</u>	<u>12,196</u>	<u>2%</u>
<u>HIRING &amp; TRAINING</u>							
Staff	\$60,136	\$67,047	(\$6,911)	-10%	\$56,888	3,248	6%
Student Drivers	272,564	125,447	147,117	117%	149,145	123,419	83%
Existing Drivers/Supers	35,189	93,966	(58,777)	-63%	28,450	6,740	24%
FICA	20,243	23,066	(2,823)	-12%	13,785	6,458	47%
Pension	18,094	16,269	1,825	11%	14,085	4,008	28%
Health	60,552	56,227	4,325	8%	47,382	13,170	28%
Sick Pay	4,611	4,564	47	1%	6,650	(2,039)	-31%
Vacation Pay	14,133	14,741	(608)	-4%	11,453	2,679	23%
Holiday Pay	8,375	7,269	1,106	15%	6,070	2,306	38%
Other Paid Leave	2,212	2,263	(51)	-2%	7,893	(5,682)	-72%
Unemployment Insurance	333	476	(143)	-30%	219	115	52%
Medical Exams & License Fees	27,390	22,500	4,890	22%	22,307	5,083	23%
Employment Advertising	500	14,999	(14,499)	-97%	7,608	(7,108)	-93%
Training, Travel & Meetings	4,522	3,375	1,147	34%	2,405	2,118	88%
Hiring & Training Subtotal	<u>\$528,854</u>	<u>\$452,209</u>	<u>\$76,645</u>	<u>17%</u>	<u>\$374,340</u>	<u>154,514</u>	<u>41%</u>

**ROUTE OPERATIONS**  
**9 Months Ended March 31 2024**

<i>Route Operations Cont'd.</i>	FY 23-24 Actual	FY 23-24 Budget	Variance		FY 22-23 Actual	Variance	
			Amt	%		Amt	%
<b><u>RISK &amp; SAFETY</u></b>							
<b>Wages &amp; Benefits</b>							
Staff	\$52,001	\$106,051	(\$54,050)	-51%	\$65,988	(13,986)	-21%
Supervisors	333,113	274,946	58,167	21%	260,946	72,167	28%
Driver Accident Pay	1,107	1,715	(608)	-35%	1,003	105	10%
FICA	33,850	34,630	(780)	-2%	29,190	4,660	16%
Pension	31,999	33,000	(1,001)	-3%	25,729	6,270	24%
Health	78,545	100,553	(22,008)	-22%	66,385	12,160	18%
Sick Pay	3,885	10,596	(6,711)	-63%	6,820	(2,935)	-43%
Vacation Pay	27,434	24,638	2,796	11%	25,520	1,915	8%
Holiday Pay	15,002	14,452	550	4%	11,440	3,563	31%
Other Paid Leave	3,718	5,286	(1,568)	-30%	14,445	(10,727)	-74%
Unemployment Insurance	672	702	(30)	-4%	567	105	19%
Risk & Safety Labor Subtot:	\$581,328	\$606,569	(\$25,241)	-4%	\$508,033	73,295	14%
<b><u>Public Liability</u></b>							
Professional Services	\$194,441	\$285,732	(\$91,291)	-32%	\$260,399	(65,958)	-25%
Insurance	610,002	629,065	(19,063)	-3%	518,918	91,085	18%
Current Year Incident Payouts	15,496	56,250	(40,754)	-72%	7,347	8,149	111%
Current Year Incident Reserv	58,777	75,001	(16,224)	-22%	12,858	45,919	357%
Prior Years Incident Payouts	76,694	37,499	39,195	105%	96,933	(20,239)	-21%
Change in Prior Years Reser	(47,501)	(37,499)	(10,002)	27%	75,000	(122,501)	-163%
Public Liability Subtotal	\$907,909	\$1,046,048	(\$138,139)	-13%	\$971,454	(63,546)	-7%
<b><u>Workers' Compensation</u></b>							
Professional Services	\$203,364	\$194,972	\$8,392	4%	\$216,751	(13,387)	-6%
Insurance	171,298	154,220	17,078	11%	121,549	49,749	41%
Current Year Incident Payouts	23,844	37,499	(13,655)	-36%	18,130	5,713	32%
Current Year Incident Reserv	76,733	93,749	(17,016)	-18%	100,651	(23,918)	-24%
Prior Years Incident Payouts	590,672	318,749	271,923	85%	138,051	452,621	328%
Change in Prior Years Reser	(659,502)	(318,749)	(340,753)	107%	(233,326)	(426,176)	183%
Miscellaneous Risk & Safety	35,027	14,999	20,028	134%	22,485	12,542	56%
Workers' Comp Subtotal	\$441,436	\$495,439	(\$54,003)	-11%	\$384,291	57,145	15%
Risk & Safety Subtotal	\$1,930,673	\$2,148,056	(\$217,383)	-10%	\$1,863,779	66,894	4%
<b><u>TRANSPORTATION SUBSIDIES</u></b>							
ADA Paratransit Service	\$835,371	\$835,370	\$1	0%	\$795,591	39,780	5%
Transp. Subsidies Subtotal	\$835,371	\$835,370	\$1	0%	\$795,591	\$39,780	5%
<b>TOTAL ROUTE OPERATIC</b>	<b>\$12,575,906</b>	<b>\$12,903,901</b>	<b>(\$327,995)</b>	<b>-3%</b>	<b>\$12,251,890</b>	<b>324,015</b>	<b>3%</b>

