



AGENDA

Meeting

of the

BOARD OF DIRECTORS

of the

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

A Public Agency

February 18, 2014

8:30 AM

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; Chuck McQuary, Vice Chair; Olivia Rodriguez, Secretary; Dick Weinberg, Director; Bill Shelor, Director; Ed Easton, Director; David Tabor, 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 February 4, 2014.

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

The Board will be asked to review the cash report of January 28, 2014 through February 10, 2014.

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, 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. APPLICATION FOR FTA 5339 CAPITAL FUNDS- (ATTACHMENT- ACTION MAY BE TAKEN)

Staff is seeking approval of resolution 2014-01 from the Board authorizing MTD's application for FY 2013 FTA Section 5339 capital funds for purchase of two 40-foot urban transit buses.

8. RECOMMENDED SIX-MONTH BUDGET REVISIONS FOR FISCAL YEAR 2013-14- (ATTACHMENT- ACTION MAY BE TAKEN)

Staff recommends that the Board approve the proposed budget revisions for fiscal year 2013-14.

9. GENERAL MANAGER'S REPORT UPDATE – (ACTION MAY BE TAKEN)

- a) Director Weinberg's reappointment
- b) Form 700's

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

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

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

11. RECESS TO CLOSED SESSION- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE- (Government Code Section 54957 (ACTION MAY BE TAKEN)

12. RECESS TO CLOSED SESSION- CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Section 54956.9 (a)) (ACTION MAY BE TAKEN)

The Board will meet in closed session pursuant to Government Code § 54956.9 (a).

One case: Yolanda Borrayo vs. MTD

13. RECESS TO CLOSED SESSION–LABOR NEGOTIATIONS– (ACTION MAY BE TAKEN)

The Board will meet in closed session pursuant to Government Code § 54957.6. Labor negotiators Sherrie Fisher, General Manager and Jerry Estrada, Assistant General Manager/Controller.

Employee Organization: International Brotherhood of Teamsters Union, Local 186.

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

Conference with labor negotiators pursuant to Government Code Section 54957:
SBMTD designated representatives: Dick Weinberg, Olivia Rodriguez, Ed Easton

SBMTD unrepresented employee:

General Manager

15. 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
February 4, 2014
8:30 AM
Santa Barbara MTD Auditorium
550 Olive Street, Santa Barbara, CA 93101**

1. **CALL TO ORDER**
Chair Davis called the meeting to order at 8:30 a.m.
2. **ROLL CALL OF THE BOARD OF DIRECTORS**
Chair Davis reported that all members were present with the exception of Director Rodriguez.
3. **REPORT REGARDING POSTING OF AGENDA**
Natasha Garduno, Executive Assistant, reported that the agenda was posted on Friday, January 31, 2014 at MTD's Administrative Office, mailed and email to those on the agenda minutes list, and posted on MTD's website.

CONSENT CALENDAR

4. **APPROVAL OF PRIOR MINUTES- (ATTACHMENT- ACTION MAY BE TAKEN)**
Director McQuary moved to approve the draft minutes for the meeting of January 21, 2014. Director Weinberg seconded the motion. The motion passed unanimously with one recusal by Director Easton who abstained from voting.
5. **CASH REPORT- (ATTACHMENTS- ACTION MAY BE TAKEN)**
Director McQuary moved to approve the cash report of January 14, 2014 through January 27, 2014. Director Weinberg seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. **PUBLIC COMMENT**
None was made

AT THIS POINT CHAIR DAVIS ASKED FOR A MOTION TO MOVE TO CLOSED SESSION AGENDA ITEMS #12, #13 & #14.

Director Weinberg moved to approve the motion. Director McQuary seconded the motion. The motion passed unanimously.

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

12. **RECESS TO CLOSED SESSION- CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION (Section 54956.9 (a)) (ACTION MAY BE TAKEN)**
The Board met in closed session pursuant to Government Code § Section 54956.9 (a).
One case: Susana Cruz Garcia vs. MTD

Upon returning from closed session Chair Davis reported that the Board gave General Manager Fisher authority to settle for property damage in the amount of \$6682.61 in a case of uncontested cause of liability.

13. RECESS TO CLOSED SESSION- CONFERENCE WITH LEGAL COUNSEL- INITIATION OF LITIGATION - (ACTION MAY BE TAKEN)

The Board met in closed session pursuant to Government Code § 54956.9(c). One case.

Upon returning from closed session Chair Davis reported that the Board gave conditional authorization to General Manager Fisher to execute a public transit mitigation implementation agreement between UCSB and MTD for the San Joaquin Housing Apartments and Precinct Improvements Project subject to UCSB approval of the agreement in the current form.

14. RECESS TO CLOSED SESSION–LABOR NEGOTIATIONS– (ACTION MAY BE TAKEN)

The Board met in closed session pursuant to Government Code §54957.6. Labor negotiators Sherrie Fisher, General Manager and Jerry Estrada, Assistant General Manager/Controller.

Employee Organization: International Brotherhood of Teamsters Union, Local 186.

Upon returning from closed session Chair Davis reported that no action was taken.

7. FTA SECTION 5339 CAPITAL FUNDS- (ACTION MAY BE TAKEN)

After a brief discussion led by Steve Maas, Manager of Government Relations & Compliance, Director Tabor moved to approve staff to prepare an application for FY 2013 FTA Section 5339 capital funds for purchase of buses and related equipment and to bring a resolution approving the application to a future meeting. Director Weinberg seconded the motion. The motion passed unanimously.

VICE CHAIR MCQUARY LEFT THE MEETING AT 10:24 A.M.

8. QUARTERLY STAFF REPORTS- (ATTACHMENT- ACTION MAY BE TAKEN)

General Manager Fisher reviewed the executive summary of the quarterly reports for the period of October 1, 2013 through December 31, 2013. She reported that, while there was a decrease in ridership which is partially due to the schools having one less day, the Coastal Express Limited had increased ridership during this period.

Chair Davis inquired about the decrease in purchases of 10-ride bus passes. After a brief discussion regarding bus passes, staff concluded that more analysis was needed to determine the reasons for this decrease. Director Weinberg also asked staff to look at the current price spread between the cost of the youth and adult bus passes and to bring a proposal to the Board for discussion.

Chair Davis stated that the report showed that Downtown/Waterfront Shuttle ridership has continued to decrease, if the extra ridership from cruise ship passengers is not counted. Steve Maas mentioned that, although there were no visits from cruise ships in December, ridership was greater than the previous December.

Chair Davis also stated that, on the Crosstown Shuttle, changing the frequency from twenty-three minutes to forty-seven minutes meant that service went from about three trips per hour to only one per hour. The trips are so infrequent that people can't sit around waiting so long and it is always late making it very inconvenient for riders. General Manager Fisher reminded the Board that the reason for the change in frequency of the Crosstown Shuttle was due to loss of Redevelopment Agency (RDA) funds from the City of Santa Barbara. Chair Davis stated that MTD needed to have a discussion with the City of Santa Barbara regarding the RDA funds and the impact that it has had on the Crosstown Shuttle. He stated that this specific bus line is a very important service for residents of the Eastside and Westside neighborhoods of Santa Barbara.

9. QUARTERLY FINANCE UPDATE FOR THE SIX-MONTH PERIOD ENDING DECEMBER 31, 2013 – (ATTACHMENT- ACTION MAY BE TAKEN)

Jerry Estrada, Assistant Manager/Controller reviewed the Quarterly Finance Update for the six-month period ending December 31, 2013 with the Board. Mr. Estrada shared with the Board that the finances for this period were satisfactory when taking into account that a new collective bargaining agreement has not been reached. Mr. Estrada reported that an important concern expressed during the first quarter financial update was the increase in expenditures related to workers' compensation. Mr. Estrada stated that staff was recommending that the Human Resources Department and the District's third-party administrator prepare a staff report to provide background information and explanations regarding the sharp increase over the past two years, along with recommendations for management consideration to address the underlying problems.

10. GENERAL MANAGER'S REPORT UPDATE – (ACTION MAY BE TAKEN)

General Manager Fisher reported to the Board that the City of Santa Barbara had designated City Councilmember Cathy Murillo as City liaison for the district, with Councilmember Gregg Hart serving as the alternate.

