

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA
DECEMBER 19, 2008 (Fourth Friday of Each Month)
SANTA CRUZ CITY COUNCIL CHAMBERS
809 CENTER STREET
SANTA CRUZ, CALIFORNIA
9:00 a.m. – 12:00 p.m.

THE BOARD AGENDA PACKET CAN BE FOUND ONLINE AT WWW.SCMTD.COM

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

SECTION I: OPEN SESSION - 9:00 a.m.

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS
 - a. A. Passenger Re: METRO Center
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF NOVEMBER 2008
- 5-2. CONSIDERATION OF TORT CLAIMS:
DENY THE CLAIM OF HECTOR AGREDANO, CLAIM #08-0030
DENY THE CLAIM OF KIMBERLY HODGE, CLAIM #08-0032
DENY THE CLAIM OF BERTHA SEPULVEDA, CLAIM #08-0033
- 5-3. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR DECEMBER 17, 2008 AND MINUTES OF OCTOBER 15, 2008
- 5-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF SEPTEMBER 2008
- 5-5. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JULY & AUGUST 2008
- 5-6. ACCEPT AND FILE OCTOBER 2008 RIDERSHIP REPORT
- 5-7. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF OCTOBER 2008

- 5-8. CONSIDERATION OF OWNED AND LEASED PROPERTY INVENTORIES TO DETERMINE IF THERE IS ANY PROPERTY IN EXCESS OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S FORESEEABLE NEEDS
- 5-9. CONSIDERATION OF RECEIPT OF INFORMATION FROM THE GENERAL MANAGER REGARDING HIS ATTENDANCE AT THE CALIFORNIA TRANSIT ASSOCIATION 2008 FALL CONFERENCE ON NOVEMBER 4-7, 2008
- 5-10. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH CAROLYN C. CHANEY FOR FEDERAL LEGISLATIVE SERVICES
- 5-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH SHAW YODER, INC. FOR STATE LEGISLATIVE SERVICES
- 5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH FRICKE-PARKS PRESS, INC. FOR PRINTING OF *HEADWAYS*
- 5-13. CONSIDERATION OF CONTINUING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY, BY PROVIDING BUS SHUTTLE SERVICE, IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES, AND FACILITIES AND TO PROVIDE THE OPPORTUNITY FOR METRO STAFF TO PARTICIPATE IN THE PROGRAM
- 5-14. REVIEW AND UPDATE OF METRO STAFF'S IMPLEMENTATION OF BOARD ADOPTED ADA/504 TRANSITION PLAN
- 5-15. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-16. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR OCTOBER 2008
- 5-17. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FOR APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE NOVEMBER 2008 MEETING(S)
- 5-18. ACCEPTANCE OF FINANCIAL STATEMENTS WITH INDEPENDENT AUDITORS REPORT FOR THE YEAR ENDING JUNE 30, 2008
- 5-19. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH SEDGWICK CLAIMS MANAGEMENT SERVICES, INC. FOR WORKERS COMPENSATION CLAIMS ADMINISTRATION SERVICES
- 5-20. CONSIDERATION OF APPROVAL OF PROJECT REVISIONS IN THE CALIFORNIA TRANSIT SECURITY GRANT PROGRAM

5-21. APPROVE REGULAR BOARD MEETING MINUTES OF AUGUST 8 & 22, 2008

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Chair Beautz
7. CONSIDERATION OF RESOLUTION REVISING FY09 & FY10 OPERATING AND CAPITAL BUDGET
Presented By: Angela Aitken, Finance Manager
8. CONSIDERATION OF APPROVAL OF 2009 STATE LEGISLATIVE ADVOCACY PROGRAM
Presented By: Leslie R. White, General Manager
9. CONSIDERATION OF APPROVAL OF 2009 FEDERAL LEGISLATIVE ADVOCACY PROGRAM
Presented By: Leslie R. White, General Manager
10. CONSIDERATION OF APPROVAL OF PROPOSED CHANGES TO SANTA CRUZ METRO'S CONFLICT OF INTEREST CODE
Presented By: Margaret Gallagher, District Counsel
11. CONSIDERATION OF REAPPOINTMENT OF MEMBERS OF THE METRO ADVISORY COMMITTEE (MAC)
Presented By: Leslie R. White, General Manager
12. CONSIDERATION OF REVISION TO DRAFT SHORT RANGE TRANSIT PLAN SERVICE OPTION
Presented By: Mark Dorfman, Assistant General Manager
13. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF JAN BEAUTZ AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Presented By: Vice Chair Bustichi
14. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF EMILY REILLY AS A MEMBER OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Presented by: Chair Beautz
15. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF MARK DORFMAN AS ASSISTANT GENERAL MANAGER FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Presented by: Chair Beautz

16. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF TOM STICKEL AS MAINTENANCE MANAGER FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
Presented by: Chair Beautz
17. CONSIDERATION OF ADOPTING A RESOLUTION AUTHORIZING AN APPLICATION FOR FY09 PROPOSITION 1B TRANSIT SECURITY FUNDS
Presented By: Angela Aitken, Finance Manager
18. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT FOR A CHANGE ORDER IN THE AMOUNT OF NOT-TO-EXCEED \$74,980 FROM HARRIS & ASSOCIATES TO PROVIDE ADDITIONAL FUNDS TO THE CONSTRUCTION MANAGEMENT CONTRACT TO ACCOMMODATE COSTS RELATING TO VERNON ADMINISTRATION BUILDING SERVICES DURING CONSTRUCTION, AND SPECIALTY INSPECTION SERVICES FOR THE METROBASE PROJECT
Presented By: Frank Cheng, Project Manager
19. CONSIDERATION OF APPROVAL OF AN EMPLOYMENT AGREEMENT WITH MARGARET GALLAGHER TO SERVE AS DISTRICT COUNSEL FOR THE PERIOD OF DECEMBER 19, 2008 TO DECEMBER 31, 2012
Presented by: Chair Beautz
20. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
21. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Significant exposure to litigation exists pursuant to Government Code Section 54956.9 (b) (1))
 - a. Number of Cases: One
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Pursuant to Government Code Section 54956.8)
 - a. Property: Felton Faire Shopping Center, 6255 Graham Hill Road, Felton, CA
Negotiating Parties: Margaret Gallagher and Leslie R. White for SCMTD
Robert Marin for Robert Marin and Celeste De Schulthess, Trustees, Property Owners
Under Negotiation: License Agreement Terms

SECTION III: RECONVENE TO OPEN SESSION

22. REPORT OF CLOSED SESSION

23. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A TWO-YEAR IRREVOCABLE LICENSE AGREEMENT IN FAVOR OF SANTA CRUZ METRO WITH ROBERT MARIN AND CELESTE DE SCHULTHESS, TRUSTEES, FOR BUS STOP ACCESS ON THE FELTON FAIRE SHOPPING CENTER PROPERTY

Presented By: Margaret Gallagher, District Counsel

ADJOURN

NOTICE TO PUBLIC

Members of the public may address the Board of Directors on a topic not on the agenda but within the jurisdiction of the Board of Directors or on the consent agenda by approaching the Board during consideration of Agenda Item #2 "Oral and Written Communications", under Section I. Presentations will be limited in time in accordance with District Resolution 69-2-1.

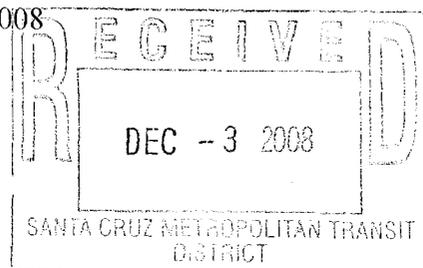
When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

Members of the public may address the Board of Directors on a topic on the agenda by approaching the Board immediately after presentation of the staff report but before the Board of Directors' deliberation on the topic to be addressed. Presentations will be limited in time in accordance with District Resolution 69-2-1.

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The City Council Chambers is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, please contact Cindi Thomas at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the Board meeting. A Spanish Language Interpreter will be available during "Oral Communications" and for any other agenda item for which these services are needed. This meeting will be broadcast live by Community Television of Santa Cruz on Channel 26.

December 2, 2008

Board of Directors
Santa Cruz Metropolitan Transit District
370 Encinal Street, Suite 100
Santa Cruz, CA 95060



Dear Sirs:

I am a regular rider on the Hwy 17 bus from San Jose to Santa Cruz and I pass through the Metro Center in Santa Cruz. I have some concerns that I feel are important to bring to your attention as the Board of Directors. Some of these things are probably violations of the law and fall within your legal responsibility.

One of my concerns is the harassment of people which I have witnessed at the Metro Center by security guards. Just within the last two weeks I witnessed one of the guards angrily yelling at a person to "just keep moving."

I have also learned of the arrest and citation of Robert Norse of Santa Cruz at the Metro Center. That arrest followed Norse's complaint about the broadcast of religious sermons on the loudspeakers at the Metro Center. Norse was cited for 'trespassing' but the citation was clearly in retaliation for his very valid earlier complaint.

The harassment of individuals that I have witnessed and the citation of Robert Norse appear to be in violation of Section 365 of the California Penal Code, which states, in part, "Every person, and every agent or officer of any corporation carrying on business as an innkeeper, or as a common carrier of passengers, who refuses, without just cause or excuse, to receive and entertain any guest, or to receive and carry any passenger, is guilty of a misdemeanor."

Robert Norse was clearly the subject of a false arrest. I have heard the audio recordings that Norse made while at the Metro Center. (Norse played the recordings on "Free Radio Santa Cruz" and the recordings of the broadcasts are available on the www.huffsantacruz.org web site.) The allegation was an obvious fabrication and it is hard to see it as anything other than retaliation for his earlier complaint about the broadcasting of religious sermons at the Metro Center.

In addition to being a false arrest, it was a violation of the previously mentioned Section 365 of the California Penal Code.

It is also noteworthy that Norse was cited under Chapter 9.60 of the Santa Cruz Municipal Code (Trespassing), which does not apply. A separate Chapter of the Municipal Code, Chapter 9.62 (Trespass for Entry Upon Public Transit Facilities) would possibly apply, if indeed Norse were in violation of some rule. The security guard (as well as the Santa Cruz police officer) was clearly unaware of this and unaware of their responsibilities under that chapter. That chapter requires such things as a written notification of a "withdrawal of consent", a staying of the notification pending an appeal, as well as violation of "written rules or regulations." It is your responsibility as the Board of Directors to see that the law is followed in these instances, and the ignorance of your agents is no excuse.

2-a.1

I suspect that a similar false arrest was implied and threatened in the other acts of harassment which I have witnessed by the security guards. I would not be surprised to learn that other false arrests have actually occurred.

Another thing that I would point out is that the requirements of Municipal Code Chapter 9.62 provide you with a significant level of protection against litigation and financial loss if you were to adhere to them. However, at this point, your actions appear to be totally arbitrary and you appear to be at significant risk. If an individual or class were to sue based on sexual or racial or national origin discrimination you would have little protection. Indeed, it should be noted, some of the individuals that I've seen harassed were black or Hispanic. And I would like to point out that Section 5332 of Title 49 of the US Code prohibits such discrimination with possible consequences including "no further financial assistance of the United States Government under this chapter be provided...". And it is my understanding that the Metropolitan Transit District receives about \$2 million annually from the federal government.

A separate issue is the broadcasting of sermons from the Metro Center. I don't know what is going on with that, but it is a very clear and blatant violation of the constitutional separation of church and state which needs to be addressed.

I don't know if these things have been done with your knowledge or direction, but they are clearly within your legal responsibility. Indeed, I don't even know whether you are even aware of these actions; however, you are now on notice.

It seems to me that you are subjecting yourselves to possible individual and class action law suits, as well as criminal prosecution, as a consequence of these actions.

In any event, these are actions that I find repugnant and unacceptable. I am bringing this situation to your attention with the hope that these problems will be corrected and not allowed to continue.

I am writing anonymously out of fear for possible retaliation while at the Metro Center.

Sincerely,

A. Passenger

cc: Robert Norse

2-a.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 11/01/08 THRU 11/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
30763M	11/20/08	-213.34	001236	RENAISSANCE ESMERALDA RESORT		23103	10/27-10/29/SLATER	-213.34	**VOID
				10/27-10/29/SLATER					
30948	11/07/08	485.50	001193	AA GLASS SHOP	7	23439	DOOR RPR/MTC	485.50	
30949	11/07/08	950.08	001263	ABBOTT STREET RADIATOR, INC.		23278	OUT RPR # 9807	475.04	
						23485	OUT RPR # 9827	475.04	
30950	11/07/08	267.17	002861	AMERICAN MESSAGING SVCS, LLC		23540	NOV PAGERS	267.17	
30951	11/07/08	109.99	294	ANDY'S AUTO SUPPLY	0	23169	PARTS & SUPPLIES	109.99	
30952	11/07/08	17,754.04	941	ASSURANT EMPLOYEE BENEFITS		23570	NOV LTD INS	17,754.04	
30953	11/07/08	3.51	001A	AT&T		23478	PHONES/1200B RIVER	3.51	
30954	11/07/08	4,177.90	001B	AT&T/MCI		23450	OCT PHONES	4,177.90	
30955	11/07/08	1,463.00	664	BAY COUNTIES PITCOCK PETROLEUM		23479	FUEL & LUBE	1,463.00	
30956	11/07/08	23.70	123	BAY PHOTO LAB		23236	PHOTO PROCESS/PT	23.70	
30957	11/07/08	84.24	E439	BREGANTE, BATTISTA		23561	STRAW RICE BALE	84.24	
30958	11/07/08	471.32	002189	BUS & EQUIPMENT		23241	REV VEH PARTS	471.32	
30959	11/07/08	20.00	014	CABRILLO COLLEGE		23517	FINGERPRINTING	20.00	
30960	11/07/08	80.00	E441	CASTILLO, TONY		23451	11/20-11/21 EMP TRVL	80.00	
30961	11/07/08	187.34	002627	CDW GOVERNMENT, INC.		23574	OFFICE SUPPLY/IT	187.34	
30962	11/07/08	131.89	E312	CHENG, FRANK		23562	OFFICE SUPPLY/ADM	131.89	
30963	11/07/08	4,902.32	909	CLASSIC GRAPHICS		23260	OUR RPR # 9812	4,902.32	
30964	11/07/08	19,476.68	001124	CLEAN ENERGY		23418	10/16 LNG/FLT	10,075.06	
						23419	10/19 LNG/FLT	9,401.62	
30965	11/07/08	1,308.13	075	COAST PAPER & SUPPLY INC.		23125	CLEANING SUPPLIES	1,175.87	
						23152	CLEANING SUPPLIES	132.26	
30966	11/07/08	435.44	002063	COSTCO		23140	OFFICES SUPPLIES/FAC	296.93	
						23254	PROTO PROCESS/OPS	2.93	
						23255	PHOTO PROCESS/OPS	9.54	
						23256	OFFICE SUPPLY/OPS	16.05	
						23453	OFFICE SUPPLY/MTC	109.99	
30967	11/07/08	26.50	001206	DELTA GLASS	7	23271	PARTS & SUPPLIES	26.50	
30968	11/07/08	184,810.00	154	DEPARTMENT OF MOTOR VEHICLES		23547	SALES TAX	36,962.00	
						23548	SALES TAX	36,962.00	
						23549	SALES TAX	36,962.00	
						23550	SALES TAX	36,962.00	
						23551	SALES TAX	36,962.00	
30969	11/07/08	2,041.01	480	DIESEL MARINE ELECTRIC, INC.		23144	REV VEH PARTS	2,041.01	
30970	11/07/08	15.00	085	DIXON & SON TIRE, INC.		23539	TIRES & TUBES	15.00	
30971	11/07/08	74.75	298	ERGOMETRICS		23231	SCORING SERVICES	74.75	
30972	11/07/08	4,748.00	001492	EVERGREEN OIL INC.		23306	HAZ WASTE DISP	3,041.50	
						23307	HAZ WASTE DISP	1,706.50	
30973	11/07/08	146.70	959	FIRST ADVANTAGE CORPORATION		23518	DRUG TESTS	68.46	
						23519	DRUG TESTS	53.79	
						23520	DRUG TESTS	24.45	
30974	11/07/08	29.95	E323	GALE, TERRY		23515	PROF SVCS	29.95	
30975	11/07/08	275.00	632	GOVERNMENT FINANCE OFFICERS		23211	12/08-11/09 RENEWAL	275.00	
30976	11/07/08	1,638.43	282	GRAINGER		23309	PARTS & SUPPLIES	107.28	
						23310	PARTS & SUPPLIES	1,531.15	
30977	11/07/08	785.84	166	HOSE SHOP, THE		23266	PARTS & SUPPLIES	21.57	
						23482	PARTS & SUPPLIES	764.27	
30978	11/07/08	2,135.82	422	IMAGE SALES INC.		23455	PHOTO SUPPLIES/MTC	905.43	

5-1.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 11/01/08 THRU 11/30/08

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						23541	PHOTO SUPPLIES/MTC	324.96	
30979	11/07/08	2,964.18	002117	IULIANO	7	23542	PHOTO SUPPLIES/MTC	905.43	
						23543	08/09 PROP TAX #1	404.96	
						23544	08/09 PROP TAX #1	2,559.22	
30980	11/07/08	598.56	074	KENVILLE LOCKSMITHS	7	23537	REPAIRS/MAINTENANCE	598.56	
30981	11/07/08	197.75	039	KINKO'S INC.		23347	OFFICE SUPPLY/LEGAL	8.08	
						23456	PRINTING/MTC	189.67	
30982	11/07/08	54.67	579	LAB SAFETY SUPPLY, INC.		23258	OFFICE SUPPLY/OPS	54.67	
30983	11/07/08	80.00	E182	LOGIUDICE, JASON		23452	11/20-11/21 EMP TRVL	80.00	
30984	11/07/08	264.74	001052	MID VALLEY SUPPLY		23191	CLEANING SUPPLIES	264.74	
30985	11/07/08	14.90	001233	KIMBALL MIDWEST		23269	PARTS & SUPPLIES	14.90	
30986	11/07/08	569.64	041	MISSION UNIFORM		23124	UNIF/LAUNDRY/FAC	67.89	
						23172	UNIF/LAUNDRY/FLT	127.26	
						23173	UNIF/LAUNDRY/FLT	50.60	
						23174	UNIF/LAUNDRY/FLT	280.63	
						23175	UNIF/LAUNDRY/FLT	43.26	
30987	11/07/08	65.53	288	MUNCIE TRANSIT SUPPLY		23253	REV VEH PARTS	65.53	
30988	11/07/08	2,386,448.77	001063	NEW FLYER INDUSTRIES LIMITED		23553	20% COACH 2806	80,882.14	
						23554	20% COACH # 2807	80,882.14	
						23555	20% COACH # 2808	80,882.14	
						23556	20% COACH # 2809	80,882.14	
						23557	20% COACH # 2810	80,882.14	
						23558	20% COACH # 2811	80,882.14	
						23559	20% COACH # 2812	80,882.14	
						23560	20% COACH # 2813	80,882.14	
						23575	80% COACH # 2801	347,878.33	
						23576	80% COACH # 2802	347,878.33	
						23577	80% COACH # 2803	347,878.33	
						23578	80% COACH # 2804	347,878.33	
						23579	80% COACH # 2805	347,878.33	
30989	11/07/08	463.59	004	NORTH BAY FORD LINC-MERCURY		23264	OUT RPR # 602	463.59	
30990	11/07/08	85.60	161	OCEAN CHEVROLET		23251	REV VEH PARTS	57.07	
						23252	REV VEH PARTS	28.53	
30991	11/07/08	11,516.00	009	PACIFIC GAS & ELECTRIC		23442	9/25-10/23 DUBOIS	16.17	
						23443	9/26-10/23 RIVER	67.36	
						23445	9/25-10/23 RIVER	1,456.72	
						23446	9/25-10/23 ENCINAL	3,228.37	
						23447	9/25-10/23 DUBOIS	300.44	
						23448	9/25-10/23 VERNON	1,878.32	
						23449	9/25-10/23 DUBOIS	13.76	
						23468	9/25-10/23 DUBOIS	4,554.86	
30992	11/07/08	1,228.94	043	PALACE ART & OFFICE SUPPLY		23206	OFFICE SUPPLY/ADM	115.85	
						23207	OFFICE SUPPLY/ADM	17.15	
						23208	CREDIT MEMO	-13.66	
						23242	OFFICE SUPPLY/LGL	84.62	
						23259	OFFICE SUPPLY/OPS	887.91	
						23454	OFFICE SUPPLY/MTC	137.07	
30993	11/07/08	887.00	950	PARADISE LANDSCAPE INC	0	23571	NOV MAINTENANCE	887.00	
30994	11/07/08	400.37	882	PRINT SHOP SANTA CRUZ	7	23286	PRINTING/FIN	400.37	
30995	11/07/08	682.13	107A	PROBUILD		23114	REPAIRS/MAINTENANCE	66.38	

5-1.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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						23115	REPAIRS/MAINTENANCE	494.34	
						23116	REPAIRS/MAINTENANCE	5.06	
						23176	PARTS & SUPPLIES	21.40	
						23192	REPAIRS/MAINTENANCE	61.02	
						23472	REPAIRS/MAINTENANCE	33.93	
30996	11/07/08	118.20	061A	REGISTER PAJARONIAN		23177	CLASSIFIED AD	118.20	
30997	11/07/08	1,683.51	135	SANTA CRUZ AUTO PARTS, INC.		23112	PARTS & SUPPLIES	5.56	
						23113	PARTS & SUPPLIES	39.14	
						23130	REV VEH PARTS	157.87	
						23142	OTH MOB SUPPLIES	949.38	
						23170	PARTS & SUPPLIES	6.28	
						23171	PARTS & SUPPLIES	10.88	
						23233	REV VEH PARTS	26.89	
						23238	REV VEH PARTS	448.45	
						23249	REV VEH PARTS	39.06	
30998	11/07/08	953.56	002459	SCOTTS VALLEY WATER DISTRICT		23572	8/2-10/9 KINGS VLG	953.56	
30999	11/07/08	438.71	104	STATE STEEL COMPANY	0	23246	PARTS & SUPPLIES	438.71	
31000	11/07/08	28.90	007	UNITED PARCEL SERVICE		23486	FRT OUT/FLT	28.90	
31001	11/07/08	6,000.00	001140	UNIVERSITY INN &		23552	SECURITY DEPOSIT	6,000.00	
31002	11/07/08	71,865.06	002829	VALLEY POWER SYSTEMS, INC.		23056	REV VEH PARTS	2.78	
						23244	REV VEH PARTS	644.96	
						23265	CORE CREDIT EN 139	-10,488.70	
						23277	REBUILD TRANSMISSION	10,311.94	
						23405	REV VEH PARTS	674.65	
						23413	OUT RPR # 2221	330.00	
						23414	OUT RPR # 2216	660.00	
						23415	OUT RPR # 2227	220.00	
						23416	OUT RPR # 2224	250.00	
						23417	OUT RPR # 2228	110.00	
						23458	5% REMAINDER/2309	7,683.27	
						23459	5% REMAINDER/2229	7,683.27	
						23460	5% REMAINDER/2305	7,683.27	
						23461	5% REMAINDER/2238	7,683.27	
						23462	5% REMAINDER/2231	7,683.27	
						23463	5% REMAINDER/2224	7,683.27	
						23464	5% REMAINDER/ 2221	7,683.27	
						23465	5% REMAINDER/ 2219	7,683.27	
						23466	5% REMAINDER/2301	7,683.27	
31003	11/07/08	16.05	001986	WAGER CO., INC. ROBERT		23308	SMALL TOOLS	16.05	
31004	11/07/08	1,511.08	001223	WATSONVILLE CADILLAC, BUICK,		23319	OUT RPR # 109	1,511.08	
31005	11/07/08	130.20	436	WEST PAYMENT CENTER		23346	CA 08 CIVIL PRACTICE	130.20	
31006	11/07/08	799.72	042	WFCB-OSH COMMERCIAL SERVICES		23563	REPAIRS/MAINTENANCE	-49.30	
						23564	REPAIRS/MAINTENANCE	47.59	
						23565	REPAIRS/MAINTENANCE	368.18	
						23566	REPAIRS/MAINTENANCE	416.32	
						23567	REPAIRS/MAINTENANCE	25.63	
						23568	CASH BACK REBATE	-6.51	
						23569	CASH BACK REBATE	-2.19	
31007	11/07/08	520.21	002542	WILDPACKETS, INC.		23314	OMNIPEEK/PROF UPGRAD	520.21	
31008	11/07/08	10.68	186	WILSON, GEORGE H., INC.		23270	REPAIRS/MAINTENANCE	10.68	

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31009	11/07/08	29.51	147 ZEE MEDICAL SERVICE CO.		23573	SAFETY SUPPLIES	29.51	
31010M11	11/07/08	375.00	001244 GSA AMERICA		23580	CERTIFICATION EXAM	375.00	MANUAL
31011M11	11/07/08	375.00	001244 GSA AMERICA		23581	CERTIFICATION EXAM	375.00	MANUAL
31012M11	11/07/08	50.00	001374 SANTA CRUZ COUNTY SHERIFF		23582	BENCH WARRANT	50.00	MANUAL
31013	11/14/08	475.04	001263 ABBOTT STREET RADIATOR, INC.		23484	OUT RPR # 2207	475.04	
31014	11/14/08	4,037.04	002509 ACCOUNTEMPS		23608	TEMP/OPS W/E 10/24	2,328.24	
					23609	TEMP/OPS W/E 10/31	1,708.80	
31015	11/14/08	162.00	382 AIRTEC SERVICE		23538	SERVICE/METRO	162.00	
31016	11/14/08	89.00	001856 BAY COMMUNICATIONS	7	23602	SERVICE/VERNON	89.00	
31017	11/14/08	270.86	664 BAY COUNTIES PITCOCK PETROLEUM		23480	FUEL & LUBE	270.86	
31018	11/14/08	5.57	123 BAY PHOTO LAB		23510	PHOTO PROCESS/PT	5.57	
31019	11/14/08	774.00	011 BEWLEYS CLEANING	7	23436	OCT SVC/ RESEARCH PK	774.00	
31020	11/14/08	273.95	580 BLOCK AND COMPANY, INC.		23350	OFFICE SUPPLIES/OPS	273.95	
31021	11/14/08	207.00	001047 BOBBY'S PIT STOP		23408	SMOG CHECK # 8027	51.75	
					23409	SMOG CHECK # 9951	51.75	
					23410	SMOG CHECK # 9850	51.75	
					23411	SMOG CHECK # 101	51.75	
31022	11/14/08	615.33	002412 BORDEN DECAL		23440	OTH MOB SUPPLIES	615.33	
31023	11/14/08	414.39	002189 BUS & EQUIPMENT		23495	REV VEH PARTS	414.39	
31024	11/14/08	14.53	172 CENTRAL WELDER'S SUPPLY, INC.		23273	PARTS & SUPPLIES	14.53	
31025	11/14/08	375.00	001113 CLARKE, SUSAN	7	23285	EXT BUS ANNOUN/AUDIT	375.00	
31026	11/14/08	1,588.78	909 CLASSIC GRAPHICS		23412	OUT RPR # 2203	1,588.78	
31027	11/14/08	19,113.99	001124 CLEAN ENERGY		23600	10/22-10/25 LNG/FLT	19,113.99	
31028	11/14/08	179.14	002609 CLEANSOURCE		23639	CLEANING SUPPLIES	179.14	
31029	11/14/08	48.19	002063 COSTCO		23612	PHOTO PROCESS/OPS	2.53	
					23613	PHOTO PROCESS/OPS	14.23	
					23614	PHOTO PROCESS/OPS	9.45	
					23615	PHOTO PROCESS/OPS	4.21	
					23616	PHOTO PROCESS/OPS	6.70	
					23617	PHOTO PROCESS/OPS	11.07	
31030	11/14/08	2,934.21	001316 DEVCO OIL		23598	10/16-10/31 FUEL/FLT	2,934.21	
31031	11/14/08	22,834.15	085 DIXON & SON TIRE, INC.		23335	TIRES & TUBES	1,691.57	
					23336	TIRES & TUBES	1,259.01	
					23337	TIRES & TUBES	430.21	
					23338	TIRES & TUBES	1,631.43	
					23339	TIRES & TUBES	1,688.40	
					23340	TIRES & TUBES	1,161.24	
					23341	TIRES & TUBES	214.27	
					23342	TIRES & TUBES	192.51	
					23343	TIRES & TUBES	4,684.49	
					23344	TIRES & TUBES	1,265.13	
					23345	TIRES & TUBES	15.00	
					23491	TIRES & TUBES	328.14	
					23655	TIRES & TUBES	659.02	
					23656	TIRES & TUBES	1,305.14	
					23657	TIRES & TUBES	2,108.55	
					23659	TIRES & TUBES	1,161.24	

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						23660	TIRES & TUBES	845.79	
						23661	TIRES & TUBES	430.21	
						23662	TIRES & TUBES	74.40	
						23663	TIRES & TUBES	1,688.40	
31032	11/14/08	80.00	001492	EVERGREEN OIL INC.		23651	HAZ WASTE DISP	80.00	
31033	11/14/08	10.00	784	FRANCHISE TAX BOARD		23720	2007 CA EXEMPT FEE	10.00	
31034	11/14/08	329.88	117	GILLIG LLC		23407	REV VEH PARTS	298.68	
						23531	REV VEH PARTS	31.20	
31035	11/14/08	1,887.88	282	GRAINGER		23488	REPAIRS/MAINTENANCE	412.69	
						23489	REPAIRS/MAINTENANCE	450.43	
						23532	CLEANING SUPPLIES	172.86	
						23533	REPAIRS/MAINTENANCE	492.52	
						23534	REPAIRS/MAINTENANCE	26.45	
						23535	REPAIRS/MAINTENANCE	205.98	
						23603	OFFICE SUPPLY/OPS	126.95	
						23648	PARTS & SUPPLIES	64.78	
						23649	CREDIT NOTE	-64.78	
31036	11/14/08	29.51	001242	GREEN VALLEY INDUSTRIAL SUPPLY		23596	REPAIRS/MAINTENANCE	29.51	
31037	11/14/08	121.30	001745	HARTFORD LIFE AND ACCIDENT INS		23696	NOV LIFE/AD&D INS	121.30	
31038	11/14/08	89.87	510A	HASLER, INC.		23674	12/1-12/31 RENTAL	41.04	
						23730	12/1-12/31 RENTAL	48.83	
31039	11/14/08	190.00	001243	HINES PEST & WEED CONTROL	7	23702	SEPT PEST CONTROL/MC	190.00	
31040	11/14/08	63.55	166	HOSE SHOP, THE		23487	REPAIRS/MAINTENANCE	63.55	
31041	11/14/08	195.00	001129	INSTITUTE OF MNGMT ACCOUNTANTS		23721	09 MEMBERSHIP DUES	195.00	
31042	11/14/08	155.70	001210	INTERNATIONAL PAPER COMPANY		23522	SHREDDING SVCS	155.70	
31043	11/14/08	338.61	405	JOHN'S ELECTRIC MOTOR SVC	7	23434	OUT RPR EQUIP	338.61	
31044	11/14/08	944.95	1117	KELLEY'S SERVICE INC.		23263	REV VEH PARTS	30.54	
						23328	REV VEH PARTS	6.26	
						23590	REV VEH PARTS	908.15	
31045	11/14/08	1,896.00	878	KELLY SERVICES, INC.		23610	TEMP/OPS W/E 10/19	960.00	
						23611	TEMP/OPS W/E 10/26	936.00	
31046	11/14/08	220.50	001093	KROLL LABORATORY SPECIALISTS		23719	SEPT/OCT DRUG TESTS	220.50	
31047	11/14/08	345.00	852	LAW OFFICES OF MARIE F. SANG	7	23664	WORKERS COMP CLAIM	165.00	
						23665	WORKERS COMP CLAIM	180.00	
31048	11/14/08	478.49	001296	MATTHEW BENDER & CO., INC.		23666	CA EMP LAW # 38	478.49	
31049	11/14/08	1,078.12	764	MERCURY METALS		23493	BRAKE REPAIR	428.12	
						23494	RAMP REPAIR	650.00	
31050	11/14/08	623.31	041	MISSION UNIFORM		23279	UNIF/LAUNDRY/FAC	69.60	
						23302	UNIF/LAUNDRY/FLT	50.60	
						23303	UNIF/LAUNDRY/FLT	127.26	
						23304	UNIF/LAUNDRY/FLT	43.26	
						23305	UNIF/LAUNDRY/FLT	299.17	
						23318	UNIF/LAUNDRY/PT	33.42	
31051	11/14/08	536.07	001454	MONTEREY BAY OFFICE PRODUCTS		23723	6/1-9/30 COPIER/ADM	374.86	
						23724	10/1-12/31 COPIER/AD	161.21	
31052	11/14/08	684.00	887	NEOPOST, INC		23722	POSTAGE MAINT/ADM	684.00	
31053	11/14/08	617.55	001200	O.C. MC DONALD COMPANY, INC.		23712	REPAIR LEAK	617.55	
31054	11/14/08	67.72	009	PACIFIC GAS & ELECTRIC		23444	9/25-10/23 RIVER	67.72	
31055	11/14/08	857.09	043	PALACE ART & OFFICE SUPPLY		23272	OFFICE SUPPLIES/FAC	32.85	
						23283	OFFICE SUPPLY/OPS	593.71	

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						23284	OFFICE SUPPLY/OPS	30.36	
						23287	OFFICE SUPPLY/LGL	30.81	
						23430	OFFICE SUPPLIES/ADM	100.21	
						23457	OFFICE SUPPLY/MTC	19.62	
						23604	OFFICE SUPPLY/OPS	194.92	
						23607	OFFICE SUPPLY/OPS	-145.39	
31056	11/14/08	87.30	950	PARADISE LANDSCAPE INC	0	23441	10/24 SVC/WTC	87.30	
31057	11/14/08	1,470.00	002823	PAT PIRAS CONSULTING	7	23670	OCT SVCS/PT	1,470.00	
31058	11/14/08	393.78	107A	PROBUILD		23262	REPAIRS/MAINTENANCE	179.60	
						23280	REPAIRS/MAINTENANCE	23.37	
						23281	REPAIRS/MAINTENANCE	13.05	
						23326	REPAIRS/MAINTENANCE	87.84	
						23327	REPAIRS/MAINTENANCE	40.96	
						23633	REPAIRS/MAINTENANCE	48.96	
31059	11/14/08	1,709.65	527	RECARO NORTH AMERICA, INC.		23716	REV VEH PARTS	1,709.65	
31060	11/14/08	55.17	087	RECOGNITION SERVICES		23583	EMP INCENTIVE	55.17	
31061	11/14/08	19,459.22	966	S.C. FUELS	0	23332	10/21 LNG/FLT	19,459.22	
31062	11/14/08	3,635.83	002713	SANTA CRUZ AUTO TECH, INC.		23496	OIL CHANGE	50.01	
						23497	OIL CHANGE	50.01	
						23498	OIL CHANGE	50.01	
						23499	OIL CHANGE	50.01	
						23500	OIL CHANGE	50.01	
						23501	OIL CHANGE	50.01	
						23502	OIL CHANGE	50.01	
						23503	OIL CHANGE	50.01	
						23504	OIL CHANGE	50.01	
						23505	OIL CHANGE	50.01	
						23506	OUT RPR # 320	554.42	
						23513	OIL CHANGE	50.01	
						23514	OIL CHANGE	50.01	
						23619	OUT RPR # 205	2,481.29	
31063	11/14/08	214.69	135	SANTA CRUZ AUTO PARTS, INC.		23261	PARTS & SUPPLIES	59.39	
						23275	OTH MOB SUPPLIES	25.11	
						23276	REV VEH PARTS	9.63	
						23317	REV VEH PARTS	66.09	
						23329	PARTS & SUPPLIES	45.49	
						23490	REV VEH PARTS	8.98	
31064	11/14/08	256.00	002700	SANTA CRUZ COUNTY		23669	HEALTH PERMIT/RES PK	256.00	
31065	11/14/08	9,938.72	079	SANTA CRUZ MUNICIPAL UTILITIES		23692	9/19-10/20 GOLF CLB	1,006.99	
						23693	9/19-10/20 VERNON	116.85	
						23694	9/19-10/20 RIVER	2,802.39	
						23695	9/19-10/20 VERNON	403.34	
						23703	9/19-10/20 PACIFIC	2,709.16	
						23704	9/19-10/20 PACIFIC	110.80	
						23705	9/19-10/20 RIVER	261.99	
						23706	9/19-10/20 GOLF CLB	149.87	
						23707	9/19-10/20 RIVER	936.62	
						23708	9/19-10/20 DUBOIS	122.14	
						23709	9/19-10/20 PACIFIC	863.33	
						23710	9/19-10/20 ENCINAL	67.92	

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31066	11/14/08	2,500.00	002267	SHAW & YODER, INC.		23711	9/19-10/20 DUBOIS	387.32	
31067	11/14/08	1,332.94	001232	SPECIALIZED AUTO AND		23584	OCT LEGISLATIVE SVC	2,500.00	
						23322	OUT RPR # 319	220.43	
						23323	OUT RPR # 312	207.10	
						23324	OUT RPR # 320	254.51	
						23508	OUT RPR # 308	430.47	
						23509	OUT RPR # 205	220.43	
31068	11/14/08	15,421.85	001648	STEVE'S UNION SERVICE		23624	OCT FUEL/PT	15,421.85	
31069	11/14/08	908.00	001857	SWRCB FEES		23699	STORM WATER/DUBOIS	908.00	
31070	11/14/08	1,591.68	002207	T.Y. CUSTOM DESIGN	0	23605	ID PATCHES	850.72	
						23718	UNIF/LAUNDRY/OPS	740.96	
31071	11/14/08	534.00	001800	THERMO KING OF SALINAS, INC		23638	OUT RPR 9831	534.00	
31072	11/14/08	30.69	170	TOWNSEND'S AUTO PARTS		23591	PARTS & SUPPLIES	30.69	
31073	11/14/08	20,153.24	057	U.S. BANK		23731	4246044555645971	684.45	
						23732	4246044555645971	4,339.50	
						23733	4246044555645971	2,588.43	
						23734	4246044555645971	6,520.41	
						23735	4246044555645971	1,168.39	
						23736	4246044555645971	4,852.06	
31074	11/14/08	30.05	007	UNITED PARCEL SERVICE		23629	FRT OUT/FLT	30.05	
31075	11/14/08	33,667.30	002829	VALLEY POWER SYSTEMS, INC.		23333	ENG 140 CONV	4,658.84	
						23334	ENG 140 CONV	29,008.46	
31076	11/14/08	13,139.62	001083	WATSONVILLE TRANSPORTATION, INC		23668	OCT PT SVCS	13,139.62	
31077	11/14/08	1,442.18	001223	WATSONVILLE CADILLAC, BUICK,		23492	OUT RPR # 109	1,442.18	
31078	11/14/08	70.00	682	WEISS, AMY L.	7	23397	OCT INTERPRETER	70.00	
31079	11/21/08	640.28	020	ADT SECURITY SERVICES INC.		23789	DEC ALARMS	64.46	
						23790	DEC ALARMS	83.77	
						23791	DEC ALARMS	46.66	
						23792	DEC ALARMS	46.66	
						23793	DEC ALARMS	61.90	
						23794	DEC ALARMS	42.71	
						23795	DEC ALARMS	294.12	
31080	11/21/08	125.00	001062	ALLTERRA ENVIRONMENTAL INC.		23788	NOV INSPECTION	125.00	
31081	11/21/08	840.00	001128	ALWAYS TOWING & RECOVERY, INC		23647	TOW # 2308	840.00	
31082	11/21/08	55.62	294	ANDY'S AUTO SUPPLY	0	23483	PARTS & SUPPLIES	26.65	
						23685	PARTS & SUPPLIES	28.97	
31083	11/21/08	481.52	001	AT&T		23848	REPEATER/RIVER	85.10	
						23849	REPEATER/RIVER	396.42	
31084	11/21/08	53.29	M033	BAILEY, NEIL	0	23880	MED PYMT SUPP	53.29	
31085	11/21/08	222.50	001856	BAY COMMUNICATIONS	7	23601	SERVICE/VERNON	222.50	
31086	11/21/08	54.49	123	BAY PHOTO LAB		23507	PHOTO PROCESS/PT	7.78	
						23857	PHOTO PROCESS/PT	12.32	
						23858	PHOTO PROCESS/PT	18.48	
						23859	PHOTO PROCESS/PT	15.91	
31087	11/21/08	30.05	580	BLOCK AND COMPANY, INC.		23855	OFFICE SUPPLIES/PT	30.05	
31088	11/21/08	434.30	034	BLUEPRINT EXPRESS	7	23725	BLUEPRINTS FOR MB	35.15	
						23726	BLUEPRINTS FOR MB	399.15	
31089	11/21/08	49.88	M077	BRADFORD, THOMAS	0	23881	MED PYMT SUPP	49.88	
31090	11/21/08	19.19	M072	BRIDINGER, CHRIS	0	23909	MED PYMT SUPP	19.19	
31091	11/21/08	38.37	M078	BRIDINGER, DENISE	0	23882	MED PYMT SUPP	38.37	

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31092	11/21/08	38.37	M079	BROGDON, ROY		23883	MED PYMT SUPP	38.37	
31093	11/21/08	1,100.00	616	BROWN ARMSTRONG		23806	08 AUDIT SERVICES	1,100.00	
31094	11/21/08	1,622.81	002189	BUS & EQUIPMENT		23618	REV VEH PARTS	135.49	
						23678	REV VEH PARTS	436.20	
						23679	REV VEH PARTS	1,051.12	
31095	11/21/08	192.00	014	CABRILLO COLLEGE		23833	FINGERPRINTING	192.00	
31096	11/21/08	53.28	M022	CAPELLA, KATHLEEN	0	23901	MED PYMT SUPP	53.28	
31097	11/21/08	4,000.04	002034	CARLON'S FIRE EXTINGUISHER		23766	INSP/138 GOLF CLUB	101.00	
						23767	INSP/1200 RIVER	163.00	
						23768	INSP/ENCINAL	369.91	
						23769	INSP/111 DUBOIS	186.00	
						23770	INSP/RODRIGUEZ	46.00	
						23771	INSP/920 PACIFIC	106.00	
						23772	INSP/110 VERNON	183.00	
						23773	INSP/RESEARCH PARK	72.00	
						23774	INSP/KINGS VLG	34.00	
						23796	NEW KIT SYS/EL DANDY	2,739.13	
31098	11/21/08	19.19	M080	CARR, DALE	0	23884	MED PYMT SUPP	19.19	
31099	11/21/08	26.65	M073	CENTER, DOUG	0	23910	MED PYMT SUPP	26.65	
31100	11/21/08	11.16	172	CENTRAL WELDER'S SUPPLY, INC.		23701	10/1-10/31 TANK RENT	11.16	
31101	11/21/08	26.65	M036	CERVANTES, GLORIA	0	23885	MED PYMT SUPP	26.65	
31102	11/21/08	5,000.00	002346	CHANEY, CAROLYN & ASSOC., INC.		23585	NOV LEGISLATIVE SVCS	5,000.00	
31103	11/21/08	159.45	E312	CHENG, FRANK		23879	10/4-10/8 TRAVEL	159.45	
31104	11/21/08	1,185.09	001070	CITY OF SANTA CRUZ		23628	STORM WATER/FLOOD	1,185.09	
31105	11/21/08	44.62	001346	CITY OF SANTA CRUZ		23752	OCT LANDFILL	44.62	
31106	11/21/08	5,569.75	667	CITY OF SCOTTS VALLEY		23810	BLUEBONNET LANE	1,958.44	
						23811	BLUEBONNET LANE	3,611.31	
31107	11/21/08	10.63	130	CITY OF WATSONVILLE UTILITIES		23787	10/1-11/1 RODRIGUEZ	10.63	
31108	11/21/08	4,169.94	909	CLASSIC GRAPHICS		23589	OUT RPR # 9811	4,169.94	
31109	11/21/08	18,214.37	001124	CLEAN ENERGY		23599	10/28-10/31 LNG/FLT	18,214.37	
31110	11/21/08	294.84	075	COAST PAPER & SUPPLY INC.		23469	CLEANING SUPPLIES	294.84	
31111	11/21/08	184.00	367	COMMUNITY TELEVISION OF		23876	TV COVERAGE 10/24	184.00	
31112	11/21/08	3,623.48	001245	CONTINUANT		23739	MAINT/SUPPORT	3,027.48	
						23740	MAINT/SUPPORT	596.00	
31113	11/21/08	19.19	M116	CRAMBLETT, LAWRENCE		23911	MED PYMT SUPP	19.19	
31114	11/21/08	26.65	M092	CRAWFORD, TERRI	0	23912	MED PYMT SUPP	26.65	
31115	11/21/08	641.06	001048	CRUZ CAR WASH		23680	OCT SERVICES/PT	641.06	
31116	11/21/08	366.55	504	CUMMINS WEST, INC.		23715	SMALL TOOLS	198.82	
						23754	REV VEH PARTS	167.73	
31117	11/21/08	26.65	M039	DAVILA, ANA MARIA	0	23886	MED PYMT SUPP	26.65	
31118	11/21/08	2,068.34	001316	DEVCO OIL		23850	11/1-11/15 FUEL/FLT	2,068.34	
31119	11/21/08	2,110.33	480	DIESEL MARINE ELECTRIC, INC.		23644	REV VEH PARTS	2,110.33	
31120	11/21/08	1,083.05	085	DIXON & SON TIRE, INC.		23625	TIRES & TUBES	573.66	
						23658	TIRES & TUBES	385.01	
						23676	TIRES & TUBES	124.38	
31121	11/21/08	55.00	002388	DOGHERRA'S	7	23438	TOW # 001	55.00	
31122	11/21/08	26.65	M096	DRAKE, JUDITH	0	23913	MED PYMT SUPP	26.65	
31123	11/21/08	500.00	002862	ECOLOGICAL CONCERNS INC.		23728	WATER DRAINAGE/MB	500.00	
31124	11/21/08	868.75	001492	EVERGREEN OIL INC.		23757	HAZ WASTE DISP	650.00	
						23843	HAZ WASTE DISP	218.75	

5-1.8

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 11/01/08 THRU 11/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
31125	11/21/08	26.65	M099	FIKE, LOUIS	0	23914	MED PYMT SUPP	26.65	
31126	11/21/08	93.72	M074	GABRIELE, BERNARD	0	23915	MED PYMT SUPP	93.72	
31127	11/21/08	26.65	M040	GARBEZ, LINDA	0	23887	MED PYMT SUPP	26.65	
31128	11/21/08	53.29	M100	GARCIA, SANTIAGO	0	23888	MED PYMT SUPP	53.29	
31129	11/21/08	425.35	647	GFI GENFARE		23845	REV VEH PARTS	425.35	
31130	11/21/08	1,500.69	117	GILLIG LLC		23654	SAFETY SUPPLIES	1,148.43	
						23755	REV VEH PARTS	352.26	
31131	11/21/08	387.44	711	GLASS DOCTOR	7	23673	OUT RPR # 206	387.44	
31132	11/21/08	26.65	M101	GOES, ALAN	0	23916	MED PYMT SUPP	26.65	
31133	11/21/08	53.29	M041	GOUVEIA, ROBERT	0	23889	MED PYMT SUPP	53.29	
31134	11/21/08	89.18	282	GRAINGER		23842	SAFETY SUPPLIES	89.18	
31135	11/21/08	473.02	001097	GREENWASTE RECOVERY, INC.		23761	OCT GARB/MT HERMON	70.45	
						23762	OCT GARB/KINGS VLG	174.55	
						23763	OCT GARB/RESEARCH PK	210.52	
						23764	OCT GARB/GREEN VLY	17.50	
31136	11/21/08	53.29	M081	HALL, JAMES	0	23890	MED PYMT SUPP	53.29	
31137	11/21/08	29,000.00	002116	HINSHAW, EDWARD & BARBARA	7	23830	RENT/370 ENCINAL	29,000.00	
31138	11/21/08	49.88	M043	HOLODNICK, JAMES	0	23891	MED PYMT SUPP	49.88	
31139	11/21/08	90.88	166	HOSE SHOP, THE		23586	REPAIRS/MAINTENANCE	65.83	
						23797	REPAIRS/MAINTENANCE	25.05	
31140	11/21/08	19.19	M075	HOWARD, CAROL	0	23917	MED PYMT SUPP	19.19	
31141	11/21/08	1,011.86	001209	IKON FINANCIAL SERVICES		23743	10/08-10/09 MAINT/MC	1,011.86	
31142	11/21/08	84.24	215	IKON OFFICE SOLUTIONS		23873	OUT REPAIR EQUIP	84.24	
31143	11/21/08	262.83	422	IMAGE SALES INC.		23742	PHOTO SUPPLY/HRD	262.83	
31144	11/21/08	15,308.20	002117	IULIANO	7	23831	RENT/111 DUBOIS	12,036.59	
						23832	RENT/115 DUBOIS	3,271.61	
31145	11/21/08	26.65	M069	JACOBS, KENNETH	0	23902	MED PYMT SUPP	26.65	
31146	11/21/08	2,820.54	110	JESSICA GROCERY STORE, INC.		23827	CUSTODIAL SERVICES	2,820.54	
31147	11/21/08	26.65	M104	JUSSEL, PETE	0	23918	MED PYMT SUPP	26.65	
31148	11/21/08	273.25	M061	KAMEDA, TERRY	0	23903	MED PYMT SUPP	273.25	
31149	11/21/08	4.52	1117	KELLEY'S SERVICE INC.		23637	REV VEH PARTS	4.52	
31150	11/21/08	12.48	074	KENVILLE LOCKSMITHS	7	23536	REPAIRS/MAINTENANCE	12.48	
31151	11/21/08	259.95	167	KEYSTON BROTHERS		23744	OTH MOB SUPPLIES	259.95	
31152	11/21/08	9,774.70	001233	KIMBALL MIDWEST		23587	PARTS & SUPPLIES	3,004.00	
						23691	PARTS & SUPPLIES	3,157.00	
						23782	SALES TAX NOT CHGD	1.26	
						23783	SALES TAX NOT CHGD	268.35	
						23784	SALES TAX NOT CHGD	255.34	
						23785	PARTS & SUPPLIES	3,083.00	
						23819	PARTS & SUPPLIES	5.75	
31153	11/21/08	795.00	852	LAW OFFICES OF MARIE F. SANG	7	23834	WORKERS COMP CLAIM	60.00	
						23835	WORKERS COMP CLAIM	300.00	
						23836	WORKERS COMP CLAIM	375.00	
						23837	WORKERS COMP CLAIM	60.00	
31154	11/21/08	30.00	880	LEXISNEXIS		23642	PROF/TECH SVC/RISK	30.00	
31155	11/21/08	2,190.00	001217	M3 ENVIRONMENTAL CONSULTING		23727	INSPECTION/VERNON	2,190.00	
31156	11/21/08	1,407.05	001119	MACERICH PARTNERSHIP LP	7	23829	RENT/CAPITOLA MALL	1,407.05	
31157	11/21/08	253.31	001240	MEAN GREEN LBC		23758	PARTS & SUPPLIES	253.31	
31158	11/21/08	1,787.50	764	MERCURY METALS		23675	RAMP RPR	650.00	
						23677	RAMP RPR	487.50	

5-1.9

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 11/01/08 THRU 11/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
31159	11/21/08	3,186.75	001052	MID VALLEY SUPPLY		23854	RAMP REPAIR/PT	650.00	
31160	11/21/08	1,161.84	041	MISSION UNIFORM		23690	CLEANING SUPPLIES	3,186.75	
						23476	UNIF/LAUNDRY/FAC	67.89	
						23527	UNIF/LAUNDRY/FLT	127.26	
						23528	UNIF/LAUNDRY/FLT	24.46	
						23529	UNIF/LAUNDRY/FLT	299.17	
						23530	UNIF/LAUNDRY/FLT	43.26	
						23631	UNIF/LAUNDRY/FAC	69.60	
						23681	UNIF/LAUNDRY/PT	33.42	
						23686	UNIF/LAUNDRY/FLT	127.26	
						23687	UNIF/LAUNDRY/FLT	52.58	
						23688	UNIF/LAUNDRY/FLT	43.26	
						23689	UNIF/LAUNDRY/FLT	273.68	
31161	11/21/08	427,222.85	001063	NEW FLYER INDUSTRIES LIMITED		23799	20 % COACH # 2801	85,444.57	
						23800	20 % COACH # 2802	85,444.57	
						23801	20 % COACH # 2803	85,444.57	
						23802	20 % COACH # 2804	85,444.57	
						23803	20 % COACH # 2805	85,444.57	
31162	11/21/08	1,236.09	002721	NEXTEL COMMUNICATIONS		23874	OCT PHONES/PT	1,236.09	
31163	11/21/08	143.67	004	NORTH BAY FORD LINC-MERCURY		23630	OUT RPR # 602	143.67	
31164	11/21/08	14,842.00	001176	NORTHSTAR, INC.		23700	OCT MAINT/RPR	14,842.00	
31165	11/21/08	543.01	R537	O'DONNELL, KAREN		23826	SETTLEMENT/RISK	543.01	
31166	11/21/08	26.65	M050	O'MARA, KATHLEEN	0	23892	MED PYMT SUPP	26.65	
31167	11/21/08	46,943.25	001080	OCTAGON RISK SERVICES, INC.		23875	12/08-2/09 ADM FEE	46,943.25	
31168	11/21/08	6,168.77	009	PACIFIC GAS & ELECTRIC		23597	9/30-10/28 PACIFIC	2,281.27	
						23775	9/24-11/3 KINGS VLG	2,822.24	
						23776	10/10-11/6 RESEARCH	1,065.26	
31169	11/21/08	7,936.02	872	PACIFIC MATERIAL HANDLING SOL.		23750	TRACTOR REPAIR # 703	7,936.02	
31170	11/21/08	787.50	001044	PACKET FUSION, INC.		23737	ON SITE REPAIR/PT	787.50	
31171	11/21/08	1,822.20	043	PALACE ART & OFFICE SUPPLY		23467	OFFICE SUPPLIES/FLT	17.46	
						23516	OFFICE SUPPLY/LGL	123.56	
						23588	OFFICE SUPPLY/FLT	30.37	
						23606	OFFICE SUPPLY/OPS	145.39	
						23640	OFFICE SUPPLY/ADM	93.77	
						23641	OFFICE SUPPLY/ADM	48.01	
						23741	OFFICE SUPPLY/HRD	409.44	
						23759	OFFICE SUPPLIES/FLT	154.97	
						23765	CREDIT NOTE	-154.97	
						23852	OFFICE SUPPLIES/PT	377.89	
						23853	OFFICE SUPPLIES/PT	76.57	
						23860	OFFICE SUPPLIES/PT	499.74	
31172	11/21/08	243.55	M057	PARHAM, WALLACE	0	23904	MED PYMT SUPP	243.55	
31173	11/21/08	38.37	M051	PENDRAGON, LINDA	0	23893	MED PYMT SUPP	38.37	
31174	11/21/08	485.53	001171	PENINSULA BUSINESS INTERIORS		23798	OFFICE SUPPLIES/FAC	485.53	
31175	11/21/08	26.65	M109	PEREZ, CHERYL		23894	MED PYMT SUPP	26.65	
31176	11/21/08	206.43	M064	PETERS, TERRIE	0	23905	MED PYMT SUPP	206.43	
31177	11/21/08	26.65	M070	PICARELLA, FRANCIS	0	23906	MED PYMT SUPP	26.65	
31178	11/21/08	460.00	481	PIED PIPER EXTERMINATORS, INC.		23592	OCT PEST CONTROL	48.50	
						23593	OCT PEST CONTROL	53.00	
						23594	OCT PEST CONTROL	48.50	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 11/01/08 THRU 11/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						23595	OCT PEST CONTROL	310.00	
31179	11/21/08	26.65	M117	POLANCO, ANDRES		23919	MED PYMT SUPP	26.65	
31180	11/21/08	243.55	M058	POTEETE, BEVERLY	0	23907	MED PYMT SUPP	243.55	
31181	11/21/08	84.63	882	PRINT SHOP SANTA CRUZ	7	23856	PRINTING/PT	84.63	
31182	11/21/08	1,175.83	107A	PROBUILD		23435	PARTS & SUPPLIES	5.84	
						23470	REPAIRS/MAINTENANCE	30.40	
						23471	REPAIRS/MAINTENANCE	4.18	
						23473	REPAIRS/MAINTENANCE	29.27	
						23474	REPAIRS/MAINTENANCE	131.70	
						23475	REPAIRS/MAINTENANCE	25.05	
						23524	REPAIRS/MAINTENANCE	19.81	
						23632	REPAIRS/MAINTENANCE	133.64	
						23634	REPAIRS/MAINTENANCE	220.36	
						23635	REPAIRS/MAINTENANCE	47.49	
						23646	REPAIRS/MAINTENANCE	174.88	
						23683	REPAIRS/MAINTENANCE	24.97	
						23684	REPAIRS/MAINTENANCE	11.23	
						23697	REPAIRS/MAINTENANCE	82.72	
						23698	REPAIRS/MAINTENANCE	234.29	
31183	11/21/08	142.82	061	REGISTER PAJARONIAN		23729	PUB NOTICE ADM 11/06	142.82	
31184	11/21/08	123.13	061A	REGISTER PAJARONIAN		23481	CLASS ADV/PURCH	123.13	
31185	11/21/08	246.60	M005	ROSS, EMERY	0	23900	MED PYMT SUPP	246.60	
31186	11/21/08	53.29	M085	ROSSI, DENISE	0	23895	MED PYMT SUPP	53.29	
31187	11/21/08	26.65	M030	ROWE, RUBY		23896	MED PYMT SUPP	26.65	
31188	11/21/08	17,478.81	966	S.C. FUELS	0	23653	10/31 DIESEL/FLT	17,478.81	
31189	11/21/08	1,135.73	018	SALINAS VALLEY FORD SALES		23526	REV VEH PARTS	846.15	
						23714	REV VEH PARTS	289.58	
31190	11/21/08	1,847.47	002713	SANTA CRUZ AUTO TECH, INC.		23672	OUT RPR # 2603	676.02	
						23817	OUT RPR # 201	347.03	
						23866	OUT RPR REV VEH	402.95	
						23867	OUT RPR # 308	421.47	
31191	11/21/08	130.96	135	SANTA CRUZ AUTO PARTS, INC.		23525	REV VEH PARTS	71.56	
						23636	PARTS & SUPPLIES	9.03	
						23760	PARTS & SUPPLIES	50.37	
31192	11/21/08	31.05	001944	SANTA CRUZ COUNTY LAW LIBRARY		23804	QUARTERLY MIN CHARGE	31.05	
31193	11/21/08	42.93	848	SANTA CRUZ ELECTRONICS, INC.		23437	PARTS & SUPPLIES	42.93	
31194	11/21/08	44.00	E514	SAUNDERS, MARK		23521	DMV FEES	44.00	
31195	11/21/08	327.59	788	SCMTD PETTY CASH - FINANCE		23838	9/4-11/14 PETTY CASH	327.59	
31196	11/21/08	31.74	276	SCOTTS VALLEY SPRINKLER		23523	REPAIRS/MAINTENANCE	31.74	
31197	11/21/08	246.00	957	SECURITY SHORING & STEEL PLT		23650	9/25-10/27 RENTAL	246.00	
31198	11/21/08	208.68	M010	SHORT, SLOAN	0	23908	MED PYMT SUPP	208.68	
31199	11/21/08	26.65	M112	SILVA, EDUARDO	0	23920	MED PYMT SUPP	26.65	
31200	11/21/08	100.00	B016	SKILLICORN, DALE	7	23877	NOV BOARD MTGS	100.00	
31201	11/21/08	94.06	E239	SLATER, ROBYN		23923	10/26-10/28 TRAVEL	94.06	
31202	11/21/08	53.29	M054	SLOAN, FRANCIS	0	23897	MED PYMT SUPP	53.29	
31203	11/21/08	1,027.41	115	SNAP-ON INDUSTRIAL		23717	SMALL TOOL	781.16	
						23844	SCANNER REPAIR/FLT	246.25	
31204	11/21/08	12,116.23	001075	SOQUEL III ASSOCIATES	7	23828	RENT/RESEARCH PARK	12,116.23	
31205	11/21/08	4,377.17	001232	SPECIALIZED AUTO AND		23511	OUT RPR 321	195.16	
						23512	OUT RPR # 2604	127.17	

5-1.11

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR ACCOUNTS PAYABLE

DATE: 11/01/08 THRU 11/30/08

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						23620	OUT RPR # 313	327.87	
						23621	OUT RPR # 209	220.43	
						23622	OUT RPR # 2701	205.69	
						23623	OUT RPR # 316	186.52	
						23671	OUT RPR # 207	563.35	
						23861	OUT RPR # 208	305.37	
						23862	OUT RPR # 305	203.47	
						23863	OUT RPR # 109	1,132.83	
						23864	OUT RPR # 309	593.31	
						23865	OUT RPR # 314	316.00	
31206	11/21/08	2,070.00	001156	ST. BERNARD SOFTWARE, INC.		23748	1/09-12/10 RENEWAL	2,070.00	
31207	11/21/08	2,222.00	080	STATE BOARD OF EQUALIZATION		23878	OCT USE TAX PREPAY	2,222.00	
31208	11/21/08	1,005.00	900	STATE OF CALIFORNIA-DEPT OF		23822	EPA MANIFEST FEE	900.00	
						23823	EPA MANIFEST FEE	52.50	
						23824	EPA MANIFEST FEE	30.00	
						23825	EPA MANIFEST FEE	22.50	
31209	11/21/08	613.26	104	STATE STEEL COMPANY	0	23713	PARTS & SUPPLIES	602.79	
						23753	PARTS & SUPPLIES	10.47	
31210	11/21/08	3,355.28	002805	TELEPATH CORPORATION		23643	OUT RPR EQUIP	188.40	
						23645	NOV MAINT/REPAIRS	2,707.41	
						23756	OUT RPR EQUIP	284.47	
						23786	OUT RPR EQUIP	175.00	
31211	11/21/08	26.65	M086	TOLINE, DONALD	0	23898	MED PYMT SUPP	26.65	
31212	11/21/08	400.00	001180	TOTAL COMPENSATION SYSTEMS		23751	RETIREE VALUATION	400.00	
31213	11/21/08	21.67	007	UNITED PARCEL SERVICE		23815	FRT OUT/FLT	21.67	
31214	11/21/08	9,693.50	002829	VALLEY POWER SYSTEMS, INC.		23652	REV VEH PARTS	524.10	
						23840	REBUILD TRANS/B-400	9,169.40	
31215	11/21/08	93.72	M076	VONWAL, YVETTE	0	23921	MED PYMT SUPP	93.72	
31216	11/21/08	4,314.71	001223	WATSONVILLE CADILLAC, BUICK,		23626	OUT RPR # 317	555.24	
						23627	OUT RPR # 313	1,430.07	
						23682	OUT RPR # 109	1,168.39	
						23851	OUT RPR REV VEH	1,161.01	
31217	11/21/08	284.75	436	WEST PAYMENT CENTER		23667	OCT ACCESS CHARGES	284.75	
31218	11/21/08	19.19	M115	WILLIAMS, CHRIS	0	23922	MED PYMT SUPP	19.19	
31219	11/21/08	104.72	186	WILSON, GEORGE H., INC.		23477	REPAIRS/MAINTENANCE	104.72	
31220	11/21/08	26.65	M088	YAGI, RANDY	0	23899	MED PYMT SUPP	26.65	
TOTAL		3,638,850.58		ACCOUNTS PAYABLE			TOTAL CHECKS 274	3,638,850.58	

5-1.12

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Agredano, Hector
Date of Incident: 10/27/08

Received: 11/07/08 Claim #: 08-0030
Occurrence Report No.: SC 10-08-22

In regard to the above-referenced Claim, this is to recommend that the Board of Directors take the following action:

- 1. Reject the claim entirely.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Allow the claim in full.
- 7. Allow the claim in part, in the amount of \$_____ and reject the balance.

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: _____

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of December 19, 2008.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

MG/lg
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
(Pursuant to Section 910 et Seq., Government Code)

Claim # 08-0020

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

ATTN: Secretary to the Board of Directors
370 Encinal Street, Suite 100
Santa Cruz, CA 95060

1. Claimant's Name: Hector Agredano

Claimant's Address/Post Office Box: [REDACTED]

Claimant's Phone Number: [REDACTED]

2. Address to which notices are to be sent: [REDACTED]

3. Occurrence: Bus 19 hit a deer coming down Bay Street and my bike was in the bike rack.
Date: 10/27/2008 Time: 8-9 pm Place: Bay St. before Escalona Dr.
Circumstances of occurrence or transaction giving rise to claim: As we were going down Bay St. Bus 19 hit a deer and my bike was in the front rack. The bike looked fine in the rack but when I started riding I noticed that it wasn't working. The rear wheel was bent and the crank out of place.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: My bike, a Diamond back mountain bike was damaged. The back tire is bent and the crank is out of place. The back tire's tube also needs replacement.

5. Name or names of public employees or employees causing injury, damage, or loss, if known: Supervisor Anna Eguerra took picture of the bike in the bus rack.

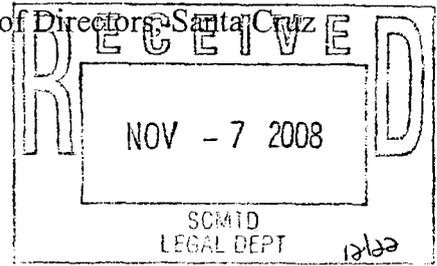
6. Amount claimed now \$ 154.00
Estimated amount of future loss, if known \$
TOTAL \$ 154.00

7. Basis of above computations: Bicycle shop Santa Cruz estimated cost of damage.

Hector Agredano
CLAIMANT'S SIGNATURE (or Company Representative or Parent of Minor Claimant)

11/06/08
DATE

Note: Claim must be presented to the Secretary to the Board of Directors, Santa Cruz Metropolitan Transit District



5-2.2

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Hodge, Kimberly
Date of Incident: 11/14/08

Received: 11/21/08 Claim #: 08-0032
Occurrence Report No.: SC 11-08-09

In regard to the above-referenced Claim, this is to recommend that the Board of Directors take the following action:

- 1. Reject the claim entirely.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Allow the claim in full.
- 7. Allow the claim in part, in the amount of \$ _____ and reject the balance.

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 11-24-08

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of December 19, 2008.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

MG/lg
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

(Pursuant to Section 910 et Seq., Government Code)

Claim # 08-0032

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

ATTN: Secretary to the Board of Directors
370 Encinal Street, Suite 100
Santa Cruz, CA 95060

1. Claimant's Name: Kimberly Hodge

Claimant's Address/Post Office Box: [Redacted]

Claimant's Phone Number: [Redacted]

2. Address to which notices are to be sent: [Redacted]

3. Occurrence: 4/14/2008 I boarded bus 809 (bus route # 35) when the fan that was on engaged my hair and yanked my head down
Date: Nov 20, 2008 Time: 5:00pm sist Place: Ocean street to the fan.

Circumstances of occurrence or transaction giving rise to claim: I have a very tender scalp and neck and upper back because my hair got caught in a fan on the bus # 35 8091 and as a result my eye is burning and tender my back is in pain and my neck is in pain. My hair wound into the fan pulling my head close to the fan.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: AS per physicians orthopedic findings; whiplash-like sprain-strain was sustained to neck/vertebral bodies, including occipital bones and C1/C2 top upper vertebra resulting in bilateral swelling of brainstem and cranial nerves. Also, lower cervical sprain-strain resulted in Darm paresthias and circulatory problems. KMA

5. Name or names of public employees or employees causing injury, damage, or loss, if known: badge # 536 was the man who was driving the bus The Santa Cruz metropolitan transit centers fan on their bus

Table with 2 columns: Amount claimed now, Estimated amount of future loss, if known, TOTAL. Values: \$ 7500.00, \$ 1000.00, \$ 8500.00

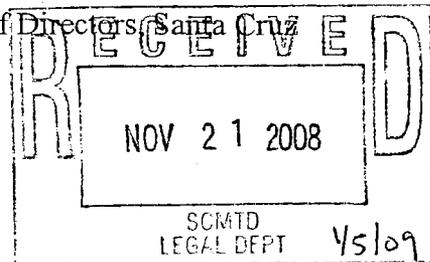
7. Basis of above computations: Based on care over course of year including 27 visits for chiropractic sports chiropractic cranial sacral therapy, deep tissue massage, flexion traction, neuromuscular re-education, physical therapeutic vaso percussion and supportive props. therapy.

Kimberly Hodge
CLAIMANT'S SIGNATURE (or Company Representative or Parent of Minor Claimant)

Nov 20, 2008
DATE

[Handwritten initials]

Note: Claim must be presented to the Secretary to the Board of Directors, Santa Cruz Metropolitan Transit District



5-2.4

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Sepulveda, Bertha
Date of Incident: 10/08/08

Received: 11/26/08 Claim #: 08-0033
Occurrence Report No.: SC 10-08-17

In regard to the above-referenced Claim, this is to recommend that the Board of Directors take the following action:

- 1. Reject the claim entirely.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Allow the claim in full.
- 7. Allow the claim in part, in the amount of \$ _____ and reject the balance.

By M - s - t Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 12/01/08

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of December 19, 2008.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

MG/ig
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

(Pursuant to Section 910 et Seq., Government Code)

Claim # 08-0033

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

ATTN: Secretary to the Board of Directors
370 Encinal Street, Suite 100
Santa Cruz, CA 95060

1. Claimant's Name: Bertha Sepulveda

Claimant's Address/Post Office Box: [REDACTED]

Claimant's Phone Number: [REDACTED]

2. Address to which notices are to be sent: [REDACTED]

3. Occurrence: 10-8-08

Date: 10-8-08 Time: 11:30 Place: BUS METROPOLITAN TRANSIT

Circumstances of occurrence or transaction giving rise to claim:

PERSONAL INJURY INSIDE TO THE BUS.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: TAIL HORN INJURY BY THE SEAT

ON THE AM BEST. BACKPAIN AND INJURY BY THE SEAT NUMBNESS BOTH LEGS THIS IS THE INCIDENT LOW BACKPAIN

5. Name or names of public employees or employees causing injury, damage, or loss, if known: _____

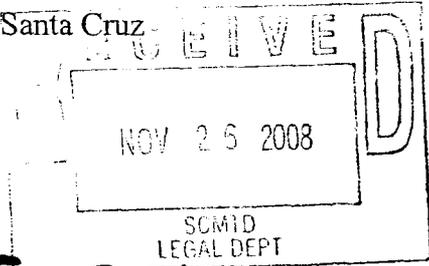
6.	Amount claimed now	\$	<u>5,000.00</u>
	Estimated amount of future loss, if known	\$	_____
	TOTAL	\$	<u>5,000.00</u>

7. Basis of above computations: _____

Bertha Sepulveda
CLAIMANT'S SIGNATURE (or Company
Representative or Parent of Minor Claimant)

11-24-08
DATE

Note: Claim must be presented to the Secretary to the Board of Directors, Santa Cruz Metropolitan Transit District



5-2.6



AGENDA

**DECEMBER 17, 2008 - 6:00 PM
PACIFIC STATION CONFERENCE ROOM
920 PACIFIC AVENUE, SANTA CRUZ, CALIFORNIA**

- 1. ROLL CALL**
- 2. AGENDA ADDITIONS/DELETIONS**
- 3. ORAL/WRITTEN COMMUNICATION**
- 4. CONSIDERATION OF MINUTES OF NOVEMBER 19, 2008**
- 5. RIDERSHIP REPORT FOR SEPTEMBER 2008**
- 6. PARACRUZ OPERATIONS STATUS REPORT FOR AUGUST 2008**
- 7. CONSIDERATION OF WHETHER METRO SHOULD ALLOW PARACRUZ ELIGIBLE RIDERS FREE FARES ON METRO'S FIXED ROUTE**
- 8. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT RELATED MEETINGS**
- 9. DISCUSS POSSIBILITY OF A WATSONVILLE MAC MEETING AND ALTERNATE MEETING LOCATIONS**
- 10. DISTRIBUTION OF MAC VOUCHERS**
- 11. COMMUNICATIONS TO METRO GENERAL MANAGER**
- 12. COMMUNICATIONS TO METRO BOARD OF DIRECTORS**
- 13. ITEMS FOR NEXT MEETING AGENDA**
- 14. ADJOURNMENT**

*NEXT MEETING: WEDNESDAY, JANUARY 21, 2009, AT 6:00 PM
PACIFIC STATION CONFERENCE ROOM*

5-3.1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes - METRO Advisory Committee (MAC)

October 15, 2008

The METRO Advisory Committee (MAC) met on Wednesday, October 15, 2008 in the Pacific Station Conference Room located at 920 Pacific Avenue in Santa Cruz, California.

Chair Naomi Gunther called the meeting to order at 6:04 p.m.

1. ROLL CALL:

MEMBERS PRESENT

Naomi Gunther, Chair
Heidi Curry
Dennis "Pop" Papadopulo
Stuart Rosenstein
Dave Williams
Robert Yount

MEMBERS ABSENT

Mara Murphy, Vice Chair

VISITORS PRESENT

None

STAFF PRESENT

Mary Ferrick, Fixed Route Superintendent
Margaret Gallagher, District Counsel
April Warnock, Paratransit Superintendent

2. AGENDA ADDITIONS/DELETIONS

None.

3. ORAL/WRITTEN COMMUNICATION

Written:

a. E & D TAC

Re: METRO's Discount Bus Pass Policy

Robert Yount stated that they could discuss this letter under item 7. Chair Naomi Gunther agreed.

b. SCCRTC

Re: Kurtis Lemke ParaCruz Complaint

Margaret Gallagher said the complaint was investigated and most of the allegations were misunderstandings. Information and education were provided to the rider. Everyone was happy and there haven't been any problems with the service that METRO provides.

Oral:

None.

5-3.2

4. CONSIDERATION OF MINUTES OF September 17, 2008

Robert Yount made the following correction on page 3: Ms. Ferrick said she will mention it to Mr. Bauer, but there is nothing eminent imminent at this time.¹

**ACTION: MOTION: DENNIS “POP” PAPADOPULO SECOND: STUART ROSENSTEIN
ACCEPT AND FILE MINUTES OF THE SEPTEMBER 17, 2008 MEETING AS
CORRECTED.**

Motion passed with Dave Williams and Robert Yount abstaining and Mara Murphy being absent.

5. RIDERSHIP REPORT FOR JUNE 2008

Robert Yount was very impressed with over all ridership increase.

Chair Naomi Gunther commented they won't get the current report for many more months and thinks the numbers will be higher. She would like to have the Ridership Report be timelier and current to what's happening. She also mentioned the university buses are fuller and she is experiencing many pass bys. Some of the drivers are doing a really great job of asking riders to move back to fill the bus, but she thinks that some drivers are not used to the necessity of filling the buses and don't make that announcement or it cannot be heard when there is a full bus. Ms. Gunther noted that if the drivers are relying on the announcement it's completely ineffective. Also, you have to give people time to move back and allow new people to board. More fine-tuning is needed especially now that METRO is seeing such impacted buses.

Mary Ferrick stated that METRO runs as much service as it can and has put extra trips on the night owl because of the tremendous demand for service.

Dennis Papadopulo suggested passing the courtesy announcement information on to Frank Bauer. He also said that the 71 is having the same problem, way too full and people are being passed by. Stuart Rosenstein agreed. He stated that he took the 17 on a Sunday at 8:00pm and it was completely packed. He asked if extra buses could be put on that route. Mary Ferrick said that it's a matter of staffing and availability. METRO did run extra buses on Friday, October 10th and increased the number of runs on the weekend on Highway 17 in September, but METRO hasn't been able to add additional service later in the night.

6. PARACRUZ OPERATIONS STATUS REPORT FOR JUNE 2008

Dave Williams commented ParaCruz just keeps improving and he doesn't see how they can do it. It is unbelievable. They're going to be perfect one of these days.

¹ This correction was made to the file copy of the September 17, 2008 minutes.

April Warnock attributes a lot of the ParaCruz success to their hard work and knowledge base. The stability that METRO has met for them in their jobs is really starting to show.

Dave Williams asked about the increase in ridership related to the dialysis issue. April Warnock answered that the transition to METRO peaked in May. June increased by 600 rides and about 450 of them are attributed to the dialysis.

Dave Williams asked about the fatigued rear axles. April Warnock responded that it is reflected in the ParaCruz driver cost per rides. They were all on the Venture mini vans. There were 16 of them at the time. They've all been replaced plus there are three in reserve in case any of the others fatigue too.

Robert Yount asked what the manufacturer says? April Warnock stated that Tom Stickel could probably answer that better than she could. Chevrolet was going to compensate METRO 9 axles due to a fleet defect because so many of them were defective at the same time. When the old ones were replaced, it was found that they had been modified. So they were not Chevrolet manufactured, but rather they were El Dorado. El Dorado claims they didn't modify the axles. METRO had to change the routing of the exhaust and has had to put heavier duty shock absorbers in the back of the vans with the new axles.

Dave Williams asked if someone modified the axle, which reduced the requirements of the load? April Warnock said that she really couldn't speak to that; it's not her expertise. METRO won't know until the new unmodified axles operate for 100,000 miles. If they show the same defect then that would indicate that the modification did not cause the problem, but if they don't then the modification could well have caused the fatigue of the axle.

Robert Yount suggested a company that traces the history of cars on line and asked if METRO could try that. April Warnock responded that she doesn't know how METRO's vehicles are registered and if they're in the same pool as consumer vehicles, but she will check.

Dave Williams would like more details and follow up on that information.

7. DISCUSSION OF DISCOUNTED BUS PASS PROGRAM POLICY CHANGES

Margaret Gallagher reported that she spoke to E & D TAC and they thought the policy was in good shape. They raised the following issues that will be highlighted in her staff report to the Board of Directors:

1. They wanted to know if it was legal for METRO to charge \$2.00 for the card and if so they were interested in METRO eliminating the \$2.00 cost. Ms. Gallagher replied that from her research at this point it is legal to charge \$2.00 for a card because the Discount Fare Policy predates the ADA.
2. They wanted the senior ride, which we have at 62 years of age be reduced to the age of 60. Ms. Gallagher stated that the Federal government only requires that METRO give a discount to people who are 65 years of age or older.

Chair Naomi Gunther asked how much would METRO lose if it didn't charge \$2.00? Margaret Gallagher said she would find out how many cards are issued in a year. Robert Yount noted the charge is reasonable and if you don't charge for it you're going to have more lost cards. Chair Naomi Gunther suggested you could raise the cost to replace a lost one.

