



AGENDA
Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, March 9, 2010
8:30 a.m.
Santa Barbara MTD Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

2. ROLL CALL OF THE BOARD OF DIRECTORS

Dave Davis, Chair; Roger Aceves, Vice Chair; Chuck McQuary, Secretary; Dick Weinberg, Director; Brian Fahnestock, Director; John Britton, Director

3. REPORT REGARDING POSTING OF AGENDA

CONSENT CALENDAR

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

The Board will be asked to waive the reading of and approve the draft minutes for the meetings of February 23, 2010.

5. CASH REPORT- (ATTACHMENTS- ACTION MAY BE TAKEN)

The Board will be asked to review the cash reports for February 16, 2010 through March 1, 2010.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

Members of the public may address the Board 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 **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address. Additional public comment will be allowed during each agenda item, including closed session items. Please fill out the Request to Speak form and indicate the agenda item # that you wish to comment on.

CEREMONIAL ITEMS

7. ANNIVERSARIES

The Board will honor the anniversaries of MTD Drivers:

- Jack Graham (35 years)
- Frank Reynoso (35 years)
- Carl Flores (35 years)

8. UPDATE- CITY OF SANTA BARBARA (ACTION MAY BE TAKEN)

The Board will receive an update from the City of Santa Barbara Council MTD Liaison.

9. FISCAL YEAR 10-11 DRAFT BUDGET (ATTACHMENT- INFORMATIONAL)

Staff will present the draft operating and capital budget for FY 10-11.

10. RESOLUTION 10-01 TO FILE A CLAIM WITH THE SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS (SBCAG) FOR TRANSPORTATION DEVELOPMENT ACT (TDA) FUNDS FOR FISCAL YEAR 2010-2011 (ATTACHMENT- ACTION MAY BE TAKEN)

The Board will be asked to approve Resolution 10-01 authorizing MTD staff to file a claim with SBCAG for allocation of TDA funds for fiscal year 2010-2011.

11. SERVICE PLANNING CRITERIA AND EVALUATION PROCESS- (ATTACHMENT- INFORMATIONAL)

The Board will receive a presentation and provide feedback on the FY 10/11 Draft Service Plan.

12. LIABILITY INSURANCE (ATTACHMENT- ACTION MAY BE TAKEN)

The Board will be asked to authorize renewal of liability insurance.

13. GENERAL MANAGERS REPORT- (ACTION MAY BE TAKEN)

- a. School District Joint Meeting Discussion
- b. Measure A Strategic Plan
- c. Plan Santa Barbara
- d. GVPAC
- e. Other

14. OTHER BUSINESS AND COMMITTEE REPORTS- (ACTION MAY BE TAKEN)

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

15. RECESS TO CLOSED SESSION-UNION NEGOTIATIONS- (NO ACTION WILL BE TAKEN)

The Board will meet in closed session pursuant to Government Code §54957.6 to discuss labor negotiations with labor negotiators Sherrie Fisher, General Manager and Jerry Estrada, Assistant General Manager. ***PUBLIC COMMENT WILL BE ALLOWED RELATED TO THE CLOSED SESSION ITEM(S) BEFORE THE RECESS.***

16. ADJOURNMENT

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



MINUTES
Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, February 23, 2010
8:30 a.m. CLOSED SESSION
9:00 a.m. REGULAR BOARD MEETING
Santa Barbara MTD Auditorium
550 Olive Street, Santa Barbara, CA 93101

1. CALL TO ORDER

Chair Davis called the meeting to order at 8:31.

2. ROLL CALL OF THE BOARD OF DIRECTORS

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

DISTRICT EMPLOYEES PRESENT:

Sherrie Fisher, General Manager; Jerry Estrada, Assistant General Manager; Imelda Martin, Executive Assistant to the General Manager and Board of Directors; David Damiano, Manager of Transit Development and Community Relations; Steve Maas, Manager of Strategic Planning & Compliance.

3. REPORT REGARDING POSTING OF AGENDA

Imelda Martin, Executive Assistant to the General Manager and Board of Directors, reported that the agenda was posted on Friday, February 19, 2010 at MTD's administrative offices, emailed and mailed to those on the agenda minutes list, and posted on MTD's website.

4. RECESS TO CLOSED SESSION-GENERAL MANAGER PERFORMANCE EVALUATION (ACTION MAY BE TAKEN)

Conference with Labor Negotiators pursuant to Government Code Section 54957.6:

SBMTD designated representatives: MTD Board of Directors

SBMTD unrepresented employee: General Manager, Sherrie Fisher

PUBLIC COMMENT WILL BE ALLOWED RELATED TO THE CLOSED SESSION ITEM(S) BEFORE THE RECESS.

Upon returning from closed session Chair Davis reported that the General Managers contract was reviewed and approved. He added that this is an employee contract with no change in salary or compensation. Director Aceves moved to approve the contract. Director Britton seconded the motion. The motion passed unanimously. On behalf of the Board of Directors, Chair Davis thanked General Manager Fisher for her years of service and exceptional service as General Manager.

AT THIS TIME THE BOARD RECESSED

TIME CERTAIN 9:00 A.M. REGULAR BOARD MEETING

CONSENT CALENDAR

5. & 6. APPROVAL OF PRIOR MINUTES & CASH REPORT ATTACHMENT- (ACTION MAY BE TAKEN)

Director Fahnestock moved to approve the draft minutes for the meetings of February 9, 2010 and the cash report for February 2, 2010 through February 15, 2010. Director Aceves seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

7. PUBLIC COMMENT

There was no public comment made.

8. UPDATE- CITY OF SANTA BARBARA (ACTION MAY BE TAKEN)

Councilmember Michael Self reported on agenda items for the City Council Meeting to take place later in the day.

9. TRANSPORTATION DEVELOPMENT ACT TRIENNIAL PERFORMANCE AUDIT (INFORMATIONAL)

Staff reviewed the elements of the upcoming Transportation Development Act Triennial Performance Audit expected to take place in spring 2010. The audit will cover Fiscal Years 2007, 2008 and 2009. Following a discussion, the Board thanked Mr. Maas for his presentation.

10. SERVICE PLANNING CRITERIA AND EVALUATION PROCESS- (ACTION MAY BE TAKEN)

David Damiano, Manager of Transit Development and Community Relations, reviewed the Service Planning Criteria and Evaluation Process with the Board. Following suggested amendments from Chair Davis, Director Weinberg moved to approve the Service Planning Criteria and Evaluation Process. Director Britton seconded the motion. The motion passed unanimously.

Chair Davis complimented staff on the report and requested that staff provide him with a final amended version to assure consistency with the requested amendments included in the motion to approve.

11. PROPOSED BUDGET REVISIONS FOR FY 09-10 (ACTION MAY BE TAKEN)

Assistant General Manager/ Controller, Jerry Estrada reviewed the proposed budget revisions for Fiscal Year 2009/2010. Following the presentation, Chair Davis thanked Mr. Estrada for the report. Director Weinberg moved to approve the budget revisions as recommended by staff. Director Britton seconded the motion. The motion passed unanimously.

12. GENERAL MANAGERS REPORT- (ACTION MAY BE TAKEN)

General Manager Fisher reported that the Santa Barbara County Association of Governments (SBCAG) Board met and unanimously voted to provide additional funding for the FY 09/10 Valley Express of up to \$81,000.

Mr. Damiano reported that the following bus shelters will be installed in a joint effort with the City of Santa Barbara Redevelopment Agency:

- San Andres at Anapamu (heading toward Micheltorena)
- Modoc at Portesuello (adjacent to Pilgrim Terrace)
- Punta Gorda at Salinas (heading toward Voluntario)
- San Andres at Valerio (heading toward Micheltorena)
- Milpas at De la Guerra (heading toward Cota)
- Montecito at Milpas (next to Scolari's)
- Voluntario at Carpinteria (heading toward Milpas)
- Milpas at Haley (heading toward Ortega)

Mr. Damiano offered to bring to the Board a PowerPoint presentation showing all recent bus stop enhancements be brought to the Board. Director Aceves suggested that the same presentation be posted on the MTD Website.

Mr. Damiano invited the Board to an upcoming ribbon cutting at the new bus shelter on Hollister at Kellogg. Director Aceves requested that staff work with City of Goleta on a joint press release.

In response to a question by Director McQuary, General Manager Fisher reported that there is currently low ridership on the extended First Friday event service in Carpinteria.

General Manager Fisher reported that MTD staff met with the City of Santa Barbara Public Works Transportation Manager to discuss the stone pine trees on Anapamu Street that interfere with the height clearance of the hybrid bus profile on that route. City staff is researching possible options. In the meantime, MTD will continue to use non-hybrid buses along that route.

General Manager Fisher stated that she would have a full report to the Board on Hybrid Vehicles at a future Board Meeting.

Following a report from Mr. Damiano, Director Aceves requested that staff return with a report of the cost to provide late night Line 7 trips on request.

Imelda Martin, Executive Assistant to the General Manager and Board of Directors, reported on a seminar she recently attended regarding 700 Forms. She reminded the Board that the forms are due April 1st.

General Manager Fisher passed out a hand out from the SBCAG Meeting on February 18th with regard to Measure A.

General Manager Fisher reported that there will be a LOSSAN (The Los Angeles-San Diego Rail Corridor Agency) Meeting on Wednesday, February 24, 2010. The LOSSAN Rail Corridor runs from San Diego County to San Luis Obispo County.

13. OTHER BUSINESS AND COMMITTEE REPORTS- (ACTION MAY BE TAKEN)

Chair Davis reported that he and Vice Chair Aceves will be meeting with interested parties in preparation for the upcoming Transit Talk meetings on Monday, March 15, 2010, at 9 a.m. at the MTD offices..

14. ADJOURNMENT

Director Britton moved to adjourn the meeting. Director Fahnestock seconded the motion. The motion passed unanimously and the meeting was adjourned at 9:55 a.m.

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 9, 2010
For the Period February 16, 2010 through March 1, 2010

MONEY MARKET

Beginning Balance February 16, 2010 **\$1,030,953.87**

SB-325 (LTF)	538,886.25
Advertising & Prepaid Dep	294,803.88
Accounts Receivable	259,839.25
Passenger Fares	163,827.01
SBCC Fares	95,672.50
Miscellaneous	843.28
Total Deposits	1,353,872.17

ACH Garnishment Trf	(2,703.31)
Bank Fee - Feb 10	(4,824.46)
ACH Pensions Transfer	(35,656.67)
ACH Tax Deposit	(137,880.21)
Operations Transfer	(245,210.28)
Payroll Transfer	(305,430.23)
Total Disbursements	(731,705.16)