General Manager Fisher notified the Board that Director Weinberg's reappointment to the Santa Barbara MTD Board was on the agenda for the Santa Barbara County Board of Supervisors meeting for Tuesday, February 4, 2014. If reappointed, Director Weinberg's term would continue through February 3, 2018. Chair Davis expressed to the Board that this was fantastic news to hear.

General Manager Fisher asked Gabriel Garcia, Manager of Human Resources & Risk to report to the Board on Mr. Hadley Howe. Mr. Garcia reported that on January 3, 2014, MTD's liability defense lawyer Phil Moncharsh of Rogers, Sheffield & Campbell, LLP obtained and filed Judgment Liens against Mr. Howe in the amount of \$14,141 in Santa Barbara County and Los Angeles County, and with the Office of the California Secretary of State. The liens will be activated should Mr. Howe attempt to sell or refinance any real property or personal property in those two counties upon which a state tax is paid. The Abstracts/Liens are valid for ten years, but may be renewed at that time if desired.

General Manager Fisher reported that Calstart, an entity located in Pasadena, has contacted MTD regarding potential projects such as MTD's Electric Vehicle project.

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

Director Weinberg reported to the Board that he attended the Santa Barbara Local Agency Formation Commission (LAFCO) meeting on Monday, January 27, 2014. The purpose of the meeting was to select a regular Special District Member of the Commission for a term of office from March 2, 2014 to March 1, 2018. The selection committee voted and selected Jeff Moorhouse.

15. ADJOURNMENT

Director Tabor moved to adjourn the meeting at 11:17 a.m. Director Weinberg seconded the motion. The motion passed unanimously.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of February 18, 2014
For the Period January 28, 2014 through February 10, 2014

MONEY MARKET

Beginning Balance January 28, 2014 **\$8,786,806.28**

Accounts Receivable	213,628.50
Passenger Fares	205,241.98
Advertising/Prepaid Deposi	96,437.04
Miscellaneous/Asset Sales	3,840.16
Interest Income- Jan'14	<u>2,580.17</u>
Total Deposits	521,727.85

Bank Fee CC - Jan'14	(1,126.26)
ACH Garn/Escrow	(1,220.98)
WC Transfer - Jan'14	(21,403.76)
ACH Pensions Transfer	(31,838.08)
ACH Tax Deposit	(126,030.06)
Operations Transfer	(223,222.86)
Payroll Transfer	<u>(278,287.51)</u>
Total Disbursements	(683,129.51)

Ending Balance **\$8,625,404.62**

CASH INVESTMENTS

LAIF Account	\$3,327,965.35
Money Market Account	<u>8,625,404.62</u>

Total Cash Balance **\$11,953,369.97**

SELF INSURED LIABILITY ACCOUNTS

WC / Liability Reserves	(\$2,515,471.43)
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Working Capital **\$9,437,898.54**

**Santa Barbara Metropolitan Transit District
Accounts Payable**

Check #	Date	Company	Description	Amount	Voids
105890	1/31/2014	BUYNAK, FAUVER, ARCHBALD&S	LEGAL COUNSEL	8,742.70	
105891	1/31/2014	COTTAGE HEALTH SYSTEM	EMPLOYEE ASSISTANCE PROGRAM	3,732.00	
105892	1/31/2014	CA STATE OF BOARD OF EQUALIZ	SALES/CONSUMER USE TAX	1,921.00	
105893	1/31/2014	PROFORMA COLOR PRESS DBA	PROMOTIONAL GIVEAWAYS	1,039.64	
105894	1/31/2014	CA STATE OF BOARD OF EQUALIZ	SALES/CONSUMER USE TAX	1,298.00	
105895	2/7/2014	ABC BUS COMPANIES INC	BUS PARTS	1,010.07	
105896	2/7/2014	AMERICAN LEAK DETECTION	EMERGENCY PLUMBING	360.00	
105897	2/7/2014	AON CONSULTING INC. (NJ)	PROFESSIONAL SERVICES	17,700.00	
105898	2/7/2014	BIG BRAND TIRES, BRANDCO BILL	SERVICE VEHICLE MAINTENANCE	830.95	
105899	2/7/2014	BIG GREEN CLEANING CO. DBA	JANITORIAL SERV./SUPPLIES	564.32	
105900	2/7/2014	CALIFORNIA ELECTRIC SUPPLY, I	SHOP/B&G SUPPLIES	46.87	
105901	2/7/2014	CARQUEST AUTO PARTS	BUS PARTS & SUPPLIES	207.67	
105902	2/7/2014	CENTRAL CITY ABS, INC.	BUS SUPPLIES	21.03	
105903	2/7/2014	CIO SOLUTIONS, LP	PROFESSIONAL SERVICES	1,492.50	
105904	2/7/2014	COAST TRUCK PARTS	BUS PARTS	143.94	
105905	2/7/2014	CUMMINS PACIFIC, LLC	BUS PARTS	1,763.62	
105906	2/7/2014	CUNNINGHAM'S RADIATOR DBA	REPAIR SERVICE	700.00	
105907	2/7/2014	CUSTOM RADIO CORPORATION	BUS PARTS	672.22	
105908	2/7/2014	DAVID DAVIS JR.	DIRECTOR FEES	120.00	
105909	2/7/2014	MARY DEAILLE	PAYROLL RELATED	106.15	
105910	2/7/2014	EDWARD EASTON	DIRECTOR FEES	60.00	
105911	2/7/2014	ERGOMETRICS, INC.	DRIVER TEST SCORING	25.00	
105912	2/7/2014	FEDEX OFFICE	PRINTING SERVICES	179.04	
105913	2/7/2014	FERRO MAGNETIC CORPORATION	BATTERY CHARGERS/PARTS	10.12	
105914	2/7/2014	STATE OF CALIFORNIA/FTB	PAYROLL RELATED	37.05	
105915	2/7/2014	STATE OF CALIFORNIA	PAYROLL RELATED	610.88	
105916	2/7/2014	GENFARE, A DIVISION OF SPX CO	FAREBOX REPAIRS & PARTS	2,621.68	
105917	2/7/2014	GIBBS INTERNATIONAL INC	BUS PARTS	1,700.15	
105918	2/7/2014	GILLIG LLC	BUS PARTS	4,396.60	
105919	2/7/2014	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	64.09	
105920	2/7/2014	IPC (USA), INC.	BUS FUEL	49,585.90	
105921	2/7/2014	KIMBALL MIDWEST	SHOP SUPPLIES	389.49	
105922	2/7/2014	LANSPEED DBA	SOFTWARE SUPPORT	1,121.25	
105923	2/7/2014	LENZ PEST CONTROL DBA	FUMIGATION SERVICES	235.00	
105924	2/7/2014	MC CORMIX CORP. (OIL)	LUBRICANTS	3,469.15	
105925	2/7/2014	CHUCK MCQUARY	DIRECTOR FEES	60.00	
105926	2/7/2014	MISSION LINEN SUPPLY, INC	UNIFORM & LINEN SERVICE	4,733.36	
105927	2/7/2014	MURPHY ELECTRIC MAINTENANC	ELECTRICAL REPAIRS/INSTALLATION	252.40	

