



**AGENDA**  
**Meeting**  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**April 19, 2011**  
**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; Olivia Rodriguez, Secretary; Dick Weinberg, Director; Brian Fahnestock, Director; John Britton, Director; Chuck McQuary, 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 meeting of April 5, 2011.

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

The Board will be asked to review the cash report of March 29, 2011 through April 11, 2011.

**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.

**7. MEMORANDUM OF UNDERSTANDING WITH SANTA BARBARA COUNTY ASSOCIATION OF GOVERNEMENTS FOR SERVICE TO VENTURA/ SOUTH COAST COMMUTER SERVICE (ACTION MAY BE TAKEN)**

The Board will be asked to approve a draft MOU with SBCAG for service to Ventura/ South Coast Commuter Service.

**8. MAJOR PROJECT ACTIVITY REPORT- (INFORMATIONAL)**

Staff will provide the Board with an update of planned projects, no action is required.

**9. PROPOSITION 1B (ACTION MAY BE TAKEN)**

Staff will present its recommendation related Proposition 1B funding allocations for FY 10/11, FY 11/12 and FY 12/13. Caltrans has been authorized to allow for appropriation of three years worth of projects.

**10. GENERAL MANAGER'S REPORT- (ACTION MAY BE TAKEN)**

- a) Cruise ship
- b) Federal Budget, FY 2010-11
- c) South Coast Subregional
- d) City of SB – Master Agreement
- e) Grant Management – Clean Air Express Items

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

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

**12. RECESS TO CLOSED SESSION- WORKERS' COMPENSATION CLAIM-(ACTION MAY BE TAKEN)**

The Board will meet in closed session pursuant to Government Code §54956.95(b) to consider settlement of a Workers' Compensation claim:

One claim: Leslie Rush vs. MTD

**13. 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.



**DRAFT MINUTES**  
**Meeting**  
of the  
**BOARD OF DIRECTORS**  
of the  
**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**  
A Public Agency  
**April 5, 2011**  
**8:30 a.m.**  
**Santa Barbara MTD Auditorium**  
550 Olive Street, Santa Barbara, CA 93101

1. **CALL TO ORDER**  
Vice Chair Aceves called the meeting to order at 8:30 a.m.
2. **ROLL CALL OF THE BOARD OF DIRECTORS**  
Vice Chair Aceves reported that all members were present with the exception of Chair Davis.
3. **REPORT REGARDING POSTING OF AGENDA**  
Natasha Carbajal, Administrative Assistant/Receptionist reported that the agenda was posted on Friday, April 1, 2011, at MTD's Administration office, emailed to those on the agenda minutes list and posted on MTD's website.

**CONSENT CALENDAR**

**4. & 5. APPROVAL OF PRIOR MINUTES AND CASH REPORT (ATTACHMENTS- ACTION MAY BE TAKEN)**

Director McQuary moved to approve the draft minutes for the meeting of March 22, 2011, and the cash report for March 15, 2011, through March 28, 2011. Director Britton seconded the motion. The motion passed unanimously.

Director Weinberg abstained from the approval of the minutes of the meeting of March 22, 2011, due to his absence from that meeting.

**THIS CONCLUDES THE CONSENT CALENDAR**

6. **PUBLIC COMMENT**  
There was no public comment made.
7. **DRAFT SERVICE CHANGES (ATTACHMENT- ACTION MAY BE TAKEN)**  
David Damiano, Manager of Transit Development & Community Relations presented the proposed service changes that are planned for August 22, 2011. The Board asked that staff bring back information collected from onboard surveys to a future meeting. Mr. Damiano also reviewed how staff plans to communicate and correspond with passengers in regards to the proposed service changes.

**8. GENERAL MANAGER'S REPORT- (ACTION MAY BE TAKEN)**

General Manager Fisher reported that she forwarded a report to the MTD Board of Directors from the South Coast Subregional Planning Committee of the Santa Barbara County Association of Governments (SBCAG) regarding service between Ventura County and the South Coast. She stated that the report pertains to the Memorandum of Understanding (MOU) between MTD and SBCAG. The MOU will be presented and discussed at the SBCAG Subregional meeting on April 6, 2011, which is to be held at the MTD Administrative building. Assuming that the Subregional committee is interested in the opportunity, the MOU will then be presented to the MTD Board for approval at the next meeting. The MOU will then go to the SBCAG Board for final approval. General Manager Fisher stated she was satisfied with the MOU.

General Manager Fisher stated that at the last Goleta Valley Planning Advisory Committee (GVFAC) meeting, the committee determined that they would recommend a change for the MTD Calle Real property from the current agricultural zoning to residential zoning. She stated that it may be about a two-year process for it to go to the planning commission and then to the County Board of Supervisors for approval.

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

Steve Maas, Manager of Strategic Planning & Compliance, updated the Board on a recent meeting of the Los Angeles-San Diego-San Luis Obispo rail corridor (LOSSAN) Board of Directors regarding plans for commuter rail service between Ventura and Santa Barbara. He stated that retiring a Surfliner train, as previously discussed, seems to be unfeasible. LOSSAN is also considering other options such as contracting with Metrolink.

**10. 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

Upon returning from closed session, Vice Chair Aceves reported that the Board had completed the evaluation process for this year and no action was taken.

**11. ADJOURNMENT**

Director McQuary moved to adjourn the meeting at 10:22 a.m. Director Rodriguez seconded the motion. The motion passed unanimously.