Robert Yount asked if registration forms in item 1.02 were available at the Watsonville Transit Center. Margaret Gallagher noted the section regarding reduced fares for children was taken out of the *Headways* and she will check to make sure the registration forms are at the Watsonville Transit Center. Chair Naomi Gunther mentioned a previous discussion regarding an option of having it available online and that information should be included in the paragraph, too.

Margaret Gallagher asked for a motion to support the policy so she can tell the Board of Directors that MAC is in agreement with the current proposal with the changes that Robert Yount suggested with regard to the children's section.

**ACTION: MOTION: DENNIS "POP" PAPADOPULO SECOND: ROBERT YOUNT
ACCEPT THE DISCOUNTED BUSS PASS PROGRAM POLICY PROPOSAL**

Motion passed unanimously with Mara Murphy being absent.

In regards to item 3a Robert Yount noted that METRO loses money each time riders use ParaCruz and would probably save money by giving them free rides, but if they can do free rides maybe they don't need ParaCruz. Chair Naomi Gunther agreed it would depend on what routes they're taking and at what times of day. If the result was that they start to ride fixed route at a time when it is already saturated then that would have a different kind of impact.

Dave Williams guesses that there is a significant number that jump back and forth between ParaCruz and the bus depending on what and when they're doing it. Also, they are going to take up a little more room on the bus in most cases.

Margaret Gallagher stated she has not done any kind of analysis regarding these issues, but thinks it would be important to review it and said she could come back at a later time to review the item.

8. REPORT BY MAC REPRESENTATIVE TO OTHER TRANSIT RELATED MEETINGS

Robert Yount discussed three important and ongoing items from BSAC meeting:

1. BSAC has been working with several agencies to make Freedom Blvd. more safe before there is a fatality. After much effort the County Public Works put up some signs about children crossing the road.

2. Bus Stop at Soquel/Daubenbiss needed modifications before an accident occurred. Pictures were taken of its condition and a crew was out there within a few days and removed the bench. Now it is in the process of contracting out for engineering and building a bus stop there.
3. Turn around on Big Basin Way at China Grade. METRO had to buy a triangle of land and pave it over for a turn around for necessary improvements.

He read from a list of needed shelters and shared the news regarding a letter Mark Stone wrote to the owner of Felton Faire and carbon copied all the business associations in the Valley in regards to replacing a covered bus stop there.

9. DISCUSSION OF ADVERTISING MAC MEETING

Margaret Gallagher apologized to MAC members for the miscommunication between METRO staff in regards to next month's meeting. Staff did not understand until last month that MAC was planning on meeting in Watsonville. METRO staff checked the minutes and couldn't find an actual motion made to go to Watsonville. She spoke to the General Manager, whom asked that they put this item on next month's agenda with a full report and analysis of going to Watsonville City Council Chambers. She explained that the Watsonville City Council Chambers is not staffed in the evenings and METRO staff would need to arrange for one of the city's staff members to be present for opening and closing the building upon approval of METRO's request to hold a MAC meeting there.

Chair Naomi Gunther apologized for not going through the right process because the intention was not to surprise or impact the staff in any way only to increase attendance and attract new MAC members.

Stuart Rosenstein stated that he didn't know they had to do a motion to vote on having the meeting at another location. He thought all they needed to do was create a calendar. Margaret Gallagher stated there is usually a motion when you approve a calendar.

Stuart Rosenstein mentioned that if they come up with a calendar date for Watsonville that they add an agenda item for outreach to highlight it being there and include Spanish translation. Chair Naomi Gunther suggested part of the outreach specific to the Watsonville meeting would be what tasks will be required by a certain date and who is going to do those tasks to be ready to see if Watsonville is an option.

10. DISTRIBUTION OF MAC VOUCHERS

Mary Ferrick distributed METRO MAC vouchers to the MAC members at this time.

11. COMMUNICATIONS TO METRO GENERAL MANAGER

Stuart Rosenstein stated he takes the 69 between 5:30 and 6:00 pm and it's been consistently late by 10 minutes or more. When he mentions it to the driver their reply is it's

not their fault that there is traffic. His schedule is based on the scheduling published in the *Headways* if they're late then he's late. He would like the bus schedule to reflect traffic for future *Headways* because there is a consistency of tardiness.

Mary Ferrick asked if he wanted the *Headways* to say schedules may vary due to traffic congestion or the time point on the routes to be changed and relate to an increase in *Headways* because METRO can't meet the schedule that's posted. Stuart Rosenstein answered yes to both. He suggested that in the next *Headways* it say that during rush hour please adjust your schedule due to traffic beyond the control of the driver. He wants to thank the drivers for the good work that they're doing and recognizes that there are certain stress levels put on them that are beyond their control.

12. COMMUNICATIONS TO METRO BOARD OF DIRECTORS

None.

13. ITEMS FOR NEXT MEETING AGENDA

- Discuss Possibility of a Watsonville Meeting and Alternate Meeting Locations
- Consideration of Whether METRO Should Allow ParaCruz Eligible Riders Free Fares on METRO'S Fixed Route
- *Headways* Bus Schedules

ADJOURN

There being no further business, Chair Naomi Gunther thanked everyone for participating and adjourned the meeting at 7:24 p.m.

Respectfully submitted,



KAREN BLIGHT
Administrative Assistant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19th, 2008
TO: Board of Directors
FROM: April Warnock, Paratransit Superintendent
SUBJECT: METRO PARACRUZ OPERATIONS STATUS REPORT

I. RECOMMENDED ACTION

This report is for information only - no action requested

II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004.
- Operating Statistics and customer feedback information reported are for the month of September 2008.
- ParaCruz Performance Goals are reflected in the Comparative Statistics Table in order to better compare actual performance.
- A breakdown of pick-up times beyond the ready window is included.

III. DISCUSSION

METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.

METRO began direct operation of ADA paratransit service (METRO ParaCruz) beginning November 1, 2004. This service had been delivered under contract since 1992.

There has been discussion regarding ParaCruz on-time performance. It was noted that most statistical data continues to show improvement, the reported percentage of pick ups performed within the "ready window" has remained relatively consistent, hovering at roughly 90%. Staff was requested to provide a break down reflecting pick-ups beyond the "ready window".

5-4.1

The table below displays the percentage of pick-ups within the “ready window” and a breakdown in 5-minute increments for pick-ups beyond the “ready window”.

	September 2007	September 2008
Total pick ups	77462	8050
Percent in “ready window”	93.11%	93.51%
1 to 5 minutes late	2.67%	2.78%
6 to 10 minutes late	1.78%	1.93%
11 to 15 minutes late	1.09%	1.33%
16 to 20 minutes late	.38%	.72%
21 to 25 minutes late	.24%	.39%
26 to 30 minutes late	.23%	.37%
31 to 35 minutes late	.08%	.17%
36 to 40 minutes late	.05%	.07%
41 or more minutes late (excessively late/missed trips)	.03%	.05%
Total beyond “ready window”	6.89%	7.49%

During the month of September 2008, ParaCruz received two (2) Customer Service complaints and one (1) compliment. One (1) of the complaints were found to be “not verifiable”. One (1) complaint was valid, and related to a malfunction with the Eligibility Phone line, which resulted in a delay in scheduling an assessment appointment.

As a way to monitor performance for selected items, two new columns have been added to the Comparative Operating Statistics Table. They are titled, respectively, ‘Performance ‘ and ‘Performance Goals’. These new columns identify what the average is for the unpredictable factors, and performance goals that we have established for reported items where performance is a critical indicator to ParaCruz’ efficiency.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

- Attachment A:** Comparative Operating Statistics Table for September 2008.
- Attachment B:** Number of Rides Comparison Chart
- Attachment C:** Shared vs. Total Rides Chart
- Attachment D:** Mileage Comparison Chart
- Attachment E:** Year To Date Mileage Chart
- Attachment F:** Daily Drivers vs. Subcontractor Chart

5-4.2

Attachment A

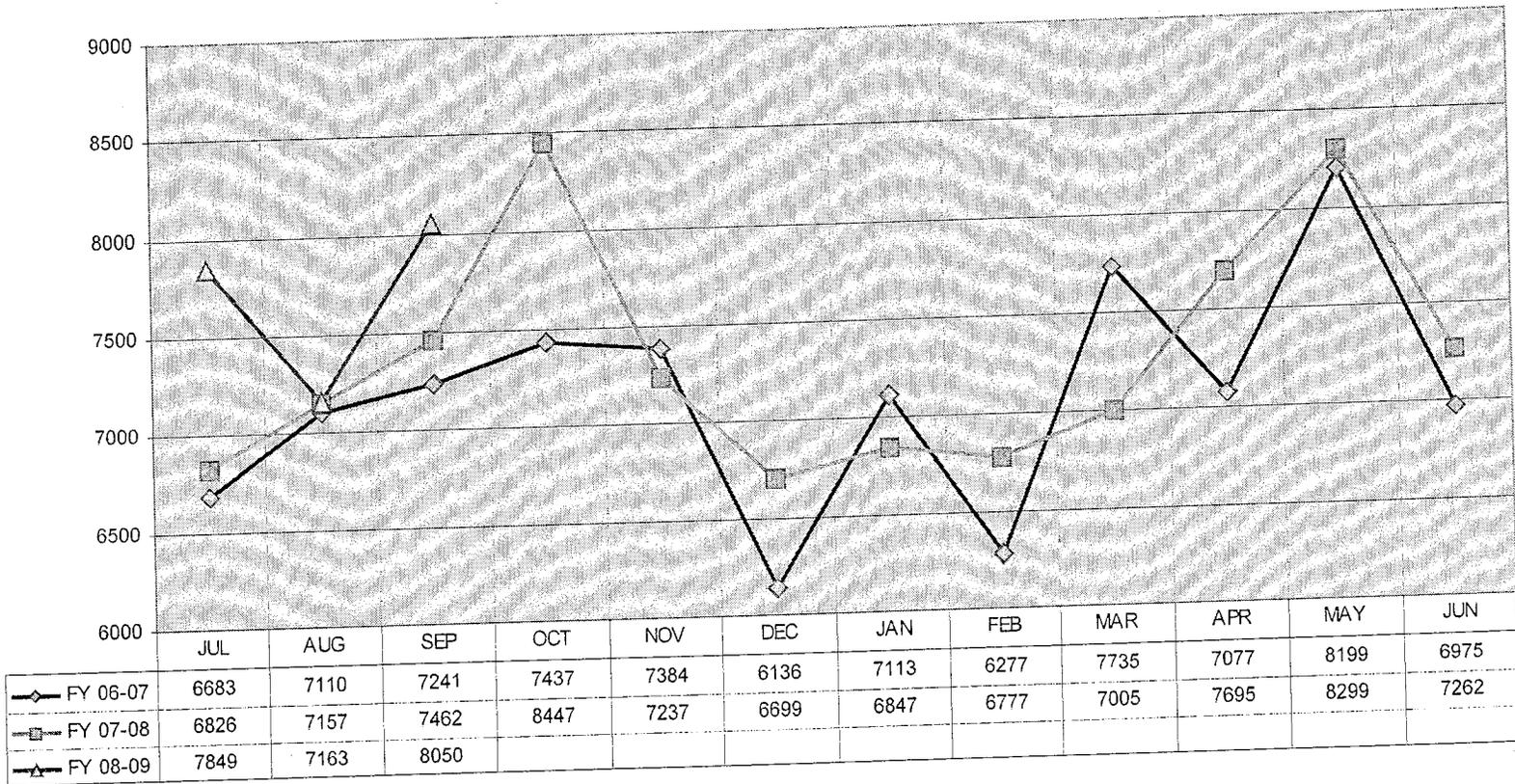
Board of Directors
Board Meeting December 19th, 2008

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through September.

	Sept 07	Sept 08	Fiscal 07-08	Fiscal 08-09	Performance Averages	Performance Goals
Requested	8012	8418	22634	24250	8050	
Performed	7462	8050	21445	23062	7444	
Cancel	15.06%	14.97%	15.10%	16.04%	17.32%	
No Shows	2.51%	3.15%	2.38%	3.32%	2.75%	Less than 3%
Total miles	48488	55823	141,386	155,832	48,889	
Av trip miles	5.20	5.35	5.18	5.17	5.01	
Within ready window	93.11%	93.51%	93.89%	92.88%	94.00%	92.00% or better
Excessively late/missed trips	2	4	11	13	2.67	Zero (0)
Call center volume	6180	6680	17993	14,074	6267	
Call average seconds to answer	29	37	29	34	29.42 seconds	Less than 2 minutes
Hold times less than 2 minutes	95%	96%	95%	96%	96%	Greater than 90%
Distinct riders	806	817	1,136	1,155	786	
Most frequent rider	56 rides	33 rides	137 rides	169 rides	56 rides	
Shared rides	64.9%	64.8%	63.4%	63.0%	68.2%	Greater than 60%
Passengers per rev hour	2.60	2.23	2.35	2.18	2.26	Greater than 1.6 passengers/hour
Rides by supplemental providers	25.54%	11.79%	23.10%	7.27%	10.44%	No more than 25%
Vendor cost per ride	\$23.08	\$24.87	\$23.02	\$22.51	\$22.31	
ParaCruz driver cost per ride (estimated)	\$25.01	\$23.49	\$24.81	\$23.78	\$24.69	
Rides < 10 miles	82.80%	70.05%	81.40%	70.45%	72.94%	
Rides > 10	17.20%	29.95%	18.60%	29.55%	27.06%	

5-4.a1

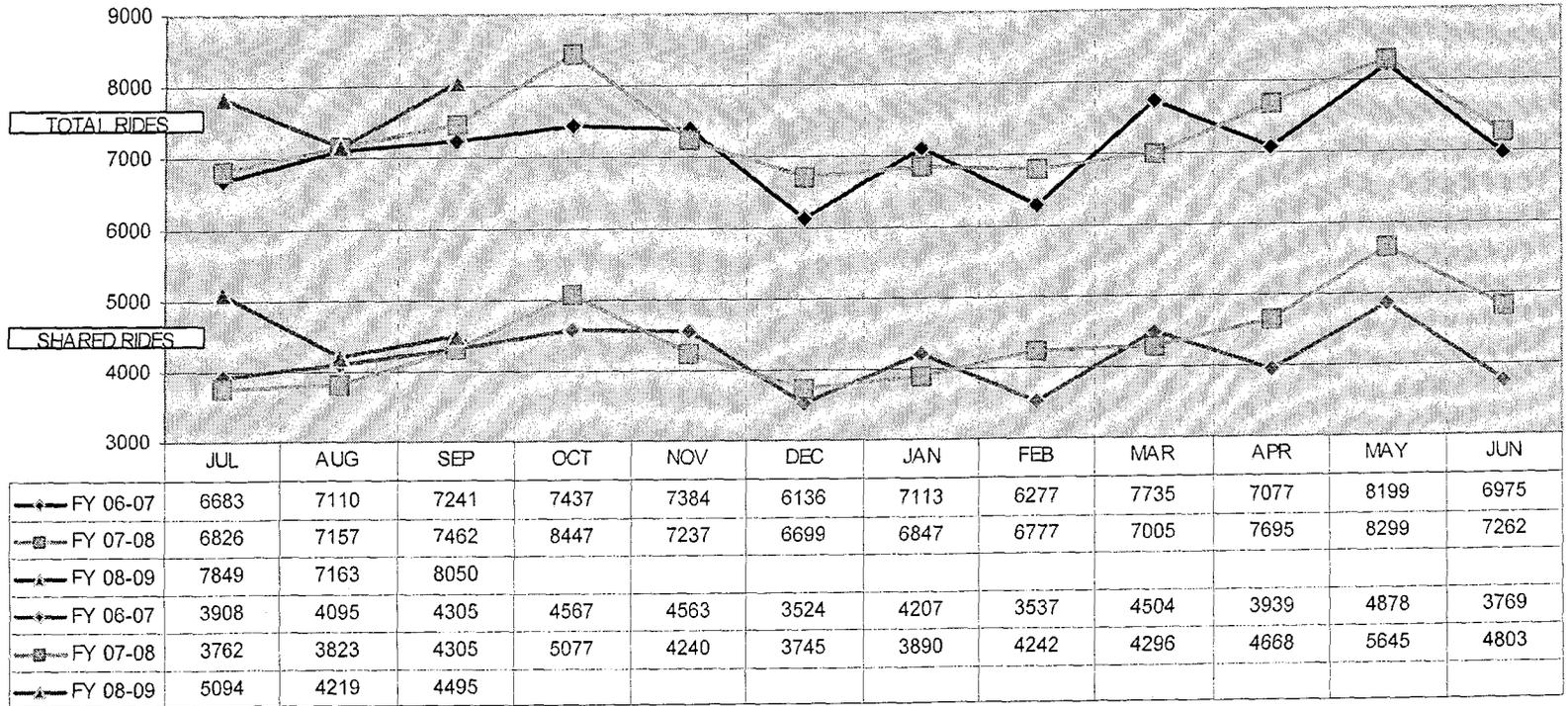
NUMBER OF RIDES COMPARISON CHART



5-4.61

Attachment B

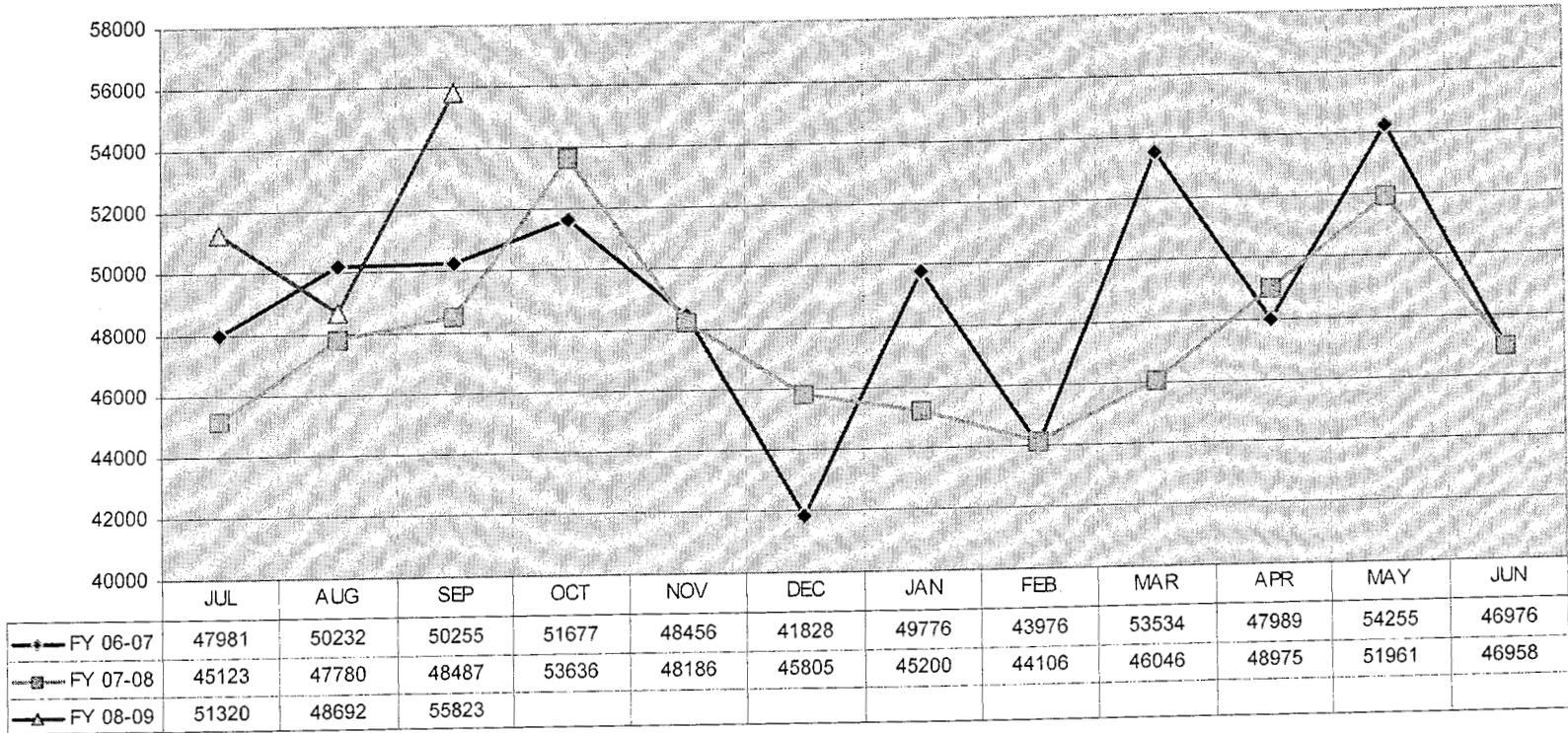
TOTAL vs. SHARED RIDES



5-4.c1

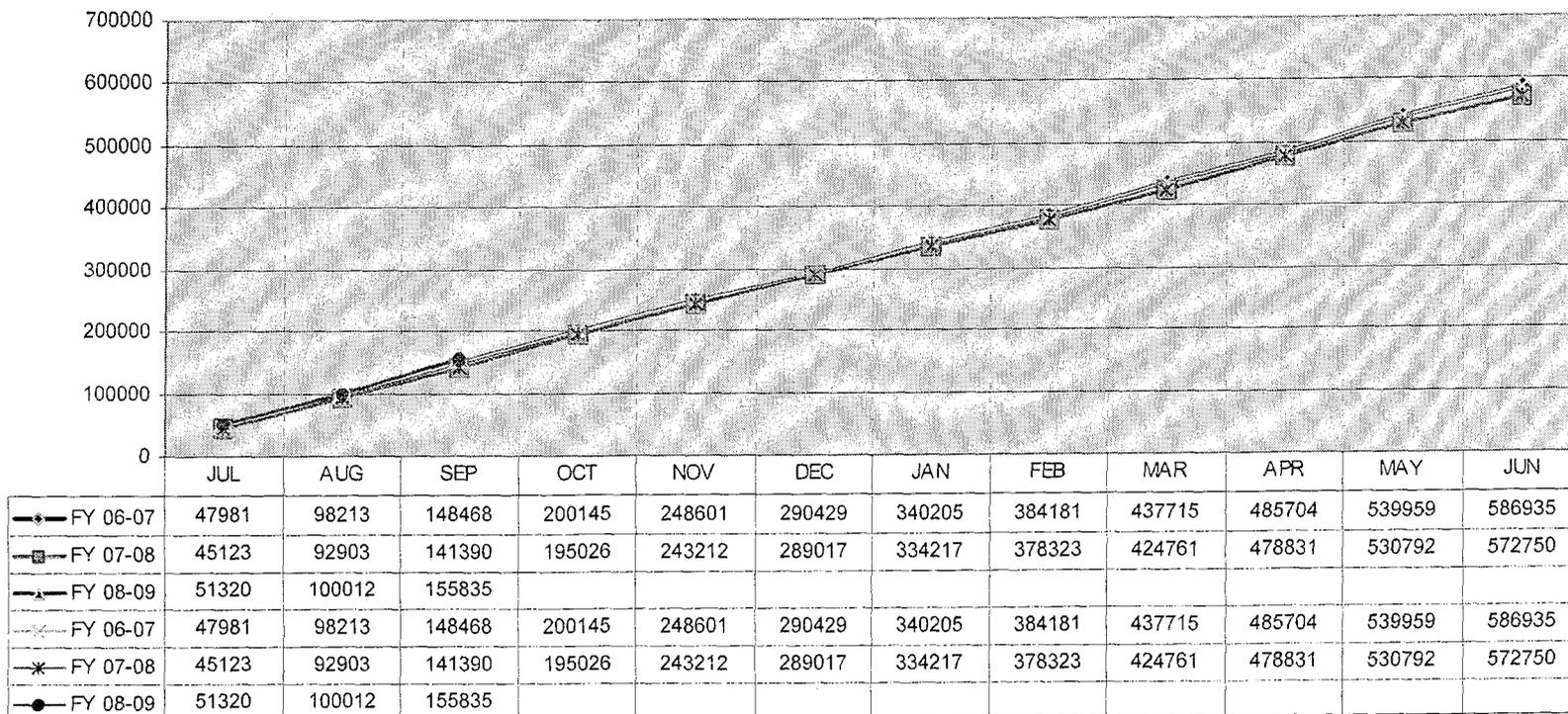
IP-4-5

MILEAGE COMPARISON



Attachment D

YEAR TO DATE MILEAGE COMPARISON

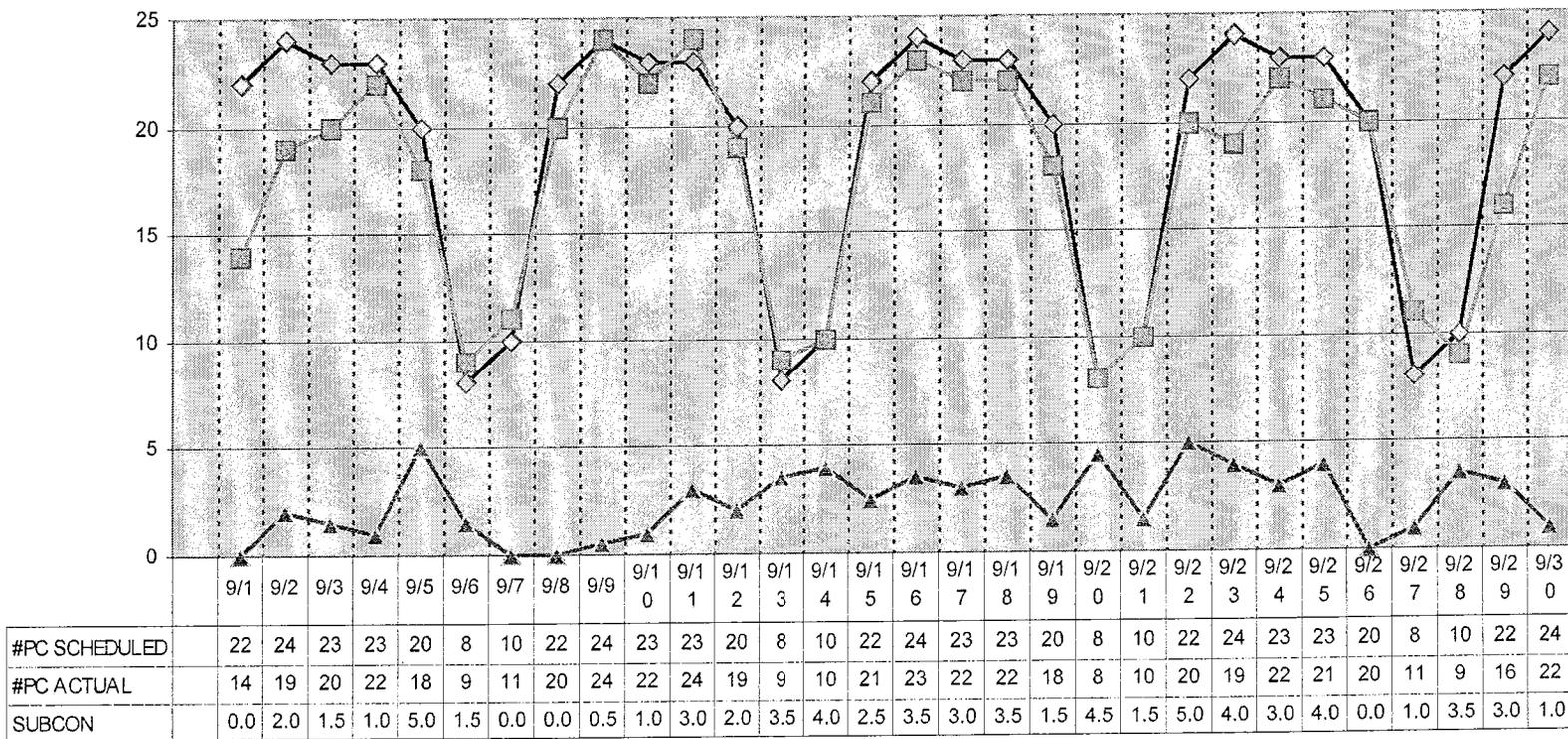


5-4.e1

Attachment E

5-4.41

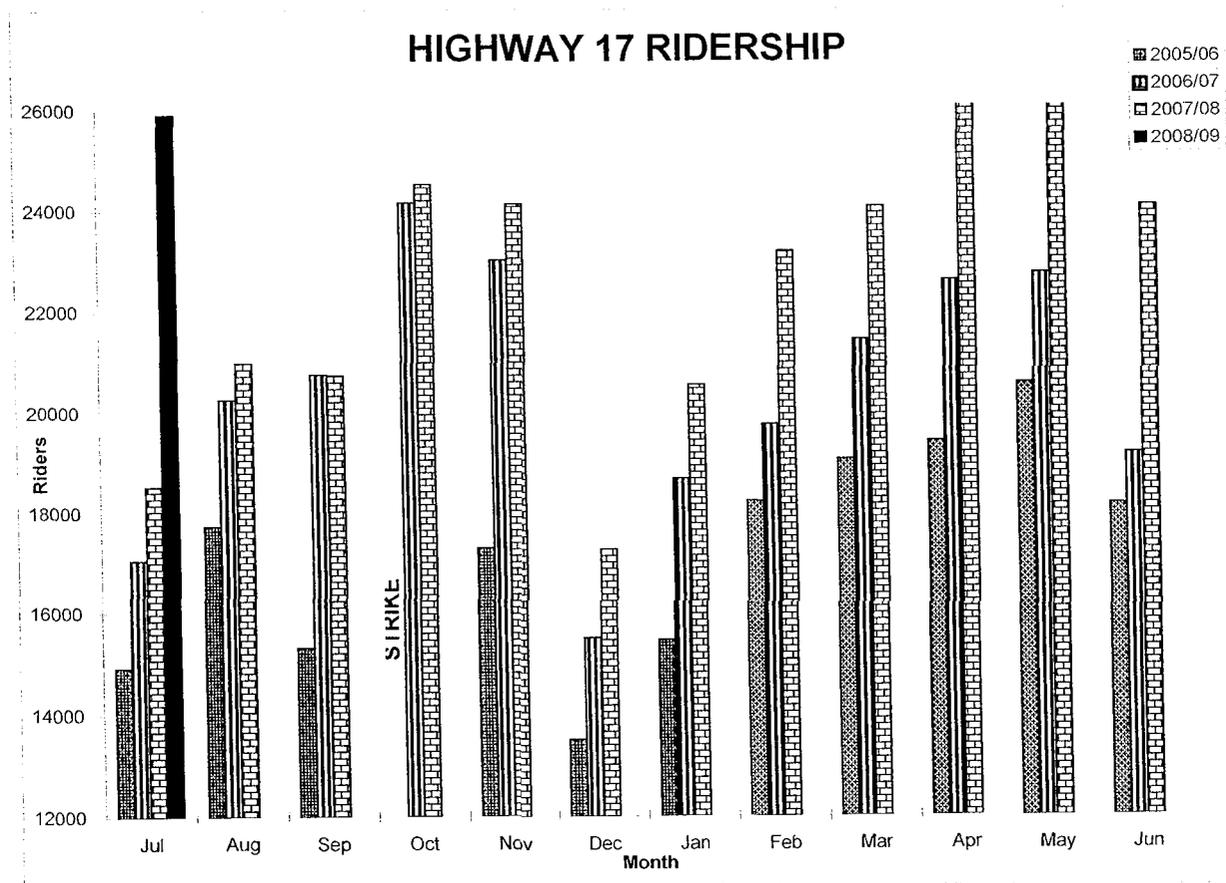
DAILY DRIVERS vs. SUBCONTRACTOR RIDES



Attachment E

HIGHWAY 17 - JULY 2008

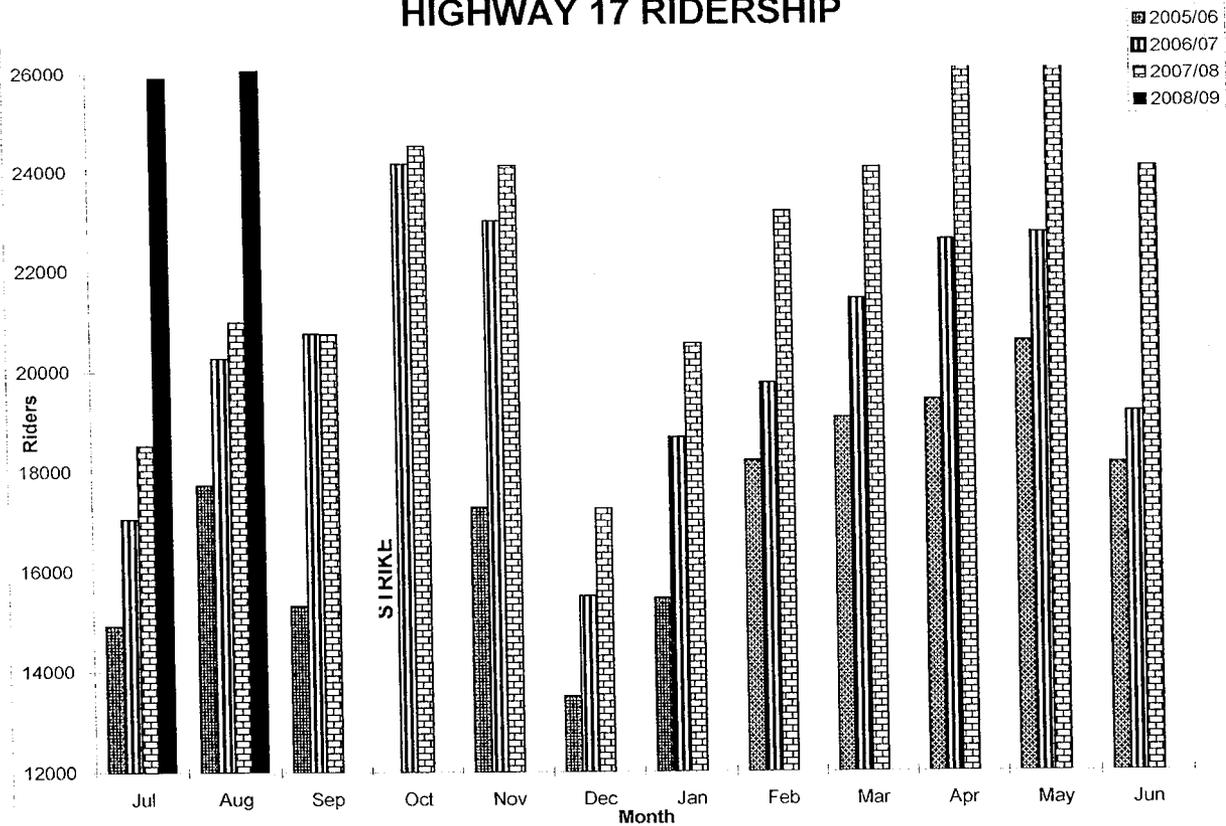
	JULY			YTD		
	This Year	Last Year	%	This Year	Last Year	%
FINANCIAL						
Cost	\$ 151,859	\$ 139,718	8.7%	\$ 151,859	\$ 139,718	8.7%
Farebox	\$ 80,687	\$ 60,568	33.2%	\$ 80,687	\$ 60,568	33.2%
Operating Deficit	\$ 61,144	\$ 68,305	(10.5%)	\$ 61,144	\$ 68,305	(10.5%)
Santa Clara Subsidy	\$ 30,572	\$ 34,153	(10.5%)	\$ 30,572	\$ 34,153	(10.5%)
METRO Subsidy	\$ 30,572	\$ 34,153	(10.5%)	\$ 30,572	\$ 34,153	(10.5%)
San Jose State Subsidy	\$ -	\$ -		\$ -	\$ -	
AMTRAK Subsidy	\$ 10,028	\$ 10,845	(7.5%)	\$ 10,028	\$ 10,845	(7.5%)
STATISTICS						
Passengers	25,909	18,526	39.9%	25,909	18,526	39.9%
Revenue Miles	42,343	41,271	2.6%	42,343	41,271	2.6%
Revenue Hours	1,588	1,548	2.6%	1,588	1,548	2.6%
Passengers/Day	836	598	39.9%	836	598	39.9%
Passengers/Weekday	984	715	37.5%	984	715	37.5%
Passengers/Weekend	475	350	35.5%	475	350	35.5%
PRODUCTIVITY						
Cost/Passenger	\$ 5.86	\$ 7.54	(22.3%)	\$ 5.86	\$ 7.54	(22.3%)
Revenue/Passenger	\$ 3.11	\$ 3.27	(4.7%)	\$ 3.11	\$ 3.27	(4.7%)
Subsidy/Passenger	\$ 2.36	\$ 3.69	(36.0%)	\$ 2.36	\$ 3.69	(36.0%)
Passengers/Mile	0.61	0.45	36.3%	0.61	0.45	36.3%
Passengers/Hour	16.32	11.97	36.3%	16.32	11.97	36.3%
Recovery Ratio	53.1%	43.3%	22.6%	53.1%	43.3%	22.6%



HIGHWAY 17 - AUGUST 2008

	AUGUST			YTD		
	This Year	Last Year	%	This Year	Last Year	%
FINANCIAL						
Cost	\$ 148,056	\$ 147,893	0.1%	\$ 299,915	\$ 287,611	4.3%
Farebox	\$ 83,779	\$ 64,613	29.7%	\$ 164,466	\$ 125,181	31.4%
Operating Deficit	\$ 63,215	\$ 73,615	(14.1%)	\$ 124,359	\$ 141,920	(12.4%)
Santa Clara Subsidy	\$ 31,608	\$ 36,807	(14.1%)	\$ 62,180	\$ 70,960	(12.4%)
METRO Subsidy	\$ 31,608	\$ 36,807	(14.1%)	\$ 62,180	\$ 70,960	(12.4%)
San Jose State Subsidy	\$ -	\$ 735	(100.0%)	\$ -	\$ 735	(100.0%)
AMTRAK Subsidy	\$ 1,062	\$ 8,930	(88.1%)	\$ 11,090	\$ 19,775	(43.9%)
STATISTICS						
Passengers	26,183	20,981	24.8%	52,092	39,507	31.9%
Revenue Miles	41,271	43,415	(4.9%)	83,614	84,686	(1.3%)
Revenue Hours	1,548	1,627	(4.9%)	3,136	3,175	(1.3%)
Passengers/Day	845	677	24.8%	840	637	31.9%
Passengers/Weekday	977	774	26.2%	981	746	31.4%
Passengers/Weekend	566	396	42.8%	523	371	41.0%
PRODUCTIVITY						
Cost/Passenger	\$ 5.65	\$ 7.05	(19.8%)	\$5.76	\$7.28	(20.9%)
Revenue/Passenger	\$ 3.20	\$ 3.08	3.9%	\$3.16	\$3.17	(0.4%)
Subsidy/Passenger	\$ 2.41	\$ 3.54	(31.9%)	\$2.39	\$3.61	(33.9%)
Passengers/Mile	0.63	0.48	31.3%	0.62	0.47	33.5%
Passengers/Hour	16.92	12.89	31.2%	16.61	12.44	33.5%
Recovery Ratio	56.6%	43.7%	29.5%	54.8%	43.5%	26.0%

HIGHWAY 17 RIDERSHIP



Santa Cruz METRO
October 2008 Ridership Report

ROUTE	Miles	Hours	Revenue	UC Student	UC Staff Faculty	Cabrillo	Full Fare	Tickets	Cash S/D Riders	S/D Day Pass	S/D Day Pass	Passes/Free Rides	Pacific Shores	Total Ridership	Passengers Per Mile	Passengers Per Hour	W/C	Bike
10	5,679.51	476.41	\$ 2,025.07	37,695	2,098	300	1,117	43	66	18	4	1,229	20	42,590	7.50	89.40	36	1,368
13	2,528.16	216.20	\$ 558.36	19,514	690	111	306	15	16	4	3	395	2	21,056	8.33	97.39	14	691
15	8,780.54	737.30	\$ 2,386.38	63,818	2,372	504	1,328	74	63	9	8	1,397	3	69,576	7.92	94.37	20	2,076
16	16,205.95	1,332.23	\$ 6,944.50	126,099	4,114	1,014	3,930	136	161	23	14	2,751	8	138,250	8.53	103.77	42	3,896
19	6,057.35	454.01	\$ 1,940.29	34,068	1,317	288	1,070	33	61	5	12	1,152	4	38,010	6.28	83.72	10	1,166
3	2,613.26	189.36	\$ 1,374.22	688	180	474	657	88	162	24	22	1,913	91	4,299	1.65	22.70	21	105
4	1,627.37	168.66	\$ 1,519.10	448	62	207	591	293	292	15	65	4,136	9	6,118	3.76	36.27	38	120
7	1,198.30	107.34	\$ 350.33	318	54	102	125	30	60	8	20	721	0	1,438	1.20	13.40	7	18
9	498.69	26.45	\$ 242.97	45	3	9	147	10	6	1	0	187	0	408	0.82	15.43	0	3
12A	302.77	21.85	\$ 62.50	1,662	39	2	37	2	3	0	0	15	0	1,760	5.81	80.55	0	60
20	6,408.33	427.09	\$ 2,304.83	28,097	1,004	470	1,206	83	132	30	9	1,767	159	32,957	5.14	77.17	12	1,018
27x	1,616.44	138.00	\$ 205.95	6,365	273	26	118	3	4	1	0	66	0	6,856	4.24	49.68	0	270
31	2,451.39	126.11	\$ 1,245.11	187	57	204	720	50	23	13	0	957	2	2,213	0.90	17.55	10	195
32	822.07	48.69	\$ 392.46	23	5	22	233	20	5	0	0	419	1	728	0.89	14.95	1	19
33	548.46	25.30	\$ 266.63	1	4	1	155	59	4	2	0	353	0	579	1.06	22.89	0	11
34	307.12	19.43	\$ 165.73	0	0	0	99	5	0	0	0	214	0	318	1.04	16.37	0	0
35	40,410.53	2,024.59	\$ 27,795.74	1,815	475	3,442	15,157	729	1,164	306	171	25,060	17	48,336	1.20	23.87	60	2,397
40	2,561.66	103.92	\$ 1,388.29	83	20	44	753	17	59	27	4	886	0	1,893	0.74	18.22	0	92
41	3,301.29	137.16	\$ 1,493.03	486	111	205	888	22	36	12	3	644	38	2,445	0.74	17.83	1	323
42	3,502.73	129.84	\$ 789.68	515	9	108	469	12	37	1	2	337	19	1,509	0.43	11.62	1	117
53	1,280.64	90.46	\$ 433.08	18	14	57	199	15	87	4	8	524	0	926	0.72	10.24	34	39
54	1,963.56	114.16	\$ 446.18	14	16	290	240	22	59	2	0	501	0	1,144	0.58	10.02	14	36
55	3,101.78	210.84	\$ 1,355.39	26	12	2,239	681	56	164	10	17	2,252	2	5,459	1.76	25.89	124	137
56	2,421.67	106.95	\$ 635.55	9	5	621	333	19	58	8	6	790	1	1,850	0.76	17.30	17	64
66	6,768.25	584.82	\$ 10,244.36	2,593	566	1,177	5,370	392	720	164	78	8,465	20	19,545	2.89	33.42	143	561
68	5,233.82	428.55	\$ 5,751.65	2,408	393	633	3,004	267	456	78	58	5,625	9	12,931	2.47	30.17	88	329
68N	1,914.25	137.42	\$ 1,399.32	697	124	209	824	22	83	0	0	1,039	0	2,998	1.57	21.82	19	177
69	3,802.54	344.06	\$ 5,910.73	1,735	492	686	3,171	241	414	49	40	5,096	31	11,955	3.14	34.75	74	425
69A	15,109.46	814.41	\$ 18,195.54	1,674	665	1,237	9,970	783	1,278	164	122	10,296	15	26,204	1.73	32.18	216	994
69N	1,908.89	153.32	\$ 1,321.32	601	83	478	801	21	52	0	0	996	4	3,036	1.59	19.80	23	155
69W	14,750.06	824.44	\$ 18,294.40	2,108	583	6,033	10,246	687	1,082	136	86	11,400	27	32,388	2.20	39.28	190	1,134
70	3,309.82	272.16	\$ 3,365.73	319	112	5,173	1,871	198	236	20	17	2,953	44	10,943	3.31	40.21	56	496
71	51,285.27	2,934.46	\$ 56,948.90	4,005	1,495	18,151	31,641	2,492	3,817	362	278	31,517	127	93,885	1.83	31.99	540	4,229
72	6,049.09	292.49	\$ 4,753.17	5	34	367	2,544	137	513	41	34	1,702	1	5,378	0.89	18.39	32	79
74	3,699.53	216.59	\$ 4,107.01	6	37	162	2,227	154	408	26	38	1,198	0	4,256	1.15	19.65	9	29
75	6,818.76	410.75	\$ 10,414.78	21	55	398	5,726	208	836	82	69	3,036	1	10,432	1.53	25.40	71	204
76	1,681.98	88.66	\$ 838.74	14	5	35	434	24	92	7	11	388	0	1,010	0.60	11.39	3	33
79	1,804.65	105.41	\$ 1,869.24	8	27	241	841	75	313	26	49	983	0	2,563	1.42	24.31	72	29
91x	6,372.65	274.09	\$ 3,063.63	208	156	1,635	1,590	230	175	74	27	2,353	6	6,454	1.01	23.55	5	382
UC Supp.	1,837.33	115.07	\$ 162.86	8,412	375	23	90	5	4	1	0	78	7	8,995	4.90	78.17	0	198
Night Owl	1,758.55	146.16	\$ 441.65	6,512	41	44	234	2	28	0	0	60	0	6,921	3.94	47.35	4	158
TOTAL	250,294.44	15,675.21	\$ 203,404.40	353,320	18,177	47,422	111,143	7,774	13,229	1,753	1,275	135,851	668	690,612	2.76	44.34	2,007	23,833
ROUTE	REVENUE	Day Pass	CalTrain	ECO Pass	Full Fare	Tickets	S/D Riders	17 Day Pass	Passes/Free Rides	RIDERSHIP	Passengers Per Mile	Passengers Per Hour	W/C	Bike				
17	16,270.35	708.15	\$64,970.99	51	74	217	12,787	1,274	1,614	132	15,397	31,546	1.94	44.55	60	1,701		

5-6.1

September Ridership	722,158
September Revenue	\$268,375

**Santa Cruz METRO
October 2007 Ridership Report**

ROUTE	Miles	Hours	Passes/ Free Rides	UC Student	UC Staff Faculty	Full Fare	Day Pass	Cash S/D Riders	S/D Day Pass	Cabrillo	Total Ridership	Passengers Per Mile	Passengers Per Hour	W/C	Bike
10	5,480.07	583.95	1,379	38,210	2,204	1,088	7	76	5	220	43,241	7.89	74.05	35	1,060
13	2,528.16	256.06	433	17,819	777	338	4	18	-	52	19,449	7.69	75.95	5	544
15	8,875.24	936.10	1,284	55,701	2,527	1,251	9	63	2	309	61,196	6.90	65.37	13	1,666
16	16,990.37	1,688.23	2,744	117,277	3,993	3,965	41	168	14	797	129,118	7.60	76.48	28	3,228
19	6,516.87	588.17	1,127	32,325	1,577	1,102	5	77	11	200	36,469	5.60	62.00	12	952
3	2,613.26	237.66	1,709	512	175	854	61	174	31	202	3,931	1.50	16.54	24	78
4	1,934.65	243.41	3,499	310	49	473	7	264	44	187	5,201	2.69	21.37	62	111
7	1,198.30	141.08	660	87	47	134	6	35	20	151	1,187	0.99	8.41	9	5
9	498.69	27.60	155	33	22	106	5	16	-	7	352	0.71	12.75	1	5
12A	316.57	32.59	14	1,257	222	30	1	1	1	12	1,539	4.86	47.22	-	55
20	8,245.66	642.84	1,355	26,537	1,284	1,189	37	119	3	382	31,134	3.78	48.43	11	731
27	1,616.44	177.91	33	6,277	265	89	2	2	-	27	6,701	4.15	37.67	1	208
31	2,451.39	151.41	1,146	244	97	830	12	64	2	176	2,618	1.07	17.29	7	102
32	822.07	53.68	328	70	14	242	2	6	-	25	709	0.86	13.21	-	20
33	573.39	26.84	302	7	-	149	-	6	-	4	494	0.86	18.41	-	1
34	321.08	20.31	384	2	-	167	-	-	1	1	559	1.74	27.52	-	-
35	40,507.25	2,261.73	24,189	1,684	645	15,151	315	1,322	171	2,745	46,907	1.16	20.74	88	1,962
40	2,832.98	116.33	1,060	51	6	990	41	63	8	38	2,273	0.80	19.54	1	99
41	3,301.29	166.76	724	271	99	805	5	35	1	176	2,160	0.65	12.95	2	195
42	3,595.73	141.03	448	143	35	406	3	87	6	83	1,239	0.34	8.79	2	128
53	1,280.64	126.50	517	19	20	307	8	96	9	38	1,042	0.81	8.24	71	21
54	1,963.56	149.50	392	20	21	222	7	46	6	166	889	0.45	5.95	-	36
55	3,101.78	283.68	1,701	64	46	725	15	148	26	1,804	4,556	1.47	16.06	102	146
56	2,421.67	143.75	532	4	12	224	13	41	8	539	1,389	0.57	9.66	17	63
66	6,795.35	721.99	7,766	2,116	404	6,218	163	667	63	1,017	18,802	2.77	26.04	211	554
68	5,128.55	533.47	5,218	1,802	312	3,308	103	276	36	541	11,782	2.30	22.09	87	302
68N	2,011.90	160.21	1,060	679	97	894	-	39	-	178	2,964	1.47	18.50	16	86
69	3,802.54	424.60	4,708	1,467	520	3,357	68	291	20	550	11,197	2.94	26.37	59	423
69A	15,109.46	936.88	10,034	1,621	630	10,713	174	1,288	143	966	26,334	1.74	28.11	221	839
69N	1,908.89	172.48	1,280	610	139	919	1	44	1	495	3,528	1.85	20.45	35	201
69W	14,750.06	994.18	10,854	1,808	638	11,002	156	972	92	5,078	31,230	2.12	31.41	229	1,069
70	3,309.82	295.16	2,647	290	152	1,635	20	212	21	3,779	8,961	2.71	30.36	38	282
71	51,268.38	3,429.04	26,995	3,169	1,424	31,031	333	3,474	209	13,842	82,813	1.62	24.15	441	3,387
72	6,052.31	397.90	1,762	8	33	2,275	28	304	35	254	4,857	0.80	12.21	36	106
74	3,726.09	239.59	947	7	49	1,771	15	240	16	95	3,240	0.87	13.52	19	14
75	6,805.74	503.25	2,855	36	60	4,364	75	720	65	522	8,864	1.30	17.61	65	149
76	1,682.94	122.66	305	-	10	416	8	62	5	11	850	0.51	6.93	2	22
79	1,804.65	200.86	948	3	33	693	29	204	47	220	2,278	1.26	11.34	70	43
88	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
91	6,142.80	309.12	2,356	220	145	2,099	44	98	20	1,212	6,449	1.05	20.86	18	349
UC Supplemental	1,496.08	108.08	45	7,158	251	87	-	10	-	25	7,586	5.07	70.19	1	140
Unknown	-	-	179	101	14	-	-	12	-	74	565	-	-	2,096	21,033
TOTAL	251,782.67	18,746.59	126,074	320,019	19,048	-	1,823	11,840	1,142	37,200	636,653	-	-	4,135	40,415

ROUTE	Monthly Pass	VTA/SC Day Pass	CalTrain	Full Fare	17 Day Pass	S/D Riders	ECO METRO Pass	RIDERSHIP	Passengers Per Mile	Passengers Per Hour	W/C	Bike		
17	46,435.57	1,720.01	69	57	9,319	142	1,566	6,877	183	24,510	0.53	14.25	50	1,496

Monte	2,829.00
Night Owl	7,240.00
TOTAL	10,069.00

October Ridership	671,232
October Revenue	\$ 250,531.60

5-6.2

BUS OPERATOR LIFT TEST *PULL-OUT*

	A	B	C	D	E	F	
VEHICLE CATEGORY	TOTAL BUSES	AVG # DEAD IN GARAGE	AVG # AVAIL. FOR SERVICE	AVG # IN SERVICE	AVG # SPARE BUSES	AVG # LIFTS OPERATING	% LIFTS WORKING ON PULL-OUT BUSES
FLYER/HIGHWAY 17 - 40'	7	1	6	2	4	2	100%
FLYER/LOW FLOOR - 40'	12	1	12	9	3	9	100%
FLYER/LOW FLOOR - 35'	18	3	15	10	5	10	100%
FLYER/HIGH FLOOR - 35'	13	3	10	5	5	5	100%
GILLIG/SAM TRANS - 40'	10	2	8	5	3	5	100%
DIESEL CONVERSION - 35'	15	5	10	10	0	10	100%
DIESEL CONVERSION - 40'	14	3	11	10	1	10	100%
ORION/HIGHWAY 17 - 40'	11	3	8	7	1	7	100%
GOSHEN	1	0	1	1		1	0%
TROLLEY	1	0	1	1	0	1	100%
CNG NEW FLYER - 40'	10	2	8	8	0	8	100%

5-6.3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF OCTOBER 2008

BUS #	DATE	DAY	REASON
9801LF	1-Oct	Wednesday	Ramp doesn't deploy.
2219CN	2-Oct	Thursday	Left side w/c yellow stop pad lettering is worn off.
?	3-Oct	Friday	Ramp? not activated.
9829LF	5-Oct	Sunday	Ramp sticks to floor.
8100F	6-Oct	Monday	Beeping continuous when trying to come out of kneel. Kneel sticks on bus has to be shut down to reset.
9838G	7-Oct	Tuesday	Bus stuck in kneel.
9834G	7-Oct	Tuesday	X-lift will not raise.
2307OR	8-Oct	Wednesday	Securement arm.
9829LF	8-Oct	Wednesday	Ramp won't deploy automatically. Sticks at corner nearest bolwer's(?) seat.
2307OR	9-Oct	Thursday	Securement arm.
2306OR	9-Oct	Thursday	Kneel light out (door lamp light)
9801LF	13-Oct	Monday	Ramp will not deploy.
9838G	14-Oct	Tuesday	Kneel will not raise up.
2208CG	18-Oct	Saturday	Curbside seat will not stay up in w.c. area. Can only take a w.c. on driver side. It's the seat facing forward.
8103F	20-Oct	Monday	Will not stay lowered.
2303OR	20-Oct	Monday	Couldn't get the securement bar to raise up.
2230CN	20-Oct	Monday	Wheel Chair Securement bar on floor is very sticky to pull out for adjustment. May need lubricant (WD40)
9835G	21-Oct	Tuesday	Does not work.
9838G	22-Oct	Wednesday	Must restart bus to get out of kneel.
2808LF	23-Oct	Thursday	Streetside facing seat in w/c area will not go up.
9840G	24-Oct	Friday	Kneel takes a very long time to come back up.
9801LF	27-Oct	Monday	Ramp does not automatically deploy.
9801LF	28-Oct	Tuesday	Ramp will not deploy w/switch.
2303OR	29-Oct	Wednesday	Not kneeling.
9838G	29-Oct	Wednesday	Kneel will not go up anymore.
2808LF	29-Oct	Wednesday	Streetside facing seat in w/c area will not fold up.
9825LF	29-Oct	Wednesday	W/C tie-down straps are filthy.
9838G	31-Oct	Friday	Kneel does not raise.
2229CN	31-Oct	Friday	Bus moves when door open & kneeling.

F New Flyer
 G Gillig
 C Champion
 LF Low Floor Flyer
 GM GMC
 CG CNG
 CN SR855 & SR854
 OR Orion/Hwy 17

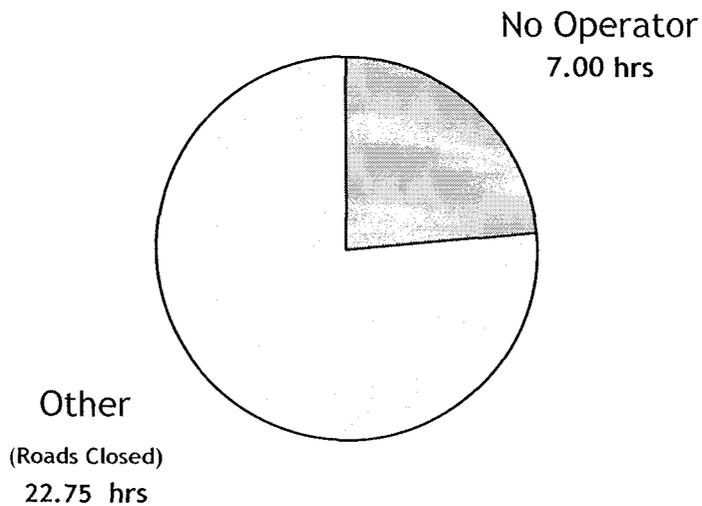
Note: Lift operating problems that cause delays of less than 30 minutes.

5-6.4

Dropped Service for FY 2009

	FY 2006/07		FY 2007/08		FY 2008/09	
	Dropped Hours	Dropped Miles	Dropped Hours	Dropped Miles	Dropped Hours	Dropped Miles
July	5.02	96.88	5.53	90.97	81.53	1482.81
August	15.02	276.46	4.93	110.45	1.13	23.95
September	11.30	160.72	9.00	191.05	11.50	194.51
October	37.52	540.19	9.52	122.24	29.75	555.98
November	37.55	477.48	3.32	45.89		
December	6.08	143.84	18.97	241.87		
January	12.24	188.23	49.20	453.86		
February	13.07	188.23	53.53	717.31		
March	7.13	133.30	22.50	315.63		
April	4.85	43.67	40.75	586.55		
May	16.00	241.42	16.40	246.82		
June	62.19	802.29	52.05	882.35		
TOTAL	227.96	3,292.71	285.70	4,004.99	123.92	2,257.25

Dropped Service Breakdown for October 2008



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: UNIVERSITY OF CALIFORNIA – SANTA CRUZ MONTHLY SERVICE
OCTOBER 2008 VERSUS OCTOBER 2007**

I. RECOMMENDED ACTION

This report is for information purposes only. No action is required

II. SUMMARY OF ISSUES

- UCSC Fall service began on September 22, 2008 and will end December 11, 2008
- There were twenty-three (23) school-term days in 2008 and in 2007
 - Revenue received from UCSC was \$449,579 versus \$373,240; an increase of 20.5%
 - System-wide UCSC ridership increased by 7.4%
 - Total student ridership increased by 8.1%
 - Total Faculty/Staff ridership decreased by 4.7%
 - Average Student ridership per school-term day increased by 6.7%
 - Average Faculty/Staff ridership per weekday decreased by 3.8%

III. DISCUSSION

UCSC Fall service began on September 22, 2008 and will end on December 11, 2008. For the month of October 2008, there were twenty-three (23) school-term days; the same as there were in October 2007.

UCSC Revenue increased a total of \$76,339; or 20.5%. UCSC ridership for all METRO routes was up 7.4%. This includes an 8.1% increase in student ridership and a 4.7% decrease in Faculty/ Staff ridership.

Please see attached graphs that will depict Total UCSC Student and Faculty/Staff ridership increasing by 6.7% and decreasing by 3.8% respectively.

5-7.1

IV. FINANCIAL CONSIDERATIONS.

Overall UCSC revenue is over budget by 15% YTD as of October 2008.

V. ATTACHMENTS

- Attachment A: Total UCSC Monthly Revenue**
- Attachment B: Total UCSC Ridership**
- Attachment C: Monthly UCSC Ridership**
- Attachment D: Total UCSC Student Ridership**
- Attachment E: Total UCSC Faculty/Staff Ridership**

Total UCSC Monthly Revenue

FY 08 UCSC Revenue									
Date	Regular Student Bill	Regular Staff Bill	Night Owl Bill	Supplemental Bill	27x	TOTAL	Last Year	% Change	\$ Change
Jul-07	\$ 33,024.00	\$ 15,920.00				\$ 48,944.00	\$ 46,696.41	4.8%	\$ 2,247.59
Aug-07	\$ 38,130.53	\$ 17,149.80				\$ 55,280.33	\$ 54,014.10	2.3%	\$ 1,266.23
Sep-07	\$ 101,639.55	\$ 16,690.11	\$ 2,433.63	\$ 4,176.42	\$ 1,501.57	\$ 126,441.28	\$ 170,754.64	-26.0%	\$ (44,313.36)
Oct-07	\$ 331,758.64	\$ 20,061.49	\$ 7,658.98	\$ 8,740.07	\$ 5,020.67	\$ 373,239.85	\$ 314,022.57	18.9%	\$ 59,217.28
Nov-07	\$ 247,552.14	\$ 16,527.66	\$ 6,321.47	\$ 3,205.48	\$ 5,018.58	\$ 278,625.33	\$ 253,496.74	9.9%	\$ 25,128.59
Dec-07	\$ 119,753.81	\$ 12,320.21	\$ 4,731.24	\$ 4,824.85	\$ 2,820.60	\$ 144,450.71	\$ 76,128.86	89.7%	\$ 68,321.85
Jan-08	\$ 256,740.31	\$ 17,162.30	\$ 10,939.02	\$ 2,683.50	\$ 3,671.21	\$ 291,196.34	\$ 277,066.89	5.1%	\$ 14,129.45
Feb-08	\$ 276,028.54	\$ 18,729.40	\$ 13,041.41	\$ 4,439.97	\$ 4,601.84	\$ 316,841.16	\$ 256,817.50	23.4%	\$ 60,023.66
Mar-08	\$ 209,758.69	\$ 17,772.03	\$ 8,550.08	\$ 7,601.47	\$ 4,626.41	\$ 248,308.68	\$ 210,515.59	18.0%	\$ 37,793.09
Apr-08	\$ 297,663.63	\$ 20,042.00	\$ 13,705.06	\$ 7,208.57	\$ 5,651.21	\$ 344,270.47	\$ 272,972.83	26.1%	\$ 71,297.64
May-08	\$ 275,379.83	\$ 19,473.42	\$ 12,965.34	\$ 9,079.77	\$ 6,163.16	\$ 323,061.52	\$ 294,166.80	9.8%	\$ 28,894.72
Jun-08	\$ 127,125.79	\$ 16,138.87	\$ 4,122.59	\$ 4,842.39	\$ 3,027.40	\$ 155,257.04	\$ 148,913.76	4.3%	\$ 6,343.28
FY 2008 Totals	\$ 2,314,555.46	\$ 207,987.30	\$ 84,468.82	\$ 56,802.49	\$ 42,102.65	\$ 2,705,916.71	\$ 2,375,566.69	13.9%	\$330,350.02
FY 09 UCSC Revenue									
Date	Regular Student Bill	Regular Staff Bill	Night Owl Bill	Supplemental Bill	27x	TOTAL	Last Year	% Change	\$ Change
Jul-08	\$ 40,787.95	\$ 14,367.08	-	\$ 9,719.80	-	\$ 64,874.83	\$ 48,944.00	32.5%	\$ 15,930.83
Aug-08	\$ 43,773.78	\$ 16,273.16	-	\$ 10,973.81	-	\$ 71,020.75	\$ 55,280.33	28.5%	\$ 15,740.42
Sep-08	\$ 151,871.29	\$ 18,162.59	\$ 3,763.96	\$ 2,563.82	\$ 2,007.46	\$ 178,369.12	\$ 126,441.28	41.1%	\$ 51,927.84
Oct-08	\$ 408,791.24	\$ 21,030.79	\$ 13,538.41	\$ 1,274.03	\$ 4,944.20	\$ 449,578.67	\$ 373,239.85	20.5%	\$ 76,338.82
Nov-08						\$ -			\$ -
Dec-08						\$ -			\$ -
Jan-09						\$ -			\$ -
Feb-09						\$ -			\$ -
Mar-09						\$ -			\$ -
Apr-09						\$ -			\$ -
May-09						\$ -			\$ -
Jun-09						\$ -			\$ -
	\$ 645,224.26	\$ 69,833.62	\$ 17,302.37	\$ 24,531.46	\$ 6,951.66	\$ 763,843.37	\$ 603,905.46	26.5%	\$159,937.91

5-7.21

Attachment A

Total UCSC Ridership

FY 08 UCSC Ridership														
Year	July	August	September	October	November	December	January	February	March	April	May	June	Total	
Student	32,666	37,753	93,856	326,808	244,940	110,576	237,057	254,874	193,683	274,851	254,275	117,383	2,178,722	
Staff	15,702	16,980	15,412	19,072	15,761	11,376	15,846	17,292	16,410	18,506	17,981	14,902	195,240	
Total	48,368	54,733	109,268	345,880	260,701	121,952	252,903	272,166	210,093	293,357	272,256	132,285	2,373,962	
Percentage Difference Between This Year and Last Year														
Student	3.2%	4.8%	-40.3%	11.2%	5.4%	80.8%	-5.9%	10.3%	4.1%	9.8%	3.9%	-0.3%	4.0%	
Staff	-12.1%	-20.1%	-15.9%	-1.1%	-5.2%	-2.9%	-7.9%	2.0%	-1.4%	7.9%	-3.6%	-0.8%	-5.5%	
Total	-2.3%	-4.4%	-37.7%	10.4%	4.7%	67.4%	-6.0%	9.8%	3.7%	9.7%	3.4%	-0.3%	3.2%	
FY 09 UCSC Ridership														
Year	July	August	September	October	November	December	January	February	March	April	May	June	Total	
Student	37,662	40,419	131,263	353,320									562,664	
Staff	13,266	15,026	15,698	18,177									62,167	
Total	50,928	55,445	146,961	371,497	0	624,831								
Percentage Difference Between This Year and Last Year														
Student	15.3%	7.1%	39.9%	8.1%									-74.2%	
Staff	-15.5%	-11.5%	1.9%	-4.7%									-68.2%	
Total	5.3%	1.3%	34.5%	7.4%									-73.7%	
					All UC Trips		2007-2008	2008-2009						
					Student	491,083	562,664	14.6%						
					Staff	67,166	62,167	-7.4%						
					TOTAL	558,249	624,831	11.9%						

5-7.61

Attachment B

Monthly UCSC Ridership

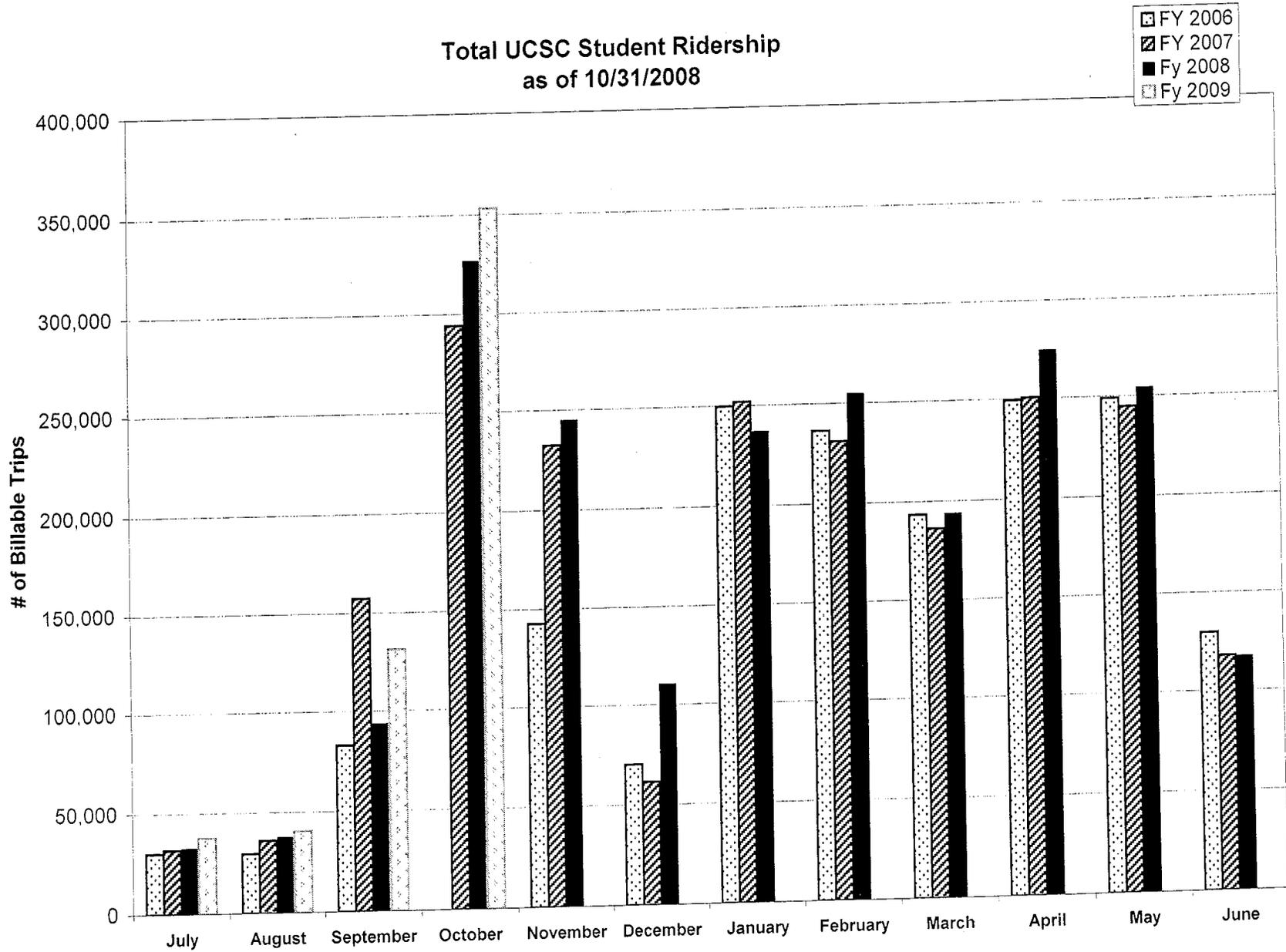
October 2008	Student Ridership			Faculty/ Staff Ridership			Average Student Ridership Per School Term Day			Average Faculty/Staff Ridership Per Weekday		
	FY 2008	FY 2007	%	FY 2008	FY 2007	%	FY 2008	FY 2007	%	FY 2008	FY 2007	%
Regular Service	332,031	306,333	8.4%	17,488	18,524	-5.6%	12,552.2	11,731.0	7.0%	704.3	739.3	-4.7%
Supplemental	8,412	7,158	17.5%	375	251	49.4%	365.7	311.2	17.5%	16.3	10.9	49.4%
Night Owl	6,512	7,040	-7.5%	41	32	28.1%	97.7	142.3	-31.3%	1.1	0.5	127.3%
27x	6,365	6,277	1.4%	273	265	3.0%	276.7	272.9	1.4%	11.9	11.5	3.0%
TOTAL	353,320	326,808	8.1%	18,177	19,072	-4.7%	13,292.4	12,457.4	6.7%	733.5	762.2	-3.8%

5-7.c1

Attachment C

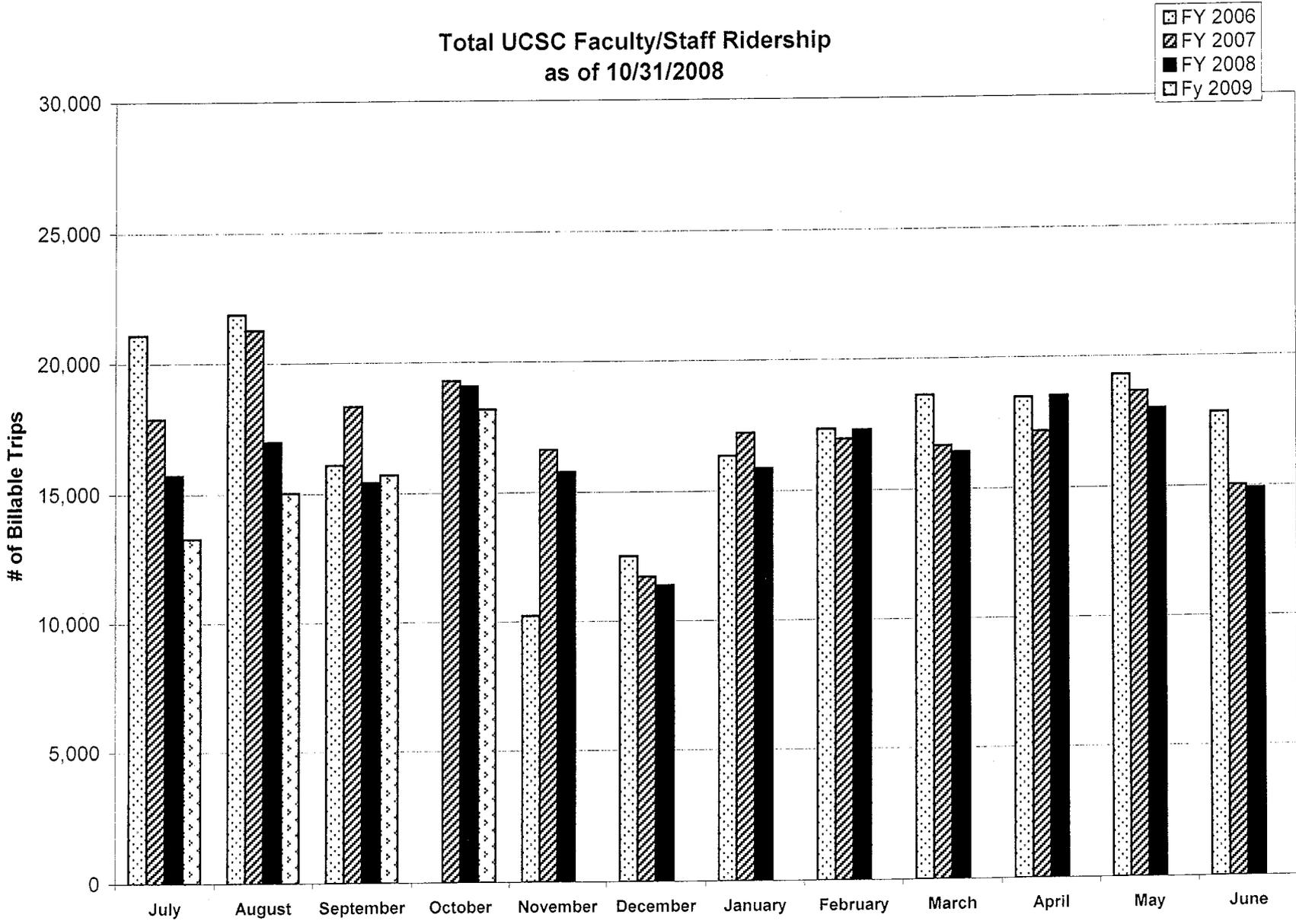
5-7.d1

Total UCSC Student Ridership as of 10/31/2008



Attachment D

**Total UCSC Faculty/Staff Ridership
as of 10/31/2008**



5-7.e1

Attachment E

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: December 19, 2008

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF OWNED AND LEASED PROPERTY INVENTORIES TO DETERMINE IF THERE IS ANY PROPERTY IN EXCESS OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S FORESEEABLE NEEDS

I. RECOMMENDED ACTION

Accept and File Santa Cruz METRO's Property Inventories of Leased and Owned Property for 2008, which includes a Determination that METRO does not own, Lease or Control any Property which is in excess of its Foreseeable Needs.

II. SUMMARY OF ISSUES

- Santa Cruz Metropolitan Transit District is required on an annual basis to prepare inventories of properties it holds, owns and controls to determine if any properties are in excess of its foreseeable needs.
- All properties leased by Santa Cruz METRO are currently being used in transit operation for bus maintenance, bus parking, administration and facilities maintenance activities.
- All properties leased, owned or controlled by Santa Cruz METRO are in transit uses and none of these properties are in excess of METRO's foreseeable needs.

III. DISCUSSION

Government Code Section 50569 requires that on or before December 31st of each year, Santa Cruz METRO, a local agency, make an inventory of all lands held, owned or controlled by it or any of its departments, agencies or authorities to determine what land, including air rights, if any, are in excess of its foreseeable needs. According to the statute, a description of each parcel found to be in excess of its needs should be made a matter of public record.

An inventory of all the properties owned by Santa Cruz Metro, prepared by the Finance Department is set forth in Attachment A. The only change since December 2007 has been the purchase of the 1211 River Street and 1217 River Street properties and it has been added to the inventory list.

An inventory of properties that Santa Cruz METRO leases from others is set forth in Attachment B. All of the leased property is currently being used for transit operation and related support

functions. The only changes since 2007 are incremental rent increases for certain leases requiring CPI adjustments.

According to the applicable statute, any citizen, limited dividend corporation, housing corporation or nonprofit corporation, shall upon request, be provided with a list of the parcels found to be in excess without charge. Because METRO uses all of its leased and owned property in transit or transit related purposes, no list of excess properties was prepared for adoption.