Check #	Date	Company	Description	Amount	Voids
105928	2/7/2014	MOHAWK MFG. AND SUPPLY CO.	BUS PARTS	139.76	
105929	2/7/2014	MOTION INDUSTRIES, INC.	BUS PARTS	269.15	
105930	2/7/2014	NACHO'S TOWING ENTERPRISES I	TOWING SERVICE	360.00	
105931	2/7/2014	NU-COOL REDI GREEN, INC	COOLANTS & SHOP SUPPLIES	422.60	
105932	2/7/2014	ODU USA INC.	VENDOR BUS REPAIRS	138.00	
105933	2/7/2014	ANN BRADY OTTIERI	PAYROLL RELATED	277.00	
105934	2/7/2014	SBPARENT.COM/PARENTCLICK.C	MEDIA AD	85.00	
105935	2/7/2014	OLIVIA RODRIGUEZ	DIRECTOR FEES	120.00	
105936	2/7/2014	SB COUNTY FEDERAL CREDIT UNI	PAYROLL DEDUCTION	1,125.00	
105937	2/7/2014	KAREN SEELEY	PAYROLL RELATED	75.69	
105938	2/7/2014	SANTA BARBARA, CITY OF	ALARM REGISTRATION FEE	40.00	
105939	2/7/2014	WILLIAM JOHN SHELOR	DIRECTOR FEES	60.00	
105940	2/7/2014	SM TIRE, CORP.	BUS TIRE MOUNTING	100.00	
105941	2/7/2014	SO. CAL. EDISON CO.	UTILITIES	2,894.70	
105942	2/7/2014	SB CITY OF-REFUSE/WATER	UTILITIES	4,062.02	
105943	2/7/2014	T.F. HUDGINS, INC.	BUS PARTS	102.17	
105944	2/7/2014	DAVID T. TABOR	DIRECTOR FEES	120.00	
105945	2/7/2014	TEAMSTERS PENSION TRUST	UNION PENSION	91,042.16	
105946	2/7/2014	TEAMSTERS UNION LOCAL NO. 18	UNION DUES	9,483.08	
105947	2/7/2014	VALLEY POWER SYSTEMS, INC.	BUS PARTS	121.95	
105948	2/7/2014	WAYTEK INC.	BUS PARTS & SHOP SUPPLIES	40.74	
105949	2/7/2014	RICHARD WEINBERG	DIRECTOR FEES	120.00	
				223,222.86	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$223,222.86

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

Date	Company	Description	Amount
1/31/2014	County of Santa Barbara	Passes/Token Sales	1,884.00
1/31/2014	S.B.C.A.G.	CEL Commuter Service Dec'13	2,366.99
2/4/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/4/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/4/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/4/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/4/2014	The Phelps Group	Advertising on Buses	943.50
2/4/2014	The Phelps Group	Advertising on Buses	943.50
2/5/2014	ASTI Holding Company, LLC	Overpass Property Lease - Feb'14	15,152.85
2/6/2014	Jim Haggerty	Retiree - Vision	12.20
2/10/2014	City of S.B. Waterfront Department	Waterfront Shuttle Service-Cruise Ship 1/17	4,155.28
2/10/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/10/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/10/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/10/2014	Department of Rehabilitation	Passes/Token Sales	40.00
2/10/2014	Department of Rehabilitation	Passes/Token Sales	20.00
2/10/2014	UCSB - Contract Fares	Contract Fares Jan'14	93,787.59
2/10/2014	UCSB - Contract Fares	Contract Fares Feb'14	93,787.59
2/10/2014	UCSB Campus Sustainability	Advertising on Buses	395.00
Total Accounts Receivable Paid During Period			\$213,628.50



BOARD OF DIRECTORS REPORT

MEETING DATE: FEBRUARY 18, 2014 **AGENDA ITEM #:** 7

TYPE: ACTION ITEM

PREPARED BY: STEVE MAAS

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

SUBJECT: **Application for FTA Section 5339 Capital Funds**

RECOMMENDATION:

Approve resolution authorizing MTD's application for FY 2013 FTA Section 5339 capital funds for purchase of two 40-foot urban transit buses.

DISCUSSION:

Moving Ahead for Progress in the 21st Century (MAP-21), the current Federal transportation bill, includes the Section 5339: Bus and Bus Facilities Formula Grant program for capital funds. The FY 2013 Section 5339 apportionment for the Santa Barbara urbanized area (UZA) is \$418,774.

Staff is completing the preparation of an application for these funds, plus the local match, to purchase two 40-foot urban transit buses to replace two similar buses that are beyond their useful life by Federal standards (see attached project description). MTD is already in the process of purchasing three buses using state Proposition 1B funds, and will increase that order to a total of five buses.

Caltrans is the recipient of the Section 5339 funds, and MTD will be a subrecipient to Caltrans. The application, which is due to Caltrans by March 15, requires a Board resolution of approval (attached). SBCAG staff intends to take MTD's project (as well as projects for the Santa Maria and Lompoc apportionments) to their Board at the meeting of February 20. The SBCAG Board will be asked to certify that the projects are compliant with Metropolitan Planning Organization (MPO) requirements, as required by Caltrans.

ATTACHMENTS:

- Project Description
- Authorizing Resolution



**Santa Barbara Metropolitan Transit District
FY 2013 FTA Section 5339 Project Description**

Purchase of Two 40-Foot Urban Transit Buses

Description

MTD will purchase two 40-ft. urban transit buses to replace two similar 1998 buses that are beyond their useful life by Federal standards.

Funding

Federal Funds = \$418,774

Estimated Local Funds* = \$441,226 (51.3%)

*PTMISEA, TDA-STA, and/or Measure A

Estimated Total Funds = \$860,000

Note: This project can be scaled up if additional funds are available. MTD has a remaining fleet of 14 Nova buses that, by Federal standards, are beyond their useful life and should be replaced.

**PART XI - AUTHORIZING RESOLUTION
STATE OF CALIFORNIA
FTA SECTION 5339 PROJECT CAPITAL (VEHICLE & EQUIPMENT) APPLICATION**

RESOLUTION NO. 2014-01

RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5339 WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5339 of the Federal Transit Act (FTA Circular 9300.1B); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5339 grants for transportation projects for bus and bus facilities; and

WHEREAS, the Santa Barbara Metropolitan Transit District (District) desires to apply for said financial assistance to permit purchase of capital equipment in the South Coast of Santa Barbara County; and

WHEREAS, District has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that District does hereby authorize General Manager Sherrie Fisher to file and execute applications on behalf of District with the Department to aid in the financing of capital assistance projects pursuant to Section 5339 of the Federal Transit Act (FTA Circular 9300.1B); as amended.

That General Manager Sherrie Fisher is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That General Manager Sherrie Fisher is authorized to provide additional information as the Department may require in connection with the application for the Section 5339 projects.

That General Manager Sherrie Fisher is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5339 project(s).

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District, Santa Barbara County, State of California, at a regular meeting of said Board held on the 18th of February, 2014, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors

BOARD OF DIRECTORS REPORT

MEETING DATE: FEBRUARY 18, 2014 **AGENDA ITEM #:** 8

TYPE: ACTION

PREPARED BY: JERRY ESTRADA

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

SUBJECT: RECOMMENDED SIX-MONTH BUDGET REVISIONS FOR FISCAL YEAR 2013-14

RECOMMENDATION:

Staff recommends that the Board approve the proposed budget revisions for fiscal year 2013-14.

DISCUSSION:

Staff presented its assessment of the six-month financial statements for the period ending December 31, 2013 at the last board meeting. Staff based its recommended budget revisions upon the results of that assessment. Attached for your consideration are the recommended budget revisions.

Background

The original budget adopted by the Board of Directors projected a balanced budget with \$530,473 in operating funds available for reclassification at the end of the year to the Other Post-employment Benefits (OPEB) adjustment to the annually estimated, actuarially-derived, retiree health insurance liability.

During the presentation of the budget in June 2013, staff stated that it anticipated an August 2013 end-of-year allocation of Transportation Development Act – Local Transportation Fund (TDA-LTF) Sales Tax Revenue of \$300,000. TDA-LTF Sales Tax Revenue accounts for a significant portion of the District's operating revenue and is allocated annually to the District by the Santa Barbara County Association of Governments (SBCAG). Consistent with state law, SBCAG distributes the sales tax to the District consistent with the original allocation. Occasionally, the amount generated exceeds the original allocation, in which case, the excess amount is held by SBCAG until a new allocation is approved in August of the following year. In August of 2013, the District was allocated an end-of-year TDA-LTF allocation of \$308,621. The additional revenue is accounted for in fiscal year 2013-14 and is reflected in the proposed budget

Operating Budget Summary, pg 1 of attachments

Staff is proposing budget revisions to various pass fare categories resulting in a net increase of \$93,639. Special Event Fares and the Brooks Pass Program account for \$60,000 of the increase. These items were erroneously excluded from the original budget. Additionally, staff is recommending an increase of \$16,290 in passenger fare

revenue attributable to the Coastal Express service due to the likelihood of the service being extended beyond August. It is likely that passenger fare revenue from the Coastal Express service will begin to decline once an official termination date is announced. Also, customer refunds for unused passes should be considered when projecting the associated passenger fares. The remaining adjustments total \$17,349. As discussed during the 6-month financial assessment presentation, the sale of Youth bus passes is being increased, while Adult 10-ride passes are being revised downward substantially.