**Vehicle Maintenance Detail  
9 Months Ended March 31 2024**

	FY 23-24		Variance		FY 22-23		Variance	
	Actual	Budget	Amt	%	Actual	Amt	%	
<b>MECHANICS</b>								
Mechanics	\$549,481	\$654,187	(\$104,706)	-16%	\$528,071	21,410	4%	
Less Mechanic Labor Capitali	(48,673)	(26,286)	(22,387)	85%	(18,395)	(30,278)	165%	
Mechanics-OT	62,524	57,569	4,955	9%	55,439	7,085	13%	
FICA	51,825	60,739	(8,914)	-15%	52,789	(965)	-2%	
Pension	59,772	75,035	(15,263)	-20%	61,491	(1,719)	-3%	
Health	147,103	173,130	(26,027)	-15%	135,340	11,763	9%	
Sick Pay	9,581	17,085	(7,504)	-44%	15,209	(5,628)	-37%	
Vacation Pay	30,441	36,439	(5,998)	-16%	32,341	(1,900)	-6%	
Holiday Pay	26,055	32,806	(6,751)	-21%	26,158	(104)	0%	
Other Paid Leave	2,293	1,367	926	68%	38,221	(35,928)	-94%	
Unemployment Insurance	1,272	1,454	(182)	-12%	1,232	41	3%	
Uniforms	4,260	4,838	(578)	-12%	3,812	448	12%	
Tool Allowance	5,926	12,870	(6,944)	-54%	11,000	(5,074)	-46%	
<b>Mechanics Subtotal</b>	<b>\$901,860</b>	<b>\$1,101,233</b>	<b>(\$199,373)</b>	<b>-18%</b>	<b>\$942,709</b>	<b>(40,849)</b>	<b>-4%</b>	
<b>CLEANERS &amp; FUELERS</b>								
Service Workers	\$301,259	\$374,945	(\$73,686)	-20%	\$292,713	8,545	3%	
FICA	26,042	33,457	(7,415)	-22%	29,163	(3,121)	-11%	
Pension	44,183	56,830	(12,647)	-22%	44,713	(529)	-1%	
Health	131,078	146,496	(15,418)	-11%	131,023	55	0%	
Sick Pay	5,533	12,842	(7,309)	-57%	16,358	(10,825)	-66%	
Vacation Pay	20,466	32,700	(12,234)	-37%	29,066	(8,601)	-30%	
Holiday Pay	15,361	18,852	(3,491)	-19%	13,424	1,938	14%	
Other Paid Leave	1,294	1,138	156	14%	35,186	(33,893)	-96%	
Unemployment Insurance	1,008	1,270	(262)	-21%	962	46	5%	
Uniforms	2,204	3,337	(1,133)	-34%	2,728	(525)	-19%	
Medical Exams & License Fe	1,947	3,173	(1,226)	-39%	3,405	(1,458)	-43%	
<b>Cleaners &amp; Fuelers Subtotal</b>	<b>\$550,375</b>	<b>\$685,040</b>	<b>(\$134,665)</b>	<b>-20%</b>	<b>\$598,741</b>	<b>(48,366)</b>	<b>-8%</b>	
<b>SUPERVISION</b>								
Staff	\$411,842	\$429,312	(\$17,470)	-4%	\$351,121	60,721	17%	
FICA	36,799	37,160	(361)	-1%	30,966	5,832	19%	
Pension	43,987	48,307	(4,320)	-9%	38,360	5,627	15%	
Health	118,928	140,070	(21,142)	-15%	101,779	17,150	17%	
Sick Pay	8,722	8,614	108	1%	2,176	6,547	301%	
Vacation Pay	35,824	25,434	10,390	41%	25,724	10,101	39%	
Holiday Pay	21,530	20,673	857	4%	17,528	4,002	23%	
Other Paid Leave	4,407	5,169	(762)	-15%	9,542	(5,135)	-54%	
Unemployment Insurance	840	774	66	9%	616	224	36%	
Training, Travel & Meetings	1,505	7,501	(5,996)	-80%	1,668	(163)	-10%	
<b>Supervision Subtotal</b>	<b>\$684,386</b>	<b>\$723,014</b>	<b>(\$38,628)</b>	<b>-5%</b>	<b>\$579,480</b>	<b>104,906</b>	<b>18%</b>	
<b>VEHICLE CONSUMABLES</b>								
Bus Fuel	\$1,505,621	\$1,724,450	(218,829)	-13%	\$1,695,821	(190,200)	-11%	
Oil & Lubricants	145,762	161,027	(15,265)	-9%	139,074	6,688	5%	
Electric Vehicle Power	52,897	56,596	(3,699)	-7%	47,143	5,753	12%	
Tire Lease	109,212	113,954	(4,742)	-4%	103,682	5,530	5%	
Tire Mounting	11,831	11,250	581	5%	11,201	630	6%	
<b>Vehicle Consumables Subtotal</b>	<b>\$1,825,322</b>	<b>\$2,067,277</b>	<b>(\$241,955)</b>	<b>-12%</b>	<b>\$1,996,922</b>	<b>(171,599)</b>	<b>-9%</b>	

