



AGENDA

Meeting

of the

BOARD OF DIRECTORS

of the

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

A Public Agency

Tuesday, February 23, 2016

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, Director; Dick Weinberg, Director; Bill Shelor, Secretary; David Tabor, Director; Roger Aceves, 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 9, 2016.

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

The Board will be asked to review and approve the cash report of February 2, 2016 through February 15, 2016.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

Members of the public may address the Board on items within 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 number that you wish to comment on.

7. DRAFT BUDGET REVISION FOR FISCAL YEAR 2015/16-(ATTACHMENTS-ACTION MAY BE TAKEN)

Staff recommends that the board approve: one, a \$688,624 reduction in the operating budget for the current fiscal year (FY15/16) from \$25.1 million to \$24.4 million; and two, a \$22,837 increase in the use of reserves to \$242,144 to balance the revised operating budget.

8. SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION (LAFCO) SPECIAL DISTRICT APPOINTMENT-(ATTACHMENTS-ACTION MAY BE TAKEN)

The Board will be asked to authorize a Board member to be appointed as an alternate voter for the Special District Members to SBLAFCO.

9. GENERAL MANAGER'S REPORT UPDATE-(INFORMATIONAL)

- a) Cruise Ship Season
- b) Professional Development
- c) Bus Stops
- d) Hiring Update
- e) Public Outreach

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

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

11. ADJOURNMENT

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



MINUTES

**Meeting
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, February 9, 2016
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 8:30am
2. **ROLL CALL OF THE BOARD OF DIRECTORS**
Chair Davis reported that all members were present with the exception of Director Weinberg who was expected to arrive shortly.
3. **REPORT REGARDING POSTING OF AGENDA**
Lilly Gomez, Administrative Assistant, reported that the agenda was posted on Friday, February 5th, 2016 at MTD's Administrative Office, mailed and emailed to those on the agenda list, and posted on MTD's website.

CONSENT CALENDAR

AT THIS POINT DIRECTOR WEINBERG JOINED THE MEETING AT 8:37AM

4. & 5. **APPROVAL OF PRIOR MINUTES & CASH REPORT-(ATTACHMENT-ACTION MAY BE TAKEN)**
Director Aceves moved to waive the reading of and approve the draft minutes for the meeting of January 12, 2016 and the cash report for the period of December 8, 2015 through December 21, 2015, December 22, 2015 through January 4, 2016, January 5, 2016 through January 18, 2016, and January 19, 2016 through February 1, 2016. Director Tabor seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. **PUBLIC COMMENT**
Mr. Salem McIntosh spoke on behalf of the Santa Barbara Neighborhood Clinics: Goleta requesting a more frequent service to the Calle Real area on line 7.
7. **QUARTERLY STAFF REPORTS-(ATTACHMENTS-INFORMATIONAL)**
Cynthia Boche, Assistant Manager of Planning, reviewed the quarterly reports for the period of July 1, 2015 through December 31, 2015. Ms. Boche shared that among Southern California transit agencies reporting to APTA, the average ridership decrease for the calendar year through the end of September was 3.1% and for the July through September quarter, Southern California transit ridership decreased 3.8% on average. MTD ridership decreased 5.8% for the July – September quarter and 3.3% for the calendar year through September. Some of the possible explanations for decreasing transit ridership are gas prices, vehicle sales increasing nationwide, Santa Barbara international schools decrease in enrollment and an overall increase in household incomes in the area.

8. QUARTERLY FINANCE UPDATE FOR THE SIX-MONTH PERIOD ENDING DECEMBER 31, 2015 (ATTACHMENTS-INFORMATIONAL)

Thais Sayat, Assistant Controller, reviewed the Quarterly Finance update for the 6-month period ending December 31, 2015. Mrs. Sayat shared with the board that MTD's six-month financial update reflects total revenues at 4% less than the projected budget and total expenses at 7% less than the anticipated amount. The decrease in ridership combined with lower than projected contract fares and sales tax revenue lead to the under-performing revenues. Expenditures for the six months were under budget primarily as a result of lower than projected wages and fringe benefits. The six-month comparison to the prior year indicates a 2% decrease in revenue and a 2% increase in expense. The board thanked Ms. Sayat for a great finance update.

9. PROPOSITION 1B – TRANSIT SECURITY GRANT FOR FISCAL YEAR 2015-16 (BOARD RESOLUTION NO. 2016-02)-(ATTACHMENTS-ACTION MAY BE TAKEN)

Steve Maas, Manager of Government Relations & Compliance recommended the board adopt Resolution No. 2016-02 for FY 2015-16 Proposition 1B – Transit Security funding. MTD submitted an application for funds for the MTD's ongoing automatic vehicle location project; as a requirement by the California Governor's Office of Emergency Services. Director Tabor motioned to adopt resolution 2016-02. Director Rodriguez seconded the motion. The motion passed unanimously with 7 ayes 0 nays.

AT THIS POINT THIS DIRECTOR WEINBERG RECUSED HIMSELF FROM THE DISCUSSION.

10. BUS CANOPY MODIFICATIONS PROJECT CONTRACT AWARD RECOMMENDATION-(ACTION MAY BE TAKEN)

Mr. Ryan Gripp, Procurement specialist recommended that the Board award the Bus Canopy Modifications Project contract to Frank Schipper Construction Company and is seeking authorization for the revision of the Terminal 1 Fixed Facilities budget to include an additional \$350,000 for the project. Included in the construction is the replacement of the existing canopy roof, painting and repairing metal structures, upgrading electrical, and rough-ins for conduit for a future project of photovoltaic roof panels. Mr. Gripp explained Frank Schipper Construction Company came in 4% lower than competing bids. Director Aceves motioned to award the Bus Canopy Modifications Project contract to Frank Schipper Construction Company and authorized the revision of the Terminal 1 Fixed Facilities budget to include an additional \$350,000 for the project. Director Rodriguez seconded the motion. The motion passed with 6 ayes 0 nays 1 recusal.

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

TIME CERTAIN 9:30 A.M.

14. RECESS TO CLOSED SESSION-CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION-(SECTION 54956.9(d)(1))-(ACTION MAY BE TAKEN)

The Board will meet in closed session pursuant to Government Code § Section 54956.9(d)(1)
One case: Anna Martinez vs. Santa Barbara MTD

Upon returning from closed session Chair Davis reported MTD was sued for serious personal injuries by Anna Martinez, in a matter styled Martinez v MTD, SBSC Case#1469743

MTD answered Ms. Martinez' complaint, denying responsibility, and MTD continues to deny any legal responsibility;

However, without admitting fault or liability on its or any employee's part, and solely to avoid the time and expense of continued litigation, MTD's Board has approved a settlement negotiated by counsel which, in exchange for an immediate dismissal of the litigation, obligates MTD to pay Ms. Martinez and her attorney's agreed settlement amount for general release of all known and even unknown claims. All seven Board members supported the approval to settle this matter.

11. DRAFT CASH RESERVES POLICY-(ATTACHMENTS-INFORMATIONAL)

Mr. Brad Davis, Assistant General Manager presented the draft Cash Reserves Policy. The Board of Directors provided direction and feedback. Director Tabor commended staff for the quick turnaround of the Cash Reserve Policy. Chair Davis commended staff and the Finance Committee for all the hard work and time put into the policy.

12. GENERAL MANAGER'S REPORT UPDATE-(INFORMATIONAL)

Jerry Estrada, General Manager gave the board the new Report to the Community. SBCC Student Bus Pass Agreement voted to approve the proposed change to increase rate. The City College was very appreciative and the information was well received.

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

Director Aceves requested a schedule be set for the Finance Committee meeting.

Director Weinberg shared the progress the SBCAG shared about of the widening of highway 101.

15. ADJOURNMENT

Director Aceves moved to adjourn the meeting at 10:27 a.m. Director Rodriguez seconded the motion. The motion passed unanimously.

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

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of February 23, 2016
For the Period February 2, 2016 through February 15, 2016

MONEY MARKET

Beginning Balance February 2, 2016 **\$10,549,950.72**

| | |
|------------------------------|------------|
| Accounts Receivable | 812,401.87 |
| Advertising/Prepaid Deposits | 308,195.00 |
| Passenger Fares | 158,908.54 |
| SBCC Fares | 102,045.00 |
| LCTOP Transfers | 29,051.15 |
| Miscellaneous/Asset Sales | 3,238.47 |
| Interest Income | 275.82 |
| Measure "A" | .05 |

Total Deposits **1,414,115.90**

| | |
|-----------------------|--------------|
| Bank/CC Fees | (1,196.71) |
| WC Transfer | (29,719.86) |
| ACH Pensions Transfer | (34,333.81) |
| ACH Tax Deposit | (148,298.83) |
| ACH Garn/Escrow | (265,315.57) |
| Payroll Transfer | (326,422.92) |
| Operations Transfer | (674,996.32) |

Total Disbursements **(1,480,284.02)**

Ending Balance **\$10,483,782.60**

CASH INVESTMENTS

| | |
|----------------------|----------------|
| LAIF Account | \$3,346,142.28 |
| Money Market Account | 10,483,782.60 |

Total Cash Balance **\$13,829,924.88**

SELF INSURED LIABILITY ACCOUNTS

| | |
|-------------------------|------------------|
| WC / Liability Reserves | (\$4,038,670.31) |
|-------------------------|------------------|