**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.

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**Santa Barbara Metropolitan Transit District**  
**Cash Report**  
**Board Meeting of April 19, 2011**  
**For the Period March 29, 2011 through April 11, 2011**

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**MONEY MARKET**

**Beginning Balance March 29, 2011** **\$3,215,499.66**

SB-325 (LTF)	493,126.36
Accounts Receivable	215,202.62
Passenger Fares	178,743.32
Measure "A"	128,486.63
Miscellaneous/Asset Sales	10,912.75
Interest Income - Mar 11	<u>2,623.27</u>
<b>Total Deposits</b>	<b>1,029,094.95</b>

Wire Transfer - Mar 11	240,351.00
ACH Garnishment Trf	(1,258.58)
ACH Pensions Transfer	(31,682.52)
WC Transfer - Mar 11	(31,750.75)
ACH Tax Deposit	(185,434.31)
Payroll Transfer	(295,134.31)
Operations Transfer	<u>(297,120.34)</u>
<b>Total Disbursements</b>	<b>(602,029.81)</b>

**Ending Balance** **\$3,642,564.80**

**CASH INVESTMENTS**

LAIF Account	\$3,293,275.67
Money Market Account	<u>3,642,564.80</u>

**Total Cash Balance** **\$6,935,840.47**

**SELF INSURED LIABILITY ACCOUNTS**

WC / Liability Reserves	(\$1,365,087.83)
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**Working Capital** **\$5,570,752.64**

**Santa Barbara Metropolitan Transit District  
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
97495	1/14/2011	H.G. MAKELIM CO.	BUS PARTS	25.27	V
98127	4/4/2011	AMERICAN NAMEPLATE COMPANY	ENGRAVING SERVICES	20.88	
98128	4/4/2011	AMERICAN RED CROSS	CPR TRAINING	1,000.00	
98129	4/4/2011	BAY ALARM COMPANY, INC	CONTRACT MAINT	255.90	
98130	4/4/2011	BIG BRAND TIRES	SERVICE VEHICLE MAINTENANCE	44.83	
98131	4/4/2011	BLACKBIRD ARCHITECTS INC.	SUPERSTOP/TRANSIT CORRIDOR DESI	9,114.92	
98132	4/4/2011	YOLANDA BORRAYO	REIMBURSEMENT	10.00	
98133	4/4/2011	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	338.92	
98134	4/4/2011	CHANNEL CITY ENGINEERING	SHOP EQUIPMENT REPAIRS	125.00	
98135	4/4/2011	COAST CLUTCH & BRAKE	BUS PARTS	152.97	
98136	4/4/2011	CINTAS FIRST AID & SAFETY LOC #	FIRST AID SUPPLIES	190.88	
98137	4/4/2011	COAST TRUCK PARTS	BUS PARTS	169.45	
98138	4/4/2011	DIESEL MARINE ELECTRIC, INC.	BUS PARTS	221.97	
98139	4/4/2011	EVERYTHING ELECTRIC	SHOP/B&G SUPPLIES	10.27	
98140	4/4/2011	GFI GENFARE DBA	FAREBOX REPAIRS & PARTS	398.79	
98141	4/4/2011	GIBBS INTERNATIONAL INC	BUS PARTS	925.87	
98142	4/4/2011	GILLIG LLC	BUS PARTS	1,277.00	
98143	4/4/2011	GONZALES, JUAN A.	REIMBURSEMENT	10.00	
98144	4/4/2011	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	9,647.63	
98145	4/4/2011	GUARDIAN DENTAL INSURANCE	DENTAL INSURANCE	3,929.68	
98146	4/4/2011	GUARDIAN LIFE INS CO. CORP.	LIFE INSURANCE	942.78	
98147	4/4/2011	H.G. MAKELIM CO.	BUS PARTS	6,179.48	
98148	4/4/2011	H. G. PETERSEN FAMILY PROPERTIE	PARKING FOR VALLEY BUSES	100.00	
98149	4/4/2011	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	57.82	
98150	4/4/2011	INDOFF, INC.	OFFICE SUPPLIES	274.93	
98151	4/4/2011	J n L GLASS INC.	REPLACE BUS WINDOWS	125.00	
98152	4/4/2011	JMPE ELECTRICAL ENGINEERING D	PROFESSIONAL SERVICES	2,000.00	
98153	4/4/2011	KIMBALL MIDWEST	SHOP SUPPLIES	278.49	
98154	4/4/2011	KIRKS AUTOMOTIVE, INC	BUS/AUTO PARTS	141.27	
98155	4/4/2011	MC CORMIX CORP. (OIL)	LUBRICANTS	2,122.23	
98156	4/4/2011	MEDICAL EYE SERVICES, INC.	VISION SERVICES	252.54	
98157	4/4/2011	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	60.56	
98158	4/4/2011	NEWARK ELECTRONICS	BUS PARTS	93.15	
98159	4/4/2011	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	1,574.05	
98160	4/4/2011	PACIFICARE OF CALIFORNIA	HEALTH INSURANCE	48,846.46	
98161	4/4/2011	PIP PRINTING DBA	PRINTING SERVICES	1,083.19	
98162	4/4/2011	ROGERS, SHEFFIELD & CAMPBELL,	LEGAL COUNSEL	4,780.00	

