To: MTD Board of Directors  
From: Jerry Estrada, General Manager  
Date: July 2, 2019  
Subject: General Manager’s Report

**Operations, Fleet and Facilities**

With the commencement of MTD’s summer bid, the Operations department is facilitating the new downtown shuttle service and schedule. Rather than assigning time points, the shuttles will be recognizing equal spacing. It has been somewhat challenging in the past, given the many dynamics on State Street, to maintain a traditional schedule. In addition, MTD looks forward to serving the Funk Zone with new routing. We hope for the continued success of this very popular service in our city.

Manny Castanon, our Safety and Training Administrator, attended and successfully completed the Transportation Safety Institute (TSI) Transit Manager/Supervisor Training Course held in San Luis Obispo. Emergency management, discipline and grievance procedures, delegation, communication, ethics in the workplace, and prevention of sexual harassment are only a few of the many sections of this course.

Temporary Supervisors Christina Medina and Lincoln Russell attended the Transportation Safety Institute (TSI) Instructors Course for Transit Trainers in Anaheim. Adult learning principles, delivery styles and methods, training aids, using multimedia equipment, and team teaching, training strategies, class configurations are just some of the topics in this course.

Operations is readying for the upcoming Independence Day Parades in Carpinteria, Santa Barbara and Goleta. Many hours of preparations go into the detours necessary to avoid the closed streets. The Operations Department has been doing this for many years and is quite practiced at solving the many challenges that these wonderful events present to our agency. Summer Solstice took place recently; detours were implemented and worked well.

On June 10, 2019, MTD returned the first bus of fourteen to BYD to address outstanding issues for final repairs. The bus was returned to MTD on June 25, 2019 with all outstanding issues repaired. The second bus is currently at BYD undergoing final repairs and expected to be returned to MTD on July 8, 2019.

BYD was at MTD on Thursday, May 30, 2019 conducting Familiarization and Preventative Maintenance training for our Mechanics. The feedback from those in attendance was all positive. BYD is scheduled to return on July 11, 2019 to provide diagnostic training for our mechanics.

Hybrid bus 910 had a new engine successfully installed. The old engine was past its useful life and in need of replacement with a new cleaner burning Cummins engine. Hybrid bus 908 has been at Valley Power since May 16, 2019 for hybrid system issues and Hybrids 903 and 909 remain out of service for hybrid system issues.
The contract with Newton Construction and Management, Inc. (Newton) for the Transit Center Renovations Project is fully executed. The project team from Newton is in the process of developing a final construction schedule, which will highlight all of the major milestones of the project. Of note, the switchover from the Transit Center to the temporary facilities is anticipated to take place on Monday, September 9. On that date, the Transit Center will be closed for construction, the temporary facilities will be operational, and the buses will be boarding and alighting in their designated zones along Figueroa and Chapala streets. In the time leading up to the switchover, Newton and MTD staff will be laying the groundwork to support the transition.

Southern California Edison’s (SCE) Charge Ready team notified staff that funding has been reserved for MTD’s proposed project of installing electrical infrastructure for the new Chevrolet Bolt EVs. As long as MTD completes the remaining steps of the Charge Ready application process, which Staff intend to do, SCE will complete the proposed work at no cost to MTD.

Staff has begun working with the Stantec Architecture, Inc (Stantec) team on the Facilities Master Plan. The first phase is focused on data gathering and development of a project schedule. The next phase involves stakeholder engagement, which will include a visioning session with staff and members of the Facilities Master Plan Ad Hoc Committee.

**Administration**

Marketing staff performed outreach to several Funk Zone businesses near the new Downtown Shuttle stop to introduce them to the service and provide shuttle marketing materials and schedule information, with a few sample day passes to try or to share with patrons. We anticipate several of these businesses will serve as sales outlets for the day pass. Staff plans to continue these outreach visits with other Downtown and Waterfront businesses.

Capital Projects Manager Ryan Gripp and Interim Planning and Marketing Manager Hillary Blackerby visited businesses in the blocks surrounding the Transit Center to share details of the upcoming construction project, answer any questions, and collect contact information so that MTD can keep our neighbors updated throughout the project. Feedback was extremely positive and our neighbors were grateful for the advanced notice.

Staff attended a meeting of the Santa Barbara County Association of Governments’ (SBCAG’s) Joint Technical Advisory Committee (JTAC) and Technical Transportation Advisory Committee (TTAC) on June 6. TTAC recommended that the SBAG Board approve the FY 2019-20 Measure A Program of Projects (POP) and an amendment to the Federal Transportation Improvement Program (FTIP). TTAC also received an update on SBCAG’s review of the option of pursuing a Federal Transportation Infrastructure Finance and Innovation Act (TIFIA) loan rather than a bond issuance to complete the Highway 101 widening.

JTAC reviewed the public outreach strategy and the technical methodology for SBCAG’s update of the Regional Transportation Plan - Sustainable Communities Strategy (RTP-SCS). The updated document, called the *Connected 2050 RTP-SCS*, will discuss how the region will invest
limited transportation funds to maintain, operate and improve an integrated, multi-modal transportation system that facilitates the efficient movement of people and goods.

General Manager Estrada and Manager of Government Relations & Compliance Maas participated in a conference call on June 24 with the American Public Transportation Association (APTA) Small Operations Committee. Mr. Maas is a member of the Committee. Mr. Estrada requested that APTA consider support of MTD’s request to revise the language governing the Small Transit Intensive Cities (STIC) portion of the FTA Section 5307 Urbanized Area Formula Program to safeguard MTD’s ability to receive STIC funds if the upcoming decennial Census finds that the population of the Santa Barbara UZA exceeds 200,000. The committee indicated an openness to the request, and requested additional time to consider it.

With the end of the fiscal year upon us, it is indeed a busy time for Finance personnel. The last week of June includes a number of audits and inventories in order to verify yearend values. These include diesel fuel, lubricants, ticket vending and change machines, and bus pass stock and change held for public sale. Also included is the annual bus parts inventory carried out the last weekend of the fiscal year by Finance staff with the help of an inventory counting firm. (Note that, as part of internal control procedures, all of the preceding items are also audited at various times throughout the year.) Finance staff is also in the process of preparing and gathering various financial documents, statements, schedules, procedures, etc. required for the annual fiscal audit being carried out by Brown Armstrong this year. The audit will take place over several months with completion expected before the end of the calendar year.

The upgrade to the 4G cellular network used by MTD’s bus fleet for real time location and other information was completed in May. A reminder that this was necessary due to the scheduled cessation of the 3G network at the end of the calendar year. It was achieved through the installation of a new multi-featured modem that will allow for additional future services such as public Wi-Fi. ITS technician Juan Perez spearheaded the project working with Clever Devices to ensure a smooth transition.