Local Operating Assistance is being adjusted downward by \$46,490 to reflect improved Coastal Express passenger fare revenue, which results in a smaller draw down of the subsidy. Better than anticipated results pertaining to the Miscellaneous Revenue (Sale of assets) and Interest on Investments (\$23,000) is offset by a projected decrease in Advertising Revenue of \$25,000.

Staff has adjusted its estimate of Measure A Sales Tax Revenue to \$1,811,872, which results in a decrease of \$70,667. However, the revised figure still constitutes an increase of \$16,072 over prior year results. TDA-LTF Sales Tax Revenue is being adjusted upward by \$308,621. As discussed earlier, \$308,621 of the increase is attributable to an end-of-year one-time allocation. The remaining \$28,418 is reallocation of TDA-LTF Sales Tax Revenue to offset increased operating expense. Similar to Measure A Sales Tax Revenue, staff has reduced the estimated base TDA-LTF Sales Tax Revenue to reflect slower than anticipated growth. The reduction in the base amount of TDA-LTF Sales Tax Revenue coupled with increased operating expense results in a reduction of the amount of operating funds available for reclassification at the end of the year from \$530,473 to \$122,233.

Operating Expense Summary, pg 3 of attachments

Overall the number of changes proposed by staff is minimal as terms for a new collective bargaining agreement have not been reached. As such, most labor and fringe benefit categories have only been adjusted for minor changes. Some anticipated labor costs associated with the implementation of the Automated Vehicle Location system project as well as other requests have been included as a placeholder pending management review.

Nevertheless, staff is recommending an upward revision of \$311,522 or 1.4% due primarily to rising workers compensation related costs. A proposed increase in Driver overtime wages of \$70,861 also contributes to the revision. Increased overtime has been driven primarily by the inability of the District to hire new drivers throughout most of last calendar year.

Budgeted diesel fuel expense is being decreased by \$66,243 to reflect a lower price per unit than what was originally anticipated. Fare Revenue Collection is being revised upward by \$11,975 primarily to account for restocking of spare parts earlier than originally forecasted. The District Administration budget is recommended to increase by \$34,638. The increase is due largely to a change in the health insurance matrix (single, couple or family) and a correction to the Public Officials Insurance budget.



OPERATING & CAPITAL BUDGET
FISCAL YEAR 2013-14
Proposed Budget Revisions

Santa Barbara Metropolitan Transit District
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Submitted: February 18, 2014

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

**OPERATING & CAPITAL BUDGET
FISCAL YEAR 2013-14**

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**OPERATING BUDGET SUMMARY
FISCAL YEAR 2013-14**

Operating Budget	Proposed Budget FY 2013-14	Original Budget FY 2013-14	Change	Prior Year FY 2012-13
<u>Revenue</u>				
Passenger Fares	\$8,079,458	\$7,985,819	\$93,639	\$8,082,232
FTA Operating Assistance	4,825,078	4,825,078	0	4,825,078
FTA CMAQ Operating Assistance	0	0	0	28,928
Property Tax Revenue	965,000	965,000	0	1,080,069
Local Operating Assistance	59,190	105,680	(46,490)	68,232
Measure A	1,811,872	1,882,539	(70,667)	1,795,800
Non-Transportation Income	787,115	789,115	(2,000)	748,942
Sales Tax Revenue (TDA-LTF) CY	6,941,974	6,604,935	337,039	3,955,328
Total Operating Revenue	\$23,469,687	\$23,158,166	\$311,522	\$20,584,609
<u>Expense</u>				
Route Operations	\$13,641,485	\$13,309,860	\$331,625	\$12,442,301
Vehicle Maintenance	5,785,587	5,854,572	(68,985)	5,435,227
Passenger Accommodations	1,486,377	1,474,996	11,381	1,360,992
General Overhead	2,556,238	2,518,738	37,501	2,326,246
OPEB Liability	0	0	0	(980,157)
Total Operating Expense	\$23,469,687	\$23,158,166	\$311,522	\$20,584,609
	FY 2013-14	FY 2013-14		
<u>Net Assets - Unrestricted</u>				
Beginning Balance	\$9,751,233	\$9,751,233		
Net Change from Operating Activities	122,233	530,473		
*Ending Balance	\$9,873,466	\$10,281,706		

(*The ending balance for FY 2013-14 does not reflect the year-end adjustment to account for Other Post-Employment Benefits (retiree health insurance). Governmental accounting standards require the District to book the actuarially derived estimate each year.

OPERATING REVENUE DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
<i>FAREBOX REVENUE</i>				
Cash Fares	\$2,714,396	\$2,729,412	(\$15,016)	\$2,795,245
Downtown-Waterfront Shuttle/My Ride	1,023,181	1,023,181	0	1,073,701
UCSB Contract Fares	928,330	928,330	0	926,505
SBCC Contract Fares	813,493	813,493	0	802,316
Amtrak Fares	0	0	0	10
Special Event Fares	55,000	0	55,000	44,493
Brooks Pass Program	5,000	0	5,000	11,475
Day Pass	4,312	3,404	908	4,024
Adult 10-Ride Pass	768,516	883,909	(115,393)	773,062
Youth 10-Ride Pass	465,962	405,247	60,714	373,765
Senior/Mobility 10-Ride Pass	111,344	105,010	6,334	108,247
Coastal Express - 10-Ride Pass	96,292	95,093	1,200	104,703
Adult 30-Day Pass	617,086	596,127	20,959	625,896
Youth 30-Day Pass	209,591	171,685	37,907	184,960
Senior/Mobility 30-Day Pass	221,069	200,132	20,937	209,456
Ventura CE - 30-Day Pass	45,886	30,796	15,090	44,374
<i>Subtotal</i>	<u>\$8,079,458</u>	<u>\$7,985,819</u>	<u>\$93,639</u>	<u>\$8,082,232</u>
<i>NON-TRANSPORTATION INCOME</i>				
Advertising on Buses	\$475,000	\$500,000	(\$25,000)	\$485,553
Interest on Investments	55,000	45,000	10,000	68,427
Overpass Lease & Misc. Revenue	257,115	244,115	13,000	194,962
<i>Subtotal</i>	<u>\$787,115</u>	<u>\$789,115</u>	<u>(\$2,000)</u>	<u>\$748,942</u>
<i>SUBSIDIES</i>				
TDA Sales Tax Revenue	\$6,941,974	\$6,604,935	\$337,040	\$3,955,328
(Amount Available for Reclassification)	0	0	0	(0)
FTA Formula Assistance	4,825,078	4,825,078	0	4,825,078
FTA CMAQ Operating Assistance	0	0	0	28,928
Property Tax Revenue	965,000	965,000	0	1,080,069
Measure A	1,811,872	1,882,539	(70,667)	1,795,800
LOA	59,190	105,680	(46,490)	68,232
<i>Subtotal</i>	<u>\$14,603,114</u>	<u>\$14,383,232</u>	<u>\$219,884</u>	<u>\$11,753,435</u>
<i>Total Operating Revenue</i>	<u>\$23,469,687</u>	<u>\$23,158,166</u>	<u>\$311,523</u>	<u>\$20,584,609</u>