Ending Balance **\$1,653,120.88**

CASH INVESTMENTS

LAIF Account	\$5,769,837.26
Money Market Account	1,653,120.88

Total Cash Balance **\$7,422,958.14**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$1,257,291.03)
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Working Capital **\$6,165,667.11**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
94766	2/12/2010	MCGOWAN GUNTERMANN	ANNUAL AUDIT	86.00	V
94799	2/19/2010	ANDREWS, HENRY	REIMBURSEMENT	257.56	
94800	2/19/2010	ARZATE, CYNTHIA	PR REIMB.	370.90	
94801	2/19/2010	BIG BRAND TIRES	SERVICE & TIRES SERVICE VEHICLE	80.69	
94802	2/19/2010	BOMAR SECURITY & INVESTIGATI	SECURITY SERVICES	537.40	
94803	2/19/2010	JOHN BRITTON	DIRECTOR FEES	60.00	
94804	2/19/2010	BUENA TOOL, INC.	SHOP/B&G SUPPLIES	15.33	
94805	2/19/2010	CALIFORNIA ELECTRIC SUPPLY, IN	SHOP/B&G SUPPLIES	22.09	
94806	2/19/2010	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	872.36	
94807	2/19/2010	CENTRAL CITY ABS, INC.	BUS SUPPLIES	761.67	
94808	2/19/2010	CIO SOLUTIONS, LP	PROFESSIONAL SERVICES	4,200.00	
94809	2/19/2010	CORRAL, LARRY	TOOL ALLOWANCE	1,100.00	
94810	2/19/2010	COAST TRUCK PARTS	BUS PARTS	444.59	
94811	2/19/2010	CUMMINS CAL PACIFIC LLC	BUS PARTS	1,875.88	
94812	2/19/2010	CUNNINGHAM'S RADIATOR DBA	REPAIR SERVICE	1,217.81	
94813	2/19/2010	DONS INDUSTRIAL, INC.	BUS PARTS/SHOP SUPPLIES	127.23	
94814	2/19/2010	EBUS, INC.	BUS PARTS	1,430.60	
94815	2/19/2010	ERGOMETRICS, INC.	DRIVER TEST SCORING	47.75	
94816	2/19/2010	EXPRESS AUTO PARTS EXCHANGE,	BUS PARTS	799.31	
94817	2/19/2010	FALCON FUELS, INC.	BUS FUEL	16,558.39	
94818	2/19/2010	FAST UNDERCAR	EV BUS PARTS	6.83	
94819	2/19/2010	FGL ENVIRONMENTAL, INC	STORMWATER TEST	510.00	
94820	2/19/2010	BRIAN FAHNESTOCK	DIRECTOR FEES	60.00	
94821	2/19/2010	FRAZEE INDUSTRIES, INC	BUS STOP MAINT.	44.59	
94822	2/19/2010	GEM EQUIPMENT	BUS PARTS & SUPPLIES	90.80	
94823	2/19/2010	GIBBS INTERNATIONAL INC	BUS PARTS/SUPPLIES	1,132.48	
94824	2/19/2010	GILLIG LLC DBA	BUS PARTS	1,949.21	
94825	2/19/2010	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	67.28	
94826	2/19/2010	KIRKS AUTOMOTIVE, INC	BUS/AUTO PARTS	316.46	
94827	2/19/2010	KUMMER & ADAMS	B&G REPAIRS & SUPPLIES	366.29	
94828	2/19/2010	MARBORG INDUSTRIES (INC)	UTILITIES & RENTAL FEES	160.48	
94829	2/19/2010	MCGOWAN GUNTERMANN	ANNUAL AUDIT	8,600.00	
94830	2/19/2010	MCMaster-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	98.51	
94831	2/19/2010	CHUCK MCQUARY	DIRECTOR FEES	60.00	
94832	2/19/2010	MOTOR COACH INDUSTRIES	BUS PARTS	145.40	
94833	2/19/2010	NEWARK ELECTRONICS	BUS PARTS	96.37	
94834	2/19/2010	NU-COOL REDI GREEN	COOLANTS & SHOP SUPPLIES	420.81	

Check #	Date	Company	Description	Amount	Voids
94835	2/19/2010	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	1,285.59	
94836	2/19/2010	PHILLIPS 66-CONOCO-76	SERVICE VEHICLE FUEL	76.32	
94837	2/19/2010	PRAXAIR DISTRIBUTION, INC.	SHOP SUPPLIES	190.28	
94838	2/19/2010	ROGERS, SHEFFIELD & CAMPBELL,	LEGAL COUNSEL	4,727.95	
94839	2/19/2010	SERVICE MASTER OF SANTA BARB	JANITORIAL SERV./SUPPLIES	180.00	
94840	2/19/2010	SM TIRE, CORP.	BUS TIRE MOUNTING	163.50	
94841	2/19/2010	SMART & FINAL	OFFICE/MEETING SUPPLIES	35.77	
94842	2/19/2010	SO. CAL. EDISON CO.	UTILITIES	4,112.19	
94843	2/19/2010	SOUTHERN CALIFORNIA GAS COMP	UTILITIES	898.66	
94844	2/19/2010	STEWART'S DE-ROOTING & PLUMBI	PLUMBING REPAIRS	155.00	
94845	2/19/2010	THE MEDCENTER	MEDICAL EXAMS	1,827.00	
94846	2/19/2010	TILFORD WELDING	VENDOR BUS REPAIRS	18.00	
94847	2/19/2010	TRANSIT INFORMATION PRODUCTS	BUS STOP SCHEDULE HOLDERS	1,032.75	
94848	2/19/2010	TRAPEZE SOFTWARE GROUP, INC.	ANNUAL SOFTWARE MAINTENANCE	37,140.00	
94849	2/19/2010	UNITED PARCEL SERVICE, INC.	FREIGHT CHARGES	311.07	
94850	2/19/2010	INTERSTATE CAPITAL CORPORATI	UNIFORMS	1,002.85	
94851	2/19/2010	VALLEY POWER SYSTEMS, INC.	BUS PARTS	0.00	V
94852	2/19/2010	VALLEY POWER SYSTEMS, INC.	BUS PARTS	0.00	V
94853	2/19/2010	VALLEY POWER SYSTEMS, INC.	BUS PARTS	0.00	V
94854	2/19/2010	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,490.86	
94855	2/19/2010	VERIZON CALIFORNIA	TELEPHONES	265.54	
94856	2/19/2010	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	248.13	
94857	2/25/2010	SOO HOO CUSTOMS BROKER DB	PROFESSIONAL SERVICES	4,828.05	
94858	3/1/2010	ASBURY ENVIRONMENTAL SERVIC	WASTE OIL RECYCLER	40.00	
94859	3/1/2010	BIG BRAND TIRES	SERVICE & TIRES SERVICE VEHICLE	147.01	
94860	3/1/2010	BOMAR SECURITY & INVESTIGATI	SECURITY SERVICES	639.48	
94861	3/1/2010	CALIFORNIA ELECTRIC SUPPLY, IN	SHOP/B&G SUPPLIES	25.17	
94862	3/1/2010	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	287.04	
94863	3/1/2010	CENTRAL CITY ABS, INC.	BUS SUPPLIES	21.98	
94864	3/1/2010	CHILD SUPPORT ENFORCEMENT AG	PAYROLL RELATED	147.69	
94865	3/1/2010	CINTAS FIRST AID & SAFETY DB	FIRST AID SUPPLIES	287.50	
94866	3/1/2010	COAST TRUCK PARTS	BUS PARTS	1,231.96	
94867	3/1/2010	CROCKER REFRIGERATION & AIR	HVAC MAINTENANCE	105.00	
94868	3/1/2010	DAL POZZO TIRE CORP.	TIRE REPAIR/MOUNTING	25.00	
94869	3/1/2010	DEAILE, MARY	PAYROLL RELATED	106.15	
94870	3/1/2010	DESERT AUTO D.E.C. DBA	VENDOR BUS REPAIRS	450.00	
94871	3/1/2010	DONS INDUSTRIAL, INC.	BUS PARTS/SHOP SUPPLIES	396.18	
94872	3/1/2010	DRUG TESTING NETWORK, INC	DRUG TESTING	114.95	
94873	3/1/2010	EVERYTHING ELECTRIC	SHOP/B&G SUPPLIES	133.76	
94874	3/1/2010	FALCON FUELS, INC.	BUS FUEL	49,681.24	

Check #	Date	Company	Description	Amount	Voids
94875	3/1/2010	FEDERAL EXPRESS CORP.	FREIGHT CHARGES	96.63	
94876	3/1/2010	FEDEX OFFICE	PRINTING SERVICES	10.14	
94877	3/1/2010	STATE OF CALIFORNIA	PAYROLL RELATED	855.58	
94878	3/1/2010	GFI GENFARE, INC.	FAREBOX REPAIRS & PARTS	1,603.42	
94879	3/1/2010	GIBBS INTERNATIONAL INC	BUS PARTS/SUPPLIES	1,246.91	
94880	3/1/2010	GILLIG LLC DBA	BUS PARTS	354.79	
94881	3/1/2010	GRAINGER, INC.	SHOP/B&G SUPPLIES	39.44	
94882	3/1/2010	GUARDIAN DENTAL INSURANCE	DENTAL INSURANCE	3,324.70	
94883	3/1/2010	GUARDIAN LIFE INS CO. CORP.	LIFE INSURANCE	944.06	
94884	3/1/2010	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	44.16	
94885	3/1/2010	INDOFF, INC.	OFFICE SUPPLIES	764.64	
94886	3/1/2010	UNITED STATES TREASURY - IRS	PAYROLL RELATED	500.00	
94887	3/1/2010	SHERIFF CIVIL BUREAU	PAYROLL RELATED	761.52	
94888	3/1/2010	LARA'S AUTO REPAIR DBA	BUS REPAIRS	160.00	
94889	3/1/2010	MC CORMIX CORP. (OIL)	LUBRICANTS	1,382.66	
94890	3/1/2010	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,931.49	
94891	3/1/2010	MEDICAL EYE SERVICES, INC.	VISION SERVICES	313.54	
94892	3/1/2010	MOTOR COACH INDUSTRIES	BUS PARTS	99.39	
94893	3/1/2010	NEWARK ELECTRONICS	BUS PARTS	36.34	
94894	3/1/2010	NUGS BY NAY DBA	GRAPHIC DESIGNER	21.75	
94895	3/1/2010	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	4,170.17	
94896	3/1/2010	PERRY'S AUTO WRECKING DBA	BUS TOWING	185.00	
94897	3/1/2010	PETTY CASH- HAHN, STEVE	MISC SHOP NEEDS	98.24	
94898	3/1/2010	PACIFICARE OF CALIFORNIA	HEALTH INSURANCE	51,336.63	
94899	3/1/2010	RON WILLIAMS MACHINE SHOP	BUS REPAIRS	623.00	
94900	3/1/2010	SB COUNTY FEDERAL CREDIT UNIO	PAYROLL DEDUCTION	1,448.00	
94901	3/1/2010	SD AUTO PARTS (NAPA) DBA	BUS PARTS	176.70	
94902	3/1/2010	SEELEY-RUIZ, KAREN	PAYROLL RELATED	75.69	
94903	3/1/2010	SM TIRE, CORP.	BUS TIRE MOUNTING	603.30	
94904	3/1/2010	SOUTHERN CALIFORNIA GAS COMP	UTILITIES	44.35	
94905	3/1/2010	SPECIALTY TOOL & BOLT	SHOP SUPPLIES	124.49	
94906	3/1/2010	SPORTWORKS NORTHWEST INC.	BIKE RACK PARTS	1,388.58	
94907	3/1/2010	SURFACE TECHNOLOGY COMPANY	GRAFFITI REMOVER	527.90	
94908	3/1/2010	STEWART'S DE-ROOTING & PLUMBI	PLUMBING REPAIRS	125.00	
94909	3/1/2010	SB CITY OF-REFUSE/WATER	UTILITIES	538.95	
94910	3/1/2010	TELCOM, INC.	RADIO QTRLY MAINTENANCE	2,374.68	
94911	3/1/2010	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	202.81	
94912	3/1/2010	TRI-COUNTY AUTO GLASS INC	REPLACE BUS WINDOWS	880.00	
94913	3/1/2010	TOYOTA OF SANTA BARBARA	SERVICE VEHICLE PARTS	147.06	
94914	3/1/2010	UPS FREIGHT	FREIGHT SHIPPING	137.54	

Check #	Date	Company	Description	Amount	Voids
94915	3/1/2010	UNITED WAY OF SB	PAYROLL DEDUCTION	108.00	
94916	3/1/2010	INTERSTATE CAPITAL CORPORATI	UNIFORMS	466.82	
94917	3/1/2010	VALLEY POWER SYSTEMS, INC.	BUS PARTS	1,412.68	
94918	3/1/2010	VERIZON CALIFORNIA	TELEPHONES	2,755.63	
94919	3/1/2010	VERIZON WIRELESS	WIRELESS PHONES	432.04	
94920	3/1/2010	WESTERN STATES TRANSMISSIONS	BUS PARTS	238.29	
94921	3/1/2010	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	1,404.88	
94922	3/1/2010	YACO SCHOLARSHIP FUND	PR DEDUCTION	44.00	
				245,296.28	
Current Cash Report Voided Checks:				0.00	
Prior Cash Report Voided Checks:				86.00	
Grand Total:				\$245,210.28	

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

Date	Company	Description	Amount
2/16/2010	SB School District	Passes/Token Sales	41,250.00
2/16/2010	Wayne Kosaka Design	Advertising on Buses	3,040.00
2/16/2010	Wayne Kosaka Design	Advertising on Buses	519.00
2/17/2010	CA Dept. of Transportation	Amtrak Contract Fares Oct-Dec '09	196.00
2/17/2010	S.B.C.A.G.	VE-CAE Commuter Service	4,213.00
2/18/2010	County of Santa Barbara	Passes/Token Sales	4,635.00
2/23/2010	The Jewelry Mart	Advertising on Buses	288.00
2/23/2010	The Jewelry Mart	Advertising on Buses	288.00
2/24/2010	City of SB - Browning Allen	Downtown Shuttle - February '10	92,078.75
2/24/2010	City of SB - Commuter Lot	Commuter Lot Shuttle - February '10	16,945.08
2/24/2010	City of SB - Transit Enhancement	Transit Enhancement - February '10	41,516.33
2/24/2010	Cox Communciations	Advertising on Buses	5,741.00
2/24/2010	Cox Communciations	Advertising on Buses	1,601.00
2/24/2010	Paul Griffith	Contractor Health Ins - Cobra	720.45
2/24/2010	Paul Griffith	Contractor Health Ins - Cobra	720.45
2/25/2010	Cottage Hospital	Passes/Token Sales	8,000.00
2/25/2010	Cottage Hospital	Passes/Token Sales	10,400.00
2/25/2010	Cottage Hospital	Passes/Token Sales	10,000.00
3/1/2010	ASTI Holding Company, LLC	Overpass Property Lease - March '10	14,000.00
3/1/2010	Blu Line Media	Advertising on Buses	411.00
3/1/2010	Helm, Anita	Health Insurance - Cobra	276.19
3/1/2010	Sumida Gardens	Advertising on Buses	3,000.00
Total Accounts Receivable Paid During Period			\$259,839.25

BOARD OF DIRECTORS REPORT

MEETING DATE: March 9, 2010

AGENDA ITEM #: 9

TYPE: Informational

PREPARED BY: Jerry Estrada

Signature

REVIEWED BY: General Manager

GM Signature

SUBJECT: Presentation of Fiscal Year 2010-11 Draft Budget

Recommendation:

Staff is seeking the Board's guidance as it pertains to financial priorities for next year's operating and capital budget.