The Federal Transit Administration Circular 5010.1C requires METRO to prepare and keep up to date an excess property utilization plan for all property that is no longer needed to carry out the original intended purpose including an explanation for the excess property. METRO is also required to notify FTA when property is removed from the service originally intended at grant approval and put to additional or substitute uses. At this time, METRO has no excess property and, therefore, will not be preparing an excess property utilization plan.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: SCMTD Deeds

Attachment B: Properties Leased by Santa Cruz Metropolitan Transit District

SCMTD DEEDS

APN NO.	PARCEL LOCATION	DATE OF ACQUISITION BY SCMTD	ACQUIRED FROM	DESCRIPTION	STATUS OF USE
5-152-05	Santa Cruz, CA 912 Pacific Ave. Santa Cruz	07/16/80	Peerless Stages, Inc.	Pacific Station Multi-Modal Facility	Active transit center
5-152-31	Santa Cruz, CA 920 Pacific Avenue Santa Cruz	09/22/80	Reward Enterprises	Pacific Station Multi-Modal Facility	Active transit center
8-013-04	Santa Cruz, CA 120 Golf Club Dr. Santa Cruz	6/24/05	The Estate of Yvonne A. Humphrey. Brent J. Bouchard, executor.	MetroBase Project	Future Maintenance Shop Location
8-013-7 previously 8-013-5	Santa Cruz, CA 138 Golf Club Dr. Santa Cruz	05/19/71	Cecil E. Woodsy Minnie M. Woolsey	Minor Maintenance Shop Location MetroBase Project	Active Maintenance Facility being retrofitted for CNG repairs
8-013-7 previously 8-013-6	Santa Cruz, CA 138 Golf Club Dr. (previously 140 combined with 138) Santa Cruz	07/7/71	Sally Anne Smith	Minor Maintenance Shop Location MetroBase Project	Active Maintenance Facility being retrofitted for CNG repairs
8-032-06	Santa Cruz, CA 1200 River St. Santa Cruz	06/15/77	Warren R. French Mabel L. French	Operations Dept. Location MetroBase Project	Active Operations Dept.
Bus Stop #2551. No APN # listed	Santa Cruz, CA 17 th Ave./Tremont Santa Cruz	09/5/89	No. Calif. VOE Elderly Housing, Inc.	17 th & Tremont Bus Stop Donation Live Oak Location	Active bus stop with shelter
22-211-90	Scotts Valley, CA 425 King's Village Bart Cavallaro Transit Center	011/15/96	Church of Latter-Day Saints 13.87% ownership by Scotts Valley Redevelop. Agency	Bart Cavallaro Transit Center Park and Ride Lot Multi-Modal Facility	Active Transit Center

5-8.21

Attachment A

SCMTD DEEDS

APN NO.	PARCEL LOCATION	DATE OF ACQUISITION BY SCMTD	ACQUIRED FROM	DESCRIPTION	STATUS OF USE
017-011-54	Borders West Lake Ave. & Rodriguez St., Watsonville, CA -Watsonville Transit Center	05/9/86	Crocker National Bank	Watsonville Transit Center Multi-Modal Facility	Active transit center
017-011-57 and 017-011-58 (formerly 51 & 52)	Watsonville, CA Watsonville Transit Center	10/06/88	Allan Louis Alexander Ann Alexander Rando John M. Batistich Joan M. Batistich Janet F. Ryan	Transit-Oriented Mixed Use Facility which includes a Child Care Center	99-year lease with City of Watsonville for \$1.00 per year.
008-032-05	1122 River St.	06/25/05	The 2004 Jeannine M. Gibson, Family Trust, Jeannine Marie Gibson, Trustee	MetroBase Project	Future site of MetroBase Fueling Facility
086-102-14	Boulder Creek, CA 17835 China Grade Boulder Creek	04/7/05	Santa Cruz County/The Henry F. Plummer Trust, Henry F. Plummer, Trustee	Easement at China Grade & Hwy 236	Bus Turnaround
008-011-14	Santa Cruz, CA 110 Vernon Street Santa Cruz	08/01/07	Mindi Broughton and Paul Broughton, Broughton Land LLC, A California Limited Liability company	MetroBase Project	Current fleet administration offices; future general administration offices and facilities department
No APN # listed	Intersection of Soquel Ave., Soquel Dr. and Highway 1 Soquel	3/29/88	State of California, Dept. of Transportation	Director's Deed #DD-47160-1 for 1.312 acres and .037 of an acre for Soquel Park & Ride Lot	Active Park and Ride Lot

5-8-02

SCMTD DEEDS

APN NO.	PARCEL LOCATION	DATE OF ACQUISITION BY SCMTD	ACQUIRED FROM	DESCRIPTION	STATUS OF USE
008-013-08	Santa Cruz, CA 1211 River Street, Santa Cruz	1/31/08	Jan Van Boeschoten, as Trustee of the Jan Van Boeschoten Trust dated October 23, 2006	MetroBase Project	Currently an empty residential unit. This property will be used for vehicle parking during 2008. In the future, a building will be constructed for the MetroBase Project.
008-013-07	Santa Cruz, CA 1217 River Street, Santa Cruz	2/29/08	Richard Dennis Stewart	MetroBase Project	Currently three empty residential units with one remaining tenant. METRO will use part of the property for vehicle parking. In 2009, METRO's Project manager and Construction Manager will utilize the current buildings on the property as offices. Future site of MetroBase Project.

5-8.23

**PROPERTIES LEASED BY
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

PROPERTY ADDRESS/ LESSOR	TERM/ NOTICE/ BOARD ACTION	MONTHLY LEASE AMT.	USE OF PROPERTY
111 Dubois IULIANO 1977 TRUST	03/01/05- Beginning 02/29/10- Ending	\$12,036.59/mo \$144,439.08/yr	Major Maintenance Facility
115 Dubois IULIANO 1977 TRUST	02/01/05-Beginning 01/31/08-Ending	\$3,271.61/mo \$39,259.32/yr	Bus and vehicle parking
370 Encinal Street Edward and Barbara Hinshaw	01/15/99- Beginning 01/14/06- Ending 01/15/06- Ext. begins 01/15/08- 2 nd ext. begins 01/15/09 – 3 rd ext begins	\$28,000.00/mo \$336,000.00/yr \$29,000.00/mo \$30,000.00/mo \$360,000.00/yr	Administration Offices/ Facilities Maintenance
425 Front Street Greyhound Lines, Inc.	07/01/98- Beginning 06/30/03- Ending 07/01/03- Ext. begins 12/31/08- end of term	\$8,416.30 (FY 09) \$701.36/mo	Bus parking
2880 Research Park Drive, Soquel, CA Soquel III Associates	09/01/04-Beginning 08/31/09-Ending	\$12,116.23/mo \$145,394.76/yr	ParaCruz Operations Facility
1200 River Street (small portion) City of Santa Cruz	10/01/04- Beginning 09/30/44- Ending	\$1.00/Annually *100% of taxes and assessments	Future MetroBase facility

Grant of Easement and Agreement

Capitola Mall Macerich Partnership, LP	Perpetual	\$1,407.05/mo \$16,884.60	Active Transit Center
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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF RECEIPT OF INFORMATION FROM THE GENERAL MANAGER REGARDING HIS ATTENDANCE AT THE FALL MEETING OF THE CALIFORNIA TRANSIT ASSOCIATION NOVEMBER 4-7, 2008

I. RECOMMENDED ACTION

That the Board of Directors accept and file information from the General Manager regarding his attendance at the Fall Meeting of the California Transit Association November 12-14, 2007.

II. SUMMARY OF ISSUES

- The California Transit Association (CTA) held the 2008 Fall Meeting from November 4-7, 2008 in Monterey, California. I attended the CTA Fall Meeting representing Santa Cruz METRO. Additionally, Mark Dorfman, Debbie Kinslow, Mary Ferrick, and Shona Harper attended the CTA 2008 EXPO where vendors were presenting information regarding services and products.
- As a part of the CTA Fall Meeting I participated in a number of instructional sessions and committee meetings that were held.
- I attended and participated in sessions and committee meetings devoted to legislative issues, transit project funding and management issues.
- I also attended conference sessions addressing: land use and transportation planning issues relating to SB 375, issues relating to small system operations, and issues related to "green" technology and global warming, including the requirements of AB 32.
- Additionally I attended the meeting of the CTA Executive Committee where I am serving as a Member of the Executive Committee completing the first year of a two-year term that will conclude in November 2009.
- I also participated as a presenter on the opening General Session panel where federal and state transit funding issues were debated.

5-9.1

III. DISCUSSION

The California Transit Association (CTA) held the 2008 Fall Meeting from November 4-7, 2008 in Monterey, California. I attended the CTA Fall Meeting representing Santa Cruz METRO. Additionally, Mark Dorfman, Debbie Kinslow, Mary Ferrick, and Shona Harper attended the CTA 2008 EXPO where vendors were presenting information regarding services and products. As a part of the CTA Fall Meeting I participated in a number of instructional sessions and committee meetings that were held.

I attended and participated in sessions and committee meetings devoted to legislative issues, transit project funding and management issues. I also attended conference sessions addressing: land use and transportation planning issues relating to SB 375, issues relating to small system operations, and issues related to "green" technology and global warming, including the requirements of AB 32. I also participated as a presenter on the opening General Session panel where federal and state transit funding issues were debated.

Additionally I attended the meeting of the CTA Executive Committee where I am serving as a Member of the Executive Committee completing the first year of a two-year term that will conclude in November 2009.

Overall, I found the CTA Fall Meeting to be very well balanced and informative. The time devoted to both committee meetings and instructional sessions was very productive. A considerable amount of attention and discussion was devoted to the State of California budget and the transit funding problems that it has caused. The current lawsuit that the CTA has filed against the State of California received a lot of attention. Lastly, the vendor equipment exhibits provided valuable information and insight into products that are being developed to improve the quality of transit services that are being provided to the citizens of California.

IV. FINANCIAL CONSIDERATIONS

Funds for the General Manager and Staff Members to attend the Fall Meeting of the California Transit Association were provided for in the FY 2009 Operating Budget.

V. ATTACHMENTS

None

5-9.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF CONTRACT EXTENSION WITH CAROLYN C. CHANEY & ASSOCIATES FOR FEDERAL LEGISLATIVE REPRESENTATIVE SERVICES

I. RECOMMENDED ACTION

It is recommended that the Board of Directors authorize the General Manager to enter into a contract extension with Carolyn C. Chaney & Associates for Federal Legislative Representative Services in an amount not to exceed \$60,000 per year plus up to \$4,000 for expenses.

II. SUMMARY OF ISSUES

- METRO has had a contract with Carolyn C. Chaney & Associates for the past ten years.
- The current contract approved by the Board of Directors on January 27, 2006 for a term of one year with four options for renewal for one year each.
- Carolyn C. Chaney & Associates has effectively represented METRO in Washington D.C. and therefore, a contract extension is recommended.

III. DISCUSSION

METRO has utilized the services of a professional firm for legislative representation at the federal level for ten years. METRO has been successful in getting federal earmarks and having language beneficial to METRO included in legislation. The firm that has had the contract for the past ten years is Carolyn C. Chaney & Associates.

On January 27, 2006 the Board of Directors authorized the execution of a contract with Carolyn C. Chaney & Associates for a one-year period of time with four one-year extensions as an option. The selection of Carolyn C. Chaney & Associates was the result of a Request for Proposals (RFP) process, which was issued on November 9, 2005. Last year the Board of Directors approved a one-year contract extension with Carolyn C. Chaney & Associates, leaving two one-year extensions remaining on the contract.

Over the past year, the quality of service provided by Carolyn C. Chaney & Associates has been excellent and METRO has had effective representation with regard to major legislative issues. In the coming year, Federal Authorization and Federal Regulatory issues will require the

5-10.1

continuation of a firm located in Washington D.C. to represent METRO. Staff recommends that METRO exercise the option for a one-year contract extension with Carolyn C. Chaney & Associates for an amount not to exceed \$60,000 plus reimbursement of up to \$4,000 for expenses incurred as a part of the contract. Eligible expenses would include long distance telephone charges, photocopying, postage, courier, overnight mail and other types of expenses appropriate to representation of METRO . Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of METRO .

IV. FINANCIAL CONSIDERATIONS

Funds are included in the fiscal year 2008-09 budget necessary to support this contract.

V. ATTACHMENTS

Attachment A: Letter from Carolyn C. Chaney & Associates

Attachment B: Contract Amendment



CAROLYN C. CHANEY & ASSOCIATES, INC.
LOCAL GOVERNMENT CONSULTANTS

November 26, 2008

Mr. Leslie R. White
General Manager
Santa Cruz Metropolitan Transit District
370 Encinal Street, Suite 100
Santa Cruz, CA 95060

Dear Les:

Please consider this a formal request to extend for twelve months the contract between the Santa Cruz Metropolitan Transit District and Carolyn C. Chaney & Associates, Inc. for Federal Legislative Services. In addition, we do not propose any modifications to our current agreement.

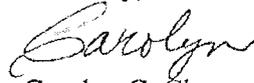
This next year should be extremely active in Washington as the new Administration comes together and is faced with the daunting job of shoring up the economy, creating and retaining jobs, and turning to an important component of both—infrastructure needs. As you know, transit has had substantial funding contained in all proposed stimulus bills. We are hopeful to be able to retain that in the next iteration of the package that the Obama Transition Team is putting together and plan to have passed in January or early February.

In addition, when Congress reconvenes in January, there is hope that the Congress will pass an Omnibus Appropriations bill for FY 2009 so that they can then turn to FY 2010. Thus, there is still a possibility of funding for Metro in this package.

And, of course, the transportation authorization lapses next year. With the increase in transit ridership due to gas prices, this could be a unique time to increase the role of transit. In addition, with the Trust Fund in jeopardy, we will continue to grapple with the overall question of how federal surface transportation projects will be funded. We know that with your considerable history and knowledge, you will continue to be an important part of that discussion.

As always, it has been a pleasure for Chris and I to serve you, your staff, and the METRO Board over the past year, and we look forward to a continued relationship. Please let us know at your convenience if you have any questions or comments about the contract.

Sincerely,


Carolyn C. Chaney
President

1212 NEW YORK AVENUE, NW • SUITE 250 • WASHINGTON, DC 20005-3953
TELEPHONE 202/842-4930 • FAX 202/842-5051
www.capitaledege.com

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
THIRD AMENDMENT TO CONTRACT NO. 05-11
FOR FEDERAL LEGISLATIVE REPRESENTATIVE SERVICES**

This Third Amendment to Contract No. 05-11 for federal legislative representative services is made effective February 1, 2009 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("District") and Carolyn C. Chaney and Associates ("Contractor").

I. RECITALS

- 1.1 District and Contractor entered into a Contract for federal legislative representative services ("Contract") on February 1, 2006.
- 1.2 The Contract allows for the extension upon mutual written consent.

Therefore, District and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 3.02 is amended to include the following language:

This contract shall continue through January 31, 2010. This Contract may be mutually extended by agreement of both parties.

III. REMAINING TERMS AND CONDITIONS

- 3.1 All other provisions of the Contract that are not affected by this amendment shall remain unchanged and in full force and effect.

IV. AUTHORITY

- 4.1 Each party has full power to enter into and perform this Third Amendment to the Contract and the person signing this Third Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Third Amendment to the Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

Signed on _____

DISTRICT - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR - CAROLYN C. CHANEY AND ASSOCIATES

By _____

Carolyn C. Chaney
President

APPROVED AS TO FORM:

Margaret R. Gallagher
District Counsel

5-10.6²

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: CONSIDERATION OF CONTRACT EXTENSION WITH SHAW/YODER, INC. FOR STATE LEGISLATIVE SERVICES.

I. RECOMMENDED ACTION

It is recommended that the Board of Directors authorize the General Manager to enter into a one-year contract extension with Shaw/Yoder, Inc. for State Legislative Services in an amount not to exceed \$30,000.

II. SUMMARY OF ISSUES

- METRO has a contract with Shaw/Yoder, Inc. for the State Legislative Services.
- The Board of Directors approved the current contract on December 16, 2005 for a term of one year with four options for renewal for one-year each.
- Shaw/Yoder, Inc. has effectively represented METRO in Sacramento over the course of the past year and therefore, a contract extension is recommended.

III. DISCUSSION

METRO has utilized the services of a professional firm for legislative representation at the state level for eight years. On December 16, 2005, the Board of Directors authorized the General Manager to execute a one-year contract with the option of four (4) one-year extensions with Shaw/Yoder, Inc. for professional legislative services.

The selection of Shaw/Yoder, Inc. was the result of a Request for Proposal (RFP) process that was issued on October 27, 2005 and sent to sixteen firms. An evaluation committee screened the top two firms and recommended the selection of Shaw/Yoder, Inc. to represent METRO.

Over the past year, Shaw/Yoder, Inc. has done an excellent job representing the interests of METRO at the state level. Shaw/Yoder, Inc. has been effective in maintaining open lines of communication with members of the Assembly and the Senate as well as the Office of the Governor. METRO staff recommends that METRO exercise the option for a one-year extension with Shaw/Yoder, Inc. for an amount not to exceed \$30,000. Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of METRO.

5-11.1

IV. FINANCIAL CONSIDERATIONS

Funds are included in the 2008-09 budget necessary to support this contract.

V. ATTACHMENTS

Attachment A: Letter from Shaw/Yoder, Inc.

Attachment B: Contract Amendment with Shaw/Yoder, Inc.



SHAW/YODER, inc.
LEGISLATIVE ADVOCACY
ASSOCIATION MANAGEMENT

December 1, 2008

Lloyd Longnecker
Purchasing Agent
Santa Cruz Metropolitan Transit District
110 Vernon Street, Suite B
Santa Cruz, CA 95060

Re: District Contract No. 05-08 for State Legislative Services

Dear Mr. Longnecker:

I received your correspondence of November 24th, offering a third amendment to the contract between METRO and my firm for State Legislative Services. On behalf of Shaw / Yoder, Inc., we would be pleased to enter into a third one-year extension of the original contract, for the period from January 1, 2009 to December 31, 2009. We are satisfied with all current terms and conditions, and propose no changes.

Thank you for this opportunity to continue our service to METRO.

Sincerely,

Joshua W. Shaw
Partner

Cc: Leslie R. White, General Manager, METRO
Paul J. Yoder, Partner, SYI
Joan Lancieri, Controller, SYI

Tel: 916.446.4656
Fax: 916.446.4318
1415 L Street, Suite 200
Sacramento, CA 95814

5-11.a1

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
THIRD AMENDMENT TO CONTRACT NO. 05-08
FOR STATE LEGISLATIVE SERVICES**

This Third Amendment to Contract No. 05-08 for State Legislative Services is made effective January 1, 2009 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("District") and Shaw/Yoder, Inc. ("Contractor").

I. RECITALS

- 1.1 District and Contractor entered into a Contract for State Legislative Services ("Contract") on January 1, 2006.
- 1.2 The Contract allows for the extension upon mutual written consent.

Therefore, District and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 4.01 is amended to include the following language:

This Contract shall continue through December 31, 2009. This Contract may be mutually extended by agreement of both parties.

III. REMAINING TERMS AND CONDITIONS

- 3.1 All other provisions of the Contract that are not affected by this amendment shall remain unchanged and in full force and effect.

IV. AUTHORITY

- 4.1 Each party has full power to enter into and perform this Third Amendment to the Contract and the person signing this Third Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Third Amendment to the Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

5-11.61

Signed on _____

DISTRICT
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR
SHAW/YODER, INC.

By _____
Joshua W. Shaw
Partner

Approved as to Form:

Margaret R. Gallagher
District Counsel

5-11. b²

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager
Ciro Aguirre, Operations Manager

**SUBJECT: CONSIDERATION OF CONTRACT RENEWAL FOR PRINTING OF
HEADWAYS WITH FRICKE-PARKS PRESS, INC.**

I. RECOMMENDED ACTION

That the Board of Directors authorize the General Manager to enter into a one-year contract extension with Fricke-Parks Press, Inc. for the printing of *Headways* for an amount not to exceed \$30,000.

II. SUMMARY OF ISSUES

- METRO has a contract with Fricke-Parks Press, Inc. for the printing of *Headways*.
- The current contract approved by the Board of Directors will expire on December 31, 2008.
- Fricke-Parks Press, Inc. has requested a 2 % cost of living increase for the new contract period.
- Fricke-Parks Press, Inc. has performed its duties very well under this contract and therefore, a contract extension with a 2% cost of living increase is recommended.

III. DISCUSSION

METRO has a contract with Fricke-Parks Press, Inc. for the printing of *Headways* that is due to expire on December 31, 2008. Over the past year, the quality of service provided by Fricke-Parks Press, Inc. has been excellent. Fricke-Parks Press, Inc. has reviewed the contract and has requested a 2 % cost of living increase. This requested increase is below the annual percentage change of the Consumer Price Index for the San Francisco, Oakland, San Jose Area which is allowed for under the contract terms and conditions.

Staff recommends that METRO exercise the option for a one-year contract extension with Fricke-Parks Press, Inc. for an amount not to exceed \$30,000. Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of METRO.

IV. FINANCIAL CONSIDERATIONS

Funds to support this contract are included in the Customer Service FY09 printing budget.

5-12.1

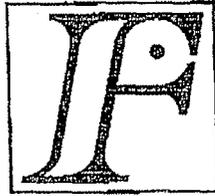
V. ATTACHMENTS

Attachment A: Letter from Fricke-Parks Press, Inc.

Attachment B: Contract Amendment

Prepared By: Lloyd Longnecker, Purchasing Agent

5-12.2



FRICKE-PARKS
P R E S S
WEB OFFSET • COMMERCIAL • BINDERY

December 1, 2008

Lloyd Longnecker
Purchasing Agent
Santa Cruz Metropolitan Transit District-Metro
370 Encinal Street, Suite 100
Santa Cruz, Ca. 95060

This letter is to inform you that it is the intend of FRICKE-PARKS PRESS Inc. to extend the current contract (08-12 PO # 2800700-C) with the Santa Cruz Metropolitan Transit District. This period will extend from January 1, 2009 through December 31, 2009.

We request the following Amendment be made. A cost of living increase to cover the Newsprint increases of 2%.

Thank you for the opportunity to continue to be your printer on your HEADWAYS Publication.

Sincerely,

Carlos Armenta
Sales Manager

Regards,

Dave Brown
President

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FIRST AMENDMENT TO CONTRACT NO. 08-12
FOR PRINTING OF HEADWAYS**

This First Amendment to Contract No. 08-12 for Printing of Headways is made effective January 1, 2009 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("District") and Fricke Parks Press, Inc. ("Contractor").

I. RECITALS

- 1.1 District and Contractor entered into a Contract for Printing of Headways ("Contract") on January 1, 2008.
- 1.2 The Contract allows for the extension upon mutual written consent.
- 1.3 Contractor has requested an increase in the rate of compensation as allowed in the contract.

Therefore, District and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 3.02 is amended to include the following language:

This Contract shall continue through December 31, 2009. This Contract may be mutually extended by agreement of both parties.

III. COMPENSATION

- 3.1 Article 5.01 is amended to include the following language:

Effective January 1, 2009, the rate of compensation shall be increased 2 %.

IV. REMAINING TERMS AND CONDITIONS

- 4.1 All other provisions of the Contract that are not affected by this amendment shall remain unchanged and in full force and effect.

V. AUTHORITY

Each party has full power to enter into and perform this First Amendment to the Contract and the person signing this First Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this First Amendment to the Contract, understands it, and agrees to be bound by it.

SIGNATURES ON NEXT PAGE

Signed on _____

DISTRICT - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR – FRICKE- PARKS PRESS, INC.

By _____
Robert C. Parks
Chairman

Approved as to Form:

Margaret R. Gallagher
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF CONTINUING SPONSORSHIP OF LEADERSHIP SANTA CRUZ COUNTY IN ORDER TO PROVIDE EDUCATION ON TRANSPORTATION ISSUES, SERVICES, AND FACILITIES AND TO PROVIDE THE OPPORTUNITY FOR METRO STAFF TO PARTICIPATE IN THE PROGRAM.

I. RECOMMENDED ACTION

That the Board of Directors approve METRO continuing to be a sponsor of the Leadership Santa Cruz County Program, providing information regarding public transit services and facilities to the class Members, and providing buses on April 3, 2009, May 29, 2009, and June 12, 2009 for tours of various facilities and activities.

II. SUMMARY OF ISSUES

- The Leadership Santa Cruz County program provides information regarding activities throughout the County for a class of approximately 50 individuals annually.
- In 2005 the Board of Directors approved METRO becoming a sponsor of the Leadership Santa Cruz County Program by providing information regarding services and facilities, and by providing a bus for one day to tour various facilities and view activities. The Board has continued the sponsorship of Leadership Santa Cruz County in 2006, 2007, and 2008.
- The Leadership Santa Cruz County staff has requested that METRO continue to be a sponsor of the program by providing information to members of the class and by providing a bus for a tour of various facilities on April 3, 2009, May 29, 2009, and June 12, 2009.
- Prior to 2005 METRO had not participated in providing information to the Leadership Santa Cruz County classes nor sponsored the program. In 2007/2008 a Member of the METRO staff took advantage of the Leadership Santa Cruz County by participating in the program and in 2008/2009 two additional METRO staff members are participating in the program. The program is provided to METRO staff members at no cost in exchange for the bus service that METRO has provided through its sponsorship.
- The cost of becoming a sponsor of Leadership Santa Cruz County would be the cost of providing the buses for the facilities tours on April 3, 2009, May 29, 2009, and

5-13.1

June 12, 2009. The estimated cost for providing the buses for the Leadership Santa Cruz County tours is \$2,000.

- Staff recommends that the Board of Directors approve the request from Leadership Santa Cruz County staff.

III. DISCUSSION

The Leadership Santa Cruz County Program provides information about, and orientation to, various programs and facilities annually for approximately 50 individuals from the community. Many of these individuals hold key leadership positions in the community.

In 2005 METRO received a request for program sponsorship from Gary W. Smith, Executive Director of Leadership Santa Cruz County. The requested sponsorship was in the form of providing a bus for a tour of facilities, and a presentation by METRO of information about the system, services, facilities and projects. The Board of Directors approved the sponsorship request and the event was very successful. METRO has continued to be a sponsor of the program in 2006, 2007, and 2008. Leadership Santa Cruz County has requested that METRO continue to be a sponsor of the program by providing support, including the bus on three different days, for programs this year. A copy of the request letter from the new Leadership Santa Cruz County Executive Director David Vincent is attached to this Staff Report. Participating in the Leadership Santa Cruz County program provides an opportunity to orient individuals regarding the benefits of a strong public transit system.

Prior to 2005 METRO had not participated in providing information to the Leadership Santa Cruz County classes nor sponsored the program. In 2007/2008 a Member of the METRO staff took advantage of the Leadership Santa Cruz County by participating in the program and has found it to be very beneficial. In 2008/2009 two METRO staff members are participating in the Leadership Santa Cruz County Program. Based on the experiences of participating staff members, METRO intends to send additional staff members to the program next year. The program is provided to METRO staff members at no cost in exchange for the bus service that METRO provides through its sponsorship

Staff recommends that the Board of Directors approve the request to continue sponsorship of Leadership Santa Cruz County, including the provision of buses for tours of facilities and activities on April 3, 2009, May 29, 2009 and June 12, 2009.

IV. FINANCIAL CONSIDERATIONS

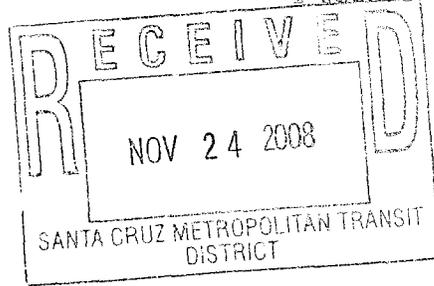
The cost of becoming a sponsor of the Leadership Santa Cruz County program through providing buses for facilities tours on April 3, 2009, May 29, 2009 and June 12, 2009 would be approximately \$2,000 plus presentation materials.

5-13.2

V. ATTACHMENTS

Attachment A: Letter from David Vincent, November 20, 2008.

5-13.3



November 20, 2008

Corporate Sponsors

- Apex Adventures
- Bay Federal Credit Union
- Big Creek Lumber Company
- Dominican Hospital
- Driscoll's
- Graniterock
- Santa Cruz Community Credit Union
- Santa Cruz - Sutter Medical Foundation
- Santa Cruz Seaside Company
- University of California, Santa Cruz
- Wells Fargo Bank
- Watsonville Hospital

Les White
 General Manager
 Santa Cruz Metropolitan Transit District
 370 Encinal Street, Suite 100
 Santa Cruz, CA 95060

Dear Mr. White:

On behalf of the Leadership Santa Cruz County Board, allow me to express our sincere gratitude for the support that the Santa Cruz Metropolitan Transit District has given LSCC over the years. LSCC simply could not be in a position to help existing and emerging leaders in our community without the help of organizations like yours. This year we are glad to have two of your employees, Mary Ferrick and April Warnock, participating in Class 24. Not only are they learning a great deal about their community, but they are contributing to the class in many significant ways.

The purpose of this letter is to request the help of the SCMTD for this year's class. In the coming months we will need to transport the class to various parts of the county as part of their learning experience. As you have seen in the past, it is extremely helpful when the class can travel as a group so that they can learn while in transit and also discuss matters amongst themselves. Specifically, it would be of tremendous help if SCMTD could supply the transportation needs for approximately 40 students on the following dates:

- The Pajaro Valley Day - April 3, 2009.
- The Agriculture & Food Processing Day - May 29, 2009.
- The Environment & Industry Day - June 12, 2009

Thank you for your consideration of this request. LSCC is proud to have you as a partner.

Sincerely,

David Vincent, Executive Director
 Leadership Santa Cruz County

Leadership Santa Cruz County www.leadershipscc.org

Executive Director: Dave Vincent - 210 View Court, Aptos, CA 95003
 Phone & Fax: (831)662-3881 E-Mail: leadershipscc@cruzio.com

5-13.a1

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: December 19, 2008
TO: Board of Directors
FROM: Margaret Gallagher, District Counsel
SUBJECT: REVIEW AND UPDATE OF METRO STAFF'S IMPLEMENTATION OF BOARD ADOPTED ADA/504 TRANSITION PLAN

I. RECOMMENDED ACTION

Accept and file report. Continue matter to July 2009 for further review.

II. SUMMARY OF ISSUES

- In December 2002, the Santa Cruz Metropolitan Transit District (METRO) modified its ADA Complaint Procedure to include a requirement that the General Manager or his/her designee evaluate METRO's programs, activities and services and the effects thereof to determine whether all the requirements of the ADA and the 504 statutes and regulations are met.
- In June 2005, the METRO Board of Directors authorized the award of a contract to Pat Piras Consulting to provide an ADA/504 Review of METRO's programs, activities and services. Pat Piras Consulting completed its evaluation in February 2008, (Attachment A).
- The Board of Directors reviewed the Piras report, together with METRO's responses to the recommended actions in the final report at its June 27, 2008 meeting, which included a proposed Transition Plan to implement the recommended changes.
- At that time, METRO staff proposed to review the Transition Plan in December 2008 to update the Board of Directors with the status of implementing the Plan.
- Attachment B is a summary that includes four columns: 1) Recommended actions in the Piras Report; 2) METRO's responses to the recommendations; 3) The Transition Plan adopted by the Board at its June 27, 2008 meeting; and 4) Status of the Transition Plan.

III. DISCUSSION

On December 13, 2002, METRO's Board of Directors modified the METRO's ADA/504 complaint procedures to include an evaluation of METRO's programs, activities and services to determine whether they are accessible to individuals with disabilities and met the requirements of the ADA/504 laws and regulations. This policy change was designed to ensure that METRO investigate and complete an evaluation of its current services, programs and activities.

On June 24, 2005, Santa Cruz METRO's Board of Directors awarded the contract for this project to Pat Piras Consulting. Pat Piras Consulting Final Report dated February 2008 (Attachment A) prepared for Santa Cruz Metropolitan Transit District was reviewed by the Board of Directors at its June 27, 2008 regular board meeting together with METRO's staff responses to the recommended actions, in addition to a proposed Transition Plan to implement certain recommended changes. At that time, METRO staff proposed a review of the Transition Plan in December 2008 to provide an update to the Board of Directors of the progress made toward implementing the Plan.

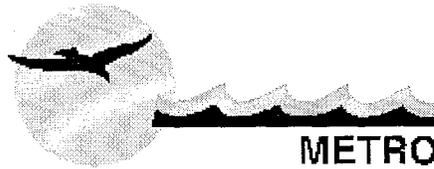
Attachment B is a summary that includes four columns: 1) Recommended actions in the Piras Report; 2) METRO's responses to the recommendations; 3) The Transition Plan adopted by the Board at its June 27, 2008 meeting; and 4) Status of the Transition Plan.

IV. FINANCIAL CONSIDERATIONS

Unknown

V. ATTACHMENTS

Attachment A: METRO's Summary of the ADA/504 Review report's recommended actions; METRO's responses to the recommendations; the Transition Plan as adopted; and Status of METRO's implementation of the Plan



METRO

Recommendations	Responses	Transition Plan	December 2008 Review
A. Public Facilities			
1. Update signage at entrances, except for Encinal facility.	METRO will implement the following: 1. At any inaccessible entrance a decal will direct user to accessible entrance; and 2. International symbol for accessibility will identify each accessible entrance.	Tasks Completed 1. Done-inaccessible entryways, direct users to accessible entrances; and 2. Done-all accessible entrances are identified with accessible decals.	Tasks completed
B. MetroCenter (Pacific Station), opened 1984			
1. Update signage re: Service animals	METRO staff will update signage re service animals.	METRO staff is investigating service animal signage. Anticipate installation at all METRO facilities by June 2008.	Service Animal signage has been installed in all METRO Transit Centers. Tasks completed.
2. Affix mats more firmly to the floor.	METRO staff determined that there was no practical way to secure mats safely.	Mats removed. Metal fiber mats (Pedimats) at each entryway were replaced.	Task completed; new recessed mats installed at METRO Transit Centers.
3. Require vendors to maintain clear travel paths and access.	METRO staff will notify vendors of requirement and conduct inspections to insure compliance.	Letters of notification sent to vendors in April 2008. (See attached letter) First inspection scheduled for June 17, 2008.	Vendors are in compliance at inspection (inspected on 10/22/08 and 11/19/08)
4. Improve color contrast for outside areas of travel.	Color demarcations and sidewalks and street areas have been identified as faded.	METRO staff will repaint outdoor area within 6 months of BOD's adoption of Transition Plan. Anticipated completion November 2008.	METRO staff repainted signage located in cement. On 11/19/08 met with Pat Piras re demarcation in cement. Piras approved results.
5. Insure that protective tree grades are flush with walkways.	METRO staff agrees to implement plan of action to insure that grades do not become safety hazard.	METRO staff will implement maintenance inspection plan to determine if and when grates need to be corrected and/or replaced (See attached monthly facilities' inspection sheets).	In addition to regular maintenance of status of grates, facilities maintenance workers have done a lot of grading to level out surfaces at Pacific Station.

5-14.21

Attachment A



Recommendations	Responses	Transition Plan	December 2008 Review
C. Capitola Mall Transit Center, leased since 1987			
1. Continue to work with Capitola Mall and public jurisdictions to improve and maintain safe access.	METRO staff appreciate the need to improve and maintain paths of travel for METRO passengers.	METRO staff will continue to work with the Mall and Public Jurisdictions to improve and maintain safe access.	Task continuing
2. Consider reduced-glare materials for future shelter construction.	The most recently installed Bus Shelters have perforated backs and sides to reduce glare.	METRO staff will continue to use reduced glare materials on construction of bus shelters.	Tasks completed and will continue to construct shelter with reduced glare material.
D. Watsonville Transit Center, opened 1995			
1. Working with City regarding safety and access of adjacent public areas.	METRO staff is scheduling a meeting with Pat Piras to identify the specific issues that need correcting. METRO staff will also lower route information for better accessibility.	METRO staff will continue to work with the Mall and Public Jurisdictions to improve and maintain safe access.	Route information was relocated to an accessible level.
2. Require vendors to maintain clear travel paths and access.	METRO staff will notify vendors of requirement and conduct inspections to insure compliance.	Letters of notification sent to vendors in April 2008. (Letter attached) First inspection scheduled for June 17, 2008.	Second Inspection conducted on 11/25/08. All in compliance.
3. Improve color contrast for outside areas of travel.	Color demarcations and sidewalks and street areas have been identified as faded.	METRO staff will repaint outdoor area within 6 months of BOD's adoption of Action Plan. Anticipated completion November 2008.	METRO staff repainted signage located in cement.
4. Keep foliage trimmed to avoid obstructing route signage.	METRO staff will inspect premises to insure Center foliage is kept trimmed and does not create a problem of access.	METRO staff will institute regular maintenance program to insure that foliage remains trimmed to avoid obstruction of signage.	Landscape contractor contracted Maintenance on weekly basis. METRO does heavy maintenance including foliage trimming twice a year.

5-14.02



Recommendations

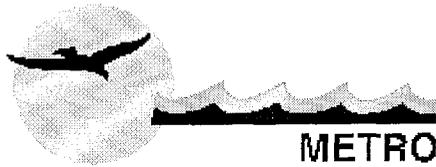
Responses

Transition Plan

December 2008 Review

E. Cavallaro Transit Center (Scotts Valley), opened 1998			
1. Monitor use and safety of parking spaces used by persons with disabilities.	METRO staff does not believe that the cited issue is a safety concern as the Center was designed and constructed to be in compliance with the ADA and California state laws. However, METRO staff will monitor use and safety of parking spaces used by persons with disabilities.	Transit Supervisors will monitor use and safety of parking spaces. Six months from BOD's adoption of transition plan; METRO staff will review these reports as well as bus operator occurrence reports to determine if there is a safety issue.	There have been no instances reported by Supervisors that a problem with parking or access for Persons with Disabilities has been an issue at the Cavallaro Transit Center. Review of the site for the time period mentioned has averaged 1-3 vehicles parked on average each weekday. There have been no Customer complaints or Operator Comment Sheets submitted identifying any issues or concerns.
2. Repair accessible flush toilet.	METRO staff agreed that toilet needed to be repaired.	Item repaired in February 2008.	Task Completed.
F. Administration Building (Encinal Street), leased since 1999			
1. Work with site ownership to relocate disabled parking closer to building entrance and out of path of traffic.	METRO staff agrees parking spaces need striping.	Owner has agreed to reseal and re-stripe parking lot and will relocate the correct disabled parking location at that time.	Entire parking lot resealed and re-striped. Disabled parking location corrected, October 2008.
2. Affix mats more firmly to the floor.	METRO staff determined that there was no practical way to secure mats safely.	Mats removed.	Task completed. New recessed mats installed.

5-14.03



Recommendations

Responses

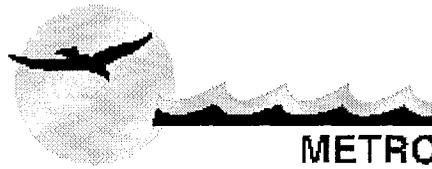
Transition Plan

December 2008 Review

G. <u>Current METRO Employee Facilities</u>¹:			
1. Improve signage for disabled parking spaces.	METRO staff will review facilities and determine needs of each.	All new construction sites will be striped in accordance with federal and state law. Current facility will be striped within 6 months of adoption of transition plan.	Signs refreshed; Repainted all disabled parking spaces in all METRO facilities.
2. Affix mats more firmly to the floor.	METRO staff determined that there was no practical way to secure mats safely.	Mats removed.	Task completed. New recessed mats also installed.
3. Be attentive to potential needs for accessibility improvements to restrooms.	METRO staff will be attentive to necessary accessibility improvements.	METRO's new facility will be designed and maintained to meet or exceed all federal and state accessibility standards.	Task continuing.
4. When "permanent rooms and spaces" are designated by signs, there should be equivalent Braille indications.	METRO staff is investigating issue.	Will incorporate into new construction as required by federal and state laws.	Task continuing.
H. <u>Administrative/Operational Issues</u>:			
1. Website should be updated for content, with improved contrasts and clarity of topics.	METRO staff agrees with recommendation.	Funds have been budgeted to update website in FY/09. RFP will be issued in FY08 & contract will be let & work completed in FY09. Maintenance & oversight will be assigned to IT Department.	The RFP has been revised and District Buyer has been directed to proceed with posting of the RFP for the website. District Buyer reported on 12/02/08 that the RFP will be released no later than 12/03/08.

5-14.04

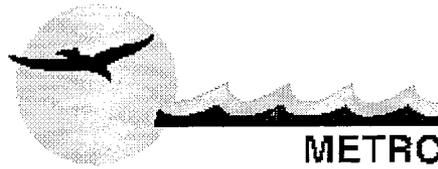
¹ Minor Maintenance Facility (Golf Club Drive), Operations Building, Fleet Maintenance Facility, ParaCruz Office, Fleet Administration & Office (Vernon St.).



METRO

Recommendations	Responses	Transition Plan	December 2008 Review
2. METRO's "ADA Coordinator" should be more clearly identified for public communication and/or correspondence.	METRO's ADA/504 Regulation identifies the General Manager or his/her designee as ADA Coordinator.	General Manager will issue annual notice to employees, the public & relevant agencies that will identify ADA Coordinator.	Notification Letters were sent to the Unions, METRO staff and to the public for METRO's website identifying Les White, General Manager as METRO's ADA Coordinator (See attached letter)
3. Human Resources "Job Descriptions" for operators (both fixed route and paratransit) should specify minimum qualifications required to assist passengers in mobility devices (e.g., currently 600 pounds when occupied, possibly more in the future), including up vehicle ramps in areas without curbs.	METRO staff agrees with recommendation.	Due to the press of business, modifications to job descriptions will take a lengthy period of time particularly as it requires meet & confer Requirements with UTU. Anticipate completion June 2009.	Review July 2009
4. More information should be more readily available on how/where to obtain large-print or Braille versions of <i>Headways</i> .	METRO staff is investigating manner and means to accomplish this goal.	Information is in Headways re how to obtain large print Headways and there is a posting at Information Booth on how to obtain large print <u>Headways</u> .	Task completed.

5-14.05



METRO

Recommendations

Responses

Transition Plan

December 2008 Review

<p>5. Provisions should be added to lease contracts at transit centers (e.g., vendors & kiosk) that require “accessible path of travel” and reasonable accommodation for their customers (under Title III) to vendors’ responsibilities.</p>	<p>Currently leases require Tenant compliance with federal, state & local laws. Legal Department will review the Lease Agreement language and make necessary provisions to include the language recommended.</p>	<p>Action has been taken. The Lease Agreements now contain the following language:</p> <p><u>20.1.17 Requirement of Vendors to provide accessible path of travel and reasonable accommodation for customers</u></p> <p>Tenant shall comply with the provisions of Title III of the Americans With Disabilities Act, pertaining to the requirement of providing an “accessible path of travel” and “reasonable accommodations” to their customers.</p>	<p>Tasks completed.</p>
<p>6. Signage for passenger facilities should be up-to-date (e.g., references to service animals rather than guide dogs) and consistent across all facilities.</p>	<p>METRO staff agrees with recommendation</p>	<p>Signage is being ordered and will be placed at appropriate facilities upon receipt.</p>	<p>Tasks completed.</p>

5-14-06

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Frank L. Cheng, Project Manager
SUBJECT: CONSIDERATION OF METROBASE STATUS REPORT

I. RECOMMENDED ACTION

That the Board of Directors accept and file the MetroBase Status Report.

II. SUMMARY OF ISSUES

- Maintenance Building
 - West Bay Builders working on punch-list items for the first phase of building.
 - Elevator installation is in the final stages of completion.
 - METRO has moved into the first phase of the new Maintenance Building.
 - West Bay will be preparing the demolition of the previous Maintenance Building.
- Operations Building
 - River Street bus wash demo project bid due December 19 2008.
 - RNL Design is working on the re-package of the Operation Building.
 - Invitation For Bids is expected to be release in the upcoming month.
- Vernon Administration Building
 - Wald, Ruhnke & Dost Architects have been diligently working on completing drawings for METRO staff to review.
 - Invitation For Bids is expected to be release in the upcoming month.
 - Vacating Vernon Building will complete by December 31, 2008.
 - Harris & Associates is being relocated to 1217 River Street.
 - Construction Administration services for duration of project

III. DISCUSSION

West Bay Builders is working on punch-list items for the first phase of the Maintenance Building. On December 1, 2008, METRO began moving all equipment from existing Maintenance Building to new Maintenance Building. On December 8, 2008, METRO relocated fleet personnel located at 110 Vernon St to the new Maintenance Building. West Bay Builders is coordinating their subcontractors to provide training instructions to many of the equipment in the Maintenance Building. This training will continue for the next month.

5-15.1

Currently, West Bay Builders is preparing the demolition of the previous Maintenance Building. Coordination is being done between West Bay Builders and METRO. Once the demolition work commences, the second half of the new Maintenance Building can continue.

In regards to the Operations Building, RNL Design is continuing to work on the re-package. METRO and Harris & Associates have reviewed the changes and the plans have been sent for plan check. Invitation for Bids is expected to be release in the upcoming month.

For the current work on the River Street site, the existing bus wash will be demo. The bus wash demo project bid is due on December 19, 2008. With the completion of the demo, the bus yard will have more room for assisting in the Operations Building component of the MetroBase Project. The Operation Building component will be done in multiple phases to minimize the impact on the agency.

Wald, Ruhnke & Dost (WR&D) Architects have been diligently working on completing drawings for METRO staff to review. Drawings are in the process of submitting for plan check. Invitation for Bids is expected to be release in the upcoming month. Before the end of the year, METRO will complete the relocation of all members in Vernon Building. By vacating the building, the future contractor will be able to complete project quickly.

METRO is relocating Harris & Associates to a new location at 1217 River Street. The new location will take advantage of being centrally located between all the projects, Maintenance Building second half, Vernon Administration Building, and Operations Building. The Vernon Administration Building construction administration services is included in the December 19, 2008 Board packet for action by the Board of Directors.

Information for the MetroBase Project can be viewed at <http://www.scmtd.com/metrobase> Information on the project, contact information, and MetroBase Hotline number (831) 621-9568 can be viewed on the website.

New updates on the MetroBase Project:

- Bus Wash Demo bid due December 19, 2008.
- RNL Design continuing to work with the Operations Building re-package.
- WR&D working on drawings for the Vernon Administration Building.
- Harris & Associates relating to 1217 River Street
- Harris & Associates construction administration services

Previous information regarding the MetroBase Project:

A. Maintenance Building (IFB 06-01)

- West Bay preparation on driveway site work, elevator, and punch-list items.
- IFB 06-01 Maintenance Building awarded to West Bay Builders for \$15,195,000.

5-15.2

- Weekly Construction Meetings.
- B. Operations Building
 - RNL Design is continuing to work with the Operations Building re-package
 - Bus Wash Demo Bid due December 19, 2008
- C. Vernon Administration Building (IFB 08-28)
 - Wald, Ruhnke & Dost Architects continuing to work with drawings.

IV. FINANCIAL CONSIDERATIONS

Funds for the construction of the Maintenance Building, Operations Building, and Vernon Administration Building Components of the MetroBase Project are available within the funds the METRO has secured for the Project.

V. ATTACHMENTS

Attachment A: None

5-15.3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager 

SUBJECT: MONTHLY BUDGET STATUS REPORTS FOR OCTOBER 2008.

I. RECOMMENDED ACTION

That the Board of Directors accept and file the budget status reports for the month of October 2008.

II. SUMMARY OF ISSUES

- **Operating Revenues** for the month of October 2008 were \$45K or 2 % over the amount of revenue expected for October 2008.
- **Consolidated Operating Expenses** for the month of October 2008 were \$185K or 6 % under budget.
- **Capital Budget** spending year to date through October 2008 was \$8,451K or 25 % of the Capital budget.

III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues, expenses and capital in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue, expense and capital reports represent the status of the District's FY09 operating and capital budgets versus actual expenditures for the month.

The fiscal year has elapsed 33%.

5-16.1

A. Operating Revenue

For the month of October 2008 revenue was \$45K or 2 % over the amount of revenue expected for the month. Revenue variances are explained in the notes at the end of the revenue report.

B. Operating Expense by Department

Total Operating Expenses by Department for the month of October 2008 were \$185K or 6 % under budget; 4 % over where we were in FY08. Majority of the variance is due to lower than anticipated Personnel expenses in Paratransit and Fleet, Settlement costs in Risk Management, and Fuel & Lube Rev Vehicles expenses in Fleet.

C. Consolidated Operating Expenses

Consolidated Operating Expenses for the month of October 2008 were \$185K or 6 % under budget. Personnel Expenses, Repair-Rev Vehicle, Fuels & Lube Rev Veh, and Other Taxes all contributed to the variance. Further explanation of these accounts is contained in the notes following the report.

D. Capital Budget

Capital Budget spending year to date through October 2008 was \$8,451K or 25 % of the Capital budget. Of this, \$1,161K has been spent of the MetroBase Maintenance Facility line item, \$3,561K has been spent on the Local Bus Replacement , \$1,383K has been spent on the CNG Bus Conversions, and \$2,167K has been spent on the H17 Bus Replacement project.

IV. FINANCIAL CONSIDERATIONS

At this time, our Operating and Capital Budget is within tolerable variances.

IV. ATTACHMENTS

- Attachment A:** FY08 Operating Revenue for the month ending – 10/31/08
FY08 Operating Expenses by Department for the month ending – 10/31/08
FY08 Consolidated Operating Expenses for the month ending – 10/31/08
FY08 Capital Budget Reports for the month ending – 10/31/08

Prepared by: Kristina Mihaylova

5-16.2



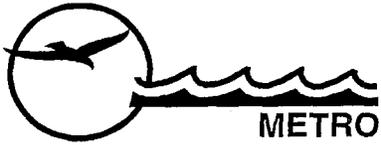
FY09
Operating Revenue
For the month ending - October 31, 2008

Percent of Year Elapsed - 33%

Revenue Source	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	Actual			
										FY09	FY08	\$ Var	% Var
Passenger Fares	\$ 314,949	\$ 319,533	\$ (4,584)	-1%		\$ 1,249,013	\$ 1,221,175	\$ 27,838	2%	\$ 1,249,013	\$ 1,243,201	\$ 5,812	0%
Paratransit Fares	\$ 42,715	\$ 25,025	\$ 17,690	71%		\$ 119,387	\$ 82,430	\$ 36,957	45%	\$ 119,387	\$ 75,194	\$ 44,193	59%
Special Transit Fares	\$ 511,874	\$ 423,364	\$ 88,510	21%		\$ 917,752	\$ 803,660	\$ 114,092	14%	\$ 917,752	\$ 601,345	\$ 316,407	53%
Highway 17 Fares	\$ 92,733	\$ 81,158	\$ 11,575	14%		\$ 349,975	\$ 278,902	\$ 71,073	25%	\$ 349,975	\$ 256,479	\$ 93,496	36%
Highway 17 Payments	\$ 37,857	\$ 40,435	\$ (2,578)	-6%		\$ 148,082	\$ 181,112	\$ (33,030)	-18%	\$ 148,082	\$ 160,670	\$ (12,588)	-8%
Subtotal Passenger Revenue	\$ 1,000,128	\$ 889,515	\$ 110,613	12%	1	\$ 2,784,209	\$ 2,567,279	\$ 216,930	8%	\$ 2,784,209	\$ 2,336,889	\$ 447,320	19%
Commissions	\$ 27	\$ 457	\$ (430)	-94%		\$ 1,704	\$ 1,828	\$ (124)	-7%	\$ 1,704	\$ 2,036	\$ (332)	-16%
Advertising Income	\$ 9,180	\$ 7,700	\$ 1,480	19%		\$ 51,265	\$ 30,800	\$ 20,465	66%	\$ 51,265	\$ 101,190	\$ (49,925)	-49%
Rent Income - SC Pacific Station	\$ 7,512	\$ 6,919	\$ 593	9%		\$ 29,862	\$ 27,676	\$ 2,186	8%	\$ 29,862	\$ 28,218	\$ 1,644	6%
Rent Income - Watsonville, TC	\$ 2,821	\$ 3,851	\$ (1,030)	-27%		\$ 13,916	\$ 15,404	\$ (1,488)	-10%	\$ 13,916	\$ 15,187	\$ (1,271)	-8%
Rent Income - General	\$ 795	\$ -	\$ 795	100%		\$ 11,069	\$ -	\$ 11,069	100%	\$ 11,069	\$ -	\$ 11,069	100%
Interest Income	\$ 38,264	\$ 28,701	\$ 9,563	33%	2	\$ 173,702	\$ 111,881	\$ 61,821	55%	\$ 173,702	\$ 342,479	\$ (168,777)	-49%
Other Non-Transp Revenue	\$ 129	\$ -	\$ 129	100%		\$ 1,376	\$ 33,000	\$ (31,624)	-96%	\$ 1,376	\$ 52,043	\$ (50,667)	-97%
Sales Tax Revenue	\$ 1,229,300	\$ 1,305,662	\$ (76,362)	-6%	3	\$ 5,549,805	\$ 5,782,573	\$ (232,768)	-4%	\$ 5,549,805	\$ 5,733,840	\$ (184,035)	-3%
Transp Dev Act (TDA) - Op Asst	\$ -	\$ -	\$ -	0%		\$ 1,494,616	\$ 1,494,616	\$ -	0%	\$ 1,494,616	\$ 1,590,509	\$ (95,893)	-6%
Subtotal Other Revenue	\$ 1,288,028	\$ 1,353,290	\$ (65,262)	-5%		\$ 7,327,315	\$ 7,497,778	\$ (170,463)	-2%	\$ 7,327,315	\$ 7,865,502	\$ (538,187)	-7%
FTA Sec 5307 - Op Asst	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ 3,153,552	\$ (3,153,552)	-100%
Repay FTA Advance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ -	0%		\$ 161,615	\$ 161,615	\$ -	0%	\$ 161,615	\$ -	\$ 161,615	100%
Sec 5303 - AMBAG Funding	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ (3,169)	\$ 3,169	-100%
FTA Sec 5317 - Op Assistance	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Grant Revenue	\$ -	\$ -	\$ -	0%		\$ 161,615	\$ 161,615	\$ -	0%	\$ 161,615	\$ 3,150,383	\$ (2,988,768)	-95%
Subtotal Operating Revenue	\$ 2,288,156	\$ 2,242,805	\$ 45,351	2%		\$ 10,273,139	\$ 10,226,672	\$ 46,467	0%	\$ 10,273,139	\$ 13,352,774	\$ (3,079,635)	-23%
Total Operating Expenses	\$ 3,047,426					\$ 11,534,282				\$ 11,534,282	\$ 11,094,435		
Variance	\$ (759,270)					\$ (1,261,143)				\$ (1,261,143)	\$ 2,258,339		
One-Time Revenue													
Transfer (to)/from Capital Reserves	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Cash Flow Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from W/C Reserve	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Transfer (to)/from Liab lns Res	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Carryover from Previous Year	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal One-Time Revenue	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Total Revenue	\$ 2,288,156	\$ 2,242,805	\$ 45,351	2%		\$ 10,273,139	\$ 10,226,672	\$ 46,467	0%	\$ 10,273,139	\$ 13,352,774	\$ (3,079,635)	-23%
Total Operating Expenses	\$ 3,047,426					\$ 11,534,282				\$ 11,534,282	\$ 11,094,435		
Variance	\$ (759,270)					\$ (1,261,143)				\$ (1,261,143)	\$ 2,258,339		

5-16.01

Attachment A



FY09
Operating Revenue
For the month ending - October 31, 2008

Percent of Year Elapsed - 33%

<u>Revenue Source</u>	<u>Actual</u>	<u>Current Period</u>				<u>Notes</u>	<u>Year to Date</u>				<u>YTD Year Over Year Comparison</u>			
		<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Actual</u>		<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>FY09</u>	<u>FY08</u>	<u>\$ Var</u>	<u>% Var</u>	

Current Period Notes:

- 1) **Passenger Revenue** is over budget due to an increase in ridership.
- 2) **Interest Income** is over budget due to revenue budgeted using County Treasury estimates, while a higher interest rate was actually paid.
- 3) **Sales Tax Revenue** is under budget due to less consumer discretionary spending and current economic conditions.

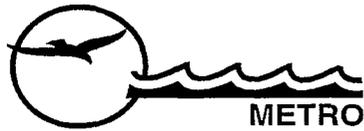
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FY09
Operating Expenses by Department
For the month ending - October 31, 2008

	Current Period				Notes	Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var		Actual	Budget	\$ Var	% Var	Actual FY09	FY08	\$ Var	% Var
Departmental Personnel Expenses													
700 - SCCIC	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
1100 - Administration	\$ 87,250	\$ 90,147	\$ (2,897)	-3%		\$ 347,338	\$ 361,819	\$ (14,481)	-4%	\$ 347,338	\$ 293,932	\$ 53,406	18%
1200 - Finance	\$ 49,518	\$ 46,303	\$ 3,215	7%		\$ 186,114	\$ 185,693	\$ 421	0%	\$ 186,114	\$ 179,145	\$ 6,969	4%
1300 - Customer Service	\$ 36,785	\$ 37,323	\$ (538)	-1%		\$ 144,561	\$ 149,289	\$ (4,728)	-3%	\$ 144,561	\$ 135,657	\$ 8,904	7%
1400 - Human Resources	\$ 46,564	\$ 47,020	\$ (456)	-1%		\$ 187,131	\$ 188,571	\$ (1,440)	-1%	\$ 187,131	\$ 157,617	\$ 29,514	19%
1500 - Information Technology	\$ 42,646	\$ 41,136	\$ 1,510	4%		\$ 164,010	\$ 165,080	\$ (1,070)	-1%	\$ 164,010	\$ 161,375	\$ 2,635	2%
1700 - District Counsel	\$ 36,978	\$ 36,183	\$ 795	2%		\$ 138,470	\$ 145,132	\$ (6,662)	-5%	\$ 138,470	\$ 126,601	\$ 11,869	9%
1800 - Risk Management	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
2200 - Facilities Maintenance	\$ 83,112	\$ 82,020	\$ 1,092	1%		\$ 308,581	\$ 328,074	\$ (19,493)	-6%	\$ 308,581	\$ 276,940	\$ 31,641	11%
3100 - Paratransit Program	\$ 234,133	\$ 285,720	\$ (51,587)	-18%		\$ 979,481	\$ 1,143,222	\$ (163,741)	-14%	\$ 979,481	\$ 876,812	\$ 102,669	12%
3200 - Operations	\$ 160,874	\$ 177,774	\$ (16,900)	-10%		\$ 657,885	\$ 711,611	\$ (53,726)	-8%	\$ 657,885	\$ 642,311	\$ 15,574	2%
3300 - Bus Operators	\$ 1,125,803	\$ 1,122,853	\$ 2,950	0%		\$ 4,306,317	\$ 4,491,316	\$ (184,999)	-4%	\$ 4,306,317	\$ 4,056,378	\$ 249,939	6%
4100 - Fleet Maintenance	\$ 314,179	\$ 339,691	\$ (25,512)	-8%		\$ 1,255,996	\$ 1,359,350	\$ (103,354)	-8%	\$ 1,255,996	\$ 1,265,532	\$ (9,536)	-1%
9001 - Cobra Benefits	\$ 401	\$ -	\$ 401	100%		\$ 1,388	\$ -	\$ 1,388	100%	\$ 1,388	\$ 3,994	\$ (2,606)	-65%
9005 - Retired Employee Benefits	\$ 140,892	\$ 143,363	\$ (2,471)	-2%		\$ 489,622	\$ 573,452	\$ (83,830)	-15%	\$ 489,622	\$ 478,078	\$ 11,544	2%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Subtotal Personnel Expenses	\$ 2,359,135	\$ 2,449,533	\$ (90,398)	-4%		\$ 9,166,894	\$ 9,802,609	\$ (635,715)	-6%	\$ 9,166,894	\$ 8,654,372	\$ 512,522	6%
Departmental Non-Personnel Expenses													
700 - SCCIC	\$ -	\$ -	\$ -	0%		\$ 20	\$ 20	\$ -	0%	\$ 20	\$ 260	\$ (240)	-92%
1100 - Administration	\$ 23,885	\$ 33,461	\$ (9,576)	-29%		\$ 76,357	\$ 133,844	\$ (57,487)	-43%	\$ 76,357	\$ 234,571	\$ (158,214)	-67%
1200 - Finance	\$ 50,031	\$ 55,038	\$ (5,007)	-9%		\$ 265,565	\$ 312,046	\$ (46,481)	-15%	\$ 265,565	\$ 254,851	\$ 10,714	4%
1300 - Customer Service	\$ 5,534	\$ 4,924	\$ 610	12%		\$ 30,414	\$ 26,571	\$ 3,843	14%	\$ 30,414	\$ 22,573	\$ 7,841	35%
1400 - Human Resources	\$ 2,707	\$ 7,056	\$ (4,349)	-62%		\$ 10,669	\$ 28,224	\$ (17,555)	-62%	\$ 10,669	\$ 12,730	\$ (2,061)	-16%
1500 - Information Technology	\$ 7,516	\$ 9,222	\$ (1,706)	-18%		\$ 34,046	\$ 42,888	\$ (8,842)	-21%	\$ 34,046	\$ 43,378	\$ (9,332)	-22%
1700 - District Counsel	\$ 2,309	\$ 1,691	\$ 618	37%		\$ 4,664	\$ 6,764	\$ (2,100)	-31%	\$ 4,664	\$ 7,585	\$ (2,921)	-39%
1800 - Risk Management	\$ 305	\$ 20,833	\$ (20,528)	-99%		\$ 22,408	\$ 83,332	\$ (60,924)	-73%	\$ 22,408	\$ 12,106	\$ 10,302	85%
2200 - Facilities Maintenance	\$ 149,912	\$ 153,812	\$ (3,900)	-3%		\$ 537,282	\$ 560,748	\$ (23,466)	-4%	\$ 537,282	\$ 145,888	\$ 391,394	268%
3100 - Paratransit Program	\$ 83,227	\$ 67,910	\$ 15,317	23%		\$ 228,641	\$ 265,640	\$ (36,999)	-14%	\$ 228,641	\$ 294,083	\$ (65,442)	-22%
3200 - Operations	\$ 49,392	\$ 41,747	\$ 7,645	18%		\$ 203,802	\$ 173,738	\$ 30,064	17%	\$ 203,802	\$ 168,527	\$ 35,275	21%
3300 - Bus Operators	\$ 4,164	\$ 3,834	\$ 330	9%		\$ 4,164	\$ 4,836	\$ (672)	-14%	\$ 4,164	\$ 1,353	\$ 2,811	208%
4100 - Fleet Maintenance	\$ 309,309	\$ 383,620	\$ (74,311)	-19%		\$ 937,512	\$ 1,534,480	\$ (596,968)	-39%	\$ 937,512	\$ 1,242,732	\$ (305,220)	-25%
9001 - Cobra Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
9005 - Retired Employee Benefits	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ 11,848	\$ -	\$ 11,848	100%	\$ 11,848	\$ (575)	\$ 12,423	-2161%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ 0	\$ -	\$ 0	100%	\$ 0	\$ -	\$ 0	100%
Subtotal Non-Personnel Expenses	\$ 688,291	\$ 783,148	\$ (94,857)	-12%		\$ 2,367,392	\$ 3,173,131	\$ (805,739)	-25%	\$ 2,367,392	\$ 2,440,062	\$ (72,670)	-3%

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FY09
Operating Expenses by Department
For the month ending - October 31, 2008

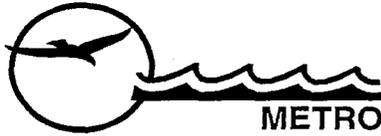
	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09 Actual	FY08	\$ Var	% Var
Total Departmental Expenses													
700 - SCCIC	\$ -	\$ -	\$ -	0%		\$ 20	\$ 20	\$ -	0%	\$ 20	\$ 260	\$ (240)	-92%
1100 - Administration	\$ 111,135	\$ 123,608	\$ (12,473)	-10%	1	\$ 423,895	\$ 495,663	\$ (71,768)	-15%	\$ 423,895	\$ 528,503	\$ (104,608)	-20%
1200 - Finance	\$ 99,549	\$ 101,341	\$ (1,792)	-2%		\$ 451,679	\$ 497,739	\$ (46,060)	-9%	\$ 451,679	\$ 433,996	\$ 17,683	4%
1300 - Customer Service	\$ 42,319	\$ 42,247	\$ 72	0%		\$ 174,975	\$ 175,860	\$ (885)	-1%	\$ 174,975	\$ 156,230	\$ 18,745	11%
1400 - Human Resources	\$ 49,271	\$ 54,076	\$ (4,805)	-9%		\$ 197,800	\$ 216,795	\$ (18,995)	-9%	\$ 197,800	\$ 170,347	\$ 27,453	16%
1500 - Information Technology	\$ 50,162	\$ 50,358	\$ (196)	0%		\$ 198,058	\$ 207,968	\$ (9,912)	-5%	\$ 198,058	\$ 204,753	\$ (6,697)	-3%
1700 - District Counsel	\$ 39,287	\$ 37,874	\$ 1,413	4%		\$ 143,134	\$ 151,896	\$ (8,762)	-6%	\$ 143,134	\$ 134,186	\$ 8,948	7%
1800 - Risk Management	\$ 305	\$ 20,833	\$ (20,528)	-99%	2	\$ 22,408	\$ 83,332	\$ (60,924)	-73%	\$ 22,408	\$ 12,106	\$ 10,302	85%
2200 - Facilities Maintenance	\$ 233,024	\$ 235,832	\$ (2,808)	-1%		\$ 845,863	\$ 888,822	\$ (42,959)	-5%	\$ 845,863	\$ 422,828	\$ 423,035	100%
3100 - Paratransit Program	\$ 317,360	\$ 353,630	\$ (36,270)	-10%	3	\$ 1,208,122	\$ 1,408,862	\$ (200,740)	-14%	\$ 1,208,122	\$ 1,170,895	\$ 37,227	3%
3200 - Operations	\$ 210,266	\$ 219,521	\$ (9,255)	-4%	4	\$ 861,687	\$ 885,349	\$ (23,662)	-3%	\$ 861,687	\$ 810,838	\$ 50,849	6%
3300 - Bus Operators	\$ 1,129,967	\$ 1,126,887	\$ 3,280	0%	5	\$ 4,310,481	\$ 4,496,152	\$ (185,671)	-4%	\$ 4,310,481	\$ 4,057,731	\$ 252,750	6%
4100 - Fleet Maintenance	\$ 623,488	\$ 723,311	\$ (99,823)	-14%	6	\$ 2,193,508	\$ 2,893,830	\$ (700,322)	-24%	\$ 2,193,508	\$ 2,508,264	\$ (314,756)	-13%
9001 - Cobra Benefits	\$ 401	\$ -	\$ 401	100%		\$ 1,388	\$ -	\$ 1,388	100%	\$ 1,388	\$ 3,994	\$ (2,606)	-65%
9005 - Retired Employee Benefits	\$ 140,892	\$ 143,363	\$ (2,471)	-2%		\$ 489,622	\$ 573,452	\$ (83,830)	-15%	\$ 489,622	\$ 478,078	\$ 11,544	2%
9014 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ 11,848	\$ -	\$ 11,848	100%	\$ 11,848	\$ (575)	\$ 12,423	-2161%
110020 - Operating Grants	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
100 - New Flyer Parts Credit	\$ -	\$ -	\$ -	0%		\$ 0	\$ -	\$ 0	100%	\$ 0	\$ -	\$ 0	100%
Total Operating Expenses	\$ 3,047,426	\$ 3,232,681	\$ (185,255)	-6%		\$ 11,534,286	\$ 12,975,740	\$ (1,441,454)	-11%	\$ 11,534,286	\$ 11,094,434	\$ 439,852	4%

** does not include depreciation

Current Period Notes:

- 1) **Administration** is under budget due to less than anticipated Prof & Tech Fees (web site redesign).
- 2) **Risk Management** is under budget due to below budgeted settlement costs paid in October 2008.
- 3) **Paratransit Program** is under budget due to not beng at full complement.
- 4) **Operations** is under budget due to not being at full complement.
- 5) **Bus Operators** is over budget due to more than anticipated overtime costs for the month.
- 6) **Fleet** is under budget due to less than anticipated fuel costs.

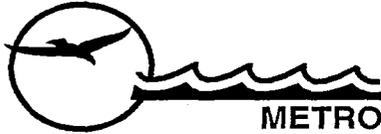
5-16.04



FY09
Consolidated Operating Expenses
For the month ending - October 31, 2008

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09 Actual	FY08	\$ Var	% Var
LABOR													
501011 Bus Operator Pay	\$ 709,665	\$ 677,566	\$ 32,099	5%		\$ 2,645,712	\$ 2,710,264	\$ (64,552)	-2%	\$ 2,645,712	\$ 2,426,683	\$ 219,029	9%
501013 Bus Operator Overtime	\$ 152,544	\$ 114,459	\$ 38,085	33%		\$ 341,429	\$ 457,836	\$ (116,407)	-25%	\$ 341,429	\$ 393,122	\$ (51,693)	-13%
501021 Other Salaries	\$ 559,947	\$ 511,197	\$ 48,750	10%		\$ 2,074,515	\$ 2,044,788	\$ 29,727	1%	\$ 2,074,515	\$ 1,990,721	\$ 83,794	4%
501023 Other Overtime	\$ 18,154	\$ 24,661	\$ (5,507)	-22%		\$ 84,318	\$ 98,644	\$ (14,326)	-15%	\$ 84,318	\$ 94,138	\$ (9,820)	-10%
Total Labor -	\$ 1,441,310	\$ 1,327,883	\$ 113,427	9%		\$ 5,145,974	\$ 5,311,532	\$ (165,558)	-3%	\$ 5,145,974	\$ 4,904,664	\$ 241,310	5%
FRINGE BENEFITS													
502011 Medicare/Soc. Sec.	\$ 19,258	\$ 17,160	\$ 2,098	12%		\$ 71,913	\$ 68,640	\$ 3,273	5%	\$ 71,913	\$ 66,927	\$ 4,986	7%
502021 Retirement	\$ 195,443	\$ 189,461	\$ 5,982	3%		\$ 753,635	\$ 757,844	\$ (4,209)	-1%	\$ 753,635	\$ 665,902	\$ 87,733	13%
502031 Medical Insurance	\$ 428,658	\$ 461,116	\$ (32,458)	-7%		\$ 1,631,283	\$ 1,844,464	\$ (213,181)	-12%	\$ 1,631,283	\$ 1,489,828	\$ 141,455	9%
502041 Dental Insurance	\$ 38,875	\$ 41,270	\$ (2,395)	-6%		\$ 157,578	\$ 165,080	\$ (7,502)	-5%	\$ 157,578	\$ 152,834	\$ 4,744	3%
502045 Vision Insurance	\$ 11,078	\$ 11,591	\$ (513)	-4%		\$ 44,398	\$ 46,364	\$ (1,966)	-4%	\$ 44,398	\$ 43,277	\$ 1,121	3%
502051 Life Insurance	\$ 3,596	\$ 4,163	\$ (567)	-14%		\$ 17,950	\$ 16,654	\$ 1,296	8%	\$ 17,950	\$ 11,747	\$ 6,203	53%
502060 State Disability	\$ 12,180	\$ 14,921	\$ (2,741)	-18%		\$ 45,848	\$ 59,684	\$ (13,836)	-23%	\$ 45,848	\$ 36,703	\$ 9,145	25%
502061 Disability Insurance	\$ 18,402	\$ 17,183	\$ 1,219	7%		\$ 70,660	\$ 68,732	\$ 1,928	3%	\$ 70,660	\$ 67,905	\$ 2,755	4%
502071 State Unemp. Ins	\$ 65	\$ 518	\$ (453)	-87%		\$ 523	\$ 1,881	\$ (1,358)	-72%	\$ 523	\$ 2,050	\$ (1,527)	-74%
502081 Worker's Comp. Ins	\$ 1,874	\$ 91,592	\$ (89,718)	-98%		\$ 258,049	\$ 366,368	\$ (108,319)	-30%	\$ 258,049	\$ 327,823	\$ (69,774)	-21%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
502101 Holiday Pay	\$ 3,006	\$ 32,290	\$ (29,284)	-91%		\$ 61,614	\$ 129,162	\$ (67,548)	-52%	\$ 61,614	\$ 54,637	\$ 6,977	13%
502103 Floating Holiday	\$ 1,674	\$ 1,194	\$ 480	40%		\$ 4,519	\$ 9,444	\$ (4,925)	-52%	\$ 4,519	\$ 10,276	\$ (5,757)	-56%
502109 Sick Leave	\$ 53,449	\$ 72,390	\$ (18,941)	-26%		\$ 202,222	\$ 289,559	\$ (87,337)	-30%	\$ 202,222	\$ 195,117	\$ 7,105	4%
502111 Annual Leave	\$ 116,873	\$ 142,987	\$ (26,114)	-18%		\$ 637,612	\$ 571,948	\$ 65,664	11%	\$ 637,612	\$ 553,602	\$ 84,010	15%
502121 Other Paid Absence	\$ 8,965	\$ 11,824	\$ (2,859)	-24%		\$ 38,428	\$ 47,296	\$ (8,868)	-19%	\$ 38,428	\$ 33,292	\$ 5,136	15%
502251 Physical Exams	\$ 525	\$ 1,107	\$ (582)	-53%		\$ 1,670	\$ 4,427	\$ (2,757)	-62%	\$ 1,670	\$ 1,122	\$ 548	49%
502253 Driver Lic Renewal	\$ 132	\$ 363	\$ (231)	-64%		\$ 442	\$ 1,452	\$ (1,010)	-70%	\$ 442	\$ 546	\$ (104)	-19%
502999 Other Fringe Benefits	\$ 3,772	\$ 10,519	\$ (6,747)	-64%		\$ 22,575	\$ 42,076	\$ (19,501)	-46%	\$ 22,575	\$ 36,123	\$ (13,548)	-38%
Total Fringe Benefits -	\$ 917,825	\$ 1,121,649	\$ (203,824)	-18%		\$ 4,020,919	\$ 4,491,075	\$ (470,156)	-10%	\$ 4,020,919	\$ 3,749,711	\$ 271,208	7%
Total Personnel Expenses -	\$ 2,359,135	\$ 2,449,532	\$ (90,397)	-4%	1	\$ 9,166,893	\$ 9,802,607	\$ (635,714)	-6%	\$ 9,166,893	\$ 8,654,375	\$ 512,518	6%

5-16.05



FY09
Consolidated Operating Expenses
For the month ending - October 31, 2008

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09 Actual	FY08	\$ Var	% Var
SERVICES													
503011 Acctg & Audit Fees	\$ 1,100	\$ -	\$ 1,100	100%		\$ 26,700	\$ 27,500	\$ (800)	-3%	\$ 26,700	\$ 21,486	\$ 5,214	24%
503012 Admin & Bank Fees	\$ 822	\$ 1,350	\$ (528)	-39%		\$ 49,818	\$ 53,420	\$ (3,602)	-7%	\$ 49,818	\$ 43,644	\$ 6,174	14%
503031 Prof & Tech Fees	\$ 6,590	\$ 19,965	\$ (13,375)	-67%	2	\$ 39,887	\$ 98,606	\$ (58,719)	-60%	\$ 39,887	\$ 64,319	\$ (24,432)	-38%
503032 Legislative Services	\$ 7,500	\$ 8,367	\$ (867)	-10%		\$ 30,000	\$ 33,468	\$ (3,468)	-10%	\$ 30,000	\$ 30,470	\$ (470)	-2%
503033 Legal Services	\$ -	\$ 4,583	\$ (4,583)	-100%		\$ -	\$ 18,332	\$ (18,332)	-100%	\$ -	\$ 74	\$ (74)	-100%
503034 Pre-Employ. Exams	\$ 1,004	\$ 1,180	\$ (176)	-15%		\$ 2,852	\$ 4,720	\$ (1,868)	-40%	\$ 2,852	\$ 4,598	\$ (1,746)	-38%
503041 Temp Help	\$ 11,433	\$ -	\$ 11,433	100%	3	\$ 51,220	\$ -	\$ 51,220	100%	\$ 51,220	\$ 44,737	\$ 6,483	14%
503161 Custodial Services	\$ 5,507	\$ 5,642	\$ (135)	-2%		\$ 23,184	\$ 22,568	\$ 616	3%	\$ 23,184	\$ 22,233	\$ 951	4%
503162 Uniform & Laundry	\$ 4,487	\$ 3,629	\$ 858	24%		\$ 14,167	\$ 14,516	\$ (349)	-2%	\$ 14,167	\$ 13,670	\$ 497	4%
503171 Security Services	\$ 30,165	\$ 34,083	\$ (3,918)	-11%		\$ 117,977	\$ 136,332	\$ (18,355)	-13%	\$ 117,977	\$ 110,067	\$ 7,910	7%
503221 Classified/Legal Ads	\$ 1,176	\$ 2,475	\$ (1,299)	-52%		\$ 5,741	\$ 9,900	\$ (4,159)	-42%	\$ 5,741	\$ 4,049	\$ 1,692	42%
503222 Legal Advertising	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
503225 Graphic Services	\$ -	\$ 417	\$ (417)	-100%		\$ -	\$ 1,668	\$ (1,668)	-100%	\$ -	\$ -	\$ -	0%
503351 Repair - Bldg & Impr.	\$ 9,902	\$ 7,500	\$ 2,402	32%		\$ 30,652	\$ 30,000	\$ 652	2%	\$ 30,652	\$ 19,455	\$ 11,197	58%
503352 Repair - Equipment	\$ 35,322	\$ 41,037	\$ (5,715)	-14%		\$ 109,893	\$ 158,148	\$ (48,255)	-31%	\$ 109,893	\$ 48,041	\$ 61,852	129%
503353 Repair - Rev Vehicle	\$ 48,060	\$ 30,000	\$ 19,060	64%	4	\$ 186,171	\$ 120,000	\$ 66,171	55%	\$ 186,171	\$ 108,207	\$ 77,964	72%
503354 Repair - Non Rev Vehicle	\$ 1,170	\$ 2,500	\$ (1,330)	-53%		\$ 10,537	\$ 10,000	\$ 537	5%	\$ 10,537	\$ 5,292	\$ 5,245	99%
503363 Haz Mat Disposal	\$ 6,817	\$ 2,516	\$ 4,301	171%		\$ 15,769	\$ 10,065	\$ 5,704	57%	\$ 15,769	\$ 9,892	\$ 5,877	59%
Total Services -	\$ 172,055	\$ 165,244	\$ 6,811	4%		\$ 714,568	\$ 749,243	\$ (34,675)	-5%	\$ 714,568	\$ 550,234	\$ 164,334	30%
MOBILE MATERIALS AND SUPPLIES													
504011 Fuels & Lube Non Rev Veh	\$ 23,337	\$ 16,417	\$ 6,920	42%		\$ 67,063	\$ 65,668	\$ 1,395	2%	\$ 67,063	\$ 46,506	\$ 20,557	44%
504012 Fuels & Lube Rev Veh	\$ 203,775	\$ 262,500	\$ (58,725)	-22%	5	\$ 654,731	\$ 1,050,000	\$ (395,269)	-38%	\$ 654,731	\$ 702,421	\$ (47,690)	-7%
504021 Tires & Tubes	\$ 33,354	\$ 17,083	\$ 16,271	95%	6	\$ 88,382	\$ 68,332	\$ 20,050	29%	\$ 88,382	\$ 66,261	\$ 22,121	33%
504161 Other Mobile Supplies	\$ 1,591	\$ 833	\$ 758	91%		\$ 4,078	\$ 3,332	\$ 746	22%	\$ 4,078	\$ 1,372	\$ 2,706	197%
504191 Rev Vehicle Parts	\$ 34,215	\$ 64,750	\$ (30,535)	-47%		\$ 16,362	\$ 259,000	\$ (242,638)	-94%	\$ 16,362	\$ 252,466	\$ (236,104)	-94%
Total Mobile Materials & Supplies -	\$ 296,272	\$ 361,583	\$ (65,311)	-18%		\$ 830,616	\$ 1,446,332	\$ (615,716)	-43%	\$ 830,616	\$ 1,069,026	\$ (238,410)	-22%

5-16-06



FY09
Consolidated Operating Expenses
For the month ending - October 31, 2008

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09 Actual	FY08	\$ Var	% Var
OTHER MATERIALS & SUPPLIES													
504205 Freight Out	\$ 266	\$ 292	\$ (26)	-9%		\$ 995	\$ 1,168	\$ (173)	-15%	\$ 995	\$ 807	\$ 188	23%
504211 Postage & Mailing	\$ 90	\$ 1,720	\$ (1,630)	-95%		\$ 4,021	\$ 6,880	\$ (2,859)	-42%	\$ 4,021	\$ 4,798	\$ (777)	-16%
504214 Promotional Items	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
504215 Printing	\$ 1,506	\$ 2,900	\$ (1,394)	-48%		\$ 25,765	\$ 24,100	\$ 1,665	7%	\$ 25,765	\$ 17,531	\$ 8,234	47%
504217 Photo Supply/Processing	\$ 2,311	\$ 808	\$ 1,503	186%		\$ 3,217	\$ 3,232	\$ (15)	0%	\$ 3,217	\$ 407	\$ 2,810	690%
504311 Office Supplies	\$ 6,123	\$ 7,455	\$ (1,332)	-18%		\$ 28,611	\$ 29,820	\$ (1,209)	-4%	\$ 28,611	\$ 34,573	\$ (5,962)	-17%
504315 Safety Supplies	\$ 1,852	\$ 2,692	\$ (840)	-31%		\$ 7,839	\$ 10,768	\$ (2,929)	-27%	\$ 7,839	\$ 9,581	\$ (1,742)	-18%
504317 Cleaning Supplies	\$ 3,259	\$ 4,500	\$ (1,241)	-28%		\$ 13,656	\$ 18,000	\$ (4,344)	-24%	\$ 13,656	\$ 12,154	\$ 1,502	12%
504409 Repair/Maint Supplies	\$ 9,594	\$ 3,833	\$ 5,761	150%		\$ 24,652	\$ 15,332	\$ 9,320	61%	\$ 24,652	\$ 12,291	\$ 12,361	101%
504421 Non-Inventory Parts	\$ 13,939	\$ 3,500	\$ 10,439	298%	7	\$ 25,643	\$ 16,500	\$ 9,143	55%	\$ 25,643	\$ 15,866	\$ 9,777	62%
504511 Small Tools	\$ 790	\$ 833	\$ (43)	-5%		\$ 2,668	\$ 3,332	\$ (664)	-20%	\$ 2,668	\$ 2,559	\$ 109	4%
504515 Employee Tool Rplcmt	\$ -	\$ 217	\$ (217)	-100%		\$ 505	\$ 868	\$ (363)	-42%	\$ 505	\$ 509	\$ (4)	-1%
Total Other Materials & Supplies -	\$ 39,730	\$ 28,750	\$ 10,980	38%		\$ 137,572	\$ 130,000	\$ 7,572	6%	\$ 137,572	\$ 111,076	\$ 26,496	24%
UTILITIES													
505011 Gas & Electric	\$ 20,786	\$ 18,418	\$ 2,368	13%		\$ 62,229	\$ 73,671	\$ (11,442)	-16%	\$ 62,229	\$ 63,054	\$ (825)	-1%
505021 Water & Garbage	\$ 10,971	\$ 10,313	\$ 658	6%		\$ 45,115	\$ 41,252	\$ 3,863	9%	\$ 45,115	\$ 40,570	\$ 4,545	11%
505031 Telecommunications	\$ 8,053	\$ 10,025	\$ (1,972)	-20%		\$ 32,234	\$ 40,101	\$ (7,867)	-20%	\$ 32,234	\$ 28,622	\$ 3,612	13%
Total Utilities -	\$ 39,810	\$ 38,756	\$ 1,054	3%		\$ 139,578	\$ 155,024	\$ (15,446)	-10%	\$ 139,578	\$ 132,246	\$ 7,332	6%
CASUALTY & LIABILITY													
506011 Insurance - Property	\$ 5,912	\$ 9,862	\$ (3,950)	-40%		\$ 23,648	\$ 39,448	\$ (15,800)	-40%	\$ 23,648	\$ 12,193	\$ 11,455	94%
506015 Insurance - PL & PD	\$ 40,526	\$ 42,500	\$ (1,974)	-5%		\$ 162,104	\$ 170,000	\$ (7,896)	-5%	\$ 162,104	\$ 137,447	\$ 24,657	18%
506021 Insurance - Other	\$ 711	\$ 600	\$ 111	19%		\$ 711	\$ 801	\$ (90)	-11%	\$ 711	\$ 948	\$ (237)	-25%
506123 Settlement Costs	\$ 150	\$ 12,500	\$ (12,350)	-99%	8	\$ 21,898	\$ 50,000	\$ (28,102)	-56%	\$ 21,898	\$ 11,832	\$ 10,066	85%
506127 Repairs - Dist Prop	\$ (19,756)	\$ -	\$ (19,756)	100%		\$ (22,843)	\$ -	\$ (22,843)	100%	\$ (22,843)	\$ (3,622)	\$ (19,221)	531%
Total Casualty & Liability -	\$ 27,543	\$ 65,462	\$ (37,919)	-58%		\$ 185,518	\$ 260,249	\$ (74,731)	-29%	\$ 185,518	\$ 158,798	\$ 26,720	17%
TAXES													
507051 Fuel Tax	\$ (7,927)	\$ 917	\$ (8,844)	-964%	9	\$ 2,138	\$ 3,667	\$ (1,529)	-42%	\$ 2,138	\$ 3,586	\$ (1,448)	-40%
507201 Licenses & permits	\$ 2,118	\$ 1,112	\$ 1,006	90%		\$ 2,397	\$ 4,451	\$ (2,054)	-46%	\$ 2,397	\$ 2,014	\$ 383	19%
507999 Other Taxes	\$ 850	\$ 19,500	\$ (18,650)	-96%	10	\$ 3,335	\$ 21,000	\$ (17,665)	-84%	\$ 3,335	\$ 13,641	\$ (10,306)	-76%
Total Utilities -	\$ (4,959)	\$ 21,529	\$ (26,488)	-123%		\$ 7,870	\$ 29,118	\$ (21,248)	-73%	\$ 7,870	\$ 19,241	\$ (11,371)	-59%

5-16.97



FY09
Consolidated Operating Expenses
For the month ending - October 31, 2008

	Current Period					Year to Date				YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Notes	Actual	Budget	\$ Var	% Var	FY09 Actual	FY08	\$ Var	% Var
<u>PURCHASED TRANSPORTATION</u>													
503406 Contr/Paratrans	\$ 37,047	\$ 20,833	\$ 16,214	78%	11	\$ 53,486	\$ 83,332	\$ (29,846)	-36%	\$ 53,486	\$ 128,781	\$ (75,295)	-58%
Total Purchased Transportation -	\$ 37,047	\$ 20,833	\$ 16,214	78%		\$ 53,486	\$ 83,332	\$ (29,846)	-36%	\$ 53,486	\$ 128,781	\$ (75,295)	-58%
<u>MISC</u>													
509011 Dues & Subscriptions	\$ 5,604	\$ 5,355	\$ 249	5%		\$ 21,589	\$ 21,420	\$ 169	1%	\$ 21,589	\$ 7,256	\$ 14,333	198%
509085 Advertising - Rev Product	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
509101 Emp Incentive Prog	\$ 3,638	\$ 4,609	\$ (971)	-21%		\$ 3,744	\$ 7,936	\$ (4,192)	-53%	\$ 3,744	\$ 463	\$ 3,281	709%
509121 Employee Training	\$ 2,494	\$ 2,492	\$ 2	0%		\$ 11,281	\$ 15,968	\$ (4,687)	-29%	\$ 11,281	\$ 4,979	\$ 6,302	127%
509123 Travel	\$ 8,308	\$ 6,003	\$ 2,305	38%	12	\$ 16,861	\$ 24,010	\$ (7,149)	-30%	\$ 16,861	\$ 11,694	\$ 5,167	44%
509125 Local Meeting Exp	\$ 443	\$ 390	\$ 53	14%		\$ 997	\$ 1,560	\$ (563)	-36%	\$ 997	\$ 1,185	\$ (188)	-16%
509127 Board Director Fees	\$ 950	\$ 1,100	\$ (150)	-14%		\$ 3,550	\$ 4,400	\$ (850)	-19%	\$ 3,550	\$ 4,850	\$ (1,300)	-27%
509150 Contributions	\$ -	\$ 54	\$ (54)	-100%		\$ -	\$ 216	\$ (216)	-100%	\$ -	\$ 98	\$ (98)	-100%
509197 Sales Tax Expense	\$ -	\$ -	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
509198 Cash Over/Short	\$ (6)	\$ 42	\$ (48)	-114%		\$ (233)	\$ 168	\$ (401)	-239%	\$ (233)	\$ 88	\$ (321)	-365%
Total Misc -	\$ 21,431	\$ 20,045	\$ 1,386	7%		\$ 57,789	\$ 75,678	\$ (17,889)	-24%	\$ 57,789	\$ 30,613	\$ 27,176	89%
<u>LEASES & RENTALS</u>													
512011 Facility Rentals	\$ 58,533	\$ 58,722	\$ (189)	0%		\$ 234,131	\$ 234,885	\$ (754)	0%	\$ 234,131	\$ 232,177	\$ 1,954	1%
512061 Equipment Rentals	\$ 829	\$ 2,225	\$ (1,396)	-63%		\$ 6,261	\$ 9,275	\$ (3,014)	-32%	\$ 6,261	\$ 7,868	\$ (1,607)	-20%
Total Leases & Rentals -	\$ 59,362	\$ 60,947	\$ (1,585)	-3%		\$ 240,392	\$ 244,160	\$ (3,768)	-2%	\$ 240,392	\$ 240,045	\$ 347	0%
Total Non-Personnel Expenses -	\$ 688,291	\$ 783,149	\$ (94,858)	-12%		\$ 2,367,389	\$ 3,173,136	\$ (805,747)	-25%	\$ 2,367,389	\$ 2,440,060	\$ (72,671)	-3%
TOTAL OPERATING EXPENSE -	\$ 3,047,426	\$ 3,232,681	\$ (185,255)	-6%		\$ 11,534,282	\$ 12,975,743	\$ (1,441,461)	-11%	\$ 11,534,282	\$ 11,094,435	\$ 439,847	4%

** does not include depreciation

Current Period Notes:

- 1) Total Personnel Expenses are below budget due to not being at full complement, and lower than anticipated medical and worker's comp costs.
- 2) Prof & Tech Fees are below budget due to anticipated website redesign costs straight-lined.
- 3) Temp Help is over budget due to vacancies and work loads.