**Vehicle Maintenance Detail  
9 Months Ended March 31 2024**

<i>Vehicle Maintenance Cont'd.</i>	FY 23-24		Variance		FY 22-23	Variance	
	Actual	Budget	Amt	%		Actual	Amt
<b>VEHICLE PARTS &amp; SUPPLIES</b>							
Bus Parts Issued	\$399,051	\$450,000	(\$50,949)	-11%	\$381,060	17,991	5%
Shop Supplies	42,656	52,501	(9,845)	-19%	43,613	(957)	-2%
Bus Servicing Supplies	6,834	7,501	(667)	-9%	5,797	1,037	18%
Hazmat Disposal & Compliar	18,667	14,999	3,668	24%	8,215	10,453	127%
<i>Vehicle Part &amp; Supplies Subtotal</i>	<u>\$467,208</u>	<u>\$525,001</u>	<u>(\$57,793)</u>	-11%	<u>\$438,685</u>	<u>28,523</u>	7%
<b>VENDOR BUS REPAIRS</b>							
Vandalism Repairs	\$417	\$3,749	(\$3,332)	-89%	\$834	(417)	-50%
Accident Damage Repairs	4,849	3,749	1,100	29%	3,753	1,096	29%
Accident Claim Collections	0	(7,501)	7,501	-100%	(23,694)	23,694	-100%
Other Vendor Repairs	18,591	56,250	(37,659)	-67%	9,271	9,319	101%
<i>Vendor Bus Repairs Subtotal</i>	<u>\$23,857</u>	<u>\$56,247</u>	<u>(\$32,390)</u>	-58%	<u>(\$9,835)</u>	<u>33,692</u>	-343%
<b>RISK &amp; SAFETY</b>							
Workers' Comp Services	\$11,478	\$10,262	\$1,216	12%	\$9,878	1,600	16%
Workers' Comp Insurance	9,010	8,116	894	11%	6,368	2,643	42%
Current Year Incident Payouts	3,062	7,501	(4,439)	-59%	18,599	(15,537)	-84%
Current Year Incident Reserv	0	18,751	(18,751)	-100%	0	0	n/a
Prior Years Incident Payouts	6,092	37,499	(31,407)	-84%	5,657	436	8%
Change in Prior Years Reser	51,369	18,751	32,618	174%	(7,662)	59,031	-770%
<i>Risk &amp; Safety Subtotal</i>	<u>\$81,011</u>	<u>\$100,880</u>	<u>(\$19,869)</u>	-20%	<u>\$32,839</u>	<u>48,172</u>	147%
<b>MICROTRANSIT</b>							
Microtransit Services	596	0	596	5956000%	0	596	n/a
Microtransit Materials	4,661	0	4,661	46606100%	0	4,661	n/a
<i>Microtransit Subtotal</i>	<u>\$5,256</u>	<u>\$0</u>	<u>\$5,256</u>		<u>\$0</u>	<u>\$5,256</u>	
<b>TOTAL VEHICLE MAINTENAN</b>	<u><b>\$4,539,275</b></u>	<u><b>\$5,258,692</b></u>	<u><b>(\$719,417)</b></u>	-14%	<u><b>\$4,579,540</b></u>	<u><b>(\$40,265)</b></u>	-0.9%