Check #	Date	Company	Description	Amount	Voids
98163	4/4/2011	SERVICE MASTER OF SANTA BARB	JANITORIAL SERV./SUPPLIES	345.00	
98164	4/4/2011	SM TIRE, CORP.	BUS TIRE MOUNTING	191.00	
98165	4/4/2011	SOAP MAN DISTRIBUTIN DBA	CLEANING SUPPLIES	76.67	
98166	4/4/2011	SPECIALTY TOOL & BOLT	SHOP SUPPLIES	124.87	
98167	4/4/2011	SPRINT DBA	WiFi SERVICES	186.20	
98168	4/4/2011	STEWART'S DE-ROOTING & PLUMBI	PLUMBING REPAIRS	112.63	
98169	4/4/2011	SB CITY OF-REFUSE/WATER	UTILITIES	2,569.25	
98170	4/4/2011	UPS FREIGHT	FREIGHT SHIPPING	154.45	
98171	4/4/2011	INTERSTATE CAPITAL CORPORATI	UNIFORMS	988.43	
98172	4/4/2011	VANGUARD PRINTING DBA	PRINTING SERVICES	284.38	
98173	4/4/2011	VALLEY POWER SYSTEMS, INC.	BUS PARTS	4,803.57	
98174	4/4/2011	VILLA, DANIEL	REIMBURSEMENT	49.00	
98175	4/4/2011	WAXIE SANITARY SUPPLY DBA	JANITORIAL SUPPLIES	655.18	
98176	4/8/2011	ROGER ACEVES	DIRECTOR FEES	180.00	
98177	4/8/2011	APPLIED INDUSTRIAL TECHNOLOGI	BUS & FAIRBOX PARTS	260.34	
98178	4/8/2011	AMERICAN NAMEPLATE COMPANY	ENGRAVING SERVICES	20.88	
98179	4/8/2011	BNS ELECTRONICS, INC.	GIB. SITE RENTAL	252.17	
98180	4/8/2011	JOHN BRITTON	DIRECTOR FEES	180.00	
98181	4/8/2011	CALIFORNIA ELECTRIC SUPPLY, IN	SHOP/B&G SUPPLIES	92.43	
98182	4/8/2011	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	468.88	
98183	4/8/2011	CENTRAL COAST CIRCULATION, LL	BUS BOOK DISTRIBUTION	575.00	
98184	4/8/2011	CHILD SUPPORT ENFORCEMENT AG	PAYROLL RELATED	147.69	
98185	4/8/2011	COMMUNITY RADIO, INC.	GIB. SITE RENTAL	226.79	
98186	4/8/2011	CIO SOLUTIONS, LP	PROFESSIONAL SERVICES	568.75	
98187	4/8/2011	COAST TRUCK PARTS	BUS PARTS	22.80	
98188	4/8/2011	CUMMINS CAL PACIFIC LLC	BUS PARTS	442.32	
98189	4/8/2011	DAVID DAVIS JR.	DIRECTOR FEES	180.00	
98190	4/8/2011	DEAILE, MARY	PAYROLL RELATED	106.15	
98191	4/8/2011	DENMUN OFFICE EQUIPMENT	OFFICE MACHINE SUPPLIES/MAINTEN	575.00	
98192	4/8/2011	EASY LIFT TRANSPORTATION, INC.	ADA SUBSIDY	47,867.00	
98193	4/8/2011	ESTRADA, JERRY	REIMBURSEMENT	40.00	
98194	4/8/2011	BRIAN FAHNESTOCK	DIRECTOR FEES	180.00	
98195	4/8/2011	STATE OF CALIFORNIA	PAYROLL RELATED	416.31	
98196	4/8/2011	GIBBS INTERNATIONAL INC	BUS PARTS	1,511.95	
98197	4/8/2011	GILLIG LLC	BUS PARTS	2,701.26	
98198	4/8/2011	GLENN, KENN	RECEPTIONIST COVERAGE	1,344.00	
98199	4/8/2011	GRAINGER, INC.	SHOP/B&G SUPPLIES	443.57	
98200	4/8/2011	HILLYARD/LOS ANGELES	SHOP/BUS SUPPLIES	605.00	
98201	4/8/2011	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	23.33	
98202	4/8/2011	HOWIE ENTERPRISES DBA	BUS REPAIRS	575.00	