Discussion:

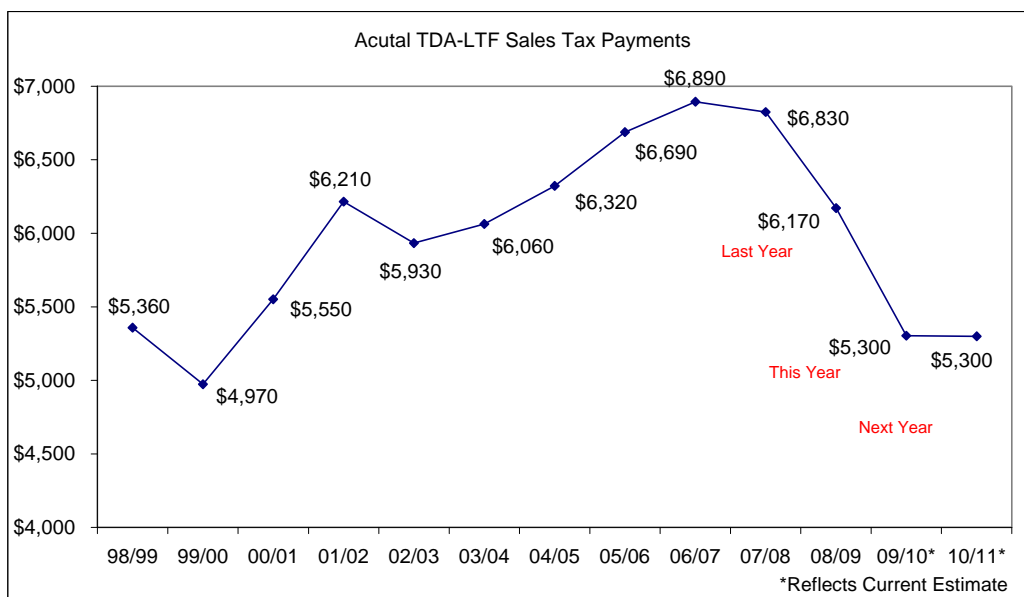
Attached is the draft operating and capital budget for fiscal year 10-11. The draft budget reflects total service hours equal to those budgeted for fiscal year 09-10. Staff will present a draft service plan as a separate agenda item. After guidance from the Board, input will be solicited from the public over the next few months. The service plan will be finalized and brought back to the Board for approval in May. Once service levels for next year are approved the final budget can be presented to the Board for adoption in June.

Developing the draft budget utilizing current service levels provides the Board with a clear picture of how much costs are expected to increase independent of a change in service levels. Below is the "Financial Forecast - Summary" for the next five years, which includes the amount of reserves required to balance the operating budget.

Financial Forecast - Summary					
	Draft BUDGET FY 10/11	PROJECTED FY 11/12	PROJECTED FY 12/13	PROJECTED FY 13/14	PROJECTED FY 14/15
<i>OPERATING BUDGET</i>					
Operating Revenue	<u>\$21,974,963</u>	<u>\$24,786,893</u>	<u>\$25,610,613</u>	<u>\$26,781,139</u>	<u>\$27,959,482</u>
Operating Expense	<u>\$21,974,963</u>	<u>\$23,045,944</u>	<u>\$24,019,216</u>	<u>\$25,063,971</u>	<u>\$26,188,695</u>
<u>Reserves Included to Balance Operating Budget:</u>					
Sales Tax Revenue (TDA - LTF) Reserve	\$432,884	\$875,292	\$1,637,555	\$2,074,564	\$2,505,390
<i>CAPITAL BUDGET</i>					
Capital Revenue	<u>\$11,977,722</u>	<u>\$870,000</u>	<u>\$966,500</u>	<u>\$994,575</u>	<u>\$1,029,304</u>
Capital Projects	<u>\$11,977,722</u>	<u>\$870,000</u>	<u>\$966,500</u>	<u>\$994,575</u>	<u>\$1,029,304</u>
<u>Reserves Included to Balance Operating Budget:</u>					
Sales Tax Revenue (TDA - LTF) Reserve	\$0	\$0	\$0	\$0	\$0
<i>SALES TAX REVENUE (TDA - LTF) RESERVE</i>					
Beginning Balance	<u>\$7,590,864</u>	<u>\$7,157,979</u>	<u>\$6,282,687</u>	<u>\$4,645,132</u>	<u>\$2,570,569</u>
Net Transactions	<u>(432,884)</u>	<u>(875,292)</u>	<u>(1,637,555)</u>	<u>(2,074,564)</u>	<u>(2,505,390)</u>
Ending Balance	\$7,157,979	\$6,282,687	\$4,645,132	\$2,570,569	\$65,179

As the financial forecast indicates, it is projected that a substantial amount of reserves will be required to balance the operating budget over the next five years. It is not unusual for the forecast to show such large deficits when the rate of growth attributable to expenses is significantly greater than the rate applied to operating revenues. What is unique in this case is the fact that, excluding fuel costs, the rate of growth applied to revenues and expenses is nearly equal¹.

To realize such a low rate of growth in operating expense will require a great deal financial discipline as it relates to wage and benefits as well as service levels. It is important to understand that a financial forecast is merely a snap shot of what the current trends indicate. As evidenced by the current economic downturn it is logical to expect that the projected revenues will differ from what is projected. The real question is when will the decline in sales tax revenue cease and at what rate will it then grow.



Staff is cautiously optimistic that the decline has reached a bottom and sales tax revenue will remain constant with current year results. A major concern is local unemployment levels. The District’s sales tax revenue reflects the results of the entire County not just the South Coast. It is important to understand that significant layoffs and or furloughs could slow a fragile recovery. The County Auditor-Controller’s office has recommended an estimated allocation of TDA-LTF sales tax revenue for fiscal year 10-11 of \$5.7 million. That figure equates to a 7.5% increase from MTD’s estimate for this year. If the estimate for next year is accurate the additional \$400,000 would cover the projected shortfall in the operating budget. Staff will closely monitor TDA-LTF sales tax revenue results over the next few months and update the projection in June.

As a contingency, the Board had previously voted to set aside approximately \$700,000 in one-time ARRA Stimulus funds for operating assistance. Those funds are not included in the draft budget or forecast but will be available next year. Staff will make a recommendation in the final budget regarding how best to allocate those funds.

¹ Page 13 of the Draft Operating & Capital Budget includes the detailed “Financial Forecast” which includes growth rate assumptions.

Executive Summary
FY 10-11 Draft Budget

Change

Service Levels

Service Hours No change from current year budgeted figure.

Total Miles Based on current fiscal year projection.

Employment

Staff - Full-Time Equivalents Two full-time positions will remain unfilled.

Staff - Compensation Staff received no wage increase in FY 09/10 and is not budgeted for an increase in FY 10/11.

Collective Bargaining Unit - Full-Time Equivalents No decrease in work hours reflected in draft budget. Final determination will be based on outcome of negotiations and service levels.

Collective Bargaining Unit - Compensation No increase in wages or benefits included in draft budget. Final figures will be based on results of negotiations that are scheduled to begin in March.

Ridership

Total Ridership No change from current year estimates at this time. Staff will update the projection for the final budget.

Subsidies

Measure A - Operating Operating assistance directly provided to MTD rather than through contracts with local jurisdictions.

Measure A - Capital Reimbursement based assistance for transit capital acquisitions.

TDA-LTF Sales Tax No change from current year MTD estimate. The estimated allocation provided by the County Auditor-Controller's office is higher than the amount included in the draft budget.

Federal Operating Assistance Annual operating assistance projected to increase by less than 2%. CMAQ assistance for the IV Shuttle Service should cover the 12-month period.

Federal Capital Assistance Consists of grants carried over from the current year as the projects are ongoing.

Deferred Credits - Reserve Balance

TDA-LTF Sales Tax Projection - \$432,884 needed to balance operating budget. Year-end balance would equate to 32.5% of operating budget in line with working capital and contingency needs.



OPERATING & CAPITAL BUDGET
FISCAL YEAR 2010/2011
DRAFT BUDGET

Santa Barbara Metropolitan Transit District
*550 Olive Street * Santa Barbara, CA 93101*
*Telephone (805) 963-3364 * FAX (805) 962-4794*
*Website: sbmtd.gov * E-Mail: cservice@sbmtd.gov*

Submitted: March 9, 2010

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

**OPERATING & CAPITAL BUDGET
FISCAL YEAR 2010/2011**

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OPERATING & CAPITAL BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Estimate FY 09/10	\$ Change
Operating Budget			
<u>Revenue</u>			
Passenger Fares	\$8,201,687	\$8,372,190	(\$170,503)
Federal Operating Assistance	4,466,059	4,387,091	78,968
FTA CMAQ Operating Assistance	400,000	445,000	(45,000)
Property Tax Revenue	782,000	782,000	0
Local Operating Assistance Measure A	119,165	1,267,192	(1,148,027)
	1,677,128	0	1,677,128
Non-Transportation Income	596,040	603,500	(7,460)
Sales Tax Revenue (TDA-LTF) Current Year	5,300,000	5,300,000	0
Total Operating Revenue	\$21,542,079	\$21,156,973	\$385,106
<u>Expense</u>			
Route Operations	\$12,310,401	\$12,149,185	\$161,215
Vehicle Maintenance	5,523,056	5,010,682	512,374
Passenger Accommodations	1,746,071	1,659,171	86,901
General Overhead	2,395,435	2,406,592	(11,157)
Total Operating Expense	\$21,974,963	\$21,225,630	\$749,333
<u>Required to Balance Operating Budget:</u>			
Sales Tax Revenue (TDA - LTF) Reserve	\$432,884	\$68,657	\$364,227
Capital Budget			
<u>Revenue</u>			
Sales Tax Revenue (TDA - LTF) Current Year	\$0	\$0	\$0
Measure A - Capital Replacement Fund	\$781,235	\$0	781,235
Other Capital Assistance	4,235,856	0	4,235,856
State Transit Assistance (TDA - STA) - Current Year	0	0	0
State Transit Assistance (TDA - STA) - Prior Year	1,201,743	723,600	478,143
Federal Capital Assistance	5,758,888	0	5,758,888
Total Capital Revenue	\$11,977,722	\$723,600	\$11,254,122
<u>Expense - Projects</u>			
Buses	\$9,635,009	\$0	\$9,635,009
Bus Rehab	600,000	500,000	100,000
Fixed Facilities	515,483	35,000	480,483
WIP - Calle Real Development	0	0	0
Radios & Fareboxes	475,000	50,000	425,000
Service Vehicles	300,000	0	300,000
Bus Stops	363,630	50,000	313,630
Shop Equipment	7,600	7,600	0
Management Info Systems	76,000	76,000	0
Office Furniture & Equipment	5,000	5,000	0
Total Capital Projects	\$11,977,722	\$723,600	\$11,254,122
<u>Required to Balance Capital Budget:</u>			
Sales Tax Revenue (TDA - LTF) Reserve	\$0	\$0	0
TOTAL OPERATING & CAPITAL	\$33,952,685	\$33,190,952	(\$761,733)
Sales Tax Revenue (TDA - LTF) Reserve			
Beginning Balance	\$7,590,864	\$7,759,521	
Net Transactions	(432,884)	(168,657)	
Ending Balance	\$7,157,979	\$7,590,864	