**Passenger Accommodations Detail  
9 Months Ended March 31 2024**

	FY 23-24		Variance		FY 22-23		Variance	
	Actual	Budget	Amt	%	Actual	Amt	%	
<b>Wages &amp; Benefits</b>								
Supervisors	\$177,707	\$167,611	\$10,096	6%	\$168,825	8,881	5%	
TC Advisors	78,762	109,420	(30,658)	-28%	92,682	(13,920)	-15%	
Staff	38,677	34,802	3,875	11%	35,683	2,994	8%	
FICA	25,150	27,964	(2,814)	-10%	25,989	(840)	-3%	
Pension	31,065	25,985	5,080	20%	20,336	10,729	53%	
Health	109,321	116,663	(7,342)	-6%	99,519	9,802	10%	
Sick Pay	4,865	12,288	(7,423)	-60%	12,771	(7,906)	-62%	
Vacation Pay	20,185	18,383	1,802	10%	18,736	1,448	8%	
Holiday Pay	12,977	15,759	(2,782)	-18%	12,051	926	8%	
Other Paid Leave	5,082	5,089	(7)	0%	14,518	(9,437)	-65%	
Unemployment Insurance	765	898	(133)	-15%	1,006	(242)	-24%	
<b>Wages &amp; Benefits Subtotal</b>	<b>\$504,555</b>	<b>\$534,862</b>	<b>(\$30,307)</b>	<b>-6%</b>	<b>\$502,117</b>	<b>2,437</b>	<b>0%</b>	
<b>Buildings &amp; Grounds</b>								
TC Contract Maintenance	\$85,408	\$84,749	\$659	1%	\$83,373	2,035	2%	
TC Repairs/Supplies	11,497	5,625	5,872	104%	6,643	4,854	73%	
Bus Stop Repairs/Supplies	1,935	5,251	(3,316)	-63%	2,674	(739)	-28%	
TC Property Insurance	12,421	11,139	1,282	12%	7,312	5,109	70%	
<b>Buildings &amp; Grounds Subtotal</b>	<b>\$111,261</b>	<b>\$106,764</b>	<b>\$4,497</b>	<b>4%</b>	<b>\$100,002</b>	<b>11,260</b>	<b>11%</b>	
<b>Passenger Facilities Subtotal</b>	<b>\$615,816</b>	<b>\$641,626</b>	<b>(\$25,810)</b>	<b>-4%</b>	<b>\$602,119</b>	<b>13,697</b>	<b>2%</b>	
<b>TRANSIT DEVELOPMENT</b>								
Staff	\$120,155	\$194,294	(\$74,139)	-38%	\$113,809	6,346	6%	
FICA	11,609	16,829	(5,220)	-31%	10,072	1,538	15%	
Pension	10,975	22,000	(11,025)	-50%	11,236	(260)	-2%	
Health	22,995	52,549	(29,554)	-56%	26,313	(3,318)	-13%	
Sick Pay	12,457	5,923	6,534	110%	4,450	8,007	180%	
Vacation Pay	10,177	8,761	1,416	16%	6,029	4,148	69%	
Holiday Pay	5,701	8,884	(3,183)	-36%	5,696	5	0%	
Other Paid Leave	3,738	3,609	129	4%	2,087	1,652	79%	
Unemployment Insurance	392	417	(25)	-6%	304	88	29%	
Training, Travel & Meetings	944	2,250	(1,306)	-58%	1,635	(691)	-42%	
Planning Services & Supplies	0	13,500	(13,500)	-100%	31,521	(31,521)	-100%	
<b>Transit Development Subtotal</b>	<b>\$199,144</b>	<b>\$329,016</b>	<b>(\$129,872)</b>	<b>-39%</b>	<b>\$213,151</b>	<b>(14,006)</b>	<b>-7%</b>	