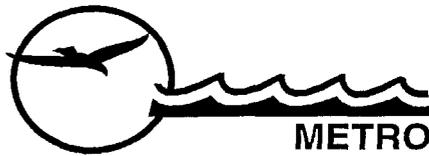
5-16-08



FY09
Consolidated Operating Expenses
For the month ending - October 31, 2008

	Current Period					Year to Date				YTD Year Over Year Comparison			
	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>Notes</u>	<u>Actual</u>	<u>Budget</u>	<u>\$ Var</u>	<u>% Var</u>	<u>FY09</u> Actual	<u>FY08</u>	<u>\$ Var</u>	<u>% Var</u>
4) Repair - Rev Vehicle	is over budget due to an aging fleet that requires increased repairs. Budget increase requested at December 19 Board meeting.												
5) Fuels & Lube Rev Veh	is under budget due to the CNG conversion and the resulting economies in fuel consumption.												
6) Tires & Tubes	is over budget due to the cyclical nature of tire and tube replacements.												
7) Non-Inventory Parts	is over budget due initial setup for new fastener vendor - Kimball Midwest for Fleet. Budget increase requested at December 19 Board Meeting.												
8) Settlement costs	are under budget due to less than anticipated settlement costs for the month.												
9) Fuel Tax	is under budget due to a straight-lined budget while the majority of the payments are made quarterly.												
10) Other Taxes	is under budget due to SVT related taxes budgeted as being paid in October, while payments will actually be made in November and March.												
11) Contr/Paratrans	is over budget. More than budgeted rides were needed for the month.												
12) Travel	is over budget due to straight-lining of the budget.												

5-16.99



**FY2009
CAPITAL BUDGET**

For the month ending - October 31, 2008

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Grant-Funded Projects</u>				
MetroBase Maintenance Facility	\$ 1,160,568	\$ 3,605,404	\$ 2,444,836	32%
MetroBase Operations Facility	\$ -	\$ 9,404,019	\$ 9,404,019	0%
Local Bus Replacement	\$ 3,561,388	\$ 3,572,932	\$ 11,544	100%
CNG Bus Conversions	\$ 1,382,989	\$ 3,410,000	\$ 2,027,011	41%
Pacific Station Project	\$ 1,062	\$ 3,190,300	\$ 3,189,238	0%
H17 Bus Replacement	\$ 2,166,615	\$ 2,359,050	\$ 192,435	92%
Advanced Traveller Information System	\$ -	\$ 500,000	\$ 500,000	0%
Facility Camera Security System	\$ -	\$ 220,000	\$ 220,000	0%
Bus Camera Project	\$ -	\$ 205,000	\$ 205,000	0%
Trapeze Pass Interactive Voice Response System	\$ -	\$ 91,141	\$ 91,141	0%
Replace Dispatch Console	\$ 18,048	\$ 25,000	\$ 6,952	72%
Subtotal Grant Funded Projects	\$ 8,290,669	\$ 26,582,846	\$ 18,292,177	31%

District Funded Projects

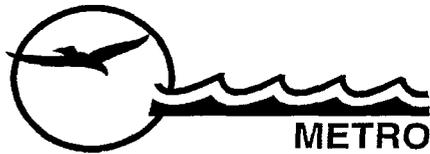
IT Projects

Replace Fleet & Facilities Maintenance Software	\$ -	\$ 470,000	\$ 470,000	0%
Upgrade District Phone System	\$ -	\$ 100,000	\$ 100,000	0%
GFI Data Warehouse Project: Phase I	\$ -	\$ 65,000	\$ 65,000	0%
Replace 4 Windows and 1 Sun Server	\$ 49,496	\$ 50,000	\$ 504	99%
Trapeze Pass Customer Certification Software	\$ -	\$ 46,000	\$ 46,000	0%
ATP - Hastus Run Time Analysis Program - IT/OPS	\$ 18,695	\$ 19,264	\$ 569	97%
Upgrade GFI software to System 7 Version 2	\$ -	\$ 17,000	\$ 17,000	0%
(2) Laptops (1) IT (1) Financial Analyst	\$ -	\$ 4,500	\$ 4,500	0%
FMLA Tracking Software	\$ -	\$ 4,000	\$ 4,000	0%
Portable Projector w/case	\$ -	\$ 2,000	\$ 2,000	0%

Facilities Repair & Improvements

Bus Stop Improvements	\$ -	\$ 179,900	\$ 179,900	0%
Passenger Waiting Shelters - LNI (10)	\$ -	\$ 70,000	\$ 70,000	0%
Replace Roof - Watsonville Transit Center Main Building	\$ -	\$ 50,000	\$ 50,000	0%
Patch, Reseal, and Restripe - Greyhound Lot	\$ -	\$ 21,390	\$ 21,390	0%
Digital ID Card Processing Equipment	\$ -	\$ 17,000	\$ 17,000	0%
Fencing - Service Bldg. 1200B River St.	\$ -	\$ 16,000	\$ 16,000	0%
Patch, Reseal, Restripe - Cavallaro Transit Center (SVT)	\$ -	\$ 7,550	\$ 7,550	0%
Patch, Reseal, Restripe - Soquel Park & Ride Lot	\$ -	\$ 5,650	\$ 5,650	0%
Reseal Operations Facility Roof-FY08 - Retention Invoice	\$ 2,663	\$ -	\$ (2,663)	100%
Add Alarm Audio/Visual - OPS Bldg	\$ 1,744	\$ -	\$ (1,744)	100%
Spare Posi/Lock - 105 Nozzle Assembly	\$ -	\$ 1,208	\$ 1,208	0%

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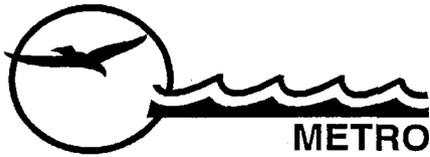


**FY2009
CAPITAL BUDGET**

For the month ending - October 31, 2008

	<u>YTD Actual</u>		<u>FY09 Budget</u>		<u>Remaining Budget</u>		<u>% Spent YTD</u>
<u>Revenue Vehicle Replacement</u>							
ParaCruz Van - Replacements (27)	\$ -		\$ 2,840,804		\$ 2,840,804		0%
ParaCruz Van - Expansion (3)	\$ -		\$ 300,000		\$ 300,000		0%
Rebuild Bus Engines - 1998 Fleet	\$ 83,940		\$ 106,302		\$ 22,362		79%
<u>Non-Revenue Vehicle Replacement</u>							
Supervisor Vehicle - Hybrid	\$ -		\$ 29,500		\$ 29,500		0%
<u>Maint Equipment</u>							
Replace Repeater for Davenport	\$ -		\$ 15,000		\$ 15,000		0%
Portable Steam Cleaner - Transit Center cleaning	\$ -		\$ 11,207		\$ 11,207		0%
Battery Powered Walk Behind Sweeper - Pacific Station	\$ -		\$ 5,500		\$ 5,500		0%
Wet/Dry Vac - Pacific Station, & other Metro facilities	\$ -		\$ 1,400		\$ 1,400		0%
Decelerometer w/Printer	\$ -		\$ 1,323		\$ 1,323		0%
2000 Watt Generator	\$ -		\$ 1,200		\$ 1,200		0%
<u>Office Equipment</u>							
Digital Cameras - Supervisors (12)	\$ -		\$ 3,500		\$ 3,500		100%
<u>Admin</u>							
Purchase & Renovation of Vernon Bldg	\$ 3,374		\$ 2,962,139		\$ 2,958,765		0%
Subtotal District Funded Projects	\$ 159,912		\$ 7,424,337		\$ 7,264,425		2%
TOTAL CAPITAL PROJECTS	\$ 8,450,581		\$ 34,007,183		\$ 25,556,602		25%

5-16. a 11



**FY2009
CAPITAL BUDGET**

For the month ending - October 31, 2008

	<u>YTD Actual</u>	<u>FY09 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 752,084	\$ 2,668,343	\$ 1,916,258	28%
State/Other Capital Grants (STIP)	\$ 6,582,989	\$ 8,610,000	\$ 2,027,011	76%
State/Other Capital Grants (1B PTMISEA)	\$ -	\$ 4,404,019	\$ 4,404,019	0%
State/Other Capital Grants (TCRP)	\$ 1,061	\$ 873,216	\$ 872,155	0%
State/Other Capital Grants	\$ -	\$ 500,000	\$ 500,000	0%
State Security Bond Funds (1B)	\$ 18,048	\$ 440,505	\$ 422,457	4%
STA Funding (Current Year) *	\$ -	\$ 4,918,675	\$ 4,918,675	0%
STA Funding (Prior Year)	\$ 321,300	\$ 574,325	\$ 253,025	56%
Alternative Fuel Conversion Fund	\$ 366,615	\$ 462,000	\$ 95,385	79%
District Reserves (Lawsuit & Sakata Proceeds)	\$ 408,484	\$ 6,440,577	\$ 6,032,093	6%
Capital Reserves	\$ -	\$ 4,115,523	\$ 4,115,523	0%
TOTAL CAPITAL FUNDING	\$ 8,450,581	\$ 34,007,183	\$ 25,556,601	25%

* Based on FY09 STA Claim of \$5,340,804

5-16-a12

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS

I. RECOMMENDED ACTION

That the Board of Directors accept and file the voting results from appointees to the Santa Cruz County Regional Transportation Commission.

II. SUMMARY OF ISSUES

- Per the action taken by the Board of Directors, staff is providing the minutes from the most recent meetings of the Santa Cruz County Regional Transportation Commission.
- Each month staff will provide the minutes from the previous month's SCCRTC meetings.

III. DISCUSSION

The Board requested that staff include in the Board Packet information relating to the voting results from the appointees to the Santa Cruz County Regional Transportation Commission. Staff is enclosing the minutes from these meetings as a mechanism of complying with this request.

IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

V. ATTACHMENTS

- Attachment A:** Minutes of the November 6, 2008 Regular SCCRTC Meeting
- Attachment B:** Minutes of the November 20, 2008 Transportation Policy Workshop

5-17.1

Attachment A

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

MINUTES

Thursday
November 6, 2008
9:00 a.m.

Watsonville City Council Chambers
275 Main Street, 4th Floor
Watsonville, CA

1. Roll Call

Members Present:

Jan Beautz	Kirby Nicol
Dene Bustichi	Ellen Pirie
Tony Campos	Emily Reilly
Neal Coonerty	Pat Spence
Randy Johnson	Mark Stone
David Koch (Alt.)	Marcela Tavantzis
Rich Krumholz (ex officio)	

Staff Present:

George Dondero	Gini Pineda
Luis Mendez	Yesenia Parra
Kim Shultz	

2. Oral Communications

Jack Nelson said that climate change should be on Commissioners' minds at every meeting and should influence their transportation choices.

3. Additions or deletions to consent and regular agendas

Executive Director George Dondero referred to a handout from Caltrans related to Item 21. He announced that there would be no closed session.

CONSENT AGENDA (Reilly/Pirie) approved unanimously

MINUTES

4. Approved draft minutes of the October 2, 2008 regular SCCRTC meeting
Commissioner Coonerty and Commission Alternated Koch abstained from approving the minutes.
5. Accepted draft minutes of the October 2, 2008 Service Authority for Freeway Emergencies (SAFE) meeting

5-17.91

6. Accepted draft minutes of the September 18, 2008 Interagency Technical Advisory Committee (ITAC) meeting
7. Accepted draft minutes of the September 24, 2008 joint meeting of the Santa Cruz County Traffic Operations System (TOS) Oversight Committee and Safe on 17 Task Force
8. Accepted draft minutes of the October 14, 2008 Elderly & Disabled Transportation Advisory Committee meeting

POLICY ITEMS

No consent policy items

PROJECTS and PLANNING ITEMS

9. Accepted FY08-09 first quarter SCCRTC work program report
10. Approved Elderly and Disabled Transportation Advisory Committee and staff recommendation regarding appointments for the Elderly and Disabled Transportation Advisory Committee (E/D TAC) member and alternate positions for the Potential Transit User seat
11. Accepted federal transportation update from federal legislative assistants Chaney & Associates

BUDGET AND EXPENDITURES ITEMS

12. Accepted status report on Transportation Development Act (TDA) revenues
13. Accepted staff recommendation regarding proposed amendments to the FY08-09 Budget and Work Program (Resolution 07-09)

ADMINISTRATION ITEMS

No consent items

INFORMATION/OTHER ITEMS

14. Accepted monthly meeting schedule
15. Accepted correspondence log
16. Accepted letters from SCCRTC committees and staff to other agencies

5-17.a2

- a. Letter from John Daugherty, Chair of the Elderly and Disabled Transportation Advisory Committee to the City of Santa Cruz regarding accessibility of city parking lot #5
 - b. Letter from Executive Director, George Dondero to Randall Adams, County of Santa Cruz Planning Department regarding comments on application #07-0002, APN #042-022-12
17. Accepted miscellaneous written comments from the public on SCCRTC projects and transportation issues
 18. Accepted information items
 - a. Email from Bill Comfort regarding High Speed Rail and response from RTC Executive Director, George Dondero
 - b. "Dan Walters: State's terrible highways are getting worse" – Sacramento Bee, October 27, 2008

REGULAR AGENDA

19. Accepted commissioner reports – Oral Reports

Commissioner Nicol said that Monterey County's sales tax initiative (Measure Z) failed and that the SCCRTC's decision to not go ahead with a tax measure was a good idea.

Executive Director George Dondero said that the League of American Bicyclists has a program to honor employers who encourage cycling. Three local businesses received Bicycle Friendly Business Awards from the League for their commitment to promoting bicycling at the work place. Commissioner Campos presented a bronze award to Watsonville's California Giant Berry Farms. Commissioner Coonerty presented a bronze award to the Santa Cruz Seaside Company and a silver award to Ecology Action. Mr. Dondero added that Beckmann's Bakery and Geo. Wilson received honorable mentions.

20. Accept director's report – Oral Report

Executive Director George Dondero said that the RTC would host an open house today from 4-6 pm at the Commission offices. He said that the ribbon cutting ceremony for the 1/17 Merge Lanes Project would take place Friday, November 7 at 1pm at the Branciforte overcrossing. He added that staff received questions from the public indicating expectations that the completed Highway 1 Merge Lanes project would solve the Highway 1 congestion problems. He referred Commissioners to page 17-3 for a detailed response to these questions. Mr. Dondero summarized the transportation related items on ballots in Tuesday's election including a high speed rail bond and four successful sales tax measures. He also mentioned that although Measure Z, put forward by TAMC, did not pass, the positive votes went up by 5% from 57 to 62. He said that federal and state stimulus packages are being

5-17.a3

discussed and if approved may provide funding for local road rehabilitation projects.

21. Accept Caltrans report and consider action items

Rich Krumholz, Caltrans District 5, said that the project list in the packet is current and that landscaping for the Highway 1/17 Merge Lanes project would begin in spring 2009. Following up on a question posed by Commissioners at the previous RTC meeting, Mr. Krumholz referred to a handout that described movable barriers similar to those used on Highway 17 on the Glenwood Curves project. He reported that the department has received positive feedback from bicyclists regarding the new Mission Street signs. He said that two exit signs on Highway 1 were replaced with signs that included the exit number on them. He mentioned that the Commission might want to apply for Environmental Enhancement and Mitigation Program funding which is designed for projects to mitigate the environmental impacts caused by new or modified public transportation facilities. He said that more information is available at www.resources.ca.gov/eem.

Commissioner Spence asked if the highway exit numbers will be included on GPS coordinates. Mr. Krumholz said that he would investigate and follow up with an answer.

Piet Canin thanked Caltrans for installing the share the road signs on Mission Street.

22. Accept Report on City of Watsonville Transportation Projects – Oral Report

City of Watsonville Public Works Director David Koch gave a PowerPoint presentation on the City's recently completed road improvement projects and projects planned for the future. Completed projects include the Struve Slough Bridge, Harkins Slough Bridge and additional trails in the wetlands rehabilitation project. To date 6.9 miles of trails have been completed with another 1.9 miles scheduled to be built. Future projects include a proposed roundabout at Main St/Freedom Blvd.

Commissioners congratulated the City for its transportation project achievements, especially the wetlands rehabilitation and the beautification of the slough areas.

Commissioner Stone asked about the effect the roundabout would have on bicyclists. Mr. Koch said that cyclists would be part of the traffic flow and that City staff is working with specialists to design signage and other safety precautions.

Piet Canin suggested looking at the roundabouts built in Bend, OR and said that cyclists are given fliers describing how the roundabouts work so that they don't get hit by exiting vehicles.

5-17.94

23. Appoint nominating committee for RTC chair and vice chair – Oral Report

Commissioner Campos appointed Commissioner Beautz as Chair and Commissioners Bustichi and Tavantzis as members of the Nominating Committee to select the 2009 RTC Chair and Vice-Chair.

24. Highway 1 status report

Senior Planner Kim Shultz said that progress has been made in resolving design issues for the Highway 1 High Occupancy Vehicle (HOV) Lane project. He said that staff met with Caltrans and Nolte & Associates to discuss issues such as interchanges and geometrics. He said that staff is proposing a full briefing to be delivered to the Commission in January instead of December.

Mr. Shultz said that the *Initial Study with Proposed Mitigated Negative Declaration/Environmental Assessment* for the Highway 1 Soquel/Morrissey Auxiliary Lanes Project was released by Caltrans on October 13, 2008. An Open House/Public Hearing was held on October 29, 2008. Comments on the environmental document are due to Caltrans by November 14, 2008. He added that 15 technical studies were used to develop the draft environmental document.

Jack Nelson said that these technical documents do not address environmental concerns and that he believes an Environmental Impact Report (EIR) is called for. He said that the project is not consistent with the County of Santa Cruz general plan and that the public is not being informed about what the project will look like. He added that an EIR would require the inclusion of alternatives to the proposed plan.

Commissioner Campos said that the decision is up to Caltrans.

25. Presentation from Ron De Carli and John Shoals of the San Luis Obispo Council of Governments Regarding Regional Blueprint Planning

Executive Director George Dondero introduced Steve Di Vicenzi from SLOCOG who stood in for Mr. De Carli.

Mr. Di Vicenzi gave a detailed PowerPoint presentation describing SLOCOG's development of a plan that integrates transportation planning with plans for future housing, land use, environmental resources, infrastructure and public services. He said that during focus groups, the community identified areas where growth is desirable and areas needed for agriculture or preservation. Issues such as job/housing imbalance and sparse road networks were factored into the raw data. Using this data, traffic models were developed. Although this approach to regional planning is part of a statewide effort to address climate change and the reduction of greenhouse gas emissions by connecting land use and transportation planning, Mr. Di Vicenzi stressed that a successful

5-17.a5

blueprint process should be a bottoms-up approach built around the general plans of the local jurisdictions and that local jurisdictions should have ownership of solutions to these complicated issues.

John Shoals, Mayor of Grover Beach and president of SLOCOG, spoke about implementing blueprint planning. He said that SLOCOG is looking to incentives to encourage developers and local jurisdictions to adopt smart growth policies.

Commissioners discussed similarities and differences between the Santa Cruz and San Luis Obispo regions including amounts of open land, demographics and population trends. It was noted that SLOCOG is both the Regional Transportation Planning Agency (RTPA) and the Metropolitan Planning Organization (MPO) of their region as opposed to the SCCRTC which is only the RTPA for Santa Cruz with AMBAG designated as the MPO. Coordinating plans between these two agencies poses additional challenges.

Responding to questions about incentives, Mr. Shoals said that obtaining transportation funding is a key incentive with the idea that state and federal funding for transportation projects may be linked to consistency with a sustainable plan. Another possible incentive is giving priority to projects that fall within the plan's guidelines.

In response to a concern raised by Commissioner Campos, Mr. Shoals said that quality of life can be preserved in denser housing developments with a creative approach to design elements.

CDs of the PowerPoint will be made available to Commissioners.

26. Review of items to be discussed in Closed Session - N/A

CLOSED SESSION – Removed from Agenda

Conference with Real Property Negotiator for acquisition of the Santa Cruz Branch Rail Line Property: Santa Cruz Branch Rail Line from Watsonville Junction to Davenport

Agency Negotiator: Kirk Trost, Miller Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

OPEN SESSION

27. Report on closed session - N/A

5-17.96

28. Next Meetings

The meeting adjourned at 11:17 am.

The next Transportation Policy Workshop is scheduled for Thursday, November 20, 2008 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

The next SCCRTC meeting is scheduled for Thursday, December 4, 2008 at 9:00 a.m. at the Santa Cruz County Board Supervisor Chambers, 701 Ocean Street, 5th floor, Santa Cruz, CA

Respectfully submitted,

Gini Pineda, Staff

ATTENDEES

John Presleigh
Jack Nelson
Bill Comfort
John Doughty
Sandra Coley
Piet Canin
JoAnn DeLott
Steve Di Vicenzi
John Shoals

County DPW

PVTMA
Ecology Action
Seaside Company
SLOCOG
SLOCOG
California Giant Berry Farms

Santa Cruz County Regional Transportation Commission (SCCRTC)

Transportation Policy Workshop
MINUTES

Thursday November 20, 2008
9:00 a.m.

SCCRTC Conference Room
1523 Pacific Avenue, Santa Cruz

Commissioner Randy Johnson called the meeting to order at 9:07 am.

Self introductions were made.

Members Present: Marcela Tavantzis, Pat Spence, Ellen Pirie, Kirby Nicol, Mark Stone, Randy Johnson, Neal Coonerty, Gustavo Gonzalez, Dene Bustichi, Emily Reilly, Jan Beautz

Member Absent: Antonio Rivas

Staff Present: Luis Mendez, George Dondero, Yesenia Parra, Karena Pushnik, Gini Pineda, Tegan Speiser, Rachel Moriconi, Grace Blakeslee, Kim Shultz

1. Oral Communications

Jack Nelson said that he submitted a comment letter to Caltrans for the Highway 1 Auxiliary Lanes project and that he hopes the Commission will consider his comments.

2. Additions or deletions to consent and regular agendas - None

CONSENT AGENDA

No Items

REGULAR AGENDA

3. Legislative update

Senior Planner Rachel Moriconi said that the legislative agenda is designed to give the Commission an opportunity to guide staff in representing the Commission's positions to state and federal legislators. She introduced state legislative consultant Steve Schnaidt to give an overview of the state budget.

Commissioner Beautz arrived.

Mr. Schnaidt said that the state budget is already untenable. He reviewed transportation oriented legislation approved by voters in November. Included were Proposition 1A (high speed rail bond), and four sales tax measures. He distributed a business plan for the California High Speed Rail which will have environmental and engineering work funded by Proposition 1A. He said that because of the state of the budget, the Governor called a special legislative session. He distributed an overview of the Governor's proposals. Among them are transferring the rest of the State Transit Assistance (STA) funding to the General Fund which would negatively impact operating funds for transit. Other proposals include increasing the vehicle registration fee and a state sales tax increase which could have a negative impact on individual counties to succeed in seeking a sales tax to augment local revenues.

Commissioners discussed possible solutions to the financial crisis, including public financing for infrastructure repair and development which would generate jobs and tax revenues, a progressive tax on fuels, a vehicle mileage tax and toll lanes.

Ms. Moriconi referred to the focus areas for the state and federal legislative agendas and asked for comments. Commissioners recommended that the wording in bulleted item 3 on page 3-9 be changed to eliminate specific reference to the Freeway Service Patrol program.

Regarding the federal agenda, it was noted by Mark Stone that the next transportation act will not be a reauthorization of an expiring bill, but a new bill that could have a different method for allocating funds. Commissioners also discussed the usefulness of the 511 system in an area with few alternate routes, the cost of participating in the 511 system versus the cost of purchasing additional paratransit vans and what road rehabilitation projects were being considered. Staff will bring a summary about the 511 program to the December meeting.

Commissioner Coonerty arrived.

Steve Schnaidt reported that the California Association of Councils of Government (CalCOG) has prepared a list of principles regarding the new federal transportation authorization bill. CalCOG is asking agencies to endorse these principles. Ms. Moriconi said the RTC may want to provide comments on some of the proposed principles.

Commissioner Pirie moved and Commissioner Beautz seconded to approve the staff recommendations that the Regional Transportation Commission:

1. Receive a verbal report from the RTC's Sacramento Legislative Assistant;
2. Review and provide comments on the Preliminary Draft 2009 State and Federal Legislative Agendas);
3. Provide input on the CalCOG Draft Priorities for 2009; and
4. Receive information on transportation sales tax measures that ran in the November 4 election in California and other states.

5-17.62

The motion passed unanimously.

Jack Nelson said that federal money could be increased if military expenses were lowered. He added that a gas tax is a carbon tax and is a useful tool for reducing greenhouse gas emissions.

4. Community Relations Consulting Services

Executive Director George Dondero said that support from a community relations expert would help staff ensure that outreach efforts are fully utilized with maximum effect. He said that staff is recommending that Kris Reyes Consulting help develop a community outreach plan. He noted that refining the current outreach tools could be very important if the RTC goes forward as the construction manager for the proposed Highway 1 Auxiliary Lanes project.

Commissioners debated whether the costs were justified and if the timing was appropriate for hiring a consultant. They discussed whether it was necessary for the consultant to have a transportation background and the fact that much of the public does not distinguish between what the RTC does and what the County of Santa Cruz does. Mr. Dondero said it would not be necessary for the consultant to have transportation knowledge.

Commissioner Pirie moved and Commissioner Stone seconded to approve the staff recommendation that the Regional Transportation Commission (RTC) authorize the Executive Director to execute a contract for community relations assistance with Kris Reyes Consulting for an amount not to exceed \$15,000.

Commissioner Reilly asked Commissioner Pirie to change the motion to delay voting on the recommendation until after the Budget and Administration/Personnel Committee had a chance to review the recommendation. Commissioner Pirie said that she preferred to vote on the recommendation today.

The motion passed with Commissioners Tavantzis, Johnson, Stone, Pirie, Coonerty and Gonzalez voting "yes" and Commissioners Bustichi, Nicol, Beautz, Spence and Reilly voting "no".

5. Review of items to be discussed in Closed Session

Commissioners will discuss negotiation with Union Pacific.

CLOSED SESSION

The Commission adjourned into Closed Session at 10:50 am.

Conference with Real Property Negotiator for acquisition of the Santa Cruz Branch Rail Line Property: Santa Cruz Branch Rail Line from Watsonville Junction to Davenport

5-17.63

Agency Negotiator: Kirk Trost, Miller Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

OPEN SESSION

The Commission reconvened into Open Session at 11:55 am.

6. Report on closed session – N/A

7. Next Meetings

The meeting adjourned at 11:58 am.

The next SCCRTC meeting is scheduled for Thursday, December 4, 2008 at 9:00 a.m. at the Santa Cruz County Supervisor Chambers, 701 Ocean Street., 3rd Floor, Santa Cruz, CA

The next Transportation Policy Workshop is scheduled for Thursday, December 19, 2008 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

Gini Pineda, Staff

ATTENDEES

Jack Nelson
Cliff Walters
Shanna McCord
Eduardo Montesino
Bonnie Morr
Steve Schnaidt

Sierra Railroad
Sentinel
UTU
UTU
SCCRTC Consultant

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager 

SUBJECT: ACCEPTANCE OF FINANCIAL STATEMENTS WITH INDEPENDENT AUDITORS REPORT FOR YEAR ENDING JUNE 30, 2008

I. RECOMMENDED ACTION

That the Board of Directors formally accept the audited financial statements and reports prepared by the firm of Brown Armstrong, Certified Public Accountants, for the year ending June 30, 2008.

II. SUMMARY OF ISSUES

- The financial statements and report of the independent certified public accountants (Attachment A) present METRO's financial position at June 30, 2008, with a comparison to the position at June 30, 2007. The auditors have found that METRO's financial statements present fairly in all material aspects the financial position of METRO.
- Note 5 – Available Net Assets in the financial statements show METRO's available (undesignated) net assets or Schedule of Reserve Accounts.
- The auditors found METRO to be in compliance with the financial reporting requirements for grants and other financial assistance.
- In the Schedule of Findings and Questioned Costs on page 33 and 34, the auditors had no new findings.
- The "Required Communication with Those Charged with Governance" letter details information related to the conduct of the audit. (Attachment B)
- One prior year finding/recommendation is identified in the Agreed Upon Conditions letter (Attachment C), with current year recommendations and management response.

III. DISCUSSION

Attachment A is an "unqualified" opinion on METRO's financial statements based on an audit performed by the firm of Brown Armstrong, Certified Public Accountants (page 1 of Attachment A). This type of opinion is the highest level of opinion, and indicates that the financial

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statements are consistent with generally accepted accounting principles (GAAP) for governments in all material respects.

While the financial statements describe METRO's financial position in detail, the section **Management's Discussion and Analysis** (pages 3-6) present narrative highlights of the financial statements and is prepared by METRO management. METRO's Total Net Assets are \$80,275,713 at June 30, 2008; up \$16,921,143 or 27% from the prior year.

The Statements of Net Assets (pages 7-8) provide an overall summary of METRO's Total Assets and Total Liabilities and Net Assets. Total Assets increased by \$19,419,647 or 23% while Total Liabilities increased by \$2,498,504 or 11% from the prior year. Total Assets increased this year due to real estate acquisitions and construction in progress. Total Liabilities increased due to the addition of restricted capital funds (Proposition 1B PTMISEA).

The Statement of Revenues and Expenses (page 9) indicates a net loss in the amount of \$2,246,690 for the year ending June 30, 2008. The loss is primarily due to the effect of a significant reduction of \$2.3M made last fiscal year to the Workers' Compensation incurred but not reported (IBNR) account.

Supplementary Information - Statements of Operating Expenses (page 25) indicate that METRO's total operating expenses increased by \$6,731,192 or 21% from the prior year. Operating Expenses increased due to the year over year effect of a significant reduction of \$2.3M made last fiscal year to the Workers' Compensation incurred but not reported (IBNR) account, contractual wage increases of \$723K, increased medical insurance premiums of \$609K, significantly increased fuel and utility costs of \$553K, and increased repair costs of \$262K.

Note 5 – Available Net Assets (page 19) was developed by staff and the auditors to determine the amount of available net assets for cash flow, and funding available for capital projects for the next five years. At June 30, 2008, this schedule shows total available net assets of \$23,962,888 with designated assets of \$28,302,313. This leaves a deficit balance of \$4,339,425 in available net assets, which means the five-year capital improvement program is not fully funded.

In the **Report on Compliance with Requirements Applicable to each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133** (page 30) and the **Report on Compliance with the Transportation Development Act** (page 32), the auditors found METRO to be in compliance with the financial reporting requirements for grants and other financial assistance.

In the **Schedule of Findings and Questioned Costs** (pages 33-34), the auditors had no Findings Relating to Financial Statements Required Under GAGAS.

Attachment B is the **Required Communication with Those Charged with Governance** letter from Brown Armstrong that the auditors are required to prepare with information related to the conduct of the audit. This letter defines their responsibilities, significant accounting policies,

accounting estimates, any significant audit adjustments, disagreements with management, consultations with other independent accountants, issues discussed prior to retention of independent auditors and any difficulties encountered in performing the audit.

Attachment C is the **Management Letter** from Brown Armstrong. The purpose of the management letter is to detail the auditor's findings and make recommendations to increase efficiency, internal controls and/or financial reporting. It should be noted that the one (1) finding and recommendation listed as current year, is actually carried over from the prior year.

There are no new findings for FY08, and three (3) of the four (4) prior year findings and recommendations have been implemented. The remaining prior year finding and recommendation has been updated with a current year management response.

- Finding #1 – *METRO should perform a ticket reconciliation semi-annually that provides assurance that tickets are properly safeguarded and sales are accurately reported.*
 - Management Response:
 - Meetings have been conducted with the ticketing staff at Metro Center, the Operations Management and the Finance Management. Groundwork and preliminary procedures, forms and policies have been created and tested to insure safeguarding of tickets beginning with receivership from the printing vendor through the sale of the ticket. A complete and comprehensive process is now in place.
 - Further discussions with auditors revealed that in addition to properly safeguarding the tickets, a reconciliation between tickets received, ticket sales and revenue collected needs to be performed, and a procedure needs to be in place. We anticipate this additional step to the process to be in place by summer of 2009.

I would like to recognize Debbie Kinslow, Assistant Finance Manager, for her valuable assistance with this year's audit.

IV. FINANCIAL CONSIDERATIONS

There is no fiscal impact from the Board's acceptance of the financial statements and audit reports. However, in order to continue to receive Transportation Development Act (TDA) payments from the Santa Cruz County Regional Transportation Commission, the final audit must be submitted to the Commission. The contract with Brown Armstrong for audit services is \$39,500 and this amount is included in the FY09 operating budget.

V. ATTACHMENTS

Attachment A: Financial Statements and Reports of Independent Certified Public Accountants for the years ending June 30, 2008 and 2007

Attachment B: Required Communication with Those Charged with Governance letter
from Brown Armstrong

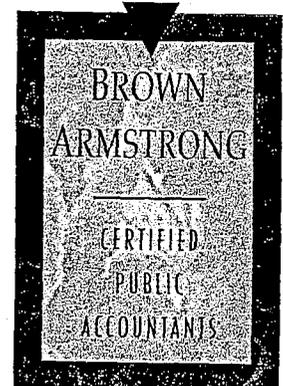
Attachment C: Agreed Upon Conditions Designed to Increase Efficiency, Internal
Controls and/or Financial Reporting (Management Letter)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**FINANCIAL STATEMENTS
WITH
INDEPENDENT AUDITOR'S REPORT**

JUNE 30, 2008 AND 2007

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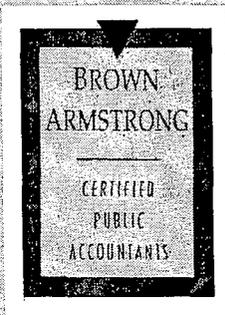


SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
JUNE 30, 2008 AND 2007

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BROWN ARMSTRONG PAULDEN
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To the Board of Directors
Santa Cruz Metropolitan Transit District
Santa Cruz, California

We have audited the accompanying basic financial statements of the Santa Cruz Metropolitan Transit District (METRO), as of June 30, 2008 and 2007, as listed in the table of contents. These basic financial statements are the responsibility of the Santa Cruz Metropolitan Transit District's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Santa Cruz Metropolitan Transit District, as of June 30, 2008 and 2007, and the results of its operations and the cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 10, 2008 on our consideration of the Santa Cruz Metropolitan Transit District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

The Management's Discussion and Analysis on pages 3 through 6 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was performed for the purpose of forming an opinion on the basic financial statements of Santa Cruz Metropolitan Transit District, taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," and is not a required part of the financial statements. The accompanying statements of operating expenses by function are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

BROWN ARMSTRONG PAULDEN
McCOWN STARBUCK THORNBURGH & KEETER
ACCOUNTANCY CORPORATION



Bakersfield, California
November 10, 2008

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2008 AND 2007**

Introduction

This report provides a narrative and analytical overview of the financial activities of the Santa Cruz Metropolitan Transit District (METRO) with selected comparative information for the years ended June 30, 2008 and 2007. This discussion has been prepared by management and should be read in conjunction with the financial statements and the notes thereto, which follow this section.

METRO is an independent agency formed in 1969 by the legislature of the State of California for the purpose of providing transit service to the general public in Santa Cruz County. METRO is governed by a Board of Directors composed of eleven members, and one ex-officio member as described in Note 1.A.

The Financial Statements

METRO's basic financial statements are prepared using proprietary fund (enterprise fund) accounting that uses the same basis of accounting as private-sector business enterprises. METRO reports its financial results using one enterprise fund under the accrual method of accounting which records revenue when earned and expenses when incurred.

The Statements of Net Assets present information on METRO's assets and liabilities, with the difference between the two reported as net assets.

The Statements of Revenue, Expenses and Changes in Fund Net Assets report the *operating* revenues and expenses, *non-operating* revenues and expenses and *capital grant* revenues. *Capital grant* expenses are listed in the Schedule of Expenditures of Federal Awards and are included in the current year increase in fixed assets.

The Statements of Cash Flows report the sources and uses of cash for the fiscal years resulting from *operating* activities, *non-capital* financing activities (operating grants and sales tax revenue), *capital* financing activities (acquisitions and disposal) and *financing* activities (non-transportation revenues). The net result of these activities, added to the cash balances at the beginning of the year reconciles to the cash balances (current plus restricted) at the end of the current fiscal year on the Statement of Net Assets.

The Statements of Operating Expenses, located in the Supplementary Information section of the financial statements, reports expenditures in greater detail.

Financial Highlights

METRO has completed the MetroBase Service and Fueling Facility located at 1200 B River Street, Santa Cruz, and is continuing site work on the Maintenance Building at 120 Golf Club Drive, Santa Cruz. In August 2007, METRO acquired the building located at 110 Vernon Street, Santa Cruz that is strategically located across from the new Maintenance Building at 120 Golf Club Drive. This property was acquired as a replacement facility for the leased Administration facility located at 370 Encinal, Santa Cruz. The MetroBase project will ultimately bring operations, maintenance, and administration into one cluster of buildings to provide the needed infrastructure to achieve service expansion goals. The MetroBase project is funded with local, state, and federal funds. Capital additions to the MetroBase project for the year totaled \$9,421,190.

The MetroBase project is also a necessary component for providing Compressed Natural Gas (CNG) to METRO's fleet. In January 2007 Caltrans executed a grant agreement with METRO to convert up to forty (40) buses from diesel to CNG fuel engines. By June 2008 thirty-one (31) of the diesel to CNG conversions had been completed and installed. Fueling METRO's fleet with CNG, a cleaner fuel source, will comply with the California Air Resource Board (CARB) requirements. Capital additions to the CNG Bus Conversion project for the year totaled \$4,765,644.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
JUNE 30, 2008 AND 2007**

Condensed Statement of Net Assets:

	2008	2007	Increase/(Decrease)	
			Amount	%
Total Assets	<u>\$ 105,036,300</u>	<u>\$ 85,616,653</u>	<u>\$ 19,419,647</u>	<u>23%</u>
Total Liabilities	<u>\$ 24,760,587</u>	<u>\$ 22,262,083</u>	<u>\$ 2,498,504</u>	<u>11%</u>
Total Net Assets	<u>\$ 80,275,713</u>	<u>\$ 63,354,570</u>	<u>\$ 16,921,143</u>	<u>27%</u>

Total Assets increased this year due to real estate acquisitions and construction in progress. Total Liabilities increased due to the addition of restricted capital funds (Proposition 1B PTMISEA).

An increase or decrease in net assets is an indicator of the financial health of METRO. For the fiscal year ended June 30, 2008, METRO's net assets increased by \$16,921,143 due to capital and real estate additions related to on-going construction of the Consolidated Metrobase Project, and the conversion of thirty-one (31) diesel bus engines to Compressed Natural Gas (CNG).

Condensed Statement of Revenues, Expenses and Change in Fund Net Assets:

	2008	2007	Increase/(Decrease)	
			Amount	%
Operating Revenues	\$ 8,272,058	\$ 7,730,499	\$ 541,559	7%
Operating Expenses	<u>(38,683,643)</u>	<u>(31,952,451)</u>	<u>(6,731,192)</u>	<u>21%</u>
Operating Loss	(30,411,585)	(24,221,952)	(6,189,633)	26%
Non-operating Revenues	28,164,895	33,133,407	(4,968,512)	-15%
Capital Contributions	<u>19,167,833</u>	<u>6,659,395</u>	<u>12,508,438</u>	<u>188%</u>
Increase (Decrease) in Net Assets	<u>\$ 16,921,143</u>	<u>\$ 15,570,850</u>	<u>\$ 1,350,293</u>	<u>9%</u>

Operating Revenues increased slightly by 7% due to increased ridership for UC Santa Cruz and Cabrillo College.

Operating Expenses increased by 21% primarily due to the effect of a significant reduction made last fiscal year to the Workers' Compensation incurred but not reported (IBNR) account, increased medical insurance premiums, and significantly increased fuel costs.

Non-operating Revenues decreased by 15% primarily due to lower than anticipated sales tax revenue, less favorable interest income, and one time revenue.

Capital Contributions are capital grant funds received for purchases of revenue vehicles and facilities improvement. Capital acquisitions were significantly increased by 188% from the prior year due to capital and real estate additions related to construction of the Consolidated MetroBase Project, and the conversion of thirty-one (31) diesel bus engines to Compressed Natural Gas (CNG).

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
JUNE 30, 2008 AND 2007**

**Supplemental Revenue, Expense and Performance Report:
(based on FTA account grouping guidelines)**

	<u>2008</u>	<u>2007</u>	<u>% Change</u>
Revenues			
Passenger Fares	\$ 8,272,058	\$ 7,730,499	7.0%
Sales and Use Tax	17,054,735	17,652,773	-3.4%
Non-Operating Revenues ⁽¹⁾	1,558,759	2,032,515	-23.3%
TDA ⁽²⁾	6,313,334	6,165,834	2.4%
Federal Operating Assistance	3,375,281	3,338,212	1.1%
Total Operating Revenue	\$ 36,574,167	\$ 36,919,833	-0.9%
Expenses			
Route Operation	\$ 20,834,142	\$ 19,872,415	4.8%
Vehicle Maintenance	4,998,255	4,811,254	3.9%
Facilities Maintenance	1,333,439	1,281,359	4.1%
General Administration ⁽³⁾	7,763,787	6,592,585	17.8%
Total Operating Expense (excluding depreciation)	\$ 34,929,623	\$ 32,557,613	7.3%
Performance Indicators			
Total Passengers	5,888,213	5,695,910	3.4%
Revenue Hours	257,705	260,099	-0.9%
Revenue Miles	3,709,152	3,685,802	0.6%
Farebox Recovery Ratio ⁽⁴⁾	23.7%	23.7%	-0.1%
Cost/Passenger	\$ 5.93	\$ 5.72	3.7%
Cost/Hour	\$ 135.54	\$ 125.17	8.3%
Cost/Mile	\$ 9.41	\$ 8.83	6.6%
Full Time Equivalent Employees	323	318	1.6%
Active Fleet - Fixed Route	112	115	-2.6%
Active Fleet - Paratransit	38	34	11.8%

⁽¹⁾ Non-Operating Revenues decreased primarily from less than anticipated sales tax receipts due to less consumer discretionary spending and current economic conditions.

⁽²⁾ Transportation Development Act (TDA) funding constitutes a significant percentage of METRO's operating revenues. The TDA revenue METRO receives fluctuates annually based on retail sales in the County and by the amount retained by the Santa Cruz County Regional Transportation Commission (SCCRTC) for other county-wide projects and overhead.

⁽³⁾ General Administration expenses increased this year due to the effect of a reduction made to the Worker's Compensation incurred but not reported (IBNR) account last year.

⁽⁴⁾ Farebox Recovery Ratio is a standard transit performance indicator that is calculated by dividing passenger fares by operating expenses and does not include depreciation or current year incurred but not reported (IBNR) Worker's Compensation adjustments.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
JUNE 30, 2008 AND 2007**

Condensed Statement of Cash Flows:

	<u>2008</u>	<u>2007</u>	<u>Change</u>
Net Cash (Used) in Operating Activities	\$ (25,145,487)	\$ (24,793,543)	\$ (351,944)
Net Cash Provided by Non-Capital Financing Activities	27,045,524	32,400,938	(5,355,414)
Net Cash Provided by (Used) in Capital and Related Financing Activities	(5,206,123)	(4,919,921)	(286,202)
Net Cash Provided by Non-Transportation Activities	<u>1,090,834</u>	<u>1,469,308</u>	<u>(378,474)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(2,215,252)	4,156,782	(6,372,034)
Cash and Cash Equivalents, Beginning of Year	<u>36,045,562</u>	<u>31,888,780</u>	<u>4,156,782</u>
Cash and Cash Equivalents, End of Year	<u>\$ 33,830,310</u>	<u>\$ 36,045,562</u>	<u>\$ (2,215,252)</u>

Cash and cash equivalents held by METRO decreased by \$2,215,252 or 6% during the year.

Contacting METRO's Financial Management

METRO's financial report is designed to provide METRO's Board of Directors, management, and public with an overview of METRO's finances. For additional information about this report, please contact Angela Aitken, Finance Manager, at 370 Encinal Street, Suite 100, Santa Cruz, CA 95060.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
STATEMENTS OF NET ASSETS
JUNE 30, 2008 AND 2007**

	2008	2007
<u>ASSETS</u>		
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 19,660,767	\$ 23,924,509
Sales Tax and Other Receivables	12,290,177	5,861,817
Inventory	946,561	994,550
Prepays	389,232	401,478
Total Current Assets	33,286,737	31,182,354
RESTRICTED ASSETS		
Cash and Cash Equivalents	14,169,543	12,121,053
PROPERTY AND EQUIPMENT		
Building and Improvements	13,467,177	10,486,491
Revenue Vehicles	40,194,340	35,609,181
Operations Equipment	2,203,998	2,818,470
Other Equipment	1,489,053	1,285,123
Other Vehicles	1,217,023	1,153,348
Office Equipment	1,199,716	1,143,615
	59,771,307	52,496,228
Less Accumulated Depreciation	(34,516,865)	(32,084,205)
	25,254,442	20,412,023
Construction in Progress	23,160,708	15,952,697
Land	9,164,870	5,948,526
Total Property and Equipment	57,580,020	42,313,246
TOTAL ASSETS	\$ 105,036,300	\$ 85,616,653

The accompanying notes are an integral part of these financial statements.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
STATEMENTS OF NET ASSETS (Continued)
JUNE 30, 2008 AND 2007

	2008	2007
<u>LIABILITIES AND NET ASSETS</u>		
CURRENT LIABILITIES		
Accounts Payable and Accrued Liabilities	\$ 2,804,010	\$ 1,284,299
Accrued Payroll and Employee Benefits	3,726,070	3,732,012
Workers' Compensation Liabilities	1,022,608	1,022,608
Other Accrued Liabilities	417,684	428,619
Security Deposit	17,684	17,884
Deferred Revenue	-	4,317
	7,988,056	6,489,739
LIABILITIES PAYABLE FROM RESTRICTED ASSETS		
Deferred Revenue - Settlement Agreement	6,612,064	7,304,339
Deferred Revenue - STA Grant	2,066,267	4,816,714
Deferred Revenue - PTMISEA	4,442,909	-
	3,651,291	3,651,291
LONG-TERM LIABILITIES		
Workers' Compensation Liabilities	3,651,291	3,651,291
	24,760,587	22,262,083
NET ASSETS		
Invested in Capital Assets, Net of Related Debt	57,580,020	42,313,246
Unrestricted Net Assets	22,695,693	21,041,324
	80,275,713	63,354,570
TOTAL LIABILITIES AND NET ASSETS	\$ 105,036,300	\$ 85,616,653

The accompanying notes are an integral part of these financial statements.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
STATEMENTS OF REVENUES, EXPENSES, AND
CHANGES IN FUND NET ASSETS
FOR THE YEARS ENDED JUNE 30, 2008 AND 2007**

	2008	2007
OPERATING REVENUES		
Passenger Fare	\$ 4,671,177	\$ 4,463,020
Special Transit Fare	3,600,881	3,267,479
Total Operating Revenues	8,272,058	7,730,499
OPERATING EXPENSES		
Wages, Salaries and Employee Benefits	26,900,557	22,978,995
Purchased Transportation Services	288,787	200,482
Material and Supplies	4,068,119	3,455,571
Other Expenses	3,672,161	3,547,649
Depreciation	3,754,019	1,769,754
Total Operating Expenses	38,683,643	31,952,451
Net Operating Loss	(30,411,585)	(24,221,952)
NON-OPERATING REVENUES (EXPENSES)		
Sales and Use Tax	17,054,735	17,652,773
Transportation Development Act Assistance	6,313,334	6,165,834
Section 8/5303 Planning Fund	54,609	39,404
Section 9/5307 Operating Assistance	3,153,552	3,130,226
Section 18/5307 Operating Assistance	167,120	168,582
Other State Operating Assistance	-	3,989,033
Interest Income	942,456	1,327,929
Rental Income	148,378	141,379
Other Revenue	467,925	563,207
Loss on Sale and Disposal of Property, Equipment, and Inventory	(137,214)	(44,960)
Total Non-Operating Revenues	28,164,895	33,133,407
Net Gain (Loss) Before Capital Contributions	(2,246,690)	8,911,455
CAPITAL CONTRIBUTIONS		
Grants Restricted for Capital Expenditures	19,167,833	6,659,395
NET ASSETS		
Increase in Net Assets	16,921,143	15,570,850
Total Net Assets, Beginning of Year	63,354,570	47,783,720
Total Net Assets, End of Year	\$ 80,275,713	\$ 63,354,570

The accompanying notes are an integral part of these financial statements.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2008 AND 2007**

	2008	2007
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts From Customers	\$ 8,210,333	\$ 7,459,799
Payments to Employees	(26,906,499)	(24,972,990)
Payments to Suppliers	(6,449,321)	(7,280,352)
	(25,145,487)	(24,793,543)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating Grants Received, Including Sales and Use Tax	27,039,733	32,400,067
Other Nonoperating	5,791	871
	27,045,524	32,400,938
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Proceeds From Sale of Property and Equipment	1,265	1,027,896
Capital Grants Received	13,814,670	6,626,541
Capital Expenditures	(19,022,058)	(12,574,358)
	(5,206,123)	(4,919,921)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Investment and Rental Income Received	1,090,834	1,469,308
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(2,215,252)	4,156,782
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	36,045,562	31,888,780
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 33,830,310	\$ 36,045,562
RECONCILIATION OF OPERATING LOSS TO NET CASH USED IN OPERATING ACTIVITIES		
Operating Loss	\$ (30,411,585)	\$ (24,221,952)
Adjustments to Reconcile Net Operating Loss to Net Cash Used in Operating Activities:		
Depreciation	3,754,019	1,769,754
Changes in Assets and Liabilities:		
(Increase) Decrease in Receivables	(61,725)	(270,700)
(Increase) in Inventory	47,989	(66,524)
(Increase) Decrease in Prepaid Expenses	12,246	153,875
Increase (Decrease) in Accounts Payable	1,519,711	(165,201)
Increase (Decrease) in Other Liabilities	(6,142)	(1,992,795)
	(25,145,487)	(24,793,543)
Net Cash Used in Operating Activities	\$ (25,145,487)	\$ (24,793,543)

The accompanying notes are an integral part of these financial statements.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2008 AND 2007**

NOTE 1 – OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Organization

The Santa Cruz Metropolitan Transit District (METRO) was formed February 9, 1969, following a favorable election in conformity with Section 9800 *et. seq.* of the Public Utilities Code. The transit system serves the general public in the cities of Santa Cruz, Watsonville, Scotts Valley, Capitola and the unincorporated areas of Santa Cruz County. METRO is governed by a Board of eleven directors, and one Ex-Officio director representing the University of California, Santa Cruz. At June 30, 2008, the directors were as follows:

Chairperson:	Marcela Tavantzis		
Vice Chair:	Jan Beautz		
Members:	Dale Skillicorn	Michelle Hinkle	Mark Stone
	Mike Rotkin	Emily Reilly	Pat Spence
	Dene Bustichi	Donald Hagen	Kirby Nicol
Ex-Officio:	Donna Blitzer		

METRO also serves the Highway 17 corridor into Santa Clara County to provide commuter express service through a joint powers agreement with the Santa Clara County Transit District (known as Valley Transportation Authority (VTA)). Amtrak Thruway bus service is also provided by METRO on the same corridor through a memorandum of understanding with the California Department of Transportation, the Capitol Corridor Joint Powers Authority and VTA.

B. Reporting Entity

METRO and the Santa Cruz Civic Improvement Corporation (the Corporation) have a financial and operational relationship, which meets the reporting entity definition criteria of GASB Statement No. 14, as amended by GASB Statement No. 39, *The Financial Reporting Entity*, for inclusion of the Corporation as a component unit of METRO. Accordingly, the financial activities of the Corporation have been included in the financial statements of METRO. For the years ending June 30, 2008 and 2007, this activity was minimal.

Scope of Public Service:

The Corporation is a nonprofit, public benefit corporation incorporated under the laws of the State of California and recorded by the Secretary of State in July 1986. The Corporation was formed for the sole purpose of providing financial assistance to METRO for the construction and acquisition of major capital facilities.

The following are those aspects of the relationship between METRO and the Corporation, which satisfy GASB Statement No. 14/39 criteria.

Accountability:

1. The Corporation's Board of Directors was appointed by METRO's Board of Directors.

NOTE 1 – OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Reporting Entity (Continued)

2. METRO is able to impose its will upon the Corporation, based on the following:
 - All major financing arrangements, contracts, and other transactions of the Corporation must have the consent of METRO.
 - METRO exercises significant influence over operations of the Corporation as it is anticipated that METRO will be the sole lessee of all facilities owned by the Corporation. Likewise, it is anticipated that METRO's lease payments will be the sole revenue source of the Corporation.
3. The Corporation provides specific financial benefits or imposes specific financial burdens on METRO based upon the following:
 - METRO has assumed a "moral obligation", and potentially a legal obligation, for any debt incurred by the Corporation.

C. Basis of Accounting and Presentation

METRO is accounted for as a Business Type Activity, as defined by Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements – Management's Discussion & Analysis – for State and Local Governments* and its financial statements are presented on the accrual basis of accounting. Under this method, revenues are recognized when they are earned, and expenses are recognized when they are incurred.

METRO adopted GASB Statement No. 34 as amended by GASB Statement No. 37, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments: Omnibus*, as of and for the year ended June 30, 2003, and applied those standards on a retroactive basis. GASB Statement No. 34 establishes standards for external financial reporting for state and local governments and requires that resources be classified for accounting and reporting purposes into three net asset categories; namely, those invested in capital assets, net of related debt, restricted net assets and unrestricted net assets.

Contributed Capital/Reserved Retained Earnings:

METRO receives grants from the Federal Transit Administration (FTA) and other agencies of the U.S. Department of Transportation, state, and local transportation funds for the acquisition of transit-related equipment and improvements. Prior to July 1, 2001, capital grants were recognized as donated capital to the extent that project costs under the grant have been incurred. Capital grant funds earned, less amortization equal to accumulated depreciation of the related assets, were included in contributed capital. As required by GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*, METRO changed its method of accounting for capital grants from capital contributions to reserved nonoperating revenues. In accordance with GASB No. 33, capital grants are required to be included in the determination of net income resulting in an increase in net revenue of \$19,167,833 and \$6,659,395 for the fiscal years 2008 and 2007, respectively.

Under GASB Statement No. 34, contributed capital and reserved retained earnings are presented in the net asset section as invested in capital assets, net of related debt.

Retained Earnings:

Retained earnings which represented the residual value of operations and capital assets constructed with funds other than grants, were restated to reclassify the capital assets to invested in capital assets, net of related debt and the remaining assets resulting from operations as either restricted or unrestricted net assets.

NOTE 1 – OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Basis of Accounting and Presentation (Continued)

Proprietary Accounting and Financial Reporting:

As required under GASB Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, METRO will continue to apply all applicable GASB pronouncements as well as Financial Accounting Standards Board (FASB) Statements and Interpretations, Accounting Principles Board (APB) Opinions, and Accounting Research Bulletins (ARBs) of the Committee on Accounting Procedure issued on or before November 30, 1989, unless those pronouncements conflict or contradict GASB pronouncements. METRO has elected under GASB Statement No. 20 to not apply all FASB Statements and Interpretations issued after November 30, 1989, due to the governmental nature of METRO's operations.

Net Assets:

Net assets represent the residual interest in METRO's assets after liabilities are deducted. In accordance with GASB Statement No. 34, the Fund Equity section on the Statement of Net Assets was combined to report total net assets and present it in three broad components: invested in capital assets, net of related debt; restricted; and unrestricted. Net assets invested in capital assets, net of related debt include capital assets net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets. Net assets are restricted when constraints are imposed by third parties or by law through constitutional provisions or enabling legislation. All other net assets are unrestricted.

When both restricted and unrestricted resources are available for use, generally it is METRO's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Cash and Cash Equivalents

METRO considers all highly liquid investments with a maturity date within three months of the date acquired to be cash equivalents. METRO deposits funds into an external investment pool maintained by the County of Santa Cruz. These deposits are considered cash equivalents. The County of Santa Cruz Pooled Investment Fund is authorized to invest in obligations of the U.S. Treasury agencies and instrumentalities, commercial paper rated A-1 by Standard and Poor's Corporation or P-1 by Moody's Commercial Paper Record, banker's acceptances, repurchase agreements, and the State Treasurer's investment pool. Cash and cash equivalents are stated at fair value. For purposes of the statement of cash flows, METRO considers all highly liquid investments (including restricted assets) to be cash equivalents.

E. Inventory

Inventory is carried at cost using the first-in/first-out (FIFO) method. Inventory held by METRO consists of spare bus parts that are consumed by METRO and are not for resale purposes.

F. Restricted Assets

Certain assets are classified as restricted assets on the Statement of Net Assets because their use is subject to externally imposed stipulations, either by laws or regulations.

NOTE 1 – OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

F. Restricted Assets (Continued)

The cash resulting from a settlement agreement, as described in Note 9, represents proceeds restricted by the Federal Transit Administration. The State Transit Assistance Grant and the Proposition 1B PTMISEA Grant are restricted for capital expenditures. Restricted assets at June 30, are as follows:

	<u>2008</u>	<u>2007</u>
Cash and Cash Equivalents		
Federal Transit Administration Grant	\$ 7,660,367	\$ 7,304,339
Proposition 1B PTMISEA Grant	4,442,909	-
State Transit Assistance Grant	<u>2,066,267</u>	<u>4,816,714</u>
Total Restricted Assets	<u>\$ 14,169,543</u>	<u>\$ 12,121,053</u>

G. Property and Equipment

Property and equipment are recorded at cost. Depreciation for all such assets is computed on a straight-line basis. Estimated useful lives of assets are as follows:

Buildings and structures	20-30 years
Revenue vehicles	12 years
Other vehicles and equipment	3-10 years

Depreciation expense on assets acquired with capital grant funds are transferred to net assets - invested in capital assets, net of related debt after being charged to operations.

Major improvements and betterments to existing facilities and equipment are capitalized. Costs for maintenance and repairs which do not extend the useful life of the applicable assets are charged to expense as incurred. Upon disposition, costs and accumulated depreciation are removed from the accounts and resulting gains or losses are included in operations.

METRO completed and capitalized the Scotts Valley Transit Center in fiscal 1999. The cost of this facility totaled \$4,063,634, which was funded by federal, state and local funds. The Scotts Valley Redevelopment Agency (the Agency), a political subdivision of the state of California, was one of METRO's funding sources for this project and has retained an interest in the property. The title to the property is retained by both METRO and the Agency as tenants in common with each party holding an individual interest in proportion to each party's financial participation in the project. The Agency's portion of the property is 13.87%. The Agency's portion is not recorded in METRO's financial statements.

H. Sales and Use Tax

METRO receives a .5% sales and use tax levied on all taxable sales in Santa Cruz County, which is collected and administered by the California State Board of Equalization. Additionally, METRO is allocated, through the Santa Cruz County Regional Transportation Commission, a portion of the .25% sales and use tax levied by the Transportation Development Act.

I. Operating Assistance Grants

Operating assistance grants are recognized as revenue in the grant period earned.

NOTE 1 – OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. Self-Insurance

METRO is self-insured for the first \$250,000 of general and vehicular liability. For settlements in excess of \$250,000, METRO has total coverage up to \$20,000,000 per occurrence. Additionally, METRO is self insured up to \$350,000 for workers' compensation claims. METRO has recorded a liability for estimated claims to be paid including incurred but not reported claims.

K. Employee Benefits

Vacation and medical leave benefits are accrued when earned and reduced when used. Any paid medical leave accrued beyond 96 hours may, at the employee's option be converted to annual leave and credited to the employee's annual leave schedule or paid in cash, depending on the bargaining unit, at 100% of the earned rate. Employees are paid accrued and unused annual leave at the time of separation from District service.

L. Payroll

METRO contracts with the Santa Cruz County Auditor-Controller to provide payroll processing services.

M. Pension Costs

Pension costs are expensed as incurred. These costs equal the actuarially determined annual contribution amount.

N. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 – CASH AND INVESTMENTS

Cash and cash equivalents consists of the following at June 30, 2008 and 2007:

	2008	2007
Cash on Hand	\$ 40,311	\$ 29,121
Demand Deposits	357,298	289,542
Deposits in Santa Cruz County Pooled Investment Fund	33,432,701	35,726,899
	\$ 33,830,310	\$ 36,045,562

NOTE 2 – CASH AND INVESTMENTS (Continued)

Cash on Hand and Cash in Banks

Investments Authorized by the California Government Code and METRO’s Investment Policy

The table below identifies the **investment types** that are authorized for METRO by the California Government Code (or METRO’s investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or METRO’s investment policy, where more restrictive) that address **interest rate risk, credit risk, and concentration of credit risk.**

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage Of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker’s Acceptances	180 days	None	None
Commercial Paper	270 days	None	None
Negotiable Certificates of Deposit	5 years	None	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	None	None
Medium-Term Notes	5 years	None	None
Mutual Funds	N/A	None	None
Money Market Mutual Funds	N/A	None	None
Mortgage Pass-Through Securities	5 years	None	None
County Pooled Investment Funds	N/A	100%	None
Local Agency Investment Fund (LAIF)	N/A	None	None

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

Information about the sensitivity of the fair values of METRO’s investments to market interest rate fluctuations is provided by the following table that shows the distribution of METRO’s investments by maturity:

<u>Investment Type</u>	<u>Amount</u>	<u>Remaining Maturity (in Months)</u>			
		<u>12 Months Or Less</u>	<u>13 to 24 Months</u>	<u>25 to 60 Months</u>	<u>More Than 60 Months</u>
County Investment Pool	\$ 33,432,701	\$ 33,432,701	\$ -	\$ -	\$ -

Investments with Fair Values Highly Sensitive to Interest Rate Fluctuations

METRO’s investments were not considered to be highly sensitive to interest rate fluctuations as of June 30, 2008 or 2007.

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NOTE 2 – CASH AND INVESTMENTS (Continued)

Cash on Hand and Cash in Banks (Continued)

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, METRO's investment policy, and the actual rating as of year end for each investment type. The column marked "exempt from disclosure" identifies those investment types for which GASB No. 40 does not require disclosure as to credit risk:

Investment Type	Amount	Minimum Legal Rating	Exempt From Disclosure	Rating as of Year End		
				AAA	Aa	Not Rated
County Investment Pool	\$33,432,701	N/A	\$ -	\$ -	\$ -	\$33,432,701

Concentration of Credit Risk

The investment policy of METRO contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. METRO did not have any Investments in any one issuer (other than external investment pools) that represent 5% or more of total METRO's investments at June 30, 2008 or 2007.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and METRO's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies.

GASB Statement No. 40 requires that the following disclosure be made with respect to custodial credit risks relating to deposits and investments: none of METRO's deposits with financial institutions in excess of federal depository insurance limits were held in uncollateralized accounts.

Investment in County Investment Pool

METRO is a voluntary participant in the Santa Cruz County Investment Fund. The fair value of METRO's investment in this pool is reported in the accompanying financial statements at amounts based upon METRO's pro-rata share of the fair value provided by the County for the entire County portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County, which are recorded on an amortized cost basis.

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NOTE 3 – RECEIVABLES

Receivables at June 30, are as follows:

	<u>2008</u>	<u>2007</u>
Federal Grants	\$ 8,589	\$ 796,879
State Grants	8,170,973	1,071,150
Sales Tax Revenue	2,818,400	2,812,600
Local Grants	37,500	-
Other	1,254,715	1,181,188
	<u>\$ 12,290,177</u>	<u>\$ 5,861,817</u>

NOTE 4 – CHANGES IN CAPITAL ASSETS

Facilities, property and equipment at June 30, are summarized as follows:

June 30, 2008

	<u>Balance July 1, 2007</u>	<u>Additions and Transfers</u>	<u>Retirements and Transfers</u>	<u>Balance June 30, 2008</u>
Non Depreciated Assets				
Land	\$ 5,948,526	\$ 3,216,344	\$ -	\$ 9,164,870
Construction-in-Progress	15,952,697	11,607,432	(4,399,421)	23,160,708
Total Non Depreciated Assets	21,901,223	14,823,776	(4,399,421)	32,325,578
Depreciated Assets				
Building and Improvements	10,486,491	3,101,325	(120,639)	13,467,177
Revenue Vehicles	35,609,181	5,109,897	(524,738)	40,194,340
Operations Equipment	2,818,470	66,489	(680,961)	2,203,998
Other Equipment	1,285,123	203,930	-	1,489,053
Other Vehicles	1,153,348	188,979	(125,304)	1,217,023
Office Equipment	1,143,615	83,541	(27,440)	1,199,716
Total Depreciated Assets	52,496,228	8,754,161	(1,479,082)	59,771,307
Less Accumulated Depreciation	<u>(32,084,205)</u>	<u>(3,754,019)</u>	<u>1,321,359</u>	<u>(34,516,865)</u>
Depreciated Assets Net of Accumulated Depreciation	<u>20,412,023</u>	<u>5,000,142</u>	<u>(157,723)</u>	<u>25,254,442</u>
Total	<u>\$ 42,313,246</u>	<u>\$ 19,823,918</u>	<u>\$ (4,557,144)</u>	<u>\$ 57,580,020</u>

Depreciation expense at June 30, 2008 was \$3,754,019.

NOTE 4 – CHANGES IN CAPITAL ASSETS (Continued)

June 30, 2007

	Balance July 1, 2006	Additions and Transfers	Retirements and Transfers	Balance June 30, 2007
Non Depreciated Assets				
Land	\$ 6,976,423	\$ -	\$ (1,027,897)	\$ 5,948,526
Construction-in-Progress	4,816,956	11,135,741	-	15,952,697
Total Non Depreciated Assets	11,793,379	11,135,741	(1,027,897)	21,901,223
Depreciated Assets				
Building and Improvements	10,452,483	34,008	-	10,486,491
Revenue Vehicles	34,649,265	959,916	-	35,609,181
Operations Equipment	2,687,228	132,559	(1,317)	2,818,470
Other Equipment	1,285,123	-	-	1,285,123
Other Vehicles	898,514	254,834	-	1,153,348
Office Equipment	1,094,759	57,299	(8,443)	1,143,615
Total Depreciated Assets	51,067,372	1,438,616	(9,760)	52,496,228
Less Accumulated Depreciation	(30,324,213)	(1,769,752)	9,760	(32,084,205)
Depreciated Assets Net of Accumulated Depreciation	20,743,159	(331,136)	-	20,412,023
Total	\$ 32,536,538	\$ 10,804,605	\$ (1,027,897)	\$ 42,313,246

Depreciation expense at June 30, 2007 was \$1,769,752.

NOTE 5 – AVAILABLE NET ASSETS

An analysis of METRO's available (undesignated) net assets at June 30, follows:

	2008	2007
Current Assets	\$ 33,286,737	\$ 31,182,354
Current Liabilities	(7,988,056)	(6,489,739)
Working Capital	25,298,681	24,692,615
Less:		
Inventory	(946,561)	(994,550)
Prepaid Expenses	(389,232)	(401,478)
Total Available Net Assets	23,962,888	23,296,587
Net Assets Designated for the Following:		
Cash Flow	(5,059,022)	(5,225,000)
Workers' Compensation Reserve	(2,091,581)	(2,142,304)
110 Vernon Purchase - Renovation	(2,962,139)	(1,000,000)
Insurance Reserve	(750,757)	(750,000)
Alternative Fuel Conversion Fund	(462,000)	(462,000)
Bus Stop Improvements Reserve	(400,000)	(400,000)
Carryover for Fiscal Year 2007-2008 Operating Budget	(2,951,178)	(911,228)
Carryover for Sales Tax-Based UTU Wage Adjustment	-	(256,137)
Net Assets Required to Fund Transportation Improvement Programs for the Fiscal Years 2008-2012	(13,625,636)	(13,250,790)
Available Undesignated Net Assets (Deficits)	\$ (4,339,425)	\$ (1,100,872)

NOTE 6 – CAPITAL GRANTS

METRO receives grants from the Federal Transit Administration (FTA), which provides financing for the acquisition of rolling stock and construction of facilities. METRO also receives grants under the State Transportation Development Act primarily for the acquisition of rolling stock and support equipment, and purchase of furniture and fixtures.