OPERATING REVENUE BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
<i>FAREBOX REVENUE</i>			
Cash Fares	\$2,931,581	\$2,931,581	\$0
Downtown-Waterfront Shuttle/My Ric	1,271,578	1,361,590	(90,012)
UCSB Contract Fares	974,824	974,824	0
SBCB Contract Fares	868,165	868,165	0
Carpinteria Seaside Shuttle	0	80,491	(80,491)
Amtrak Fares	500	500	0
Special Event Fares	100	100	0
Brooks Pass Program	7,909	7,909	0
Day Pass	1,029	1,029	0
Adult 10-Ride Passes	805,926	805,926	0
Student 10-Ride Passes	342,462	342,462	0
Senior/Disabled 10-Ride Passes	112,705	112,705	0
Valley Express 10-Ride Passes	35,802	35,802	0
Adult 30-Day Pass	518,898	518,898	0
Student 30-Day Pass	102,919	102,919	0
Senior/Disabled 30-Day Pass	201,716	201,716	0
Valley Express 30-Day Pass	25,574	25,574	0
<i>Subtotal</i>	<u>\$8,201,687</u>	<u>\$8,372,190</u>	<u>(\$170,503)</u>
<i>NON-TRANSPORTATION INCOME</i>			
Advertising on Buses	\$370,000	\$370,000	\$0
Interest on Investments	48,000	55,500	(7,500)
Overpass Lease & Misc	178,040	178,000	40
<i>Subtotal</i>	<u>\$596,040</u>	<u>\$603,500</u>	<u>(\$7,460)</u>
<i>SUBSIDIES</i>			
TDA Sales Tax Revenue	\$5,300,000	\$5,200,000	\$100,000
(Amount applied to captial)	0	0	0
FTA Formula Assistance	4,466,059	4,387,091	78,968
FTA CMAQ Operating Assistance	400,000	445,000	(45,000)
Property Tax Revenue	782,000	782,000	0
Measure A	1,677,128	0	1,677,128
LOA	119,165	1,267,192	(1,148,027)
<i>Subtotal</i>	<u>\$12,744,352</u>	<u>\$12,081,283</u>	<u>\$663,069</u>
TOTAL OPERATING REVENUE	<u><u>\$21,542,079</u></u>	<u><u>\$21,056,973</u></u>	<u><u>\$485,106</u></u>

OPERATING EXPENSE BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
<i>ROUTE OPERATIONS</i>			
Drivers	\$9,573,843	\$9,391,101	\$182,742
Dispatch & Supervision	485,629	501,255	(15,626)
Hiring & Training	268,821	311,059	(42,238)
Risk & Safety	1,367,697	1,371,360	(3,663)
Transportation Subsidies	614,411	574,411	40,000
<i>Subtotal</i>	<u>\$12,310,401</u>	<u>\$12,149,185</u>	<u>\$161,215</u>
<i>VEHICLE MAINTENANCE</i>			
Mechanics	\$1,105,559	\$1,079,391	\$26,169
Cleaners & Fuelers	708,868	711,199	(2,331)
Supervision	531,264	527,326	3,938
Vehicle Consumables	2,211,159	1,780,792	430,367
Bus Parts & Supplies	849,170	815,989	33,181
Vendor Services	51,500	51,500	0
Risk & Safety	65,535	44,485	21,050
<i>Subtotal</i>	<u>\$5,523,056</u>	<u>\$5,010,682</u>	<u>\$512,374</u>
<i>PASSENGER ACCOMMODATIONS</i>			
Passenger Facilities	\$783,480	\$765,114	\$18,366
Transit Development	341,712	338,553	3,159
Promotion & Information	288,779	244,911	43,867
Fare Revenue Collection	332,100	310,592	21,509
<i>Subtotal</i>	<u>\$1,746,071</u>	<u>\$1,659,171</u>	<u>\$86,901</u>
<i>GENERAL OVERHEAD</i>			
Finance	\$578,487	\$575,490	\$2,998
Personnel	100,895	100,178	718
Utilities & Communication	210,000	210,000	0
Operating Facilities	297,860	297,136	723
District Administration	1,208,193	1,223,788	(15,595)
<i>Subtotal</i>	<u>\$2,395,435</u>	<u>\$2,406,592</u>	<u>(\$11,157)</u>
TOTAL OPERATING COST	<u><u>\$21,974,963</u></u>	<u><u>\$21,225,630</u></u>	<u><u>\$749,333</u></u>

CAPITAL PROJECT DETAIL
FISCAL YEAR 2010/2011

<i>REVENUE VEHICLE PURCHASES</i>		
40' Hybrid Buses (7) (\$601,783)	\$4,212,486	
40' Diesel Buses (7) (\$389,562)	2,782,523	
22' Shuttles (8) (\$330,000)	<u>2,640,000</u>	
<i>Subtotal</i>		\$9,635,009
 <i>REVENUE VEHICLE IMPROVEMENTS</i>		
Diesel Fleet Drivetrains	\$300,000	
EV Drivetrain/Battery Chargers etc	<u>300,000</u>	
<i>Subtotal</i>		\$600,000
 <i>OFFICE FURNITURE & EQUIPMENT</i>		
Office Furniture Allowance	<u>\$5,000</u>	
<i>Subtotal</i>		\$5,000
 <i>MANAGEMENT INFORMATION SYSTEMS</i>		
Software Programming	\$10,000	
Mobile On-Time Performance Solution	20,000	
PC Hardware/ Major Software Upgrades	<u>46,000</u>	
<i>Subtotal</i>		\$76,000
 <i>SERVICE VEHICLES</i>		
Service Vehicle Replacements	<u>\$300,000</u>	
<i>Subtotal</i>		\$300,000
 <i>BUS STOP EQUIPMENT</i>		
Superstops	\$313,630	
Bus Stop Upgrades	<u>50,000</u>	
<i>Subtotal</i>		\$363,630
 <i>FIXED FACILITIES</i>		
Facilities	\$25,000	
Security Improvements T1	480,483	
TC Fixed Facilities	10,000	
WIP - Calle Real Development	<u>0</u>	
<i>Subtotal</i>		\$515,483
 <i>FAREBOXES & RADIOS</i>		
Fare Collection & Radio Allowance	<u>\$475,000</u>	
<i>Subtotal</i>		\$475,000
 <i>SHOP EQUIPMENT</i>		
Shop Equipment Allowance	<u>\$7,600</u>	
<i>Subtotal</i>		\$7,600
 <i>TOTAL CAPITAL PROJECTS</i>		 <u><u>\$11,977,722</u></u>

ROUTE OPERATIONS BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
DRIVERS			
Scheduled	\$5,876,937	\$5,716,422	\$160,515
Scheduled Overtime	239,690	233,144	6,547
Unscheduled Pay	189,269	209,099	(19,831)
Driver Lite Duty	4,496	4,496	0
FICA	545,735	533,033	12,702
Pension	896,679	896,679	0
Health	948,402	948,402	0
Sick Pay	132,451	128,849	3,602
Vacation Pay	435,794	420,588	15,207
Holiday Pay	230,653	230,653	0
Other Paid Leave	24,500	24,500	0
Unemployment Insurance	27,236	27,236	0
Uniforms	22,000	18,000	4,000
<i>Drivers Subtotal</i>	<u>\$9,573,843</u>	<u>\$9,391,101</u>	<u>\$182,742</u>
DISPATCH & SUPERVISION			
Supervisors	\$151,424	\$160,512	(\$9,088)
Staff	154,413	154,534	(120)
FICA	27,131	28,194	(1,062)
Pension	35,276	35,660	(384)
Health	67,560	67,718	(158)
Sick Pay	9,752	9,893	(141)
Vacation Pay	23,134	24,838	(1,705)
Holiday Pay	11,744	13,632	(1,888)
Other Paid Leave	4,192	5,136	(944)
Unemployment Insurance	1,001	1,138	(137)
<i>Dispatch & Supervision Subtotal</i>	<u>\$485,629</u>	<u>\$501,255</u>	<u>(\$15,626)</u>
HIRING & TRAINING			
Staff	\$36,500	\$36,500	\$0
Student Drivers	27,240	68,280	(41,040)
Existing Drivers/Supers	129,141	119,060	10,081
FICA	15,503	18,108	(2,605)
Pension	10,743	10,743	0
Health	16,387	20,139	(3,752)
Sick Pay	1,601	2,382	(781)
Vacation Pay	3,904	4,346	(442)
Holiday Pay	3,202	4,764	(1,562)
Other Paid Leave	1,062	1,374	(312)
Unemployment Insurance	364	364	0
Medical Exams & License Fees	21,425	22,100	(675)
Employment Advertising	250	500	(250)
Training, Travel & Meetings	1,500	2,400	(900)
<i>Hiring & Training Subtotal</i>	<u>\$268,821</u>	<u>\$311,059</u>	<u>(\$42,238)</u>

ROUTE OPERATIONS BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
RISK & SAFETY			
Wages & Benefits			
Staff	\$61,976	\$61,370	\$606
Supervisors	253,288	252,560	728
Driver Accident Pay	1,124	1,124	0
FICA	27,339	26,969	370
Pension	26,931	32,310	(5,379)
Health	48,659	42,942	5,718
Sick Pay	3,129	3,129	0
Vacation Pay	20,809	17,305	3,504
Holiday Pay	14,300	14,300	0
Other Paid Leave	2,749	2,749	0
Unemployment Insurance	592	592	0
Wages & Benefits Subtotal	\$460,896	\$455,350	\$5,546
Public Liability			
Professional Services	\$96,818	\$105,413	(\$8,595)
Insurance	258,028	282,874	(24,846)
Current Year Incident Payouts	25,000	35,000	(10,000)
Current Year Incident Reserves	25,000	50,000	(25,000)
Prior Years Incident Payouts	45,000	30,000	15,000
Change in Prior Years Reserves	(15,000)	(80,000)	65,000
Public Liability Subtotal	\$434,846	\$423,287	\$11,559
Workers' Compensation			
Professional Services	\$162,393	\$176,450	(\$14,057)
Insurance	37,773	41,772	(3,999)
Current Year Incident Payouts	30,000	45,000	(15,000)
Current Year Incident Reserves	105,000	135,000	(30,000)
Prior Years Incident Payouts	175,000	175,000	0
Change in Prior Years Reserves	(50,000)	(90,000)	40,000
Miscellaneous Risk & Safety	11,788	9,500	2,288
Workers' Compensation Subtotal	\$471,954	\$492,723	(\$20,768)
Risk & Safety Subtotal	<u>\$1,367,697</u>	<u>\$1,371,360</u>	<u>(\$3,663)</u>
TRANSPORTATION SUBSIDIES			
Dial-a-Ride (Easy Lift)	\$614,411	\$574,411	\$40,000
Transportation Subsidies Subtotal	<u>\$614,411</u>	<u>\$574,411</u>	<u>\$40,000</u>
TOTAL ROUTE OPERATIONS	<u><u>\$12,310,401</u></u>	<u><u>\$12,149,185</u></u>	<u><u>\$161,215</u></u>