**Passenger Accommodations Detail  
9 Months Ended March 31 2024**

	FY 23-24		Variance		FY 22-23		Variance	
	Actual	Budget	Amt	%	Actual	Amt	%	
<b>MARKETING &amp; COMMUNITY RELATIONS</b>								
<b>Wages &amp; Benefits</b>								
Staff	\$119,898	\$142,830	(\$22,932)	-16%	\$112,797	7,101	6%	
FICA	11,407	12,366	(959)	-8%	10,670	738	7%	
Pension	12,383	16,164	(3,781)	-23%	10,097	2,286	23%	
Health	32,121	31,527	594	2%	29,433	2,688	9%	
Sick Pay	10,303	2,544	7,759	305%	10,796	(493)	-5%	
Vacation Pay	13,432	8,945	4,487	50%	7,765	5,668	73%	
Holiday Pay	4,591	5,958	(1,367)	-23%	5,788	(1,197)	-21%	
Other Paid Leave	2,694	2,359	335	14%	3,879	(1,185)	-31%	
Unemployment Insurance	470	226	244	108%	419	51	12%	
<b>Wages &amp; Benefits Subtotal</b>	<b>\$207,300</b>	<b>\$222,919</b>	<b>(\$15,619)</b>	<b>-7%</b>	<b>\$191,643</b>	<b>15,656</b>	<b>8%</b>	
<b>Outside Services</b>								
Media Ad Placement	0	\$14,999	(14,999)	-100%	0	0	n/a	
Brochures & Publications	0	4,500	(4,500)	-100%	535	(535)	-100%	
Market Research	900	1,876	(976)	-52%	468	432	92%	
Promotional Giveaways	0	4,500	(4,500)	-100%	0	0	n/a	
Other Promotions	16,025	50,999	(34,974)	-69%	9,188	6,837	74%	
Route Schedules & Informati	59,071	57,850	1,221	2%	39,121	19,950	51%	
Training, Travel & Meetings	30	2,250	(2,221)	-99%	237	(207)	-88%	
<b>Outside Services Subtotal</b>	<b>\$76,026</b>	<b>\$136,974</b>	<b>(\$60,948)</b>	<b>-44%</b>	<b>\$49,550</b>	<b>26,476</b>	<b>53%</b>	
<b>Marketing &amp; Community Relatio</b>	<b>\$283,325</b>	<b>\$359,893</b>	<b>(\$76,568)</b>	<b>-21%</b>	<b>\$241,193</b>	<b>42,133</b>	<b>17%</b>	
<b>FARE REVENUE COLLECTION</b>								
<b>Wages &amp; Benefits</b>								
Staff	\$133,524	\$110,730	\$22,794	21%	\$110,815	22,708	20%	
FICA	12,127	10,362	1,765	17%	10,162	1,966	19%	
Pension	15,938	13,544	2,394	18%	13,384	2,555	19%	
Health	51,344	55,762	(4,419)	-8%	46,228	5,115	11%	
Sick Pay	3,634	4,942	(1,308)	-26%	2,774	860	31%	
Vacation Pay	14,975	12,354	2,621	21%	12,186	2,790	23%	
Holiday Pay	5,892	5,930	(38)	-1%	5,599	293	5%	
Other Paid Leave	1,508	2,470	(962)	-39%	2,461	(953)	-39%	
Unemployment Insurance	224	238	(14)	-6%	224	0	0%	
<b>Wages &amp; Benefits Subtotal</b>	<b>\$239,166</b>	<b>\$216,332</b>	<b>\$22,834</b>	<b>11%</b>	<b>\$203,832</b>	<b>35,333</b>	<b>17%</b>	
<b>Outside Services</b>								
Fare Processing	\$42,381	\$79,187	(\$36,806)	-46%	\$49,431	(7,050)	-14%	
Farebox Parts & Repairs	34,335	37,499	(3,164)	-8%	39,933	(5,597)	-14%	
Tickets, Tokens & Transfers	32,546	14,999	17,547	117%	25,252	7,294	29%	
<b>Outside Services Subtotal</b>	<b>\$109,263</b>	<b>\$131,685</b>	<b>(\$22,422)</b>	<b>-17%</b>	<b>\$114,616</b>	<b>(5,354)</b>	<b>-5%</b>	
<b>Fare Revenue Collection Subtotal</b>	<b>\$348,428</b>	<b>\$348,017</b>	<b>\$411</b>	<b>0%</b>	<b>\$318,448</b>	<b>\$29,980</b>	<b>9%</b>	
<b>TOTAL PSNGR ACCOMMODA</b>	<b>\$1,446,714</b>	<b>\$1,678,552</b>	<b>(\$231,839)</b>	<b>-14%</b>	<b>\$1,374,911</b>	<b>71,803</b>	<b>5%</b>	