Working Capital **\$9,791,254.57**

Santa Barbara Metropolitan Transit District
Accounts Payable

| Check # | Date | Company | Description | Amount | Voids |
|---------|-----------|-------------------------------|-----------------------------|-----------|-------|
| 111665 | 2/5/2016 | ACCOUNTEMPS DBA | CONTRACT EMPLOYMENT | 1,218.88 | |
| 111666 | 2/5/2016 | AON CONSULTING INC. (NJ) | ACTUARIAL SERVICES | 25,300.00 | |
| 111667 | 2/5/2016 | BNS ELECTRONICS, INC. | SANTA YNEZ SITE RENTAL | 271.76 | |
| 111668 | 2/5/2016 | CUMMINS PACIFIC, LLC | BUS PARTS | 2,363.06 | |
| 111669 | 2/5/2016 | MARY DEAILE | PAYROLL RELATED | 106.15 | |
| 111670 | 2/5/2016 | STATE OF CALIFORNIA | PAYROLL RELATED | 572.22 | |
| 111671 | 2/5/2016 | GENFARE, A DIVISION OF SPX CO | FAREBOX REPAIRS & PARTS | 3,122.96 | |
| 111672 | 2/5/2016 | HAYWARD LUMBER | SHOP SUPPLIES | 9.28 | |
| 111673 | 2/5/2016 | MOUNTAIN SPRING WATER | SHOP & OFFICE SUPPLIES | 998.35 | |
| 111674 | 2/5/2016 | MULLEN & HENZELL | LEGAL CONFERENCE | 380.00 | |
| 111675 | 2/5/2016 | ANN BRADY OTTIERI | PAYROLL RELATED | 277.00 | |
| 111676 | 2/5/2016 | SB COUNTY FEDERAL CREDIT UNI | PAYROLL DEDUCTION | 1,060.00 | |
| 111677 | 2/5/2016 | SANTA BARBARA SHERIFF'S DEPT | PAYROLL RELATED | 489.36 | |
| 111678 | 2/5/2016 | SNAP-ON TOOLS DBA | SHOP SUPPLIES | 158.71 | |
| 111679 | 2/5/2016 | SO. CAL. EDISON CO. | UTILITIES | 6,170.26 | |
| 111680 | 2/5/2016 | SB CITY OF-REFUSE/WATER | UTILITIES | 4,092.46 | |
| 111681 | 2/5/2016 | TEAMSTERS PENSION TRUST | UNION PENSION | 95,513.57 | |
| 111682 | 2/5/2016 | TEAMSTERS UNION LOCAL NO. 18 | UNION DUES | 258.57 | |
| 111683 | 2/5/2016 | TRI-COUNTY OFFICE FURNITURE | OFFICE FURNITURE REPAIR | 940.00 | |
| 111684 | 2/5/2016 | U.S. DEPARTMENT OF EDUCATIO | PAYROLL RELATED | 197.10 | |
| 111685 | 2/5/2016 | VERIZON WIRELESS | WIRELESS PHONES | 434.19 | |
| 111686 | 2/5/2016 | STATE OF CALIFORNIA/FTB | PAYROLL RELATED | 49.77 | |
| 111687 | 2/11/2016 | ABC BUS COMPANIES INC | BUS PARTS | 1,178.96 | |
| 111688 | 2/11/2016 | ACCOUNTEMPS DBA | CONTRACT EMPLOYMENT | 2,133.04 | |
| 111689 | 2/11/2016 | ROGER ACEVES | DIRECTOR FEES | 180.00 | |
| 111690 | 2/11/2016 | APPLEONE EMPLOYMENT SERVIC | CONTRACT EMPLOYMENT | 3,685.50 | |
| 111691 | 2/11/2016 | ASBURY ENVIRONMENTAL SERVI | WASTE OIL RECYCLER | 95.00 | |
| 111692 | 2/11/2016 | B2B SERVICES DBA | OFFICE SUPPLIES | 463.32 | |
| 111693 | 2/11/2016 | BIG BRAND TIRES, BRANDCO BILL | SERVICE VEHICLE MAINTENANCE | 31.95 | |
| 111694 | 2/11/2016 | BIG GREEN CLEANING CO. DBA | JANITORIAL SERV./SUPPLIES | 539.80 | |
| 111695 | 2/11/2016 | BUENA TOOL, INC. | SHOP/B&G SUPPLIES | 114.91 | |
| 111696 | 2/11/2016 | BUYNAK, FAUVER, ARCHBALD&S | LEGAL COUNSEL | 6,646.61 | |
| 111697 | 2/11/2016 | CARQUEST AUTO PARTS | BUS PARTS & SUPPLIES | 270.51 | |
| 111698 | 2/11/2016 | CITY OF CARPINTERIA | ELECTRIC CHARGING STATION | 2,376.29 | |
| 111699 | 2/11/2016 | CENTRAL COAST CIRCULATION, L | BUS BOOK DISTRIBUTION | 575.00 | |
| 111700 | 2/11/2016 | COMPRESSED AIR OF CALIFORNIA | BUS PARTS | 182.94 | |
| 111701 | 2/11/2016 | COMMUNITY RADIO, INC. | GIB. SITE RENTAL | 244.25 | |
| 111702 | 2/11/2016 | CIO SOLUTIONS, LP | IT SERVICES | 3,813.08 | |

| Check # | Date | Company | Description | Amount | Voids |
|---------|-----------|--------------------------------|-----------------------------|-----------|-------|
| 111703 | 2/11/2016 | COAST TRUCK PARTS | BUS PARTS | 1,647.14 | |
| 111704 | 2/11/2016 | COX COMMUNICATIONS, CORP. | INTERNET & CABLE TV | 337.68 | |
| 111705 | 2/11/2016 | CUMMINS PACIFIC, LLC | BUS PARTS | 6,148.73 | |
| 111706 | 2/11/2016 | DAVID DAVIS JR. | DIRECTOR FEES | 120.00 | |
| 111707 | 2/11/2016 | DELTA DENTAL OF CALIFORNIA | DENTAL INSURANCE | 10,404.01 | |
| 111708 | 2/11/2016 | DELTA DENTAL INSURANCE COM | DENTAL INSURANCE | 2,356.83 | |
| 111709 | 2/11/2016 | DOCUPRODUCTS CORPORATION | COPIER MAINTENANCE/SUPPLIES | 399.33 | |
| 111710 | 2/11/2016 | DOWNTOWN ORGANIZATION, INC | TC MAINTENANCE | 650.00 | |
| 111711 | 2/11/2016 | EASY LIFT TRANSPORTATION, IN | ADA SUBSIDY | 68,792.58 | |
| 111712 | 2/11/2016 | EHLEN SPIESS & HAIGHT, INC. | STRUCTURAL ENGINEERING | 2,233.75 | |
| 111713 | 2/11/2016 | FLORES AUTO BODY & PAINT DB | BUS REPAIRS | 1,460.76 | |
| 111714 | 2/11/2016 | GENFARE, A DIVISION OF SPX CO | FAREBOX REPAIRS & PARTS | 1,408.43 | |
| 111715 | 2/11/2016 | GIBBS INTERNATIONAL INC | BUS PARTS | 2,397.68 | |
| 111716 | 2/11/2016 | GILLIG LLC | BUS PARTS | 8,541.99 | |
| 111717 | 2/11/2016 | GOODYEAR TIRE & RUBBER CO | LEASED TIRES | 354.79 | |
| 111718 | 2/11/2016 | GUARDIAN-APPLETON (DENTAL I | DENTAL INSURANCE | 4,419.72 | |
| 111719 | 2/11/2016 | GUARDIAN-APPLETON (LIFE INS) | LIFE INSURANCE | 661.63 | |
| 111720 | 2/11/2016 | H.G. MAKELIM CO., INC. | BUS PARTS | 1,465.44 | |
| 111721 | 2/11/2016 | HOME IMPROVEMENT CTR. | SHOP/B&G SUPPLIES | 24.87 | |
| 111722 | 2/11/2016 | KIMBALL MIDWEST | SHOP SUPPLIES | 334.65 | |
| 111723 | 2/11/2016 | KLIPPEL TOOL REPAIR DBA | COMPRESSORS MAINT/BUS PARTS | 390.00 | |
| 111724 | 2/11/2016 | LARA'S AUTO REPAIR DBA | BUS REPAIRS | 90.00 | |
| 111725 | 2/11/2016 | LAWSON PRODUCTS INC | SHOP SUPPLIES | 503.60 | |
| 111726 | 2/11/2016 | LMA ARCHITECTS, CORP. | ARCHITECTURAL SERVICES | 4,626.40 | |
| 111727 | 2/11/2016 | MANSFIELD OIL CO.- GAINESVILL | BUS FUEL | 31,425.29 | |
| 111728 | 2/11/2016 | JUAN MARTINEZ | TOOL ALLOWANCE | 1,100.00 | |
| 111729 | 2/11/2016 | MC CORMIX CORP. (OIL) | LUBRICANTS | 3,450.25 | |
| 111730 | 2/11/2016 | MC CORMIX CORP. (GAS) | FUEL-SERVICE VEHICLES | 1,726.38 | |
| 111731 | 2/11/2016 | MEDICAL EYE SERVICES, INC. | VISION INSURANCE | 270.84 | |
| 111732 | 2/11/2016 | CHUCK MCQUARY | DIRECTOR FEES | 60.00 | |
| 111733 | 2/11/2016 | KENNETH B. MILLS | PROCUREMENT SERVICES | 4,950.00 | |
| 111734 | 2/11/2016 | MISSION LINEN SUPPLY, INC | UNIFORM & LINEN SERVICE | 4,511.56 | |
| 111735 | 2/11/2016 | MOHAWK MFG. AND SUPPLY CO. | BUS PARTS | 10.48 | |
| 111736 | 2/11/2016 | NATIONAL INTERSTATE INS INC. | LIABILITY INSURANCE | 27,423.00 | |
| 111737 | 2/11/2016 | NU-COOL REDI GREEN, INC | COOLANTS & SHOP SUPPLIES | 781.38 | |
| 111738 | 2/11/2016 | NORTHWEST PUMP & EQUIPMENT | FUEL ISLAND SUPPLIES | 2,049.54 | |
| 111739 | 2/11/2016 | PREVOST CAR INC.- CREDIT DEPT. | BUS PARTS & SOFTWARE | 88.95 | |
| 111740 | 2/11/2016 | PETTY CASH - ALEXANDER, NANC | MISC. PURCHASES | 284.95 | |
| 111741 | 2/11/2016 | PITNEY BOWES INC | POSTAGE METER QTRLY CHARGES | 198.26 | |
| 111742 | 2/11/2016 | POWERSTRIDE BATTERY CO. | EV BATTERIES | 1,481.92 | |
| 111743 | 2/11/2016 | PRESRAY CORPORATION | TERMINAL ONE FLOOD BARRIER | 16,566.93 | |