Check #	Date	Company	Description	Amount	VOIDS
98203	4/8/2011	UNITED STATES TREASURY - IRS	PAYROLL RELATED	500.00	
98204	4/8/2011	SHERIFF CIVIL BUREAU	PAYROLL RELATED	671.47	
98205	4/8/2011	LANSPEED DBA	SOFTWARE SUPPORT	1,202.50	
98206	4/8/2011	MC CORMIX CORP. (OIL)	LUBRICANTS	2,220.03	
98207	4/8/2011	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	2,868.69	
98208	4/8/2011	MCMASTER-CARR SUPPLY CO.	SHOP/B&G SUPPLIES	163.96	
98209	4/8/2011	CHUCK MCQUARY	DIRECTOR FEES	180.00	
98210	4/8/2011	MGB INDUSTRIAL SUPPLY	BUS & SHOP SUPPLIES	14.09	
98211	4/8/2011	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	4,340.33	
98212	4/8/2011	MOUNTAIN SPRING WATER	SHOP & OFFICE SUPPLIES	1,320.95	
98213	4/8/2011	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	1,233.18	
98214	4/8/2011	N/S CORPORATION	BUS WASHER PARTS	310.05	
98215	4/8/2011	STEPHEN C. OLIVERA	VTT REIMBURSEMENT	10.00	
98216	4/8/2011	OTTIERI, ANN BRADY	PAYROLL RELATED	277.00	
98217	4/8/2011	PACIFIC ACOUSTICS NORTH	B&G REPAIRS & SUPPLIES	72.24	
98218	4/8/2011	PITNEY BOWES INC	POSTAGE METER QTRLY CHARGES	146.82	
98219	4/8/2011	PORT SUPPLY	BUS PARTS	119.99	
98220	4/8/2011	OLIVIA RODRIGUEZ	DIRECTOR FEES	180.00	
98221	4/8/2011	SAFETYSIGN.COM DBA	SIGNAGE	131.20	
98222	4/8/2011	SB COUNTY FEDERAL CREDIT UNIO	PAYROLL DEDUCTION	1,348.00	
98223	4/8/2011	SEELEY, KAREN	PAYROLL RELATED	75.69	
98224	4/8/2011	SM TIRE, CORP.	BUS TIRE MOUNTING	236.91	
98225	4/8/2011	SMARDAN-HATCHER CO., INC	B&G REPAIRS & SUPPLIES	115.59	
98226	4/8/2011	SMART & FINAL	OFFICE/MEETING SUPPLIES	567.19	
98227	4/8/2011	SO. CAL. EDISON CO.	UTILITIES	5,022.57	
98228	4/8/2011	SPECIALTY TOOL & BOLT	SHOP SUPPLIES	120.06	
98229	4/8/2011	STAPLES CREDIT PLAN	OFFICE & COMPUTER SUPPLIES	132.61	
98230	4/8/2011	STEWART'S DE-ROOTING & PLUMBI	PLUMBING REPAIRS	85.00	
98231	4/8/2011	SB CITY OF-REFUSE/WATER	UTILITIES	1,023.02	
98232	4/8/2011	THE MEDCENTER	MEDICAL EXAMS	2,932.00	
98233	4/8/2011	TEAMSTERS PENSION TRUST	UNION PENSION	91,961.59	
98234	4/8/2011	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	9,760.27	
98235	4/8/2011	UPS FREIGHT	FREIGHT SHIPPING	158.11	
98236	4/8/2011	VALLEY POWER SYSTEMS, INC.	BUS PARTS	160.34	
98237	4/8/2011	RICHARD WEINBERG	DIRECTOR FEES	180.00	

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<b>Check #</b>	<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>	<b>Voids</b>
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297,145.61

**Current Cash Report Voided Checks:** 0.00

**Prior Cash Report Voided Checks:** 25.27

**Grand Total:** \$297,120.34

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

<b>Date</b>	<b>Company</b>	<b>Description</b>	<b>Amount</b>
3/31/2011	Planned Parenthood	Advertising on Buses	1,231.65
3/31/2011	Sweeney Media Marketing, Inc	Advertising on Buses	642.61
3/31/2011	Sweeney Media Marketing, Inc	Advertising on Buses	5,632.94
4/1/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/1/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/1/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/1/2011	Rabobank, N.A.	Advertising on Buses	880.00
4/1/2011	SB School District	Passes/Token Sales	41,250.00
4/1/2011	UCSB Transportation	Transit Enhancement Line 6 & 11 Jan-Mar 11	4,875.50
4/4/2011	ASTI Holding Company, LLC	Overpass Property Apr 11	14,259.73
4/4/2011	Department of Rehabilitation	Passes/Token Sales	32.00
4/4/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/4/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/4/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/4/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/4/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/4/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/4/2011	Department of Rehabilitation	Passes/Token Sales	20.00
4/5/2011	UCSB - Parking Services-7001	Passes/Passport Sales	9,984.00
4/6/2011	Calles, Gilbert & Leandra	Health Insurance - Retiree	284.02
4/6/2011	Fountain, Melvin and Elizabeth	Health Insurance - Retiree	284.02
4/6/2011	Jim Haggerty	Retiree - Vision	12.20
4/7/2011	City of SB - Browning Allen	Downtown Shuttle	39,144.00
4/7/2011	City of SB - Browning Allen	Downtown Shuttle Mar 11	92,709.00
4/7/2011	County of Santa Barbara	Passes/Token Sales	2,178.75
4/11/2011	Jim Haggerty	Retiree - Vision	12.20
4/11/2011	Spectrum Athletic Clubs, Inc.	Advertising on Buses	291.00
4/11/2011	Spectrum Athletic Clubs, Inc.	Advertising on Buses	1,319.00
<b>Total Accounts Receivable Paid During Period</b>			<b>\$215,202.62</b>



## BOARD OF DIRECTORS REPORT

**MEETING DATE:** APRIL 19, 2011

**AGENDA ITEM #:** 7

**TYPE:** ACTION ITEM

**PREPARED BY:** STEVE MAAS

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

**REVIEWED BY:** AGM/CONTROLLER

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

**SUBJECT:** MOU with SBCAG for Ventura/South Coast Commuter Service

### **RECOMMENDATION:**

Staff recommends that the Board approve the attached Draft Memorandum of Understanding (MOU) with the Santa Barbara County Association of Governments (SBCAG).

### **DISCUSSION:**

The attached Draft MOU between MTD and SBCAG describes the additional peak-period commuter bus service pilot project to be operated by MTD between Ventura County and the South Coast. The pilot project will run for up to three years.

The pilot project calls for MTD to operate four round trips each weekday (four A.M. peak-period trips from Ventura County to Santa Barbara and Goleta, and four P.M. peak-period return trips to Ventura County). MTD will use the District's over-the-road MCI coaches for the service (these coaches are currently used for the Valley Express service, which will end in August 2011).