VEHICLE MAINTENANCE BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
MECHANICS			
Mechanics	\$729,481	\$707,952	\$21,529
Less Mechanic Labor Capitalizatio	(21,794)	(21,794)	0
Mechanics-OT	6,947	7,151	(204)
FICA	65,044	63,078	1,966
Pension	86,296	86,296	0
Health	95,818	97,318	(1,500)
Sick Pay	25,935	24,791	1,144
Vacation Pay	55,780	52,546	3,234
Holiday Pay	30,579	30,579	0
Other Paid Leave	1,526	1,526	0
Unemployment Insurance	2,548	2,548	0
Uniforms	12,000	12,000	0
Tool Allowance	15,400	15,400	0
<i>Mechanics Subtotal</i>	<u>\$1,105,559</u>	<u>\$1,079,391</u>	<u>\$26,169</u>
CLEANERS & FUELERS			
Service Workers	\$422,916	\$422,916	\$0
FICA	35,057	35,248	(191)
Pension	72,345	72,345	0
Health	117,279	117,279	0
Sick Pay	7,052	7,052	0
Vacation Pay	20,696	23,196	(2,500)
Holiday Pay	19,343	19,343	0
Other Paid Leave	1,288	1,288	0
Unemployment Insurance	2,394	2,394	0
Uniforms	7,098	7,098	0
Medical Exams & License Fees	3,400	3,040	360
<i>Cleaners & Fuelers Subtotal</i>	<u>\$708,868</u>	<u>\$711,199</u>	<u>(\$2,331)</u>
SUPERVISION			
Staff	\$321,338	\$321,338	\$0
FICA	27,933	27,933	0
Pension	36,513	36,513	0
Health	96,773	92,835	3,938
Sick Pay	2,086	2,086	0
Vacation Pay	20,856	20,856	0
Holiday Pay	13,904	13,904	0
Other Paid Leave	6,952	6,952	0
Unemployment Insurance	910	910	0
Training, Travel & Meetings	4,000	4,000	0
<i>Supervision Subtotal</i>	<u>\$531,264</u>	<u>\$527,326</u>	<u>\$3,938</u>

VEHICLE MAINTENANCE BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
VEHICLE CONSUMABLES			
Fuel & Lubricants	\$1,957,597	\$1,532,892	\$424,705
Electric Vehicle Power	85,200	82,800	2,400
Tire Lease	158,362	155,100	3,262
Tire Mounting	10,000	10,000	0
<i>Vehicle Consumables Subtotal</i>	<u>\$2,211,159</u>	<u>\$1,780,792</u>	<u>\$430,367</u>
VEHICLE PARTS & SUPPLIES			
Bus Parts Issued	\$761,170	\$727,989	\$33,181
Shop Supplies	62,500	62,500	0
Bus Servicing Supplies	13,500	13,500	0
Hazmat Disposal & Compliance	12,000	12,000	0
<i>Vehicle Part & Supplies Subtotal</i>	<u>\$849,170</u>	<u>\$815,989</u>	<u>\$33,181</u>
VENDOR BUS REPAIRS			
Vandalism Repairs	\$13,000	\$13,000	\$0
Accident Damage Repairs	7,500	7,500	0
Accident Claim Collections	(4,000)	(4,000)	0
Other Vendor Repairs	35,000	35,000	0
<i>Vendor Bus Repairs Subtotal</i>	<u>\$51,500</u>	<u>\$51,500</u>	<u>\$0</u>
RISK & SAFETY			
Workers' Comp Services	\$8,547	\$9,287	(\$740)
Workers' Comp Insurance	1,988	2,199	(210)
Current Year Incident Payouts	25,000	20,000	5,000
Current Year Incident Reserves	25,000	25,000	0
Prior Years Incident Payouts	30,000	38,000	(8,000)
Change in Prior Years Reserves	(25,000)	(50,000)	25,000
<i>Risk & Safety Subtotal</i>	<u>\$65,535</u>	<u>\$44,485</u>	<u>\$21,050</u>
TOTAL VEHICLE MAINTENANCE	<u><u>\$5,523,056</u></u>	<u><u>\$5,010,682</u></u>	<u><u>\$512,374</u></u>

PASSENGER ACCOMMODATIONS BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
PASSENGER FACILITIES			
Wages & Benefits			
Supervisors	\$173,992	\$173,992	\$0
TC Advisors	135,676	131,121	4,555
Staff	122,745	122,645	100
FICA	36,800	36,548	252
Pension	37,531	37,931	(400)
Health	143,458	128,443	15,016
Sick Pay	8,999	10,628	(1,629)
Vacation Pay	23,470	23,387	83
Holiday Pay	15,774	15,622	152
Other Paid Leave	2,851	2,815	37
Unemployment Insurance	2,048	2,048	0
Wages & Benefits Subtotal	\$703,344	\$685,178	\$18,166
Buildings & Grounds			
TC Contract Maintenance	\$53,660	\$53,460	\$200
TC Repairs/Supplies	10,000	10,000	0
Bus Stop Repairs/Supplies	14,900	14,900	0
TC Property Insurance	1,577	1,577	0
Buildings & Grounds Subtotal	\$80,136	\$79,936	\$200
Passenger Facilities Subtotal	<u>\$783,480</u>	<u>\$765,114</u>	<u>\$18,366</u>
TRANSIT DEVELOPMENT			
Staff	\$206,027	\$205,440	\$587
FICA	18,231	18,231	0
Pension	23,832	23,832	0
Health	53,286	51,127	2,159
Sick Pay	3,646	3,646	0
Vacation Pay	14,971	15,558	(587)
Holiday Pay	9,115	9,115	0
Other Paid Leave	4,558	4,558	0
Unemployment Insurance	546	546	0
Training, Travel & Meetings	2,500	1,500	1,000
Planning Services & Supplies	5,000	5,000	0
Transit Development Subtotal	<u>\$341,712</u>	<u>\$338,553</u>	<u>\$3,159</u>
PROMOTION & INFORMATION			
Wages & Benefits			
Staff	\$53,894	\$53,894	\$0
FICA	4,514	4,514	0
Pension	5,900	5,900	0
Health	9,183	8,816	367

PASSENGER ACCOMMODATIONS BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
Sick Pay	567	567	0
Vacation Pay	2,269	2,269	0
Holiday Pay	1,135	1,135	0
Other Paid Leave	1,135	1,135	0
Unemployment Insurance	182	182	0
Wages & Benefits Subtotal	\$78,779	\$78,411	\$367
Outside Services			
Media Ad Placement	50,000	25,000	25,000
Brochures & Publications	15,000	15,000	0
Promotional Giveaways	5,000	2,500	2,500
Bus/Shuttle Decorations	2,500	2,500	0
Other Promotions	20,000	5,500	14,500
Route Schedules & Information	115,000	115,000	0
Training, Travel & Meetings	2,500	1,000	1,500
Outside Services Subtotal	\$210,000	\$166,500	\$43,500
Promotion & Information Subtotal	\$288,779	\$244,911	\$43,867
FARE REVENUE COLLECTION			
Wages & Benefits			
Security Officer	\$109,011	\$109,011	\$0
FICA	9,402	9,402	0
Pension	12,290	12,290	0
Health	36,207	34,699	1,509
Sick Pay	2,072	2,072	0
Vacation Pay	5,358	5,358	0
Holiday Pay	4,327	4,327	0
Other Paid Leave	2,133	2,133	0
Unemployment Insurance	400	400	0
Wages & Benefits Subtotal	\$181,200	\$179,692	\$1,509
Outside Services			
Fare Processing	\$55,900	\$55,900	\$0
Farebox Parts & Repairs	50,000	50,000	0
Tickets, Tokens & Transfers	45,000	25,000	20,000
Outside Services Subtotal	\$150,900	\$130,900	\$20,000
Fare Revenue Collection Subtotal	\$332,100	\$310,592	\$21,509
TOTAL PSNGR ACCOMMODATIONS	\$1,746,071	\$1,659,171	\$86,901

GENERAL OVERHEAD BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
FINANCE			
Staff	\$337,911	\$337,911	\$0
FICA	29,791	29,791	0
Pension	38,943	38,943	0
Health	74,359	71,362	2,998
Sick Pay	3,102	3,102	0
Vacation Pay	28,154	28,154	0
Holiday Pay	15,508	15,508	0
Other Paid Leave	7,754	7,754	0
Unemployment Insurance	965	965	0
Financial Audit Services	42,000	42,000	0
<i>Finance Subtotal</i>	<u>\$578,487</u>	<u>\$575,490</u>	<u>\$2,998</u>
PERSONNEL			
Staff	\$61,428	\$61,428	\$0
FICA	5,400	5,400	0
Pension	7,059	7,059	0
Health	17,663	16,945	718
Sick Pay	2,022	2,022	0
Vacation Pay	3,907	3,907	0
Holiday Pay	2,696	2,696	0
Other Paid Leave	539	539	0
Unemployment Insurance	182	182	0
<i>Personnel Subtotal</i>	<u>\$100,895</u>	<u>\$100,178</u>	<u>\$718</u>
UTILITIES			
Telephone & Data Communications	\$50,000	\$50,000	\$0
Power, Water & Refuse	135,000	135,000	0
Two-Way Radios	25,000	25,000	0
<i>Utilities Subtotal</i>	<u>\$210,000</u>	<u>\$210,000</u>	<u>\$0</u>
OPERATING FACILITIES			
Wages & Benefits			
Staff	\$40,138	\$40,138	\$0
FICA	3,397	3,397	0
Pension	4,441	4,441	0
Health	17,640	16,916	723
Sick Pay	683	683	0
Vacation Pay	1,708	1,708	0
Holiday Pay	1,708	1,708	0
Other Paid Leave	171	171	0
Unemployment Insurance	182	182	0
Wages & Benefits Subtotal	\$70,068	\$69,344	\$723
OPERATING FACILITIES (cont'd)			
Service Vehicles			

GENERAL OVERHEAD BUDGET
FISCAL YEAR 2010/2011

	Draft Budget FY 10/11	Revised Budget FY 09/10	\$ Change
Parts & Repairs	\$18,000	\$18,000	\$0
Fuel	49,200	49,200	0
Service Vehicles Subtotal	\$67,200	\$67,200	\$0
Buildings & Grounds			
Contract Maintenance	\$61,400	\$61,400	\$0
Overpass Site	45,000	45,000	0
B&G Repairs/Supplies	40,000	40,000	0
Property Insurance	14,192	14,192	0
Buildings & Grounds Subtotal	<u>\$160,592</u>	<u>\$160,592</u>	<u>\$0</u>
<i>Operating Facilities Subtotal</i>	<u><u>\$297,860</u></u>	<u><u>\$297,136</u></u>	<u><u>\$723</u></u>
<i>DISTRICT ADMINISTRATION</i>			
Wages & Benefits			
Staff	\$397,563	\$405,401	(\$7,838)
Bus Ad Revenue Placement	6,160	6,160	0
FICA	35,809	36,368	(559)
Pension	46,809	47,540	(731)
Health	98,940	88,522	10,418
Sick Pay	6,725	7,839	(1,114)
Vacation Pay	40,296	43,625	(3,329)
Holiday Pay	17,908	23,265	(5,357)
Other Paid Leave	5,596	7,270	(1,674)
Unemployment Insurance	1,138	1,138	0
Wages & Benefits Subtotal	\$656,943	\$667,128	(\$10,185)
Administrative Services			
Directors Fees	\$16,800	\$16,800	\$0
Public Officials Insurance	24,375	24,375	0
Legal Counsel	60,000	60,000	0
Pension Administration	10,900	10,900	0
Office Equipment Maintenance	98,648	98,648	0
Miscellaneous Services	97,140	97,140	0
Office & Computer Supplies	53,000	53,000	0
Dues & Subscriptions	36,075	36,075	0
Conferences, Meetings & Training	5,000	5,000	0
Employee Relations	13,000	13,000	0
Retiree Health Insurance	93,612	99,022	(5,410)
Mandated Fees & Permits	27,700	27,700	0
Bus Ad Revenue Program	1,500	1,500	0
Miscellaneous	13,500	13,500	0
Environmental Cleanup Costs	0	0	0
Administrative Services Subtotal	<u>\$551,250</u>	<u>\$556,660</u>	<u>(\$5,410)</u>
<i>District Administration Subtotal</i>	<u><u>\$1,208,193</u></u>	<u><u>\$1,223,788</u></u>	<u><u>(\$15,595)</u></u>
TOTAL GENERAL OVERHEAD	<u><u><u>\$2,395,435</u></u></u>	<u><u><u>\$2,406,592</u></u></u>	<u><u><u>(\$11,157)</u></u></u>