A summary of federal, state and local grant activity for the years ended June 30, are as follows:

	<u>2008</u>	<u>2007</u>
Federal Grants	\$ 2,152,133	\$ 4,753,898
State Grants	16,980,757	1,218,835
Local Grants	<u>34,943</u>	<u>686,662</u>
Total Capital Assistance	<u>\$ 19,167,833</u>	<u>\$ 6,659,395</u>

NOTE 7 – COMMITMENTS

METRO leases a number of its facilities under operating leases extending through 2012. For the years ended June 30, 2008 and 2007, rental expense relating to the leases was \$697,925 and \$765,219, respectively. METRO also leases to others retail space in their transit facilities under noncancelable agreements. Minimum lease payments and receipts for existing operating leases are as follows:

<u>Year Ending June 30</u>	<u>Lease Commitments</u>	<u>Rental Income</u>	<u>Net</u>
2009	\$ 540,571	\$ 126,156	\$ 414,415
2010	241,974	111,795	130,179
2011	123,829	30,692	93,137
2012	<u>21,697</u>	<u>-</u>	<u>21,697</u>
	<u>\$ 928,071</u>	<u>\$ 268,643</u>	<u>\$ 659,428</u>

NOTE 8 – JOINT VENTURES (Joint Powers Authority)

METRO participates in a joint powers authority (JPA), the California Transit Insurance Pool (CalTIP). The relationship between METRO and the JPA is such that the JPA is not a component unit of METRO for financial reporting purposes.

CalTIP arranges for and provides property and liability insurance for its 25 members. CalTIP is governed by a board that controls the operations of CalTIP, including selection of management and approval of operating budgets, independent of any influence by the member districts. Each member district pays a premium commensurate with the level of coverage requested and shares in surpluses and deficits proportionate to their participation in CalTIP.

NOTE 8 – JOINT VENTURES (Joint Powers Authority) (Continued)

Condensed audited financial information of CalTIP for the years ended April 30, (most recent information available) is as follows:

	<u>2008</u>	<u>2007</u>
Total Assets	\$ 22,411,570	\$ 19,349,480
Total Liabilities	<u>7,763,419</u>	<u>7,390,394</u>
Fund Balance	<u>\$ 14,648,151</u>	<u>\$ 11,959,086</u>
Total Revenues	\$ 9,055,989	\$ 8,626,160
Total Expenditures	<u>6,490,515</u>	<u>4,565,456</u>
Net Increase in Fund Balance	<u>\$ 2,565,474</u>	<u>\$ 4,060,704</u>

METRO's share of year-end assets, liabilities, or fund balance has not been calculated by CalTIP.

NOTE 9 – WATSONVILLE FLEET MAINTENANCE FACILITY

METRO's fleet maintenance facility in Watsonville was damaged in the Loma Prieta earthquake (the earthquake) in October 1989. An engineering study concluded that the demolition of the existing facility and construction of a new facility was the most practical course of action. Therefore, the net book value of the facility was written off the books in a prior year.

In addition, due to design and construction deficiencies by the design and building contractors involved in the original project, METRO initiated litigation against the contractors and came to a settlement agreement with said contractors on May 30, 1995. In accordance with this agreement, the contractors remitted \$4,776,858 (including \$171,538 in costs) to METRO during fiscal year 1996, representing damages less attorney fees. The use of these proceeds, and the interest earned thereon, is restricted by FTA Section 3/5309. Accordingly, the net restricted amount of \$7,669,367 and \$7,304,339 is reflected on the statements of net assets as deferred revenue at June 30, 2008 and 2007, respectively.

NOTE 10 – CONTINGENCIES

METRO has received state and federal funds for specific purposes that are subject to review and audit by grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, METRO believes that any required reimbursement will not be material.

Additionally, METRO is party to various claims and litigation in the normal course of business. In the opinion of management and in-house counsel, any ultimate losses have been adequately provided for in the financial statements.

NOTE 11 – DEFINED BENEFIT PENSION PLAN

Plan Description

METRO's defined benefit pension plan, the Miscellaneous Plan for Santa Cruz Metropolitan Transit District (the Plan), provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. The Plan is part of the Public Agency portion of the California Public Employees' Retirement System (CalPERS), an agent multiple-employer plan administered by CalPERS, which acts as a common investment and administrative agent for participating public employers with the State of California. A menu of benefit provisions as well as other requirements is established by State statutes within the Public Employees' Retirement Law. METRO selects optional benefit provisions from the benefit menu by contract with CalPERS and adopts those benefits through Board action. CalPERS issues a separate comprehensive annual financial report. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, CA 95814.

Funding Policy

There are 323 active plan members in the Fund as of June 30, 2008, which are required to contribute a percent of their annual covered salary. In lieu of salary increases and for employees who agreed to salary reductions in certain prior years, METRO agreed to pay a portion of the employee contribution, based on formulas negotiated in their labor agreements. METRO is also required to contribute the actuarially determined remaining amounts necessary to fund the benefits for its members. The actuarial methods and assumptions used are those adopted by the CalPERS Board of Administration. The required employer contribution rate for the fiscal year ended June 30, 2008 was 12.86%. The contribution requirements of the plan members are established by State statute and the employer contribution rate is established and may be amended by CalPERS.

Annual Pension Cost

For fiscal year ended June 30, 2008, METRO's annual pension cost of \$1,997,214 was equal to METRO's required and actual contributions. This includes METRO's contribution to the employee contribution requirement. The required contribution for fiscal year ended June 30, 2008 was determined as part of the June 30, 2006 actuarial valuation using the entry age normal actuarial cost method with the contributions determined as a percent of pay. The actuarial assumptions included (a) 7.75% investment rate of return (net of administration expenses); (b) projected salary increases that vary by duration of service ranging from 3.25% to 14.45% for miscellaneous members, and (c) 3.25% cost-of-living adjustment. Both (a) and (b) include an inflation component of 3.0%. The actuarial value of the Plan's assets was determined using a technique that smoothes the effect of short-term volatility in the market value of investments over a three year period. The Plan's excess assets are being amortized as a level percentage of projected payroll on a closed basis.

Three-Year Trend Information for the Fund

Three-year trend information, with respect to METRO's participation in CalPERS is as follows:

<u>Fiscal Year Ending</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of APC Contributed</u>	<u>Net Pension Obligation</u>
6/30/2006	\$ 1,800,967	100%	\$ -
6/30/2007	\$ 1,791,125	100%	\$ -
6/30/2008	\$ 1,997,214	100%	\$ -

NOTE 11 – DEFINED BENEFIT PENSION PLAN (Continued)

Required Supplementary Information

Supplementary information is intended to show the progress made towards funding benefit obligations. Required three year supplemental information, available to date, for METRO is as follows:

<u>Valuation Date</u>	<u>Entry Age Actuarial Accrued Liability</u>	<u>Actuarial Value of Assets</u>	<u>Unfunded/ (Overfunded) Liability</u>	<u>Funded Ratio</u>	<u>Annual Covered Payroll</u>	<u>UAAL as a % of Payroll</u>
6/30/2004	\$ 66,923,612	\$59,816,757	\$ 7,106,855	89.4%	\$14,011,732	50.7%
6/30/2005	\$ 74,915,137	\$65,041,527	\$ 9,873,610	86.8%	\$14,935,163	66.1%
6/30/2006	\$ 82,885,847	\$71,312,490	\$ 11,573,357	86.0%	\$15,022,920	77.0%

NOTE 12 – POST-RETIREMENT BENEFITS

METRO provides post-retirement benefits to its employees who have completed at least ten years of full-time service with METRO, have reached the age of 50 and have retired under the provisions of CalPERS while an employee of METRO. METRO pays a portion of the premiums for medical insurance for retirees and eligible dependents. METRO also provides dental, vision and life insurance plan coverage of retirees and eligible dependents until the retiree attains the age of 65. Bus operators who retired and reached the age of 65 prior to June 30, 1994, will continue to receive dental and vision coverage beyond age 65. Life insurance is not provided to management retirees who retired prior to July 1, 2005. The costs of providing these benefits are recognized when paid. METRO has recognized approximately \$1,496,061 and \$1,358,022 of expense for these benefits for the years ending June 30, 2008 and 2007, respectively.

NOTE 13 – DEFERRED COMPENSATION PLAN

METRO offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457 and provisions of the Government Code of the State of California. The plan, available to all district employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, or unforeseeable emergency. METRO employees participate in two such plans, the Great-West Life and Annuity Insurance (Great-West) plan and the other through CalPERS.

At June 30, 2008, all amounts held under the Great-West plan and the CalPERS plan are held in trust and are not reflected on the accompanying balance sheet as required under Statement No. 27 of the Governmental Accounting Standards Board, *Accounting Standards for Pensions by State and Local Governmental Employers*.

NOTE 14 – RISK MANAGEMENT

METRO is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which METRO carries commercial insurance. METRO has established limited risk management programs for workers' compensation, and general and vehicular liability, as described in Note 1, as well.

NOTE 14 – RISK MANAGEMENT (Continued)

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The IBNR for workers' compensation was based on an actuarial study dated June 12, 2007. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and amount of pay-outs and other economic and social factors. Changes in the balances of claims liabilities are as follows:

	<u>2008</u>	<u>2007</u>
Unpaid Claims, Beginning of Fiscal Year	\$ 4,673,900	\$ 7,048,813
Incurred Claims (Including IBNR's)	(974,098)	(3,204,474)
Claim Payments	<u>974,097</u>	<u>829,560</u>
Unpaid Claims, End of Fiscal Year	<u>\$ 4,673,899</u>	<u>\$ 4,673,899</u>

NOTE 15 – TRANSPORTATION DEVELOPMENT ACT/CALIFORNIA ADMINISTRATIVE CODE

METRO is subject to compliance with the Transportation Development Act provisions, Sections 6634 and 6637 of the California Administrative Code and Sections 99267, 99268.1 and 99314.6 of the Public Utilities Code.

Section 6634

Pursuant to Section 6634, a Transit claimant is precluded from receiving monies from the Local Transportation Fund and the State Transit Assistance Fund in an amount which exceeds the claimant's capital and operating costs, less the required fares, and local support. METRO did not receive Transportation Development Act or State Transit Assistance revenues in excess of the prescribed formula amounts.

Section 6637

Pursuant to Section 6637, a claimant must maintain its accounts and records in accordance with the Uniform System of Accounts and Records for Transit Operators adopted by the State Controller. METRO did maintain its accounts and records in accordance with the Uniform System of Accounts and Records for Transit Operators.

Sections 99267 and 99268.1

Pursuant to the Transportation Development Act, METRO is defined as an older operator and is not required to meet the fare box ratio requirement of the Act. METRO has met the 50% expenditure limitation requirement.

SUPPLEMENTARY INFORMATION

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
STATEMENTS OF OPERATING EXPENSES
FOR THE YEARS ENDED JUNE 30, 2008 AND 2007**

	2008	2007
Labor		
Operators' Salaries and Wages	\$ 7,430,732	\$ 7,260,939
Other Salaries and wages	5,866,496	5,521,525
Overtime	1,736,090	1,527,481
	15,033,318	14,309,945
 Fringe Benefits		
Absence with pay	2,839,773	2,980,676
Pension plans	1,997,214	1,791,125
Vision, medical, and dental plans	5,509,822	4,901,050
Workers' compensation insurance	979,924	(1,554,789)
Disability insurance	335,963	332,785
Other fringe benefits	204,543	218,203
	11,867,239	8,669,050
 Services		
Accounting	84,436	71,716
Administrative and banking	176,719	156,778
Professional and technical services	373,166	399,064
Security	341,087	392,183
Outside repairs	660,244	398,714
Other Services	157,632	175,385
	1,793,284	1,593,840
 Materials and Supplies Consumed		
Fuels and Lubricants	2,697,309	2,223,764
Tires and Tubes	185,825	187,683
Vehicle parts	775,902	695,062
Other materials and supplies	409,083	349,062
	4,068,119	3,455,571
 Utilities	434,011	354,487
 Casualty and Liability Costs	511,863	547,738
 Taxes and Licenses	35,364	41,039
 Purchased Transportation Services		
Para transit	288,787	200,482
 Miscellaneous Expenses	179,802	164,830
 Equipment and Facility Lease	717,837	845,715
 Depreciation		
Property Acquired with operator funds	471,919	311,293
Property acquired by federal, state, or TDA funds	3,282,100	1,458,461
	5,921,683	3,924,045
 Total Operating Expenses	\$ 38,683,643	\$ 31,952,451

OTHER SCHEDULES AND REPORTS

5-18.a29

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2008**

<u>Federal Grantor / Program Title</u>	<u>Federal CFDA No.</u>	<u>Pass-Through Grantor's Number</u>	<u>Total Federal Expenditures</u>
U.S. DEPARTMENT OF TRANSPORTATION			
Direct Programs:			
Federal Transit Administration (FTA)			
Cluster Defined by the Department of Transportation			
Section 3/5309 Consolidation			
Land Acquisition	20.500*	CA-03-0413	\$ 1,226,090
Fixed Route Buses and Vans	20.500*	CA-03-0505-02	<u>71,491</u>
			<u>1,297,581</u>
Section 9/5307			
Metrobase Construction	20.507*	CA-90-Y582	723,645
Operating Assistance	20.507*	CA-90-Y582	<u>3,223,552</u>
			<u>3,947,197</u>
Section 18/5311			
Operating Assistance	20.509	647162	<u>149,335</u>
AMBAG - Short Range Transit Plan	20.509	5303	38,967
AMBAG - Transit Plan	20.509	5313(b)	7,139
AMBAG - Transit Professional Development	20.509	5313(b)	10,572
AMBAG - Coordinated	20.509	5317	<u>1,100</u>
			<u>57,778</u>
Total Expenditures of Federal Awards			<u>\$ 5,451,891</u>

* Major federal financial assistance program.

See accompanying notes to schedule of federal financial assistance.

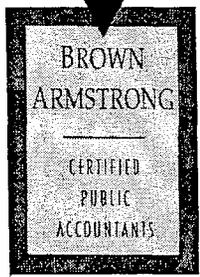
**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2008**

NOTE 1 – GENERAL

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal financial assistance programs of the Santa Cruz Metropolitan Transit District (METRO). Federal financial assistance received directly from federal agencies, as well as federal financial assistance passed through other governmental agents, is included on the schedule.

NOTE 2 – BASIS OF ACCOUNTING

The accompanying Schedule of Expenditures of Federal Awards has been prepared on the accrual basis of accounting. Federal capital grant funds are used to purchase property, plant, and equipment. Federal grants receivable are included in capital and operating grants receivable, which also includes receivables from state and local grant sources.



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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS AND THE RULES AND
REGULATIONS OF THE TRANSPORTATION DEVELOPMENT ACT**

Harvey J. McCown, CPA
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Brooke N. DeCuir, CPA
Kenneth J. Witham, CPA
Clint W. Baird, CPA

To the Board of Directors
Santa Cruz Metropolitan Transit District
Santa Cruz, California

We have audited the financial statements of the business-type activities of Santa Cruz Metropolitan Transit District, as of and for the year ended June 30, 2008, which collectively comprise Santa Cruz Metropolitan Transit District's basic financial statements and have issued our report thereon dated November 10, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Santa Cruz Metropolitan Transit District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Santa Cruz Metropolitan Transit District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Santa Cruz Metropolitan Transit District's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects Santa Cruz Metropolitan Transit District's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of Santa Cruz Metropolitan Transit District's financial statements that is more than inconsequential will not be prevented or detected by Santa Cruz Metropolitan Transit District's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by Santa Cruz Metropolitan Transit District's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Santa Cruz Metropolitan Transit District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

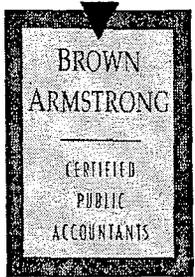
We noted certain matters that we reported to management of Santa Cruz Metropolitan Transit District in a separate letter dated November 10, 2008.

This report is intended solely for the information and use of management, the Board of Directors, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

BROWN ARMSTRONG PAULDEN
McCOWN STARBUCK THORNBURGH & KEETER
ACCOUNTANCY CORPORATION



Bakersfield, California
November 10, 2008



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**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE
TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

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To the Board of Directors
Santa Cruz Metropolitan Transit District
Santa Cruz, California

Compliance

We have audited the compliance of Santa Cruz Metropolitan Transit District with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular A-133 *Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. Santa Cruz Metropolitan Transit District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Santa Cruz Metropolitan Transit District's management. Our responsibility is to express an opinion on Santa Cruz Metropolitan Transit District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Santa Cruz Metropolitan Transit District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of Santa Cruz Metropolitan Transit District's compliance with those requirements.

In our opinion, Santa Cruz Metropolitan Transit District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2008.

Internal Control Over Compliance

The management of Santa Cruz Metropolitan Transit District is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Santa Cruz Metropolitan Transit District's internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Santa Cruz Metropolitan Transit District's internal control over compliance.

A *control deficiency* in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

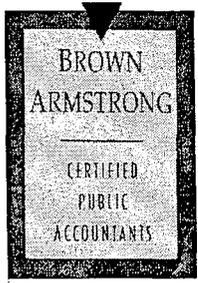
Santa Cruz Metropolitan Transit District's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. We did not audit Santa Cruz Metropolitan Transit District's response and, accordingly, we express no opinion on it.

This report is intended for the information of management, the Board of Directors, and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

BROWN ARMSTRONG PAULDEN
McCOWN STARBUCK THORNBURGH & KEETER
ACCOUNTANCY CORPORATION



Bakersfield, California
November 10, 2008



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**REPORT ON COMPLIANCE WITH THE
TRANSPORTATION DEVELOPMENT ACT**

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To the Board of Directors
Santa Cruz Metropolitan Transit District
Santa Cruz, California

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Clint W. Baird, CPA

We have audited the basic financial statements of the Santa Cruz Metropolitan Transit District (METRO), as of and for the year ended June 30, 2008, and have issued our report thereon dated November 10, 2008.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with laws, regulations, contracts and grants applicable to METRO is the responsibility of the management of METRO. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of METRO's compliance with certain provisions of the Transportation Development Act, including Public Utilities Code Section 99245 as enacted and amended by statute through June 30, 2008, and the allocation instructions and resolutions of the Santa Cruz County Regional Transportation Commission as required by Section 6667 of the California Code of Regulations. However, our objective was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests indicated that, with respect to the items tested, METRO complied, in all material respects, with the provisions referred to in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that METRO had not complied, in all material respects, with those provisions.

This report is intended for the information of management, the Board of Directors, the State Controller's Office, the U.S. Department of Transportation, and officials of applicable grantor agencies. However, this report is a matter of public record and its distribution is not limited.

BROWN ARMSTRONG PAULDEN
McCOWN STARBUCK THORNBURGH & KEETER
ACCOUNTANCY CORPORATION

Bakersfield, California
November 10, 2008

FINDINGS AND QUESTIONED COSTS SECTION

5-18.a37

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2008**

I. Summary of Auditor's Results

Financial Statements

Type of auditors' report issued: Unqualified

Internal control over financial reporting:
 Material weakness identified? Yes No

Significant deficiencies identified? Yes None reported

Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major federal programs:

Material weakness identified? Yes No

Reportable conditions identified that are not considered
to be material weaknesses? Yes None reported

Type of auditors' report issued on compliance for major programs: Unqualified

Any audit findings disclosed that are required to be reported in
accordance with Circular A-133, Section .510(a)? Yes No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Clusters</u>
20.500	Federal Transit Administration-Section 3
20.507	Federal Transit Administration-Section 9

Dollar threshold used to distinguish Type A & B programs: \$300,000

Auditee qualified as low risk auditee? Yes No

II. Findings Relating to Financial Statements Required Under GAGAS

None.

III. Federal Award Findings and Questioned Costs

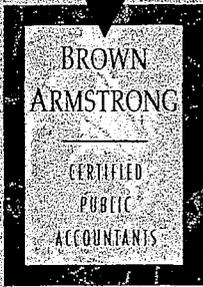
None.

IV. State Award Findings and Questioned Costs

None.

V. A Summary of Prior Audit (all June 30, 2007) Findings and Current Year Status Follows

None.



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 Richard L. Halle, CPA, MST

To the Administration and Board of Directors
 Santa Cruz Metropolitan Transit District

Attachment B

We have audited the basic financial statements of Santa Cruz Metropolitan Transit District for the year ended June 30, 2008, and have issued our report thereon dated November 10, 2008. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated April 24, 2008, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on August 20, 2008.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Santa Cruz Metropolitan Transit District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during June 30, 2008. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no sensitive estimates, except for the accrued claims and depreciation expense, affecting the financial statements.

Management's estimate of the accrued claims and depreciation expense is based on management's passed experience and expected useful life. We evaluated the key factors and assumptions used to develop the accrued claims and depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.

5-18.61

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no sensitive disclosures, except for the depreciation expense, affecting the financial statements.

The disclosure of depreciation expense in Note 4 to the financial statements is based on management's assumption of the assets' expected useful life.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 10, 2008.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Board of Directors and management of Santa Cruz Metropolitan Transit District and is not intended to be and should not be used by anyone other than these specified parties.

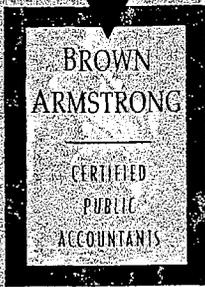
BROWN ARMSTRONG PAULDEN
McCOWN STARBUCK THORNBURGH & KEETER
ACCOUNTANCY CORPORATION



By: Steven R. Starbuck,

Bakersfield, California
November 10, 2008

5-18.62



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Attachment C

- Andrew J. Paulden, CPA
- Peter C. Brown, CPA
- Burton H. Armstrong, CPA, MST
- Steven R. Starbuck, CPA
- Aileen K. Keeter, CPA
- Chris M. Thornburgh, CPA
- Eric H. Xin, MBA, CPA
- Richard L. Halle, CPA, MST

**AGREED UPON CONDITIONS DESIGNED TO INCREASE
EFFICIENCY, INTERNAL CONTROLS AND/OR
FINANCIAL REPORTING**

To the Board of Directors and Management
Santa Cruz Metropolitan Transit District
Santa Cruz, California

- Harvey J. McCown, MBA, CPA
- Lynn R. Krausse, CPA, MST
- Rosalva Flores, CPA
- Connie M. Perez, CPA
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- Brooke N. DeCuir, CPA
- Kenneth J. Witham, CPA
- Clint W. Baird, CPA

We have audited the financial statements of Santa Cruz Metropolitan Transit District (SCMTD) for the year ended June 30, 2008 and have issued our report thereon dated November 10, 2008. In planning and performing our audit of the financial statements of SCMTD, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

As a result of our audit, we noted certain agreed-upon findings. These findings and recommendations, all of which have been discussed with the appropriate members of management, are intended to improve the internal control structure or result in other efficiencies and are summarized as follows:

Current Year Findings and Recommendations

Finding 1

The District should perform a ticket reconciliation semi-annually that provides assurance that tickets are properly safeguarded and sales are accurately reported.

Recommendation

The District should perform ticket-related procedures that determine whether ticket sales are accurately reported and that tickets in inventory are safeguarded. The reconciliation should be performed at least semi-annually until the process results in tolerable variance level.

Management Response

Meetings have been conducted with the ticketing staff at Metro Center, the Operations Management and the Finance Management. Groundwork and preliminary procedures, forms and policies have been created and tested to insure safeguarding of tickets beginning with receivership from the printing vendor through the sale of the ticket. A complete and comprehensive process is now in place.

Further discussions with auditors revealed that in addition to properly safeguarding the tickets, a reconciliation between tickets received, ticket sales and revenue collected needs to be performed, and a procedure needs to be in place. We anticipate this additional step to the process to be in place by Summer of 2009.

5-18.c1

Prior Year Findings and Recommendations

Finding 1

The District should perform a ticket reconciliation semi-annually that provides assurance that tickets are properly safeguarded and sales are accurately reported.

Recommendation

The District should perform ticket-related procedures that determine whether ticket sales are accurately reported and that tickets in inventory are safeguarded. The reconciliation should be performed at least semi-annually until the process results in tolerable variance level.

Current Year Status

Partially implemented. See current year Finding 1.

Finding 2

The District does not have a strict policy on the type of clothing allowed to be worn in the count room. Employees are allowed to wear shirts and pants with pockets. The wearing of inappropriate clothing in the count room could lead to the possible misappropriation of the District's assets.

Recommendation

The District should establish a policy requiring all employees working in the count room to wear a District Uniform that reduces the risk of misappropriation.

Current Year Status

Implemented.

Finding 3

While reviewing the procedures for counting fare box revenues we noted that the District has one individual that participates in, and supervises, the counting of cash, prepares the daily deposit and has access to the daily revenue reports. The lack of separation of duties could lead to the possible misappropriation of fare box revenues.

Recommendation

The District should restrict access to the revenue reports to those individuals that do not participate in the counting of the fare box revenues and preparation of daily deposits.

In addition, the District should have an individual, separate from cash counting and preparation of deposits, reconcile the deposit amounts to the daily revenue reports and investigate any material overages or shortages.

Current Year Status

Implemented.

Finding 4

While reviewing the procedures for payroll testing, we noted that the District does not require review of overtime payroll entries pertaining to the coach operators. The lack of this control could lead to the possible misappropriation of the District's payroll.

Recommendation

The District should develop a report that would detail all overtime paid to the coach operators during each pay period so it may be reviewed by someone separate from coach operators payroll preparation.

Current Year Status

Implemented.

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This information is intended solely for the use of the Board of Directors and management of Santa Cruz Metropolitan Transit District should not be used for any other purpose. However, this report is a matter of public record, and its distribution is not limited.

BROWN ARMSTRONG PAULDEN
McCOWN STARBUCK THORNBURGH & KEETER
ACCOUNTANCY CORPORATION



By: Steven R. Starbuck

Bakersfield, California
November 10, 2008

5-18.c3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager
Robyn Slater, Human Resources Manager

**SUBJECT: CONSIDERATION OF CONTRACT RENEWAL FOR WORKERS
COMPENSATION CLAIMS ADMINISTRATION SERVICES WITH
SEDGWICK CLAIMS MANAGEMENT SERVICES, INC.**

I. RECOMMENDED ACTION

That the Board of Directors authorize the General Manager to renew the contract for workers compensation claims administration with Sedgwick Claims Management Services, Inc. for one (1) additional year and allow a price increase of the annual fixed fee for services equal to the annual percentage change to the Consumer Price Index for the San Francisco-Oakland-San Jose area in effect on March 1, 2009.

II. SUMMARY OF ISSUES

- METRO's contract for the administration of its worker's compensation program will expire on February 28, 2009.
- METRO awarded a contract in March of 2005 for a two-year contract with three optional one-year extensions.
- Sedgwick Claims Management Services, Inc. (formerly Octagon Risk Services) is offering to extend their contract services for one additional year with a increase in the annual fixed service fee for the new contract period equal to the annual percentage change to the Consumers Price Index for the San Francisco-Oakland-San Jose area in effect on March 1, 2009.
- Staff recommends that the Board of Directors authorize the General Manager to enter into a one-year contract extension for workers compensation claims administration with Sedgwick Claims Management Services, Inc. with an increase in the annual fixed service fee for the new contract period equal to the annual percentage change to the Consumers Price Index for the San Francisco-Oakland-San Jose area in effect on March 1, 2009. We anticipate the increase to be around 3% or \$5,753.

III. DISCUSSION

METRO contracts with a third party administrator for its self-insured worker's compensation program. Over the past two years, METRO has contracted with Sedgwick Claims Management

5-19.1

Services, Inc. to provide these services. An extension of the contract would be beneficial to METRO. Article 4 of the contract allows METRO the option to renew the contract. Contractor has also reviewed the contract and has indicated their desire to extend the contract for an additional year with an increase in the annual fixed service fee for the new contract period equal to the annual percentage change to the Consumer Price Index for the San Francisco-Oakland-San Jose area in effect on March 1, 2009.

Staff recommends that the Board of Directors authorize the General Manager to renew the contract for workers compensation claims administration with Sedgwick Claims Management Services, Inc. for one (1) additional year and allow a price increase in the annual fixed service fee equal to the annual percentage change to the Consumer Price Index for the San Francisco-Oakland-San Jose area in effect on March 1, 2009. We anticipate the increase to be around 3% or \$5,753.

IV. FINANCIAL CONSIDERATIONS

Funds to support this contract extension and price increase are included in the FY09 Workers Compensation accounts (account #502081) for all departments in the amount of \$191,773 plus approximately 3% or \$5,753.

V. ATTACHMENTS

- Attachment A:** Letter from Sedgwick Claims Management Services, Inc.
Attachment B: Contract amendment with Octagon Risk Services, Inc.

Prepared By: Lloyd Longnecker, Purchasing Agent

5-19.2



Sedgwick CMS

Sedgwick Claims Management Services, Inc.
2101 Webster Street, Suite 645, Oakland, CA 94612
Telephone 510 302 3000 Facsimile 510 302 3264

December 3, 2008

Mr. Lloyd Longnecker
Purchasing Agent
110 Vernon St., Suite B.
Santa Cruz, CA 95060

Re: Third Amendment to Contract No. 04-08 for W.C. Claims Administrative Services

Dear Mr. Longnecker:

Thank you for the opportunity to extend the contract for another year as allowed under article 4.01 of the contract. Sedgwick CMS is proud to be an integral part of your Workers' Compensation program and welcome the extension of our partnership from March 1, 2009 through February 28, 2010.

Per the contract agreement under 3.1: Effective March 1, 2009 the annual fixed fee for services of \$191,773 will be increased by the percentage rate equal to the annual consumer price index for the San Francisco – Oakland area in effect on March 1 2009. Those figures are published through the U.S. Department of Labor under Bureau of Labor Statistics website: <http://www.bls.gov/ro9/cpisanf.htm>

We look forward to receipt of the renewal agreement. If you have any questions or comments, please contact me by telephone at (510) 302-3157 or email me: mark.behrman@sedgwickcms.com

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark B. Behrman'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Mark B. Behrman
Account Manager

5-19.a1

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
THIRD AMENDMENT TO CONTRACT NO. 04-08
WORKERS COMPENSATION CLAIMS ADMINISTRATION SERVICES**

This Third Amendment to Contract No. 04-08 for workers compensation claims administration services is made effective March 1, 2009 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("METRO") and Sedgwick Claims Management Services, Inc., assignee of Octagon Risk Services, Inc. ("Contractor").

I. RECITALS

- 1.1 METRO and Contractor entered into a Contract for workers compensation claims administration services ("Contract") on March 1, 2005.
- 1.2 The Contract allows for the extension upon mutual written consent.
- 1.3 Contractor requests a rate increase in the fixed service fee for the new contract period equal to the annual percentage change in the Consumers Price Index for the San Francisco, Oakland, San Jose area in effect as of March 1, 2009.

Therefore, METRO and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 3.02 is amended to include the following language:

This contract shall continue through February 28, 2010. This Contract may be mutually extended by agreement of both parties.

III. COMPENSATION

- 3.1 Add the following to Article 5. COMPENSATION, Item 5.01:

Effective March 1, 2009, the annual fixed fee for services of \$191,773 will be increased by a percentage rate equal to the annual percentage change in the Consumers Price Index for the San Francisco, Oakland, San Jose area in effect on March 1, 2009.

IV. REMAINING TERMS AND CONDITIONS

- 4.1 All other provisions of the Contract that are not affected by this amendment shall remain unchanged and in full force and effect.

V. AUTHORITY

5.1 Each party has full power to enter into and perform this Third Amendment to the Contract and the person signing this Third Amendment on behalf of each has been properly authorized and empowered to enter into it. Each party further acknowledges that it has read this Third Amendment to the Contract, understands it, and agrees to be bound by it.

Signed on _____

METRO--SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR-- SEDGWICK CLAIMS MANAGEMENT SERVICES, INC.

By _____
Jeff Glatstein
Corporate Counsel

APPROVED AS TO FORM:

Margaret R. Gallagher
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager 

SUBJECT: CONSIDERATION OF PROJECT REVISIONS IN THE CALIFORNIA TRANSIT SECURITY GRANT PROGRAM.

I. RECOMMENDED ACTION

That the Board of Directors approve revisions to two projects for which METRO received funding last year in the California Transit Security Grant Program.

II. SUMMARY OF ISSUES

- The FY08 California Budget appropriated the first \$60 million in the California Transit Security Grant Program (CTSGP) from Proposition 1B funds, and \$440,505 of that came to METRO for capital projects.
- In March, 2008, the Office of Homeland Security advanced METRO the \$440,505 to implement three CTSGP projects, enhancing security at METRO facilities, establishing on-board video-surveillance and upgrading the dispatch radio console.
- METRO now needs to append two of the projects in order to fund an alternative to the on-board video surveillance project and to purchase additional equipment using the balance remaining from the Dispatch console upgrade.
- Approving the proposed project revisions will enable METRO to continue to enhance security at METRO facilities, purchase mobile radios and replace the fleet radio system.

III. DISCUSSION

California Proposition 1B of 2006 established and funded a California Transit Security Grant Program (CTSGP) to enhance public transit system safety and security. The FY08 California Budget appropriated the first \$60 Million in capital funds for CTSGP projects, and in March, 2008, the Board authorized staff to submit investment justifications to the Office of Homeland Security for capital projects to be funded from \$440,505 available to Santa Cruz County in FY08.

The Office of Homeland Security advanced the \$440,505 to METRO in July, 2008 for three projects: 1) to upgrade the dispatch radio console at the River Street Operating Facility to provide better communication and emergency response to bus operators; 2) to upgrade or install new video surveillance systems at all operating facilities, at the Watsonville, Santa Cruz and

5-20.1

Cavallaro Transit Centers and at the Soquel Park & Ride lot; and 3) to establish a pilot video surveillance program on-board buses.

The Operations Department completed the \$25,000 Dispatch Console upgrade for approximately \$18,000, \$7,000 less than budgeted. Revising this project will enable METRO to purchase mobile radios.

Implementing the on-board video surveillance project will require a longer lead-time than anticipated to address operator concerns with a new security system. No money has been spent from the \$205,000 allocated for this project. Since these funds must be expended before March 31, 2011, substituting an alternative project would enable METRO to access \$205,000 now to contract the design and purchase of a new fleet radio system and to enhance security at METRO facilities. The new fleet radio system would provide network connections to Santa Cruz County emergency responders for better incident management and would meet a broadcast frequency change which becomes mandatory in 2010.

Approving these proposed project revisions will enable METRO to amend the initial investment justifications submitted to the Office of Homeland security.

IV. FINANCIAL CONSIDERATIONS

Approving these revisions will broaden our ability to utilize the money for capital security projects.

V. ATTACHMENTS

None.

Prepared by Thomas Hiltner, Grants/Legislative Analyst

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

August 8, 2008

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, August 8, 2008 at the District's Administrative Office located at 370 Encinal Street in Santa Cruz, California.

Vice Chair Bustichi called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz (arrived after roll call)
Dene Bustichi
Donald Hagen
Michelle Hinkle
Kirby Nicol
Emily Reilly
Dale Skillicorn
Pat Spence
Mark Stone

DIRECTORS ABSENT

Mike Rotkin
Marcela Tavantzis
Ex-Officio Donna Blitzer

STAFF PRESENT

Ciro Aguirre, Operations Manager
Angela Aitken, Finance Manager
Frank Cheng, MB Project Manager
Mark Dorfman, Assistant General Manager
Mary Ferrick, Fixed Route Superintendent

Shona Harper, Asst. Paratransit Superintendent
Debbie Kinslow, Asst. Finance Manager
Robyn Slater, Human Resources Manager
Tom Stickel, Maintenance Manger
April Warnock, Paratransit Superintendent

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT

Carolyn Hamm, SEA
Ian McFadden, SEA
Sam Mendez, METRO Planning Intern

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

None.

5-21.1

Oral:

Margaret Gallagher announced that tickets are available for the SPIN Network's Lucky Spinner Awards on August 23, where METRO will receive an award for Outstanding Disability Service Provider in Santa Cruz County.

CHAIR BEAUTZ ARRIVED

3. LABOR ORGANIZATION COMMUNICATIONS

Ian McFadden announced that he had resigned as SEA president and has handed over responsibilities to the new president, Carolyn Hamm. Vice Chair Bustichi thanked Mr. McFadden and welcomed Ms. Hamm.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF JULY 2008

No questions or comments.

**5-2. CONSIDERATION OF TORT CLAIMS:
DENY THE CLAIM OF ROBERT DAMINO, CLAIM #08-0023**

No questions or comments.

5-3. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA (None – No MAC Meeting in August) AND MINUTES OF JUNE 18, 2008

No questions or comments.

5-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF MAY 2008

No questions or comments.

5-5. ACCEPT AND FILE MAY 2008 RIDERSHIP REPORT

Director Nicol noted that ridership has increased since May of 2007 and asked why cash revenue had not also increased. Mark Dorfman said that although ridership had increased, many of the new riders might be using a pass or multi-ride ticket, which does not appear as cash revenue. Director Nicol asked if pass statistics were also tracked. Mr. Dorfman said that they are, and that the information in question is available in the budget report.

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5-6. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF JUNE 2008

Director Hagen asked about route 27X, and said he was unable to find it in Headways. Mark Dorfman said that 27X is a supplemental route created from the existing UC supplemental service.

5-7. CONSIDERATION OF APPROVAL OF RESOLUTION AUTHORIZING THE ACCEPTANCE OF SERVICES AND TRI-PARTY TRANSPORTATION PASS-THRU AGREEMENT WITH WELLS FARGO BANK, FORMERLY COAST COMMERCIAL BANK

No questions or comments.

5-8. CONSIDERATION OF SUSPENDING ANNUAL COST OF LIVING INCREASES FOR METRO TENANTS FOR SIX MONTHS

No questions or comments.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:

This presentation will take place at the August 22, 2008 Board Meeting.

7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF BONNIE J. WILSON AS ADMINISTRATIVE ASSISTANT/SUPERVISOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

This presentation will take place at the August 22, 2008 Board Meeting.

ITEM #9 WAS TAKEN OUT OF ORDER

9. RECEIVE DEMONSTRATION OF GOOGLE TRANSIT AND ONLINE COMMUTE CALCULATOR

This presentation will take place at the August 22, 2008 Board Meeting.

10. CONSIDER APPROVAL OF A RETROACTIVE SALARY ADJUSTMENT FOR THE ACCOUNTING SPECIALIST TO ACCOUNT FOR COMPRESSION ISSUES RELATED TO THE WAGE SCALE ADJUSTMENT OF THE SENIOR ACCOUNTING TECHNICIAN POSITION

Summary:

Robyn Slater said that there is a section governing wage surveys and in-class reclassifications in the SEIU MOU, and an individual within a class ladder -- the Finance area career ladder progresses from Accountant 1 through Payroll Specialist – and the contract allows that one

5-21.3

person within that progression can ask for salary survey, in which case their wages may be adjusted. Ms. Slater said that by adjusting the salary for the one position, it causes compression issues with everybody else. Ms. Slater said that after meeting with the union, it was discovered that there was an issue with the wage survey situation because of what happened in this case, and also with the report of reclassifications. Ms. Slater said that in both circumstances, if somebody is in the middle of a career ladder, it could create difficulties and compression with people or positions that are higher up on that career ladder. Ms. Slater said that a side agreement with the Union was signed to resolve the issues, and that it came about because a wage survey had been done for the Senior Accounting technician, which caused this problem. Ms. Slater asked the Board to correct the issue for the Senior Accounting technician, who is higher up on the career ladder, but makes almost the same wages as the person in the rung below them. Ms. Slater asked that the Board approve a retroactive adjustment of approximately \$3000.

Director Nicol asked if this measure would cause more compression. Robyn Slater said that this measure would solve the issue at hand, and there are not any other positions that will be affected. Chair Beautz asked if the Board reviewed these side agreements. Mark Dorfman said that they have traditionally been administratively approved. Chair Beautz stated that the Board should see these side agreements.

Margaret Gallagher said that there might be a problem with the retroactive adjustments due to a constitutional prohibition against retroactive pay adjustments by public agencies. Vice Chair Bustichi suggested adoption subject to legal review. Ms. Gallagher said any adjustment could not go into effect until she has written an opinion, and the issue is resolved.

ACTION: MOTION: DIRECTOR STONE SECOND: DIRECTOR HAGEN

Approve a conditional retroactive salary adjustment for the Accounting Specialist subject to the determination of the District Counsel of the legality of retroactive adjustments by local agencies.

Motion passed unanimously with Directors Rotkin and Tavantzis being absent.

11. CONSIDERATION OF APPROVAL OF RESOLUTION FOR DESIGNATION OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S AGENT FOR OBTAINING FEDERAL AND STATE FINANCIAL ASSISTANCE FOR SERVICES RENDERED DURING THE SUMMIT AND TRABING FIRES

Summary:

Margaret Gallagher said that in order to request reimbursement for METRO services rendered during the Summit and Trabling fires, a designated agent must be chosen, and she asked that the Board designate Tom Stickel as the District's agent.

ACTION: MOTION: DIRECTOR STONE SECOND: DIRECTOR HAGEN

Designate Tom Stickel as Santa Cruz Metropolitan Transit District's agent for obtaining federal and state assistance for services rendered during Summit and Trabling fires.

5-21.4

Motion passed unanimously with Directors Rotkin and Tavantzis being absent.

ITEM #8 WAS TAKEN OUT OF ORDER

8. CONSIDERATION OF REPORT ON CELL PHONE USAGE ON HIGHWAY 17 EXPRESS BUSES

Summary:

Mark Dorfman reported that METRO Planning Intern Sam Mendez would be presenting the results of a cellular phone survey conducted aboard the Highway 17 Express. Mr. Mendez said that the issue came to the attention of METRO after a passenger reported that she had been verbally assaulted while using her cell phone in March 2008. Mr. Mendez said that it was decided to survey passengers in order to gauge general feelings about cell phone usage on the Highway 17 Express. Mr. Mendez summarized the results of the voluntary survey, reporting that ten percent of respondents are in favor of an outright ban on cell phone usage, and a majority of respondents wanting a suggestive or a restrictive policy – which is what staff is recommending – a curfew-based policy that would entail placing signage on buses to promote sensible cell phone use during permissible time-periods.

Vice Chair Bustichi asked if part of the plan is to put up signage on the buses. Mark Dorfman said it was envisioned that signs would be placed on the bus, as well as utilizing the Talking Bus feature to remind passengers to silence cell phones and to be courteous to other drivers. Mr. Dorfman said that the results of the survey reinforce previously held ideas, and he said that there is no reason that the same signs could not go on to Fixed-route coaches once Wi-Fi is expanded to the rest of the fleet. Sam Mendez added that there was an overlap where 2/3 of respondents said that they were negatively affected by another person's phone call, and 1/2 of those also said they were positively impacted by a phone call.

12. ORAL ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR AUGUST 22, 2008 – NEW WATSONVILLE CITY COUNCIL CHAMBERS, 275 MAIN STREET, WATSONVILLE

Vice Chair Bustichi announced that the August 22, 2008 Board meeting will be held at the new Watsonville City Council Chambers at 275 Main Street.

13. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:

Margaret Gallagher reported that the Board would have a conference with its Legal Counsel regarding the Existing Litigation claim of Yamindira Kanagasundaram, have a conference with its Legal Counsel regarding whether to initiate litigation against a tenant, and conduct a Public Employee Performance Evaluation of the District Counsel.

14. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

SECTION II: CLOSED SESSION

Vice Chair Bustichi adjourned to Closed Session at 9:27 a.m. and reconvened to Open Session at 10:15 a.m.

SECTION III: RECONVENE TO OPEN SESSION

15. REPORT OF CLOSED SESSION

Margaret Gallagher reported that the Board took no reportable action in Closed Session.

ADJOURN

There being no further business, Vice Chair Bustichi adjourned the meeting at 10:15 a.m.

Respectfully submitted,

ANTHONY TAPIZ
Administrative Assistant

DRAFT

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

August 22, 2008

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, August 22, 2008 at the Watsonville City Council Chambers, 275 Main Street, Watsonville, CA.

Chair Beautz called the meeting to order at 9:03 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz
Dene Bustichi (arrived after roll call)
Donald Hagen
Michelle Hinkle
Kirby Nicol
Mike Rotkin
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis

DIRECTORS ABSENT

Emily Reilly
Ex-Officio Donna Blitzer

STAFF PRESENT

Ciro Aguirre, Operations Manager
Pat Aviles, Asst. Human Resources Manager
Frank Cheng, MB Project Manager
Mark Dorfman, Assistant General Manager
Margaret Gallagher, District Counsel

Debbie Kinslow, Asst. Finance Manager
Robyn Slater, Human Resources Manager
Tom Stickel, Maintenance Manger
April Warnock, Paratransit Superintendent

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT

Tom Hiltner, Grants/Legislative Analyst
Sam Mendez, METRO Planning Intern

Irving Rotkin
Amy Weiss, Spanish Interpreter

VICE CHAIR BUSTICHI ARRIVED

2. ORAL AND WRITTEN COMMUNICATION TO THE BOARD OF DIRECTORS

Written:

None.

5-21.7

Oral:

Director Rotkin reported that Les White was absent due to his having back surgery and he was wished a speedy recovery.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

- 5-1. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF JULY 2008
- 5-2. CONSIDERATION OF TORT CLAIMS:
DENY THE CLAIM OF ROBERT DAMINO, CLAIM #08-0023
- 5-3. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA (None – No MAC Meeting in August) AND MINUTES OF JUNE 18, 2008
- 5-4. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF MAY 2008
- 5-5. ACCEPT AND FILE MAY 2008 RIDERSHIP REPORT
- 5-6. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF JUNE 2008
- 5-7. CONSIDERATION OF APPROVAL OF RESOLUTION AUTHORIZING THE ACCEPTANCE OF SERVICES AND TRI-PARTY TRANSPORTATION PASS-THRU AGREEMENT WITH WELLS FARGO BANK, FORMERLY COAST COMMERCIAL BANK
- 5-8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT WITH VALLEY POWER SYSTEMS, INC. FOR THE CONVERSION OF 40 DIESEL ENGINE POWERED COACHES AND FUEL SYSTEMS TO COMPRESSED NATURAL GAS TO EXTEND THE EFFECTIVE PERIOD OF THE CONTRACT THROUGH OCTOBER 31, 2008
- 5-9. ACCEPT AND FILE METROBASE PROJECT STATUS REPORT
- 5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FOR APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE JUNE 2008 MEETING(S)
- 5-11. CONSIDERATION OF APPROVAL OF REVISED BOARD MEMBER TRAVEL FOR FY09
- 5-12. CONSIDERATION OF APPROVAL OF FY09 AND FY10 REVISED PARATRANSIT AUTHORIZED AND FUNDED PERSONNEL AND REVISED AUTHORIZED AND FUNDED PERSONNEL SUMMARY
- 5-13. CONSIDERATION OF AUTHORIZATION TO SELL FOREIGN COIN COLLECTED IN FARE BOXES
- 5-14. APPROVE REGULAR BOARD MEETING MINUTES OF APRIL 11 & 25 AND MAY 9 & 23, 2008
- 5-15. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2008

5-21.8

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Approve Consent Agenda

Motion passed unanimously with Director Reilly being absent.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:

The following employees were presented with longevity awards for their years of service:

TEN YEARS

Daniel Stevenson, Bus Operator
Ernest L. Brown, Lead Custodian

FIFTEEN YEARS

Margaret R. Gallagher, District Counsel

The Board agreed to continue Daniel Stevenson's award to September at his request.

7. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF BONNIE J. WILSON AS ADMINISTRATIVE ASSISTANT/SUPERVISOR FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR TAVANTZIS

Adopt Resolution of Appreciation for the services of Bonnie J. Wilson as Administrative Assistant/Supervisor for the Santa Cruz Metropolitan Transit District

Motion passed unanimously with Director Reilly being absent.

8. CONSIDERATION OF REPORT ON CELL PHONE USAGE ON HIGHWAY 17 EXPRESS BUSES

Summary:

Sam Mendez, Planning Intern, reported that the issue came to the attention of METRO after a passenger reported that she had been verbally assaulted while using her cell phone in March 2008. Mr. Mendez said a voluntary survey of passengers was conducted from June 19th to June 21st in order to determine general feelings about cell phone usage on the Highway 17 Express. Mr. Mendez summarized the results of the survey, reporting that approximately 11 percent of respondents were in favor of a complete ban on cell phone usage, and a majority of respondents want a suggestive or a restrictive policy – which is what staff is recommending.

The courtesy-based policy would entail placing signage on buses as well as utilizing the Talking Bus feature to promote sensible cell phone use during permissible time-periods.

5-21.9

Mr. Dorfman said that the results of the survey reinforce previously held ideas, and that METRO would consider posting the same signs on all Fixed-route coaches once Wi-Fi is expanded to the rest of the fleet.

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR NICOL

Adopt a Courtesy-Based policy utilizing signage and Talking Bus announcements to promote courteous cell phone use on the Highway 17 Express

Motion passed unanimously with Director Reilly being absent.

9. RECEIVE DEMONSTRATION OF GOOGLE TRANSIT AND ONLINE COMMUTE CALCULATOR

Summary:

Mark Dorfman reported that the Board had previously approved a contract with Google Transit and METRO's IT Department has been working on fine-tuning a Beta version of the trip planning program for the past year. Mr. Dorfman gave a live online presentation of the program which will be live on METRO's website on September 29th. Mr. Dorfman explained how the online trip planner program works according to the user's origin, destination, and time and date of travel. The results are agency-neutral, which means that the user will be given information on all of the different public transit providers needed to complete the trip, not limited to just METRO.

METRO's Google Transit page will include a feature that enables a user to send the program to any cell phone.

DIRECTOR SPENCE LEFT THE MEETING

Mr. Dorfman added that METRO's page will also include a commute calculator which compares the cost of using a personal vehicle to public transit.

10. CONSIDERATION OF APPROVAL OF RESOLUTION OF APPRECIATION FOR THE SERVICES OF RAUDEL A. DELGADO AS FLEET MAINTENANCE MECHANIC II FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

ACTION: MOTION: DIRECTOR BUSTICHI SECOND: DIRECTOR ROTKIN

Adopt Resolution of Appreciation for the services of Raudel A. Delgado as Fleet Maintenance Mechanic II for the Santa Cruz Metropolitan Transit District

Motion passed unanimously with Directors Reilly and Spence being absent.

11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH GOV, INC. AND GOLDEN GATE SYTEMS, LLC FOR COMPUTER SERVERS AND ASSOCIATED EQUIPMENT

521.10

Summary:

Tom Stickel reported that the Board approved the purchase of computer servers and associated software in the FY09 and FY10 Capital Budget.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BUSTICHI

Authorize the General Manager to execute purchase orders for computer servers and associated equipment with Gov Store, Inc. and Golden Systems, LLC.

Motion passed unanimously with Directors Reilly and Spence being absent.

12. CONSIDERATION OF APPROVAL OF CHANGES TO METRO'S DRUG AND ALCOHOL TESTING POLICY TO CONFORM TO DEPARTMENT OF TRANSPORTATION REGULATORY CHANGES

Summary:

Robyn Slater reported that on June 25, 2008 the Department of Transportation (DOT) published regulatory changes effective August 25, 2008. Based on the new DOT regulations, all return-to-duty drug testing, which occurs after a positive drug test, and all follow-up tests must be observed.

METRO staff met with SEIU, Local 521 and UTU, Local 23 and explained the changes required as a result of the regulatory changes. Both unions understood the changes and did not voice any disagreement. Ms. Slater reported that a memo outlining the changes would be posted on August 25, 2008 and also distributed to all employees with METRO's revised Drug & Alcohol Testing Policy with their August 28, 2008 payroll. The updates to METRO's policy will also reflect current job titles that have changed since the policy was last revised.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR SKILLICORN

Approve the changes to METRO's Drug and Alcohol Testing Policy to conform to Department of Transportation (DOT) regulatory changes which become effective August 25, 2008

Motion passed unanimously with Directors Reilly and Spence being absent.

13. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:

Margaret Gallagher reported that the Board would have a conference with its Legal Counsel regarding the Workers Compensation Claim of Carol Moore and the Existing Litigation claim of Stephen Sullivan and conduct a Public Employee Performance Evaluation of the District Counsel.

14. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None.

5-21.11

SECTION II: CLOSED SESSION

Chair Beautz adjourned to Closed Session at 9:50 a.m. and reconvened to Open Session at 10:25 a.m.

SECTION III: RECONVENE TO OPEN SESSION

15. REPORT OF CLOSED SESSION

Director Rotkin reported that the Board took no reportable action in Closed Session.

ADJOURN

There being no further business, Chair Beautz adjourned the meeting at 10:25 a.m.

Respectfully submitted,

CINDI THOMAS
Administrative Services Coordinator

DRAFT

5-21.12

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Robyn Slater, Human Resources Manager
SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors recognize the anniversaries of those District employees named on the attached list and that the Board Chair present them with awards.

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

Many employees have provided dedicated and valuable years to the Santa Cruz Metropolitan Transit District. In order to recognize these employees, anniversary awards are presented at five-year increments beginning with the tenth year. In an effort to accommodate those employees that are to be recognized, they will be invited to attend the Board meetings to receive their awards.

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EMPLOYEE RECOGNITION**

TEN YEARS

Brent Fouse, Transit Supervisor
Thomas M. Hiltner, Grants/Legislative Analyst

FIFTEEN YEARS

None

TWENTY YEARS

Craig L. Craig, Fleet Maintenance Mechanic II

TWENTY-FIVE YEARS

None

THIRTY YEARS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: CONSIDERATION OF RESOLUTION APPROVING FY09 AND FY10 REVISED BUDGET

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY09 and FY10 Revised Budget as presented.

II. SUMMARY OF ISSUES

- The FY09 and FY10 Revised Budget is a revised two (2) year budget for FY09 and FY10 that provides for the continuation of the current level of transit service to the public
- A total of 330.25 full-time employee equivalents are funded in the FY09 budget compared with 326.75 for FY08
- The proposed two-year **FY09 and FY10 Revised Operating Budget** Total Revenues are \$38,620,890 and \$40,816,533 respectively. The corresponding Total Expenses are \$39,544,480 and \$40,816,533 respectively. This two-year budget is balanced over a two (2) year period of time with a deficit in FY09 of \$923,590 carried over to FY10 and then balanced in FY10 with \$5,442,604 of Operating Reserves
- The modifications to the **Operating budget** will result in \$852K less revenue in FY09 and \$1,440K in FY10 than previously expected in June of 2008; totaling to a \$2.293K loss of revenue over the FY09 & FY10 budget time frame. An additional \$556K in operating expense is expected to be incurred over the same two year period to cover increased costs of our aging vehicle fleet, contractual leave payouts, ADA compliance costs, facility maintenance costs, and hazmat expenses.
- Major **Operating Revenue** assumptions in the FY09 and FY10 Revised Budget include:
 - .7% increase in Passenger Fares (fare box revenue) for FY09 and 1% in FY10
 - 9.6% increase in FY09 and 2% increase in FY10 for Special Transit Fares such as the UCSC and Cabrillo contracts
 - 23.4% increase in Paratransit Fares for FY09 and 2.4% increase in FY10 due to rides we are now required to provide for dialysis patients
 - A significant decrease in Interest Income under the actual FY08 level
 - 2.8% decrease in Sales Tax revenue under actual FY08 receipts and a 2% increase in FY10

- The projected amount for the Transportation Development Act (TDA) allocation reflects a 10% decrease in FY09 under the current year allocation from the Santa Cruz County Regional Transportation Commission (SCCRTC). This represents the FY09 allocation proposed by the SCCRTC staff. A 2% increase is projected in FY10 similar to the Sales Tax revenue.
- Major balancing actions for **Operating Expenses** in the FY09 and FY10 Revised Operating Budget include:
 - The full use of Federal Operating Assistance utilized to the maximum extent in both years; as has been done in previous budgets
 - The addition of three (3) Full time Equivalents (FTE) in Dept 3300 (Bus Operators) to sustain current level of service due to the amount of leaves employees are allowed to take by law
 - The use of Carryovers - \$2,951,178 in FY09; (\$923,590) in FY10
 - Eliminate funding for two (2) vacant positions – Vehicle Service Worker I and FM Lead Mechanic
 - Projecting retirements and lower cost replacements
 - Assistant General Manager budgeted in FY09 for first six (6) months; not funded in last six (6) months of FY09 and all of FY10
 - Current Maintenance Manager budgeted in FY09 for first six (6) months; new Maintenance Manager funded at lower level in last six (6) months of FY09 and all of FY10
 - Twelve (12) Bus Operators to retire after 6 months of FY09; another twelve (12) to retire after six (6) months of FY10; new Bus Operators funded at a lower level, in the corresponding months of FY09 and FY10
 - Transfers from reserves specifically for Retiree Payouts are \$267,960 in FY09 and \$185,663 in FY10.
 - \$150,000 transferred from the Insurance Reserves for Legal Settlements in FY09 and FY10, as has been done in previous operating budgets
 - Transfer \$5,442,604 from Operating Reserves to balance the two-year revised budget in FY10
- The FY09 Revised **Capital Budget** totals \$30,195,511, requiring \$10,155,134 from District Reserves and \$16,882,034 from State Transit Assistance (STA) and other funding to procure local capital projects

III. DISCUSSION

The FY09 and FY10 Revised Budget is a revised two (2) year budget for FY09 and FY10 that provides for the continuation of the current level of transit service to the public. A total of 330.75 full-time employee equivalents are funded in the FY09 budget compared with 326.75 for FY08.

Due to significant changes in the Final FY09 and FY10 Budget adopted in June of 2008, a FY09 and FY10 Revised Budget is being presented for the Board of Directors to adopt.

A. Operating Revenues

The proposed two-year **FY09 and FY10 Revised Operating Budget** Total Revenues are \$38,620,890 and \$40,816,533 respectively. The corresponding Total Expenses are \$39,544,480 and \$40,816,533 respectively. This two-year budget is balanced over a two (2) year period of time with a deficit in FY09 of \$923,590 carried over to FY10 and then balanced in FY10 with \$5,442,604 of Operating Reserves.

The modifications to the **Operating budget** will result in \$852K less revenue in FY09 and \$1,440K in FY10 than previously expected in June of 2008; totaling to a \$2.293K loss of revenue over the FY09 & FY10 budget time frame. An additional \$556K in operating expense is expected to be incurred over the same two year period to cover increased costs of our aging vehicle fleet, contractual leave payouts, ADA compliance costs, facility maintenance costs, and hazmat expenses.

Fare Revenue

- Accounts have been projected based on data through October 2008. A .7% increase in **Passenger Fares** (fare box revenue) is projected for FY09 and a 1% increase in FY10.
- Increases of 9.6% in FY09 and 2% in FY10 are projected for **Special Transit Fares** such as the UCSC and Cabrillo contracts. These contracts have built in CPI adjustments.

Paratransit Fares account has been increased by the amount of fares estimated from the dialysis rides we will now be required to perform. A 23.4% increase is projected for FY09 and 2.4% in FY10.

Interest Income is projected to have a significant decrease under the actual FY08 level due to the principal being spent on MetroBase and a lower than budgeted interest rate projected from the County.

Sales Tax Revenues have been projected at a 2.8% decrease under actual FY08 receipts and a 2% increase in FY10. These projections are based on actual sales tax receipts thru November 2008, projections from the report from the State Board of Equalization, and many other economic indicators from local County agencies, surrounding Cities and a neighboring transit agency. Staff projects that during FY10, the economy will start to recover.

TDA Funding is budgeted in the amount of \$5,679,337 in FY09; a 10% decrease from the actual FY08 allocation amount from the SCCRTC. A 2% increase is projected in FY10 similar to the Sales Tax revenue.

The fourth and fifth installments for repayment of the \$350,000 one-time advance of the **FTA Operating Assistance** drawn in FY05 for Paratransit start-up costs is shown as a reduction in FTA Sec 5307 - Operating Assistance in the amount of \$70,000 each year. This is being paid back over five years with our final payment being in FY10.

Transfers include:

- The use of Carryovers - \$2,951,178 in FY09; (\$923,590) in FY10
- \$150,000 transferred from the Insurance Reserves for Legal Settlements in FY09 and FY10, as has been done in previous operating budgets
- \$5,442,604 from Operating Reserves to balance the two-year revised budget in FY10
- Transfers from reserves specifically for Retiree Payouts of \$267,960 in FY09 and \$185,663 in FY10.

A **Transfer from Capital Reserves** of \$115,830 in FY09 and \$119,305 in FY10 is being shown to cover the Project Manager costs (salary and benefits). The expenses of the position will be capitalized as part of the grant-funded project. The Board of Directors approved the Project Manager position for the MetroBase project and these expenses are included in the operating budget for payroll purposes.

B. Operating Expenses

Operating Expenses are projected to be above FY08 actuals by 13.2% in FY09 and 3.2% in FY10. The major increases are due to increases included in the current union contracts, increased contractual leave payouts, increased overtime costs and retirement payout costs as well as fuel and maintenance expenses for FY09 and FY10.

The Revised Operating Budget amounts for Casualty and Liability Insurance are estimates only.

Significant **Departmental Expense** changes include:

- Decrease of 9.8% (\$141,901) in Admin due to movement of negotiation expenses to HR, movement of lease, utility and telecommunication expenses to Facilities Maint, movement of four (4) positions to Finance (Legislative Grants Analyst, Intern, Transit Planer, and Transit Surveyor) and the elimination of the Assistant General Manager position after the first six (6) months of FY09
- Increase of 40.9% (\$555,114) in Finance is due to the movement of seven (7) positions and related expenses from Admin (4), Fleet (2), and Operations (1) departments

- Increase of 16.7% (\$102,318) in HR is due to negotiation expenses being moved from Admin to HR, increased costs related to position advertising, and increased District wide training
- Increase of 80.6% (\$1,166,417) in Facilities Maint is due to movement of most utilities and leases from individual departments to the Facilities Maint Dept to consolidate these expenses in one department for better tracking purposes
- Increase of 22% (\$792,749) in Paratransit due to additional dialysis rides we are now required to perform, increased fuel costs and vehicle maintenance expenses we are incurring due to the advanced age of our Paratransit fleet
- Increase of 4.8% (\$380,363) in Fleet Maintenance partially due to increased fuel costs and maintenance expenses on our vehicles that are no longer under warranty. This variance is artificially low due to two (2) positions being moved from Fleet to Finance (Purchasing Agent and Sr. Accounting Technician)

Major balancing actions for **Operating Expenses** in the FY09 and FY10 Revised Operating Budget include:

- The full use of Federal Operating Assistance utilized to the maximum extent in both years; as has been done in previous budgets
- The addition of three (3) Full time Equivalents (FTE) in Dept 3300 (Bus Operators) to sustain current level of service due to the amount of leaves employees are allowed to take by law
- The use of Carryovers - \$2,951,178 in FY09; (\$923,590) in FY10
- Eliminate funding for two (2) vacant positions – Vehicle Service Worker I and FM Lead Mechanic
- Projecting retirements and lower cost replacements:
 - Assistant General Manager budgeted in FY09 for first six (6) months; not funded in last six (6) months of FY09 and all of FY10
 - Current Maintenance Manager budgeted in FY09 for first six (6) months; new Maintenance Manager funded at lower level last part of FY09 and all of FY10
 - Twelve (12) Bus Operators to retire after 6 months of FY09; another twelve (12) to retire after six (6) months of FY10; new Bus Operators funded at a lower level in the corresponding months of FY09 and FY10

The budget also includes contractual wage and/or benefit adjustments for employees represented by UTU Local 23 and SEIU Local 521, as well as adjustments in accordance with the management compensation plan.

C. Capital Budget

The FY09 and FY10 revised **Capital Budget** totals \$30,195,511, requiring \$10,155,134 from District Reserves. The District share comes from reserves and State Transit Assistance (STA) funding. The largest project in the adopted capital improvement program is MetroBase. Projects, which were initiated in previous fiscal years but not yet completed, are designated as carryover projects.

IV. FINANCIAL CONSIDERATIONS

The FY09 and FY10 Revised Operating Budget, as presented, is balanced over the two-year period of time it covers through the increased use of reserves and carryover funding due to projected operating revenues not covering projected operating expenses by \$5,442,604.

In June 2008, the reserve amount we were authorized to use to balance the FY09 & FY10 budget was \$2,593,413. We will come back to the Board in January 2009 with a staff report detailing how we propose to handle this \$5,442,604 deficit.

The FY09 Revised Capital Budget requires \$16,049,100 in District funding which is available from District Capital Reserves and STA funding.

V. ATTACHMENTS

- Attachment A:** FY09 and FY10 Budget Resolution
- Attachment B:** FY09 and FY10 Revised Operating Budget
- Attachment C:** FY09 and FY10 Revised Authorized and Funded Personnel
- Attachment D:** FY09 and FY10 Revised Organizational Charts
- Attachment E:** FY09 Revised Capital Budget

BEFORE THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. _____
On the Motion of Director _____
Duly Seconded by Director _____
The following Resolution is adopted:

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A REVISION TO THE
FY09 AND FY10 OPERATING AND CAPITAL BUDGET**

WHEREAS, it is necessary to revise the adopted FY09 and FY10 Operating and Capital Budget of the Santa Cruz Metropolitan Transit District to provide for revisions in the operating revenues, expenses, and capital budget.

NOW, THEREFORE, BE IT RESOLVED, the budget is hereby amended per the attached Attachment B, Attachment C and Attachment D.

PASSED AND ADOPTED this 19th day of December 2008, by the following vote:

- AYES: Directors -
- NOES: Directors -
- ABSENT: Directors -
- ABSTAIN: Directors -

Approved _____
JAN BEAUTZ
Board Chair

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
REVENUE SOURCES**

REVENUE SOURCE	ACTUAL FY 08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
1 Passenger Fares	\$ 3,530,971	\$ 3,554,266	0.7%	\$ 3,589,809	1.0%
2 Special Transit Fares	\$ 3,127,596	\$ 3,428,534	9.6%	\$ 3,497,105	2.0%
3 Paratransit Fares	\$ 229,769	\$ 283,440	23.4%	\$ 290,243	2.4%
4 Highway 17 Fares	\$ 897,606	\$ 945,000	5.3%	\$ 978,000	3.5%
5 Highway 17 Payments	\$ 486,116	\$ 507,000	4.3%	\$ 523,000	3.2%
6 Commissions	\$ 4,938	\$ 4,950	0.2%	\$ 5,000	1.0%
7 Advertising Income	\$ 258,383	\$ 85,265	-67.0%	\$ 86,118	1.0%
8 Rent Income - SC Pacific Station	\$ 81,802	\$ 89,955	10.0%	\$ 91,304	1.5%
9 Rent Income - Watsonville TC	\$ 45,760	\$ 36,482	-20.3%	\$ 36,847	1.0%
10 Rent Income - General	\$ 20,350	\$ -	-100.0%	\$ -	0.0%
11 Interest Income	\$ 942,456	\$ 300,000	-68.2%	\$ 300,000	0.0%
12 Other Non-Transp Revenue	\$ 153,493	\$ 5,000	-96.7%	\$ 5,050	1.0%
13 Sales Tax	\$ 17,054,736	\$ 16,574,130	-2.8%	\$ 16,905,613	2.0%
14 Transp Dev Act (TDA) Funds	\$ 6,313,334	\$ 5,679,337	-10.0%	\$ 5,792,924	2.0%
15 FTA Sec 5307 - Op Assistance	\$ 3,223,552	\$ 3,496,293	8.5%	\$ 3,643,137	4.2%
16 Repay FTA Advance (#4 and #5 of 5)	\$ (70,000)	\$ (70,000)	0.0%	\$ (70,000)	0.0%
17 FTA Sec 5311 - Rural Op Asst	\$ 149,335	\$ 161,615	8.2%	\$ 168,403	4.2%
SUBTOTAL REVENUE	\$ 36,450,197	\$ 35,081,268	-3.8%	\$ 35,842,551	2.2%
ONE-TIME REVENUES					
18 FTA Sec 5316 - CalTrans JARC	\$ -	\$ 44,166	100.0%	\$ -	-100.0%
19 FTA Sec 5317 - Operating Assistance	\$ 17,785	\$ -	-100.0%	\$ -	0.0%
20 AMBAG Funding	\$ 54,609	\$ 10,489	-80.8%	\$ -	-100.0%
SUBTOTAL ONE-TIME REVENUES	\$ 72,394	\$ 54,655	-24.5%	\$ -	-100.0%
TRANSFERS					
21 Carryover from Previous Year	\$ 911,228	\$ 2,951,178	223.9%	\$ (923,590)	-131.3%
22 Carryover from Current Year	\$ (2,951,178)	\$ -	-100.0%	\$ -	0.0%
23 Xfr from Ins Res-Legal Settlmnt	\$ 49,243	\$ 150,000	204.6%	\$ 150,000	0.0%
24 Transfer (to)/from Capital Reserves	\$ 181,047	\$ 115,830	-36.0%	\$ 119,305	3.0%
25 Transfer (to)/from Operating Reserves	\$ 50,723	\$ -	-100.0%	\$ 5,442,604	100.0%
26 Transfer fr Op Res for Retiree Payouts	\$ 165,978	\$ 267,960	61.4%	\$ 185,663	-30.7%
SUBTOTAL TRANSFERS	\$ (1,592,959)	\$ 3,484,968	-318.8%	\$ 4,973,982	42.7%
TOTAL REVENUE	\$ 34,929,632	\$ 38,620,890	10.6%	\$ 40,816,533	5.7%

Attachment B

7.91

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**
Departmental Expenses

DEPARTMENT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
1100 Administration	1,444,618	1,302,717	-9.8%	1,071,285	-17.8%
1200 Finance	1,355,797	1,910,911	40.9%	2,157,703	12.9%
1300 Customer Service	489,563	557,639	13.9%	565,874	1.5%
1400 Human Resources	612,070	714,388	16.7%	773,262	8.2%
1500 Information Technology	707,460	622,078	-12.1%	637,553	2.5%
1700 District Counsel	450,528	472,738	4.9%	483,692	2.3%
1800 Risk Management	50,523	250,000	394.8%	250,000	0.0%
2200 Facilities Maintenance	1,446,754	2,613,171	80.6%	2,399,857	-8.2%
3100 Paratransit Program	3,602,132	4,394,881	22.0%	4,573,365	4.1%
3200 Operations	2,542,708	2,686,564	5.7%	2,698,798	0.5%
3300 Bus Operators	12,724,789	13,962,076	9.7%	14,473,562	3.7%
4100 Fleet Maintenance	7,955,173	8,335,536	4.8%	8,648,346	3.8%
9001 Cobra Benefits	(6,602)	-	-100.0%	-	0.0%
9005 Retired Employee Benefits	1,496,061	1,721,481	15.1%	2,082,935	21.0%
700 SCCIC/COPS	260	300	15.4%	300	0.0%
TOTAL OPERATING EXPENSES	34,871,837	39,544,480	13.4%	40,816,533	3.2%

7.62

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	7,430,732	8,447,530	13.7%	8,725,191	3.3%
501013 Bus Operator OT	1,420,670	1,579,841	11.2%	1,621,617	2.6%
501021 Other Salaries	5,866,497	6,018,563	2.6%	6,099,923	1.4%
501023 Other OT	315,421	329,659	4.5%	331,890	0.7%
Totals	15,033,320	16,375,594	8.9%	16,778,620	2.5%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	207,816	214,639	3.3%	219,940	2.5%
502021 Retirement	1,997,213	2,397,805	20.1%	2,425,635	1.2%
502031 Medical Ins	4,702,050	5,543,286	17.9%	6,320,363	14.0%
502041 Dental Ins	470,088	503,199	7.0%	536,123	6.5%
502045 Vision Ins	129,869	139,428	7.4%	142,001	1.8%
502051 Life Ins/AD&D	42,208	50,172	18.9%	51,025	1.7%
502060 State Disability Ins (SDI)	129,442	278,075	114.8%	258,091	-7.2%
502061 Long Term Disability Ins	206,521	230,273	11.5%	244,681	6.3%
502071 State Unemployment Ins (SUI)	54,411	53,536	-1.6%	53,487	-0.1%
502081 Worker's Comp Ins	979,924	999,100	2.0%	1,029,073	3.0%
502101 Holiday Pay	296,105	392,097	32.4%	409,074	4.3%
502103 Floating Holiday	79,336	69,801	-12.0%	72,600	4.0%
502109 Sick Leave	664,031	906,195	36.5%	919,682	1.5%
502111 Annual Leave	1,661,330	1,628,704	-2.0%	1,564,324	-4.0%
502121 Other Paid Absence	138,972	124,278	-10.6%	127,367	2.5%
502251 Phys. Exams	7,664	13,281	73.3%	13,300	0.1%
502253 Driver Lic Renewal	1,655	4,350	162.8%	4,400	1.1%
502999 Other Fringe Benefits	98,604	127,437	29.2%	138,685	8.8%
Totals	11,867,239	13,675,657	15.2%	14,529,853	6.2%

7.63

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Consolidated Expenses

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	84,436	100,250	18.7%	103,250	3.0%
503012 Admin/Bank Fees	176,719	208,250	17.8%	216,630	4.0%
503031 Prof/Technical Fees	157,565	351,426	123.0%	284,532	-19.0%
503032 Legislative Services	90,470	100,400	11.0%	103,400	3.0%
503033 Legal Services	1,259	55,000	4268.5%	55,000	0.0%
503034 Pre-Employment Exams	14,459	15,460	6.9%	14,600	-5.6%
503041 Temp Help	109,413	-	-100.0%	-	0.0%
503161 Custodial Services	68,109	58,800	-13.7%	66,100	12.4%
503162 Uniforms/Laundry	38,874	42,550	9.5%	44,015	3.4%
503171 Security Services	341,087	400,500	17.4%	406,368	1.5%
503221 Classified/Legal Ads	13,899	29,700	113.7%	30,900	4.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	5,000	100.0%	5,150	3.0%
503351 Repair - Bldg & Impr	122,507	90,000	-26.5%	91,500	1.7%
503352 Repair - Equipment	161,769	421,820	160.8%	401,450	-4.8%
503353 Repair - Rev Vehicle	346,488	389,388	12.4%	407,300	4.6%
503354 Repair - Non Rev Vehicle	29,480	30,000	1.8%	31,500	5.0%
503363 Haz Mat Disposal	36,749	44,669	21.6%	46,000	3.0%
Totals	1,793,283	2,343,213	30.7%	2,307,695	-1.5%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	156,284	201,300	28.8%	207,400	3.0%
504012 Fuels & Lubricants - Rev Veh	2,541,025	3,238,322	27.4%	3,257,500	0.6%
504021 Tires & Tubes	185,825	205,000	10.3%	213,000	3.9%
504161 Other Mobile Supplies	6,461	10,000	54.8%	10,300	3.0%
504191 Rev Vehicle Parts	775,901	615,300	-20.7%	799,000	29.9%
Totals	3,665,496	4,269,922	16.5%	4,487,200	5.1%

7.9.4

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Consolidated Expenses

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	4,137	3,500	-15.4%	3,600	2.9%
504211 Postage & Mailing	16,434	29,642	80.4%	28,516	-3.8%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	73,614	102,800	39.6%	102,837	0.0%
504217 Photo Supp/Process	3,675	9,700	163.9%	9,900	2.1%
504311 Office Supplies	88,773	86,460	-2.6%	90,300	4.4%
504315 Safety Supplies	23,816	27,300	14.6%	33,500	22.7%
504317 Cleaning Supplies	49,555	53,000	7.0%	59,200	11.7%
504409 Repair/Maint Supplies	82,499	55,000	-33.3%	57,300	4.2%
504421 Non-Inventory Parts	49,575	52,000	4.9%	53,550	3.0%
504511 Small Tools	9,164	10,000	9.1%	10,500	5.0%
504515 Employee Tool Replacement	1,380	2,600	88.4%	2,700	3.8%
Totals	402,622	432,002	7.3%	451,903	4.6%
UTILITIES					
505011 Gas & Electric	213,522	221,011	3.5%	229,212	3.7%
505021 Water & Garbage	117,796	123,755	5.1%	128,171	3.6%
505031 Telecommunications	102,691	135,666	32.1%	147,578	8.8%
Totals	434,009	480,432	10.7%	504,961	5.1%
CASUALTY & LIABILITY					
506011 Insurance - Property	53,306	118,347	122.0%	121,898	3.0%
506015 Insurance - PL/PD	424,669	510,000	20.1%	525,300	3.0%
506021 Insurance - Other	1,007	800	-20.6%	800	0.0%
506123 Settlement Costs	49,242	150,000	204.6%	150,000	0.0%
506127 Repairs - District Prop	(16,360)	-	-100.0%	-	0.0%
Totals	511,864	779,147	52.2%	797,998	2.4%

7.65

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Consolidated Expenses

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	7,329	12,300	67.8%	14,510	18.0%
507201 Licenses & Permits	13,871	15,150	9.2%	15,800	4.3%
507999 Other Taxes	14,164	26,200	85.0%	27,000	3.1%
Totals	35,364	53,650	51.7%	57,310	6.8%
PURCHASED TRANS.					
503406 Contract/Paratransit	288,787	250,000	-13.4%	257,500	3.0%
Totals	288,787	250,000	-13.4%	257,500	3.0%
MISC EXPENSE					
509011 Dues/Subscriptions	22,431	64,910	189.4%	66,700	2.8%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	14,159	33,700	138.0%	34,600	2.7%
509121 Employee Training	87,097	43,325	-50.3%	44,765	3.3%
509123 Travel	35,594	72,130	102.6%	75,910	5.2%
509125 Local Meeting Expense	4,601	4,680	1.7%	4,950	5.8%
509127 Board Director Fees	12,850	13,200	2.7%	13,200	0.0%
509150 Contributions	248	650	162.1%	650	0.0%
509198 Cash Over/Short	2,821	500	-82.3%	500	0.0%
Totals	179,801	233,095	29.6%	241,275	3.5%
LEASES & RENTALS					
512011 Facility Lease	697,923	622,658	-10.8%	372,357	-40.2%
512061 Equipment Rental	19,913	29,110	46.2%	29,860	2.6%
Totals	717,836	651,768	-9.2%	402,217	-38.3%
PERSONNEL TOTAL					
	26,900,559	30,051,251	11.7%	31,308,473	4.2%
NON-PERSONNEL TOTAL					
	8,029,062	9,493,229	18.2%	9,508,059	0.2%
TOTAL OPERATING EXPENSES					
	34,929,621	39,544,480	13.2%	40,816,533	3.2%

7.66

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Administration - 1100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	517,659	454,984	-12.1%	360,570	-20.8%
501023 Other OT	712	706	-0.8%	560	-20.8%
Totals	518,371	455,691	-12.1%	361,130	-20.8%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	8,967	8,421	-6.1%	6,540	-22.3%
502021 Retirement	76,210	89,679	17.7%	70,359	-21.5%
502031 Medical Ins	87,182	73,846	-15.3%	60,932	-17.5%
502041 Dental Ins	8,271	6,962	-15.8%	5,384	-22.7%
502045 Vision Ins	2,499	2,344	-6.2%	1,842	-21.4%
502051 Life Ins/AD&D	982	1,098	11.8%	876	-20.2%
502060 State Disability Ins (SDI)	3,383	5,890	74.1%	4,303	-26.9%
502061 Long Term Disability Ins	5,709	7,678	34.5%	6,004	-21.8%
502071 State Unemployment Ins (SUI)	1,754	1,125	-35.9%	887	-21.2%
502081 Worker's Comp Ins	12,245	18,124	48.0%	17,137	-5.4%
502101 Holiday Pay	8,331	7,398	-11.2%	6,785	-8.3%
502103 Floating Holiday	15,247	17,749	16.4%	17,749	0.0%
502109 Sick Leave	39,755	83,744	110.7%	67,166	-19.8%
502111 Annual Leave	69,975	79,329	13.4%	58,771	-25.9%
502121 Other Paid Absence	2,202	4,624	110.0%	3,157	-31.7%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,957	6,189	24.9%	6,375	3.0%
Totals	347,669	414,199	19.1%	334,266	-19.3%