The operational and capital costs of the pilot project will be fully funded, using \$100,000 allocated by Caltrans to SBCAG for the U.S. 101 Mussel Shoals\ Carpinteria HOV Widening project and \$205,000 allocated by Caltrans to MTD for the Milpas\ Cabrillo-Hot Springs Operational Improvement project.

### **ATTACHMENT:**

- Draft Memorandum of Understanding (MOU) with SBCAG

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS  
AND THE  
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT  
FOR  
TRAFFIC MANAGEMENT PLAN INTERREGIONAL BUS SERVICE  
FOR THE  
U.S. 101 MUSSEL SHOALS TO CARPINTERIA PROPOSITION 1B  
CORRIDOR MOBILITY IMPROVEMENT ACCOUNT PROJECT**

This Memorandum of Understanding (MOU) is entered into between the Santa Barbara County Association of Governments, hereinafter referred to as "SBCAG", and the Santa Barbara Metropolitan Transit District, hereinafter referred to as "DISTRICT", for the purpose of defining agency roles, responsibilities and commitments for the operation of interregional commuter transit service as part of the Traffic Management Plan for the Highway 101 Mussel Shoals to Carpinteria HOV lane construction project.

WHEREAS, Caltrans, SBCAG and the Ventura County Transportation Commission have been allocated \$150 million in Proposition 1B funding by the California Transportation Commission to improve a 6.2 mile segment of U.S. 101 between Mussel Shoals in Ventura County and Carpinteria in Santa Barbara County by adding HOV lanes in the median, closing median openings at various locations, improving bicycle and pedestrian access along the coast, and adding Intelligent Transportation System (ITS) elements to the corridor; and

WHEREAS, under the current schedule, Caltrans, as lead agency, is planning to advertise the project for construction in March 2011 and the project is scheduled to begin construction during the summer of 2011 and take three years to complete; and

WHEREAS Caltrans has asked for SBCAG's assistance in implementing elements of a comprehensive Traffic Management Plan which include expanding interregional bus transit service in the corridor during construction; and

WHEREAS, on November 18, 2010, the SBCAG board approved a Memorandum of Understanding with Caltrans to provide such assistance to Caltrans; and

WHEREAS, \$100,000 in Proposition 1B funding has been allocated to SBCAG in the MOU from the construction budget for expanding interregional transit service; and

WHEREAS, the MOU requires that SBCAG develop a service plan for approval by Caltrans defining service routes and schedule and demonstrating that the funds will be effectively used to reduce congestion and improve safety in the project construction zone; and

WHEREAS, additional carefully designed and specifically targeted trips will both increase the options for commuters from Ventura County and draw additional commuters out of their cars in order to reduce traffic volumes and improve safety in the 101 corridor during construction; and

WHEREAS, there is only a single Coastal Express trip from Ventura that arrives in downtown Santa Barbara shortly before 8AM. Only four Coastal Express buses arrive in Santa Barbara and Goleta during the crucial 7AM-8AM hour; and

WHEREAS it has been estimated that the \$100,000 allocated to SBCAG for interregional bus transit from the project budget would be sufficient to operate at least two additional peak hour commuter buses for two years (2011/12 and 2012/13) between Ventura and Santa Barbara counties based on SBCAG's experience operating and managing the Coastal Express; and

WHEREAS, the Milpas to Hot Springs Operational Improvement project in Santa Barbara County also includes \$205,000 in funding for additional peak hour transit service for MTD to reduce construction-related traffic impacts; and

WHEREAS, SBCAG estimates that combining the transit funding from Traffic Management Plans for the two project construction budgets would allow a total of four peak hour commuter buses to operate in the corridor for three years; and

WHEREAS after the reintegration of the Valley Express service into the Clean Air Express service, DISTRICT will have five over-the-road coaches purchased using Congestion Mitigation Air Quality (CMAQ) funds awarded to MTD by SBCAG that will be available to provide additional interregional transit service consistent with the Traffic Management Plan for the U.S. 101 Mussel Shoals\Carpinteria HOV project; and

WHEREAS, SBCAG and DISTRICT recognize the mutual benefits of partnering to add new transit service to the corridor for the three years of the Mussel Shoals project, using funding available to each for construction projects; and

WHEREAS, SBCAG recognizes that DISTRICT is established and existing under Part 9, Division 10, of the California Public Utilities Code, codified at Sections 95000-97100, and empowered to provide public transportation service in the South Coast of Santa Barbara County, and DISTRICT can approve or deny services operating in its district boundaries, and DISTRICT has the equipment, vehicles, experience, and expertise necessary to provide interregional express commuter transit service outside district boundaries which meets the objectives of SBCAG and Caltrans; and,

WHEREAS, SBCAG is the region's federally designated Metropolitan Planning Organization responsible for carrying out the metropolitan transportation planning provisions of 23 U.S.C. 134 for urbanized areas in Santa Barbara County; SBCAG is the state-designated Regional Transportation Planning Agency, responsible for the development of the regional transportation projects in Santa Barbara County, in cooperation with Caltrans; SBCAG is the co-administrator of the Coastal Express interregional transit service, along with the Ventura County Transit Commission, sharing equally in the funding and transit planning services for the Coastal Express;

NOW THEREFORE, the parties do agree to add new service to the Ventura to Santa Barbara corridor, according to the roles and responsibilities of a partnership described below.

## **1. New Service**

### **A. Project Description**

The service will consist of interregional peak period commuter express bus transit service between Ventura County and Santa Barbara County. The service will be open to the public, for all trip purposes, and will be fully accessible to persons with disabilities.