OPERATING EXPENSE SUMMARY
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
<i>ROUTE OPERATIONS</i>				
Drivers	\$9,893,827	\$9,794,531	\$99,296	\$9,252,342
Dispatch & Supervision	526,406	526,341	64	520,552
Hiring & Training	275,535	275,179	356	271,320
Risk & Safety	2,321,449	2,089,541	231,909	1,823,676
Transportation Subsidies	624,268	624,268	0	574,411
<i>Subtotal</i>	<u>\$13,641,485</u>	<u>\$13,309,860</u>	<u>\$331,625</u>	<u>\$12,442,301</u>
<i>VEHICLE MAINTENANCE</i>				
Mechanics	\$1,091,613	\$1,090,785	\$828	\$1,008,817
Cleaners & Fuelers	738,006	736,744	1,261	713,566
Supervision	555,796	550,824	4,972	541,793
Vehicle Consumables	2,496,787	2,563,030	(66,243)	2,456,536
Bus Parts & Supplies	759,661	766,661	(7,000)	593,634
Vendor Services	82,500	82,500	0	51,978
Risk & Safety	61,225	64,028	(2,803)	68,903
<i>Subtotal</i>	<u>\$5,785,587</u>	<u>\$5,854,572</u>	<u>(\$68,985)</u>	<u>\$5,435,227</u>
<i>PASSENGER ACCOMMODATIONS</i>				
Passenger Facilities	\$568,750	\$568,984	(\$233)	\$549,836
Transit Development	348,455	348,750	(294)	286,637
Promotion & Information	271,238	271,304	(66)	234,943
Fare Revenue Collection	297,933	285,959	11,975	289,576
<i>Subtotal</i>	<u>\$1,486,377</u>	<u>\$1,474,996</u>	<u>\$11,381</u>	<u>\$1,360,992</u>
<i>GENERAL OVERHEAD</i>				
Finance	\$646,662	\$647,054	-\$391	\$539,451
Personnel	104,820	104,922	(102)	101,463
Utilities & Communication	220,380	220,380	0	196,133
Operating Facilities	278,779	275,422	3,357	266,156
District Administration	1,305,597	1,270,960	34,638	242,886
<i>Subtotal</i>	<u>\$2,556,238</u>	<u>\$2,518,738</u>	<u>\$37,501</u>	<u>\$1,346,089</u>
<i>Total Operating Cost</i>	<u>\$23,469,687</u>	<u>\$23,158,166</u>	<u>\$311,522</u>	<u>\$20,584,609</u>

ROUTE OPERATIONS DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
DRIVERS				
Scheduled	\$5,853,893	\$5,842,807	\$11,086	\$5,594,672
Scheduled Overtime	273,053	252,512	20,542	253,564
Unscheduled Pay	184,915	134,596	50,319	128,751
Driver Lite Duty	24,852	25,002	(151)	7,133
FICA	554,319	548,061	6,257	504,917
Pension	847,890	864,848	(16,958)	816,849
Health	1,184,917	1,157,536	27,381	1,068,613
Sick Pay	132,593	132,593	0	121,347
Vacation Pay	485,347	485,347	0	434,492
Holiday Pay	251,344	251,344	0	225,614
Other Paid Leave	40,000	40,000	0	36,849
Unemployment Insurance	40,704	39,885	819	36,712
Uniforms	20,000	20,000	0	22,829
Drivers Subtotal	\$9,893,827	\$9,794,531	\$99,296	\$9,252,342
DISPATCH & SUPERVISION				
Supervisors	\$153,710	\$153,710	\$0	\$154,923
Staff	156,834	156,757	78	156,871
FICA	29,841	29,834	7	28,659
Pension	35,921	36,167	(245)	38,676
Health	69,033	68,827	206	67,754
Sick Pay	8,553	8,552	1	7,735
Vacation Pay	32,022	32,011	11	31,596
Holiday Pay	15,087	15,083	4	13,243
Other Paid Leave	23,878	23,876	2	19,660
Unemployment Insurance	1,525	1,525	0	1,435
Dispatch & Supervision Subtotal	\$526,406	\$526,341	\$64	\$520,552
HIRING & TRAINING				
Staff	\$35,759	\$35,741	\$18	\$34,393
Student Drivers	51,280	51,280	0	45,833
Existing Drivers/Supers	110,122	109,695	427	108,690
FICA	15,989	15,955	34	11,396
Pension	10,370	10,498	(127)	12,829
Health	12,222	12,220	2	15,167
Sick Pay	1,757	1,757	0	2,213
Vacation Pay	5,180	5,179	1	9,786
Holiday Pay	4,018	4,017	1	4,485
Other Paid Leave	891	891	0	673
Unemployment Insurance	546	546	0	460
Medical Exams & License Fees	23,000	23,000	0	17,036
Employment Advertising	400	400	0	180
Training, Travel & Meetings	4,000	4,000	0	8,179
Hiring & Training Subtotal	\$275,535	\$275,179	\$356	\$271,320
RISK & SAFETY				
Wages & Benefits				

ROUTE OPERATIONS DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
Staff	\$64,567	\$64,535	\$32	\$63,318
Supervisors	286,571	286,571	0	242,049
Driver Accident Pay	1,673	1,683	(10)	1,465
FICA	30,781	30,779	2	25,597
Pension	39,028	39,415	(387)	35,164
Health	71,092	70,104	989	44,712
Sick Pay	5,078	5,078	0	5,619
Vacation Pay	26,728	26,726	3	25,458
Holiday Pay	14,304	14,303	1	11,806
Other Paid Leave	3,444	3,443	1	6,722
Unemployment Insurance	1,498	1,498	0	1,094
Wages & Benefits Subtotal	\$544,765	\$544,134	\$631	\$463,004
Public Liability				
Professional Services	\$142,392	\$202,392	(\$60,000)	\$79,301
Insurance	238,555	238,555	0	237,963
Current Year Incident Payouts	35,000	50,000	(15,000)	12,007
Current Year Incident Reserves	35,000	50,000	(15,000)	695
Prior Years Incident Payouts	55,000	20,000	35,000	12,610
Change in Prior Years Reserves	(25,000)	(5,000)	(20,000)	(10,276)
Public Liability Subtotal	\$480,947	\$555,947	(\$75,000)	\$332,300
Workers' Compensation				
Professional Services	\$202,035	\$206,785	(\$4,750)	\$229,515
Insurance	70,775	59,747	11,028	56,704
Current Year Incident Payouts	150,000	150,000	0	48,075
Current Year Incident Reserves	350,000	150,000	200,000	236,344
Prior Years Incident Payouts	250,000	300,000	(50,000)	242,493
Change in Prior Years Reserves	250,000	100,000	150,000	199,158
Miscellaneous Risk & Safety	22,927	22,927	0	16,083
Workers' Compensation Subtotal	\$1,295,737	\$989,459	\$306,278	\$1,028,372
Risk & Safety Subtotal	\$2,321,449	\$2,089,541	\$231,909	\$1,823,676
TRANSPORTATION SUBSIDIES				
Dial-a-Ride (Easy Lift)	\$624,268	\$624,268	\$0	\$574,411
Transportation Subsidies Subtotal	\$624,268	\$624,268	\$0	\$574,411
TOTAL ROUTE OPERATIONS	\$13,641,485	\$13,309,860	\$331,625	\$12,442,301

VEHICLE MAINTENANCE DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
MECHANICS				
Mechanics	\$685,299	\$685,299	\$0	\$627,098
Less Mechanic Labor Capitalization	(28,877)	(28,877)	0	(23,052)
Mechanics-OT	24,989	24,989	0	16,939
FICA	62,935	62,935	0	55,326
Pension	83,346	85,013	(1,667)	78,838
Health	121,685	119,190	2,495	100,345
Sick Pay	19,152	19,152	0	34,801
Vacation Pay	59,607	59,607	0	62,732
Holiday Pay	32,184	32,184	0	27,005
Other Paid Leave	1,444	1,444	0	937
Unemployment Insurance	3,549	3,549	0	3,640
Uniforms	12,000	12,000	0	12,108
Tool Allowance	14,300	14,300	0	12,100
Mechanics Subtotal	\$1,091,613	\$1,090,785	\$828	\$1,008,817
CLEANERS & FUELERS				
Service Workers	\$425,077	\$425,077	\$0	\$417,502
FICA	36,290	36,312	(23)	34,938
Pension	69,023	70,403	(1,380)	67,813
Health	129,972	127,307	2,665	112,963
Sick Pay	8,987	8,987	0	18,337
Vacation Pay	30,105	30,105	0	30,795
Holiday Pay	22,771	22,771	0	17,735
Other Paid Leave	1,877	1,877	0	1,544
Unemployment Insurance	3,577	3,577	0	3,122
Uniforms	7,098	7,098	0	6,153
Medical Exams & License Fees	3,230	3,230	0	2,664
Cleaners & Fuelers Subtotal	\$738,006	\$736,744	\$1,261	\$713,566
SUPERVISION				
Staff	\$335,574	\$331,208	\$4,366	\$328,317
FICA	29,272	28,894	378	28,364
Pension	38,264	37,770	494	37,153
Health	96,756	97,600	(844)	95,726
Sick Pay	4,008	3,943	65	7,123
Vacation Pay	24,639	24,353	286	25,400
Holiday Pay	14,516	14,326	189	13,934
Other Paid Leave	2,903	2,865	38	1,654
Unemployment Insurance	1,365	1,365	0	1,295