7.97

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Administration - 1100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	1,200	100.0%	1,300	8.3%
503031 Prof/Technical Fees	9,398	111,376	1085.1%	42,232	-62.1%
503032 Legislative Services	90,470	100,400	11.0%	103,400	3.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	21,876	-	-100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	4,132	7,700	86.4%	8,100	5.2%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	4,415	11,420	158.7%	11,700	2.5%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	130,291	232,096	78.1%	166,732	-28.2%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Administration - 1100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	10,719	13,552	26.4%	11,800	-12.9%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	1,453	6,900	374.9%	10,487	52.0%
504217 Photo Supp/Process	-	100	100.0%	100	0.0%
504311 Office Supplies	6,109	8,560	40.1%	8,790	2.7%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	18,281	29,112	59.2%	31,177	7.1%
UTILITIES					
505011 Gas & Electric	36,510	-	-100.0%	-	0.0%
505021 Water & Garbage	8,077	-	-100.0%	-	0.0%
505031 Telecommunications	3,856	-	-100.0%	-	0.0%
Totals	48,443	-	-100.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.69

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Administration - 1100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	8,463	52,910	525.2%	54,450	2.9%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	10,720	30,200	181.7%	31,100	3.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	31,137	70,130	125.2%	73,910	5.4%
509125 Local Meeting Expense	4,308	4,580	6.3%	4,700	2.6%
509127 Board Director Fees	12,850	13,200	2.7%	13,200	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	67,478	171,020	153.4%	177,360	3.7%
LEASES & RENTALS					
512011 Facility Lease	313,548	-	-100.0%	-	0.0%
512061 Equipment Rental	537	600	11.7%	620	3.3%
Totals	314,085	600	-99.8%	620	3.3%
PERSONNEL TOTAL					
	866,040	869,890	0.4%	695,396	-20.1%
NON-PERSONNEL TOTAL					
	578,578	432,828	-25.2%	375,889	-13.2%
DEPARTMENT TOTALS					
	1,444,618	1,302,717	-9.8%	1,071,285	-17.8%

7.9.10

12/4/2008

Admin - 1100

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Finance - 1200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	353,344	551,460	56.1%	689,317	25.0%
501023 Other OT	281	435	54.9%	544	25.0%
Totals	353,625	551,895	56.1%	689,861	25.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	7,149	9,404	31.5%	11,753	25.0%
502021 Retirement	48,104	88,924	84.9%	108,460	22.0%
502031 Medical Ins	59,953	108,420	80.8%	146,584	35.2%
502041 Dental Ins	6,570	11,189	70.3%	13,950	24.7%
502045 Vision Ins	1,914	3,321	73.5%	4,019	21.0%
502051 Life Ins/AD&D	814	1,346	65.4%	1,590	18.1%
502060 State Disability Ins (SDI)	3,495	8,366	139.4%	9,389	12.2%
502061 Long Term Disability Ins	2,257	7,313	224.0%	9,007	23.2%
502071 State Unemployment Ins (SUI)	1,367	1,599	17.0%	1,932	20.8%
502081 Worker's Comp Ins	7,461	36,247	385.8%	37,391	3.2%
502101 Holiday Pay	4,541	7,484	64.8%	9,353	25.0%
502103 Floating Holiday	7,486	8,359	11.7%	8,693	4.0%
502109 Sick Leave	16,762	29,935	78.6%	37,413	25.0%
502111 Annual Leave	41,083	54,493	32.6%	71,640	31.5%
502121 Other Paid Absence	444	4,677	953.5%	5,846	25.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	5,171	4,784	-7.5%	4,928	3.0%
Totals	214,571	385,863	79.8%	481,948	24.9%

7.9.11

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Finance - 1200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 <u>Accting/Audit Fees</u>	84,186	100,000	18.8%	103,000	3.0%
503012 <u>Admin/Bank Fees</u>	176,709	207,000	17.1%	215,280	4.0%
503031 <u>Prof/Technical Fees</u>	37	18,000	48548.6%	-	-100.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 <u>Temp Help</u>	36,020	-	-100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	6,900	100.0%	7,100	2.9%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	296,952	331,900	11.8%	325,380	-2.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.612

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Finance - 1200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	90	106	17.3%	106	0.4%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	2,000	100.0%	2,100	5.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	5,882	7,700	30.9%	7,910	2.7%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	5,972	9,806	64.2%	10,116	3.2%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	2,108	-	-100.0%	-	0.0%
Totals	2,108	-	-100.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	53,306	118,347	122.0%	121,898	3.0%
506015 Insurance - PL/PD	424,669	510,000	20.1%	525,300	3.0%
506021 Insurance - Other	1,007	800	-20.6%	800	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	478,982	629,147	31.4%	647,998	3.0%

7.613

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Finance - 1200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	686	1,800	162.4%	1,900	5.6%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	80	-	-100.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	2,821	500	-82.3%	500	0.0%
Totals	3,587	2,300	-35.9%	2,400	4.3%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	568,196	937,758	65.0%	1,171,809	25.0%
NON-PERSONNEL TOTAL	787,601	973,153	23.6%	985,894	1.3%
DEPARTMENT TOTALS	1,355,797	1,910,911	40.9%	2,157,703	12.9%

7.614

12/4/2008

Finance - 1200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Customer Service - 1300

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	228,243	236,822	3.8%	241,558	2.0%
501023 Other OT	236	247	4.7%	252	2.0%
Totals	228,479	237,069	3.8%	241,810	2.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	1,824	1,944	6.6%	1,982	2.0%
502021 Retirement	34,957	39,587	13.2%	39,389	-0.5%
502031 Medical Ins	71,262	80,114	12.4%	88,965	11.0%
502041 Dental Ins	8,191	8,682	6.0%	9,010	3.8%
502045 Vision Ins	1,914	2,009	5.0%	2,009	0.0%
502051 Life Ins/AD&D	644	702	9.0%	702	0.0%
502060 State Disability Ins (SDI)	1,931	5,055	161.8%	4,695	-7.1%
502061 Long Term Disability Ins	3,479	3,408	-2.0%	3,476	2.0%
502071 State Unemployment Ins (SUI)	966	966	0.0%	966	0.0%
502081 Worker's Comp Ins	5,827	17,370	198.1%	17,918	3.2%
502101 Holiday Pay	2,681	3,378	26.0%	3,446	2.0%
502103 Floating Holiday	35	-	-100.0%	-	0.0%
502109 Sick Leave	12,366	12,750	3.1%	13,005	2.0%
502111 Annual Leave	32,873	34,986	6.4%	35,686	2.0%
502121 Other Paid Absence	879	2,040	132.1%	2,081	2.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	225	180	-20.0%	185	3.0%
Totals	180,052	213,171	18.4%	223,514	4.9%

7.615

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	11,612	14,000	20.6%	14,500	3.6%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 <u>Temp Help</u>	5,546	-	-100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 <u>Graphic Services</u>	-	5,000	100.0%	5,150	3.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 <u>Repair - Equipment</u>	1,012	2,000	97.6%	2,100	5.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	18,170	21,000	15.6%	21,750	3.6%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.616

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	1,647	7,700	367.5%	7,800	1.3%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	49,760	67,000	34.6%	58,700	-12.4%
504217 Photo Supp/Process	1,620	4,200	159.3%	4,300	2.4%
504311 Office Supplies	2,828	3,700	30.8%	4,000	8.1%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	55,855	82,600	47.9%	74,800	-9.4%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	4,736	-	-100.0%	-	0.0%
Totals	4,736	-	-100.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.617

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Customer Service - 1300

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	1,344	1,800	33.9%	1,900	5.6%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	1,344	1,800	33.9%	1,900	5.6%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	98	500	410.2%	500	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	98	500	410.2%	500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	829	1,500	80.9%	1,600	6.7%
Totals	829	1,500	80.9%	1,600	6.7%
PERSONNEL TOTAL	408,531	450,239	10.2%	465,324	3.4%
NON-PERSONNEL TOTAL	81,032	107,400	32.5%	100,550	-6.4%
DEPARTMENT TOTALS	489,563	557,639	13.9%	565,874	1.5%

819.2

12/4/2008

Customer Service - 1300

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	305,897	336,634	10.0%	333,748	-0.9%
501023 Other OT	1,335	1,365	2.2%	1,353	-0.9%
Totals	307,232	337,998	10.0%	335,101	-0.9%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	5,717	5,806	1.6%	5,761	-0.8%
502021 Retirement	45,772	54,895	19.9%	53,161	-3.2%
502031 Medical Ins	72,241	72,079	-0.2%	80,041	11.0%
502041 Dental Ins	7,909	7,375	-6.8%	7,654	3.8%
502045 Vision Ins	1,994	2,009	0.8%	2,009	0.0%
502051 Life Ins/AD&D	765	888	16.1%	888	0.0%
502060 State Disability Ins (SDI)	2,552	5,055	98.1%	4,695	-7.1%
502061 Long Term Disability Ins	3,140	4,660	48.4%	4,624	-0.8%
502071 State Unemployment Ins (SUI)	947	966	2.0%	966	0.0%
502081 Worker's Comp Ins	17,947	18,124	1.0%	18,696	3.2%
502101 Holiday Pay	4,209	4,596	9.2%	4,584	-0.2%
502103 Floating Holiday	8,861	8,496	-4.1%	8,200	-3.5%
502109 Sick Leave	20,423	18,383	-10.0%	18,338	-0.2%
502111 Annual Leave	45,911	29,422	-35.9%	29,583	0.5%
502121 Other Paid Absence	6,376	2,872	-55.0%	2,865	-0.2%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	3,296	3,380	2.5%	3,481	3.0%
Totals	248,060	239,005	-3.7%	245,547	2.7%

7.919

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Human Resources - 1400

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	23,686	65,800	177.8%	115,800	76.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 <u>Pre-Employment Exams</u>	14,459	15,460	6.9%	14,600	-5.6%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 <u>Classified/Legal Ads</u>	4,617	15,000	224.9%	15,500	3.3%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	42,762	96,260	125.1%	145,900	51.6%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.620

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Human Resources - 1400

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	82	1,150	1302.4%	1,200	4.3%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	277	4,200	1416.2%	8,200	95.2%
504217 Photo Supp/Process	69	-	-100.0%	-	0.0%
504311 Office Supplies	2,848	4,000	40.4%	4,200	5.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	3,276	9,350	185.4%	13,600	45.5%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	818	-	-100.0%	-	0.0%
Totals	818	-	-100.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.621

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Human Resources - 1400

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 <u>Dues/Subscriptions</u>	890	1,350	51.7%	1,400	3.7%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 <u>Employee Incentive Program</u>	-	-	0.0%	-	0.0%
509121 Employee Training	8,706	30,325	248.3%	31,465	3.8%
509123 Travel	34	-	-100.0%	-	0.0%
509125 <u>Local Meeting Expense</u>	293	100	-65.9%	250	150.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	9,923	31,775	220.2%	33,115	4.2%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	555,292	577,004	3.9%	580,648	0.6%
NON-PERSONNEL TOTAL	56,779	137,385	142.0%	192,615	40.2%
DEPARTMENT TOTALS	<u>612,070</u>	<u>714,388</u>	<u>16.7%</u>	<u>773,262</u>	<u>8.2%</u>

7.622

12/4/2008

HR - 1400

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	298,146	294,135	-1.3%	299,951	2.0%
501023 Other OT	1,029	1,991	93.5%	2,030	2.0%
Totals	299,175	296,126	-1.0%	301,981	2.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	5,468	5,139	-6.0%	5,241	2.0%
502021 Retirement	43,700	48,588	11.2%	48,358	-0.5%
502031 Medical Ins	51,759	54,804	5.9%	60,858	11.0%
502041 Dental Ins	5,853	6,118	4.5%	6,350	3.8%
502045 Vision Ins	1,276	1,340	5.0%	1,340	0.0%
502051 Life Ins/AD&D	600	654	9.0%	654	0.0%
502060 State Disability Ins (SDI)	2,265	3,370	48.8%	3,130	-7.1%
502061 Long Term Disability Ins	2,883	4,102	42.3%	4,183	2.0%
502071 State Unemployment Ins (SUI)	744	644	-13.4%	644	0.0%
502081 Worker's Comp Ins	3,814	12,083	216.8%	12,465	3.2%
502101 Holiday Pay	3,883	4,066	4.7%	4,147	2.0%
502103 Floating Holiday	8,670	8,909	2.8%	8,909	0.0%
502109 Sick Leave	15,955	16,265	1.9%	16,589	2.0%
502111 Annual Leave	43,845	32,949	-24.9%	29,232	-11.3%
502121 Other Paid Absence	483	2,541	426.2%	2,592	2.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	3,140	3,320	5.7%	3,420	3.0%
Totals	194,338	204,892	5.4%	208,112	1.6%

7.623

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 <u>Accting/Audit Fees</u>	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	-	2,000	100.0%	2,100	5.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 <u>Temp Help</u>	23,174	-	-100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 <u>Repair - Equipment</u>	63,653	85,200	33.9%	90,400	6.1%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	86,827	87,200	0.4%	92,500	6.1%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.624

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	110	210	90.9%	210	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	33,538	25,500	-24.0%	26,300	3.1%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	33,648	25,710	-23.6%	26,510	3.1%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	22,201	-	-100.0%	-	0.0%
Totals	22,201	-	-100.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.625

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Information Technology - 1500

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 <u>Dues/Subscriptions</u>	121	150	24.0%	150	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 <u>Employee Training</u>	71,150	8,000	-88.8%	8,300	3.8%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	71,271	8,150	-88.6%	8,450	3.7%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	493,513	501,018	1.5%	510,093	1.8%
NON-PERSONNEL TOTAL	213,947	121,060	-43.4%	127,460	5.3%
DEPARTMENT TOTALS	<u>707,460</u>	<u>622,078</u>	<u>-12.1%</u>	<u>637,553</u>	<u>2.5%</u>

7.626

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	270,492	275,859	2.0%	281,044	1.9%
501023 Other OT	258	261	1.2%	266	1.9%
Totals	270,750	276,120	2.0%	281,310	1.9%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	4,790	4,821	0.6%	4,910	1.8%
502021 Retirement	39,131	45,583	16.5%	45,307	-0.6%
502031 Medical Ins	37,344	41,405	10.9%	45,979	11.0%
502041 Dental Ins	3,916	4,316	10.2%	4,479	3.8%
502045 Vision Ins	1,196	1,340	12.0%	1,340	0.0%
502051 Life Ins/AD&D	495	561	13.3%	561	0.0%
502060 State Disability Ins (SDI)	1,779	3,370	89.4%	3,130	-7.1%
502061 Long Term Disability Ins	2,024	3,852	90.3%	3,923	1.8%
502071 State Unemployment Ins (SUI)	805	644	-20.0%	644	0.0%
502081 Worker's Comp Ins	3,255	12,083	271.2%	12,465	3.2%
502101 Holiday Pay	3,556	3,818	7.4%	3,889	1.9%
502103 Floating Holiday	6,420	6,933	8.0%	6,933	0.0%
502109 Sick Leave	14,786	15,273	3.3%	15,556	1.9%
502111 Annual Leave	30,081	28,211	-6.2%	28,763	2.0%
502121 Other Paid Absence	3,184	2,386	-25.0%	2,431	1.9%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	1,689	1,720	1.8%	1,772	3.0%
Totals	154,451	176,317	14.2%	182,081	3.3%

7.627

12/4/2008

District Counsel - 1700

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	2,160	-	-100.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 <u>Legal Services</u>	1,259	5,000	297.1%	5,000	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	3,419	5,000	46.2%	5,000	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.628

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	45	-	-100.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 <u>Office Supplies</u>	562	800	42.3%	800	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	607	800	31.8%	800	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	192	-	-100.0%	-	0.0%
Totals	192	-	-100.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.629

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 District Counsel - 1700

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 <u>Dues/Subscriptions</u>	11,522	7,500	-34.9%	7,500	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	7,161	5,000	-30.2%	5,000	0.0%
509123 Travel	2,426	2,000	-17.6%	2,000	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	21,109	14,500	-31.3%	14,500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	425,201	452,438	6.4%	463,392	2.4%
NON-PERSONNEL TOTAL	25,327	20,300	-19.8%	20,300	0.0%
DEPARTMENT TOTALS	450,528	472,738	4.9%	483,692	2.3%

7.630

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Risk Management - 1800

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.631

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	1,036	50,000	4726.3%	50,000	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	50,000	100.0%	50,000	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	1,036	100,000	9552.5%	100,000	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.632

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	8	-	-100.0%	-	0.0%
504217 Photo Supp/Process	29	-	-100.0%	-	0.0%
504311 Office Supplies	208	-	-100.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	245	-	-100.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 <u>Settlement Costs</u>	49,242	150,000	204.6%	150,000	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	49,242	150,000	204.6%	150,000	0.0%

7.633

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Risk Management - 1800**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL	50,523	250,000	394.8%	250,000	0.0%
DEPARTMENT TOTALS	50,523	250,000	394.8%	250,000	0.0%

7.634

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	436,444	495,219	13.5%	507,230	2.4%
501023 Other OT	27,632	31,260	13.1%	32,018	2.4%
Totals	464,076	526,479	13.4%	539,248	2.4%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	6,426	7,085	10.2%	7,268	2.6%
502021 Retirement	70,002	82,649	18.1%	82,659	0.0%
502031 Medical Ins	146,304	182,174	24.5%	202,300	11.0%
502041 Dental Ins	17,646	19,617	11.2%	20,359	3.8%
502045 Vision Ins	3,881	4,354	12.2%	4,354	0.0%
502051 Life Ins/AD&D	1,297	1,521	17.3%	1,521	0.0%
502060 State Disability Ins (SDI)	4,981	10,953	119.9%	10,171	-7.1%
502061 Long Term Disability Ins	6,588	6,991	6.1%	7,190	2.9%
502071 State Unemployment Ins (SUI)	2,218	2,093	-5.6%	2,093	0.0%
502081 Worker's Comp Ins	16,005	39,270	145.4%	40,509	3.2%
502101 Holiday Pay	6,197	6,930	11.8%	7,128	2.9%
502103 Floating Holiday	383	-	-100.0%	-	0.0%
502109 Sick Leave	19,267	27,718	43.9%	28,513	2.9%
502111 Annual Leave	62,407	72,193	15.7%	70,457	-2.4%
502121 Other Paid Absence	11,312	4,331	-61.7%	4,455	2.9%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	456	396	-13.2%	408	3.0%
Totals	375,371	468,274	24.7%	489,387	4.5%

7.635

12/4/2008

Fac Maint- 2200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	12,745	17,250	35.3%	17,800	3.2%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 <u>Custodial Services</u>	68,109	58,800	-13.7%	66,100	12.4%
503162 <u>Uniforms/Laundry</u>	5,880	4,500	-23.5%	4,700	4.4%
503171 <u>Security Services</u>	6,957	9,000	29.4%	9,200	2.2%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 <u>Repair - Bldg & Impr</u>	122,507	90,000	-26.5%	91,500	1.7%
503352 <u>Repair - Equipment</u>	27,188	246,700	807.4%	218,050	-11.6%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 <u>Haz Mat Disposal</u>	36,749	44,669	21.6%	46,000	3.0%
Totals	280,135	470,919	68.1%	453,350	-3.7%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.636

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 <u>Printing</u>	127	500	293.7%	550	10.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 <u>Office Supplies</u>	5,439	3,000	-44.8%	3,200	6.7%
504315 <u>Safety Supplies</u>	4,989	6,100	22.3%	6,200	1.6%
504317 <u>Cleaning Supplies</u>	33,478	32,000	-4.4%	33,100	3.4%
504409 <u>Repair/Maint Supplies</u>	82,483	55,000	-33.3%	57,300	4.2%
504421 <u>Non-Inventory Parts</u>	4,983	5,000	0.3%	5,300	6.0%
504511 <u>Small Tools</u>	2,361	3,500	48.2%	3,600	2.9%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	133,860	105,100	-21.5%	109,250	3.9%
UTILITIES					
505011 Gas & Electric	48,633	221,011	354.4%	229,212	3.7%
505021 Water & Garbage	48,423	123,755	155.6%	128,171	3.6%
505031 Telecommunications	5,257	50,806	866.4%	53,957	6.2%
Totals	102,313	395,572	286.6%	411,340	4.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	(1,147)	-	-100.0%	-	0.0%
Totals	(1,147)	-	-100.0%	-	0.0%

7.637

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Facilities Maintenance - 2200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	12,527	12,500	-0.2%	13,000	4.0%
507999 Other Taxes	14,164	26,200	85.0%	27,000	3.1%
Totals	26,691	38,700	45.0%	40,000	3.4%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	56,037	596,817	965.0%	345,742	-42.1%
512061 Equipment Rental	9,418	11,310	20.1%	11,540	2.0%
Totals	65,455	608,127	829.1%	357,282	-41.2%
PERSONNEL TOTAL					
	839,447	994,753	18.5%	1,028,635	3.4%
NON-PERSONNEL TOTAL					
	607,307	1,618,418	166.5%	1,371,222	-15.3%
DEPARTMENT TOTALS					
	1,446,754	2,613,171	80.6%	2,399,857	-8.2%

7.638

12/4/2008

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 <u>Bus Operator Pay</u>	1,075,695	1,438,546	33.7%	1,529,825	6.3%
501013 Bus Operator OT	154,196	190,886	23.8%	198,015	3.7%
501021 Other Salaries	253,939	207,737	-18.2%	211,700	1.9%
501023 Other OT	378	468	23.8%	485	3.7%
Totals	1,484,208	1,837,636	23.8%	1,940,025	5.6%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	24,022	27,598	14.9%	29,272	6.1%
502021 Retirement	197,475	260,942	32.1%	270,108	3.5%
502031 Medical Ins	555,524	747,563	34.6%	826,118	10.5%
502041 Dental Ins	53,668	67,358	25.5%	70,000	3.9%
502045 Vision Ins	15,921	19,030	19.5%	19,090	0.3%
502051 Life Ins/AD&D	5,504	6,855	24.5%	6,877	0.3%
502060 State Disability Ins (SDI)	12,084	46,808	287.4%	43,723	-6.6%
502061 Long Term Disability Ins	19,230	23,734	23.4%	31,713	33.6%
502071 State Unemployment Ins (SUI)	8,929	9,177	2.8%	9,207	0.3%
502081 Worker's Comp Ins	118,785	169,160	42.4%	174,499	3.2%
502101 Holiday Pay	33,183	53,086	60.0%	60,462	13.9%
502103 Floating Holiday	8,044	3,070	-61.8%	3,288	7.1%
502109 Sick Leave	45,257	89,857	98.5%	95,898	6.7%
502111 Annual Leave	140,862	140,227	-0.5%	103,153	-26.4%
502121 Other Paid Absence	15,038	13,549	-9.9%	14,418	6.4%
502251 Phys. Exams	948	3,000	216.5%	3,000	0.0%
502253 Driver Lic Renewal	-	1,000	100.0%	1,000	0.0%
502999 Other Fringe Benefits	5,305	4,916	-7.3%	5,063	3.0%
Totals	1,259,779	1,686,931	33.9%	1,766,890	4.7%

7.639

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	7,078	40,000	465.1%	8,000	-80.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 <u>Uniforms/Laundry</u>	1,222	3,500	186.4%	3,600	2.9%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 <u>Repair - Equipment</u>	2,826	7,500	165.4%	8,000	6.7%
503353 <u>Repair - Rev Vehicle</u>	129,926	139,388	7.3%	150,000	7.6%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	141,052	190,388	35.0%	169,600	-10.9%
MOBILE MATERIALS & SUPPLIES					
504011 <u>Fuels & Lubricants - Non Rev Veh</u>	-	1,000	100.0%	1,100	10.0%
504012 <u>Fuels & Lubricants - Rev Veh</u>	161,176	250,000	55.1%	262,500	5.0%
504021 <u>Tires & Tubes</u>	17,430	25,000	43.4%	26,000	4.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 <u>Rev Vehicle Parts</u>	57,037	85,000	49.0%	77,000	-9.4%
Totals	235,643	361,000	53.2%	366,600	1.6%

7.640

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
Paratransit - 3100**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	2,572	5,125	99.3%	5,500	7.3%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	3,265	6,500	99.1%	7,000	7.7%
504217 Photo Supp/Process	375	1,500	300.0%	1,600	6.7%
504311 Office Supplies	10,243	11,500	12.3%	12,500	8.7%
504315 Safety Supplies	657	1,200	82.6%	1,300	8.3%
504317 Cleaning Supplies	148	1,000	575.7%	1,100	10.0%
504409 Repair/Maint Supplies	16	-	-100.0%	-	0.0%
504421 Non-Inventory Parts	300	1,000	233.3%	1,100	10.0%
504511 Small Tools	495	1,500	203.0%	1,700	13.3%
504515 Employee Tool Replacement	177	1,000	465.0%	1,000	0.0%
Totals	18,248	30,325	66.2%	32,800	8.2%
UTILITIES					
505011 Gas & Electric	13,540	-	-100.0%	-	0.0%
505021 Water & Garbage	5,004	-	-100.0%	-	0.0%
505031 Telecommunications	25,910	37,000	42.8%	38,200	3.2%
Totals	44,454	37,000	-16.8%	38,200	3.2%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.641

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Paratransit - 3100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	750	100.0%	800	6.7%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	750	100.0%	800	6.7%
PURCHASED TRANS.					
503406 <u>Contract/Paratransit</u>	288,787	250,000	-13.4%	257,500	3.0%
Totals	288,787	250,000	-13.4%	257,500	3.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	150	150	0.0%	150	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	150	150	0.0%	150	0.0%
LEASES & RENTALS					
512011 Facility Lease	129,273	-	-100.0%	-	0.0%
512061 Equipment Rental	538	700	30.1%	800	14.3%
Totals	129,811	700	-99.5%	800	14.3%
PERSONNEL TOTAL					
	2,743,987	3,524,568	28.4%	3,706,915	5.2%
NON-PERSONNEL TOTAL					
	858,145	870,313	1.4%	866,450	-0.4%
DEPARTMENT TOTALS					
	3,602,132	4,394,881	22.0%	4,573,365	4.1%

Paratransit - 3100

7.642

12/4/2008

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Operations - 3200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	1,025,295	1,100,096	7.3%	1,107,786	0.7%
501023 Other OT	188,256	199,204	5.8%	200,596	0.7%
Totals	1,213,551	1,299,300	7.1%	1,308,382	0.7%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	13,745	13,033	-5.2%	13,001	-0.2%
502021 Retirement	161,693	184,956	14.4%	181,761	-1.7%
502031 Medical Ins	217,620	260,346	19.6%	283,127	8.8%
502041 Dental Ins	23,127	24,521	6.0%	24,968	1.8%
502045 Vision Ins	5,954	6,503	9.2%	6,363	-2.2%
502051 Life Ins/AD&D	2,169	2,458	13.3%	2,409	-2.0%
502060 State Disability Ins (SDI)	9,997	15,519	55.2%	14,083	-9.3%
502061 Long Term Disability Ins	13,158	15,668	19.1%	15,836	1.1%
502071 State Unemployment Ins (SUI)	3,059	3,127	2.2%	3,059	-2.2%
502081 Worker's Comp Ins	25,094	57,393	128.7%	59,204	3.2%
502101 Holiday Pay	14,432	15,505	7.4%	15,613	0.7%
502103 Floating Holiday	18,832	8,685	-53.9%	8,871	2.1%
502109 Sick Leave	51,486	62,018	20.5%	62,452	0.7%
502111 Annual Leave	175,783	181,019	3.0%	153,974	-14.9%
502121 Other Paid Absence	15,508	9,691	-37.5%	9,758	0.7%
502251 Phys. Exams	423	581	37.4%	500	-14.0%
502253 Driver Lic Renewal	274	-	-100.0%	-	0.0%
502999 Other Fringe Benefits	3,793	3,776	-0.4%	3,889	3.0%
Totals	756,146	864,798	14.4%	858,868	-0.7%

7.643

12/4/2008

Operations - 3200

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Operations - 3200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 <u>Prof/Technical Fees</u>	31,301	30,000	-4.2%	30,900	3.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 <u>Temp Help</u>	19,594	-	-100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 <u>Uniforms/Laundry</u>	841	550	-34.6%	565	2.7%
503171 <u>Security Services</u>	334,130	391,500	17.2%	397,168	1.4%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	4,097	3,000	-26.8%	3,200	6.7%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	389,963	425,050	9.0%	431,833	1.6%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Operations - 3200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 <u>Postage & Mailing</u>	636	875	37.6%	900	2.9%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 <u>Printing</u>	18,410	15,000	-18.5%	15,000	0.0%
504217 <u>Photo Supp/Process</u>	1,582	3,500	121.2%	3,500	0.0%
504311 <u>Office Supplies</u>	11,784	14,700	24.7%	15,200	3.4%
504315 Safety Supplies	64	-	-100.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	32,476	34,075	4.9%	34,600	1.5%
UTILITIES					
505011 Gas & Electric	23,990	-	-100.0%	-	0.0%
505021 Water & Garbage	29,050	-	-100.0%	-	0.0%
505031 Telecommunications	31,246	32,500	4.0%	33,500	3.1%
Totals	84,286	32,500	-61.4%	33,500	3.1%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.645

12/4/2008

Operations - 3200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Operations - 3200

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 <u>Facility Lease</u>	62,878	25,841	-58.9%	26,615	3.0%
512061 <u>Equipment Rental</u>	3,408	5,000	46.7%	5,000	0.0%
Totals	66,286	30,841	-53.5%	31,615	2.5%
PERSONNEL TOTAL					
	1,969,697	2,164,098	9.9%	2,167,250	0.1%
NON-PERSONNEL TOTAL					
	573,011	522,466	-8.8%	531,548	1.7%
DEPARTMENT TOTALS					
	2,542,708	2,686,564	5.7%	2,698,798	0.5%

7.646

12/4/2008

Operations - 3200

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 <u>Bus Operator Pay</u>	6,355,037	7,008,985	10.3%	7,195,365	2.7%
501013 Bus Operator OT	1,266,474	1,388,955	9.7%	1,423,602	2.5%
501021 Other Salaries	9,187	-	-100.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	7,630,698	8,397,940	10.1%	8,618,967	2.6%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	100,814	100,544	-0.3%	103,293	2.7%
502021 Retirement	949,500	1,151,029	21.2%	1,181,560	2.7%
502031 Medical Ins	1,545,414	1,834,663	18.7%	2,049,726	11.7%
502041 Dental Ins	197,101	201,269	2.1%	208,879	3.8%
502045 Vision Ins	51,698	53,920	4.3%	53,920	0.0%
502051 Life Ins/AD&D	16,242	18,837	16.0%	18,837	0.0%
502060 State Disability Ins (SDI)	67,976	135,642	99.5%	125,958	-7.1%
502061 Long Term Disability Ins	119,060	123,165	3.4%	128,054	4.0%
502071 State Unemployment Ins (SUI)	25,762	25,921	0.6%	25,921	0.0%
502081 Worker's Comp Ins	687,952	486,335	-29.3%	501,683	3.2%
502101 Holiday Pay	187,912	256,388	36.4%	263,287	2.7%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	320,974	400,607	24.8%	411,386	2.7%
502111 Annual Leave	749,447	683,893	-8.7%	688,001	0.6%
502121 Other Paid Absence	54,985	60,091	9.3%	61,708	2.7%
502251 Phys. Exams	5,036	8,000	58.9%	8,000	0.0%
502253 Driver Lic Renewal	1,283	3,000	133.8%	3,000	0.0%
502999 Other Fringe Benefits	7,930	13,332	68.1%	13,732	3.0%
Totals	5,089,086	5,556,636	9.2%	5,846,945	5.2%

7.647

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Bus Operators - 3300

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 <u>Uniforms/Laundry</u>	1,566	4,000	155.4%	4,150	3.8%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	1,566	4,000	155.4%	4,150	3.8%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

879.L

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY09 & FY10 REVISED OPERATING BUDGET
 Bus Operators - 3300**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.649

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 <u>Employee Incentive Program</u>	3,439	3,500	1.8%	3,500	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	3,439	3,500	1.8%	3,500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	12,719,784	13,954,576	9.7%	14,465,912	3.7%
NON-PERSONNEL TOTAL	5,005	7,500	49.9%	7,650	2.0%
DEPARTMENT TOTALS	12,724,789	13,962,076	9.7%	14,473,562	3.7%

7.650

12/4/2008

Bus Operators - 3300

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 <u>Other Salaries</u>	2,167,851	2,065,618	-4.7%	2,067,019	0.1%
501023 Other OT	95,304	93,722	-1.7%	93,785	0.1%
Totals	2,263,155	2,159,340	-4.6%	2,160,804	0.1%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	28,894	30,845	6.8%	30,920	0.2%
502021 Retirement	330,669	350,974	6.1%	344,514	-1.8%
502031 Medical Ins	540,059	572,320	6.0%	629,859	10.1%
502041 Dental Ins	59,241	60,323	1.8%	62,005	2.8%
502045 Vision Ins	15,071	15,126	0.4%	14,903	-1.5%
502051 Life Ins/AD&D	5,101	5,424	6.3%	5,346	-1.4%
502060 State Disability Ins (SDI)	18,999	38,047	100.3%	34,814	-8.5%
502061 Long Term Disability Ins	28,993	29,703	2.4%	30,671	3.3%
502071 State Unemployment Ins (SUI)	7,860	7,274	-7.5%	7,168	-1.5%
502081 Worker's Comp Ins	81,539	132,911	63.0%	137,106	3.2%
502101 Holiday Pay	27,180	29,448	8.3%	30,380	3.2%
502103 Floating Holiday	5,358	7,600	41.8%	9,957	31.0%
502109 Sick Leave	107,000	149,644	39.9%	153,366	2.5%
502111 Annual Leave	269,063	291,981	8.5%	295,063	1.1%
502121 Other Paid Absence	28,561	17,475	-38.8%	18,057	3.3%
502251 Phys. Exams	1,257	1,700	35.2%	1,800	5.9%
502253 Driver Lic Renewal	98	350	257.1%	400	14.3%
502999 Other Fringe Benefits	3,312	2,944	-11.1%	3,032	3.0%
Totals	1,558,255	1,744,089	11.9%	1,809,360	3.7%

7.951

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	2,725	3,000	10.1%	3,200	6.7%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	3,203	-	-100.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 <u>Uniforms/Laundry</u>	29,365	30,000	2.2%	31,000	3.3%
503171 Security Services	-	-	0.0%	-	0.0%
503221 <u>Classified/Legal Ads</u>	5,150	100	-98.1%	200	100.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 <u>Repair - Equipment</u>	58,578	66,000	12.7%	68,000	3.0%
503353 <u>Repair - Rev Vehicle</u>	216,562	250,000	15.4%	257,300	2.9%
503354 <u>Repair - Non Rev Vehicle</u>	29,480	30,000	1.8%	31,500	5.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	345,063	379,100	9.9%	391,200	3.2%
MOBILE MATERIALS & SUPPLIES					
504011 <u>Fuels & Lubricants - Non Rev Veh</u>	156,284	200,300	28.2%	206,300	3.0%
504012 <u>Fuels & Lubricants - Rev Veh</u>	2,379,849	2,988,322	25.6%	2,995,000	0.2%
504021 Tires & Tubes	168,395	180,000	6.9%	187,000	3.9%
504161 Other Mobile Supplies	6,461	10,000	54.8%	10,300	3.0%
504191 <u>Rev Vehicle Parts</u>	718,864	530,300	-26.2%	722,000	36.1%
Totals	3,429,853	3,908,922	14.0%	4,120,600	5.4%

7.652

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	4,137	3,500	-15.4%	3,600	2.9%
504211 Postage & Mailing	578	925	60.0%	1,000	8.1%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	269	700	160.2%	800	14.3%
504217 <u>Photo Supp/Process</u>	-	400	100.0%	400	0.0%
504311 Office Supplies	9,332	7,000	-25.0%	7,400	5.7%
504315 <u>Safety Supplies</u>	18,106	20,000	10.5%	26,000	30.0%
504317 Cleaning Supplies	15,929	20,000	25.6%	25,000	25.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	44,292	46,000	3.9%	47,150	2.5%
504511 Small Tools	6,308	5,000	-20.7%	5,200	4.0%
504515 Employee Tool Replacement	1,203	1,600	33.0%	1,700	6.3%
Totals	100,154	105,125	5.0%	118,250	12.5%
UTILITIES					
505011 Gas & Electric	90,849	-	-100.0%	-	0.0%
505021 Water & Garbage	27,242	-	-100.0%	-	0.0%
505031 Telecommunications	6,367	15,360	141.2%	21,921	42.7%
Totals	124,458	15,360	-87.7%	21,921	42.7%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	(15,213)	-	-100.0%	-	0.0%
Totals	(15,213)	-	-100.0%	-	0.0%

7.653

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Fleet Maintenance - 4100

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	7,329	12,300	67.8%	14,510	18.0%
507201 Licenses & Permits	-	100	100.0%	100	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	7,329	12,400	69.2%	14,610	17.8%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	749	1,200	60.2%	1,300	8.3%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	749	1,200	60.2%	1,300	8.3%
LEASES & RENTALS					
512011 Facility Lease	136,187	-	-100.0%	-	0.0%
512061 Equipment Rental	5,183	10,000	92.9%	10,300	3.0%
Totals	141,370	10,000	-92.9%	10,300	3.0%
PERSONNEL TOTAL					
	3,821,410	3,903,429	2.1%	3,970,164	1.7%
NON-PERSONNEL TOTAL					
	4,133,763	4,432,107	7.2%	4,678,181	5.6%
DEPARTMENT TOTALS					
	7,955,173	8,335,536	4.8%	8,648,346	3.8%

7.654

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET**

COBRA Benefits - 9001

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	1,017	-	-100.0%	-	0.0%
502041 Dental Ins	(6,367)	-	-100.0%	-	0.0%
502045 Vision Ins	(1,252)	-	-100.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	(6,602)	-	-100.0%	-	0.0%

7.655

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY09 & FY10 REVISED OPERATING BUDGET
 COBRA Benefits - 9001**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.656

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY09 & FY10 REVISED OPERATING BUDGET
 COBRA Benefits - 9001**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.657

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
COBRA Benefits - 9001

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	(6,602)	-	-100.0%	-	0.0%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	(6,602)	-	-100.0%	-	0.0%

7.658

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%		0.0%
501013 Bus Operator OT	-	-	0.0%		0.0%
501021 Other Salaries	-	-	0.0%		0.0%
501023 Other OT	-	-	0.0%		0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	1,316,371	1,515,552	15.1%	1,845,874	21.8%
502041 Dental Ins	84,962	85,469	0.6%	103,085	20.6%
502045 Vision Ins	27,803	28,132	1.2%	30,812	9.5%
502051 Life Ins/AD&D	7,595	9,828	29.4%	10,764	9.5%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	59,330	82,500	39.1%	92,400	12.0%
Totals	1,496,061	1,721,481	15.1%	2,082,935	21.0%

7.659

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.660

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY09 & FY10 REVISED OPERATING BUDGET
 Retired Employee Benefits - 9005**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

199.L

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 Retired Employee Benefits - 9005

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	1,496,061	1,721,481	15.1%	2,082,935	21.0%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	1,496,061	1,721,481	15.1%	2,082,935	21.0%

7.662

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.663

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
SCCIC/COPS - 700**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
SERVICES					
503011 Accting/Audit Fees	250	250	0.0%	250	0.0%
503012 Admin/Bank Fees	10	50	400.0%	50	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	260	300	15.4%	300	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

799.1

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY09 & FY10 REVISED OPERATING BUDGET
 SCCIC/COPS - 700**

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

7.665

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED OPERATING BUDGET
 SCCIC/COPS - 700

ACCOUNT	ACTUAL FY08	BUDGET FY09	% CHANGE ACTUAL FY08 BUDG FY09	BUDGET FY10	% CHANGE BUDGET FY09-FY10
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509085 Advertising - Rev Prod	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL	260	300	15.4%	300	0.0%
DEPARTMENT TOTALS	260	300	15.4%	300	0.0%

7.666

12/4/2008

SCCIC- 700

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Summary

Department	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Administration - 1100	9.00	9.00	5.50	5.50	5.00	5.00
Finance - 1200	6.50	6.00	13.50	12.00	13.50	12.00
Customer Service - 1300	10.25	5.75	10.25	5.75	10.25	5.75
Human Resources - 1400	6.00	6.00	6.00	6.00	6.00	6.00
Information Technology - 1500	4.00	4.00	4.00	4.00	4.00	4.00
District Counsel - 1700	4.00	4.00	4.00	4.00	4.00	4.00
Facilities Maintenance - 2200	17.00	13.00	17.00	13.00	17.00	13.00
Paratransit - 3100	54.00	53.00	57.00	56.00	57.00	56.00
Operations - 3200	23.00	20.00	21.00	19.00	21.00	19.00
Bus Operators - 3300	182.00	158.00	182.00	161.00	182.00	161.00
Fleet Maintenance - 4100	57.00	48.00	55.00	44.00	55.00	44.00
Total Full-Time Equivalentents (FTEs)	372.75	326.75	375.25	330.25	374.75	329.75

7.21

Attachment C

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Administration - 1100

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
General Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant General Manager	1.00	1.00	0.50	0.50	0.00	0.00
Project Manager*	1.00	1.00	1.00	1.00	1.00	1.00
Admin Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	2.00	2.00	2.00	2.00	2.00	2.00
Grants/Legislative Analyst	1.00	1.00	0.00	0.00	0.00	0.00
Transit Planner	1.00	1.00	0.00	0.00	0.00	0.00
Transit Surveyor	1.00	1.00	0.00	0.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	9.00	9.00	5.50	5.50	5.00	5.00

* Funded by capital grant

7.22

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Finance - 1200

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Finance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	0.50	0.00	0.50	0.00	0.50	0.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Sr Acctng Tech	2.00	2.00	3.00	3.00	3.00	3.00
Financial Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Grants/Legislative Analyst	0.00	0.00	1.00	1.00	1.00	1.00
Transit Planner	0.00	0.00	1.00	1.00	1.00	1.00
Transit Surveyor	0.00	0.00	1.00	1.00	1.00	1.00
Purchasing Agent	0.00	0.00	1.00	1.00	1.00	1.00
Supervisor of Revenue Collection	0.00	0.00	1.00	1.00	1.00	1.00
Revenue Specialist	0.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalents (FTEs)	6.50	6.00	13.50	12.00	13.50	12.00

7.03

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Customer Service - 1300

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Planning & Marketing Manager	1.00	0.00	1.00	0.00	1.00	0.00
Service Planning Supervisor	1.00	0.00	1.00	0.00	1.00	0.00
Customer Service Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
CSR	5.00	3.00	5.00	3.00	5.00	3.00
Ticket & Pass Program Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.25	0.75	1.25	0.75	1.25	0.75
Total Full-Time Equivalents (FTEs)	10.25	5.75	10.25	5.75	10.25	5.75

7.24

FY09 & FY10 REVISED BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Human Resources - 1400

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Asst Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00	1.00	1.00	1.00
Benefits Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Tech	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalentents (FTEs)	6.00	6.00	6.00	6.00	6.00	6.00

7.25

FY09 & FY10 REVISED BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Information Technology - 1500

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Information Technology Manager	1.00	1.00	1.00	1.00	1.00	1.00
Database Administrator/Sr	1.00	1.00	1.00	1.00	1.00	1.00
Systems Administrator/Sr	1.00	1.00	1.00	1.00	1.00	1.00
IT Technician/Sr IT Tech	1.00	1.00	1.00	1.00	1.00	1.00
Total Full-Time Equivalents (FTEs)	4.00	4.00	4.00	4.00	4.00	4.00

7.26

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 District Counsel - 1700

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
District Counsel	1.00	1.00	1.00	1.00	1.00	1.00
Claims Investigator I-II	1.00	1.00	1.00	1.00	1.00	1.00
Paralegal	2.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalent (FTEs)	4.00	4.00	4.00	4.00	4.00	4.00

7.67

FY09 & FY10 REVISED BUDGET
Authorized and Funded Personnel - Full Time Equivalent (FTE)
Facilities Maintenance - 2200

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Facilities Maintenance Manager	1.00	0.00	1.00	0.00	1.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Sr. Facilities Maint Worker	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maint Worker II	4.00	3.00	4.00	3.00	4.00	3.00
Facilities Maint Worker I	3.00	2.00	3.00	2.00	3.00	2.00
Lead Custodian	1.00	1.00	1.00	1.00	1.00	1.00
Custodial Service Worker I	5.00	5.00	5.00	5.00	5.00	5.00
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00
Total Full-Time Equivalent (FTEs)	17.00	13.00	17.00	13.00	17.00	13.00

7.28

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Paratransit - 3100

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Paratransit Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Accessible Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Paratransit Eligibility Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Reservation & Scheduling Coord	1.00	1.00	1.00	1.00	1.00	1.00
Safety/Road Response Coord	1.00	1.00	1.00	1.00	1.00	1.00
Dispatcher/Scheduler & Dispatcher	9.00	8.00	8.00	8.00	8.00	8.00
Clerk I-II-III	1.00	2.00	2.00	2.00	2.00	2.00
Van Operator	29.00	29.00	32.00	32.00	32.00	32.00
Reservationist	7.00	6.00	7.00	6.00	7.00	6.00
Mechanic I-II	2.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTEs)	54.00	53.00	57.00	56.00	57.00	56.00

7.09

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Operations - 3200

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00
Fixed Route Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Transit Supervisor	14.00	12.00	14.00	12.00	14.00	12.00
Schedule Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor of Revenue Collection	1.00	1.00	0.00	0.00	0.00	0.00
Safety & Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Admin Assistant/Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk I	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Revenue Specialist	1.00	0.00	0.00	0.00	0.00	0.00
Total Full-Time Equivalents (FTEs)	23.00	20.00	21.00	19.00	21.00	19.00

7.010

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Bus Operators - 3300

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Bus Operators	182.00	158.00	182.00	161.00	182.00	161.00
Total Full-Time Equivalents (FTEs)	182.00	158.00	182.00	161.00	182.00	161.00

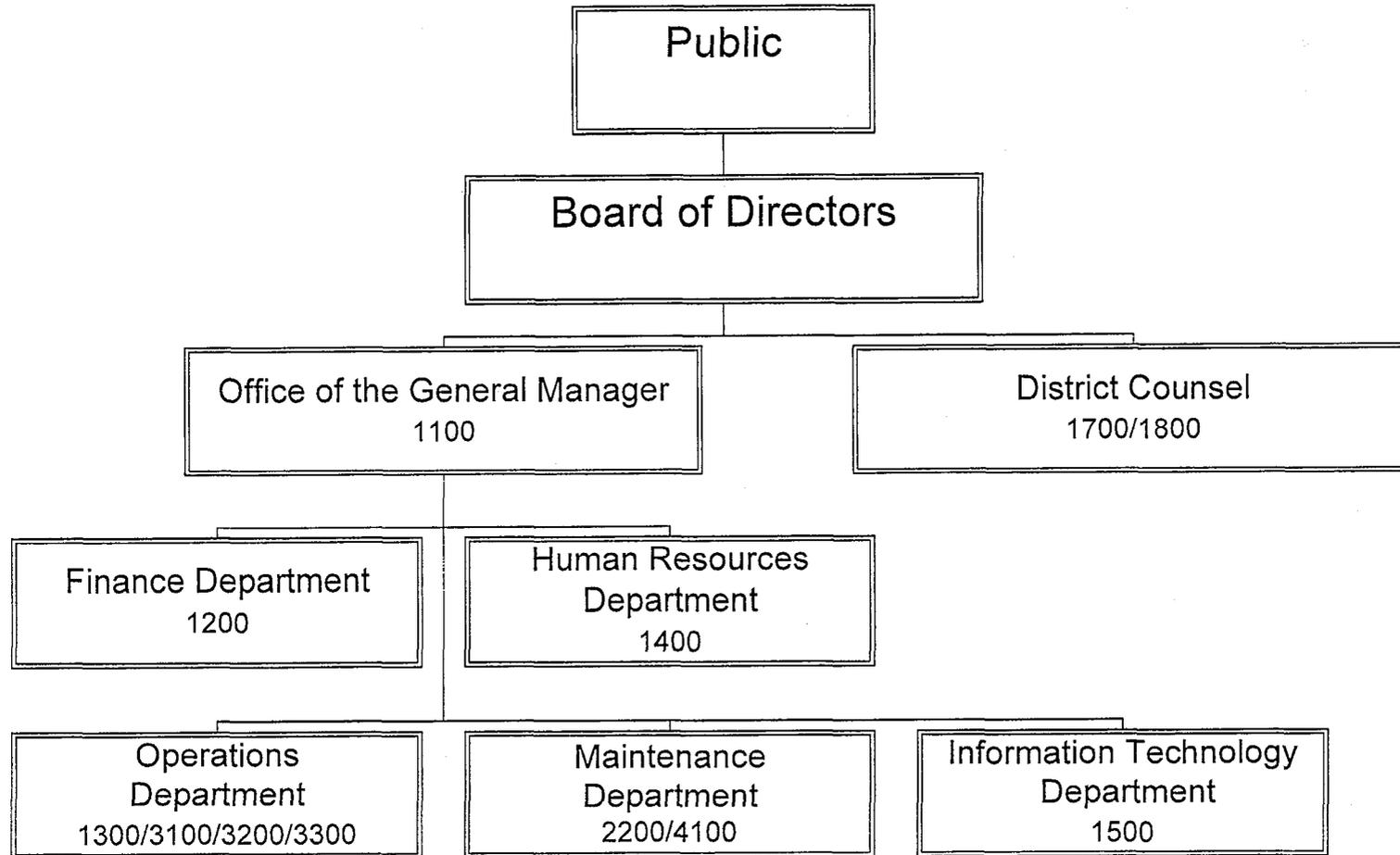
7.211

FY09 & FY10 REVISED BUDGET
 Authorized and Funded Personnel - Full Time Equivalent (FTE)
 Fleet Maintenance - 4100

Position Title	Authorized FY 08	Funded FY 08	Authorized FY 09	Funded FY 09	Authorized FY 10	Funded FY 10
Fleet Maintenance Manager	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Maint Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
FM Lead Mechanic	6.00	6.00	6.00	5.00	6.00	5.00
FM Mechanic III	4.00	4.00	4.00	4.00	4.00	4.00
FM Mechanic I - II	16.00	13.00	16.00	13.00	16.00	13.00
Body Repair Mechanic	1.00	0.00	1.00	0.00	1.00	0.00
Upholsterer I - II	1.00	1.00	1.00	1.00	1.00	1.00
Supervisor of Parts & Materials	1.00	1.00	1.00	1.00	1.00	1.00
FM Lead Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Receiving Parts Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	0.00	0.00	0.00	0.00
Admin Assistant/Supervisor	1.00	0.00	1.00	0.00	1.00	0.00
Accounting Tech/Sr Acctng Tech	3.00	3.00	2.00	2.00	2.00	2.00
Administrative Clerk I	1.00	0.00	1.00	0.00	1.00	0.00
Vehicle Service Technician	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Detailer	2.00	2.00	2.00	2.00	2.00	2.00
Vehicle Service Worker I - II	12.00	9.00	12.00	8.00	12.00	8.00
Total Full-Time Equivalents (FTEs)	57.00	48.00	55.00	44.00	55.00	44.00

7.012

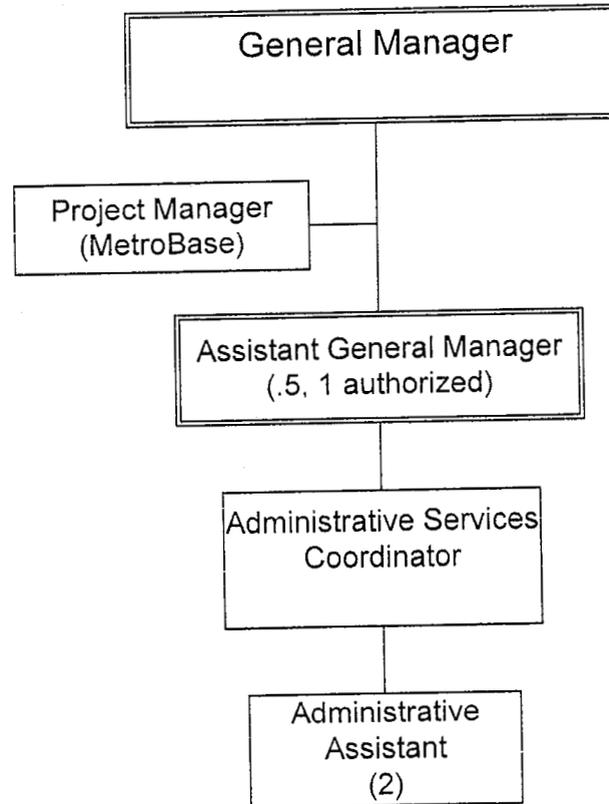
Santa Cruz Metropolitan Transit District



7.11

Attachment D

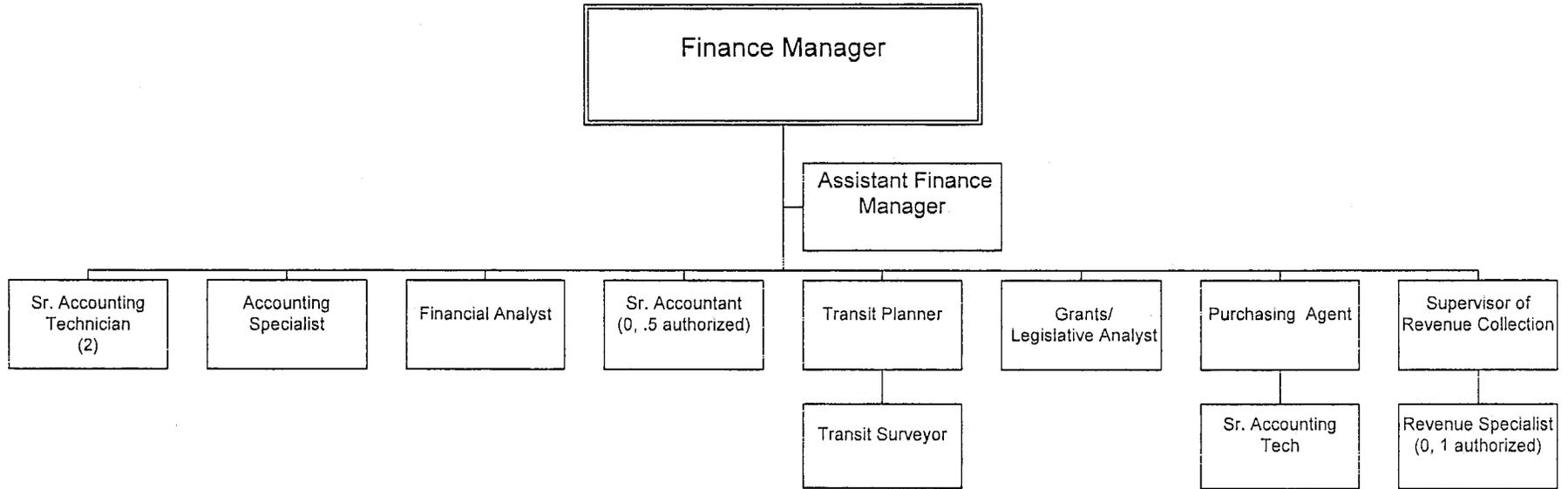
Office of the General Manager
1100



7.42

See Budget for details

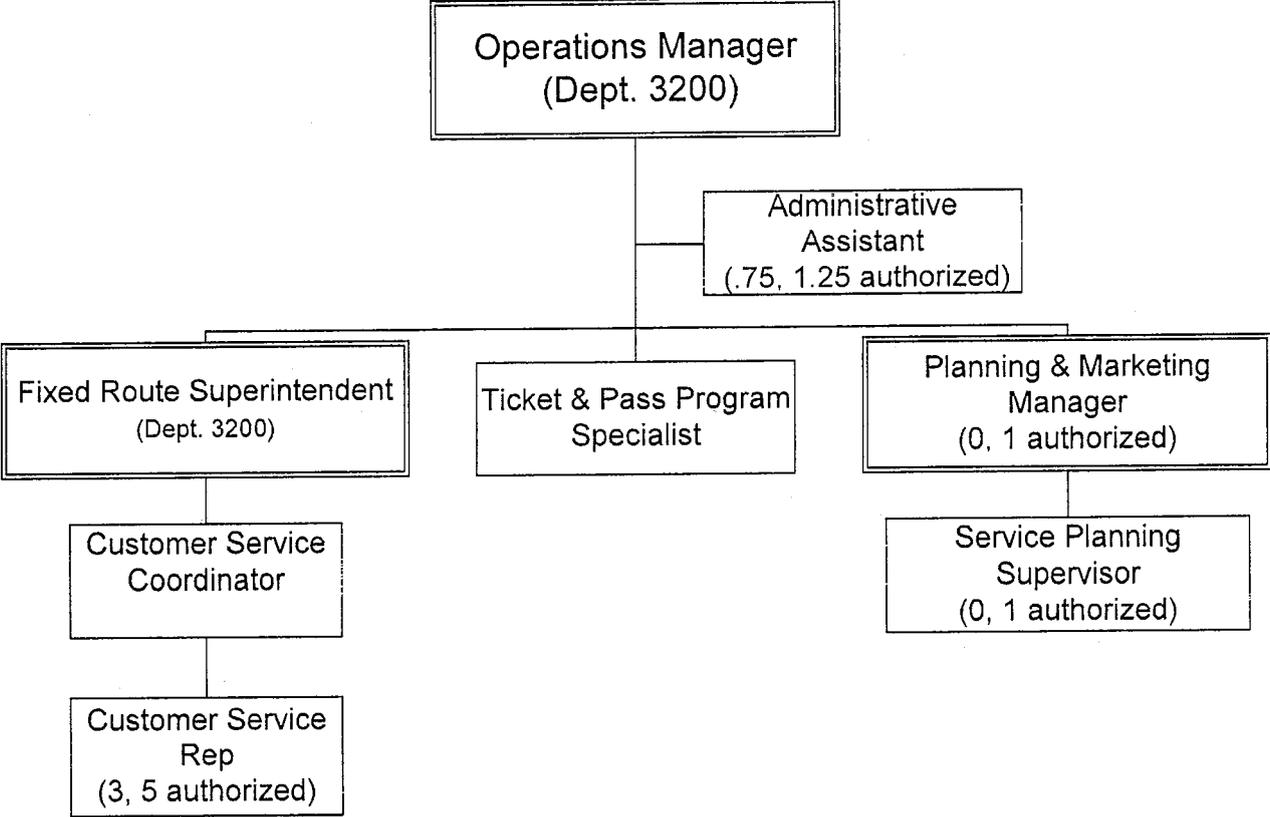
Finance Department 1200



7. d3

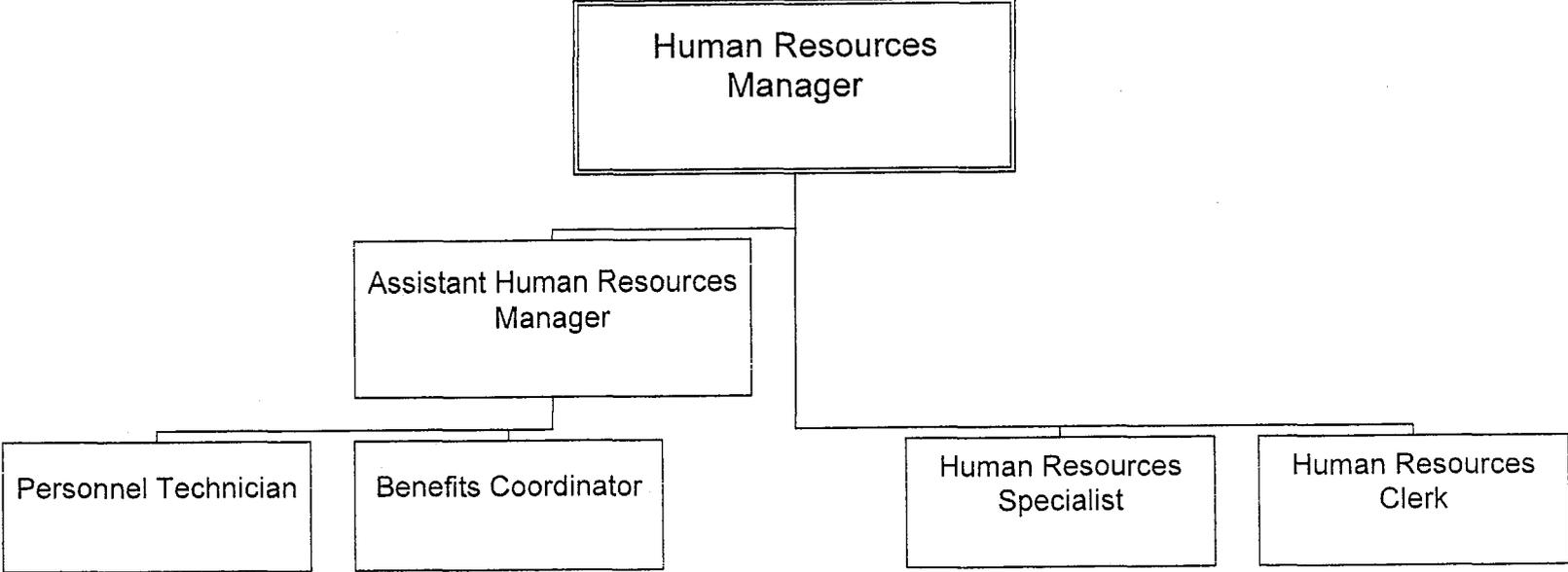
See budget for details

Customer Service
1300



7.P.4

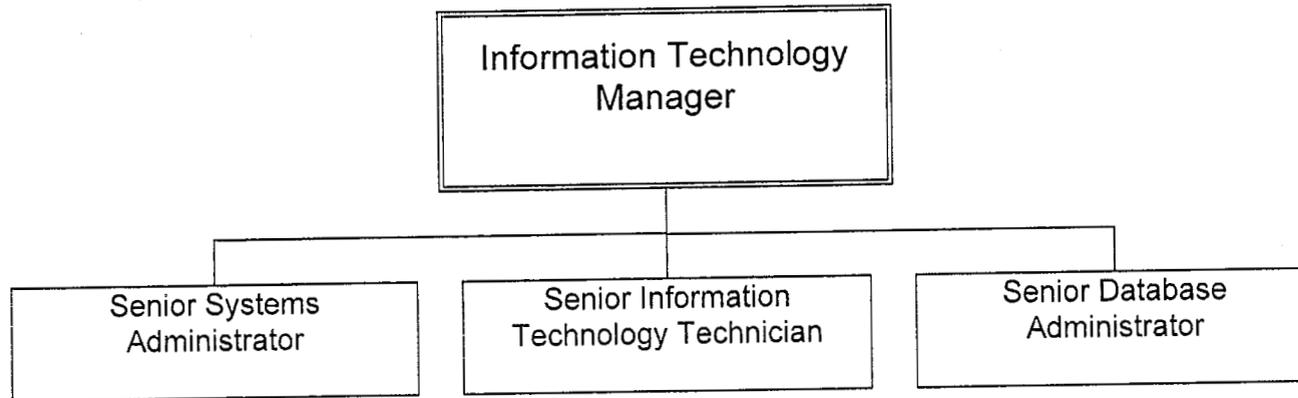
Human Resources Department
1400



7.45

See Budget for details

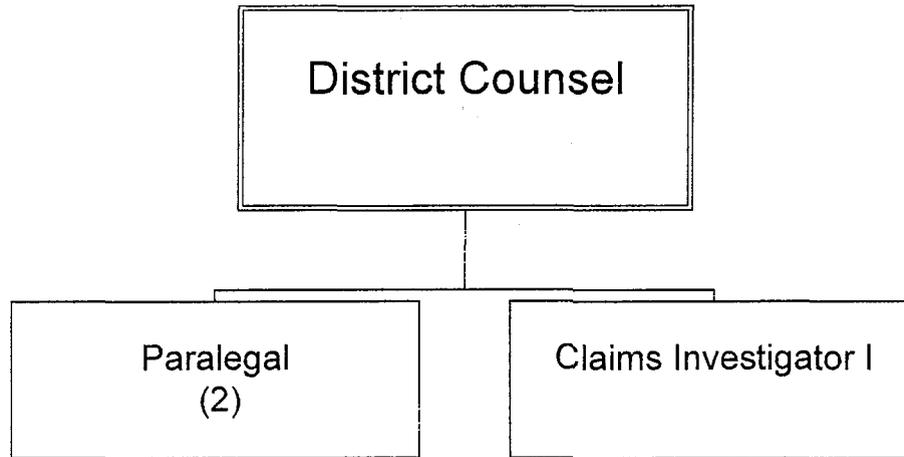
Information Technology Department
1500



7.d.6

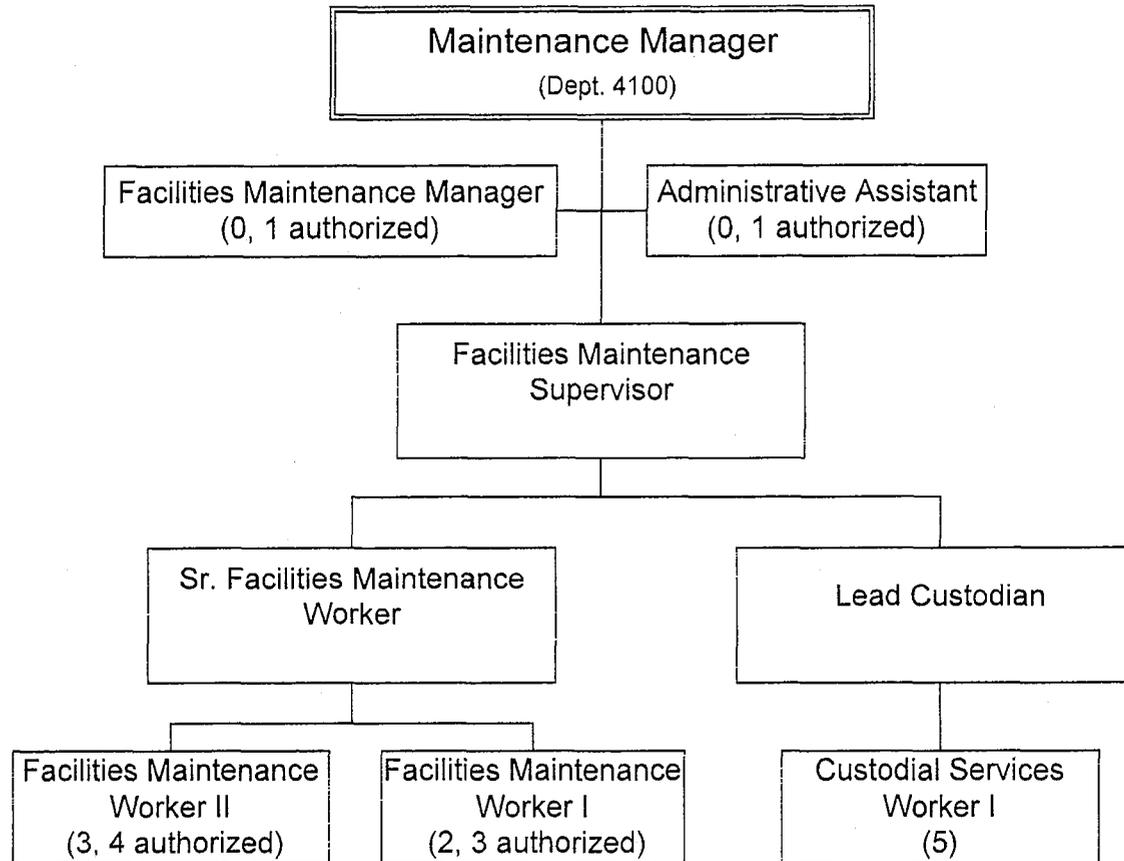
See Budget for details

Office of District Counsel
1700/
1800 (No Staffing)



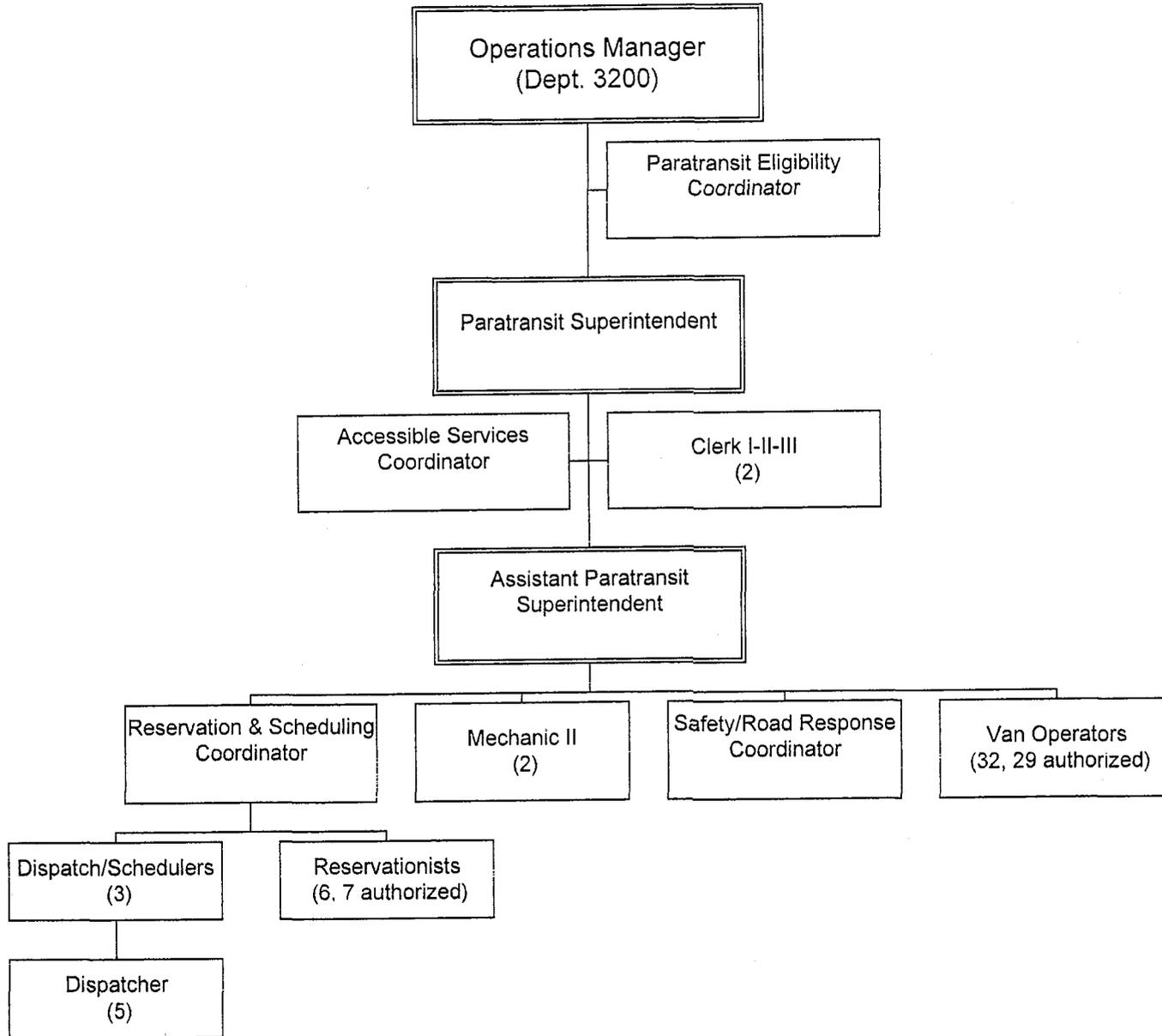
7.87

Facilities Maintenance 2200



7.48

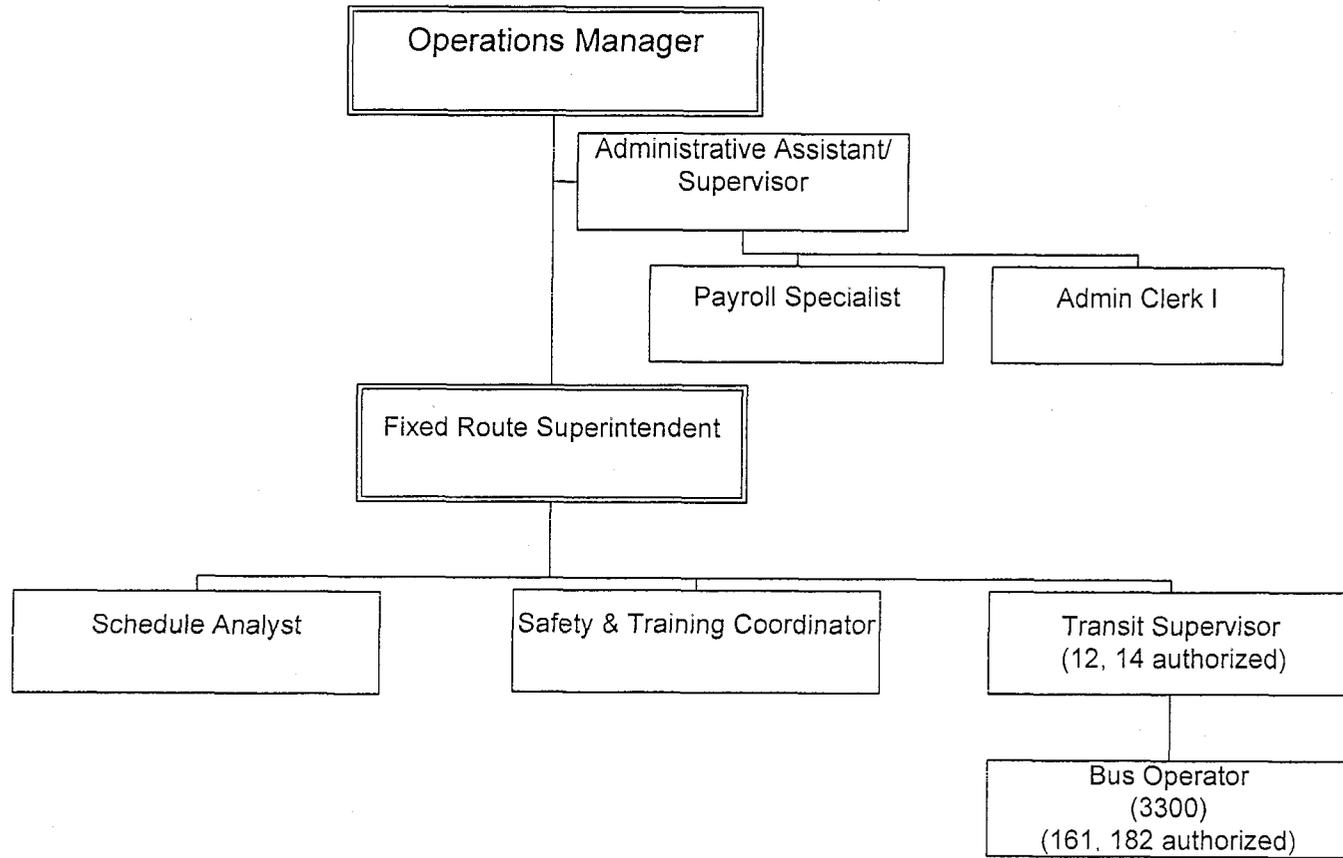
Paratransit Division
3100



7.89

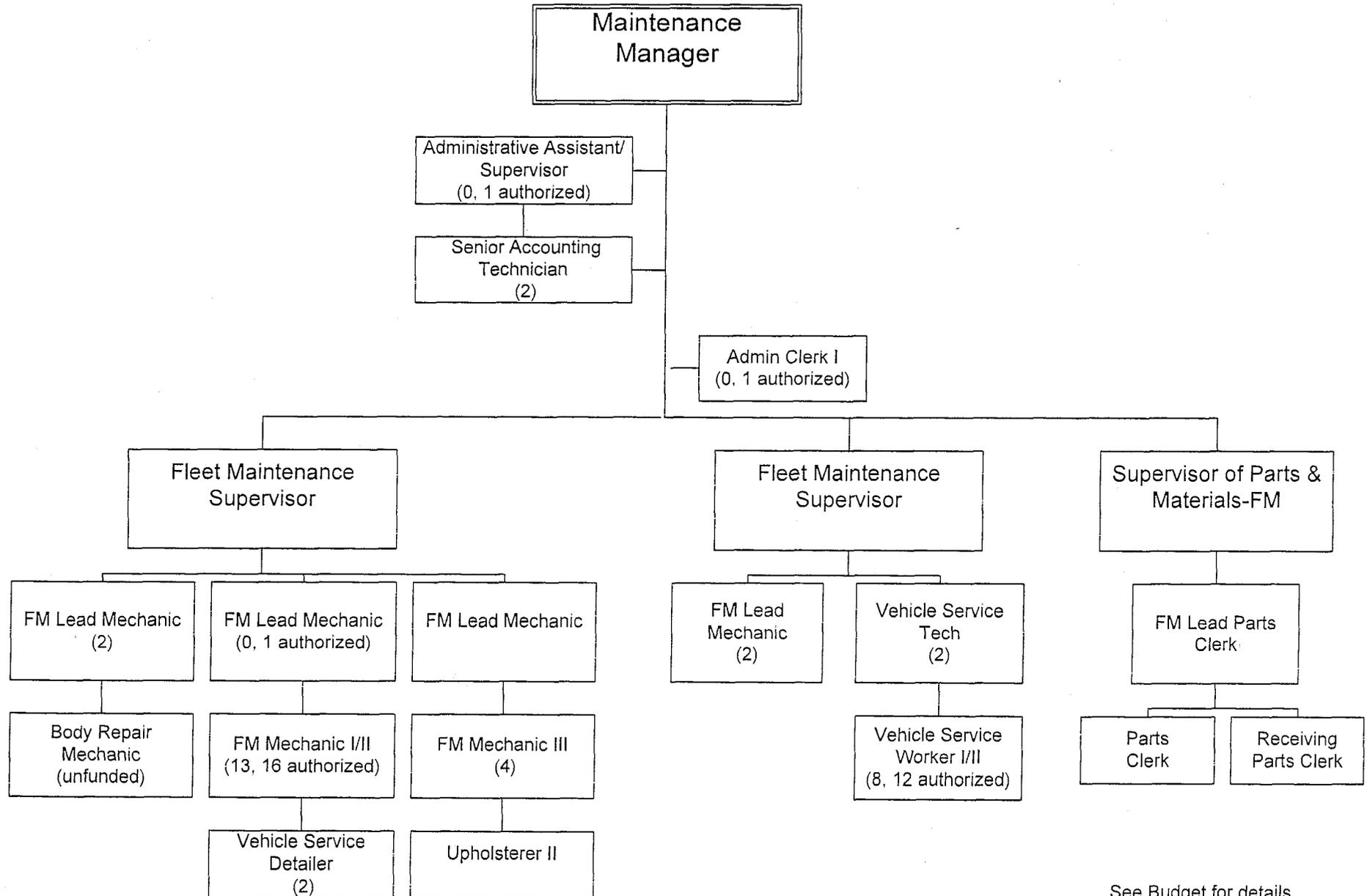
See Budget for details

Operations Department
3200/3300



7.1P.10

Fleet Maintenance 4100



7.8.11

See Budget for details

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE/ OTHER FUNDS	DISTRICT FUNDS	TOTAL
<u>Grant-Funded Projects</u>				
1) MetroBase Maintenance Facility	\$ 752,084		\$ 2,853,320	\$ 3,605,404
2) MetroBase Operations Facility		\$ 4,404,019	\$ 5,000,000	\$ 9,404,019
Pacific Station Project	\$ 2,343,667	\$ 832,410		\$ 3,176,077
3) CNG Bus Conversions		\$ 3,410,000		\$ 3,410,000
Local Bus Replacement		\$ 3,372,932	\$ 200,000	\$ 3,572,932
H17 Bus Replacement		\$ 2,097,050	\$ 262,000	\$ 2,359,050
Facility Camera Security System		\$ 220,000		\$ 220,000
Bus Camera Project		\$ 205,000		\$ 205,000
Trapeze Pass Interactive Voice Response System	\$ 62,592	\$ 28,549		\$ 91,141
Replace Dispatch Console		\$ 25,000		\$ 25,000
Subtotal	<u>\$ 3,158,343</u>	<u>\$ 14,594,960</u>	<u>\$ 8,315,320</u>	<u>\$ 26,068,623</u>
<u>IT Projects</u>				
Replace Fleet & Facilities Maintenance Software - FY10		\$ 470,000		\$ 470,000
Upgrade District Phone System		\$ 100,000		\$ 100,000
GFI Data Warehouse Project: Phase I		\$ 65,000		\$ 65,000
Replace 4 Windows and 1 Sun Server		\$ 50,000		\$ 50,000
Trapeze Pass Customer Certification Software		\$ 46,000		\$ 46,000
ATP - Hastus Run Time Analysis Program - IT/OPS		\$ 19,264		\$ 19,264
Upgrade GFI software to System 7 Version 2		\$ 17,000		\$ 17,000
(2) Laptops (1) IT (1) Financial Analyst		\$ 4,500		\$ 4,500
FMLA Tracking Software		\$ 4,000		\$ 4,000
Portable Projector w/case		\$ 2,000		\$ 2,000
Subtotal		<u>\$ 777,764</u>	<u>\$ -</u>	<u>\$ 777,764</u>

7.21

Attachment E

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE/ OTHER FUNDS	DISTRICT FUNDS	TOTAL
<u>Facilities Repair & Improvements</u>				
Bus Stop Improvements	\$	100,000		\$ 100,000
Passenger Waiting Shelters - LNI (10)	\$	-		\$ -
Replace Roof - Watsonville Transit Center Main Building	\$	50,000		\$ 50,000
Patch, Reseal, and Restripe - Greyhound Lot	\$	21,390		\$ 21,390
Digital ID Card Processing Equipment	\$	17,000		\$ 17,000
Fencing - Service Bldg. 1200B River St.	\$	-		\$ -
Patch, Reseal, Restripe - Cavallaro Transit Center (SVT)	\$	7,550		\$ 7,550
Patch, Reseal, Restripe - Soquel Park & Ride Lot	\$	5,650		\$ 5,650
Reseal Operations Facility Roof-FY08 - Retention Invoice	\$	2,663		\$ 2,663
Subtotal	<u>\$</u>	<u>204,253</u>	<u>\$ -</u>	<u>\$ 204,253</u>
<u>Revenue Vehicle Replacement</u>				
Rebuild Bus Engines - 1998 Fleet	\$	129,302		\$ 129,302
Trilogy Bike Racks (7) w/assembly kits	\$	15,000		\$ 15,000
Subtotal	<u>\$</u>	<u>144,302</u>	<u>\$ -</u>	<u>\$ 144,302</u>
<u>Non-Revenue Vehicle Replacement</u>				
None	\$	-		\$ -
Subtotal	<u>\$</u>	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>

7.02

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE/ OTHER FUNDS	DISTRICT FUNDS	TOTAL
<u>Maint Equipment</u>				
Replace Repeater for Davenport		\$ 15,000		\$ 15,000
Portable Steam Cleaner - Transit Center cleaning		\$ 11,207		\$ 11,207
Battery Powered Walk Behind Sweeper - Pacific Station		\$ 5,500		\$ 5,500
Wet/Dry Vac - Pacific Station, & other Metro facilities		\$ 4,200		\$ 4,200
Decelerometer w/printer		\$ 1,323		\$ 1,323
2000 Watt generator		\$ 1,200		\$ 1,200
Subtotal		<u>\$ 38,430</u>	<u>\$ -</u>	<u>\$ 38,430</u>
<u>Office Equipment</u>				
None		\$ -		\$ -
Subtotal		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Admin Facility</u>				
¹⁾ Purchase & Renovation of Vernon Bldg		\$ 1,122,325	\$ 1,839,814	\$ 2,962,139
Subtotal		<u>\$ 1,122,325</u>	<u>\$ 1,839,814</u>	<u>\$ 2,962,139</u>
TOTAL CAPITAL PROJECTS	\$ 3,158,343	\$ 16,882,034	\$ 10,155,134	\$ 30,195,511

¹⁾ This amount represents the estimated spending for FY09

²⁾ Total estimated project cost is \$27,004,000. This amount represents the estimated spending for FY09. Advancing District funds in anticipation of reimbursement

³⁾ This is to convert the 22 remaining buses and will complete the \$6.8M Diesel to CNG Conversion project

7.23

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY09 & FY10 REVISED CAPITAL BUDGET**

PROJECT/ACTIVITY	FEDERAL FUNDS	STATE/ OTHER FUNDS	DISTRICT FUNDS	TOTAL
CAPITAL PROGRAM FUNDING				
Federal Grants	\$ 3,158,343			\$ 3,158,343
<u>State/Other Grants - Detail</u>				
1B - PTMISEA		\$ 4,404,019		\$ 4,404,019
STIP (PTA)		\$ 8,610,000		\$ 8,610,000
State Security Bond Funds (1B)		\$ 440,505		\$ 440,505
TCRP - Traffic Congestion Relief Program		\$ 832,410		\$ 832,410
State Transit Assistance (STA) (Carryover)-Vernon		\$ 593,492		\$ 593,492
State Transit Assistance (STA) (Carryover)-Other		\$ 1,472,775		\$ 1,472,775
State Transit Assistance (STA) Funding Current - Vernon		\$ 528,833		\$ 528,833
<u>Local District Funds - Detail</u>				
Alternative Fuel Conversion Fund			\$ 462,000	\$ 462,000
District Reserves (Lawsuit & Sakata Proceeds)			\$ 6,440,577	\$ 6,440,577
Capital Reserves			\$ 3,252,557	\$ 3,252,557
TOTAL CAPITAL FUNDING	\$ 3,158,343	\$ 16,882,034	\$ 10,155,134	\$ 30,195,511

7.24

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Leslie R. White, General Manager
**SUBJECT: CONSIDERATION OF APPROVAL OF 2009 STATE LEGISLATIVE
ADVOCACY PROGRAM**

I. RECOMMENDED ACTION

That the Board of Directors adopt the proposed METRO 2009 State Legislative Advocacy Program attached to this Staff Report.