**General Overhead Detail**  
**9 Months Ended March 31 2024**

	FY 23-24		Variance		FY 22-23		Variance	
	Actual	Budget	Amt	%	Actual	Amt	%	
<b>FINANCE</b>								
Staff	\$339,519	\$338,832	\$687	0%	\$269,634	69,885	26%	
FICA	29,460	29,025	435	1%	23,317	6,143	26%	
Pension	36,142	37,941	(1,799)	-5%	25,978	10,164	39%	
Health	143,410	143,891	(481)	0%	99,637	43,773	44%	
Sick Pay	6,665	2,655	4,010	151%	2,796	3,870	138%	
Vacation Pay	17,627	20,672	(3,045)	-15%	18,245	(617)	-3%	
Holiday Pay	17,511	15,928	1,583	10%	13,691	3,821	28%	
Other Paid Leave	6,433	3,983	2,450	62%	2,246	4,187	186%	
Unemployment Insurance	621	537	84	16%	505	115	23%	
Financial Audit Services	43,320	47,500	(4,180)	-9%	46,250	(2,930)	-6%	
<b>Finance Subtotal</b>	<b>\$640,709</b>	<b>\$640,964</b>	<b>(\$255)</b>	<b>0%</b>	<b>\$502,300</b>	<b>138,409</b>	<b>28%</b>	
<b>PERSONNEL</b>								
Staff	\$113,433	\$101,182	\$12,251	12%	\$77,101	36,333	47%	
FICA	10,003	9,365	638	7%	6,430	3,573	56%	
Pension	8,658	12,240	(3,582)	-29%	982	7,676	782%	
Health	42,340	38,815	3,525	9%	15,805	26,535	168%	
Sick Pay	2,689	2,220	469	21%	3,318	(629)	n/a	
Vacation Pay	5,736	8,633	(2,897)	-34%	0	5,736	n/a	
Holiday Pay	6,287	8,883	(2,596)	-29%	2,967	3,319	112%	
Other Paid Leave	3,782	2,961	821	28%	1,208	2,574	n/a	
Unemployment Insurance	391	466	(75)	-16%	633	(242)	n/a	
<b>Personnel Subtotal</b>	<b>\$193,319</b>	<b>\$184,765</b>	<b>\$8,554</b>	<b>5%</b>	<b>\$108,444</b>	<b>84,875</b>	<b>78%</b>	
<b>UTILITIES</b>								
Telephone & Data Communic	\$51,878	\$65,250	(\$13,372)	-20%	\$58,079	(6,202)	-11%	
Power, Water & Refuse	163,916	163,499	417	0%	160,706	3,211	2%	
Two-Way Radios	14,453	11,250	3,203	28%	5,691	8,762	154%	
<b>Utilities Subtotal</b>	<b>\$230,247</b>	<b>\$239,999</b>	<b>(\$9,752)</b>	<b>-4%</b>	<b>\$224,476</b>	<b>5,771</b>	<b>3%</b>	
<b>OPERATING FACILITIES</b>								
<b>Wages &amp; Benefits</b>								
Staff	\$48,476	\$49,859	(\$1,383)	-3%	\$50,026	(1,550)	-3%	
FICA	4,769	4,513	256	6%	4,540	229	5%	
Pension	6,281	5,900	381	6%	5,981	300	5%	
Health	10,476	10,488	(12)	0%	9,404	1,072	11%	
Sick Pay	3,055	668	2,387	357%	1,559	1,496	n/a	
Vacation Pay	7,274	5,565	1,709	31%	5,542	1,732	31%	
Holiday Pay	2,548	2,671	(123)	-5%	2,405	142	6%	
Other Paid Leave	1,455	668	787	118%	277	1,178	425%	
Unemployment Insurance	112	119	(7)	-6%	112	0	n/a	
<b>Wages &amp; Benefits Subtotal</b>	<b>\$84,445</b>	<b>\$80,451</b>	<b>\$3,994</b>	<b>5%</b>	<b>\$79,847</b>	<b>4,599</b>	<b>6%</b>	