VEHICLE MAINTENANCE DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
Training, Travel & Meetings	8,500	8,500	0	2,827
<i>Supervision Subtotal</i>	<u>\$555,796</u>	<u>\$550,824</u>	<u>\$4,972</u>	<u>\$541,793</u>
VEHICLE CONSUMABLES				
Fuel & Lubricants	\$2,244,614	\$2,310,857	(\$66,243)	\$2,251,016
Electric Vehicle Power	90,000	90,000	0	53,853
Tire Lease	152,173	152,173	0	8,639
Tire Mounting	10,000	10,000	0	143,028
<i>Vehicle Consumables Subtotal</i>	<u>\$2,496,787</u>	<u>\$2,563,030</u>	<u>(\$66,243)</u>	<u>\$2,456,536</u>
VEHICLE PARTS & SUPPLIES				
Bus Parts Issued	\$669,661	\$669,661	\$0	\$510,739
Shop Supplies	60,000	67,000	(7,000)	63,639
Bus Servicing Supplies	18,000	18,000	0	8,912
Hazmat Disposal & Compliance	12,000	12,000	0	10,344
<i>Vehicle Part & Supplies Subtotal</i>	<u>\$759,661</u>	<u>\$766,661</u>	<u>(\$7,000)</u>	<u>\$593,634</u>
VENDOR BUS REPAIRS				
Vandalism Repairs	\$45,000	\$45,000	\$0	\$36,382
Accident Damage Repairs	7,500	7,500	0	77
Accident Claim Collections	(5,000)	(5,000)	0	(4,605)
Other Vendor Repairs	35,000	35,000	0	20,124
<i>Vendor Bus Repairs Subtotal</i>	<u>\$82,500</u>	<u>\$82,500</u>	<u>\$0</u>	<u>\$51,978</u>
RISK & SAFETY				
Workers' Comp Services	\$7,500	\$10,883	(\$3,383)	\$12,185
Workers' Comp Insurance	3,725	3,145	580	3,203
Current Year Incident Payouts	10,000	20,000	(10,000)	21,903
Current Year Incident Reserves	40,000	40,000	0	26,602
Prior Years Incident Payouts	20,000	25,000	(5,000)	33,067
Change in Prior Years Reserves	(20,000)	(35,000)	15,000	(28,057)
<i>Risk & Safety Subtotal</i>	<u>\$61,225</u>	<u>\$64,028</u>	<u>(\$2,803)</u>	<u>\$68,903</u>
TOTAL VEHICLE MAINTENANCE	<u><u>\$5,785,587</u></u>	<u><u>\$5,854,572</u></u>	<u><u>(\$68,985)</u></u>	<u><u>\$5,435,227</u></u>

PASSENGER ACCOMMODATIONS DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
PASSENGER FACILITIES				
Wages & Benefits				
Supervisors	\$177,472	\$177,472	\$0	\$178,520
TC Advisors	98,531	98,475	56	95,953
Staff	37,540	37,520	20	40,125
FICA	26,867	26,860	6	25,335
Pension	25,674	25,934	(260)	27,596
Health	94,707	94,769	(62)	74,953
Sick Pay	4,071	4,070	0	4,510
Vacation Pay	17,569	17,568	1	21,457
Holiday Pay	13,803	13,800	3	10,586
Other Paid Leave	2,214	2,213	1	5,949
Unemployment Insurance	2,194	2,194	0	2,059
Wages & Benefits Subtotal	\$500,642	\$500,875	(\$233)	\$487,043
Buildings & Grounds				
TC Contract Maintenance	\$47,720	\$47,720	\$0	\$43,785
TC Repairs/Supplies	10,000	10,000	0	8,017
Bus Stop Repairs/Supplies	8,900	8,900	0	9,554
TC Property Insurance	1,489	1,489	0	1,437
Buildings & Grounds Subtotal	\$68,108	\$68,108	\$0	\$62,793
Passenger Facilities Subtotal	\$568,750	\$568,984	(\$233)	\$549,836
TRANSIT DEVELOPMENT				
Staff	\$208,740	\$208,666	\$74	\$173,079
FICA	18,177	18,171	6	16,800
Pension	23,760	23,753	7	18,858
Health	41,946	42,327	(381)	38,093
Sick Pay	5,560	5,560	0	14,070
Vacation Pay	13,533	13,533	0	16,019
Holiday Pay	9,824	9,824	0	6,720
Other Paid Leave	2,947	2,947	0	1,371
Unemployment Insurance	969	969	0	855
Training, Travel & Meetings	5,000	5,000	0	156
Planning Services & Supplies	18,000	18,000	0	616
Transit Development Subtotal	\$348,455	\$348,750	(\$294)	\$286,637
PROMOTION & INFORMATION				
Wages & Benefits				
Staff	\$98,428	\$98,378	\$51	\$89,280
FICA	8,274	8,270	4	7,909

PASSENGER ACCOMMODATIONS DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
Pension	10,816	10,811	5	10,387
Health	14,902	15,031	(129)	13,080
Sick Pay	1,277	1,277	0	2,156
Vacation Pay	5,152	5,151	1	4,484
Holiday Pay	3,444	3,443	1	4,017
Other Paid Leave	861	861	0	681
Unemployment Insurance	382	382	0	427
Wages & Benefits Subtotal	\$143,538	\$143,604	(\$66)	\$132,421
Outside Services				
Media Ad Placement	5,000	5,000	0	3,625
Brochures & Publications	7,500	7,500	0	2,033
Promotional Giveaways	5,000	5,000	0	4,533
Bus/Shuttle Decorations	2,500	2,500	0	13
Other Promotions	5,000	5,000	0	1,489
Route Schedules & Information	101,700	101,700	0	90,042
Training, Travel & Meetings	1,000	1,000	0	787
Outside Services Subtotal	\$127,700	\$127,700	\$0	\$102,522
Promotion & Information Subtotal	\$271,238	\$271,304	(\$66)	\$234,943
FARE REVENUE COLLECTION				
Wages & Benefits				
Security Officer	\$95,452	\$93,402	\$2,050	\$89,179
FICA	8,558	8,402	157	8,367
Pension	11,187	10,982	205	10,179
Health	45,767	46,204	(437)	39,513
Sick Pay	3,053	3,053	0	5,818
Vacation Pay	7,211	7,211	0	8,302
Holiday Pay	4,106	4,106	0	3,894
Other Paid Leave	2,053	2,053	0	2,262
Unemployment Insurance	546	546	0	603
Wages & Benefits Subtotal	\$177,933	\$175,959	\$1,975	\$168,117
Outside Services				
Fare Processing	\$50,000	\$50,000	\$0	\$39,312
Farebox Parts & Repairs	40,000	30,000	10,000	23,919
Tickets, Tokens & Transfers	30,000	30,000	0	58,228
Outside Services Subtotal	\$120,000	\$110,000	\$10,000	\$121,459
Fare Revenue Collection Subtotal	\$297,933	\$285,959	\$11,975	\$289,576
TOTAL PSNGR ACCOMMODATIONS	\$1,486,377	\$1,474,996	\$11,381	\$1,360,992