OPERATING & CAPITAL BUDGET
Financial Forecast

	DRAFT BUDGET FY 10/11	Growth Rate	PROJECTED FY 11/12	Growth Rate	PROJECTED FY 12/13	PROJECTED FY 13/14	PROJECTED FY 14/15
OPERATING REVENUE							
Passenger Fares	\$8,201,687	1.0%	\$8,283,704	1.0%	\$8,366,541	\$8,450,206	\$8,534,708
Federal Operating Assistance	4,466,059	1.8%	4,546,448		4,628,284	4,711,593	4,796,402
FTA CMAQ Operating Assistance	400,000		375,000		137,000	0	0
Property Tax Revenue	782,000	0.0%	782,000	0.0%	782,000	782,000	782,000
Local Operating Assistance Measure A	1,677,128	1.0%	1,740,949		1,591,397	1,717,168	1,770,787
Non-Transportation Income	596,040	2.5%	610,941		626,215	641,870	657,917
Sales Tax Revenue (TDA - LTF)	5,300,000	1.0%	5,252,000	2.0%	5,357,040	5,464,181	5,573,464
Sales Tax Revenue (TDA - LTF) Reserve	432,884		875,292		1,637,555	2,074,564	2,505,390
Total Operating Revenue	\$21,974,963		\$22,586,691		\$23,247,592	\$23,964,358	\$24,744,672
OPERATING EXPENSE							
Route Operations	\$12,310,401	1.5%	\$12,495,057		\$12,682,483	\$12,872,720	\$13,065,811
Vehicle Maintenance (Fuel Costs)	3,565,459	2.0%	3,636,768	15%	3,709,503	3,783,693	3,859,367
Passenger Accommodations	1,957,597	15%	2,251,237		2,588,922	2,977,261	3,423,850
General Overhead	1,746,071	1.5%	1,772,262		1,798,846	1,825,829	1,853,217
	2,395,435	1.5%	2,431,367		2,467,837	2,504,855	2,542,428
Total Operating Expense	\$21,974,963		\$22,586,691		\$23,247,592	\$23,964,358	\$24,744,672
CAPITAL REVENUE							
Sales Tax Revenue (TDA - LTF) Current Year	\$0		\$48,000		\$48,960	\$49,939	\$50,938
Sales Tax Revenue (TDA - LTF) Reserve	0		0		0	0	0
Measure A - Capital Replacement	781,235		810,747		741,591	799,750	824,546
Other Capital Assistance	4,235,856		0		0	0	0
State Transit Assistance (TDA - STA) - Current Year	0	0.0%	0		0	0	0
State Transit Assistance (TDA - STA) - Prior Year	1,201,743		11,253		175,949	144,886	153,820
Federal Capital Assistance	5,758,888		0		0	0	0
Total Capital Revenue	\$11,977,722		\$870,000		\$966,500	\$994,575	\$1,029,304
CAPITAL PROJECTS							
Buses	\$9,635,009		\$0		\$0	\$0	\$0
Bus Rehab	600,000	5.0%	630,000		661,500	694,575	729,304
Fixed Facilities	515,483		50,000		50,000	50,000	50,000
WIP - Calle Real Development	0		0		0	0	0
Fareboxes & Radios	475,000		50,000		50,000	50,000	50,000
Service Vehicles	300,000		0		65,000	60,000	60,000
Bus Stops	363,630		50,000		50,000	50,000	50,000
Shop Equipment	7,600		55,000		55,000	55,000	55,000
Management Info Systems	76,000		30,000		30,000	30,000	30,000
Intelligent Transportation Systems	0		0		0	0	0
Office Furniture & Equipment	5,000		5,000		5,000	5,000	5,000
Total Capital Projects	\$11,977,722		\$870,000		\$966,500	\$994,575	\$1,029,304
TOTAL OPERATING & CAPITAL	\$33,952,685		\$23,456,691		\$24,214,092	\$24,958,933	\$25,773,976
SALES TAX REVENUE (TDA - LTF) RESERVE							
Beginning Balance	\$7,590,864		\$7,157,979		\$6,282,687	\$4,645,132	\$2,570,569
Net Transactions	(432,884)		(875,292)		(1,637,555)	(2,074,564)	(2,505,390)
Ending Balance	\$7,157,979		\$6,282,687		\$4,645,132	\$2,570,569	\$65,179

BOARD OF DIRECTORS REPORT

MEETING DATE: March 9, 2010

AGENDA ITEM #: 10

TYPE: Action

PREPARED BY: Jerry Estrada

Signature

REVIEWED BY: General Manager

GM Signature

SUBJECT: Resolution Regarding Fiscal Year 2010- 2011 TDA Claim

Recommendation:

Staff requests that the Board adopt the attached resolution authorizing the General Manager and his/her designee to claim all TDA funds apportioned to MTD for fiscal year 2010 – 2011.

Discussion:

Staff is preparing the Santa Barbara Metropolitan Transit District's (MTD) fiscal year 2010 - 2011 Transportation Development Act (TDA) claim forms. All claims must be submitted to the Santa Barbara County Association of Governments by April 1, 2010.



Transportation Development Act Claim

For Program Year 2010-2011

*Santa Barbara Metropolitan Transit District
550 Olive Street, Santa Barbara, CA 93101
Voice (805) 963-3364 • Fax (805) 962-4794
e-mail: jestrada@sbmtd.gov*

March 9, 2010

DOCUMENT A

TRANSPORTATION DEVELOPMENT ACT CLAIM FORM

(See Appendix I; and 21 Cal. Code of Reg. Section 6630)

Line

- 1 **Project Year** 2010/2011 (July 1, 2010 to June 30, 2011)
- 2 **Claimant** Santa Barbara Metropolitan Transit District
- 3 **Address** 550 Olive Street, Santa Barbara, CA 93101
- 4 **Contact Person** Jerry Estrada
- 5 **Title** Assistant General Manager/Controller **Telephone** (805) 963-3364

The above named claimant hereby applies for allocations of
Transportation Development Act funds for FY 2010/2011 for the
6 purposes and in the amount specified below

	<u>Purpose</u>	<u>Apportionment</u>	<u>Claimed</u>
	<u>LOCAL TRANSPORTATION FUND</u>		
7	Regional Transportation Planning (Sec. 9926 & 99402)	<u>\$123,520</u>	<u>\$123,520</u>
8	Pedestrian & Bikeway Facilities (Sec. 99234)		
9	Articles 4 and 8 less amounts released to:	<u>\$5,749,853</u>	
10	_____		
11	_____		
12	_____		
	plus amounts released from:		
13	_____		
14	_____		
15	_____		
16	Article 4 (Sec. 99260) (Transit)		<u>\$5,749,853</u>
17	Article 4.5 (Section 99275) (Community Transit)		
18	Article 8a (Sec. 99400a) (Streets & Roads)		\$0
19	Article 8c (Sec. 99400c) (Transit Contracts)		\$0
20	TOTAL LTF	<u>\$5,873,373</u>	<u>\$5,873,373</u>
21	Amount to be held in reserve (Sec. 6648)		
	<u>STATE TRANSIT ASSISTANCE FUND</u>		
22	Transportation Planning		
23	Mass Transportation		\$0
24	TOTAL STA		
25	TOTAL TRANSPORTATION DEVELOPMENT CLAIM ACT CLAIM (add lines 20 and 24)		<u>\$5,873,373</u>

Document A (continued)

Claimant acknowledges that payment by the County Auditor of an allocation made by the Association of Governments is subject to such monies being on hand and available for distribution and to the provision that such moneys be used only in accordance with the terms of the allocation instruction issued by the Association of Governments.

26. By: _____

27. Title: General Manager

28. Date: 3-9-2010

I hereby attest to the reasonableness and accuracy of the financial statements included in Documents C, D, F and G. (Sec. 6632)

29. By: _____

30. Title: Assistant General Manager/Controller

31. Date: 3-9-2010

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

IN THE MATTER OF AUTHORIZING THE FILING
OF A CLAIM WITH THE SANTA BARBARA
COUNTY ASSOCIATION OF GOVERNMENTS FOR
ALLOCATION OF TRANSPORTATION DEVELOPMENT
ACT FUNDS FOR FISCAL YEAR 2010-2011

RESOLUTION NO. 10-01

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund and the State Transit Assistance Fund, for use by eligible claimants for various transportation purposes; and

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations hereunder (21 Cal. Admin. Code Sections 6600 et seq.) a prospective claimant wishing to receive an allocation from the Local Transportation Fund or the State Transit Assistance Fund shall file its claim with the Santa Barbara County Association of Governments.

NOW, THEREFORE, BE IT RESOLVED that Sherrie Fisher, General Manager, and/or her designee is authorized to execute and file an appropriate claim pursuant to the terms of the Transportation Development Act, as amended, and pursuant to applicable rules and regulations promulgated hereunder, together with all necessary supporting documents, with the Santa Barbara County Association of Governments for an allocation of TDA funds in Fiscal Year 2010-2011.

BE IT FURTHER RESOLVED that the authorized claim includes \$123,520 for regional and transportation planning and \$5,749,853 for transit purposes, plus STA funds to be allocated for mass transportation or local transportation planning.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Santa Barbara Association of Governments in conjunction with the filing of the claim.

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 9th day of March, 2010 by the following vote:

AYES: _____
NAYS: _____
ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors

DOCUMENT C, PART A

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT TRANSIT SYSTEM PROGRAM INFORMATION PROJECT YEAR 2010/2011

1. Locally Funded Capital Projects—48% of the capital budget will be funded with federal dollars. MTD is attempting to maximize federal participation and is making use of all available sources—federal, state and local alike. Additionally, the allocation of Proposition 1B funds for Transit Capital Projects is included.
2. Service Coordination--MTD is the sole provider of local mass transportation services in the Carpinteria to Goleta area. Geographic constraints eliminate most needs for coordination with mass transit providers in other cities (Countywide transit needs are discussed below).

Coordination of services with local E&H demand response operator Easy Lift, was established several years ago in the form of a continuing transfer agreement. It includes acceptance of their transfers on District buses at no charge to the customer. Progress includes an addendum to the Memorandum of Understanding with Easy Lift, the primary paratransit operator in MTD's service area, for the provision of services required by the Americans With Disabilities Act. MTD will continue to work with Easy Lift and groups concerned with E&H services (e.g., SCTAC) to ensure that relevant needs are being met.

The Transit Center, MTD's primary system transfer point, is located next to the Greyhound station providing easy access to transportation out of the service area. Ventura County Transportation Commission (VCTC) runs the Coastal Express commuter service between Ventura and Santa Barbara County and shares a number of stops with MTD. MTD has entered into a transfer agreement with the VCTC pertaining to commuter service between Santa Barbara and Ventura. Similarly, the Santa Barbara County Association of Governments (SBCAG) also provides commuter service in the form of the Clean Air Express that provides commuter services between North and South County. MTD has been contracted to operate one of the Clean Air Express lines. MTD, with the approval of city's of Solvang and Buellton provides commuter service between their communities and the South Coast.

3. Substantial Budget Changes--The draft operating budget of \$21.9 million represents a 3.5% increase over the previous year budget. This is well below the 15% threshold which requires justification for operating expenditures.
4. Decrease In Scope of Operations--Due to operating budget issues, it is possible fixed route service hours may decrease slightly in FY 10-11.

DOCUMENT C, PART E

SBMTD PROGRESS TO IMPLEMENT PRODUCTIVITY IMPROVEMENT RECOMMENDATIONS

PROJECT YEAR 2010/2011

1. Complete Short Range Transit Plan

MTD has completed the Short Range Transit Plan (SRTP) as recommended.

3. Compare Actual Performance Results to Performance Targets

MTD agrees with this audit finding and is in the process of implementing the recommendations. MTD has modified its quarterly reporting process substantially and is providing the Board of Directors with additional performance measurements.