| Check # | Date | Company | Description | Amount | Voids |
|---|-----------|------------------------------|-------------------------------|---------------------|-------|
| 111744 | 2/11/2016 | OLIVIA RODRIGUEZ | DIRECTOR FEES | 120.00 | |
| 111745 | 2/11/2016 | SANTA BARBARA AREA CHAPTER | AMERICAN PAYROLL ASSOC SEMINA | 50.00 | |
| 111746 | 2/11/2016 | SB HUMAN RESOURCES | RENEWAL MEMBERSHIP | 40.00 | |
| 111747 | 2/11/2016 | SB LOCKSMITHS, INC. | B&G REPAIR & SUPPLIES | 100.68 | |
| 111748 | 2/11/2016 | SILVAS OIL CO., INC. | LUBRICANTS | 492.16 | |
| 111749 | 2/11/2016 | SPECIAL DISTRICT RISK MGMT | MEDICAL HEALTH INSURANCE | 54,482.28 | |
| 111750 | 2/11/2016 | SANTA BARBARA, CITY OF | ALARM REGISTRATION FEE | 40.00 | |
| 111751 | 2/11/2016 | SANTA BARBARA TROPHY | DRIVER NAME PLATES | 10.37 | |
| 111752 | 2/11/2016 | WILLIAM JOHN SHELOR | DIRECTOR FEES | 120.00 | |
| 111753 | 2/11/2016 | SO. CAL. EDISON CO. | UTILITIES | 1,818.27 | |
| 111754 | 2/11/2016 | STAPLES INC. & SUBSIDIARIES | OFFICE SUPPLIES | 459.22 | |
| 111755 | 2/11/2016 | STAPLES CREDIT PLAN | OFFICE & COMPUTER SUPPLIES | 453.21 | |
| 111756 | 2/11/2016 | T.F. HUDGINS, INC. | BUS PARTS | 110.01 | |
| 111757 | 2/11/2016 | THE MEDCENTER | MEDICAL EXAMS | 1,270.00 | |
| 111758 | 2/11/2016 | TK SERVICE, INC. | BUS PARTS & REPAIRS | 1,034.70 | |
| 111759 | 2/11/2016 | DAVID T. TABOR | DIRECTOR FEES | 180.00 | |
| 111760 | 2/11/2016 | TEAMSTERS MISC SECURITY TRU | UNION MEDICAL INSURANCE | 170,249.00 | |
| 111761 | 2/11/2016 | TOYOTA OF SANTA BARBARA, CO | SERVICE VEHICLE PARTS | 115.25 | |
| 111762 | 2/11/2016 | TRANSIT RESOURCE CENTER, INC | BUS INSPECTION SERVICES | 1,770.00 | |
| 111763 | 2/11/2016 | TRAPEZE SOFTWARE GROUP, INC. | ANNUAL SOFTWARE LICENSE FEES | 50,686.00 | |
| 111764 | 2/11/2016 | INTERSTATE CAPITAL CORPORAT | UNIFORMS | 859.38 | |
| 111765 | 2/11/2016 | U.S. BANK NATIONAL ASSOCIATI | MISC. PURCHASES | 304.81 | |
| 111766 | 2/11/2016 | VALLEY POWER SYSTEMS, INC. | BUS PARTS | 3,454.26 | |
| 111767 | 2/11/2016 | VELEZ, PHILIP | REIMBURSEMENT | 53.00 | |
| 111768 | 2/11/2016 | VOLT MANAGEMENT CORP. | CONTRACT EMPLOYMENT | 1,690.50 | |
| 111769 | 2/11/2016 | WAXIE SANITARY SUPPLY DBA | JANITORIAL SUPPLIES | 200.02 | |
| 111770 | 2/11/2016 | WAYNE'S TIRE INC. | VEHICLE TIRES | 1,690.07 | |
| 111771 | 2/11/2016 | WAYTEK INC. | BUS PARTS & SHOP SUPPLIES | 298.58 | |
| 111772 | 2/11/2016 | RICHARD WEINBERG | DIRECTOR FEES | 180.00 | |
| | | | | 674,996.32 | |
| Current Cash Report Voided Checks: | | | | 0.00 | |
| Prior Cash Report Voided Checks: | | | | 0.00 | |
| Grand Total: | | | | \$674,996.32 | |

Santa Barbara Metropolitan Transit District
Cash Receipts of Accounts Receivable

| Date | Company | Description | Amount |
|---|-------------------------------------|--|---------------------|
| 1/11/2016 | Montecito Bank & Trust | Advertising on Buses | 7,100.00 |
| 1/15/2016 | UCSB Campus Sustainability | Advertising on Buses | 464.00 |
| 1/15/2016 | UCSB Campus Sustainability | Advertising on Buses | 464.00 |
| 1/15/2016 | UCSB Campus Sustainability | Advertising on Buses | 464.00 |
| 2/2/2016 | Department of Rehabilitation | Passes/Passports Sales | 728.00 |
| 2/2/2016 | SB County Public Health | Passes/Token Sales | 7,875.00 |
| 2/2/2016 | SB School District | Passes/Token Sales | 41,250.00 |
| 2/3/2016 | Local Transportation Fund | SB 325 - January 2016 | 533,444.62 |
| 2/4/2016 | Measure A, Section 3 LSTI | Measure "A" Funds - Jan. '16 | 144,525.11 |
| 2/5/2016 | Godzilla Graphics | Advertising on Buses | 5,958.00 |
| 2/5/2016 | Ruth Burke & Assoc.(Cottage Health) | Advertising on Buses | 38,145.60 |
| 2/9/2016 | ASTI Holding Company, LLC | Overpass Property Lease - Feb. '16 | 15,389.18 |
| 2/9/2016 | UCSB - Parking Services-7001 | Passes/Passports Sales | 7,928.00 |
| 2/10/2016 | Jim Haggerty | Retiree - Vision | 12.20 |
| 2/10/2016 | Stevens and Associates | Advertising on Buses | 1,660.00 |
| 2/12/2016 | City of S.B. Waterfront Department | Waterfront Shuttle Service-Cruise Ship 2/3 | 4,312.16 |
| 2/12/2016 | Fritz Creative Marketing | Advertising on Buses | 2,682.00 |
| Total Accounts Receivable Paid During Period | | | \$812,401.87 |



BOARD OF DIRECTORS REPORT

MEETING DATE: FEBRUARY 23, 2016 AGENDA ITEM #: 7

TYPE: ACTION

PREPARED BY: BRAD DAVIS

Signature [Handwritten Signature]
Signature [Handwritten Signature]

REVIEWED BY: GENERAL MANAGER

SUBJECT: Draft Budget Revision for Fiscal Year 2015/16

RECOMMENDATION:

Staff recommends that the board approve: one, a \$688,624 reduction in the operating budget for the current fiscal year (FY15/16) from \$25.1 million to \$24.4 million; and two, a \$22,837 increase in the use of reserves to \$242,144 to balance the revised operating budget.

DISCUSSION:

The major factors affecting the current year operating budget were recently reported to the Board as part of the Quarterly Finance Update. These trends of falling revenue and reduced expenses as well as some additional recommended changes have been incorporated in the attached draft Budget Revision for Fiscal Year 2015/16.

The revisions are restricted to the operating budget as the only required capital budget change was approved by the Board as part of the Bus Canopy Modifications contract award. The aggregate recommended changes to the operating budget are as follows:

Table with 3 columns: Description, Budget, Reserves. Rows include Approved Budget, Revised Budget, and Change.

Operating Revenue – The budget for overall operating revenue is being reduced by just over \$665,000 down to \$24.2 million (the decrease does not include the reserves that are used to balance the budget). The bulk of this adjustment stems from the anticipated continuance of the nearly across-the-board farebox revenue shortfalls through the rest of the fiscal year.

Operating Expenses – Based on six-month trends in operating expenditures for the fiscal year, staff recommends decreasing budgeted outlays by nearly \$689,000 to \$24.4 million. The significant budget revisions leading to this aggregate downward adjustment are composed of:

| <u>Budget Category</u> | <u>Adjustment</u> |
|-------------------------|-------------------|
| Wages & Fringe Benefits | – \$579,000 |
| Diesel Fuel | – 324,000 |
| Miscellaneous Services | + 100,000 |
| Risk Related | + 94,000 |

The wage and fringe benefit budget changes are spread across multiple departments although nearly 70% is attributable to the cost of drivers. The reasons for the driver changes are: actual revenue hours are slightly less than budgeted; a smaller portion of those revenue hours than assumed are being driven by top wage tier drivers; and, between drivers on leave and the continued challenge in hiring drivers, fewer employees than expected are being provided health care coverage. The vacancy of the maintenance manager and mechanic positions accounts for another \$175,000. Other departmental wage revisions generally offset each other.