GENERAL OVERHEAD DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
FINANCE				
Staff	\$359,933	\$359,786	\$147	\$303,550
FICA	31,745	31,721	24	26,063
Pension	41,497	41,465	32	35,535
Health	83,004	83,772	(768)	69,224
Sick Pay	6,463	6,458	5	7,554
Vacation Pay	30,903	30,770	133	31,669
Holiday Pay	14,458	14,429	29	12,840
Other Paid Leave	3,213	3,206	6	5,351
Unemployment Insurance	1,447	1,447	0	1,165
Financial Audit Services	74,000	74,000	0	46,500
<i>Finance Subtotal</i>	<u>\$646,662</u>	<u>\$647,054</u>	<u>(\$391)</u>	<u>\$539,451</u>
PERSONNEL				
Staff	\$65,055	\$65,023	\$32	\$64,548
FICA	5,544	5,541	3	5,645
Pension	7,247	7,243	4	7,462
Health	16,193	16,339	(146)	14,634
Sick Pay	1,127	1,127	0	974
Vacation Pay	5,480	5,477	3	4,763
Holiday Pay	2,787	2,786	1	2,707
Other Paid Leave	1,115	1,114	1	471
Unemployment Insurance	273	273	0	259
<i>Personnel Subtotal</i>	<u>\$104,820</u>	<u>\$104,922</u>	<u>(\$102)</u>	<u>\$101,463</u>
UTILITIES				
Telephone & Data Communications	\$48,000	\$48,000	\$0	\$42,349
Power, Water & Refuse	150,000	150,000	0	141,557
Two-Way Radios	22,380	22,380	0	12,227
<i>Utilities Subtotal</i>	<u>\$220,380</u>	<u>\$220,380</u>	<u>\$0</u>	<u>\$196,133</u>
OPERATING FACILITIES				
Wages & Benefits				
Staff	\$49,984	\$46,558	\$3,426	\$45,157
FICA	4,020	4,018	2	3,934
Pension	5,255	5,252	3	5,203
Health	8,926	9,000	(74)	7,568
Sick Pay	763	763	0	2,084
Vacation Pay	3,000	3,000	0	2,989
Holiday Pay	2,000	2,000	0	1,928
Other Paid Leave	200	200	0	0
Unemployment Insurance	273	273	0	259
<i>Wages & Benefits Subtotal</i>	<u>\$74,420</u>	<u>\$71,063</u>	<u>\$3,357</u>	<u>\$69,122</u>
OPERATING FACILITIES (cont'd)				
Service Vehicles				
Parts & Repairs	\$16,000	\$16,000	\$0	\$16,608
Fuel	60,000	60,000	0	59,396

GENERAL OVERHEAD DETAIL
FISCAL YEAR 2013-14

	Proposed Budget FY 13/14	Original Budget FY 13/14	Change	Prior Year FY 12/13
Service Vehicles Subtotal	\$76,000	\$76,000	\$0	\$76,004
Buildings & Grounds				
Contract Maintenance	\$72,460	\$72,460	\$0	\$71,055
Overpass Site	7,500	7,500	0	0
B&G Repairs/Supplies	35,000	35,000	0	37,046
Property Insurance	13,399	13,399	0	12,929
Buildings & Grounds Subtotal	<u>\$128,359</u>	<u>\$128,359</u>	<u>\$0</u>	<u>\$121,030</u>
<i>Operating Facilities Subtotal</i>	<u>\$278,779</u>	<u>\$275,422</u>	<u>\$3,357</u>	<u>\$266,156</u>
DISTRICT ADMINISTRATION				
Wages & Benefits				
Staff	\$411,875	\$411,181	\$693	\$416,085
Bus Ad Revenue Placement	8,446	8,446	0	6,658
FICA	37,185	36,754	431	34,838
Pension	48,608	48,044	564	48,459
Health	94,372	77,965	16,408	77,823
Sick Pay	5,020	5,002	18	6,809
Vacation Pay	36,707	36,355	352	37,655
Holiday Pay	21,715	21,464	251	16,645
Other Paid Leave	6,514	6,439	75	4,997
Unemployment Insurance	1,706	1,706	0	1,724
Wages & Benefits Subtotal	<u>\$672,148</u>	<u>\$653,356</u>	<u>\$18,792</u>	<u>\$651,693</u>
Administrative Services				
Directors Fees	\$12,600	\$12,600	\$0	\$11,160
Public Officials Insurance	27,705	11,513	16,192	23,378
Legal Counsel	140,000	140,000	0	156,834
Pension Administration	15,000	15,000	0	11,531
Office Equipment Maintenance	120,948	120,948	0	111,106
Miscellaneous Services	64,098	64,098	0	89,671
Office & Computer Supplies	45,000	45,000	0	47,164
Dues & Subscriptions	38,000	38,000	0	40,751
Conferences, Meetings & Training	5,000	5,000	0	5,371
Employee Relations	15,835	15,835	0	14,291
Retiree Health Insurance	83,077	83,423	(346)	(980,157)
Mandated Fees & Permits	38,550	38,550	0	30,046
Bus Ad Revenue Program	1,500	1,500	0	0
Miscellaneous	26,136	26,136	0	30,047
Administrative Services Subtotal	<u>\$633,449</u>	<u>\$617,603</u>	<u>\$15,846</u>	<u>(\$408,807)</u>
<i>District Administration Subtotal</i>	<u>\$1,305,597</u>	<u>\$1,270,960</u>	<u>\$34,638</u>	<u>\$242,886</u>
TOTAL GENERAL OVERHEAD	<u><u>\$2,556,238</u></u>	<u><u>\$2,518,738</u></u>	<u><u>\$37,501</u></u>	<u><u>\$1,346,089</u></u>

**CAPITAL BUDGET
FISCAL YEAR 2013-14**

	Proposed Budget FY 2013-14	Original Budget FY 2013-14	Change FY 2013-14
<u>Revenue</u>			
Dedicated Source(s):			
<u>TDA-State Transit Assistance (TDA - STA)</u>			
Current Year - Allocation	\$1,800,850	\$0	\$1,800,850
Prior Year(s) - Allocation	3,116,032	3,960,918	(844,886)
	\$4,916,882	\$3,960,918	\$955,964
<u>Measure A Transit Capital - Sales Tax Revenue</u>			
Current Year - Allocation	\$871,929	\$871,929	\$0
Prior Year(s) - Allocation	848,137	1,060,916	(212,779)
	\$1,720,066	\$1,932,845	(\$212,779)
<i>sub total:</i>	\$6,636,948	\$5,893,763	\$743,185
Grants:			
<u>Proposition 1B - Bond Proceeds</u>			
PTMISEA	\$6,944,383	\$6,944,383	\$0
Transit Security - OHS	1,020,898	1,020,898	0
	\$7,965,281	\$7,965,281	\$0
<u>Local Capital Assistance</u>			
Local Grants	\$69,360	\$30,000	\$39,360
<u>Federal Capital - Grants</u>			
Federal Grants	\$1,858,554	\$2,407,536	(\$548,982)
<i>sub total:</i>	\$9,893,195	\$10,402,817	(\$509,622)
Total Capital Revenue	\$16,530,143	\$16,296,580	\$233,563
<u>Expense - Projects</u>			
Buses	\$10,910,775	\$11,032,843	(\$122,068)
Bus Rehab	653,018	676,000	(22,982)
Fixed Facilities	805,000	655,000	150,000
Radios & Fareboxes	25,000	25,000	0
Bus Stops	491,350	451,990	39,360
Shop Equipment	75,000	75,000	0
Management Info Systems	40,000	40,000	0
Intelligent Transportation Systems	3,500,000	3,320,747	179,253
Office Furniture & Equipment	30,000	20,000	10,000
Total Capital Projects	\$16,530,143	\$16,296,580	\$233,563