### **B. Agency Responsibility**

1. Operations. DISTRICT will be responsible for operation of the service in accordance with Attachment B and service plan developed pursuant to section B(2). DISTRICT will procure bus storage facilities in Ventura County and consult with the Ventura County Transportation Commission, as needed. DISTRICT is responsible for compliance with all federal and state operational requirements, including reporting requirements pursuant to the National Transit Database, if necessary, but not including federal compliance with regards to fares.
2. Service Planning. SBCAG staff and DISTRICT staff shall jointly develop the service plan for approval by the SBCAG board. The service plan shall be consistent with the provisions of the MOU with Caltrans for the U.S. 101 Mussel Shoals\Carpinteria HOV project, and shall include routes, stops, hours of operation, days of operation, headways, non-customer service passenger communications, and public outreach\input. In coordination with DISTRICT, SBCAG shall be responsible for marketing and branding of the service to ensure it is coordinated with existing Coastal Express service. The SBCAG South Coast Subregional Planning Committee shall make policy recommendations to the SBCAG board, which shall be the policy board for the service. The service will require DISTRICT approval prior to implementation.
3. Customer Service. DISTRICT shall follow a process for handling customer service issues for customers of this new service separate from the process currently in place for local MTD transit service. Distinct phone and email contact information for inter-regional customers shall be established. DISTRICT shall be

responsible for the sale of passes. The DISTRICT process for handling customer service for this new service is attached as Attachment C.

### **C. Funding**

DISTRICT shall deduct fares collected and invoice SBCAG for its proportionate share of the net cost of the service provided on a calendar monthly basis. SBCAG shall reimburse DISTRICT for its proportionate share of the net cost of the service using the CMIA funding source identified in Attachment A to this MOU. DISTRICT shall request that City of Santa Barbara invoice Caltrans for \$205,000 in Traffic Management Plan funding from the Milpas to Hot Springs Operational Improvement project, and request that the City provide these funds for implementing the services described in this MOU. DISTRICT shall notify SBCAG that such funding has been received by the City prior to implementation of service. Any revenue generated by this service shall be credited towards the overall cost of the service

### **D. Hourly Operating Rate and Capital Expenses**

DISTRICT shall be reimbursed by SBCAG for the operation of the service at the annual DISTRICT system rate per revenue vehicle hour of \$104.15 for fiscal year 2010-11. The rate will be recalculated for each fiscal year that this Memorandum of Understanding is in effect, based on the original adopted budget of DISTRICT for the respective fiscal year. Except as noted below, this rate is inclusive of all costs associated with operating the service, including, but not limited to, maintenance, fuel, vehicle insurance, operator/driver compensation, fare collection and pass distribution and sales, benefits, and insurance (including workers' compensation insurance). Marketing, bus storage\parking costs in Ventura County, and wireless data charges for onboard WiFi service are not included in the hourly rate and shall be separately reimbursed by SBCAG. SBCAG shall reimburse DISTRICT for capital costs incurred for this project, including but not limited to full engine or transmission rebuild or replacement or for extraordinary or unplanned repair of major engine components.

### **E. Fares**

SBCAG shall determine and set fares and hold public hearings for fare changes as required. SBCAG will ensure federal compliance with regards to fares, including compliance with Title VI of the Civil Rights Act.

### **F. Routes**

The initial schedule and routes for the new service are attached as Appendix B. This service plan may be modified at any time according to Section 4 of this MOU.

### **G. Performance**

DISTRICT shall collect all data required to evaluate service performance, and shall provide a written report, including, per trip ridership, fare revenue collected, farebox ratio, complaints received, trip failures, and on time performance, to SBCAG monthly. SBCAG staff and DISTRICT staff shall jointly develop performance standards for approval by the SBCAG board. SBCAG and DISTRICT shall meet periodically, but no less than twice per year, to jointly assess the performance of the

service and confer on any changes to the service that may be needed to improve service performance.

**H. Vehicles**

DISTRICT will make available five DISTRICT-owned MCI vehicles for this service, but shall operate other vehicles on this service as necessary. SBCAG in consultation with DISTRICT will be responsible for designing and purchasing all decals and other branding material necessary to identify the vehicle. All decals and other branding material shall comply with advertising policy of DISTRICT. SBCAG will purchase the decals and any other branding material. DISTRICT will be responsible for installing the decals and any other branding material, including modifying electronic signs on the vehicle. Installation cost shall be included on the monthly invoice.

**2. Amendment**

This MOU may be amended with the written consent of both parties.

**3. Term of the MOU**

The term of this Memorandum of Understanding is from June 6, 2011 to July 5, 2014. This Agreement may be terminated by either party upon written notification to the other 90 days prior to the proposed date of termination.

**4. Adjustments To Services**

Any changes, adjustments, increases, reductions or losses of service by reason of new or lost funding sources shall be on the basis of the hourly rate described in the appropriate section of this MOU. Changes in service, operational provisions, specifications, schedules, fares, and location of services, required to meet unforeseen changes in demand, unforeseen funding restrictions, or the availability of additional funds shall be made on 90 days advance written notice.

**5. Notices**

All notices, approvals, acceptances, demands and other communications required or permitted hereunder, to be effective shall be in writing and shall be delivered either in person or by mailing the same by United States mail (postage prepaid, registered or certified, return receipt requested) or by overnight delivery service to the party to whom the notice is directed at the address of such party as follows:

The Santa Barbara Metropolitan  
Transit District  
Attn: General Manager  
550 Olive Street  
Santa Barbara, California 93101

The Santa Barbara County  
Association of Governments  
Attn: Executive Director  
260 N. San Antonio Rd., Suite B  
Santa Barbara, CA 93110

Any written communication given by mail shall be deemed delivered two (2) business days after such mailing date and any written communication given by overnight delivery service shall be deemed delivered one (1) business day after the dispatch date. Either party may change its address by giving the other party written notice of its new address as herein provided.