The reduction in fuel costs is of course a result of the drop in the cost of oil which enabled MTD to enter into a much more favorable fixed-price diesel fuel contract than anticipated. The necessity to increase the miscellaneous services budget by \$100,000 is largely based upon the use of several temporary employees due to both staff absences and the need for assistance to accommodate an increased human resources workload. The expanded budget for risk-related costs is primarily to account for increases in general liability and workers' compensation reserve levels.

Employment Level – Within the budget revisions to wages and fringe benefits are a number of personnel additions that are desired to effectively carry out District functions and objectives. These additions include:

- A dispatcher to improve fleet communications, take full advantage of AIM to improve bus on-time performance, and reduce the amount of driver supervisor overtime.
- A mechanic to assist maintaining an increasingly complex fleet that includes air conditioning, on-board intelligent transportation systems, and electronic systems.
- A part-time service worker for the improved appearance and cleanliness of MTD buses.
- Two part-time customer service positions for additional assistance for MTD passengers and implementation of the customer relations improvement program now in the works.
- A human resources specialist to address increased turnover, implement a modern HR information system, and administer new and complex legal regulations and labor laws.

Reserve Usage – The currently approved budget includes an operating deficit of \$219,307, which is funded from MTD reserves. The recommended budget revision is composed of an almost equal decrease in operating revenue and operating expenditures. Thus, the effect on the deficit and associated use of reserves is minimal, increasing by only \$23,837 to \$242,144. With the level of District reserves—represented by the District's unrestricted net position—at approximately \$10 million¹, there are sufficient resources to accommodate the deficit increase.

Attachment: Draft MTD Budget Revision for Fiscal Year 2015/16

¹ The board is considering a Cash Reserves Policy which would allocate the unrestricted net position to multiple reserve funds. If adopted, there would be a reduction in the amount of reserves available for funding deficits.



OPERATING & CAPITAL BUDGET
FISCAL YEAR 2015-16
Draft Budget Revision

Santa Barbara Metropolitan Transit District
550 Olive Street * Santa Barbara, CA 93101
Telephone (805) 963-3364 * FAX (805) 963-3365

February 23, 2016

SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
OPERATING & CAPITAL BUDGET
FISCAL YEAR 2015-16

Draft Budget Revision
February 23, 2016

TABLE OF CONTENTS

| | |
|--------------------------------------|----|
| Operating Budget Summary..... | 1 |
| Operating Revenue Detail..... | 2 |
| Operating Expense Summary..... | 3 |
| Route Operations Detail..... | 4 |
| Vehicle Maintenance Detail..... | 6 |
| Passenger Accommodations Detail..... | 8 |
| General Overhead Detail..... | 10 |
| Capital Project Detail..... | 12 |

OPERATING BUDGET SUMMARY
FISCAL YEAR 2015-16

| Operating Budget | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|--------------------------------------|---------------------------------|----------------------------------|--------------------|----------------------|
| <u>Revenue</u> | | | | |
| Passenger Fares | \$7,695,634 | \$8,318,556 | (\$622,922) | \$8,275,150 |
| FTA Operating Assistance | 4,943,999 | 4,943,999 | 0 | 4,914,363 |
| Property Tax Revenue | 975,000 | 975,000 | 0 | 1,028,132 |
| Local Operating Assistance | 446,317 | 419,322 | 26,995 | 116,288 |
| Measure A | 2,021,193 | 2,021,193 | 0 | 1,972,107 |
| Non-Transportation Income | 787,710 | 787,710 | 0 | 781,639 |
| Sales Tax Revenue (TDA-LTF) CY | 7,321,681 | 7,437,215 | (115,534) | 6,165,649 |
| Unrestricted Net Assets | 242,144 | 219,307 | 22,837 | 0 |
| Total Operating Revenue | \$24,433,678 | \$25,122,302 | (\$688,624) | \$23,253,328 |
| <u>Expense</u> | | | | |
| Route Operations | \$14,435,306 | \$14,725,592 | (\$290,286) | \$13,510,762 |
| Vehicle Maintenance | 5,317,240 | 5,800,751 | (483,511) | 5,492,875 |
| Passenger Accommodations | 1,703,769 | 1,715,599 | (11,829) | 1,502,498 |
| General Overhead | 2,977,362 | 2,880,360 | 97,002 | 2,747,193 |
| Total Operating Expense | \$24,433,678 | \$25,122,302 | (\$688,624) | \$23,253,328 |
| | FY 2015-16 | FY 2015-16 | | |
| <u>Unrestricted Net Position</u> | | | | |
| Beginning Balance | \$10,293,617 | \$10,293,617 | | |
| Net Change from Operating Activities | (242,144) | (219,307) | | |
| Ending Balance * | \$10,051,473 | \$10,074,310 | | |

* Ending balance does not reflect any 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 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|-------------------------------------|---------------------------------|----------------------------------|--------------------|----------------------|
| <i>FAREBOX REVENUE</i> | | | | |
| Cash Fares | \$2,470,486 | \$2,604,480 | (\$133,994) | \$2,607,715 |
| Downtown-Waterfront Shuttle/My Ride | 1,105,345 | 1,105,345 | 0 | 1,089,962 |
| UCSB Contract Fares | 985,040 | 975,678 | 9,362 | 975,677 |
| SBCB Contract Fares | 931,386 | 1,036,602 | (105,216) | 966,051 |
| Amtrak Fares | 0 | 0 | 0 | 0 |
| Special Event Fares | 77,294 | 77,294 | 0 | 93,336 |
| Brooks Pass Program | 0 | 1,500 | (1,500) | 1,612 |
| Day Pass | 5,280 | 5,211 | 69 | 4,920 |
| Adult 10-Ride Pass | 675,916 | 762,703 | (86,787) | 746,104 |
| Youth 10-Ride Pass | 383,182 | 453,115 | (69,933) | 407,426 |
| Senior/Mobility 10-Ride Pass | 110,792 | 111,083 | (291) | 108,945 |
| Coastal Express - 10-Ride Pass | (7,361) | 0 | (7,361) | 85,598 |
| Adult 30-Day Pass | 593,092 | 715,092 | (122,000) | 703,798 |
| Youth 30-Day Pass | 162,978 | 248,118 | (85,140) | 232,070 |
| Senior/Mobility 30-Day Pass | 220,208 | 222,335 | (2,127) | 221,645 |
| Ventura CE - 30-Day Pass | (18,004) | 0 | (18,004) | 30,291 |
| <i>Subtotal</i> | <u>\$7,695,634</u> | <u>\$8,318,556</u> | <u>(\$622,922)</u> | <u>\$8,275,150</u> |
| <i>NON-TRANSPORTATION INCOME</i> | | | | |
| Advertising on Buses | \$525,000 | \$525,000 | \$0 | \$532,773 |
| Interest on Investments | 42,580 | 42,580 | 0 | 39,876 |
| Overpass Lease & Misc. Revenue | 220,130 | 220,130 | 0 | 208,990 |
| <i>Subtotal</i> | <u>\$787,710</u> | <u>\$787,710</u> | <u>\$0</u> | <u>\$781,639</u> |
| TDA Sales Tax Revenue | \$7,321,681 | \$7,437,215 | (\$115,534) | \$6,165,649 |
| (Unrestricted - Net Assets) | 242,144 | 219,307 | 22,837 | 0 |
| FTA Formula Assistance | 4,943,999 | 4,943,999 | 0 | 4,914,363 |
| Property Tax Revenue | 975,000 | 975,000 | 0 | 1,028,132 |
| Measure A | 2,021,193 | 2,021,193 | 0 | 1,972,107 |
| LOA | 446,317 | 419,322 | 26,995 | 116,288 |
| <i>Subtotal</i> | <u>\$15,950,334</u> | <u>\$16,016,036</u> | <u>(\$65,702)</u> | <u>\$14,196,539</u> |
| <i>Total Operating Revenue</i> | <u>\$24,433,678</u> | <u>\$25,122,302</u> | <u>(\$688,624)</u> | <u>\$23,253,328</u> |

OPERATING EXPENSE SUMMARY
FISCAL YEAR 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|---------------------------------|---------------------------------|----------------------------------|--------------------|----------------------|
| <i>ROUTE OPERATIONS</i> | | | | |
| Drivers | \$10,680,754 | \$11,074,201 | (\$393,448) | \$10,310,778 |
| Dispatch & Supervision | 610,807 | 619,988 | (9,181) | 543,450 |
| Hiring & Training | 284,526 | 301,458 | (16,932) | 352,860 |
| Risk & Safety | 2,033,709 | 1,904,435 | 129,274 | 1,674,610 |
| Transportation Subsidies | 825,511 | 825,511 | 0 | 629,064 |
| <i>Subtotal</i> | <u>\$14,435,306</u> | <u>\$14,725,592</u> | <u>(\$290,286)</u> | <u>\$13,510,762</u> |
| <i>VEHICLE MAINTENANCE</i> | | | | |
| Mechanics | \$1,172,691 | \$1,216,065 | (\$43,373) | \$1,029,836 |
| Cleaners & Fuelers | 798,834 | 787,242 | 11,593 | 773,664 |
| Supervision | 451,766 | 579,896 | (128,129) | 586,525 |
| Vehicle Consumables | 2,023,546 | 2,347,146 | (323,601) | 2,365,289 |
| Bus Parts & Supplies | 709,661 | 709,661 | 0 | 607,513 |
| Vendor Services | 82,500 | 82,500 | 0 | 51,024 |
| Risk & Safety | 78,241 | 78,241 | 0 | 79,024 |
| <i>Subtotal</i> | <u>\$5,317,240</u> | <u>\$5,800,751</u> | <u>(\$483,511)</u> | <u>\$5,492,875</u> |
| <i>PASSENGER ACCOMMODATIONS</i> | | | | |
| Passenger Facilities | \$650,588 | \$626,613 | \$23,976 | \$658,002 |
| Transit Development | 369,959 | 407,801 | (37,843) | 340,329 |
| Promotion & Information | 338,233 | 336,195 | 2,038 | 214,781 |
| Fare Revenue Collection | 344,990 | 344,990 | 0 | 289,386 |
| <i>Subtotal</i> | <u>\$1,703,769</u> | <u>\$1,715,599</u> | <u>(\$11,829)</u> | <u>\$1,502,498</u> |
| <i>GENERAL OVERHEAD</i> | | | | |
| Finance | \$527,384 | \$545,914 | (\$18,530) | \$469,395 |
| Personnel | 156,090 | 122,034 | 34,055 | 56,579 |
| Utilities & Communication | 239,200 | 239,200 | 0 | 216,966 |
| Operating Facilities | 322,909 | 322,909 | 0 | 314,333 |
| District Administration | 1,731,779 | 1,650,302 | 81,477 | 1,689,920 |
| <i>Subtotal</i> | <u>\$2,977,362</u> | <u>\$2,880,360</u> | <u>\$97,002</u> | <u>\$2,747,193</u> |
| <i>Total Operating Cost</i> | <u>\$24,433,678</u> | <u>\$25,122,302</u> | <u>(\$688,624)</u> | <u>\$23,253,328</u> |