Document D, Part A

PROPOSED OPERATING BUDGET

(See Appendix III and Sec. 6632)

Line		Prior Year	Project Year
1	Budget Year	FY 2009/2010	FY 2010/2011
2	Total Eligible Operating Cost	\$21,225,630	\$21,974,963
3	Estimated Fares	\$8,372,190	\$8,201,687
4	Operating Deficit (subtract Line 3 from line 2)	\$12,853,440	\$13,773,276
	Other Operating Revenues		
5	Property Taxes	\$782,000	\$782,000
6	Local Transportation Fund	\$5,300,000	\$5,749,853
7	LTF Balance from Prior Year	\$68,657	\$0
8	State Transit Assistance Fund	0	0
9	Federal Operating Assistance	\$4,387,091	\$4,466,059
10	Measure A	\$0	\$1,677,128
11	Other (specify): <u>Miscellaneous</u>	\$603,500	\$579,071
12	Local Operating Assistance	\$1,267,192	\$119,165
13	Other (Federal - CMAQ Operating Assistance):	\$445,000	\$400,000
14	Net Surplus/(Deficit) (subtract lines 5-13 from line 4)	\$0	\$0

FOOTNOTES

Document D, Part A

PROPOSED OPERATING BUDGET

(See Appendix III and Sec. 6632)

Line		Prior Year	Project Year
1	Budget Year	FY 2009/2010	FY 2010/2011
2	Total Eligible Operating Cost	\$21,225,630	\$21,974,963
3	Estimated Fares	\$8,372,190	\$8,201,687
4	Operating Deficit (subtract Line 3 from line 2)	\$12,853,440	\$13,773,276
	Other Operating Revenues		
5	Property Taxes	\$782,000	\$782,000
6	Local Transportation Fund	\$5,300,000	\$5,749,853
7	LTF Balance from Prior Year	\$68,657	\$0
8	State Transit Assistance Fund	0	0
9	Federal Operating Assistance	\$4,387,091	\$4,466,059
10	Measure A	\$0	\$1,677,128
11	Other (specify): <u>Miscellaneous</u>	\$603,500	\$579,071
12	Local Operating Assistance	\$1,267,192	\$119,165
13	Other (Federal - CMAQ Operating Assistance):	\$445,000	\$400,000
14	Net Surplus/(Deficit) (subtract lines 5-13 from line 4)	\$0	\$0

FOOTNOTES

Document D, Part B

PROPOSED CAPITAL BUDGET

(See Appendix III and Sec. 6632)

Line		Prior Year	Project Year
15	Budget Year	FY 2009/2010	FY 2010/2011
	<u>Capital Expenditures (Itemize by Project)</u>		
16	Buses/Bus Rehabs	\$500,000	\$10,235,009
17	Fixed Facilities	\$35,000	\$515,483
18	Fareboxes & Radios	\$50,000	\$475,000
19	Service Vehicles	\$0	\$300,000
20	Bus Stops	\$50,000	\$363,630
21	Shop Equipment	\$7,600	\$7,600
22	Management Info Systems/ITS	\$76,000	\$76,000
23	Office Furniture and Equipment	\$5,000	\$5,000
24	Total Capital Expenditures (add lines 16 - 23)	\$723,600	\$11,977,722
	<u>Capital Revenues</u>		
25	Property Taxes		
26	Local Transportation Fund	\$0	\$0
27	LTF Reserve Account	\$0	\$0
28	LTF Balance from Prior Year	\$0	\$0
29	State Transit Assistance Fund	\$0	\$0
30	STAF Balance from Prior Year	\$723,600	\$1,201,743
31	Federal Capital Assistance	\$0	\$5,758,888
32	Other (City & County of SB)	\$0	\$781,235
33	Other (Proposition 1B - Transit Capital Programs)		\$3,454,621
34	Other (Measure A - Transit Capital)		\$781,235
35	Other (specify)		
36	Total Capital Revenues (add lines 25-35)	\$723,600	\$11,977,722
37	Net Surplus/Deficit (subtract Line 36 from line 24)	\$0	\$0

FOOTNOTES

Type of Service:
 _____ Demand Response
 X Fixed Route

DOCUMENT E

SYSTEM STATISTICS (See Appendix IV and Sec. 6632)

		Last Year Actual FY 08/09	Current Budgeted FY 09/10	Next Proposed FY 10/11
EMPLOYEE STATISTICS	1 Operations	154	155	155
	2 Maintenance	27	27	27
	3 General Admsitration	39	39	35
	4 TOTAL (Add lines 1-3)	220	221	217
SERVICE DESCRIPTION	5 Hours of Service			
	A. Weekdays	5am-12am	same	same
	B. Saturday	6am-11pm	same	same
	C. Sunday	6am-10pm	same	same
	6 Number of Vehicles in Operation			
	A. A.M. Peak	80	80	80
	B. Midday	48	48	48
C. P.M. Peak	81	81	81	
FARE STRUCTURE	7 Base Fare	\$1.25	\$1.75	same
	8 Student Fare	\$1.25	\$1.75	same
	9 Senior Citizen Fare	\$0.60	\$0.85	same
	10 Disabled Fare	\$0.60	\$0.85	same
	11 Other Fares			
	A. UCSB Students	\$9.37 qtr	\$13.12	same
	B. SBCC Students	\$17.50 sem.	\$24.50	same
	C. Downtown/Seaside Shuttle	25 cents	same	same
D. Blind/Under 5	free	free	same	
PATRONAGE	12 Revenue Passengers	5,714,675	5,614,464	5,670,609
	13 Non-Revenue Passengers	392,686	346,440	349,904
	14 Students	548,872	479,671	484,468
	15 Elderly or Disabled	749,540	771,651	779,368
	16 Passengers with Wheelchairs	21,585	21,669	21,886
	17 Transfers	884,643	807,735	815,812
SAFETY	18 Roadcalls for Mechanical Failure	303	369	351
	19 Total Accidents	1	2	1
SERVICE SUPPLIED	20 Revenue Vehicle Hours	209,013	210,102	208,001
	21 Revenue Vehicle Miles	2,626,546	2,645,455	2,619,000

DOCUMENT F

MAXIMUM TRANSIT ALLOCATION

(See Appendix V and Section 6634)

Line	<u>MAXIMUM ALLOCATION FOR OPERATIONS</u>	FY 2010/2011
1	Project Year	
2	Total Operating Expense	\$21,974,963
3	Fare Revenue	\$8,201,687
4	Local Support -- Property Tax	\$782,000
5	Local Support -- LOA	\$1,796,293
6	Local Support -- Miscellaneous	\$579,071
7	Federal Operating Assistance	\$4,466,059
8	Payment for Service Outside of Boundaries	0
9	TDA Operating Expense (subtract Lines 3 through 8 from Line 2)	\$6,149,853
10	LTF Balance from Prior Year	\$0
11	Maximum Allocation for Operations (subtract Line 10 from Line 9)	\$6,149,853
 <u>MAXIMUM ALLOCATION FOR CAPITAL</u>		
12	Total Capital Expenses	\$11,977,722
13	Federal Capital Assistance	\$5,758,888
14	Other (City of SB)	\$781,235
15	Other (Proposition 1B - Transit Capital Program)	\$4,235,856
16	TDA Capital Expense (subtract Lines 13 through 15 from Line 12)	\$1,201,743
17	LTF Reserve Account Revenue	\$0
18	LTF Balance from Prior Year	\$0
19	STAF Balance from Prior Year	\$1,201,743
20	Maximum Allocation for Capital (subtract Lines 17 through 19 from Line 16)	\$0
21	MAXIMUM TRANSIT ALLOCATION (add Line 11 and Line 20)	\$6,149,853

Type of Service Fixed Route

DOCUMENT G

FARE AND LOCAL SUPPORT RATIOS

(See Appendix VI and Section 99268.2, 99268.3, 99268.4, 99268.5, 99268.8, 99268.9, 99268.17, 99268.19, 99270.1 and 99270.2)

Line **BASE YEAR RATIOS (F.Y. 78-79)**

1	Total Operating Expenditures	\$3,192,437
2	Total Fares	\$966,332
3	Total Local Support	\$129,624
4	Ratio of Fares to Total Operating Expense	30.27%
5	Local Support -- Other (specify) City of Santa Barbara	34.33%

REQUIRED MINIMUM RATIOS

6	Ratio of Fares to Total Operating Expense	30.27%
7	Ratio of Fares plus Local Support to Total Operating Expense	34.33%
8	Applicable Public Utilities Code Section	0
9	Applicable SBCAG Resolution	n/a

PROJECT YEAR RATIOS

10	Total Operating Expenditures	\$21,974,963
	(a) General Public Service	
	(b) Subscription Service	
11	Operating Expenditures for Service Extensions	
12	Net Operating Expenditures (subtract Line 11 from Line 10(a))	\$21,974,963
13	Total Fares	
	(a) General Public Service	\$8,201,687
	(b) Subscription Service	
14	Total Local Support	\$3,157,364
15	Ratio of Fares to Net Operating Expense	37.32%
16	Ratio of Fares plus Local Support to Net Operating Expense	51.69%

DOCUMENT H

STANDARD ASSURANCES FOR APPLICANTS

(See Appendix VII)

CLAIMANT ASSURANCES: (Initial Sections which apply)

- _____ A. Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with required certification statement, to the SBCAG and to the State Controller, pursuant to PUC 99245 and 21 Cal. Code of Regulations Section 6664 for the prior fiscal year (project year minus two). Claimant assures that this audit requirement will be completed for the current fiscal year (project year minus one).
- _____ B. Claimant certifies that it has submitted a State Controller's report, in conformance with the uniform system of accounts and records, to the SBCAG, and to the State Controller, pursuant to PUC 99243, for the prior year (project year minus two). Beginning with the 1979-80 fiscal year, claimant assures that this report will be audited by an independent CPA. Claimant assures that this report will be completed for the current fiscal year (project year minus one).
- _____ C. Claimant certifies in accordance with PUC Section 99314.5(b) that it is not precluded by any contract entered into on or after June 28, 1979, from employing part-time drivers or contracting with common carriers of persons operating under a franchise or license. Claimant further certifies that no person who was a full-time employee on June 28, 1979, shall have his or her employment terminated or his or her regular hours of employment, excluding overtime, reduced by the operator as a result of it employing part-time drivers or contracting with such common carriers.
- _____ D. Claimant filing claim pursuant to PUC Section 99260 certifies that (check one):
- _____ 1. the current cost of its retirement system is fully funded with respect to the officers and employees of its public transportation system (PUC Section 99271a); or
 - _____ 2. the operator is implementing a plan approved by the transportation planning agency which will fully fund the retirement system for such officers and employees within 40 years (PUC Section 99271a); or
 - _____ 3. the operator has a private pension plan which sets aside and invests on a current basis funds sufficient to provide for the payment of future pension benefits and which is fully compliant with the requirements stated in PUC Sections 99272 and 99273.
- _____ E. Claimant certifies that it is in compliance with PUC Section 99264 that it does not routinely staff, with two or more persons, a vehicle for public transportation purposes designed to be operated by one person.
- _____ F. Claimant certifies that it is making full use of federal funds available under the Urban Mass Transportation Act of 1964, as amended in accordance with Section 6754(a)(3).
- _____ G. Claimant certifies that this is in compliance with PUC Section 99155 that if it offers reduced fares to seniors, the same reduced rate is offered to disabled persons, handicapped persons, and disabled veterans and it honors the federal Medicare card for identification to receive reduced fares.

DOCUMENT H

STANDARD ASSURANCES FOR APPLICANTS

(See Appendix VII)

- _____ H. Claimant certifies that it is in compliance with PUC Section 99155.5 regarding dial-a-ride and paratransit services being accessible to handicapped persons and that the service is provided to persons without regard to vehicle ownership and place of residence.

The undersigned hereby certifies that the above statements are true and correct.

Signature _____

Name _____

Title _____

DOCUMENT I

SBMTD CALIFORNIA HIGHWAY PATROL CERTIFICATION

PROJECT YEAR 2010/2011

CARRIER NAME SANTA BARBARA METROPOLITAN TRANSIT DISTRICT	CA NUMBER 48965	LOC. CODE 765	SUBAREA C55
STREET ADDRESS, CITY, STATE, ZIP CODE 550 EAST COTA ST. SANTA BARBARA, CA 93103	PHONE NUMBER 805-963-3364	DATE 08/21/09	
CARRIER REPRESENTATIVE BILL MORRIS	TITLE OPS. MANAGER	TIME IN	TIME OUT
INSPECTION LOCATION (IF OTHER THAN THE CARRIER'S PRINCIPAL PLACE OF BUSINESS)	U.S. DOT NUMBER	MC NUMBER	

On this date, the above named motor carrier was inspected by the California Highway Patrol. The inspection evaluated the carrier's compliance with the following requirements:

- CONTROLLED SUBSTANCE AND ALCOHOL TESTING PROGRAM [VC 34520 & 49 CFR 382]
- OTHER: 49 CFR 655

REMARKS

SUMMARY


Carrier rating is satisfactory and is currently operating at an acceptable level of compliance. Carrier runs a self administered drug and alcohol testing program. Carrier has been provided with a copy of this report.

As a result of the inspection noted above, this carrier was assigned a compliance rating of SATISFACTORY. This rating applies only to carrier requirements - Terminals are rated separately.