SBCAG and DISTRICT, represented by the undersigned, do commit to this understanding.

**SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS**

\_\_\_\_\_  
Joe Armendariz  
Chairman, SBCAG

\_\_\_\_\_  
Date

**SANTA BARBARA METROPOLITAN TRANSIT DISTRICT**

\_\_\_\_\_  
Dave Davis  
Chairman, MTD

\_\_\_\_\_  
Date

## ATTACHMENT A SERVICE FUNDING

	FY2012		FY2013		FY2014	
Source	Amount	Proportion	Amount	Proportion	Amount	Proportion
Prop 1B CMIA Hwy 101 HOV Traffic Mgmt. Plan	\$33,000	33%	\$33,000	33%	\$34,000	34%
U.S. 101 Op. Improv. Traffic Mgmt. Plan	\$67,000	67%	\$67,000	67%	\$66,000	66%

## ATTACHMENT B SERVICE PLAN

### Service to Santa Barbara

	Ventura County Gov't Center	Gutierrez/Laguna	Santa Barbara/Ortega	Figueroa	State/La Cumbre	Pesetas Ln.
<b>AM</b>	6:45	7:20	7:23	7:25	7:33	7:37
	7:05	7:45	7:48	7:50	7:58	8:02

	Pesetas Ln.	State/La Cumbre	Courthouse	City Hall	Haley	Ventura County Gov't Center
<b>PM</b>	4:30	4:34	4:42	4:44	4:46	5:32
	5:00	5:04	5:12	5:14	5:16	6:00

### Service to Goleta

	Ventura County Gov't Center	Pine	Aero Camino	Cremona	Castilian	Coronado
<b>AM</b>	6:35	7:24	7:27	7:30	7:33	7:37
	7:00	7:49	7:52	7:55	7:58	8:02

	Coronado	Castilian	Cremona	Aero Camino	Pine	Ventura County Gov't Center
<b>PM</b>	4:28	4:32	4:35	4:38	4:41	5:32
	5:00	5:04	5:07	5:10	5:13	6:05

## **ATTACHMENT C CUSTOMER SERVICE PROCEDURES**

DISTRICT shall follow the process described below for handling customer service issues for customers of the service, separate from the process currently in place for local MTD transit service:

- 1) Dedicated Website Page for service.
- 2) Comment Box for service on this page.
- 3) Specific email address for service.
- 4) Specific Facebook page for service.
- 5) Specific phone number for the service.



## BOARD OF DIRECTORS REPORT

**MEETING DATE:** APRIL 19, 2011                      **AGENDA ITEM #:** 8

**TYPE:** INFORMATIONAL

**PREPARED BY:** BRAD DAVIS

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

**REVIEWED BY:** Assistant GM

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

**SUBJECT:**                      **Capital Projects Update**

### **DISCUSSION:**

Staff will provide the Board with an update on the status of MTD capital projects. Included will be those recently completed, in progress, or pending. In addition to keeping the Board abreast of the projects, such information will be beneficial in developing the capital budget for the new fiscal year as well as to prompt discussion or revision to priorities for existing or new projects.

Following is a listing of those projects to be reviewed:

- Flexible Bus Replacement
- Nova Bus Replacement
- Bus Signal Priority
- Electric Shuttle Replacement
- Olive Backup Power
- Pass Vending Machines
- Radio/AVL System
- Security Cameras
- Superstops
- Photovoltaic System

## BOARD OF DIRECTORS REPORT

**AGENDA DATE:** APRIL 19, 2011

**AGENDA ITEM #:** 9

**TYPE:** ACTION

**PREPARED BY:** JERRY ESTRADA

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*Signature*

**REVIEWED BY:**

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*GM Signature*

**SUBJECT: PROPOSITION 1B – PTMISEA GRANT FOR FISCAL YEAR'S 10-11, 11-12 & 12-13**

### **DISCUSSION:**

Santa Barbara Metropolitan Transit District (MTD) has been apportioned \$5,995,628 in Proposition 1B – PTMISEA Grant Program funding for three fiscal years consisting of 10-11, 11-12 and 12-13. These funds are available for transit capital projects only and can be applied to 100% of the capital project costs.

All local requests are being processed through the Santa Barbara County Association of Government (SBCAG). SBCAG staff has indicated that project requests will be taken to their board in May. MTD can request that the entire apportionment be allocated to a specific project or that a portion of the funds be reserved. If MTD elects to reserve any portion of the apportionment it will have until June of 2012 to request an allocation for the reserved funds.

Importantly, the California Transportation Committee (CTC) will likely approve MTD's allocation request but funding will not be made available until the state of California is able to sell bonds to cover the cost of the project. As such, it is likely that it may be a year or two before MTD were to begin the capital project solicitation process.

### **RECOMMENDATION:**

Staff recommends that the Board authorize the submittal of a project allocation for the entire apportionment for Nova bus replacements. Staff estimates that the entire apportionment would result in an order of fourteen (14) 40' diesel buses. An alternative would be to request an allocation to cover an order of ten (10) or (12) 40' diesel buses and reserve the remaining balance for the remainder of the calendar year and then reassess MTD's capital needs.