ROUTE OPERATIONS DETAIL
FISCAL YEAR 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|---------------------------------------|---------------------------------|----------------------------------|--------------------|----------------------|
| DRIVERS | | | | |
| Scheduled | \$6,139,781 | \$6,289,781 | (\$150,000) | \$5,961,153 |
| Scheduled Overtime | 333,387 | 333,387 | 0 | 315,277 |
| Unscheduled Pay | 168,196 | 168,196 | 0 | 173,998 |
| Driver Lite Duty | 20,710 | 25,710 | (5,000) | 4,004 |
| FICA | 576,102 | 592,549 | (16,448) | 551,466 |
| Pension | 892,219 | 917,219 | (25,000) | 891,963 |
| Health | 1,625,346 | 1,750,346 | (125,000) | 1,465,074 |
| Sick Pay | 133,191 | 133,191 | 0 | 146,983 |
| Vacation Pay | 464,421 | 514,421 | (50,000) | 472,765 |
| Holiday Pay | 243,344 | 253,344 | (10,000) | 231,138 |
| Other Paid Leave | 27,708 | 27,708 | 0 | 33,875 |
| Unemployment Insurance | 33,348 | 33,348 | 0 | 32,685 |
| Uniforms | 23,000 | 35,000 | (12,000) | 30,397 |
| <i>Drivers Subtotal</i> | <u>\$10,680,754</u> | <u>\$11,074,201</u> | <u>(\$393,448)</u> | <u>\$10,310,778</u> |
| DISPATCH & SUPERVISION | | | | |
| Supervisors | \$173,656 | \$158,356 | \$15,300 | \$164,576 |
| Staff | 180,272 | 198,499 | (18,227) | 149,685 |
| FICA | 33,409 | 33,330 | 80 | 30,118 |
| Pension | 39,066 | 40,915 | (1,849) | 39,441 |
| Health | 100,411 | 108,811 | (8,400) | 78,261 |
| Sick Pay | 8,335 | 8,788 | (453) | 21,168 |
| Vacation Pay | 36,690 | 33,371 | 3,319 | 27,443 |
| Holiday Pay | 16,389 | 16,168 | 221 | 12,770 |
| Other Paid Leave | 21,382 | 20,499 | 883 | 18,553 |
| Unemployment Insurance | 1,196 | 1,252 | (56) | 1,435 |
| | <u>\$610,807</u> | <u>\$619,988</u> | <u>(\$9,181)</u> | <u>\$543,450</u> |
| HIRING & TRAINING | | | | |
| Staff | \$22,875 | \$37,221 | (\$14,347) | \$34,364 |
| Student Drivers | 36,312 | 36,312 | 0 | 42,851 |
| Existing Drivers/Supers | 133,386 | 133,386 | 0 | 162,489 |
| FICA | 15,518 | 16,763 | (1,245) | 16,629 |
| Pension | 9,206 | 10,754 | (1,548) | 17,437 |
| Health | 20,125 | 23,963 | (3,838) | 26,282 |
| Sick Pay | 1,765 | 1,765 | 0 | 6,231 |
| Vacation Pay | 4,474 | 5,368 | (894) | 8,335 |
| Holiday Pay | 3,355 | 4,155 | (800) | 6,329 |
| Other Paid Leave | 683 | 923 | (240) | 1,158 |
| Unemployment Insurance | 448 | 448 | 0 | 631 |
| Medical Exams & License Fees | 22,000 | 22,000 | 0 | 27,437 |
| Employment Advertising | 4,900 | 400 | 4,500 | 1,419 |
| Training, Travel & Meetings | 9,480 | 8,000 | 1,480 | 1,268 |
| <i>Hiring & Training Subtotal</i> | <u>\$284,526</u> | <u>\$301,458</u> | <u>(\$16,932)</u> | <u>\$352,860</u> |

ROUTE OPERATIONS DETAIL
FISCAL YEAR 2015-16

| | Revised Budget <u>FY 2015-16</u> | Original Budget <u>FY 2015-16</u> | Revision Amount | Actual <u>FY 2014-15</u> |
|--|--|---|---------------------------|-----------------------------|
| RISK & SAFETY | | | | |
| Wages & Benefits | | | | |
| Staff | \$90,531 | \$74,631 | \$15,901 | \$37,242 |
| Supervisors | 292,938 | 292,938 | 0 | 280,451 |
| Driver Accident Pay | 1,731 | 1,731 | 0 | 1,915 |
| FICA | 34,031 | 32,153 | 1,878 | 27,668 |
| Pension | 43,069 | 40,755 | 2,313 | 35,459 |
| Health | 91,814 | 76,390 | 15,423 | 50,503 |
| Sick Pay | 5,666 | 5,251 | 415 | 7,007 |
| Vacation Pay | 28,469 | 27,107 | 1,362 | 25,563 |
| Holiday Pay | 19,991 | 14,954 | 5,038 | 10,751 |
| Other Paid Leave | 5,522 | 3,689 | 1,833 | 11,429 |
| Unemployment Insurance | 1,333 | 1,221 | 112 | 846 |
| Wages & Benefits Subtotal | \$615,093 | \$570,819 | \$44,274 | \$488,834 |
| Public Liability | | | | |
| Professional Services | \$119,066 | \$119,066 | \$0 | \$163,176 |
| Insurance | 255,165 | 255,165 | 0 | 240,798 |
| Current Year Incident Payouts | 75,000 | 75,000 | 0 | 7,604 |
| Current Year Incident Reserves | 140,000 | 75,000 | 65,000 | 1,421 |
| Prior Years Incident Payouts | 270,000 | 75,000 | 195,000 | 32,283 |
| Change in Prior Years Reserves | (270,000) | (75,000) | (195,000) | 253,451 |
| Public Liability Subtotal | \$589,231 | \$524,231 | \$65,000 | \$698,733 |
| Workers' Compensation | | | | |
| Professional Services | \$174,364 | \$174,364 | \$0 | \$210,126 |
| Insurance | 86,109 | 86,109 | 0 | 76,162 |
| Current Year Incident Payouts | 150,000 | 150,000 | 0 | 44,157 |
| Current Year Incident Reserves | 250,000 | 150,000 | 100,000 | 286,222 |
| Prior Years Incident Payouts | 275,000 | 275,000 | 0 | 256,955 |
| Change in Prior Years Reserves | (131,619) | (51,619) | (80,000) | (408,895) |
| Miscellaneous Risk & Safety | 25,531 | 25,531 | 0 | 22,316 |
| Workers' Compensation Subtotal | \$829,385 | \$809,385 | \$20,000 | \$487,043 |
| Risk & Safety Subtotal | <u>\$2,033,709</u> | <u>\$1,904,435</u> | <u>\$129,274</u> | <u>\$1,674,610</u> |
| TRANSPORTATION SUBSIDIES | | | | |
| Dial-a-Ride (Easy Lift) | \$825,511 | \$825,511 | \$0 | \$629,064 |
| Transportation Subsidies Subtotal | <u>\$825,511</u> | <u>\$825,511</u> | <u>\$0</u> | <u>\$629,064</u> |
| TOTAL ROUTE OPERATIONS | <u>\$14,435,306</u> | <u>\$14,725,592</u> | <u>(\$290,286)</u> | <u>\$13,510,762</u> |