II. SUMMARY OF ISSUES

- Elected officials at the State level continue to actively support the goals established by the METRO Board of Directors when the legislative program is presented to them early in the legislative process.
- On November 7, 2006 the voters of California approved, among other measures, Propositions 1A, 1B, and 1C. These measures provide protection for transportation funds, and authorize the sale of general obligation bonds, over the next 10 years, to provide funds for transportation investments.
- The availability of bond funds for public transit projects will be dependent upon the state budget process. In 2007 the State Legislature released \$600 million in bond funds for the Public Transportation Modernization Improvement and Service Enhancement Fund (PTMISEA). The PTMISEA program is being administered by the Mass Transit Division of Caltrans. The State Controller's Office has estimated that METRO will receive approximately \$27 million when all of the PTMISEA bonds are sold. METRO has applied for the full amount of the PTMISEA allocation. In 2008 the State Legislature released \$350 million in PTMISEA funds.
- In order for METRO to proceed to implement the Operations Building portion of the MetroBase Project it will be necessary for the bonds for transit eligible projects to continue to be sold on a predictable basis, and for the Santa Cruz County Regional Transportation Commission (SCCRTC) to continue to pass funds under the State Transit Assistance Formula (STA) and the PTMISEA through to METRO.
- METRO will continue to incur additional costs to provide the mandated ADA complimentary paratransit service. The state has yet to provide specific funding programs to address this need.

- The reliance of UCSC, Cabrillo College, and some K-12 systems on METRO services makes it important to advocate for exploration of “cross function” funding opportunities.
- The 2007 California Legislature diverted \$1.259 billion in Public Transportation Account funds to the State General Fund. In 2008 the State Legislature diverted \$1.667 billion in PTA funds to the General Fund. Currently the Governor is proposing to eliminate the remaining \$306 million in STA funds and to discontinue the program permanently. The impact of the diversion on METRO is a loss of approximately \$ 6 million in capital funds over the past two years and approximately \$45 million in funds over the next five years. The California Transit Association has filed a lawsuit challenging the legality of the diversion of PTA funds. Staff recommends that legislation be introduced in the 2009 Legislative Session that would repeal the on-going diversion of PTA funds to the General Fund.

III. DISCUSSION

The 2009 California State Legislature will convene this month to consider legislative actions for the coming year. On November 7, 2006 the voters of California approved Propositions 1A, 1B, and 1C. These measures provided protection for transportation funds, and authorized the sale of general obligation bonds, over the next 10 years, to provide funds for transportation investments. The availability of bond funds for public transit projects will be dependent upon the state budget process. In 2007 the State Legislature released \$600 million in bond funds for the Public Transportation Modernization Improvement and Service Enhancement Fund (PTMISEA). The PTMISEA program is being administered by the Mass Transit Division of Caltrans. The State Controller’s Office has estimated that METRO will receive approximately \$27 million when all of the PTMISEA bonds are sold. METRO has applied for the full amount of the PTMISEA allocation. In 2008 the State Legislature released \$350 million in PTMISEA funds. In order for METRO to proceed to implement the Operations Building portion of the MetroBase Project it will be necessary for the bonds for transit eligible projects to continue to be sold on a predictable basis, and for the Santa Cruz County Regional Transportation Commission (SCCRTC) to continue to pass funds under the State Transit Assistance Formula (STA) and the PTMISEA through to METRO.

It is likely that future years will see cost increases in the area of ADA-Mandated complimentary paratransit service. Currently, the State does not have a funding program to assist transit agencies in addressing this need. Staff recommends that METRO advocate for State consideration of operating and capital funding measures that would support the complementary paratransit needs.

In prior years METRO, Caltrans, AMBAG, the RTPO’s and other transit agencies in the under 200,000 in population urbanized areas were able to collaborate successfully and remove obstacles which could have prevented draw down of Section 5309 earmarked discretionary funds from the Federal Transit Administration. In 2009, it will again be necessary for transit agencies in areas under 200,000 in population to ensure that all Section 5307 formula funds are programmed. This is necessary to achieve the ability to continue to draw down discretionary Section 5309 earmarks. The programming responsibility for the Section 5307 funds that are

received by METRO is carried out by AMBAG. Where transit agencies have allocated funds that they will not be able to program for projects in a timely manner, Staff recommends that METRO advocate that the Governor's Office, through Caltrans, coordinate with the MPOs and the Regional Transportation Planning Agencies to transfer these funds to other transit agencies that are able to program the funds to avoid having these allocations lapse back to the Federal Treasury, and to avoid any repetition of FTA discretionary fund draw down embargo actions as have occurred in past years.

In prior years, METRO has explored the possibility of acquiring subpoena authority so that the Office of District Counsel can ensure witness participation. Staff recommends that the 2008 Legislative Program once again address this issue and explore the possibility of initiating legislation which would grant the subpoena authority to METRO.

Service provided by METRO is relied upon by UCSC, Cabrillo College, and some of the K-12 school districts in Santa Cruz County. Currently, there is no mechanism or incentive at the State level for coordination of funding for transportation between the education functions and the transportation functions. Staff recommends that METRO advocate for the exploration of "cross function" funding opportunities.

The 2007 California Legislature diverted \$1.259 billion in Public Transportation Account funds to the State General Fund. In 2008 the State Legislature diverted \$1.667 billion in PTA funds to the General Fund. Currently the Governor is proposing to eliminate the remaining \$306 million in STA funds and to discontinue the program permanently. The impact of the diversion on METRO is a loss of approximately \$ 6 million in capital funds over the past two years and potentially \$45 million in funds over the next five years. The California Transit Association has filed a lawsuit challenging the legality of the diversion of PTA funds. Staff recommends that legislation be introduced in the 2009 Legislative Session that would repeal the on-going diversion of PTA funds to the General Fund.

The specific legislative goals recommended by staff are attached to this Staff Report. Staff is recommending that Joshua Shaw continue to serve as a Legislative Advocate for METRO under a separate contract

IV. FINANCIAL CONSIDERATIONS

Funds for the State Legislative Advocacy activities, including travel to Sacramento and the contract with Joshua W. Shaw, are included in the adopted 2008/2009 METRO Operating Budget.

V. ATTACHMENTS

Attachment A: Proposed 2009 Santa Cruz Metropolitan Transit District Legislative Program.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
2009 STATE LEGISLATIVE PROGRAM**

State Goals:

1. Support legislation and actions necessary to protect existing funding sources and funding levels for transit operating assistance and capital assistance.
2. Support the introduction and passage of legislation designed to enact additional sources of transit operating and capital assistance.
3. Support efforts to insure that Federal Section 5307 formula funds in the Governor's apportionment (administered by AMBAG) are programmed statewide to the maximum extent possible to insure that SCMTD can access Section 5309 Federal discretionary earmarks and to insure that no funds lapse at the end of the SAFETEA-LU authorization.
4. Support efforts to obtain operating and capital funds to meet the increasing service requirements of ADA Para transit.
5. Explore the possibility of using state education funds for the development, construction, and operation of off-campus park and ride facilities as well as public transit services at campuses in the University of California system.
6. Explore the possibility of requesting legislation to grant the SCMTD the authority to issue subpoenas.
7. Support efforts to improve communication and funding for public schools (K-12) and community college/university transportation needs.
8. Prepare and implement a county-wide public awareness program to inform the public of the impacts of lowered or cancelled state funding on METRO service and projects. Involve all stakeholders in the design and implementation of the program. Encourage communication of concerns to members of the State Legislature with emphasis on those individuals representing Santa Cruz County.
9. Support necessary actions to be taken by the Legislature, through the FY 2010 Budget process, that will ensure that the state provides transit-eligible Proposition 1B and 1C funds on a timely and equitable basis, and that the sale of the bonds authorized by the voters will continue to be sold in a manner that will support the expenditures.
10. Support legislation and litigation that will restore the Public Transportation Account funds that were diverted to the State General Fund in 2007 and 2008.
11. Support legislation that will prevent Public Transportation Account funds from being diverted to other purposes in the future.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: CONSIDERATION OF APPROVAL OF THE 2009 FEDERAL LEGISLATIVE ADVOCACY PROGRAM

I. RECOMMENDED ACTION

That the Board of Directors adopt the proposed METRO 2009 Federal Legislative Advocacy Program attached to this staff report.

II. SUMMARY OF ISSUES

- Elected officials at the federal level support the goals established by the METRO Board of Directors when the Legislative Program is presented to them early in the legislative process.
- In 2009, the first session of the 111th Congress will appropriate transit funds for Federal FY 2010. The FY 2010 Transportation Appropriations Bill will require an Authorization action in order to become law as it will occur after the expiration of the current SAFETEA-LU Authorization Bill.
- In prior years, there have been numerous efforts to limit funding for public transit service in California. Staff recommends that METRO representatives again oppose any action that singles out specific states for lower transit funding levels or places a minimum allocation level to all states which would redirect federal funds away from populous states like California.
- As costs related to federally mandated complimentary paratransit continue to rise, staff recommends that METRO continue to advocate for funding at the federal level to assist in offsetting these expenses.
- Transit financing needs will continue to increase in future years. In order maximize the federal capital and operating formula find that we receive Staff recommends that METRO advocate for the transit program funding levels to increase from the \$8.2 billion appropriated in 2006 to a level beyond the last the full authorized level of \$10.3 billion in 2009 to a new level of \$11.5 billion in 2010..
- Earmarked Discretionary Capital funding will be needed to replace vans used for ParaCruz Service. Staff recommends that METRO advocate for an earmark of \$840,000 to be included in the FY2010 Transportation Appropriations Bill.
- METRO has developed a proposal for the acquisition and implementation of a fare Smart Card system. The cost to acquire and implement a joint Smart Card program is anticipated to be \$2,300,000. Staff recommends that METRO request the earmark of

Federal funds in the amount of \$1.84 million for METRO for the acquisition and implementation of a fare Smart Card system.

- Staff further recommends that METRO urge Members of Congress to complete action and enact a FY 2010 Transportation Appropriations Bill prior to the commencement of the fiscal year on October 1, 2009 so that funds will be available for use for van replacement and the Smart Card system at the earliest possible time.
- The current SAFETEA-LU Authorization Bill will expire on September 30, 2009. Staff has participated actively with the American Public Transportation Association Authorization Task Force to develop recommendations (attachment B) for a new Authorization Bill. Staff recommends that METRO urge Members of Congress to enact a new Authorization Bill prior to September 30, 2009 that embodies the recommendations developed by the APTA Authorization Task Force.
- It is anticipated that the 111th Congress will develop a new Economic Stimulus Package to send to the President. Staff recommends that METRO advocate for the inclusion of transit capital and operating projects in any stimulus package that is developed.

III. DISCUSSION

In 2009, Congress will appropriate funds for federal FY 2010. The federal formula funds that METRO receives to offset operating and capital expenses are derived from the annual appropriations bill. The FY 2010 Transportation Appropriations Bill will require an Authorization action in order to become law as it will occur after the expiration of the current SAFETEA-LU Authorization Bill.

In prior years, under Republican leadership, the transportation appropriations process has resulted in proposals being developed which would limit funding for California transit systems. Staff recommends that the 2009 Legislative Program include a provision that METRO continue to vigorously resist efforts to single out specific states for lower transit funding or places a minimum allocation level to all states which would redirect funds away from more populous states like California.

It is likely that federally mandated ADA Paratransit costs will increase in future years. Staff recommends that METRO advocate for supplemental federal capital and operating funds to assist in supporting the costs of the ADA-mandated complimentary Paratransit.

The current SAFETEA-LU Authorization Bill will expire on September 30, 2009. Staff has participated actively with the American Public Transportation Association Authorization Task Force to develop recommendations (attachment B) for a new Authorization Bill. Staff recommends that METRO urge Members of Congress to enact a new Authorization Bill prior to

September 30, 2009 that embodies the recommendations developed by the APTA Authorization Task Force.

While there has been continuing discussion of the process of earmarking funds in appropriations bills at the federal level, it is likely that the Section 5309 Discretionary Bus Program funds will continue to be delivered to transit systems on an earmarked project basis in FY 2010. Earmarked Discretionary Capital funding will be needed to replace vans used for ParaCruz Service. Staff recommends that METRO advocate for an earmark of \$840,000 to be included in the FY 2010 Transportation Appropriations Bill. METRO has developed a proposal for the acquisition and implementation of a fare Smart Card system. The cost to acquire and implement a joint Smart Card program is anticipated to be \$2,300,000. Staff recommends that METRO request the earmark of Federal funds in the amount of \$1.84 million for METRO for the acquisition and implementation of a fare Smart Card system.

Staff recommends that METRO urge Members of Congress to complete action and enact a FY 2010 Transportation Appropriations Bill prior to the commencement of the federal fiscal year on October 1, 2009 so that funds will be available for use for van replacement and for the implementation of the Smart Card system at the earliest possible time. Staff recommends that METRO request that Representatives Farr and Eshoo, as well as Senators Feinstein and Boxer, support the dedication of \$840,000 in Section 5309 bus funds for replacement vans for the ParaCruz service and the earmark of Federal funds in the amount of \$1.84 million for METRO for the acquisition and implementation of a fare Smart Card system.

It is anticipated that the 111th Congress will develop a new Economic Stimulus Package to send to the President. Staff recommends that METRO advocate for the inclusion of transit capital and operating projects in any stimulus package that is developed.

In order to effectively advocate for the goals contained in the proposed 2009 Federal Legislative Program, it will take the concerted efforts of members of the Board of Directors, staff, other community leaders and citizens to communicate our needs to our members of Congress as well as the continued efforts of Carolyn Chaney and Associates in Washington DC.

IV. FINANCIAL CONSIDERATIONS

Funding necessary for travel to Washington, DC and other APTA Legislative Committee meetings is included in the 2008/2009 METRO operating budget. Additionally, funds necessary to support the services of contracted legislative advocates are included in the METRO budget.

V. ATTACHMENTS

Attachment A: Proposed Santa Cruz Metropolitan Transit District 2009 Federal Legislative Program.

Attachment B: APTA Recommendations on Federal Public Transportation Authorizing Law.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT 2009 FEDERAL LEGISLATIVE PROGRAM

Federal Goals:

1. Advocate for the a new Authorization Bill to replace the Safe, Accountable, Flexible, Efficient, Transportation Equity Act- A Legacy for Users (SAFETEA-LU) with the transit program funding levels to increase from the \$8.2 billion appropriated in 2006 to a level beyond the last the full authorized level of \$10.3 billion in 2009 to a new level of \$11.5 billion in 2010. Resist efforts to single out specific states for lower transit funding levels. Urge Members of Congress to enact a new Authorization Bill prior to September 30, 2009 that embodies the recommendations developed by the APTA Authorization Task Force.
2. Support efforts to obtain funding for operating and capital costs to meet the increasing service requirements of ADA Paratransit (ParaCruz).
3. Advocate for and achieve an Earmark in the Section 5309 Discretionary Bus Funding Program of the 2010 Transportation Appropriations Bill of \$840,000 for the replacement of 12 paratransit vans.
4. Advocate for and achieve an earmark of Federal funds in the amount of \$1.84 million for METRO for the acquisition and implementation of a fare Smart Card system that would allow riders to use a wider variety of fare products designed to achieve a more economically equitable fare collection system.
5. Urge Members of Congress to complete action and enact a FY 2010 Transportation Appropriations Bill prior to the commencement of the fiscal year on October 1, 2009 so that funds will be available for use for van replacement and the Smart Card system at the earliest possible time.
6. Advocate for the inclusion of transit capital and operating projects in any stimulus package that is developed.

APTA
Recommendations
on Federal
Public Transportation
Authorizing Law

*Post SAFETEA-LU – Transportation for
the Future*

Approved by the
American Public Transportation Association
Legislative Committee

September 12, 2008



AMERICAN
PUBLIC
TRANSPORTATION
ASSOCIATION

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DRAFT/September 2008

**STATEMENT OF NATIONAL PURPOSE
A Vision for Public Transportation**

We live in an age disturbed, confused, bewildered, afraid of its own forces, in search not merely of its road but even of its direction. There are many voices of counsel, but few voices of vision . . .

Woodrow Wilson, Princeton University, 1907

APTA's vision is that America will lead the world in supporting and sustaining a pre-eminent transportation system. To that end, the federal government must continue to play its key investment role in our nation's transportation infrastructure – as it has done when needed since the early days of the nation.

APTA's TransitVision 2050 initiative foresees current trends leading to an extensive multimodal transportation system. Over time, integration of transportation policy with energy and environmental policy has caused transportation decisions to become more focused on outcomes such as sustainability, quality of life, and long-term economic health and competitiveness.

On the national level, public transportation supports America's goals and policies, including spurring economic activity, enhancing competitiveness in the global marketplace, reducing dependence on foreign oil, reducing climate-changing greenhouse gases, and providing critical responses in emergencies. On an individual level, public transportation saves money, reduces the carbon footprint of households, and provides people with choices, freedom, and opportunities.

Authorization of federal surface transportation programs should be directed by two overarching issues, the federal role and purpose in transportation and a vision that can direct transportation policy for the coming decades. For its part, public transportation needs to be viewed and understood based on its contribution to meeting these stated national goals. For the federal purpose we need look no further than our Constitution. Among its fundamental duties the federal government is directed to promote both commerce and the common good of its residents. These same two purposes are the core functions of our surface transportation system.

CHOICE, FREEDOM, MOBILITY OPTIONS AND INDEPENDENCE

Americans make their travel choices on the basis of smart and logical decision-making. In places where accessible, high quality public transportation services exist, a high percentage of the traveling public uses the service. When it doesn't, they don't.

In 2007, people took more than 10 billion trips on public transportation, the highest ridership level in 50 years. Much of this growth is attributable to the transportation infrastructure investments provided in the three most recent federal surface transportation bills, ISTEA (1991), TEA 21 (1998), and SAFETEA-LU (2005).

But many Americans do not have adequate transportation choices. A recent survey conducted by the U.S. Department of Housing and Urban Development and the U.S. Census Bureau, found that only 54 percent of American households have access to public transportation of any kind.

While America continues to boast the world's best overall transportation system, the system is showing signs of severe stress, so making investments in our nation's physical infrastructure will be critical to our ability to sustain strong economic growth in future years.

To ensure that Americans have the public transportation choices they want – and need – and to ensure that they can access the range of educational, vocational, social, and recreational opportunities awaiting them, a national transportation policy for the future must recognize several irrefutable facts. Public transportation benefits everyone- both riders and non riders.

Public transportation is an essential partner in our national strategy for energy independence and climate change. New research calculates that current levels of public transportation service reduce petroleum consumption directly and indirectly by 4.2 billion gallons of gasoline each year. This is the equivalent of 900,000 automobile fill-ups each day. Currently, there are more than 6,400 providers of public and community transportation offering Americans freedom, opportunity, and the choice to travel by means other than a car, but most only offer minimal service.

Public transportation contributes to the growth of a strong economy. It is estimated that every \$10 million in capital investment in public transportation yields \$30 million in increased business sales, and that every \$10 million in operating investment in public transportation yields \$32 million in increased business sales. Further, every \$1 taxpayers invest in public transportation generates \$6 in economic returns.

Public transportation dramatically reduces traffic congestion. Simply put, congestion results in lost time and wasted fuel. According to a 2007 Texas Transportation Institute report, congestion costs America \$78 billion in lost time and productivity. Public transportation saved 541 million hours in travel time and 340 million gallons of fuel. Without public transportation, congestion costs would have been an additional \$10.2 billion.

Public transportation should be part of our central strategy for ensuring clean air and the health of our residents. Reduced air pollutants and improved personal health and fitness are core American goals – and public transportation provides key contributions to making these goals a reality. A new APTA study prepared by Science Applications International Corporation (SAIC) found, for example, that it takes just one commuter switching from daily driving to using public transportation to reduce the household carbon footprint by 10 percent. If that household driver gives up the second car and switches to public transportation for all solo travel, the household can reduce its carbon emissions up to 30 percent, which is a greater reduction than if the household gave up use of all electricity.

Public transportation delivers essential health and human services to people from all walks of life. Public transportation helps older Americans and persons with disabilities improve mobility, plus it provides lifelines to public transportation-dependent persons in urban, suburban, and rural areas. In many areas there is a need for more service. African-Americans, Latinos, Asian-Americans, and households with no cars are more heavily affected by inadequate transportation options than other groups. Public transportation service is available to only 54 percent of American households.

Public transportation provides mobility for our aging society. Over the next two decades, America's baby boomers will reach retirement age, with the U.S. Census Bureau projecting the number of Americans age 65 or older to double to more than 70 million by 2030. In a 2005 White House

Conference on Aging, mobility for older Americans was ranked the third most important issue on a 73-item list – ahead of Medicare reform. While the dimensions of this shift have been widely discussed, America remains ill-prepared to address the mobility needs of older Americans.

More than 50 percent of non-drivers age 65 and older stay home on any given day partially because they lack public transportation options. Older non-drivers have a decreased ability to participate in the community and the economy, making 15 percent fewer trips to the doctor, 59 percent fewer shopping trips and restaurant visits, and 65 percent fewer trips for social, family and religious activities. Public transportation can enable individuals to age in place, thus allowing them the prolonged fulfillment and satisfaction of living in their own homes while at the same time requiring only one-fourth as many resources than if they were living in an institution.

Public transportation investments are critical to America’s homeland security and civil defense. The interstate highway system was begun by President Eisenhower in 1956 in part as a national defense program. Today, public transportation systems often provide an important way to avoid or flee from potentially catastrophic events. Public transportation regularly provides critical support to first responders by delivering emergency equipment and supplies, ferrying emergency response personnel, and controlling access to and from disaster sites. A prime example of this occurred on September 11, 2001, when public transportation in New York City, New Jersey, and Washington, D.C. helped evacuate residents to safety.

Public transportation promotes sustainability. Public transportation promotes the practices and principles of livable communities and sustainable development. As our urban areas continue to grow it is important to realize that public transportation acts as a catalyst for promoting compact, connected and mixed-use development. These things make the provision of all transportation, and public services and facilities more efficient and effective while simultaneously helping achieve energy and environmental goals. At the household level use of public transportation is one of the most significant things individuals can do to reduce their own carbon footprint.

AMERICA’S TRANSPORTATION FUTURE

America’s population is growing at an unprecedented rate. A 2006 cover story in USA Today that asks: “Where will everybody live?” noted that the U.S. added 100 million people in the past 39 years, and by 2040, will add another 100 million, producing a population total of over 400 million.

If we Americans are to have true transportation choices that accommodate this extraordinary growth we must design a long term investment and policy strategy to provide transportation choices. APTA’s vision? Nothing less than this:

“In 2050 America’s energy efficient, multi-modal, environmentally sustainable transportation system powers the greatest nation on earth.”

To achieve this goal, partnerships are critical. In conjunction with revenues from passenger fares, public transportation programs are funded by federal, state and local governments, partnerships that have successfully helped expand public transportation and make a positive difference throughout the country.

Public policy needs to fully recognize the benefits of public transportation – so that all Americans can have the access, mobility, and quality of life public transportation provides in the years ahead.

As we have seen, among its many benefits, public transportation:

- Reduces our dependence on insecure and expensive foreign oil – public transportation use saves the equivalent of 900,000 automobile fill-ups each day.
- Improves public health and helps the environment – public transportation fosters a more active lifestyle, encouraging more people to walk, bike, and jog to public transportation stops.
- Promotes affordable travel – a two-adult household that gives up 1 car to utilize public transportation saves \$9,596.
- Improves safety – using public transportation is 25 times safer than travelling by car.

INVESTMENT STRATEGIES

America must expand the number of communities with light rail and streetcar service, commuter rail, bus rapid transit, fixed route bus service, and paratransit services. We can improve the quality of rail systems struggling with system delay due to aging infrastructure and heavy passenger loads, and we can enhance the quality of bus systems in numerous communities. We can ensure that people in rural communities receive public transportation service, service that often serves as a lifeline for those without access to an automobile. In both rural and metropolitan areas, mobility services come in a variety of forms, and the full array of travel options must be known and understood by the public. In short, we can – and we must – provide the public with a quality system that provides real choices.

For example, in the Portland, Oregon metropolitan area, officials invested in changes that made high-quality public transportation options widely available. As a result, Portlanders' per capita use of public transportation today is over 50% higher since the investments began 25 years ago.

When the federal government invests in public transportation funding it receives a 6-fold return on its investment, in both public and private benefits.

CONCLUSION

Experience has shown that investing in our nation's transportation infrastructure is vital to maintaining our mobility, our quality of life, and our economic competitiveness.

Future generations will salute our foresight in discussing, planning, and investing in public transportation just as we benefitted from investments made by earlier generations.

The decisions we make about our transportation system must of necessity be bold and forward thinking, very much like those 50 years ago that led to the national interstate system.

The American Public Transportation Association therefore strongly promotes these overarching ideas:

- By 2015, high capacity, high quality, energy efficient, environmentally responsible public transportation systems should be in place in every metropolitan region in America, and a choice of travel options should be available for all Americans in all areas.
- Investment in public transportation should provide the capacity and availability to enable public transportation ridership to more than double in the next 20 years to over 20 billion trips annually and to reach at least 50 billion by 2050.
- Public transportation should be an integral element of any national strategy to promote energy independence, improve air quality, address climate change, and provide mobility choices. The public transportation industry should lead the world in the use of green, sustainable technologies.
- Public transportation should continue its role as a strong national defense partner in providing for our homeland security through providing emergency mobility options and a means of reducing our dependence on foreign oil and the consequent money sent to unstable parts of the world.

As we look to the future, to a strong, healthy, prosperous America, we see that vital, capable, comprehensive public transportation systems are – and must remain – an integral part of our country’s mobility strategy.

Such systems contribute to an enhanced quality of American life – from conservation of energy and resources, to improved air quality and health, to critical support during emergencies and disasters, to helping address the climate crisis.

The TransitVision 2050 initiative sees each federal surface transportation bill as a step toward a new, long-term direction. Future generations will feel indebted that the new direction launched in 2009 crafted a blueprint for a better, stronger nation.

Public transportation is on the move in the 21st century. More and more people each day move with it, discovering the many diverse benefits of traveling on the nation’s public buses, trains, subways, trolleys, ferries, and vans.

**Principles to Guide APTA's
Recommendations for the Next
Highway and Public Transportation Authorization Bill**

Public transportation can help to ensure a secure and sustainable future for America. For the last half century, America's national transportation vision focused on building a system of interstate roads to connect the geography of the nation. The next 50 years need to focus on travel options which connect people and enable prosperity in America's bustling economic growth centers. Just as the interstate highway system resulted from federal policy and participation, future transportation options will also require the continuation of that leadership.

The federal public transportation program should promote increased public transportation ridership and provide the necessary resources to achieve national goals to reduce greenhouse gas emissions and conserve limited energy resources. It should also offer increased investment in sustainable practices within the public transportation industry. By promoting energy efficient public transportation vehicles and facilities and encouraging efficient land use near public transportation routes, Congress can enhance the environmental and fuel conservation benefits that result from public transportation, and help individuals, and therefore the nation, reduce their carbon footprints.

- 1) Congress should authorize a significant increase in the federal public transportation program, with a total investment of no less than \$123 billion over the six year authorization period, with a goal of meeting at least 50% of the estimated \$60 billion in annual capital needs by the end of the authorization period and to support a projected doubling of ridership over the next 20 years.
- 2) Public transportation funding guarantees should be strengthened to ensure that authorized funds are appropriated each year to allow for the long-range planning, financing, and leveraging needed to advance necessary investment in public transportation capital projects and preserve and maintain the existing public transportation infrastructure in a "state of good repair."
- 3) Congress should take necessary steps to restore, maintain and increase the purchasing power of the federal motor fuels user fee to support a significant increase in the federal investment for the public transportation program.
- 4) Congress should promote the development of revenue generated from innovative financing mechanisms, such as public private partnerships, tolling and congestion pricing to supplement current revenue streams. Future federal energy and climate change legislation should be used to supplement – not substitute – funding provided through the federal highway and public transportation authorization legislation.
- 5) The federal public transportation program should retain no less than an 80% federal match ratio for all capital public transportation projects, including the New Starts program.
- 6) Congress should preserve a "needs based" approach to the distribution of funds under the federal public transportation program which builds on the current program structure and begins to address unmet program needs.

- 7) Congress should create incentives to increase state and local investment levels in public transportation.
- 8) Federal authorizing legislation for federal highway and public transportation investment should ensure that public transportation programs receive no less than 20% of all federal funds invested in surface transportation infrastructure.
- 9) Congress should simplify and streamline the current federal grant approval process to speed project delivery and reduce costs.
- 10) The federal public transportation program should recognize the cost of compliance with federal requirements and provide capital and operating assistance to meet those requirements and to help public transportation providers address costs which are beyond their ability to control. Federal law should also encourage state, local and private sector support for such expenses.
- 11) The federal public transportation program should support greater investment in research and development programs that will enhance service delivery, promote "best practices" through technical standards, and increase the operational efficiency of transportation systems.
- 12) The federal public transportation program should provide program funding to promote workforce development and career opportunities in the public transportation industry.
- 13) Federal authorizing law should ensure the consideration of public transportation alternatives within a multimodal regional and statewide transportation planning process, which is designed to achieve sustainable outcomes in plans, programs, and projects. There should be a balance of environmental (including greenhouse gas and climate change considerations), economic and social equity objectives in the process.

FUNDING AND FINANCE RECOMMENDATIONS
for the Next Highway and Public Transportation Authorization Bill

"In 2050 America's energy efficient, multi-modal, environmentally sustainable transportation system powers the greatest nation on earth."

Public transportation provides mobility that significantly contributes to national goals and policies in support of global economic competitiveness, energy independence, environmental sustainability, congestion mitigation and emergency preparedness. On an individual user basis, public transportation saves money, reduces the carbon footprint of households and provides people with choices, freedom, and opportunities. To sustain public transportation's many contributions at the national and local levels, and to accommodate a doubling of public transportation ridership over the next twenty-year period to address the aforementioned national goals and policies, the American Public Transportation Association (APTA) recommends a minimum federal public transportation investment level of \$123 billion over the next six-year authorization period. To address this minimum federal investment level, APTA has adopted the following Funding and Finance Authorization Principles.

- Authorize guaranteed investment levels for the federal public transportation program of at least \$123 billion over 6 years so that by the final year of the next authorization bill finance no less than 50 percent of the total unaddressed costs of bringing existing public transportation capital assets into a state of good repair.
- Maintain and strengthen the federal public transportation program funding guarantees.
- Authorize guaranteed investment levels for the federal public transportation program that support at least a doubling of public transportation ridership over the next 20 years (3.5% annual compounded growth).
- Preserve the current 80 percent federal match shares on all public transportation capital investment (and higher federal match ratios under existing incentive programs) and increase the actual share to the 80 percent level in appropriations.
- Ensure stable and reliable investments in public transportation supported from federal, state and local governments, from public transportation-generated revenues, and from public-private partnerships.
- To streamline the project approval process, speed project delivery and reduce costs, convert the federal public transportation program from a "grant-based" program to a locally-driven federally-assisted program where routine activities can receive advanced federal funding approval.

EXISTING PROGRAM FUNDING

Background

Federal public transportation programs are currently funded from two sources: the Mass Transit Account (MTA) of the Highway Trust Fund (HTF) and from General Revenues of the Treasury -- also called General Funds. Until fiscal year (FY) 1983 all public transportation funding was provided from General Revenues. The Surface Transportation Assistance Act of 1982 (STAA) created the MTA as a

separate account in the HTF for accrual of a portion of revenues from the federal motor fuel tax for public transportation uses. The 1982 STAA increased the federal motor fuel tax on gasoline from 4 cents per gallon to 9 cents per gallon and specified that 1 cent of the 5 cents per gallon increase would be deposited in the newly created MTA. Since then, 20 percent of each subsequent increase in the motor fuel tax has been deposited in the MTA. In 2008 a total of 2.86 cents per gallon is credited to the MTA. Currently, 15.5 percent of the total per gallon tax on gasoline and 11.7 percent of the total per gallon tax on diesel fuel are dedicated to the MTA.

In addition, until FY 1999, unexpended balances in the MTA drew interest revenue. Unexpended balances are created when the FTA obligates funds, that is, commits to fund an eligible public transportation project such as a bus garage, but does not actually pay for the project until it is completed. TEA 21 eliminated the accrued interest revenue for both the MTA and the Highway Account (HA) beginning in FY 1999.

Existing Program Funding Principles

- Continue to credit the MTA with, at minimum 20 percent of each future increase in the motor fuel (or successor) tax.
- Preserve, at minimum the current 20 percent general fund contribution necessary to support the federal public transportation program.
- At a minimum, restore the purchasing power of dedicated revenue for public transportation and other surface transportation investment to 1993 levels (when federal motor fuels taxes were last raised) and those revenue sources should be indexed to account for future inflation of construction costs.
- Establish clearly that revenues used to support federal surface transportation programs will be used only for purposes set forth under authorizing law.
- Ensure that the HTF is appropriately credited for ethanol motor fuels and other new and/or currently exempt alternative fuels.
- Restore the earning of interest income to the HTF/MTA.

NEW PROGRAM FUNDING

Background

According to the National Surface Transportation Policy and Revenue Study Commission, existing MTA revenues are inadequate to support existing commitments and required investment levels. According to the Commission, much more should be invested in public transportation infrastructure annually. This chronic underinvestment in America's transportation infrastructure has put our nation at a competitive disadvantage in the global economy. China currently spends 9 percent of its gross domestic product (GDP) on infrastructure and India budgets 3.5 percent while aiming to increase its allocation to 8 percent. By comparison, the United States budgets less than one percent (0.93) of its GDP, and sidesteps the reality of a ballooning \$1.6 trillion infrastructure deficit identified by the American Society of Civil Engineers (ASCE) for necessary upgrades over the next five years. Absent significant additional

federal investment, the condition of our nation's transportation infrastructure will only continue to decline. To reverse this trend new and diversified revenue sources will be required. Current and projected trust fund receipts are inadequate to support required program growth. Over the next six-year period the MTA is expected to generate only \$33 billion in new resources to support a recommended federal investment level of \$123 billion. In addition, the most recent Congressional Budget Office (CBO) report on MTA revenues projects that the MTA cash balance will be negative (insolvent) by the end of FY 2012 absent federal intervention. Failure to address the revenue imbalance of the MTA will result in continued inadequate investment levels that will result in lost jobs, reduced economic competitiveness, more congestion and limitations on personal mobility. To address the need for an enhanced and diversified portfolio of revenues to support the MTA, APTA recommends the following funding options to supplement the existing motor fuel tax and general fund contributions that support the federal public transportation program:

New Program Funding Options

- Include a new defined revenue source to pay debt service on bonds for large scale highway/public transportation core capacity/expansion improvements.
- Support longer-term efforts to transition the trust fund from motor fuel taxes/fees to a vehicle mileage tax and/or a vehicle weight/mile tax.
- Dedicate a portion of a new national sales tax or similar consumption-based tax to support and expand the MTA.
- Examine the longer-term viability of innovative financing techniques, including: public-private partnerships, federal loan guarantees, tax exempt/tax credit bonds, tolling and congestion pricing, value capture increment financing, and other mechanisms that consider changes in energy use and reduce state and regional carbon footprints.

SPECIFIC PROGRAM STRUCTURE RECOMMENDATIONS
Recommendations for the Next Highway and Public Transportation Authorization Bill

BUS & BUS FACILITIES PROGRAM

- 1) **New Bus Program Proposal - Modify the current Bus and Bus Facilities Program to create two categories of funding. Fifty percent of the funds will be distributed under a new "Bus Formula Program." The remaining fifty percent will continue to be distributed as a discretionary program. Funds distributed under both categories will continue to be eligible for any of the purposes contained in the original Bus and Bus Facilities Program.**

Under the proposed Bus Program:

- 50% of funds would be used to create a new "Bus Formula Program" which would remain separate from current formula programs. Funds would be distributed proportionately under the urban and rural formula programs based on the bus formula factors of the urban formula (Section 5307) and the rural formula factors (Section 5311).
 - 50% of funds would be used for a discretionary "Bus Facilities" program which would distribute grants for bus and bus facilities projects eligible under the current Section 5309 program. Funds would be distributed through Congressional direction or under a competitive grants process administered by the Federal Transit Administration. Projects selected must be eligible for funding under the existing Bus and Bus Facilities program.
 - Funds would not be eligible for operations or preventative maintenance.
 - Time limit to obligate bus funds would be extended to 4 years, including the year in which the amount is made available or appropriated.
- 2) **Provide up to 100% federal share for funding the incremental cost of purchasing alternative fuel buses.** Based upon local considerations of a public transportation system, federal share for the incremental cost for the purchase of alternative fuel buses (including hybrid electric and alternatives fuels other than clean diesel) could be funded with 100% federal share (no local match required for the incremental costs).

CLEAN FUELS AGING BUS REPLACEMENT PROGRAM

Create a new program that would direct funds to transit agencies to replace aging buses in their fleets with new, clean fuel vehicles. This program would address two top priorities for transit agencies. It would provide needed funds to help transit agencies to replace vehicles in their fleets that have exceeded the Federal Transit Administration's (FTA) standard for replacement, and accelerate the replacement of existing diesel vehicles with new, fuel efficient vehicles.

Under the proposed Clean Fuels Aging Bus Replacement Program:

- This new program should replace the existing "Clean Fuel Bus Program" (49 U.S.C. §5308).
- \$100,000,000 should be provided in the first year of program, and then grow annually at a proportion equal to the growth of federal transit program overall.
- Funds provided would be in addition to those made available for the Bus and Bus Facilities program. The program should be funded from amounts that would have otherwise been

- made available under the Clean Fuel Bus program and new funds made available under the federal transit program overall.
- Federal share for the incremental cost of purchasing clean fuel vehicles under this program should be 100%. No local match is required for the incremental cost of purchasing a clean fuel vehicle.
 - Funds should be apportioned by formula to designated recipients in urbanized areas over 200,000 and to states for distribution to grant recipients in urbanized areas less than 200,000 and rural areas.
 - Funds should be apportioned to designated recipients and states under a formula that is based on the relative share of the total cost to replace vehicles within the urbanized area or state that exceed 125% of the FTA standard for replacement. Funds should not be made available to transit agencies that do not have vehicles that exceed 125% of the FTA standard for replacement.
 - Grant recipients would be required to purchase clean fuel vehicles, which include vehicles powered by:
 - Compressed natural gas;
 - Liquefied natural gas;
 - Biodiesel fuels;
 - Batteries;
 - Alcohol based fuels;
 - Hybrid electric; and
 - Fuel cells

FIXED GUIDEWAY MODERNIZATION PROGRAM

1) Fixed Guideway Modernization Program

Assumptions

- Program funding will double (overall and in each category)
- Program elements should be simple.
- Program should be needs based
- Use current National Transit Database statistics
- Maintain and guarantee a 40/40/20 split between Fixed Guideway/New Starts/Bus
- New elements should be based on rational justifiable factors

New Formula Proposal

- Replace seven current tiers with a simpler two-tier fixed guideway modernization formula distribution that at a minimum holds all current recipients harmless.
- The existing apportionment tiers would be used to determine the base amount for a new Tier 1. All areas that receive funding in FY 2009 would be part of this tier. Under Tier 1, the FY 2009 Section 5309 apportionments would be increased by 50 percent of the overall growth in the program. This calculation would be repeated annually.
- The remaining 50 percent of annual growth of the program will be distributed under Tier 2 using the Section 5307 rail tier formula (including the incentive tier) for all fixed guideway properties/line segments that meet a seven year minimum age requirement.

- 2) **Fixed guideway funds must be provided equitably to all projects.** There should not be a population threshold for fixed guideway modernization funds.

NEW STARTS and SMALL STARTS PROGRAM

The New Starts Program (Section 5309) is a critical component in ensuring continued investment in public transportation essential to enhancing our nation's mobility, accessibility and economic prosperity while promoting energy conservation and environmental quality. Congress should continue this discretionary program based on eligibility requirements, evaluation criteria and oversight requirements established in statute, administered by FTA, and funded through congressional appropriations. Eligibility of Bus Rapid Transit projects for New Starts/Small Starts funding should be retained.

Recommendations:

- 1) **Create a simplified and streamlined rating process for all Small Starts** that promotes expedited project delivery, with FTA oversight proportional to the federal contribution. In addition, the \$75 million and \$250 million thresholds established for Small Starts in SAFETEA-LU should be escalated annually over the life of the bill.
- 2) **Re-establish an exempt project category as part of the New Starts/Small Starts program** for projects that require a modest amount of Section 5309 funding. The \$25 million threshold established in previous surface transportation authorization bills should be increased to reflect inflation since the threshold was established and it should be escalated annually over the life of the bill to reflect future inflation.
- 3) **Streamline and simplify the New Starts review and approval process to expedite project delivery:**
 - Replace the current Section 5309(d)(5)(A) requirement that FTA approve the advancement of a New Starts project into Preliminary Engineering with a requirement that FTA approve a project into the New Starts Program. Approval to enter the New Starts Program would convey FTA's intent to recommend a project for funding, provided the project continues to meet certain broad criteria and satisfies NEPA and other project development conditions.
 - Eliminate the Section 5309(d)(5)(a) requirement that FTA approve advancement of a New Starts project into Final Design.
 - Advance the concept of Project Development Agreements (PDA) as a management tool to minimize uncertainties and reduce risks, with flexibility built in to make changes to the agreement as the project evolves. The PDA should include schedules and roles for both FTA and the grantee and should define the criteria and conditions a project must meet to streamline and expedite overall project delivery and could be the basis for an Early System Work Agreement once the National Environmental Policy Act (NEPA) process is completed with a Record of Decision (ROD) or Finding of No Significant Impact (FONSI).

- Expedite New Starts project delivery by expanding pre-award authority at the time of the NEPA finding beyond just property acquisition to include preliminary engineering, final design, and any early construction activities that are advanced with local funds.
 - Expand the opportunity for advance property acquisition by developing a class of acquisition for willing sellers or friendly condemnation at fair market value. Provided no alterations are made to the property prior to completion of NEPA, this change in property ownership will not prejudice the NEPA process.
- 4) **Broaden the project justification and financial rating criteria and apply other measures to recognize a full range of project benefits.**
- Direct FTA to develop more effective measures of public transportation supportive land use and economic development utilizing both quantitative and qualitative factors related to the local population and employment context.
 - Recognize environmental benefits that promote community health and sustainability include reductions in green house gasses and increased energy efficiency.
 - Base the cost effectiveness index on the Federal Section 5309 share of project costs rather than the total project cost.
 - Direct FTA to provide greater flexibility in the New Starts Baseline to more closely reflect local conditions and priorities.
- 5) **Re-establish the Program of Interrelated Projects provision of ISTEA.**
- Allow the individual projects in a program of interrelated fixed guideway projects to move forward simultaneously, in order to capture the inflation and overhead savings that can result.
 - Allow some projects within the program of interrelated projects to be funded entirely with local funds, and other projects in such a program to be funded with a share of federal New Starts funds.
 - Allow a higher New Starts share for individual projects using some federal funds, without prejudice to a project's financial rating, where the federal New Starts share for the entire program of interrelated projects is 20% or less.
 - Require Federal procedures only for those projects/elements utilizing Federal dollars.

FORMULA PROGRAMS

- 1) **Public transportation systems in urbanized areas of more than 200,000 population which operate less than 100 buses in peak operation should be authorized to use FTA Section 5307 formula funds for operating purposes.**
- 2) **Grow Small Transit Intensive Cities Program at Incremental Rate.** Continue and expand the Small Transit Intensive Cities Program (STIC) (Section 5336) which provides supplemental formula funds to smaller public transportation systems on the basis of performance in six qualifying performance areas and provide that the value of qualifying in each of the six areas shall be increased by the same percentage as the increase in the overall formula program each year of the authorization.

- 3) **Modify the current Job Access and Reverse Commute (JARC), New Freedom, and Elderly and Disabled Formula Programs.** Create a new program, the **Coordinated Mobility Initiative**, with the objective of developing a sustainable intermodal program that addresses growing and evolving mobility needs. It is intended to bring together an array of non-traditional connections to public transportation in order to form a broader system that integrates the family of services but recognizes public transportation works within and between communities.

The Coordinated Mobility Initiative would encompass the funding and constituent focus of FTA's current Elderly and Disabled program (Section 5310), Job Access and Reverse Commute program (Section 5316), and the New Freedom Initiative (Section 5317). Use of these funds must conform to an enhanced and expanded locally developed coordination plan. This planning process should be consistent with the regional planning requirements contained within SAFETEA-LU.

Funding for these programs shall be consistent with the growth called for in APTA's overall proposal. Programs should be allowed to be more flexible to meet local needs, rather than adhere to rigid categorical allocations. Make clear that recipients under the new program can use funds for "capital cost of contracting." Incentives for use of non-DOT federal funds for program activities and implementation of local coordinated plans should be maintained.

The new program should:

- Include new funding for the section 5310(a)(1) program for public agencies as well as ongoing and increased funding for the section 5310(a)(2) program to cover the full array of mobility needs for the elderly and persons with disabilities.
- Provide incentives for the planning and development of regional transportation services which connect multiple jurisdictions. Funding should be equitable across urban and non-urban areas.
- Change reporting requirements to allow local agencies to report all FTA funds received under this program in a single, consistent reporting format.
- Use models of best practices to link public health and transportation planning in the new federal program, such as the existing State of Washington and Wasatch Regional Council processes which combine fund sources to meet the human service transportation needs of their diverse populations.

Coordinated Mobility Initiative Program Features

- The new program shall combine funds available under the Elderly and Disabled Program, Job Access and Reverse Commute Program (JARC) and New Freedom Initiative (NFI) into one program. This would eliminate the three distinct programs and create one "Coordinated Mobility Initiative" formula program.
- Funding levels shall be consistent with combined amounts made available under the JARC, NFI and Elderly and Disabled programs under SAFETEA-LU, and grow at a rate consistent with the growth of the federal transit program overall.

- Funds will be distributed to designated recipients consistent with the JARC and NFI model contained in SAFETEA-LU— 60% distributed directly to designated recipients in large urbanized areas, and the remainder distributed to the states, with 50% reserved for small urbanized areas (population 50,000 to 200,000) and 50% reserved for rural areas.
 - The formula for determining amounts to be distributed to designated recipients shall take the following factors into consideration: population of elderly people, population of disabled people, and Temporary Assistance for Needy Families (TANF) eligible population.
 - Eligible uses of the funds will include all of the activities eligible under the current Elderly & Disabled, JARC and NFI programs, including the amended eligible use of NFI funds recommended below.
 - Designated recipients shall have the flexibility to distribute funds to public and private non-profit program operators to carry out any of the eligible activities described above, in a manner that best meets local needs.
 - Designated recipients will be responsible for distributing funds to public or private non-profit organizations through a competitive grant process. Eligible projects must continue to be selected from the locally developed coordinated human services transportation plan.
 - The maximum federal share for activities under this program shall be 80% for capital expenses and 50% for operating expenses.
- 4) **New Freedom Eligibility.** The new Coordinated Mobility initiative which addresses goals of the existing New Freedom program should permit funding for projects and programs that are new or which serve people with disabilities and address needs beyond the requirements of current ADA regulations.
- 5) **Workforce Development – Continue current training and create new training programs and initiatives to support public transportation/labor management workforce development in both the public and private sectors.** Provide funding sufficient to support on-going and new programs. Increase funding for workforce development programs consistent with overall growth of the federal public transportation program.
- Continue and expand existing programs.
 - Make training a permissible use of federal urbanized area 5307 formula funds and federal rural area 5311 formula funds at levels determined by individual public transportation systems. Funds would be eligible to develop and deliver training and development programs or to attend off-site training programs, including related travel expenses.
 - Continue and expand programs for organizations such as the Transportation Learning Center, the National Training Institute (NTI) at Rutgers University, and continue to promote and develop public transportation agency/community college/college and university consortium partnership models.
 - Provide \$15 million in new funding for industry-led, directed, and managed nationwide comprehensive studies, assessments, outreach, partnerships, and development initiatives to identify critical skill gaps, development of new training resources, tools,

forums, partnerships, and programs which address the needs of the current and next generation workforce at all levels.

- Provide \$10 million in year one and to grow annually at the same rate as the overall public transportation program to support funding to create labor/management regional training consortium partnerships that provide advanced public transportation specific skills training for operators and maintainers.
- 6) **Program to leverage state and local investment** – Develop an incentive program to encourage states and local regions to create and expand dedicated funding sources for public transportation that can be used for either capital or operating expenses.

SPECIFIC POLICY RECOMMENDATIONS

Recommendations for the Next Highway and Public Transportation Authorization Bill

COORDINATION AND INTERMODALISM

- Extend coordination requirements for federally-funded agency transportation programs to require the development of consistent administrative policies and procedures for highway and public transportation projects.
- Provide incentives for the planning and development of regional transportation services which connect multiple jurisdictions.
- Incentivize the implementation of the concept of mobility management to plan and deliver a diversified package of services addressing multiple diverse mobility needs.
- Federal authorizing laws for human services transportation, including non-emergency medical transportation, should be amended to require coordination among and cost sharing for service delivery with public transportation providers. Such language should be included in transportation, health and human services, and Medicare-Medicaid authorization law.

ENERGY/ENVIRONMENT/CLIMATE CHANGE

- Develop and implement incentives that will facilitate the adoption of new clean fuel technologies, and enhancements to existing technologies that are readily available to improve fuel economy and emissions performance of public transportation equipment, enabling public transportation to continue to reduce its carbon footprint.
- Provide incentives for Americans to take full advantage of the range of mobility products offered by the public transportation industry to assist individuals to take less-polluting travel alternatives in order to reduce their own carbon footprint.

FLEXIBLE FUNDING PROGRAMS

- Preserve and enhance the transferability provisions between Title 23 and 49, including Congestion Mitigation and Air Quality (CMAQ), Surface Transportation Program (STP), and other programs at the same rate of growth as the overall FHWA program
- Specify that significant capital improvements to public transportation facilities, including improvements to intermodal connections, in non-attainment areas are eligible for CMAQ funding. Particularly in areas with high public transportation mode share, these investments help ensure that VMT does not increase in the long term and help retain the existing public transportation mode share.
- Eliminate current three year limit on use of funds for operating costs for CMAQ programs.

PLANNING

- 1) **Strengthen the public transportation role in regional decision making.** Planning at the regional level is crucial for public transportation agency plans and programs. Regional planning establishes the demographic and land use projections, the social equity objectives, the economic development objectives and the environmental stewardship objectives for the

region into which the public transportation development program must fit. It also provides for the development of improved planning tools and forecasting models that can support public transportation agency planners. Public transportation agency involvement in all of those regional planning efforts ensures the region does not lose sight of public transportation needs and considerations.

- The new authorization should include language stipulating that the FTA/FHWA regulations on Statewide and Metropolitan Transportation Planning require fair and equitable voting representation of the region's public transportation operating agency or agencies on the policy board and technical committees of the Metropolitan Planning Organizations (or other regional transportation planning bodies), regardless of whether the body is newly-formed or existing, no matter the size of the urban region.
- The new authorization should encourage regional transportation investment choices be multimodal in nature, including:
 - Provision for multimodal corridor planning that looks at public transportation, highway and combination options, and avoids competing facilities occurring simply because they draw upon different funding programs or resources, which are governed by different regulations.
 - Public transportation megaprojects should be eligible under the FHWA high priority projects program in order for it to be administered and operated as a fully functioning, multi-modal program.
 - Expands the use of flexible funding in making regional transportation investments for all modes.
- The new authorization should allow the planning and decision-making framework to streamline and shorten planning and project development time for projects that have been identified and approved under the statewide and metropolitan planning process.
 - **Fiscal Constraint.** Fiscal constraint should be achieved as expeditiously as possible. The TIP is a program management tool used by the MPO to demonstrate funds exist for a set of projects. A formal TIP amendment should not be required every time there is a change in cost, schedule, fund source, or when an actual appropriation differs from the projected appropriations. These adjustments are required on a regular basis, particularly in large multi-jurisdictional MPOs.
 - A demonstration of fiscal constraint should be based on all available fund sources, not just federal funds.
 - A change in fund source for a project already on the TIP should not trigger a formal amendment, provided fiscal constraint is maintained. An administrative modification should be sufficient.
 - **Categorical Exclusions.** Direct the Secretary of Transportation to expand the use of categorical exclusions for public transportation projects to the greatest extent allowed by law. This will help expedite project delivery.
 - For example, extend the same flexibility in administering categorical exclusions that has been afforded to state Departments of Transportation to regional transit providers.
 - For example, adding transit station rehabilitations to the list of findings under 23 CFR 771.113(c) would align this type of transit project with the

analogous highway projects included under (c) 12, "improvements to existing rest areas and truck weigh stations."

- In general, as noted in 771.113 (e), "where a pattern emerges of granting Categorical Exclusion (CE) status for a particular type of action, this type of action should be added to the list of categorical exclusions in paragraph (c) or (d) of this section, as appropriate."
- **Clean Air Act Exemptions.** Add public transportation projects that enhance capacity, convenience and/or reliability to the exempt project list for Clean Air Act purposes. In markets with high public transportation mode share, these types of improvements will help ensure that riders continue to use public transportation:
 - Fleet Procurement
 - Rail System Improvements, such as:
 - Increased line throughput (e.g., train control, signalization)
 - Improved operational flexibility (e.g., crossovers)
 - Increased passenger throughput capacity (e.g., fare collection, circulation improvements)
 - Station Improvements
 - Access to station (e.g., additional parking, shuttle buses and shuttle ferries)
- **Public Transportation Expansion.** In the event of a conformity lapse, projects that expand public transportation capacity in order to meet current demand should be allowed to proceed.
- The new authorization should reaffirm and continue the existing requirements established under ISTEA and SAFETEA-LU for public outreach and public involvement in the metropolitan transportation decision-making process.

2) **Include public transportation in congestion pricing plans.** The next authorization of the surface transportation programs should unleash the potential for congestion pricing, while protecting public transportation's interests. The legislation should establish a coherent policy framework through which pricing proposals and associated public transportation may be considered and developed. Even with congestion pricing as a potential new source of revenue, there will remain a need for a robust Federal programs supporting investments in public transportation. To ensure that area-wide congestion pricing does not become a new unfunded mandate for public transportation, the policy framework established in new authorizing legislation should:

- Remove constraints to congestion pricing, moving from the current construct of pilot projects to a more blanket approach to pricing as a means to manage auto use, promote public transportation ridership and mode shifts away from single occupant vehicles, and generate revenue;
- Require that congestion pricing proposals be developed jointly with public transportation agencies;
- Require that congestion pricing proposals examine the impact on public transportation ridership and the cost of accommodating this ridership on public transportation;
- Require that congestion pricing proposals include an expenditure plan that shows how any increased costs to public transportation will be met;

- Permit the revenues generated by congestion pricing to be made available for increased public transportation capital and operating costs within the same general corridor or service area;
 - Make the capital cost and initial start up operating costs of congestion pricing projects eligible for Federal funds;
 - Require that additional federal funds (not formula) be made available to allow public transportation agencies to ramp up service in preparation for the ridership increase before pricing revenues start to flow;
 - Given the likelihood that multiple agencies will be involved in carrying out a congestion pricing program, provide flexibility in the eligible uses for public transportation recipients of any Federal funds provided;
 - Offer a streamlined environmental process for congestion pricing projects that have a substantial public transportation component;
 - Exempt congestion pricing projects from the conformity requirements of the Clean Air Act if they have a substantial public transportation component; and
 - Promote a comprehensive post-implementation evaluation of pricing projects – including an assessment of effectiveness in managing auto use, promoting public transportation ridership and mode shifts away from single occupant vehicles, and generating revenue – and identifying any necessary remedial actions, including those to address impacts on low income and disadvantaged groups.
 - Recognize that implementation of congestion pricing should not result in future reduction of federal aid.
- 3) **Access and land use.** Federal policy should encourage and support pedestrian and bicycle access to public transportation, public transportation supportive urban design, and the complete streets concept to improve community livability, environmental quality and economic health. Coordinated Mobility in its broadest context focuses on the entire trip and the interaction of transportation modes with community design to create a truly seamless and integrated transportation experience both on and off vehicles.

REGULATORY

- The transparency provision in 49 U.S.C. 5334(l) regarding “binding obligations” should be clarified to ensure that it applies to any pronouncement from anywhere in DOT (including OST and modal administrations such as FHWA), not just FTA.
- The transparency provision in 49 U.S.C. 5334(l) should be expanded to require the creation of a structured and ongoing advisory group to review and provide input and guidance to DOT (including OST and modal administrations such as FHWA and FTA) prior to the publishing or release of any NPRM or guidance on any items relating to ADA issues, service, design, or interpretation. The advisory group should be made up of representatives from the FTA, the public transportation providers, and the disability community.
- Any regulatory proposals by non-DOT federal agencies that affect Non-Emergency Medical Transportation or any other human service transportation programs should be brought to the inter-agency Coordinating Council on Accessibility and Mobility (CCAM) for discussion about their coordination impacts before such proposals are submitted to OMB for review or released to the public for comment.

- The Department of Health and Human Service, Veterans Administration, and other federal agencies that provide wheelchairs and other mobility devices (or funding for such) to/for clients should be encouraged to include “informed consent” in their criteria for determining the “most appropriate device,” and a concept akin to a human services version of life-cycle costing (e.g., taking into account the financial and quality of life impacts, rather than merely looking at only the initial cost of procurement) in determining “low cost” for purchasing and prescribing such devices.

RESEARCH & DEVELOPMENT

- Increase investment in research and development programs that will enhance service delivery, promote “best practices” through technical standards, and increase the operational efficiency of transportation systems.
- Increase investment in research and development for new technologies such as clean fuels, ITS enhancements, interoperable wireless communication, etc.
- Continue to support University Transit Centers, Project Action, NTI, TCRP, and FTA’s national research program. These programs provide support to the public transportation industry; percentage needs to grow at the same rate as the overall program.
- Encourage federal Department of Transportation, Department of Energy, and Environmental Protection Agency to work with each other and with public transportation systems and businesses to develop and implement a new federal research and technology program to enable America’s public transportation systems to become world leaders in innovation and sustainability, particularly with respect to strategies that rationalize commercialization and deployment of new technologies.

PUBLIC – PRIVATE PARTNERSHIPS

Public Private Partnerships should be used to supplement – not substitute – funding provided through the federal highway and public transportation authorization legislation.

- 1) **Provide Incentives for using Public-Private Partnerships in the Project Development Process.**
 - Incentivize projects that conduct feasibility analysis regarding alternative operations methods, including contracting, franchising, etc. in the project development process (alternatives analysis / preliminary engineering.) This could include consideration in determining local match, or in evaluating projects overall.
 - Encourage use of private sector operations and maintenance (O&M) strategies as well as other public-private partnership models in the project development process. This must be optional, not prescriptive.
- 2) **Clarify and Expand Public-Private Partnership Programs.** Clarify the purpose and strengthen the Public-Private Partnership Pilot Program (Penta-P) beyond its current application, possibly to become a supplemental option for finance and project delivery.
- 3) **Identify Innovative Operations & Maintenance (O&M) Service Delivery Models.** Congress should authorize and fund a study of the possible wider application of international and

North American private sector finance, project delivery and O&M approaches in the U.S. public transportation market.

- 4) **Improve Project Delivery Procedures.** Establish a process at FTA to consider public-private solutions to enhanced project delivery, which could include FHWA's SEP-15 program in FTA.
- 5) **Streamline Procurement and Contracting Guidelines.** Propose specific ways to expedite public projects, which could include importing FHWA contracting concepts into FTA.

TAX CODE CHANGES

- 1) **Tax credit for alternative fuel consumption.** The current 50 cent per gasoline gallon equivalent (gge) tax credit for compressed natural gas (CNG) should be made permanent. New law should make clear that all vehicles used by public transportation systems, including staff and other agency vehicles are eligible for the tax credit.
- 2) **Equalize the federal tax benefits for public transportation and parking.** Increase the federal employee commute benefit for public transportation to the same level provided for parking. Amend federal tax law to increase the public transportation commute benefit from the \$115 per month level to the \$220 per month level authorized for parking.
- 3) **Amend the federal tax code to provide a tax credit for employers who pay for the cost of public transportation passes, up to the authorized monthly limit, for employees.**
- 4) **Make clear that public transportation paratransit operations and public transportation operators that use vans are eligible for the same exemptions from federal excise taxes on motor fuels that are provided to public transportation operators of fixed route public transportation buses.**

FUEL PRIORITY FOR TRANSIT SYSTEMS

Fuel priority. Provide statutory language to ensure that public transportation systems receive priority access to fuel when fuel resources are scarce.

APTA Recommendations on Federal Public Transportation Authorizing Law
Funding Table

Program	FY 2009 (Thousands)	FY 2010 (Thousands)	FY 2011 (Thousands)	FY 2012 (Thousands)	FY 2013 (Thousands)	FY 2014 (Thousands)	FY 2015 (Thousands)	Six Years 2010-2015 (Thousands)
Total All Programs	10,338,065	12,405,678	14,886,814	17,864,176	21,437,012	25,724,414	30,869,297	123,187,390
Formula Programs Total	8,360,565	10,075,092	12,086,725	14,504,070	17,404,884	20,885,861	25,063,033	100,019,664
§ 5307 Urbanized Area	4,160,365	4,966,877	5,967,468	7,160,962	8,593,154	10,311,785	12,374,142	49,374,386
§ 5340 Growing States and High Density States	465,000	555,143	666,978	800,374	960,449	1,152,538	1,383,046	5,518,528
§ 5311 Rural Area	465,000	555,143	666,978	800,374	960,449	1,152,538	1,383,046	5,518,528
§ 5310 Elderly and Disabled	133,500	---	---	---	---	---	---	---
Coordinated Mobility Initiative	---	466,201	560,118	672,142	806,570	967,884	1,161,461	4,634,377
§ 5317 New Freedom	92,500	---	---	---	---	---	---	---
§ 5308 Clean Fuels Formula	51,500	---	---	---	---	---	---	---
§ 3038 Over-the Road Bus	8,800	10,506	12,622	15,147	18,176	21,811	26,174	104,437
§ 5309(m)(2)(B) Fixed-Guideway Modernization	1,666,500	2,129,720	2,558,758	3,070,509	3,684,611	4,421,533	5,305,840	21,170,971
§ 5309(m)(2)(I) Bus Formula	984,000	532,430	639,689	767,627	921,153	1,105,383	1,326,460	5,292,743
§ 5309(m)(2)(II) Bus Facilities	---	532,430	639,689	767,627	921,153	1,105,383	1,326,460	5,292,743
Clean Fuels Aging Bus Replacement Program	---	100,000	120,145	144,174	173,009	207,611	249,133	994,073
§ 5305 Planning	113,500	135,503	162,800	195,360	234,432	281,318	337,582	1,346,995
§ 5316 Job Access and Reverse Commute	164,500	---	---	---	---	---	---	---
§ 5320 Alternative Transportation in Parks	26,900	32,115	38,584	46,301	55,561	66,674	80,008	319,244
Workforce Development Research	---	15,000	---	---	---	---	---	15,000
Workforce Development Training	---	10,000	12,015	14,417	17,301	20,761	24,913	99,407
§ 5335 Reports and Audits	3,500	4,178	5,020	6,024	7,229	8,675	10,410	41,537
§ 5339 Alternatives Analysis	25,000	29,846	35,859	43,031	51,637	61,964	74,357	296,695
§ 5309(m)(2)(A) New Starts	1,809,250	2,129,720	2,558,758	3,070,509	3,684,611	4,421,533	5,305,840	21,170,971
Research Total	69,750	83,271	100,047	120,056	144,067	172,881	207,457	827,779
§ 5313(a) TCRP	10,000	11,939	14,344	17,212	20,655	24,786	29,743	118,678
§ 5315 National Transit Inst.	4,300	5,134	6,168	7,401	8,882	10,658	12,789	51,032
§ 5314 National Research	48,450	57,842	69,495	83,394	100,073	120,087	144,104	574,995
§ 5506 University Centers	7,000	8,357	10,041	12,049	14,458	17,350	20,820	83,075
FTA Operations	98,500	117,595	141,285	169,542	203,450	244,140	292,968	1,168,978

9.626

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: December 19, 2008
TO: Board of Directors
FROM: Margaret Gallagher, District Counsel
SUBJECT: CONSIDERATION OF AMENDING METRO'S CONFLICT OF INTEREST CODE PURSUANT TO GOVERNMENT CODE §87300

I. RECOMMENDED ACTION

Adopt changes to Conflict of Interest Code, Pursuant to Government Code §87300 as set forth in Attachment A.

II. SUMMARY OF ISSUES

- Every agency, including all local government agencies and special districts are required by Government Code §87300 to adopt and promulgate a Conflict of Interest Code.
- The Conflict of Interest Code must be reviewed every two years and amended when circumstances change, such as when new positions are created or duties of existing positions change.
- An Amendment is required as there are new positions, or titles to positions have changed. Additionally, consultants need to be designated, in order to ensure compliance.

III. DISCUSSION

The Political Reform Act (the PRA) controls conflicts of interests of public officials through disclosure of financial interests and prohibitions on participation in the making of decisions in which the official knows or has reasons to know he or she has a financial interest. The PRA's standards are found in California Government Code Sections 81000 et seq. The Fair Political Practices Commission (FPPC) has also adopted regulations implementing the PRA, see Title 2 of the California Code of Regulations Section 18109 et. seq., and issues formal opinions and advice letters on the application of the PRA to particular situations. The FPPC maintains a website at www.fppc.ca.gov which contains the PRA regulations, opinions and advice letter summaries.

In accordance with the PRA, all government agencies must adopt and promulgate a Conflict of Interest Code. This code must be reviewed every two years and amended when circumstances change, such as when new positions are created or duties of existing positions change. The code must be consistent with the minimum requirements of the PRA. Such Conflict of Interest Code has the force of law and violation of the Conflict of Interest has the force of law and any violation of the Conflict of Interest Code by a designated employee shall be deemed a violation of Government Code §87300, et seq.

Designated officials, employees, members and consultants are required to file Statements of

Economic Interests (Form 700) with the METRO. A Statement of Economic Interest must be filed upon assuming office, or a designated position, annually while holding office or a designated position, and upon leaving office or a designated position. The statement, must disclose the interests of the filer and of his or her immediate family, which includes the filer's spouse and dependent children. The Statements, depending on the designated disclosure category, must disclose specified types of investments, interests in real property and businesses, income, gifts and loans. Moreover, these statements must include the acquisition and disposition dates of investments in real property covered by the period of the statement.

The California Attorney General, the FPPC and local district attorneys are empowered to enforce the Political Reform Act through criminal sanctions, civil liability and civil penalties. Although the penalties for violations of various provisions of the PRA vary, civil penalties are generally based upon the amount of money or value of a gift or contribution not reported. Penalties can be as high as \$10,000 or three times the amount not reported, whichever is greater. Because good faith is relevant in determining criminal and civil liability, it is particularly important that affected individuals seek advice from the District's Counsel and/or the FPPC whenever a potential issue arises. However, only a formal written advice letter from the FPPC will confer immunity from liability under the PRA.

In December of 2006, METRO's Conflict of Interest Code was consolidated from various formats and codes into one Conflict of Interest Code, ensuring that all California state law requirements are met with regard to designated positions and disclosure categories.

The Political Reform Act requires every local government agency to review its conflict of-interest code biennially. Not later than October 1 of each even-numbered year, each agency must submit to the County Board of Supervisors a notice indicating whether or not an amendment is necessary.

At this time, an Amendment is necessary to METRO's Conflict of Interest Code, as there are new positions, including consultants that must be designated, as well as revisions of certain titles of existing positions. The required amendments are self-explanatory and are shown in Attachment A via bolding and cross-outs.

A Public Hearing was held on November 21, 2008 to discuss the proposed changes to METRO's Conflict of Interest Code and the 45-day comment period ended on December 11, 2008. As no public comments were received and no objections were discussed at the public Hearing, the recommended action is to accept the amendments to the Code as shown in Attachment A.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Amended Regulation—METRO's Conflict of Interest Code

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Attachment **A**

Regulation Number: AR-1025

Computer Title: conflict.int

Effective Date: December 15, 2006

Pages: 4

TITLE: CONFLICT OF INTEREST CODE FOR DESIGNATED OFFICIALS, EMPLOYEES, MEMBERS AND CONSULTANTS

Procedure History

NEW POLICY	SUMMARY OF POLICY	APPROVED
12-15-06	Consolidation of Policies and requirements into regulation format and specific use of required language, including designated positions including Senior Account Technician, and disclosure categories.	M.R.
<u>12-19-08</u>	<u>Amending list of designated positions in Appendix A</u>	

I. POLICY

- 1.01 The Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission (FPPC) has adopted a regulation, Article 2 of the California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code. The terms of Article 2 of the California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission (FPPC) are hereby incorporated by reference and, all officials, employees, members and consultants designated herein and disclosure categories set forth herein, constitute the Conflict of Interest Code of the Santa Cruz Metropolitan Transit District (METRO).
- 1.02 Designated Officials, Employees, Members and Consultants shall file Statements of Economic Interests (Form 700) with the METRO at its Administrative Offices located at 370 Encinal Street, Suite 100, Santa Cruz, California 95060 on forms prescribed by the FPPC and supplied by the METRO at the times specified in Title 2 of the California Code of Regulations, Section 18730. Such forms can be obtained from METRO's Administrative Services Coordinator.
- 1.03 METRO will retain the completed Form 700s prepared by all designated officials, employees, members and consultants. METRO will make the For 700s available for public inspection and reproduction upon request.

- 1.04 Designated Officials, Employees, Members and Consultants violating any provision of this regulation are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code Sections 81000-91014. Additionally, any violation may subject a METRO employee to disciplinary action up to and including employment termination.

II. DESIGNATED POSITIONS

- 2.01 The persons holding positions listed in Appendix A are designated Officials, Employees, Members or Consultants for purposes of METRO's Conflict of Interest Code. It has been determined that these persons through their METRO employment position or their status as a METRO Official, Member or Consultant make or participate in the making of governmental decisions which may foreseeably have a material effect on economic or financial interests of their own or others.
- 2.02 METRO Officials, Employees and Members listed in Appendix A shall complete their Form 700s pursuant to the Disclosure Category set forth in Appendix A.
- 2.03 Consultants listed in Appendix A shall disclose pursuant to the broadest disclosure category (Category 1) unless METRO's General Manager determines in writing that a particular Consultant, although holding a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.
- 2.04 An individual holding one of the positions listed in Appendix A may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if he/she believes that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200 and as a result the individual holding such position is required to complete a Statement of Economic Interest (Form 700).

III. DISCLOSURE CATEGORIES (Form 700):

- 3.01 **Disclosure Categories are the following:**

Full Disclosure-Category 1:

All interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

Full Disclosure (excluding interest in real property)-Category 2:

All investments, business positions in business entities, and sources of income, including gifts, loans and travel payments.