To: Chair Davis  
Members of the Board of Directors  
From: Jerry Estrada, Assistant General Manager/Controller  
Date: April 14, 2011  
Subject: Administrative Update

### Operations

Supervisors, mechanics and staff from operations, human resources and maintenance have completed MTD's annual CPR recertification presented by the local Red Cross. The program was informative and the instruction was excellent.

Operation's newest addition, France Garcia, has successfully completed her training and has been assigned to the extra board for the remainder of the current bid. Congratulations to her on the promotion! Her first day solo was April 12, 2011.

A cruise ship from the Crystal line moored in the Santa Barbara Harbor Monday. The Downtown Waterfront Shuttle drivers reported that there were slight increases in load size, but that there were no passengers stranded due to overloads. There were a few passengers inquiring as to the 25 cent fare, because the ship passengers were provided a free shuttle for their use and may have thought our shuttles were also free.

The two newest Supervisors, Larry Ballard and Manny Castanon, have begun working Supervisor shifts solo, having completed the TC and Road training. They both have shown excellent progress throughout their training and are prepared and ready to meet the challenges of the job.

### Finance & Administration

A federal budget deal was reached for the remainder of fiscal year 2011 that resulted in a reduction in transit funding. Under the agreement, transit formula programs will remain at FY 2010 levels. That is projected to result in a loss of approximately \$110,000, or 2.5% in operating revenue, to MTD in the current fiscal year.

Staff attended the LOSSAN Technical Advisory Committee meeting by teleconference on April 14. (The LOSSAN Rail Corridor Agency is the Joint Powers Authority formed by several public entities to coordinate planning efforts for the 351-mile-long Los Angeles-San Diego-San Luis Obispo rail corridor). The meeting included an update on efforts to provide rail service during the morning and afternoon peak periods between Ventura County and the South Coast.

SBCAG's South Coast Subregional Planning Committee also received a LOSSAN update at their meeting of April 6. At that meeting, the Committee was informed that the retiming of existing Amtrak Surfliner trains to serve the South Coast commuter market has become more difficult. The Committee was updated

regarding recent discussions among SBCAG, Metrolink, and Caltrans regarding the possibility of contracting with Metrolink to operate commuter rail service into the South Coast. Members of the Committee then raised the possibility of considering other options; for example, the region could look at contracting with Amtrak for the service. The Committee directed SBCAG staff to continue looking at various options.

Staff has had preliminary discussions with City of Santa Barbara representatives regarding the renewal of the draft Master Agreement for transit services for next fiscal year. It is likely that no substantive changes will be proposed, with the exception of added language that would allow MTD to raise the fare to fifty-cents if necessary. Staff anticipates that the final draft will be brought to the Board in May.

Staff has begun preparations to comply with Governmental Accounting Standards Board (GASB) Statement 54, which requires MTD to modify the manner in which it presents its financial statements. The objective of the Statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. Additionally, staff will seek qualifications from actuarial firms to conduct the OPEB Study required every two years.

In preparation for the federal Triennial Review scheduled for September of this year, staff is in the process of closing out some of the older FTA grants. One grant that requires attention is CA-90-Y192. This grant was obligated to MTD for operating assistance and bus purchases. The operating assistance was drawn down years ago and the bus purchases were actually a “pass-through” project for SBCAG’s Clean Air Express bus service (CAE). Since SBCAG is not a federal grantee, it could not obligate the CMAQ funds it awarded itself for the bus purchases. So, at the request of the Federal Transit Administration (FTA), MTD acted as a “pass-through” and accepted responsibility as the federal grantee for the buses.

MTD has honored its commitment of responsibility for these buses over the years by conducting maintenance inspections of the buses on an annual basis. The FTA has reviewed MTD’s practices and approved. Last year, the CAE program was handed over to the city of Santa Maria, a federal grantee, as administrator. MTD staff is considering bringing a recommendation to the Board to transfer the buses to the city of Santa Maria. This would relieve MTD of all obligations and responsibility for the buses. Ideally, the “Federal Asset Transfer” could be completed prior to the September review. City of Santa Maria staff has indicated their willingness to consider accepting the buses but the impact on their fleet emissions needs to be analyzed before they can commit.

The grant discussed above still has an unobligated amount of \$38,876 in federal funds that needs to be drawn down. The reason for the unobligated total is that the original bus buy came in under budget. The funds are available for a CAE bus equipment purchase, or a budget revision can be requested moving the funds to operating assistance. MTD staff has suggested to SBCAG that the funds be moved to operating assistance, which would allow for their immediate receipt. MTD could credit SBCAG the amount toward the Valley Express service, freeing up valuable Measure D dollars for other purposes. SBCAG's staff's initial response was both supportive and appreciative.

### Maintenance

No major engine work in progress at this time.

EV 19 with the LiFEPO4 batteries has been running in service since last week. A minor problem with the BMS has yet to be solved. This problem does not prevent the EV from daily use. The problem has been communicated to Winston Battery (formerly Thunder Sky) for advice to resolve.

Focus is being placed on removing vandal guards, cleaning all window glass and reinstalling those useable or new on buses as they come in for PM Service.

Bike racks are on order and bike storage pods are in transfer process from SBCAG for the bike storage area adjacent to the back door of the administration building.

### Human Resources

The Delta Dental plan took effect April 1, 2011 for drivers, maintenance, and utility staff. Staff worked closely with representatives of Delta Dental to ensure a smooth transition. Staff is working with Teamsters Southwest Administrators representatives on a dependent eligibility audit for health insurance.