VEHICLE MAINTENANCE DETAIL
FISCAL YEAR 2015-16

| | Revised Budget <u>FY 2015-16</u> | Original Budget <u>FY 2015-16</u> | Revision Amount | Actual <u>FY 2014-15</u> |
|--|--|---|--------------------|-----------------------------|
| MECHANICS | | | | |
| Mechanics | \$679,509 | \$706,967 | (\$27,458) | \$615,340 |
| Less Mechanic Labor Capitalization | (29,505) | (29,749) | 244 | (14,828) |
| Mechanics-OT | 25,533 | 25,745 | (211) | 24,665 |
| FICA | 66,346 | 68,471 | (2,126) | 56,154 |
| Pension | 91,229 | 91,229 | 0 | 77,694 |
| Health | 148,561 | 161,850 | (13,289) | 114,265 |
| Sick Pay | 19,534 | 19,534 | 0 | 35,699 |
| Vacation Pay | 109,156 | 108,162 | 994 | 60,402 |
| Holiday Pay | 32,092 | 33,157 | (1,065) | 25,253 |
| Other Paid Leave | 1,440 | 1,487 | (48) | 1,369 |
| Unemployment Insurance | 2,842 | 2,912 | (70) | 3,374 |
| Uniforms | 12,000 | 12,000 | 0 | 15,050 |
| Tool Allowance | 13,955 | 14,300 | (345) | 15,399 |
| Mechanics Subtotal | <u>\$1,172,691</u> | <u>\$1,216,065</u> | <u>(\$43,373)</u> | <u>\$1,029,836</u> |
| CLEANERS & FUELERS | | | | |
| Service Workers | \$441,865 | \$437,870 | \$3,995 | \$434,061 |
| FICA | 37,963 | 37,147 | 816 | 37,069 |
| Pension | 71,410 | 71,410 | 0 | 71,783 |
| Health | 161,779 | 161,850 | (71) | 151,057 |
| Sick Pay | 9,289 | 9,289 | 0 | 9,673 |
| Vacation Pay | 37,251 | 31,015 | 6,236 | 36,398 |
| Holiday Pay | 23,883 | 23,459 | 424 | 18,118 |
| Other Paid Leave | 1,934 | 1,934 | 0 | 866 |
| Unemployment Insurance | 2,996 | 2,940 | 56 | 2,665 |
| Uniforms | 7,235 | 7,098 | 137 | 8,285 |
| Medical Exams & License Fees | 3,230 | 3,230 | 0 | 3,689 |
| Cleaners & Fuelers Subtotal | <u>\$798,834</u> | <u>\$787,242</u> | <u>\$11,593</u> | <u>\$773,664</u> |
| SUPERVISION | | | | |
| Staff | \$244,290 | \$331,995 | (\$87,705) | \$341,746 |
| FICA | 22,081 | 28,844 | (6,764) | 30,130 |
| Pension | 28,864 | 37,705 | (8,842) | 40,040 |
| Health | 100,904 | 126,287 | (25,382) | 112,237 |
| Sick Pay | 4,259 | 4,259 | 0 | 6,065 |
| Vacation Pay | 25,542 | 23,334 | 2,208 | 31,295 |
| Holiday Pay | 10,537 | 13,719 | (3,182) | 14,822 |
| Other Paid Leave | 2,834 | 2,744 | 90 | 3,379 |
| Unemployment Insurance | 1,008 | 1,008 | 0 | 1,120 |
| Training, Travel & Meetings | 11,447 | 10,000 | 1,447 | 5,691 |
| Supervision Subtotal | <u>\$451,766</u> | <u>\$579,896</u> | <u>(\$128,129)</u> | <u>\$586,525</u> |

VEHICLE MAINTENANCE DETAIL
FISCAL YEAR 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|---|---------------------------------|----------------------------------|---------------------------|---------------------------|
| VEHICLE CONSUMABLES | | | | |
| Fuel & Lubricants | \$1,772,373 | \$2,095,974 | (\$323,601) | \$2,121,991 |
| Electric Vehicle Power | 84,000 | 84,000 | 0 | 79,001 |
| Tire Lease | 157,173 | 157,173 | 0 | 155,752 |
| Tire Mounting | 10,000 | 10,000 | 0 | 8,545 |
| <i>Vehicle Consumables Subtotal</i> | <u>\$2,023,546</u> | <u>\$2,347,146</u> | <u>(\$323,601)</u> | <u>\$2,365,289</u> |
| VEHICLE PARTS & SUPPLIES | | | | |
| Bus Parts Issued | \$594,661 | \$594,661 | \$0 | \$521,732 |
| Shop Supplies | 85,000 | 85,000 | 0 | 70,908 |
| Bus Servicing Supplies | 20,000 | 20,000 | 0 | 9,851 |
| Hazmat Disposal & Compliance | 10,000 | 10,000 | 0 | 5,022 |
| <i>Vehicle Part & Supplies Subtotal</i> | <u>\$709,661</u> | <u>\$709,661</u> | <u>\$0</u> | <u>\$607,513</u> |
| VENDOR BUS REPAIRS | | | | |
| Vandalism Repairs | \$45,000 | \$45,000 | \$0 | \$10,547 |
| Accident Damage Repairs | 7,500 | 7,500 | 0 | 17,671 |
| Accident Claim Collections | (5,000) | (5,000) | 0 | (18,497) |
| Other Vendor Repairs | 35,000 | 35,000 | 0 | 41,303 |
| <i>Vendor Bus Repairs Subtotal</i> | <u>\$82,500</u> | <u>\$82,500</u> | <u>\$0</u> | <u>\$51,024</u> |
| RISK & SAFETY | | | | |
| Workers' Comp Services | \$9,177 | \$9,177 | \$0 | \$55,608 |
| Workers' Comp Insurance | 9,064 | 9,064 | 0 | 7,258 |
| Current Year Incident Payouts | 10,000 | 10,000 | 0 | 6,403 |
| Current Year Incident Reserves | 25,000 | 25,000 | 0 | 151,116 |
| Prior Years Incident Payouts | 75,000 | 75,000 | 0 | 10,082 |
| Change in Prior Years Reserves | (50,000) | (50,000) | 0 | (151,443) |
| <i>Risk & Safety Subtotal</i> | <u>\$78,241</u> | <u>\$78,241</u> | <u>\$0</u> | <u>\$79,024</u> |
| TOTAL VEHICLE MAINTENANCE | <u><u>\$5,317,240</u></u> | <u><u>\$5,800,751</u></u> | <u><u>(\$483,511)</u></u> | <u><u>\$5,492,875</u></u> |

PASSENGER ACCOMMODATIONS DETAIL
FISCAL YEAR 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|---|---------------------------------|----------------------------------|--------------------|----------------------|
| PASSENGER FACILITIES | | | | |
| Wages & Benefits | | | | |
| Supervisors | \$182,836 | \$182,836 | \$0 | \$190,091 |
| TC Advisors | 116,034 | 104,606 | 11,428 | 106,689 |
| Staff | 39,273 | 39,263 | 10 | 42,481 |
| FICA | 29,003 | 28,108 | 895 | 28,816 |
| Pension | 26,315 | 26,315 | 0 | 26,033 |
| Health | 141,532 | 130,155 | 11,377 | 129,273 |
| Sick Pay | 4,150 | 4,164 | (14) | 24,751 |
| Vacation Pay | 20,047 | 19,866 | 181 | 22,751 |
| Holiday Pay | 14,448 | 14,369 | 79 | 12,624 |
| Other Paid Leave | 2,337 | 2,318 | 20 | 6,240 |
| Unemployment Insurance | 1,800 | 1,800 | 0 | 2,285 |
| Wages & Benefits Subtotal | \$577,776 | \$553,800 | \$23,976 | \$592,034 |
| Buildings & Grounds | | | | |
| TC Contract Maintenance | \$47,720 | \$47,720 | \$0 | \$50,354 |
| TC Repairs/Supplies | 10,000 | 10,000 | 0 | 6,705 |
| Bus Stop Repairs/Supplies | 10,000 | 10,000 | 0 | 6,014 |
| TC Property Insurance | 5,093 | 5,093 | 0 | 2,895 |
| Buildings & Grounds Subtotal | \$72,813 | \$72,813 | \$0 | \$65,968 |
| Passenger Facilities Subtotal | \$650,588 | \$626,613 | \$23,976 | \$658,002 |
| TRANSIT DEVELOPMENT | | | | |
| Staff | \$213,376 | \$234,538 | (\$21,162) | \$215,591 |
| FICA | 18,555 | 20,271 | (1,717) | 18,517 |
| Pension | 24,254 | 26,498 | (2,244) | 24,020 |
| Health | 56,492 | 69,297 | (12,806) | 48,200 |
| Sick Pay | 5,603 | 5,750 | (147) | 5,623 |
| Vacation Pay | 14,307 | 14,748 | (441) | 13,392 |
| Holiday Pay | 9,429 | 9,960 | (531) | 9,439 |
| Other Paid Leave | 2,829 | 2,988 | (159) | 3,564 |
| Unemployment Insurance | 750 | 750 | 0 | 941 |
| Training, Travel & Meetings | 6,364 | 5,000 | 1,364 | 0 |
| Planning Services & Supplies | 18,000 | 18,000 | 0 | 1,042 |
| Transit Development Subtotal | \$369,959 | \$407,801 | (\$37,843) | \$340,329 |