**General Overhead Detail**  
**9 Months Ended March 31 2024**

	FY 23-24	FY 23-24	Variance		FY 22-23	Variance	
	Actual	Budget	Amt	%	Actual	Amt	%
<i>OPERATING FACILITIES (cont'd)</i>							
Service Vehicles							
Parts & Repairs	\$5,198	\$11,250	(\$6,052)	-54%	\$14,528	(9,330)	-64%
Fuel	36,476	48,749	(12,273)	-25%	45,392	(8,916)	-20%
Service Vehicles Subtotal	\$41,674	\$59,999	(\$18,325)	-31%	\$59,920	(18,246)	-30%
Buildings & Grounds							
Contract Maintenance	\$97,570	\$89,249	\$8,321	9%	\$86,421	11,148	13%
Overpass Site Maintenance	5,708	7,501	(1,793)	-24%	6,218	(510)	-8%
B&G Repairs/Supplies	49,057	63,751	(14,694)	-23%	57,302	(8,244)	-14%
Property Insurance	65,825	70,420	(4,595)	-7%	51,157	14,668	29%
Buildings & Grounds Subtotal	\$218,160	\$230,921	(\$12,761)	-6%	\$201,097	17,063	8%
<i>Operating Facilities Subtotal</i>	<i>\$344,279</i>	<i>\$371,371</i>	<i>(\$27,092)</i>	<i>-7%</i>	<i>\$340,864</i>	<i>3,415</i>	<i>1%</i>
<i>DISTRICT ADMINISTRATION</i>							
Wages & Benefits							
Staff	\$533,422	\$642,505	(\$109,083)	-17%	\$464,801	68,622	15%
Bus Ad Revenue Placement	0	0	0	n/a	0	0	n/a
FICA	41,825	55,562	(13,737)	-25%	40,289	1,535	4%
Pension	74,985	81,922	(6,937)	-8%	66,153	8,832	13%
Health	102,174	140,861	(38,687)	-27%	93,826	8,348	9%
Sick Pay	5,072	8,938	(3,866)	-43%	9,006	(3,934)	-44%
Vacation Pay	32,770	37,864	(5,094)	-13%	39,095	(6,325)	-16%
Holiday Pay	25,521	30,528	(5,007)	-16%	23,063	2,458	11%
Other Paid Leave	22,652	7,781	14,871	191%	26,102	(3,450)	-13%
Unemployment Insurance	624	927	(303)	-33%	943	(319)	-34%
Wages & Benefits Subtotal	\$839,045	\$1,006,888	(\$167,843)	-17%	\$763,278	\$75,767	
Administrative Services							
Directors Fees	\$6,274	\$8,164	(\$1,890)	-23%	7,020	(746)	-11%
Public Officials Insurance	90,451	96,733	(6,282)	-6%	89,842	609	1%
Legal Counsel	9,997	93,749	(83,752)	-89%	60,408	(50,412)	-83%
Pension Administration	808	751	57	8%	0	808	n/a
Office Equipment Maintenance	349,261	333,061	16,200	5%	341,403	7,858	2%
Interest Expense - GASB96	(677)	0	(677)	-6770100%	0	(677)	n/a
Miscellaneous Services	94,719	423,109	(328,390)	-78%	150,787	(56,067)	-37%
Office & Computer Supplies	23,158	45,000	(21,842)	-49%	45,399	(22,241)	-49%
Dues & Subscriptions	41,257	37,499	3,758	10%	38,673	2,584	7%
Conferences & Training	19,299	14,999	4,300	29%	16,766	2,534	15%
Employee Relations	35,392	42,658	(7,266)	-17%	32,658	2,734	8%
Retiree Health Insurance	64,480	68,251	(3,771)	-6%	68,481	(4,001)	-6%
Mandated Fees & Permits	25,040	26,249	(1,209)	-5%	21,867	3,174	15%
Miscellaneous Expenses	6,895	11,250	(4,355)	-39%	6,694	201	3%
Bad Debt Expense	0	1,876	(1,876)	-100%	0	0	n/a
COVID-19 Exenses	3,033	187,501	(184,468)	-98%	143,328	(140,295)	-98%
Subscription Amortization Expense	44,008	0	44,008	440078900%	0	44,008	n/a
Administrative Services Subtotal	\$813,396	\$1,390,850	(\$577,454)	-42%	\$1,023,325	(\$209,929)	-21%
<i>District Administration Subtotal</i>	<i>\$1,652,441</i>	<i>\$2,397,738</i>	<i>(\$745,297)</i>	<i>-31%</i>	<i>\$1,786,602</i>	<i>(\$134,161)</i>	<i>-8%</i>
<b>TOTAL GENERAL OVERHEAD</b>	<b>\$3,060,995</b>	<b>\$3,834,837</b>	<b>(\$773,842)</b>	<b>-20%</b>	<b>\$2,962,686</b>	<b>\$98,309</b>	<b>3%</b>

To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: May 7, 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, Staff submitted an application for two 40-ft. electric buses and chargers, in partnership with the following agencies: 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). In total, the combined applications include 18 buses and chargers, along with funding for workforce development.