Capital Budget
FISCAL YEAR 2013-14

	Proposed Budget FY 2013-14	Original Budget FY 2013-14	Change FY 2013-14
REVENUE VEHICLE PURCHASES			
40' Diesel Buses (16) (\$415,000)	\$6,640,000	\$6,088,247	\$551,753
60' Articulated Buses (3) (\$756,925)	2,270,775	2,114,596	156,179
EV Shuttles (4) (\$500,000)	2,000,000	2,830,000	(830,000)
Subtotal	<u>\$10,910,775</u>	<u>\$11,032,843</u>	<u>(\$122,068)</u>
REVENUE VEHICLE IMPROVEMENTS			
Diesel Fleet Drivetrains	\$382,000	\$382,000	\$0
EV Drivetrain/Battery Chargers etc	60,000	60,000	0
Lithium Battery Project	211,018	234,000	(22,982)
Subtotal	<u>\$653,018</u>	<u>\$676,000</u>	<u>(\$22,982)</u>
OFFICE FURNITURE & EQUIPMENT			
Office Furniture Allowance	\$30,000	\$20,000	\$10,000
Subtotal	<u>\$30,000</u>	<u>\$20,000</u>	<u>\$10,000</u>
MANAGEMENT INFORMATION SYSTEMS			
Software Programming	\$20,000	\$20,000	\$0
PC Hardware/ IT Infrastructure Upgrades	20,000	20,000	0
Subtotal	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$0</u>
INTELLIGENT TRANSPORTATION SYSTEMS			
AVL Radio System	\$2,735,786	\$2,556,533	\$179,253
Security Cameras on Bus	764,214	764,214	0
Subtotal	<u>\$3,500,000</u>	<u>\$3,320,747</u>	<u>\$179,253</u>
SERVICE VEHICLES			
Service Vehicle Replacements	\$0	\$0	\$0
Subtotal	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
BUS STOP EQUIPMENT			
Superstops	\$251,990	\$251,990	\$0
Bus Stop Upgrades	239,360	200,000	39,360
Subtotal	<u>\$491,350</u>	<u>\$451,990</u>	<u>\$39,360</u>
FIXED FACILITIES			
Facilities	\$225,000	\$225,000	\$0
Security Improvements T1	0	0	0
TC Expansion Project	550,000	400,000	150,000
TC Fixed Facilities	30,000	30,000	0
WIP - Calle Real Development	0	0	0
Subtotal	<u>\$805,000</u>	<u>\$655,000</u>	<u>\$150,000</u>
FAREBOXES & RADIOS			
Fare Collection & Radio Allowance	\$25,000	\$25,000	\$0
Subtotal	<u>\$25,000</u>	<u>\$25,000</u>	<u>\$0</u>
SHOP EQUIPMENT			
Shop Equipment Allowance	\$75,000	\$75,000	\$0
Subtotal	<u>\$75,000</u>	<u>\$75,000</u>	<u>\$0</u>
Total Capital Projects	<u><u>\$16,530,143</u></u>	<u><u>\$16,296,580</u></u>	<u><u>\$233,563</u></u>

To: MTD Board of Directors
From: Sherrie Fisher, General Manager
Date: February 14, 2014
Subject: General Manager's Report

The Planning Department recently met with EF School (on Chapala Street) and Kaplan International School (on the SBCC campus). The meetings were very useful to both parties for exchanging information to better plan service for their students, as well as for the general public who use the same lines. Staff will continue to periodically meet with the two schools to stay current on trends, issues, and etc.

Staff has been working with the City of Santa Barbara on the installation of shelters at four locations funded by Community Development Block Grant (CDBG) funds this fiscal year. As part of the process, the City Traffic Engineer recently raised safety concerns about two of the locations. As a result, staff is working with the City to install shelters at two substitute locations that were included in the CDBG application for *next* fiscal year.

MTD staff also met with City of Santa Barbara staff regarding the Bike Station structure proposed for installation this summer adjacent to the Transit Center. The Bike Station will provide space for thirty bicycles and will require an annual subscription for each user. We will continue to work with City staff on the potential for increased interaction between bicyclists and the semi-circle where buses enter and exit from Chapala Street.

The Cities of Santa Barbara and Goleta, the County of Santa Barbara, and/or the Santa Barbara County Association of Governments (SBCAG) are considering applying for a Proposition 84 Sustainable Communities Planning grant to study short-term improvements and mid- to long-term concepts for the State Street/Hollister Avenue corridor extending from Goleta to downtown Santa Barbara. This is particularly important, given the increased traffic congestion that is predicted for this corridor over the long term. Short-term improvements could involve efforts such as -more-efficient transit through the corridor, while long-term recommendations could include concepts such as bus rapid transit. There would also likely be a public outreach component focused toward existing transit passengers as well as potential riders. Grant applications are due February 28. Only local jurisdictions and Regional Transportation Planning Agencies (RTPAs) such as SBCAG are eligible to apply. The lead applicant (whichever jurisdiction that may be) would ask MTD for a support letter for the application.

On February 1st, we enjoyed a visit from Professor Eugene Jud and his class (CE 424) from Cal Poly San Luis Obispo. They were transported via a 29-ft. hybrid bus on a field trip, with emphasis on MTD and our system. Operator Bill Adams picked up the group at the Amtrak station at 9:24 a.m. and drove them to the TC, for a brief presentation by Supervisor Bill Custer. Next, after a stop at the Granada Garage bike station, they were treated to a tour of the Terminal facilities by Steve Hahn. Then, after viewing our local roundabouts, they were dropped off at State and Cabrillo. The itinerary in the afternoon included rides on our Downtown Shuttles and the 24x. At 3:52 p.m. they rode Line 11 from UCSB (North Hall) to the Courthouse. After walking down State Street, the group rode the northbound 5:42 p.m. Surfliner back to San Luis Obispo. We have entertained Dr. Jud has included public transportation for his classes for several years.

Driver-in-training John O'Grady began training on Feb 4th. Human Resources & Operations staff is monitoring staffing levels and will adjust the number of drivers as needed.

We are pleased to announce that an offer of employment was made and accepted for another driver trainee position. Mr. Brian Coker will begin new driver training on Tuesday February 18, 2014.

The February CITA (Caught in the Act of doing something great!) drawing winner is Lincoln Russell. Lincoln received his CITA for being a patient, accommodating, and friendly driver. At a previous monthly bus riders meeting (the group organized by the Coalition for Sustainable Transportation, or COAST), this compliment was given from a regular bus passenger, and seconded by several other bus riders at the table. Mr. "Linc" has been with the MTD for 37+ years. He serves not only as a driver, but as a Temporary Supervisor and a Trainer. When called upon for special projects, he willingly accepts the assignments. Congratulations to Mr. Lincoln Russell for a job well done!

The Federal Transit Administration (FTA) has determined that MTD should no longer report to the National Transit Database (NTD) regarding the required Americans with Disabilities Act (ADA) complementary paratransit service provided for MTD by Easy Lift Transportation. Instead, FTA intends to require that Easy Lift become an NTD reporter and report the data themselves. Staff will assist Easy Lift as needed to make this transition as smooth as possible.

Staff attended a meeting of SBCAG's Technical Transportation Advisory Committee (TTAC) on Thursday, February 6th. MTD is a voting member of the Committee. TTAC received reports providing estimated FY 2015 revenues from Measure A and the Transportation Development Act - Local Transportation Fund (TDA-LTF). TTAC also heard a proposal from SBCAG staff regarding opportunities for the county and the cities to participate in Measure A bond issuances.

TTAC members also discussed a report regarding project applications for the new Federal Transit Administration (FTA) Section 5339 Bus and Bus Facilities Formula Grants capital program. As noted on your agenda, MTD plans to submit an application for all funds apportioned to the Santa Barbara urbanized area to purchase two buses. Following a lengthy discussion, TTAC recommended that further discussion take place regarding applications for the funds apportioned to the Santa Maria and Lompoc urbanized areas. Caltrans is FTA's "designated recipient" of Section 5339 funds, and applicants must apply to Caltrans by March 15th to be a subrecipient of funds from the program. SBCAG staff plans to take the projects to their Board on February 20 to certify that the projects are included in SBCAG programming documents, as required by Caltrans.

Staff participated in a conference call with staff of SBCAG and several North County agencies on Wednesday, February 12th, to further discuss project applications for the Santa Maria and Lompoc Section 5339 funds. The North County operators and SBCAG came to agreement following a lively discussion.

Three crates of salvage Ni-Cd batteries have been recycled by Saft in Valdosta, GA. Information is being compiled for options on continuation of the project to convert Ebus EV shuttles from Ni-Cd to Lithium batteries.

The site spill prevention plan (SPCC) for all above-ground petroleum-product storage containment is progressing. Frank Reynoso, Facilities Specialist, has contacted five additional transit agencies for insight on how they are working to meet the requirements. A purchase order is in effect for Cummins Cal Pacific to do the service plan for one year on our three standby generators.