PASSENGER ACCOMMODATIONS DETAIL
FISCAL YEAR 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|---|---------------------------------|----------------------------------|--------------------|----------------------|
| PROMOTION & INFORMATION | | | | |
| Wages & Benefits | | | | |
| Staff | \$92,473 | \$95,514 | (\$3,041) | \$79,566 |
| FICA | 7,851 | 8,140 | (289) | 7,026 |
| Pension | 10,263 | 10,641 | (377) | 8,666 |
| Health | 25,334 | 24,394 | 940 | 20,039 |
| Sick Pay | 2,222 | 1,275 | 947 | 2,391 |
| Vacation Pay | 4,885 | 4,967 | (82) | 5,192 |
| Holiday Pay | 4,023 | 4,520 | (496) | 3,418 |
| Other Paid Leave | 1,006 | 1,130 | (124) | 1,270 |
| Unemployment Insurance | 414 | 414 | 0 | 224 |
| Wages & Benefits Subtotal | \$148,473 | \$150,995 | (\$2,522) | \$127,792 |
| Outside Services | | | | |
| Media Ad Placement | 5,000 | 5,000 | 0 | 155 |
| Brochures & Publications | 5,000 | 5,000 | 0 | 1,144 |
| Promotional Giveaways | 5,000 | 5,000 | 0 | 3,846 |
| Bus/Shuttle Decorations | 2,500 | 2,500 | 0 | 2,329 |
| Other Promotions | 65,000 | 65,000 | 0 | 6,551 |
| Route Schedules & Information | 101,700 | 101,700 | 0 | 72,964 |
| Training, Travel & Meetings | 5,560 | 1,000 | 4,560 | 0 |
| Outside Services Subtotal | \$189,760 | \$185,200 | \$4,560 | \$86,989 |
| Promotion & Information Subtotal | \$338,233 | \$336,195 | \$2,038 | \$214,781 |
| FARE REVENUE COLLECTION | | | | |
| Wages & Benefits | | | | |
| Staff | \$104,220 | \$104,220 | \$0 | \$89,168 |
| FICA | 9,328 | 9,328 | 0 | 9,186 |
| Pension | 12,193 | 12,193 | 0 | 10,883 |
| Health | 61,093 | 61,093 | 0 | 57,341 |
| Sick Pay | 3,219 | 3,219 | 0 | 7,979 |
| Vacation Pay | 7,834 | 7,834 | 0 | 10,006 |
| Holiday Pay | 4,438 | 4,438 | 0 | 3,218 |
| Other Paid Leave | 2,219 | 2,219 | 0 | 2,243 |
| Unemployment Insurance | 448 | 448 | 0 | 474 |
| Wages & Benefits Subtotal | \$204,990 | \$204,990 | \$0 | \$190,498 |
| Outside Services | | | | |
| Fare Processing | \$75,000 | \$75,000 | \$0 | \$43,587 |
| Farebox Parts & Repairs | 35,000 | 35,000 | 0 | 24,289 |
| Tickets, Tokens & Transfers | 30,000 | 30,000 | 0 | 31,012 |
| Outside Services Subtotal | \$140,000 | \$140,000 | \$0 | \$98,888 |
| Fare Revenue Collection Subtotal | \$344,990 | \$344,990 | \$0 | \$289,386 |
| TOTAL PSNGR ACCOMMODATIONS | \$1,703,769 | \$1,715,599 | (\$11,829) | \$1,502,498 |

GENERAL OVERHEAD DETAIL
FISCAL YEAR 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|--------------------------------------|---------------------------------|----------------------------------|--------------------|----------------------|
| FINANCE | | | | |
| Staff | \$258,226 | \$281,615 | (\$23,389) | \$267,013 |
| FICA | 23,610 | 24,843 | (1,234) | 23,620 |
| Pension | 30,862 | 32,475 | (1,613) | 30,636 |
| Health | 88,103 | 87,884 | 219 | 74,695 |
| Sick Pay | 13,242 | 6,534 | 6,708 | 6,396 |
| Vacation Pay | 20,116 | 21,848 | (1,731) | 7,069 |
| Holiday Pay | 13,940 | 12,070 | 1,870 | 11,895 |
| Other Paid Leave | 3,098 | 2,682 | 416 | 5,671 |
| Unemployment Insurance | 1,187 | 963 | 224 | 963 |
| Financial Audit Services | 75,000 | 75,000 | 0 | 41,437 |
| <i>Finance Subtotal</i> | <u>\$527,384</u> | <u>\$545,914</u> | <u>(\$18,530)</u> | <u>\$469,395</u> |
| PERSONNEL | | | | |
| Staff | \$92,129 | \$75,189 | \$16,941 | \$37,243 |
| FICA | 7,870 | 6,340 | 1,530 | 3,538 |
| Pension | 10,288 | 8,288 | 2,000 | 3,406 |
| Health | 31,426 | 21,097 | 10,328 | 6,867 |
| Sick Pay | 1,115 | 1,217 | (103) | 0 |
| Vacation Pay | 5,164 | 5,216 | (52) | 3,612 |
| Holiday Pay | 5,464 | 3,188 | 2,276 | 1,323 |
| Other Paid Leave | 2,186 | 1,275 | 910 | 394 |
| Unemployment Insurance | 448 | 224 | 224 | 196 |
| <i>Personnel Subtotal</i> | <u>\$156,090</u> | <u>\$122,034</u> | <u>\$34,055</u> | <u>\$56,579</u> |
| UTILITIES | | | | |
| Telephone & Data Communications | \$46,000 | \$46,000 | \$0 | \$41,477 |
| Power, Water & Refuse | 174,000 | 174,000 | 0 | 155,759 |
| Two-Way Radios | 19,200 | 19,200 | 0 | 19,730 |
| <i>Utilities Subtotal</i> | <u>\$239,200</u> | <u>\$239,200</u> | <u>\$0</u> | <u>\$216,966</u> |
| OPERATING FACILITIES | | | | |
| Wages & Benefits | | | | |
| Staff | \$54,861 | \$54,861 | \$0 | \$53,428 |
| FICA | 4,730 | 4,730 | 0 | 4,663 |
| Pension | 6,183 | 6,183 | 0 | 6,300 |
| Health | 11,649 | 11,649 | 0 | 9,473 |
| Sick Pay | 844 | 844 | 0 | 1,904 |
| Vacation Pay | 3,532 | 3,532 | 0 | 5,242 |
| Holiday Pay | 2,354 | 2,354 | 0 | 2,315 |
| Other Paid Leave | 235 | 235 | 0 | 0 |
| Unemployment Insurance | 224 | 224 | 0 | 224 |
| <i>Wages & Benefits Subtotal</i> | <u>\$84,611</u> | <u>\$84,611</u> | <u>\$0</u> | <u>\$83,549</u> |

GENERAL OVERHEAD DETAIL
FISCAL YEAR 2015-16

| | Revised Budget FY 2015-16 | Original Budget FY 2015-16 | Revision Amount | Actual FY 2014-15 |
|---|----------------------------------|----------------------------------|-------------------------------|----------------------------------|
| OPERATING FACILITIES (cont'd) | | | | |
| Service Vehicles | | | | |
| Parts & Repairs | \$12,000 | \$12,000 | \$0 | \$19,478 |
| Fuel | 60,000 | 60,000 | 0 | 51,273 |
| Service Vehicles Subtotal | <u>\$72,000</u> | <u>\$72,000</u> | <u>\$0</u> | <u>\$70,751</u> |
| Buildings & Grounds | | | | |
| Contract Maintenance | \$74,960 | \$74,960 | \$0 | \$73,394 |
| Overpass Site | 7,500 | 7,500 | 0 | 77 |
| B&G Repairs/Supplies | 38,000 | 38,000 | 0 | 41,046 |
| Property Insurance | 45,838 | 45,838 | 0 | 45,516 |
| Buildings & Grounds Subtotal | <u>\$166,298</u> | <u>\$166,298</u> | <u>\$0</u> | <u>\$160,033</u> |
| Operating Facilities Subtotal | <u>\$322,909</u> | <u>\$322,909</u> | <u>\$0</u> | <u>\$314,333</u> |
| DISTRICT ADMINISTRATION | | | | |
| Wages & Benefits | | | | |
| Staff | \$528,416 | \$558,424 | (\$30,007) | \$450,049 |
| Bus Ad Revenue Placement | 8,701 | 8,701 | 0 | 9,017 |
| FICA | 48,016 | 49,711 | (1,696) | 44,876 |
| Pension | 62,765 | 64,982 | (2,216) | 59,784 |
| Health | 158,903 | 167,240 | (8,337) | 97,888 |
| Sick Pay | 14,653 | 10,783 | 3,870 | 9,324 |
| Vacation Pay | 48,954 | 49,054 | (100) | 65,600 |
| Holiday Pay | 27,409 | 24,276 | 3,134 | 19,311 |
| Other Paid Leave | 8,223 | 7,283 | 940 | 5,677 |
| Unemployment Insurance | 1,837 | 1,669 | 168 | 1,765 |
| Wages & Benefits Subtotal | <u>\$907,877</u> | <u>\$942,121</u> | <u>(\$34,245)</u> | <u>\$763,291</u> |
| Administrative Services | | | | |
| Directors Fees | \$12,600 | \$12,600 | \$0 | \$10,620 |
| Public Officials Insurance | 51,422 | 42,340 | 9,082 | 36,750 |
| Legal Counsel | 125,000 | 125,000 | 0 | 104,765 |
| Pension Administration | 20,300 | 20,300 | 0 | 7,115 |
| Office Equipment Maintenance | 142,948 | 142,948 | 0 | 149,975 |
| Miscellaneous Services | 174,098 | 74,098 | 100,000 | 221,864 |
| Office & Computer Supplies | 49,511 | 49,511 | 0 | 40,226 |
| Dues & Subscriptions | 43,665 | 43,665 | 0 | 44,190 |
| Conferences, Meetings & Training | 16,640 | 10,000 | 6,640 | 5,426 |
| Employee Relations | 16,000 | 16,000 | 0 | 18,551 |
| Retiree Health Insurance | 86,032 | 86,032 | 0 | 216,713 |
| Mandated Fees & Permits | 38,550 | 38,550 | 0 | 30,263 |
| Bus Ad Revenue Program | 1,500 | 1,500 | 0 | 0 |
| Miscellaneous | 45,636 | 45,636 | 0 | 40,171 |
| Administrative Services Subtotal | <u>\$823,903</u> | <u>\$708,181</u> | <u>\$115,722</u> | <u>\$926,629</u> |
| District Administration Subtotal | <u>\$1,731,779</u> | <u>\$1,650,302</u> | <u>\$81,477</u> | <u>\$1,689,920</u> |
| TOTAL GENERAL OVERHEAD | <u><u>\$2,977,362</u></u> | <u><u>\$2,880,360</u></u> | <u><u>\$97,002</u></u> | <u><u>\$2,747,193</u></u> |