MTD staff participated in the Santa Barbara Earth Day Festival on April 27th and 28th at Alameda Park, interacting with hundreds of attendees. One of the new 40-foot battery-electric buses was on display and festival goers were impressed with the vehicle and some had already seen them out and about in service.

Kimberly Rangel recently joined the Human Resources team as a HR Generalist. Additionally, in the last two weeks, 10 Bus Operator applicants signed Offer Letters and are working on their CDL permits. Congratulations to Marco V and Damon R who recently passed DMV Commercial testing and have been issued Class B licenses. After successful completion of training, they will be released into revenue service. The Operations training team continues to be busy as we welcome new Operators-in-Training, Alex K and Jesus S., as well as new Mechanic Calixto C who is also in training to obtain a Commercial license.

The Fleet & Facilities Department recently sent two Mechanics to Los Angeles Trade Tech-College (LATTC) for brake systems training, for the first of two sessions. They will return to LATTC to complete the second session on May 15th.

New requirements relating to Public Transportation Agency Safety Plan (PTASP) Final Rule were laid out in the Bipartisan Infrastructure Law (BIL) (amendments to 49 U.S.C. § 5329(d)) that apply based on the size of the urbanized area, or UZA, that the transit agency serves. MTD is formally recognized by Federal Transit Administration (FTA) as a large UZA effective October 1, 2023, the start of the Federal fiscal year, as a result of the 2020 Census. A large UZA has a population of 200,000 or more. One of the new requirements under the BIL is increased engagement by frontline workers in safety planning by convening a PTASP specific safety committee through a joint labor management process, consisting of an equal number of frontline employee representatives and management representatives. MTD's PTASP safety committee met on April 25th to begin review of MTD's Agency Safety Plan (ASP) in preparation for the annual renewal of the ASP in July. The timing of the meeting coincided with the recent FTA publication of the updated version of the National Public Transportation Safety Plan (NSP). The updates to the NSP were made to incorporate the new BIL requirements for PTASP. MTD's PTASP Safety

Committee will meet again in early June to update MTD's ASP to incorporate the new BIL changes to safety performance measures, as indicated now in the National Safety Plan.

MTD's Chief Safety Officer recently completed two half day Train-the-Trainer certification courses through FTA's National Transit Institute (NTI), under new PTASP requirements for de-escalation training program development. The courses were Assault Awareness and Prevention for Transit Operators, and Violence in the Transit Workplace – Prevention, Response, and Recovery. These are online virtual courses offered through FTA's training resources.

TRAPEZE has assigned a Project Manager for the Planning System Upgrade to be completed by December 31, 2024. Project Milestones have been completed for the Clever Devices IT Refresh and new hardware equipment ordered by Clever Devices.

Payroll Tax Returns for the period ending 3/31/2024 were filed timely. With the transition of Payroll to the ADP Software these forms will be automated and filed by ADP on behalf of MTD in the future. The transition process has met with success thus far. HR and Payroll staff are collaborating on the phased implementation very cohesively. The 2023 Government Compensation in California Report required by Government Code section 53891 was filed with the State Controller's Office. The FY23-24 Audit Engagement Letter has been executed with Vasquez + Company, LLP. A kick-off meeting for the audit schedule and process is being planned for late May/early June.

A public Request for Proposal (RFP) was made for a Voice Over Internet (VOIP) Phone System. Bids are due May 15, 10am PST. Procurement has made an Invitation to Bid (IFB) to ten (10) qualified suppliers for the upcoming Renewable Diesel Supply Fuel Bid. Bids are due May 16, 2024, 2pm PST.

Staff will attend a meeting of the Santa Barbara County Association of Governments' (SBCAG's) Technical Transportation Advisory Committee (TTAC) on May 2. TTAC will be sked to recommend that the SBCAG Board approve 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, and staff is in favor of this proposal. 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 managed by SBCAG (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. Staff does not favor this proposed change. TTAC will also receive updates on various topics.