RATING HISTORY <u>1 S 2 S 3 S 4 S</u>	NUMBER OF RECORDS INSPECTED 168	NUMBER OF VIOLATIONS 0	CHP 345 ISSUED <input type="checkbox"/>	SUSPENSE DATE <input checked="" type="checkbox"/> Auto <input type="checkbox"/> None	CHP 100D COLUMN NO.
INSPECTED BY (NAME) MICHAEL OLEJNIK			ID NUMBER A13345	CARRIER TYPE <input type="checkbox"/> Truck <input checked="" type="checkbox"/> Bus	

MOTOR CARRIER CERTIFICATION

I hereby certify that all violations recorded hereon and on the attached pages 2 through 1 will be corrected in accordance with applicable provisions of the California Vehicle Code and the California Code of Regulations. I understand that I may request a review of an unsatisfactory rating by contacting the COASTAL Division Motor Carrier Safety Unit Supervisor at 805-549-3261 within 5 calendar days of the rating.

CARRIER REPRESENTATIVE'S PRINTED NAME BILL MORRIS	TITLE OPERATIONS MANAGER	DRIVER LICENSE NUMBER AND STATE
CARRIER REPRESENTATIVE'S SIGNATURE 	CURRENT CARRIER RATING SATISFACTORY	DATE 08/21/09

TRANSIT OPERATOR COMPLIANCE CERTIFICATE

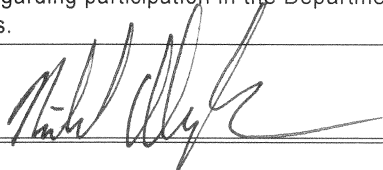
CHP 339 (Rev 7-90) OPI 062

TRANSIT OPERATOR NAME

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

ADDRESS		TELEPHONE NUMBER
550 OLIVE STREET		805-963-3364
CITY	ZIP CODE	COUNTY
SANTA BARBARA	93101	SANTA BARBARA

This is to certify that the above named transit operator was inspected on this date and found to be in compliance with California Vehicle Code Section 1808.1, regarding participation in the Department of Motor Vehicles Pull Notice Program, and with Section 12804.6, regarding transit bus operator certificates.

ISSUED BY	I.D. NUMBER	DATE
	A13345	08/21/09

Destroy previous editions.



BOARD OF DIRECTORS REPORT

MEETING DATE: March 9, 2010

AGENDA ITEM #: 11

TYPE: Informational

PREPARED BY: David Damiano

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

SUBJECT: FY 10/11 Draft Service Plan

DISCUSSION:

Based on the current budget recommendation, the Transit Development Department is recommending a reallocation of service hours. The Transit Development Department has conducted extensive analysis of the entire MTD system and identified the following efficiencies and schedule adherence corrections:

- Line 3 – Oak Park / Cottage Hospital
 - Currently the weekday headways are 20 minutes all day. The recommendation is to increase the headways to 30 minutes between the hours of 9:00 am and 2:00 pm. The savings in revenue hours will be reallocated to the line 6.
- Line 6 – Goleta
 - Extensive review of the data collected from the Mobile On-Time Performance System (MOPS) has shown that the line 6 has not been able to adhere to its schedule. The line 6 and 11 both travel along the State/Hollister corridor and are required to be evenly spaced to maximize efficiency. When the line 6 cannot keep its schedule, the vehicle tends to run closer to the line 11 than is optimal causing “bunching”; this reduces efficiency and jeopardizes headways. The hours saved on the line 3 will be reallocated to correcting the line 6 schedule therefore efficiently serving the busiest corridor in our service area.
- Lines 4 & 17 – Mesa / SBCC / Westside
 - MOPS data has also shown that the line 17 has schedule adherence issues and the recommendation is to reduce the poorly utilized late evening trips and reallocate the hours to mid-day for better schedule adherence. Additionally, the lines 4 & 17 loop would be offered on weekends to better serve the Mesa. Currently only the line 17 operates on the weekend. Reallocation of headways will allow this to happen without additional revenue hours.

- Line 21x – Carpinteria
 - Eliminate the poor performing Sunday service. Passengers would continue to be served by the line 20. Origin & Destination data supports this recommendation.
- Line 27 – Isla Vista Shuttle
 - Reduce the level of service when UCSB is not in session. Currently the line 27 operates on 12 minute headways when UCSB is in session. The recommendation is to reduce the service to a Saturday level providing approximately 30 minute headways Ridership data supports this recommendation.
- Line 2210 – Mesa / Santa Barbara High School
 - Eliminate this poor performing route. Passengers would not be displaced as they could easily take other routes to Santa Barbara High School. Ridership data supports this recommendation.
- All Routes
 - Change the level of service from a weekday level of service to a Saturday level of service on the Veteran’s Day holiday. Additionally, change the level of service from a weekday service to a Saturday level on New Years Eve with service terminating at 7:30 pm.

RECOMMENDATION:

Receive a presentation and provide feedback on the FY 10/11 Draft Service Plan



BOARD OF DIRECTORS REPORT

AGENDA DATE: March 9, 2010
DEPARTMENT: Human Resources
PREPARED BY: Gabriel Garcia

AGENDA ITEM #:
TYPE: Action

REVIEWED BY: Sherrie Fisher

Signature

GM Signature

SUBJECT: Renewal of Vehicle and General Liability Insurance
Effective: April 1, 2010 through March 30, 2011

RECOMMENDATION:

1. Staff recommends continuing to accept the risk of a \$250,000 Self Insured Retention (SIR). The risk to self-insurance retention is that this requires MTD to pay claims under the SIR and bear the cost of defense.
2. Continue Liability Insurance coverage with National Interstate Insurance Company at the current SIR of \$250,000 with coverage up to \$5 million, and Excess coverage \$5-10 million
3. Continue claims adjusting service through National Interstate supplemented by local claims adjusting (Carl Warren & Co.) when warranted
4. Continue defense attorney services by Phil Moncharsh of Rogers, Sheffield, and Campbell

DISCUSSION:

MTD has chosen to purchase policies with a significant SIR since 1989. During those 20+ years the cost of the program each year has been significantly below the cost of premium for first dollar coverage. Details will be provided at the board meeting.

National Interstate quoted a reduced renewal quote of approximately 9.2% or \$25,462 less than the expiring premium. The premium reduction is due to MTD's claims history. Bob Fatch of Brown & Brown reported the results of a market research and explained that other bidders were unable to beat or match the quote from National Interstate.

This policy also includes excess layer coverage. Options offered are (a) \$500,000 Self Insured Retention (SIR) and (b) the premium for first dollar coverage.

BUDGET/FINANCIAL INFORMATION re Premium

Premium	2009-2010	2010-2011	Premium difference amount
250,000-\$5 Million	\$171,722	\$156,694	-\$ 15,028
Excess \$5-10 Million	\$ 84,440	\$ 77,000	-\$ 7,440
Claims service agreement	\$ 19,813	\$ 16,819	-\$ 2,994
Total Difference	\$275,975	\$250,513	-\$25,462

OPTIONAL \$500,000 SIR

\$500,000-\$5 Million	\$126,812
Excess \$5-10 Million	\$ 77,000
Claims service agreement	\$ 16,819
Total	\$220,631

FIRST DOLLAR COVERAGE \$547,786

First dollar coverage provides full coverage for claims without requiring a deductible. Defense costs would be born by the insurance carrier; the insurance company would also have the right to make decisions regarding dispositions of claims. The risk would be eliminated.

Excess Coverage

MTD has the option to choose to elimination of excess coverage layer between \$5-10 million. While this would save \$77,000 in premium costs it would place the District at risk if a larger claim occurs. Note that, to date, the District has never experienced a claim that pierced the excess coverage.

To: Chair Davis
Members of the Board of Directors
From: Sherrie Fisher, General Manager
Date: 03/05/10
Subject: Administrative Update

The Marketing Department is promoting the upcoming "Transit Talk" meeting that is scheduled to take place at
MTD's administrative offices
550 Olive Street
March 25th
5:30 p.m.

Additionally, meetings are being scheduled with middle school principals to remind them of the importance of student awareness of MTD's three tier discipline program and the consequences associated with them. This information is also provided in student handouts as well as presented to the PTA.

A Ribbon-Cutting ceremony will recognize the two new bus shelters installed by the City of Goleta.
Monday, March 8th
4:00 p.m.

The Planning Department will present preliminary information at Tuesday's board meeting on the draft service plan for fiscal year 2010/2011. The net number of revenue hours will be reduced due to efficiencies that were identified in the system.

Planning and Operations staff met with Brian Slagle from the City of Santa Barbara to go over traffic plans for upcoming cruise ship visits. The City may chose to support increased shuttle service during these events.

Operations and Marketing representatives attended the Career Day at Dos Pueblos High School on February 24, 2010.

Operations Supervisor, James Sumner attended the Transit Instructors Network (TIN) meeting held at the Gardena Municipal Bus Lines Facility. Items on the agenda were cell phone policies, DMV document processing, customer relations, employment opportunities, and open discussion.

A tsunami warning triggered a reverse 9-1-1 call to MTD stating mandatory evacuation from the waterfront area. From approximately 1:00 pm to 6:00 pm, the waterfront bus service was removed. This included the Downtown Waterfront Electric shuttle and lines 14 and 20.

The March drivers' bid process is complete.

HR & Risk competed and submitted the renewal application for MTD's property insurance renewal in May.

Staff has completed the evaluation of the four bids received for replacement service vehicles, including driver relief cars, road supervisor vehicles, and maintenance vehicles and is in the process of awarding contracts. This procurement is funded with stimulus money that MTD received through the American Recovery and Reinvestment Act of 2009 (ARRA).

Staff attended the LOSSAN Rail Corridor Agency Joint Powers Board meeting held in Santa Barbara on February 24th. The LOSSAN corridor extends from San Diego County to San Luis Obispo County. The meeting included an update on Pacific Surfliner service and ongoing attempts to revise the arrival and departure times of certain trips.

Staff presented an update on City-Assisted services to Santa Barbara's Transportation and Circulation Committee on February 25th. TCC members were appreciative of the update and remain supportive of City assistance to MTD.

Staff attended a meeting of SBCAG's Technical Transportation Advisory Committee (TTAC) on Thursday, March 4th. MTD is a voting member of TTAC. The meeting included a presentation of the first draft of the Measure A Strategic Plan, which has been under development for some time. TTAC has been asked to provide comments on the draft plan to SBCAG by March 15th. The meeting also included updates on the Measure D projected ending balance, the potential for future transit funding from the Jobs for Main Street Act, and SBCAG staff's draft Project Study Report Policy.

Sherrie Fisher and Steve Maas attended a "Community Meeting" held by the Goleta Valley Planning Advisory Committee (GVPAC) on Saturday, February 27th. The GVPAC is a citizen's committee formed to advise County staff during the update of the 1993 Goleta Community Plan. The role of the GVPAC is to receive community input, develop Community Plan goals, and review and comment on the Draft Goleta Valley Community Plan. The purpose of the meeting was described as "Introducing the Concept Plan," consisting of a "Presentation of Conceptual Land Use Policy Approach and Strategies." This staff presentation was followed by an extensive public comment period.

There is no engine overhaul or transmission work in progress at this time. Bus #401 is exhibiting excessive engine crankcase blow-by and further review of past engine replacement is in progress for possible warranty.

EV 12 had to be towed back to the shop from Carpinteria on Monday evening for repair of a power steering pump oil leak.

Bus #604 had a significant hydraulic pump oil leak while in service last Thursday. Street cleanup was performed by Maintenance personnel under the guidance of County staff.

Ferro Magnetics has completed the initial transformer development tests. Results indicate the planned charger design will accomplish the LiFEPO4 charge profile recommended by battery manufacturer Thunder Sky. The design intent is to provide for field adjustable voltage and current levels to allow fine tuning charger performance. Receipt of result documentation is pending before a purchase request is issued to proceed with charger build.

An old heater in the shop is in need of a replacement fan motor. The motor is obsolete and multiple searches for a replacement have not been successful. The option of making an alternative design motor is being considered. The only viable alternative may be to replace the entire heater unit.

Attempts were made to clear the floor drains in the shop. Several drains are clogged beyond the capability of commercial drain cleaning equipment. Clearing the drains would require concrete cutting and excavation disrupting bus maintenance work. During rainy days the alternative continues to be to squeegee out the wind blown water as it accumulates.

In addition, numerous routine facility maintenance requests handled this period.