**CAPITAL BUDGET
FUNDING SUMMARY
FISCAL YEAR 2015-16**

| | <u>Revised Budget FY 2015-16</u> | <u>Original Budget FY 2015-16</u> | <u>Revision Amount</u> |
|--|--|---|----------------------------|
| <u>Revenue</u> | | | |
| Dedicated Source(s): | | | |
| <u>TDA-State Transit Assistance (TDA - STA)</u> | | | |
| Current Year - Allocation | \$350,000 | \$350,000 | \$0 |
| Prior Year(s) - Allocation | 3,594,897 | 3,244,897 | 350,000 |
| | <u>\$3,944,897</u> | <u>\$3,594,897</u> | <u>\$350,000</u> |
| <u>Measure A Transit Capital - Sales Tax Revenue</u> | | | |
| Current Year - Allocation | \$936,550 | \$936,550 | \$0 |
| Prior Year(s) - Allocation | 851,165 | 851,165 | 0 |
| | <u>\$1,787,715</u> \$0 | <u>\$1,787,715</u> \$0 | <u>\$0</u> |
| Dedicated Sources Subtotal | <u>\$5,732,612</u> | <u>\$5,382,612</u> | <u>\$350,000</u> |
| Grants: | | | |
| <u>Proposition 1B - Bond Proceeds</u> | | | |
| PTMISEA | \$5,368,296 | \$5,368,296 | \$0 |
| Transit Security - OHS | 739,085 | 739,085 | 0 |
| | <u>\$6,107,381</u> | <u>\$6,107,381</u> | <u>\$0</u> |
| <u>Local Capital Assistance</u> | | | |
| Local Grants | \$0 | \$0 | \$0 |
| <u>Federal Capital - Grants</u> | | | |
| Federal Grants | \$1,815,007 | \$1,815,007 | \$0 |
| Grants Subtotal | <u>\$7,922,388</u> | <u>\$7,922,388</u> | <u>\$0</u> |
| Total Capital Revenue | <u>\$13,655,000</u> | <u>\$13,305,000</u> | <u>\$350,000</u> |
| <u>Expenditures</u> | | | |
| Buses | \$5,525,000 | \$5,525,000 | \$0 |
| Bus Rehab | 690,000 | 690,000 | 0 |
| Fixed Facilities | 2,395,000 | 2,045,000 | 350,000 |
| Radios & Fareboxes | 75,000 | 75,000 | 0 |
| Bus Stops | 500,000 | 500,000 | 0 |
| Shop Equipment | 75,000 | 75,000 | 0 |
| Management Info Systems | 90,000 | 90,000 | 0 |
| Intelligent Transportation Systems | 4,280,000 | 4,280,000 | 0 |
| Office Furniture & Equipment | 25,000 | 25,000 | 0 |
| Total Capital Expenditures | <u>\$13,655,000</u> | <u>\$13,305,000</u> | <u>\$350,000</u> |



BOARD OF DIRECTORS REPORT

MEETING DATE: FEBRUARY 23, 2016

AGENDA ITEM # 8

TYPE: ACTION

PREPARED BY: LILLY GOMEZ

A handwritten signature in blue ink, appearing to read "Lilly Gomez", written over a horizontal line.

Signature

REVIEWED BY: GENERAL MANAGER

A handwritten signature in blue ink, appearing to read "Lilly Gomez", written over a horizontal line.

GM Signature

SUBJECT: SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION (LAFCO) SPECIAL DISTRICT APPOINTMENT

RECOMMENDATIONS:

The Board will be asked to authorize a Board member to be appointed as an alternate voter for the Special District Members to SBLAFCO.

ATTACHMENT:

- LAFCO Correspondence

RECEIVED
LAFCO

JAN 19 2016

S.B.M.T.D.

Santa Barbara Local Agency Formation Commission
105 East Anapamu Street ♦ Santa Barbara CA 93101
805/568-3391 ♦ FAX 805/568-2249
www.sblafco.org ♦ lafco@sblafco.org

January 15, 2016

TO: Presiding Officers of Independent Special Districts

Subject: Designation of Presiding Officer or Alternate Appointed by the Board of Directors

Please provide me with the name of the Presiding Officer (Chair) of your district, or an Alternate designated by the Board of Directors, who will vote at the Monday, January 25, 2016, election of a Regular and Alternate special district member to SBLAFCO (E-Mail Preferred).

Government Code Section 56332 (a) reads as follows: The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. However, if the presiding officer of an independent special district is unable to participate in a meeting or election of the independent special district selection committee, the legislative body of the district may appoint one of its members as an alternate to participate in the selection committee in the presiding officer's place.

It is important to note that only the presiding officer, or if the presiding officer is unable to attend, an alternate member appointed by the district's board of directors, may vote at the election. To reiterate, the alternate must be a member of the board of directors. Staff members are not allowed to vote in place of the presiding officer or an alternate.

Please contact the LAFCO office if you have any questions.

Sincerely,



PAUL HOOD
Executive Officer

To: MTD Board of Directors
From: Jerry Estrada, General Manager
Date: February 23, 2016
Subject: General Manager's Report

Operations & Maintenance

The bidding process continues for our upcoming Spring Bid, which will commence on March 6th. We have a dedicated Supervisor for this project, which is expected to be completed this week. Once again, our community enjoyed the annual Santa Barbara International Film Festival, which resulted in minimal detours. The Cruise Ship Season has begun here locally. A Princess Ship visited us the week of February 1st. Generally, additional Shuttles and Supervision is added when anchor is dropped, to mitigate the thousands of disembarking passengers and crew.

The next five 2016 Gillig's are here in the yard awaiting MTD acceptance, which should be finalized this week. The MTD's plant inspector found them compliant and maintenance staff expects to complete their evaluation next week.

Mike Cardona and technician John Hernandez are in training at Cummins Pacific's San Leandro facility this week. The class encompasses engine systems, electronics and emissions. The MTD now has nearly 60 Cummins engines in its fleet. Until 2004, the MTD had used Detroit Diesel engines exclusively.

The computer controlled lighting system for Terminal 1 was successfully replaced and reprogrammed in January.

Planning

As discussed at the February 2nd Development Committee meeting, planning staff prepared a list of advantages and disadvantages of the Draft Service Plan considerations. It will be presented as part of the Development Committee item on the draft Service Plan recommendations tentatively scheduled for March 15th.

MTD is sending our new Scheduler, Planning manager and Safety and Training Officer to a run cutting course on March 1st and 2nd hosted at SunLine Transit in Palm Springs to further enhance their transit planning skill set. Numerous transit agencies from Southern California pooled their resources to organize the specialized training session. A special thanks to Gold Coast Transit's staff for taking a lead role to organize this opportunity.

Planning staff will be assessing software (REMIX) that could enhance the Planning Department's ability to create maps and visualize census data. The software product is also utilized by other transit operators to generate cost estimates for route changes as well as to provide a Title VI analysis tool.

Last fall, the City of Goleta added a third northbound lane on Storke Road from Marketplace Drive to Highway 101 to provide for increased vehicle capacity. MTD and City of Goleta Public Works staff recently met at the bus stop to discuss issues resulting from the restriping. Following the meeting, Public Works staff indicated that changes to the lane

assignment will be considered after relocation of the bus stop occurs which is currently under review. Public Works staff added they will follow up with MTD staff within the next four to six weeks once the survey work is complete and Public Works staff has a plan proposal for MTD staff to review.

COAST conducted their monthly Bus Riders meeting in Carpinteria last week for the first time. A turnout of ten people shared their thoughts and suggestions regarding MTD's services and passenger amenities. The meeting was positive and productive and we look forward to continuing our work with the group.

Administration

Staff submitted a preliminary updated list of projects to SBCAG to be incorporated into the ongoing update of the Regional Transportation Plan - Sustainable Communities Strategy (RTP-SCS). The RTP-SCS includes "programmed" projects (those for which funding is already available), "planned" projects (those for which funds are reasonably expected to be available by the planned year of implementation), and "illustrative" projects (those that the agency would implement if additional funds become available).

Staff attended a meeting of SBCAG's Joint Technical Advisory Committee (JTAC). MTD is a voting member of the committee. JTAC recommended that the SBCAG Board approve scenario options for the ongoing update of the RTP-SCS. The recommended scenarios are nearly the same as those in the current RTP-SCS. JTAC also received a report on implementing Senate Bill (SB) 743 (Steinberg, 2013), which requires that the analysis of transportation impacts under the California Environmental Quality Act (CEQA) be based on vehicle miles traveled (VMT), rather than on measures such as Level of Service (LOS).

MTD received a letter from SBCAG regarding an amendment to the Measure A Investment Plan. The SBCAG Board voted to add a North County project to the North County portion of Measure A. The new project will be funded by Measure A cost savings realized on other North County projects. The amendment will occur 45 days after the date of the letter, February 3, 2016, unless appealed by the policy body of a notified agency.

MTD conducted first round interviews last week for the Fleet and Facilities Manager. Second round interviews will be held next week. Recruiting continues for an open mechanic positions, and interviews are being held next week to fill open bus driver positions.

We currently have scheduled twelve elementary schools for 6th grade ESOPs. MTD has registered to be part of the Earth Day Weekend, once again. We participated in the Cottage Health Systems Benefit Fair last week, as Cottage supplements the cost of the employees' bus passes. This also gave us a chance to network with Cottage social workers and rehabilitation specialists, who offer the temporary Mobility Pass applications to patients who are unable to resume driving after surgery. MTD has registered to be part of the Earth Day Weekend, once again.