Interests in Real Property-Category 3

All interests in real property located in the jurisdiction.

General Contracting Categories-Category 4

- a) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the employee's department or area of authority.

Grant/Service Providers/Agencies that Oversee Programs-Category 5

- a) A designated employee in this category must report all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the METRO.
- b) All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).

IV. DISQUALIFICATION

- 4.01 No designated individual shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family in violation of 2 Cal. Code of Regs. Section 18730.
- 4.02 No designated employee shall be prevented from making or participating in making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

Appendix A

Position	Assigned Disclosure Category
METRO Directors	Category 1
General Manager	Category 1
District Counsel	Category 1
Assistant General Manager	Category 1
Maintenance Manager	Category 1
Finance Manager	Category 1
Assistant Finance Manager	Category 1
Project Manager	Category 1
Purchasing Agent	Category 4a
Senior Account Technician (Purchasing Department Only)	Category 4a
Harris & Associates, Inc., Consultants	Category 1
Tom Dean, Consultant <u>Designated Consultants</u> <u>Who meet the Requirements Herein</u>	Category 1
Human Resources Manager	Category 4b
Assistant Human Resources Manager	Category 4b
Information Technology Manager	Category 4b
Senior Database Administrator	Category 4b
Paratransit Administrator <u>Superintendent</u>	Category 4b
<u>Assistant Paratransit Superintendent</u>	Category 4b

Policy and Regulation

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Operations Manager	Category 4b
<u>Base-Fixed Route Superintendent</u>	Category 4b
<u>Facilities Maintenance Supervisor</u>	<u>Category 4b</u>

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: **CONSIDERATION OF REAPPOINTMENT OF CURRENT MEMBERS OF THE METRO ADVISORY COMMITTEE WHOSE TERMS EXPIRE DECEMBER 31, 2008 TO NEW TERMS ON THE METRO ADVISORY COMMITTEE (MAC).**

I. RECOMMENDED ACTION

That the Board of Directors reappoint the Members of the Metro Advisory Committee (MAC) whose terms are expiring for two-year terms commencing January 1, 2009.

II. SUMMARY OF ISSUES

- On December 19, 2003 the Board of Directors approved the creation and structure of the Metro Advisory Committee (MAC).
- As a result of the action taken by the Board of Directors the Bylaws for the MAC were created and adopted.
- The Board of Directors appointed the initial Members of the MAC on February 27, 2004.
- The first meeting of the MAC was held April 21, 2004.
- Article III of the Adopted MAC Bylaws outlines the criteria for committee membership.
- There are two current Members of the MAC who were appointed for terms ending December 31, 2008 and who are all eligible for reappointment to another two-year term.
- Staff recommends that the Board of Directors reappoint the current Members of the MAC whose terms expire December 31, 2008 to two-year terms commencing on January 1, 2009.

III. DISCUSSION

For many years two citizen advisory committees served METRO. The Metro Accessible Transit Services Forum (MASTF) addressed issues of accessibility on the fixed route service, paratransit service, and facilities. The Metro Users Group focused on the overall service that was provided, the information distribution and marketing programs, and advised the Board on other matters that were referred to it for consideration.

11.1

On December 19, 2003, after a significant amount of discussion and multiple meetings the Board approved the creation of a new Metro Advisory Committee (MAC) that would replace MUG. The Board approved the structure of the new committee and directed staff to prepare necessary modifications to the MAC Bylaws to reflect the decisions that were made with respect to committee size and structure.

In the time that has passed since the Board took action with respect to the formation of the MAC the Committee has met on a regular basis commencing with the first meeting that took place on April 21, 2004. The Committee attendance has been good and the discussions have been productive. The Committee has been working on many issues and has presented the General Manager and the Board with recommendations for the improvement of service to riders.

The terms of the listed (attachment A) Members of the MAC expire December 31, 2008. In accordance with Article III of the Adopted MAC Bylaws all of the Members of the MAC listed on Attachment A are eligible for appointment to another two-year term. Staff recommends that the Board of Directors reappoint the current Members of the MAC whose terms expire December 31, 2008 to two-year terms commencing on January 1, 2009.

IV. FINANCIAL CONSIDERATIONS

Funds are available in the 2008/2009 METRO Operating Budget to support the activities of the Metro Advisory Committee.

V. ATTACHMENTS

Attachment A: Current MAC Members Whose Terms Expire December 31, 2008

Attachment A

Current MAC Members Whose Terms Expire December 31, 2008

- Mara Murphy (Vice-Chair Bustichi Nominee)
- Dave Williams (Director Skillicorn Nominee)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
SUBJECT: CONSIDERATION OF REVISION TO DRAFT SHORT RANGE TRANSIT PLAN SERVICE OPTION

I. RECOMMENDED ACTION

It is recommended that the Board of Directors approve the revision to the Draft Short-Range Transit Plan to remove the Trunk and Feeder Service Option.

II. SUMMARY OF ISSUES

- METRO received a federal grant to develop a Short-Range Transit Plan.
- The firm of Wilbur Smith Associates was hired to perform the work.
- At a previous Board Meeting, a presentation was made detailing an alternative method of transit service delivery, a Trunk and Feeder Service Option, as part of that plan.
- At that time, staff was directed to prepare a public outreach campaign to solicit public input on the Trunk and Feeder Service Option.
- As part of the preparation for the public outreach process staff evaluated the Trunk and Feeder Service Option.
- Based on this evaluation, it does not appear feasible to proceed with the Trunk and Feeder Service Option within the 5-year planning horizon for the Short-Range Transit Plan.

III. DISCUSSION

In 2007, Santa Cruz METRO received federal funding to develop a Short-Range Transit Plan. While not a requirement for federal funding, this is a document that the Federal Transit Administration likes to see in the planning documents used by a transit system. It had been many years since Santa Cruz METRO had put together a complete plan, and our situation had changed enough to warrant a complete update. The firm of Wilbur Smith Associates was hired to develop the plan. The planning horizon for this SRTP is 5 years.

12.1

At the time Wilbur Smith Associates began the process, METRO was projecting to have an additional \$1 million per year in additional service to deploy. As this would be a major amount of new service, the Board was concerned with where to make these new investments in service expansion. During the time that the work on the plan was undertaken, the economic situation for METRO had changed dramatically. There are no new funds on the horizon for expansion. Further, METRO has had to take funds from reserves in order to balance the budget in the coming two years.

Early on in the process, Wilbur Smith Associates made a presentation to the Board on the concept of Trunk and Feeder Service as a replacement for the current method of service delivery. The Board at that time showed interest in the concept, but again this was against the backdrop of adding new service.

At a subsequent Board Meeting a presentation was made by the consultants on the draft report, and there were concerns raised regarding whether there had been enough public input to warrant such a major change in the service delivery model for METRO. The Board of Directors requested that staff return with a plan to solicit public input.

Staff proposed a public outreach program that was to allow METRO to work closely with the Santa Cruz County Regional Transportation Commission (RTC). In light of the funding challenges facing both the RTC and the METRO for both the short and longer term, it was thought to be appropriate for our two agencies to work collaboratively toward planning transit and transportation improvements throughout the county.

Staff then attempted to look at specific ways that a Trunk and Feeder Service Option would operate and to actually layout a revised routing structure in the corridor from Santa Cruz to Watsonville to determine its feasibility. Staff then developed a routing scenario that would restructure the service to a Trunk and Feeder Service Option and then compare this service scenario to what exists today.

In examining the operating characteristics of the new service, we found that the new service would require 89,475 hours of service, to replace the existing 76,408 hours now being provided. This is a change of 17%. This represents a potential cost of \$1 million.

In addition to the above information, staff identified several other important missing requirements that would be necessary to ensure the success of such a change to a new service concept. Each of these will be outlined below.

Fare Structure and Farebox Infrastructure – One of the impacts of moving to a Trunk and Feeder Service Option is that the number of transfers will increase as people may be

required to take 2 or 3 buses to complete a trip. Today, METRO charges a fare each time a passenger boards a bus, unless a Day Pass is purchased, or the rider has a Monthly Pass. Currently the Day Pass is priced at 3 times the base fare. In this instance if your trip is served by 1 bus in each direction, it is cheaper for a person to simply pay for individual rides. In the case of a trunk and feeder system, with more transfers, it would be necessary to price the Day Pass at 2 times the base fare, to avoid an indirect fare increase to the public. While moving to a Trunk and Feeder Service Option would probably increase ridership, the original proposal did not quantify the lost revenue from moving to a revised fare structure. Another technique related to fares and enhanced boarding at stops, METRO should consider the use of SMART CARD technology to allow fast and easy boarding on the vehicles. METRO staff has requested capital funding for this system with FTA. METRO currently does not have this technology.

AVL and Passenger Information System – Another important component to making a Trunk and Feeder operate efficiently from a passenger perspective is to ensure that all connections with the trunk are as seamless as can be. For this to occur, scheduling becomes critical. With existing traffic conditions in the Santa Cruz to Watsonville corridor, we know that there are delays to the service. An Automated Vehicle Location (AVL) system is necessary to put the dispatcher in the role of an air traffic controller to hold various buses to make these connections. Without such a system, it is inevitable that passengers would be frustrated whenever connections are missed. An AVL system for METRO would cost approximately \$5.0 million and would provide METRO with many benefits, well beyond what is discussed above. In addition, it is necessary to have automated signage at each of the feeder connections to the trunk route so that passengers would know when the next bus was going to arrive. Knowing that a bus is arriving in 3 minutes when you can't see it is very comforting and it takes away from rider concerns. A minimalist system to accomplish just the signage without a full AVL system, might be purchased for approximately \$200,000, based upon conversations with a vendor at the recent APTA Expo in San Diego. No funds were budgeted for this purpose.

Contingency Funds for Operations – in order for such a major change to occur, METRO should have an amount of contingency funds available to be able to deal with any problems that would arise after implementation. Should this concept prove to be successful, and ridership grows, causing various routes to be overcrowded, METRO would have to have reserve capacity available to supplement service. No funds were budgeted for this purpose.

Vehicles and Station Infrastructure – In areas where they have moved to this concept, at a minimum they “branded” the buses with a different paint scheme to create attention for the new service. This was done for example in San Jose for the Rapid bus line along

El Camino. In many cases, separate fleets of buses were ordered with amenities that are markedly different than the regular fleet to clearly differentiate that this is a different experience. In these instances the services provided have been very successful and have exceeded initial projections. Additionally, the transfer points along the routes would have to upgrade to a transit station, as opposed to just a bench or shelter, as these would be heavily used bus stops and would need to accommodate at least 2 buses at a time to allow for easy transfers. No funds were budgeted for this purpose.

Traffic Congestion/HOV Lane – METRO buses operate on the local streets and highways. As traffic congestion has continued to increase in the county, it takes METRO vehicles longer to complete their routes. This “delay factor” presents METRO with only two options. First we can add additional buses to make up for the delays. This would be an additional cost to METRO for which there is currently no funding. The reality is that these traffic congestion costs result in service cuts, since it takes the same bus longer to navigate its route, resulting in less trips. For the Trunk and Feeder Service Option to operate at a higher level of service, and not be slowed down by traffic, it is necessary that the High Occupancy Lane Project for Highway 1 be implemented. The impact of this improvement is that traffic on local streets would flow better with the added capacity on the highway.

Economy – At the time that the initial study was being performed, economic conditions were very different METRO staff was projecting that there would be an additional amount of \$1 million of new service that could be added to the system in each of the next three years. These increased revenues would have provided a needed cushion that would have potentially supported a revised system of service delivery. When changing to a different form of service delivery, the system has to have a financial reserve to be able to deal with any service issues that might arise – both successes and failures. Quick response can mean the difference between success and failure of a change. Unfortunately, the economy in the nation has taken a severe downturn and as a result, sales tax projections are actually below what was collected in the prior year. The likelihood of a quick recovery does not appear to be good at this time, and most economists are predicting a slow recovery. As a result of this, it is not anticipated METRO will be in a financial position to move to a Trunk and Feeder Service Option with the five year horizon of a Short Range Transit Plan.

Staff is recommending

- Add to the SRTP this discussion and revise the discussion on the Trunk and Feeder Service Option to reflect that it not be pursued in the five-year planning horizon of this plan.

- Revise the SRTP to have no revision being made to the service delivery model currently in use by METRO
- Revisit the service delivery issue in future updates to the SRTP

IV. FINANCIAL CONSIDERATIONS

The SRTP will be finalized and printed at no additional cost to METRO by Wilbur Smith Associates.

V. ATTACHMENTS

None

**BEFORE THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

Resolution No. _____
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

**RESOLUTION OF APPRECIATION
FOR THE SERVICES OF JAN BEAUTZ AS A MEMBER OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS**

WHEREAS, the Santa Cruz Metropolitan Transit District was formed to provide public transportation to all of the residents of Santa Cruz County; and

WHEREAS, the County of Santa Cruz, requiring strong representation, appointed Jan Beautz as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO); and

WHEREAS, Jan Beautz served as a member of the Board of Directors from January 1990 through December 2008, including serving as the Chair in 1999, 2000, and 2008; and

WHEREAS, Jan Beautz provided the Santa Cruz Metropolitan Transit District with strong leadership and insightful guidance during her terms of the office; and

WHEREAS, Jan Beautz was a guiding force for the Santa Cruz Metropolitan Transit District during the time that the District was resolving the FEMA situation and was developing the Scotts Valley Transit Center, the MetroBase Project and the Pacific Station Redevelopment Projects; and

WHEREAS, during the time that Jan Beautz served on the Board of Directors, METRO replaced the majority of the fixed route fleet, implemented the fixed route bus announcement system, purchased new ParaCruz vans, redesigned and improved the ParaCruz Service through direct operation, implemented a paratransit client recertification program, implemented bi-directional UCSC service, implemented the consolidated, directly operated Highway 17/AMTRAK service, opened the Scotts Valley Transit Center, opened the first phases of the MetroBase Project, endorsed the Highway 1 HOV Lanes Project, acquired funding for major capital improvements, and responded to a severe economic downturns; and

WHEREAS, the quality of public transit service in Santa Cruz County was improved dramatically as a result of the dedication, commitment and efforts of Jan Beautz;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Jan Beautz for her efforts in the advancement of public transportation service in Santa Cruz County and expresses appreciation on behalf of itself, the METRO staff and all of the residents of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Jan Beautz and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 19th day of December, 2008 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

DENE BUSTICHI
Board Vice Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

**BEFORE THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

Resolution No. _____
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

**RESOLUTION OF APPRECIATION
FOR THE SERVICES OF EMILY REILLY AS A MEMBER OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT BOARD OF DIRECTORS**

WHEREAS, the Santa Cruz Metropolitan Transit District was formed to provide public transportation to all of the residents of Santa Cruz County; and

WHEREAS, the City of Santa Cruz, requiring strong representation, appointed Emily Reilly as a member of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO); and

WHEREAS, Emily Reilly served as a member of the Board of Directors from December 2000 through December 2008, including serving as the Chair in 2003, and 2004; and

WHEREAS, Emily Reilly provided the Santa Cruz Metropolitan Transit District with strong leadership and insightful guidance during her terms of the office; and

WHEREAS, Emily Reilly was a guiding force for the Santa Cruz Metropolitan Transit District during the development of the MetroBase Project, the Highway 17 Service Consolidation Project, and the Pacific Station Redevelopment Project; and

WHEREAS, during the time that Emily Reilly served on the Board of Directors, METRO replaced the majority of the fixed route fleet, implemented the fixed route bus announcement system, purchased new ParaCruz vans, redesigned and improved the ParaCruz Service through direct operation, implemented a paratransit client recertification program, implemented bi-directional UCSC service, implemented the directly-operated, consolidated Highway 17/AMTRAK service, opened the first phases of the MetroBase Project, acquired funding for major capital improvements, and responded to a severe economic downturns; and

WHEREAS, the quality of public transit service in Santa Cruz County was improved dramatically as a result of the dedication, commitment and efforts of Emily Reilly;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Emily Reilly for her efforts in the advancement of public transportation service in Santa Cruz County and expresses appreciation on behalf of itself, the METRO staff and all of the residents of Santa Cruz County.

14.1

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Emily Reilly and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 19th day of December, 2008 by the following vote:

AYES: **Directors -**

NOES: **Directors -**

ABSTAIN: **Directors -**

ABSENT: **Directors -**

APPROVED _____

JANET K. BEAUTZ
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

14.2

BEFORE THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. _____
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

**A RESOLUTION OF APPRECIATION
FOR THE SERVICES OF MARK J. DORFMAN AS
ASSISTANT GENERAL MANAGER
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

WHEREAS, the Santa Cruz Metropolitan Transit District was formed to provide public transportation to all of the residents of Santa Cruz County, and

WHEREAS, the provision of public transportation service requires a competent, dedicated workforce, and

WHEREAS, the Santa Cruz Metropolitan Transit District, requiring a Manager with expertise and dedication appointed Mark J. Dorfman to serve in the position of Assistant General Manager and Acting General Manager, and

WHEREAS, Mark J. Dorfman served the Santa Cruz Metropolitan Transit District for the time period of November 1, 1991 through December 31, 2008, and

WHEREAS, Mark J. Dorfman provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of his employment, and

WHEREAS, Mark J. Dorfman served the Santa Cruz Metropolitan Transit District with distinction, especially during the time that he served as Acting General Manager during the FEMA investigation when many of the department manager positions were vacant and METRO was subjected to intense scrutiny, and

WHEREAS, the skill and service provided to the residents of Santa Cruz County by Mark J. Dorfman resulted in reliable, comprehensive public transportation services being available to bus passengers during the most difficult of times, and

WHEREAS, Mark J. Dorfman pioneered the use of the internet to provide transit information to the public and developed the Santa Cruz Metropolitan Transit District's website, MetroOnline, and

WHEREAS, during the time that Mark J. Dorfman served the Santa Cruz Metropolitan Transit District his leadership, efforts, and dedication resulted in METRO establishing sound financial management practices, maintaining state and federal grant eligibility, expanding service, developing new facilities, purchasing new equipment, improving ridership, responding to the challenges of the Loma Prieta Earthquake, responding to adverse economic conditions, improving security, assuming direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, assuming direct responsibility for the operation of the

ParaCruz service, responding to State and Federal operating requirements, and enhancing the transportation options for the residents of Santa Cruz County, and

WHEREAS, the quality of life in Santa Cruz County was improved as a result of the leadership, commitment, and service provided by Mark J. Dorfman.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as the Assistant General Manager, the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Mark J. Dorfman for his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, METRO staff and all of the residents of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Mark J. Dorfman, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 19th day of December 2008, by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JANET K. BEAUTZ
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

15.2

BEFORE THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. _____
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

**A RESOLUTION OF APPRECIATION
FOR THE SERVICES OF TOM STICKEL AS MAINTENANCE MANAGER
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

WHEREAS, the Santa Cruz Metropolitan Transit District was formed to provide public transportation to all of the residents of Santa Cruz County, and

WHEREAS, the provision of public transportation service requires a competent, dedicated workforce, and

WHEREAS, the Santa Cruz Metropolitan Transit District, requiring a Manager with expertise and dedication appointed Tom Stickel to serve in the positions of Fleet Mechanic, Fleet Lead Mechanic, Fleet Maintenance Supervisor, Fleet Maintenance Manager, and Maintenance Manager, and

WHEREAS, Tom Stickel served the Santa Cruz Metropolitan Transit District for the time period of July 5, 1980 through December 24, 2008, and

WHEREAS, Tom Stickel provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment during the time of his employment, and

WHEREAS, Tom Stickel served the Santa Cruz Metropolitan Transit District with distinction, especially during the time following the 1989 Loma Prieta Earthquake when fleet maintenance activities were performed in tents and temporary facilities, and

WHEREAS, the skill and service provided to the residents of Santa Cruz County by Tom Stickel resulted in reliable, safe, comprehensive public transportation services being available to bus passengers during the most difficult of times, and

WHEREAS, during the time that Tom Stickel served the Santa Cruz Metropolitan Transit District his leadership, efforts, and dedication resulted in METRO establishing sound maintenance management practices, maintaining a wide variety of types of equipment, expanding service, developing new facilities, purchasing new equipment, consolidating the Fleet and Facilities Maintenance Departments, responding to the challenges of the Loma Prieta Earthquake, responding to adverse economic conditions, improving security, assuming direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, assuming direct responsibility for the operation of the ParaCruz service, implementing annunciating bus systems, replacing antiquated fareboxes, responding to State and Federal operating requirements, converting the fleet propulsion source from diesel to compressed natural gas, and enhancing the transportation options for the residents of Santa Cruz County, and

WHEREAS, the quality of life in Santa Cruz County was improved as a result of the leadership, commitment, and service provided by Tom Stickel.

NOW, THEREFORE, BE IT RESOLVED, that upon his retirement as the Maintenance Manager, the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby commend Tom Stickel for his efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, METRO staff and all of the residents of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Tom Stickel, and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 19th day of December 2008, by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____
JANET K. BEAUTZ
Board Chair

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

16.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Angela Aitken, Finance Manager 

SUBJECT: CONSIDERATION OF A RESOLUTION AUTHORIZING AN APPLICATION FOR FY09 PROPOSITION 1B TRANSIT SECURITY FUNDS.

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution authorizing staff to submit an application through the SCCRTC to the California Office of Homeland Security and to execute agreements to obligate California Transit Security Grant Program funds for METRO security projects.

II. SUMMARY OF ISSUES

- Proposition 1B established \$1 Billion for the California Transit Security Grant Program (CTSGP) within the California Transit Assistance Fund.
- Eligible projects for CTSGP funds include capital projects which increase transit system safety and security.
- For FY09, the State Controller's Office allocated \$440,505 in CTSGP funds to Santa Cruz METRO and the Santa Cruz County Regional Transportation Commission.
- METRO proposes to submit one application for a comprehensive transit security project which will enhance safety and security at METRO facilities and upgrade interoperable communication among emergency responders.
- Applications for the FY09 allocation are due to the California Office of Homeland Security by January 21, 2009.
- Adopting the attached resolution authorizes Staff to submit an application through the SCCRTC to the California Office of Homeland Security and to execute necessary agreements to obtain CTSGP funds for METRO security projects.

III. DISCUSSION

On November 7, 2006, California voters approved the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006 (Bond Act), balloted as Proposition 1B to finance public transportation infrastructure projects in California. Proposition 1B and its implementing legislation, SB 88, established the Transit System Safety, Security and Disaster Response

Account with \$1 Billion and funds the California Transit Security Grant Program (CTSGP) to do transit system security projects. The FY09 California Budget appropriated \$60 Million in CTSGP funds to eligible agencies and transit operators.

The State Controller's Office determines the amount of CTSGP funds available to eligible Regional Transportation Planning Agencies and Public Transit Operators using the same formula used to allocate State Transit Assistance (STA) Funds. The Public Utilities Code in Sections 99313 and 99314 identifies the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District as eligible recipients of STA funds. For FY09, the State Controller's Office allocated \$440,505 to Santa Cruz County, with \$212,337 available to the SCCRTC and \$228,168 to Santa Cruz METRO.

Last year, the SCCRTC designated its share of CTSGP funds to METRO for the facilities video surveillance project. This year, METRO will request that the SCCRTC designate its share of CTSGP funds to METRO for one comprehensive security project. The SCCRTC will consider METRO's request at its January 8, 2009 Commission meeting.

METRO has a need to continue security enhancements begun last year. If approved, METRO staff will submit one application for a comprehensive transit security project. This project will fund consultant design and implementation of security enhancements including facilities surveillance, upgrade of interoperable radio communications and a Transit Center emergency alert system.

The California Office of Homeland Security (OHS) administers the CTSGP. CTSGP Guidelines designate the Santa Cruz County Regional Transportation Commission to approve and submit project applications from eligible agencies to the office of Homeland Security by January 21, 2009 for the FY09 allocation. In accordance with the Guidelines, METRO will submit an Investment Justification to the SCCRTC for approval and transmission to the OHS.

Adopting the attached resolution will authorize Staff to submit an application for METRO security projects through the SCCRTC and to execute necessary contracts with the Office of Homeland Security to receive program funds. The Authorized Agent Form (Attachment B) must be signed by the Board Chair and submitted with the application.

IV. FINANCIAL CONSIDERATIONS

CTSGP grant funds will provide METRO with \$440,505 for security projects in FY09.

V. ATTACHMENTS

- Attachment A:** Resolution Authorizing Submission of Applications and Execution of Agreements for CTSGP funds
- Attachment B:** Authorized Agent Form

BEFORE THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. _____
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

**A RESOLUTION OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING APPLICATIONS TO THE CALIFORNIA OFFICE OF
HOMELAND SECURITY AND EXECUTION OF AGREEMENTS
FOR CALIFORNIA TRANSIT SECURITY GRANT PROGRAM FUNDS**

WHEREAS, California voters approved the Highway Safety, Traffic Reduction, Air quality, and Port Security Bond Act of 2006 (Bond Act) on November, 2006 as Proposition 1B; and

WHEREAS, the Bond Act and its implementing legislation in Senate Bill 88 created the California Transit Security Grant Program (CTSGP) within the Transit System Safety, Security & Disaster Response Account to be funded with \$1 Billion from the sale of Bonds; and

WHEREAS, the State Controller's Office is authorized under Sections 8879.55 and 8879.56 of the Government Code to allocate CTSGP funds to eligible regional transportation planning agencies and public transit operators; and

WHEREAS, in accordance with the Sections 99313 and 99314 et al of the Public Utilities Code, the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District, respectively, are eligible recipients of State Transit Assistance (STA) funds and are therefore eligible recipients of CTSGP Funds; and,

WHEREAS, CTSGP funds are allocated to eligible agencies for projects to increase protection from security or safety threats against public transit stations, facilities and equipment; and

WHEREAS, the Santa Cruz Metropolitan Transit District requests that the Santa Cruz County Regional Transportation Commission designate its allocation of CTGSP funds for METRO transit security projects; and,

WHEREAS, the Santa Cruz Metropolitan Transit District proposes to use CTSGP funds allocated in FY 08-09 Prop. 1B-6161-0002 for METRO security

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enhancement projects in conformance with the CTSGP Guidelines and the Santa Cruz Metropolitan Transit District's Capital Budget.

NOW, THEREFORE, BE IT RESOLVED, that the General Manager of the Santa Cruz Metropolitan Transit District is authorized to execute for and on behalf of the Santa Cruz Metropolitan Transit District any actions necessary to obtain financial assistance provided to Santa Cruz County by the Governor's Office of Homeland Security over the life of the Bond Act.

PASSED AND ADOPTED this 19th Day of December, 2008 by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

APPROVED _____

JAN BEAUTZ
Board Chair

ATTEST _____

LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

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Appendix B
Authorized Agent

AS THE Chair, Board of Directors
(Chief Executive Officer / Director / President / Secretary)

OF THE Santa Cruz Metropolitan Transit District
(Name of State Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named State Organization, any actions necessary for the purpose of obtaining state financial assistance provided by the Governor's Office of Homeland Security.

Leslie R. White, General Manager, *OR*
(Name or Title of Authorized Agent)

_____, *OR*
(Name or Title of Authorized Agent)

(Name or Title of Authorized Agent)

Signed by _____ *and*

approved this 19th *day of* December, 2008 .

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Frank L. Cheng, Project Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT AMENDMENT FOR A CHANGE ORDER IN THE AMOUNT OF NOT-TO-EXCEED \$74,980 FROM HARRIS & ASSOCIATES TO PROVIDE ADDITIONAL FUNDS TO THE CONSTRUCTION MANAGEMENT CONTRACT TO ACCOMMODATE COSTS RELATING TO VERNON ADMINISTRATION BUILDING SERVICES DURING CONSTRUCTION, AND SPECIALTY INSPECTION SERVICES FOR THE METROBASE PROJECT

I. RECOMMENDED ACTION

That the Board of Directors authorize the General Manager to execute a contract amendment for a change order in the amount of Not-To-Exceed \$74,980 from Harris & Associates to provide additional funds to the Construction Management contract to accommodate costs relating to Vernon Administration Building Services during construction, and specialty inspection services for the MetroBase Project.

II. SUMMARY OF ISSUES

- On July 1, 2004, METRO entered into a contract with Harris & Associates for Construction Management Services for the MetroBase Project in the amount of \$1,050,000 for a 16-20 month construction period.
- On December 16, 2005, METRO awarded the Service & Fueling Building to Arntz Builders for \$7,979,000.
- On October 27, 2006, METRO awarded the Maintenance Building to West Bay Builders for \$15,195,000.
- On June 27, 2008, the Board of Directors approved Harris & Associates construction services for the Operations Building component.
- On October 10, 2008, the Board of Directors approved Wald, Runhke & Dost Architects for architect and engineering services for the Vernon Administration Building component of the MetroBase Project.
- Currently Harris & Associates is working with the Maintenance Building and Operations Building components. Harris & Associates has requested additional funds to accommodate the construction management services for the Vernon Administration Building portion of the MetroBase project.

- An additional amount of Not-To-Exceed \$74,980 is required for the Construction Management Services that will cover the overlapping timeframe for the construction of the Vernon Administration Building.

III. DISCUSSION

On July 1, 2004, METRO entered into a contract with Harris & Associates for Construction Management Services for the MetroBase Project in the amount of \$1,050,000 for a 16-20 month construction period. Construction for the MetroBase Building began on January 2006 with the Service & Fueling Building, and Harris & Associates have been diligently working on the Metro Base Project. Since then, Harris & Associates have been working on the Maintenance Building and Operations Building components of the Metro Base Project. On December 16, 2005, METRO awarded the Service & Fueling Building to Arntz Builders for \$7,979,000. On October 27, 2006, METRO awarded the Maintenance Building to West Bay Builders for \$15,195,000. Operations Building component of the Metro Base Project will go out to bid in January 2009.

On October 10, 2008, the Board of Directors approved Wald, Runhke & Dost Architects for architect and engineering services for the Vernon Administration Building component of the Metro Base Project. The Vernon Administration Building consists of tenant improvements at 110 Vernon Street and will be the new administration offices for all the METRO staff currently located at 370 Encinal Street, Suite 100. This portion of the project will go out to bid in January 2009. Construction timeframe for this component is between three to four months.

Harris & Associates was requested to provide a cost estimate for the construction administration for the Vernon Administration Building. Harris & Associates provided an estimate of \$64,980 and additional \$10,000 for Specialty Inspection Services.

Staff is therefore recommending that the General Manager be authorized to execute an amendment for a Change Order in the amount of Not-To-Exceed \$74,980 from Harris & Associates to provide additional funds to the Construction Management contract to accommodate costs relating to Vernon Administration Building Services during construction, and specialty inspection services for the MetroBase project.

IV. FINANCIAL CONSIDERATIONS

This Change Order, in the amount of Not-To-Exceed \$74,980 will increase the total contract with Harris & Associates to \$3,823,252. Funds are available in the MetroBase Project to cover this Change Order.

V. ATTACHMENTS

None.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: December 19, 2008

TO: Board of Directors

FROM: Jan Beautz, Board Chair

SUBJECT: CONSIDERATION OF APPROVAL OF AN EMPLOYMENT AGREEMENT WITH MARGARET GALLAGHER TO SERVE AS DISTRICT COUNSEL FOR THE PERIOD OF DECEMBER 19, 2008 TO DECEMBER 31, 2012

I. RECOMMENDED ACTION

That the Board of Directors approve the Employment Agreement with Margaret R. Gallagher to serve as District Counsel for the Santa Cruz Metropolitan Transit District for the period of December 19, 2008 to December 31, 2012

II. SUMMARY OF ISSUES

- The Members of the Board of Directors and District Counsel believe it would be advantageous for they're to be a contract between District Counsel and ourselves.
- Attached is a proposed Employment Agreement that addresses the issues that appear to be relevant; it is similar to the Agreement the Board has with the General Manager.
- I would thus recommend that the Board approve the attached Employment Agreement with Margaret R. Gallagher to serve as District Counsel for the Santa Cruz Metropolitan Transit District for the period of December 19, 2008 to December 31, 2012

III. DISCUSSION

The Members of the Board of Directors and District Counsel believe it would be advantageous for they're to be a contract between District Counsel and ourselves.

Attached is a proposed Employment Agreement that addresses the issues that appear to be relevant; it is similar to the Agreement the Board has with the General Manager.

I would thus recommend that the Board approve the attached Employment Agreement with Margaret R. Gallagher to serve as District Counsel for the Santa Cruz Metropolitan Transit District for the period of December 19, 2008 to December 31, 2012

IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

V. ATTACHMENTS

Attachment A: District Counsel Job Description

Attachment B: Management Compensation Plan, July 2008 – June 2009

Attachment C: August 25, 2006 Staff Report and Attachments Regarding Supplemental Payment Program for Retiree Health Insurance Premiums

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

EMPLOYMENT AGREEMENT

This is an Employment Agreement made and entered into on December ____, 2008 by and between the Santa Cruz Metropolitan Transit District (hereinafter referred to as "District"), and Margaret R. Gallagher (hereinafter referred to as "Employee").

WHEREAS, the Board of Directors of the District is authorized pursuant to the Santa Cruz Metropolitan Transit District Act of 1967, Sections 98114 and 98115 of the California Public Utilities Code to enter into contracts on behalf of the District and to appoint and fix the salary of the District Counsel;

WHEREAS, the Board of Directors of the District desires to continue to employ the services of Margaret R. Gallagher in the position of District Counsel; and

WHEREAS, Margaret R. Gallagher has served as an at will employee in the position of District Counsel since July 1, 1993; and

WHEREAS, Margaret R. Gallagher desires to enter into an agreement to serve in the position of District Counsel for the period December 19, 2008 through December 31, 2012.

THEREFORE, in consideration of the terms and conditions of this Amended Agreement the parties agree as follows:

SECTION 1 - DUTIES AND RESPONSIBILITIES

- A. The District agrees to the employment of Employee as District Counsel and the Employee accepts such employment under the terms and conditions set forth in this Agreement.
- B. Employee shall have and agrees to perform in good faith the duties and responsibilities of District Counsel. As such, Employee shall have the responsibility for the proper administration of the District in accordance with State law and such ordinance, resolutions and policies as have been or may be established by the Board of Directors. Employee shall have general supervision and management of the legal affairs of the District under the direction of the Board of Directors and shall perform such duties as outlined in the position description, a true copy of which is attached hereto as Attachment A, the terms of which are incorporated by reference herein as though fully set forth, and shall perform such other duties and responsibilities as may be assigned from time to time by the Board of Directors. Employee's duties shall also include but not be limited to those set forth in Public Utilities Code Section 98000 et seq (as amended) and the District's Bylaws (as amended).

SECTION 2 - CONDITIONS OF EMPLOYMENT

- A. Employee shall devote all of her professional energies, interests, and abilities to the performance of the duties and responsibilities of District Counsel and shall not engage in any additional professional activities without the permission of the Board of Directors.

SECTION 3 - TERM OF EMPLOYMENT

- A. Subject to the provisions for termination set forth below in Section 7 of this Agreement, the Employee's term of employment shall be for the period December 19, 2008 through December 31, 2012.

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SECTION 4 - COMPENSATION

- A. As compensation for the services rendered to the District during the term of this Agreement, the Employee shall be compensated at the rates identified in The District Management Compensation Plan identified as Attachment B to this Agreement. Any cost of living adjustments approved by the Board of Directors applying to the rates of compensation in the Management Compensation Plan shall be applied to rates identified for the position of District Counsel in the Plan. Compensation provided under this section shall be payable in accordance with the District's regular payroll procedures. Effective with the first payroll after January 1, 2011, the Employee shall receive a salary increase of five percent of the salary that was paid to the employee prior to the first payroll in January 2011.

SECTION 5 - VACATION

- A. Commencing upon execution of this Agreement, the Employee shall accrue vacation at a rate equivalent to five (5) weeks per year. Accrual shall be in accordance with the District's regular payroll procedures.

SECTION 6 - SICK LEAVE

- A. The Employee shall be provided sick leave benefits in accordance with the District's Management Compensation Plan identified in Attachment B of this Agreement.

SECTION 7 - TERMINATION/SUSPENSION

- A. This Agreement may be terminated:
- i. by mutual agreement and upon such terms and conditions as agreed to in writing by the Employee and the District.
 - ii. by the adoption of a resolution approved by the affirmative vote of a majority of the Board of Directors for the removal of the Employee as District Counsel with or without cause and without further liability or obligation provided, however, that the Employee shall have received notification of the meeting where the resolution is to be considered ten (10) working days prior to its being considered for action;
 - iii. by the death of the Employee.
- B. The District may suspend the Employee with or without full pay and benefits by the adoption of a resolution setting forth the reasons for the suspension approved by the affirmative vote of a majority of the Board of Directors for the suspension of the Employee as District Counsel provided, however, that the Employee shall have received notification of the meeting where the resolution is to be considered ten (10) working days prior to its being considered for action.
- C. This Agreement shall not limit the rights of the parties to pursue remedies under California State Law should a breach of contract occur which is not able to be mutually resolved by the parties.

SECTION 8 - COMPENSATION AFTER TERMINATION

- A. If this Agreement is terminated under Section 7(A)(ii) by the adoption of a resolution and the grounds for the Employee termination are malfeasance, dishonesty, or moral turpitude on the part of the Employee, which shall result in a conviction, the District shall have no additional financial obligation

to the Employee. If the grounds of the Employee's termination under Section 7 (A)(ii) are other than those set forth in the preceding sentence, the District shall compensate the Employee, at the level of salary and benefits in effect at the time of termination, for the remaining period of this Agreement or for a maximum period of 18 months whichever is lesser and shall compensate the Employee for all unused leave accruals provided in the District's Management Compensation Plan identified in Attachment B to this Agreement. If at any time during the term of this contract the General Manager is replaced and the new General manager's contract reduces the compensation in Section 8 to less than eighteen (18) months, this agreement shall be amended to similarly reduce the eighteen (18) month termination clause to whatever is agreed to in the General Manager's contract to minimum level of six (6) months.

- B. If this Agreement is terminated under Section 7(A)(iii) by the Employee's death, the METRO shall compensate the Employee's beneficiary, identified in the life insurance policy provided by the METRO, for all unused leave accruals provided in the District's Management Compensation Plan identified in Attachment B to this Agreement.

SECTION 9 - OTHER CONDITIONS OF EMPLOYMENT

- A. Employee shall be entitled to and receive the conditions of employment which are available generally to other non-bargaining unit employees of the METRO except as modified by this Agreement. The District Management Compensation Plan is outlined in Attachment B and incorporated into this Agreement by reference. Any modifications in the District's Management Compensation Plan adopted by the Board of Directors during the term of this Agreement shall be incorporated into this Agreement at the time of adoption. If the Employee retires from the METRO at the conclusion of this Agreement the provisions of the Retiree Supplemental Health Insurance Premium Payment Plan adopted by the Board of Directors on August 25, 2006, attached to this Agreement as Attachment C, shall apply to the Employee.

SECTION 10 - EVALUATION

- A. The Board of Directors shall evaluate the performance of the Employee at least annually. More frequent evaluations may be conducted if the Board of Directors deems it necessary.

SECTION 11 - EXPENSES

- A. The District shall provide the Employee reasonable and necessary business equipment and supplies in order to carry out the performance of her duties and responsibilities as set forth in this Agreement, in accordance with the District's normal practice. Any unanticipated reasonable and necessary business expenses which employee incurs shall be reimbursed by METRO upon satisfactory proof of detailed expenses and invoices for which reimbursement is claimed.

SECTION 12 - INDEMNIFICATION

- A. To the extent permitted under California State Law, the District shall indemnify and hold harmless the Employee from any claim or legal action arising out of the Employees' actions in carrying out the duties of the District Counsel, as long as the Employee is acting within the course and scope of his employment, as defined herein.

SECTION 13 - OTHER TERMS AND CONDITIONS

- A. Any notice to the District under this Agreement shall be furnished in writing by the Employee to the Chair of the Board, Santa Cruz Metropolitan Transit District, 370 Encinal Street, Suite 100, Santa Cruz, CA 95060. Any notice to the Employee under this Agreement shall be furnished in writing by the District to Margaret R. Gallagher, 157 Twin Pines Drive, Scotts Valley, CA 95066. All such notices must be sent by first class mail or delivered in person by messenger. In the event that either party changes their address, the other party shall be promptly notified and such change incorporated into this agreement by this reference.
- B. This written instrument represents the entire Agreement between the parties and supersedes any prior agreements or understandings whether oral or written with the exception of those referenced in this Agreement.
- C. This Agreement cannot be changed or terminated orally and may be modified only by a written agreement executed by both parties.
- D. This Agreement is personal to the Employee and cannot be assigned to any other person by the Employee.
- E. This Agreement shall be binding on the heirs, personal representatives, successors and assigns of the Employee.
- F. This Agreement shall be interpreted, construed, and applied according to the laws of the State of California.
- G. The invalidity or inenforceability of any one or more provisions of this Agreement will in no way affect any other provisions.
- H. The captions or headings of the paragraphs hereof are for convenience only and shall not control or affect the meaning or construction of any of the terms or provisions of this Agreement.
- I. Time is of the essence.
- J. No provision hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether express or implied, shall not constitute consent to, waiver of, or excuse for any other different or subsequent breach.

IN WITNESS WHEREOF, the undersigned have executed this Agreement on December _____, 2008

Employee:

Santa Cruz Metropolitan Transit District

MARGARET GALLAGHER
District Counsel

JAN BEAUTZ
Chair, Board of Directors

Date

Date

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DISTRICT COUNSEL

Attachment **A**

DEFINITION

Under policy direction serves at the pleasure of the Board of Directors (CA PUC 98149); provides professional legal services to the District; represents the District in civil litigation and other legal forums; conducts legal research and provides legal opinions and interpretations; prepares and approves as to form contracts, resolutions, ordinances, and other legal documents; performs other duties as assigned.

EXAMPLES OF DUTIES

Prepares and reviews legal documents including contracts, resolutions, and ordinances.

Initiates and defends legal actions on behalf of the District.

Researches and writes legal opinions and issues papers for District management and staff.

Attends Board and committee meetings and provides legal advice to the Board of Directors and management regarding legal matters and issues involving the District.

Reviews, analyzes, and prepares legal opinions and makes recommendations on pending local, state, and Federal legislation affecting transit services.

Acts as trial advocate in civil litigation, and represents the District before other governmental agencies.

Provides legal advice to management staff on issues involving contracts, labor law, risk management, and public transportation.

EMPLOYMENT STANDARDS

Knowledge of:

- Legal theories of civil, tort, contract constitutional, administrative, and employment law.
- Court procedures and rules of evidence.
- Precedents and legal decisions impacting the general operations of a public transportation agency.
- Statutes and codes applicable to civil proceedings and claims.
- Policies, operations, procedures, and functions of a public transportation agency.

Ability to:

- Research, analyze, and apply legal principles, facts, evidence and precedents to complex legal problems.

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- Analyze a variety of legal documents and instruments.
- Draft legal documents such as resolutions and contracts.
- Present statements of fact, law and argument clearly and effectively in oral and written form.
- Prepare and present effective legal arguments and appeals in trial and hearings.
- Establish and maintain effective working relationships with others.

Training and Experience

Any combination of training and experience equivalent to:

Graduation from an accredited law school and five years experience as a practicing attorney, preferably including experience in public agency law.

Special Requirements

Active membership in the California State Bar.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

MANAGEMENT COMPENSATION PLAN

JULY 2008 – JUNE 2009

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I. MANAGEMENT POSITIONS

An employee in a regular budgeted management position identified in Exhibit A is engaged in developing, implementing or recommending policy and in affecting employer-employee relations, and shall receive salary and benefits as provided in this plan.

II. PROBATIONARY STATUS

An employee shall serve a probationary period for twelve (12) months following the date of appointment or promotion to a regular budgeted management position.

III. SALARY PLAN

A. Management salary schedules are listed in Exhibit A. **Salary adjustments will be effective July 10, 2008.**

B. Longevity

METRO shall compensate an employee with longevity increments as follows:

- 5.0% of the base salary after ten years continuous service.
- An additional 5.0% of the base salary after fifteen years continuous service.

IV. HEALTH & WELFARE BENEFITS

A. Medical Insurance

METRO shall provide medical insurance coverage for an employee, retiree and eligible dependents under the provisions of CalPERS. **METRO** shall pay premiums at a level sufficient to cover the cost of the basic monthly medical insurance premiums for HMO plans offered in Santa Cruz County by the CalPERS medical program **METRO** will continue to offer the H-Care Plan (IRC Section 125 pre-tax medical reimbursement plan) as allowed by the County of Santa Cruz.

An employee who declines participation in **METRO**'s medical insurance program and produces satisfactory evidence of other medical insurance coverage shall be paid \$300 for each full three calendar month quarter beginning January 1 of each year while in active service and in which **METRO** paid coverage would have been provided had **METRO**'s medical program been elected.

B. Dental Insurance

METRO shall provide paid dental insurance coverage for an employee and eligible dependents.

C. Vision Insurance

METRO shall provide paid vision insurance coverage for an employee and eligible dependents.

D. Life and AD&D Insurance

An employee shall be entitled to a \$50,000 term life and AD&D insurance policy paid by **METRO** plus \$150,000 in optional supplementary life and AD&D insurance paid by the employee.

E. Survivor's Benefits

Upon the death of a covered employee, who is on **METRO**'s payroll and has dependents covered under **METRO**'s medical, vision and dental plans, **METRO**'s share of coverage of the eligible dependents shall continue for twenty-six (26) consecutive pay periods.

F. Retirement Benefits

An employee shall be enrolled in the Public Employees Retirement System (PERS) including the third level 1959 Survivors benefit as allowed by PERS. The Employee shall pay the "employee share" of PERS up to a maximum of eight percent.

Dental, vision, and life insurance plan coverage shall be provided by **METRO** for an employee retired under the provisions of PERS and the employee's dependents until the retired employee reaches age 65. To qualify for this benefit, the retired employee shall have been an employee of **METRO** for the equivalent of ten (10) full-time years immediately prior to the date of retirement and reached the age of 50 years.

G. State Disability Insurance

METRO shall provide paid coverage for an employee for State Disability Insurance.

H. Long Term Disability Insurance

METRO shall provide for a long term disability insurance plan. The plan shall provide for monthly payments to an eligible employee of up to \$5,000 per month. The plan shall start LTD one year and one month after month of hire.

I. Deferred Compensation Plan

METRO shall provide a deferred compensation plan to an employee.

J. Industrial Injury

An employee shall be entitled to workers compensation insurance to be provided by **METRO**.

K. Continuation of Insurance During an Unpaid Leave of Absence

An employee who is on an unpaid leave of absence exceeding one hundred eighty (180) calendar days must pay the total monthly premiums in advance to continue medical, dental and vision insurance coverage. Failure of an employee to make advance payments for insurance coverage shall result in the employee and any dependent(s) being dropped from the plans.

L. Principal Domestic Partner Coverages

METRO medical, dental and vision insurance coverages may be extended to an employee's principal domestic partner (PDP) while the employee's own coverages are being paid by **METRO**. In the absence of the PERS Medical Program allowing for PDP coverage, reimbursement of monthly premiums may be made to an individual medical plan to a maximum of \$185.

V. **HOLIDAYS**

An employee shall be entitled to the following holidays with pay:

Thanksgiving Day
Christmas Day
New Year's Day

In addition to the above specified days, an employee may choose any eleven additional days as floating holidays or when working a partial year, a prorated number of days as determined by the General Manager. An employee shall be compensated for any unused floating holiday time at the end of the fiscal year at the employee's regular rate of pay, not to exceed the total of eighty-eight (88) when combined with Administrative Leave.

An employee shall be entitled to receive any special non-recurring holiday designated as an official State holiday by the Governor of the State of California or as an official national holiday by the President of the United States, subject to the approval of the Board of Directors.

Upon departure from **METRO** for any reason, an employee shall be compensated for any unused holiday time at the employee's hourly rate.

VI. **PAID LEAVES**

A. Annual Leave

An employee shall accrue annual leave at the following rates:

- a. for the first five years of employment: two weeks/year
- b. between five and nine years of employment: three weeks/year
- c. after nine years of employment: four weeks/year

Upon approval of the General Manager an employee shall be permitted to take a minimum of two weeks annual leave each calendar year.

An employee shall accrue the pro-rata portion of annual leave for which he/she is entitled for each pay period or major fraction thereof, for which he/she is in paid status. An employee may not carryover into the next fiscal year more than three times the annual allotted time. An employee may be compensated at his/her regular rate

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of pay for annual leave accrued in excess of two times the annual allotted time on a quarterly basis as determined by the Finance Manager.

Upon departure from **METRO** for any reason, an employee shall be compensated for any unused annual leave at the employee's regular rate.

B. Sick Leave

An employee shall be entitled to sick leave with pay at the rate of one day for each month of employment. An employee who has accumulated sick leave above 120 days (960 hours) may elect to receive a cash payment of 25% of the accrued sick leave above 120 days in lieu of retaining excess sick leave credits. Sick leave shall mean personal illness or physical incapacity caused by factors over which the employee has no reasonable immediate control, or the illness of a member of the immediate family of such employee which illness requires his/her personal care and attention. Immediate family shall include the parent, spouse, and children, brother, or sister of the employee. Any sick leave accrued beyond a balance of 96 hours may, at the option of the employee, be converted to annual leave. All unused sick leave accrued shall be paid to an employee who retires immediately upon leaving the METRO under the provisions of PERS.

C. Administrative Leave

An employee shall be entitled to eighty (80) hours of administrative leave each year in lieu of overtime or when working a partial year, a prorated amount as determined by the General Manager. Upon approval of the General Manager, time worked in excess of eighty hours in a pay period may be saved and taken as time off in another pay period when the extra hours are earned through participation in unusual, lengthy activities which require the presence of the employee in meetings, hearings, or negotiations. Administrative leave not taken during the fiscal year is lost. ~~Upon the approval of the General Manager, an employee may elect to convert up to eighty (80) hours of Administrative Leave to a bonus payout. In no case will the Administrative Leave and the Floating Holiday amount paid to the employee total more than eighty-eight (88) hours.~~

D. Personal Leave

An employee shall be entitled to use 40 hours per year of personal leave, chargeable to accumulated sick leave.

E. Bereavement Leave

An employee shall be granted a leave with pay in the event of the death of any member of the employee's family. The leave shall be for a period of three (3) working days, five (5) working days if travel is required in excess of 350 miles. The family member is defined as spouse, parent, grandparent, sister, brother, child, grandchild, foster parent, stepparent, foster child, stepchild, father-in-law, mother-in-law, brother-in-law, sister-in-law, nieces, nephews, aunt, uncle, or any person living in the immediate household of the employee.

F. Hospice and Critical Care Leave

An employee shall be granted necessary leaves up to four (4) months for the care of a critically ill family member with appropriate verification. An employee shall be paid for these absences from his/her sick leave or annual leave accruals.

G. Paid Birth/Adoptive Leave

An employee is entitled to forty hours leave with pay at or about the time of the birth of the employee's child or at the time of adopting a child. The paid leave shall be within two months of the birth or adoption or at the employee's option at the expiration of state disability Insurance payments.

H. Jury Duty

An employee required to report for jury duty (except for Grand jury) or to answer a subpoena, as a witness shall be granted leave with full pay until released by the court. An employee shall have court-paid per diems deducted from his/her daily pay during jury duty assignment.

I. Paid Military Leave

An employee in permanent status who is required to attend summer military training exercises as part of his/her military reserve obligation, shall be granted paid military leave not to exceed thirty (30) working days annually.

VII. UNPAID LEAVES OF ABSENCE

A. Maternity/Childcare Leave

Maternity/childcare leave shall be granted for a maximum period of twelve (12) months. If an employee does not have a sufficient paid leave balance to cover the period of absence, an unpaid leave of absence shall be granted.

B. FMLA / CFRA

METRO will comply with the Family Medical Leave Act and the California Family Rights Act, as amended. Generally these Acts provide for up to twelve weeks leave for a serious health condition of the employee or an eligible family member and the employee has worked 1,250 hours in the twelve month period preceding the leave. Accrued sick leave must be used before any unpaid leave. This FMLA/CFRA leave will run concurrently with any other absence due to an employee's serious health condition.

VIII. EXEMPT MANAGEMENT PROVISION

An employee who has exhausted all leave accruals shall not have his/her salary reduced by being absent from work on an authorized absence of less than one full day.

IX. OTHER BENEFITS

A. Training

An employee shall be authorized to attend transit seminars and workshops, and to visit other properties as part of his/her ongoing job duties, and shall be compensated for receipted expenses incurred in so doing.

An employee may request release time and reimbursement of expenses for course work relevant to the employee's duties and area of responsibility. Expenses, which may be reimbursed, include tuition, meals and books. For courses which require an overnight stay out-of-town, the employee may receive a pro-rata meal allowance of \$20 per diem at the discretion of the General Manager. Reimbursement will not be made for academic or professional credentials for degrees, but might cover classes within a credential or degree program only as they relate to the specific job tasks and areas of responsibility of the employee. Approval of release time and reimbursement of expenses is at the discretion of the General Manager, and subject to the demonstrated cost-benefit ratio of the training and the current workload of the employee.

B. Mileage reimbursement

If **METRO** requires an employee to use the employee's private insured automobile to conduct **METRO** business, the employee shall be reimbursed for automobile expenses at the rate established annually by the IRS.

C. On Call duty

If an employee is required to be on call, they shall be offered access to a **METRO** vehicle in order to provide for home to work transportation. "On call" shall be defined as the requirement for the employee to report to work after or before normal duty hours to perform the functions which cannot otherwise be performed during regular duty hours. When an employee is assigned such duties on a regular basis, he/she may be assigned a car for home to work transportation on a regular basis. If such work is assigned on a periodic or occasional basis, the assignment of a car for home to work transportation shall be on an as-needed basis only, as approved by the General Manager. The staff car assigned on an on-call basis to an employee shall be used to provide transportation only between the home and the work place. It shall not be used to make intermediate stops or for any other personal use. During normal duty hours, staff cars are similarly restricted for use only for official business of **METRO** or for transportation between the facilities of **METRO**.

D. Communication Allowance

When approved by the General Manager, an employee may receive a communication allowance of \$50 each two-week pay period. An employee on approved **METRO** travel with the General Manager's approval, may be reimbursed for eligible roaming and long distance charges.

X. LAYOFF

A. Insurance

An employee separated from **METRO** service as a result of layoff shall have his/her insurance benefits paid by **METRO** at the same level while employed for a period of ninety (90) days from the date of separation.

19.66

B. Severance Pay

An employee laid off shall be given a severance payment equal to eight (8) hours at the base hourly rate for each 2,080 hours of active service up to a maximum of eighty (80) hours severance pay.

Exhibit A

MANAGEMENT
MONTHLY SALARY SCHEDULE

Effective 7/10/08

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	10,714	11,250	11,812	12,403	13,023	13,674
District Counsel	9,727	10,214	10,724	11,261	11,824	12,415
Assistant General Manager	8,421	8,842	9,284	9,749	10,236	10,748
Operations Manager	7,656	8,039	8,441	8,863	9,306	9,771
Maintenance Manager	7,656	8,039	8,441	8,863	9,306	9,771
Finance Manager	6,895	7,240	7,602	7,982	8,381	8,800
Human Resources Manager	6,895	7,240	7,602	7,982	8,381	8,800
Information Technology Manager	6,895	7,240	7,602	7,982	8,381	8,800
Planning & Marketing Manager	6,895	7,240	7,602	7,982	8,381	8,800
Senior Database Administrator	6,165	6,473	6,796	7,136	7,493	7,868
Assistant Finance Manager	5,760	6,048	6,350	6,668	7,001	7,351
Assistant HR Manager	5,760	6,048	6,350	6,668	7,001	7,351
Fixed Route Superintendent	5,760	6,048	6,350	6,668	7,001	7,351
Paratransit Superintendent	5,760	6,048	6,350	6,668	7,001	7,351
Project Manager	5,760	6,048	6,350	6,668	7,001	7,351
Facilities Maintenance Manager	5,598	5,878	6,172	6,480	6,804	7,145
Database Administrator (alternately staffed/Sr. Db Admin)	5,325	5,591	5,871	6,164	6,473	6,796
Asst. Paratransit Superintendent	4,813	5,054	5,307	5,572	5,851	6,143

19.68

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Attachment C

DATE: August 25, 2006

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF APPROVAL OF A SUPPLEMENTAL PAYMENT PROGRAM FOR RETIREE HEALTH INSURANCE PREMIUMS.

I. RECOMMENDED ACTION

That the Board of Directors approve a Retiree Supplemental Health Insurance Premium Payment Plan

II. SUMMARY OF ISSUES

- Prior to 2006 METRO followed a policy whereby individuals retiring received the level of health insurance premium participation that was in effect at the time of their retirement for the duration of their retirement.
- In January 2006 CalPERS notified METRO that the Public Employees Medical and Hospital Care Act (PEMCHA) required that the employer contributions for medical insurance premiums be the same for both active employees and annuitants.
- The Service Employees International Union Local 415 (SEIU 414) and the United Transportation Union Local 23 (UTU 23) had both expressed concerns regarding the requirements of the PEMCHA.
- Representatives of SEIU 415 established direct contact with CalPERS Staff to expand on their position that METRO was not in compliance with the PEMCHA.
- The January 2006 communication that METRO received from CalPERS indicated that continued non-compliance with the PEMCHA could result in the suspension of our health care program.
- In response to the letter from CalPERS, and the demands from SEIU 415 and UTU 23 METRO discontinued the supplemental payments to annuitants effective April 2006.
- Subsequent to April 2006 METRO has received many communications from annuitants expressing their concern over the financial change and outlining the hardship that the change has imposed on them.
- METRO staff has contacted CalPERS Staff and retired employee associations to gather information regarding the equal contribution provision of the PEMCHA.
- The staff from CalPERS initially indicated that any supplemental stipend to annuitants for health insurance premium costs would have to be identified as "something else" in order to comply with the equal contribution provision of the

PEMCHA. METRO, as a public agency does not have the legal ability to approve a "something else" stipend. Doing so would constitute a gift of public funds that is prohibited by California Law.

- Individuals from the associations representing retired public employees have indicated to METRO that the equal contribution requirement of the PEMCHA only applies to payments made to CalPERS and does not impact whatever supplemental health insurance premiums payments that an employer may chose to make directly to its annuitants
- Based upon the information that was received from the associations representing retired public employees METRO developed a proposal that would re-establish a supplemental payment program for retiree health insurance premiums effective April 1, 2006.
- On August 1, 2006 the METRO Proposal for the re-establishment of retiree medical insurance premium supplements was transmitted to John Rice, Assistant Chief, Office of Employer and Member Health Services, CalPERS.
- Subsequent to the transmission of the METRO Retiree Medical Insurance Premium Proposal I engaged in a telephone conversation with Mr. Rice wherein he indicated that he felt that CalPERS could concur with the proposal.
- The August 1, 2006 letter that I sent to John Rice indicated that the absence of a response from CalPERS that disapproved the METRO Retiree Medical Insurance Supplement Proposal by August 17, 2006 would be taken by METRO as agreement with, and approval of, the METRO Proposal by CalPERS.
- METRO has not received any communication from CalPERS stating that they disapprove of the Retiree Medical Insurance Supplement Proposal.
- The annual cost of re-establishing the Retiree Medical Insurance Supplement Program would be approximately \$50,000 annually and is provided for in both the 2006/2008 Operating Budgets and the Five Year Budget Frame Work.
- Staff recommends that the Board of Directors re-establish the Retiree Medical Insurance Supplement Program and identify the \$50,000 expenditure in Account #9005-502999 in the METRO Operating Budget.

III. DISCUSSION

Prior to 2006 METRO followed a policy whereby individuals retiring received the level of health insurance premium participation that was in effect at the time of their retirement for the duration of their retirement. It was felt by METRO that these annuitants had planned their retirement to include a "vested" level of health care premium coverage and to modify it would be unfair to the retirees. In January 2006 CalPERS notified METRO that the Public Employees Medical and Hospital Care Act (PEMCHA) required that the employer contributions for medical insurance premiums be the same for both active employees and annuitants. Representatives of the Service

Employees International Union Local 415 (SEIU 414) and the United Transportation Union Local 23 (UTU 23) had both expressed concerns regarding the requirements of the PEMCHA. Representatives of SEIU 415 established direct contact with CalPERS Staff to expand on their position that METRO was not in compliance with the PEMCHA. Representatives of SEIU 415 encouraged the staff at CalPERS to become more assertive in their insistence that the contributions for health care premiums be equalized for both active employees and annuitants. As a result of the actions of SEIU 415 representatives, a January 2006 communication received from CalPERS Staff indicated that continued non-compliance with the PEMCHA regarding equalized health care contribution rates could result in the suspension of METRO's health care program.

In response to the letter from CalPERS, and the demands from SEIU 415 and UTU 23 METRO discontinued the supplemental payments to annuitants effective April 2006. Subsequent to April 2006 METRO received many communications from annuitants expressing their concern over the financial change and outlining the hardship that the change has imposed on them. In an attempt to resolve the equal contribution issue and to relieve the annuitants from the unanticipated financial hardships that the change in premium coverage subjected them to, METRO staff contacted CalPERS Staff and some of the retired employee associations to gather information regarding the equal contribution provision of the PEMCHA.

The staff from CalPERS initially indicated to METRO that any supplemental stipend to annuitants for health insurance premium costs would have to be identified as "something else" in order to comply with the equal contribution provision of the PEMCHA. METRO, as a public agency does not have the legal ability to approve a "something else" stipend. To do so could constitute a gift of public funds that is prohibited by California Law.

However, the individuals from the associations that were contacted that represented retired public employee associations (including the association that sponsored the 2004 legislative change) indicated to METRO that the equal contribution requirement of the PEMCHA only applies to payments made to CalPERS and does not impact whatever supplemental health insurance premium payments that an employer may chose to make directly to its annuitants.

Based upon the information that was received from the associations that were contacted that represent retired public employees METRO developed a proposal that would re-establish the supplemental payment program for retiree health insurance premiums effective April 1, 2006. On August 1, 2006 the METRO Proposal for the re-establishment of retiree medical insurance premium supplements was transmitted to John Rice, Assistant Chief, Office of Employer and Member Health Services, CalPERS. Subsequent to the transmission of the METRO Retiree Medical Insurance Premium Supplement Proposal I engaged in a telephone conversation with Mr. Rice wherein he indicated that he felt that CalPERS could concur with the proposal. The August 1, 2006 letter that I sent to John Rice indicated that the absence of a response by August 17, 2006 from CalPERS indicating disapproval of the METRO Retiree Medical Insurance Supplement Proposal would be taken by METRO as concurrence with, and approval of the METRO Proposal by CalPERS.

As of August 17, 2006 METRO had not received any communication from CalPERS stating that approval of the Retiree Medical Insurance Supplement Proposal. As of the date of the preparation of this report METRO has not received any indication from CalPERS that they agree with the implementation of the Retiree Medical Insurance Supplement Program.

Staff recommends that the Board of Directors re-establish the Retiree Medical Insurance Supplement Program and identify the \$50,000 expenditure in Account #9005-502999 in the METRO Operating Budget.

IV. FINANCIAL CONSIDERATIONS

The annual cost of the Retiree Medical Insurance Supplement Program is \$50,000 which has been included in the 2006/2008 METRO Operating budget similar to prior years and is consistent with the provisions of the Five Year budget Framework.

V. ATTACHMENTS

- Attachment A: Letter to Terry Westbrook from L. White-May 8, 2006
- Attachment B: Letter to John Laird from L. White-June 22, 2006
- Attachment C: Letter to Les White from John Rice-July 17, 2006
- Attachment D: Letter to John Rice from L. White-August 1, 2006
- Attachment E: Memo to District Retirees from E. Ross-August 1, 2006
- Attachment F: Email to Les White from J. Rice and K. Riddle-August 4, 2006

Santa Cruz Metropolitan
Transit District

May 8, 2006



Terry Westbrook
Assistant Executive Officer
Health Benefits Branch
Lincoln Plaza
400 P Street Room 5460B
P.O. Box 942701
Sacramento, CA., 93229-2545

Attachment **A**

Dear Ms. Westbrook:

I'm writing to you on behalf of a group of retirees of the Santa Cruz Metropolitan Transit District (METRO). METRO has agreed to accept the determination that its longstanding policy for payment of retiree medical benefits at the level that was in place at retirement is not compliant with PEMHCA, specifically that contributions for actives and retirees must be equal. This acquiescence took place after the open enrollment period for 2006. There were some METRO retirees who selected a plan that now costs them a considerable amount of money. This unanticipated financial responsibility for premium payment is causing a hardship for some retirees.

METRO is requesting that CalPERS provide retirees who selected PERS Care, approximately 16 individuals, with the opportunity to change to PERS Choice for the remainder of 2006. Since open enrollment was closed, the affected retirees did not have the opportunity to change their benefit plan selection prior to April 1.

We would very much appreciate your assistance in allowing this limited number of retirees to change their medical plan at this time. If you could provide METRO with a contact person METRO would inform all the affected retirees and provide them with instructions on how to change plans from PERS Care to PERS Choice.

I appreciate your taking the time to review this matter and hopefully come to the conclusion that METRO retirees as described herein will be allowed to change their medical plan option at this time. Please consider the financial hardship that some retirees are experiencing in rendering a decision on this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Leslie R. White'.

Leslie R. White, General Manager

CC. Board of Directors
John Laird, Assembly Member

370 Encinal Street, Suite 100, Santa Cruz, CA 95060 (831) 426-6080 FAX (831) 426-6117
METRO OnLine at <http://www.scmtd.com>

19.c5

Santa Cruz Metropolitan
Transit District

June 22, 2006

John Laird, Assembly Member
California State Assembly
P.O. Box 942849
Sacramento, CA 98249-0027

FAXED
6/22/06 CT



Attachment B

Dear Assembly Member Laird:

In 2004 the California Legislature made substantive changes to the Public Employees Medical and Hospital Care Act (PEMHCA). Prior to the legislative change in 2004 the PEMHCA provided that the language of a labor agreement took precedence over the PEMHCA provisions. As a result of the legislative change the Government Code §22753 provides that PEMHCA overrides the provisions of the labor agreements. Previously, METRO had taken the position that the Labor Agreement that was in place at the time of an employee's retirement governed the benefit level that a retiree could expect. With the change in the law, METRO can no longer assert that the labor agreement provisions control over the provisions of the PEMHCA.

Both the CalPERS staff and METRO SEIU 415 leaders have pressed for compliance with the equal contribution provisions of PEMHCA regardless of the terms of the previous labor agreements. The result of this action has been to force METRO to reduce payments for medical premiums for certain retirees. Therefore, the center of the discussion between METRO and the CalPERS staff has been the "equal contribution" rule. In order for Santa Cruz METRO to remain in good standing with PEMHCA, it must follow the "equal contribution rule." The language of Government Code §22892 is clear and unambiguous, that is, that the employer contribution "shall be an equal amount for both employees and annuitants."

In various conversations, CalPERS representative, Terri McIntyre, has suggested that METRO side-step the "equal contribution rule" by paying a "stipend" to each retiree which would reimburse the retiree for his/her required premium contribution. Ms. McIntyre asserts that this stipend should not be identified as reimbursement for medical premium costs (even though that would be the intent) as that would violate the "equal contribution rule". Rather, Ms. McIntyre asserts that it should be called a retiree stipend. The problem with this recommendation is twofold:

1. Calling the reimbursement by a different name does not make it something different, and, as a reimbursement it is a violation of the equal contribution rule.
2. METRO has no legal mechanism to authorize a retiree stipend.

In other words, it would be an illegal gift of public funds to follow Ms. McIntyre's recommendation and probably taxable to the retiree.

California State Assembly Member John Laird

June 9, 2006

Page 2

Unfortunately, the suggestion by the retirees that METRO provide both the active employees and retirees with 100% of the premium is not a viable option, given METRO's budget constraints.

The problem outlined in this letter is further worsened by the fact that CalPERS made the decision to demand compliance with the equal contribution requirement after the close of the open enrollment period in 2005. Therefore retirees that have enrolled in the highest cost PPO are faced with extremely high contributions with no way to pay them. METRO has formally requested that CalPERS allow the individuals to change plans now to mitigate their premium cost. I sent your office a copy of my May 8, 2006 letter to Terry Westbrook at CalPERS requesting the accommodation. As of the writing of this letter I have received no response from Ms. Westbrook. The lack of approval for the retirees to make plan changes now places METRO in the position of either taking an illegal action or ignoring the plight of our retirees. Neither of these options is a good one. I am hopeful that you can assist in convincing CalPERS to work with us to alleviate this situation.

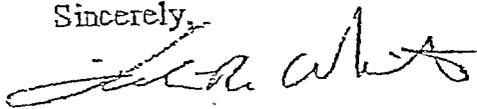
An opportunity for an administrative solution to the problems described in this letter does not appear to be forthcoming, based upon the discussions with the CalPERS staff. METRO is interested in exploring what, if any, legislative options might be available. METRO Board Chair Mike Rotkin, District Counsel Margaret Gallagher, and I would like to meet with you to determine what, if any, legislative solutions can be found to solve this dilemma.

Some METRO retirees have been placed in a financially worsened position as a result of what I believe to be unintended consequences of the 2004 legislation. I am hopeful that you will be available to meet with us to seek a solution to the medical premium issue in a manner that can legally address the situation that the retirees have been placed in.

Your assistance in resolving the retiree medical premium issue will be greatly appreciated.

Thank you for your continuing assistance and support.

Sincerely,



Leslie R. White
General Manager

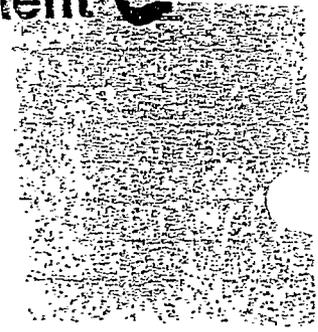
Cc: Mike Rotkin, Chair, Board of Directors
Margaret Gallagher, District Counsel
Mark Dorfman, Assistant General Manager
Elisabeth Ross, Finance Manager
Robyn Slater, Human Resources Manager

19.07



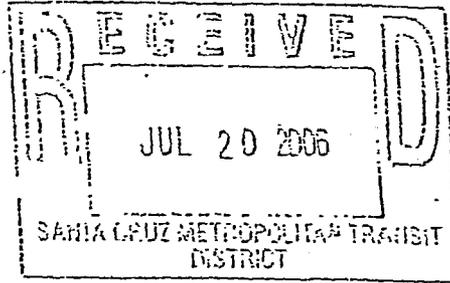
Office of Employer and Member Health Services
 P.O. Box 942714
 Sacramento, CA 94229-2714
 (888) CalPERS (225-7377)
 TDD - (916) 795-3240
 FAX (916) 795-1277

Attachment



July 17, 2006

Leslie White, General Manager
 Santa Cruz Metropolitan Transit District
 370 Encinal Street, Suite 100
 Santa Cruz, CA 95060



Dear Mr. White:

This responds to various inquiries and correspondences between the Santa Cruz Metropolitan Transit District (METRO) and the California Public Employees' Retirement System regarding employer contributions for health insurance benefits for active employees and annuitants under the Public Employees' Medical and Hospital Care Act (PEMHCA).

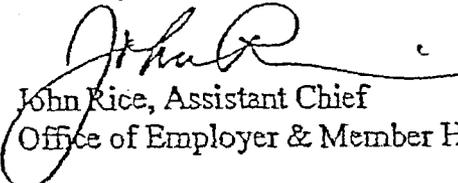
We understand that, in some instances, METRO negotiations with active-employee collective bargaining units (CBU) may result in lower METRO contributions for health coverage than previously agreed. When this happens, METRO wants to be able maintain its support for its retirees at the same levels as previously bargained.

Unfortunately, PEMHCA requires equal employer contributions for health benefits on behalf of enrolled active employees and annuitants within CBUs to be equal. PEMHCA does not allow for different contribution amounts within CBUs based upon dates or collective bargaining results. This precludes METRO from establishing a contract resolution under PEMHCA setting lower contribution amounts which do not equally affect all active employees and annuitants of the CBU.

To keep agreements with employees who have retired under more generous contribution structures, and to meet PEMHCA guidelines, many agencies make supplemental payments to retirees. The payments are often termed "supplemental benefit", "retirement stipend", "post-retirement payments", or another description that does not reference "medical" or "health insurance". METRO may find this structuring the simplest way to honor its commitments to retirees while remaining compliant with PEMHCA.

I trust this will allow METRO to move forward in its achieving goals. If we can be of further assistance, please contact Terri McIntyre of the Public Agency Contracts Unit at (916) 795-3587.

Sincerely,


 John Rice, Assistant Chief
 Office of Employer & Member Health Services

cc: Ann McWherter, RPEA

Attachment **D**

Santa Cruz Metropolitan Transit District

August 1, 2006

John Rice, Assistant Chief
Office of Employer & Member Health Services
CalPERS
P.O. Box 942714
Sacramento, California 94229-2714



FAXED
8/1/06 CT

Dear Mr. Rice,

I am in receipt of your letter dated July 17, 2006 wherein you provide information regarding the application of the requirements of the Public Employees' Medical and Hospital Care Act (PEMHCA). In your letter you indicate that the employer contributions for enrolled active employees and annuitants within a collective bargaining unit (CBU) must be equal, in order to comply with the PEMHCA.

The problem that the Santa Cruz Metropolitan Transit District is attempting to address relates to annuitants that retired prior to the enactments of labor agreements that resulted from the collective bargaining process in 2005. Prior to 2005 METRO paid the level of medical premiums to annuitants that were in effect at the time of their retirement. It was METRO's position that an annuitant was "vested" in the level of medical premium participation that was in effect when they retired. The purpose of taking this position was to provide stability and certainty for annuitants with regard to future medical premium costs.

The equal contribution requirement contained in the PEMHCA presents a significant problem for METRO. Annuitants within two CBUs who have received a stable level of medical care premium coverage from METRO for many years are now faced with increased costs due to the actions of active employees with respect to the provisions included in the ratified and approved Labor Agreements. As you know, annuitants did not have the opportunity to benefit from the exchange in values that was made between METRO and its active employees, yet they must bear the increased premium costs if METRO is required to comply with the PEMHCA equal contribution requirement as it has been interpreted by staff members at CalPERS. Future annuitants in the two CBUs understand that their medical premium coverage will be subject to the actions of the active employees, as language to that effect was included in the Labor Agreements that they voted on and approved recently.

In order to address the issue of the cost to prior annuitants it has been suggested that METRO provide a "supplemental benefit" or "stipend" to the retirees to make up for the additional cost in medical care premiums. I would like to recommend this approach to the METRO Board of Directors. However, for METRO to be able to approve this kind of supplemental payment program there must be provisions included in the action of the Board of Directors which legally justify the amount and frequency of the payments. Absent this justification the payments could be challenged as a gift of public funds that is prohibited under California Law.

370 Encinal Street, Suite 100, Santa Cruz, CA 95060 (831) 426-6080 FAX (831) 426-6117
METRO OnLine at <http://www>

19.c9

In the spirit of your letter I am prepared to recommend that the Board consider providing a supplemental payment to prior annuitants for the purpose of paying the cost of healthcare premiums to restore METRO's participation to the level that it was when the annuitant retired. These supplemental payments would be made directly to the annuitants and would not be reflected in the payments that METRO makes to CalPERS. Therefore, for CalPERS, the level of contribution paid through CalPERS would be equal for both the active employees and the annuitants. By identifying these direct supplemental payments to annuitants as the restoration of the healthcare premiums to the level that they retired under, METRO will have a solid policy and benefit based expenditure that should protect it from challenge on the basis of a gift of public funds.

Attached to this letter please find a listing of the pay categories for the METRO Operating Budget Function 9005 that is used to pay for the benefits for annuitants. The attached exhibit clearly identifies those funds that METRO would pay to CalPERS for medical insurance and those funds that are paid for other benefits, including those that would be paid directly to the annuitants as a supplement for medical insurance costs. I am proposing to use the funds identified in Account 502999 to directly pay annuitants the supplemental monies necessary to pay for the medical insurance premiums to bring them to the level that was in effect at the time of their retirement. I would like to bring this proposal for paying supplemental funds for annuitants for medical premiums to the METRO Board of Directors for their consideration in August 2006.

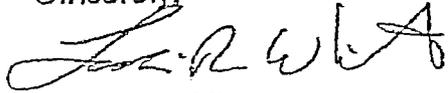
I am sending this letter to you to request your concurrence on the proposal outlined in this letter for paying annuitant supplements. I realize that there have been a number of questions and concerns expressed by METRO annuitants regarding the equal contribution requirements of the PEMCHA. It is my hope that you will find that the proposal outlined in this letter meets the intent of the PEMCHA and that you will allow the proposal to be implemented.

Thank you for your consideration of the METRO proposal for supplemental medical insurance payments to annuitants. Please advise me of your concurrence with the proposal outlined in this letter. I would like to have the METRO Board of Directors consider the proposal on August 25, 2006, so that annuitants could be informed of the premium status prior to the next open enrollment period. Therefore, it would be helpful to me to receive your concurrence as soon as possible. If I do not receive any information from you, in writing, indicating disapproval of the proposal contained in this letter, by August 17, 2006, I will interpret that as your agreement and concurrence and proceed to present the proposal to the Board of Directors for their consideration.

19.c10

Thank you for your consideration of the situation that METRO and the annuitants from METRO currently face. Your assistance and concurrence will allow us to resolve a very difficult problem and uphold our commitment to our annuitants. I look forward to hearing from you.

Sincerely,



Leslie R. White
General Manager

Cc: Ann McWherter, RPEA
Margaret Gallagher, District Counsel
Mark Dorfman, Assistant General Manager
Elisabeth Ross, Finance Manager
Robyn Slater, Human Resources Manager

19.c11

SANTA CRUZ METRO FY 06-07 OPERATING BUDGET

Retired Employee Benefits - 9005

COUNT	FY 05-06 REVISED	FY 06-07 FINAL	% CHANGE FROM FY 05-06	FY 07-08 FINAL	% CHANGE FROM FY 06-07
SE BENEFITS					
502031 Medical Ins/CalPERS	982,113	1,079,430	9.9%	1,214,962	12.6%
502041 Dental Ins	82,036	82,036	0.0%	86,138	5.0%
502045 Vision Ins	28,440	31,284	10.0%	32,848	5.0%
502051 Life Ins	8,541	8,541	0.0%	9,395	10.0%
502999 Medical Ins/Direct	50,000	50,000	0.0%	50,000	0.0%
Totals	1,151,130	1,251,291	8.7%	1,393,343	11.4%
PERSONNEL TOTAL	1,151,130	1,251,291	8.7%	1,393,343	11.4%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	1,151,130	1,251,291	8.7%	1,393,343	11.4%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

M E M O R A N D U M

Date: August 1, 2006
To: District Retirees
From: Elisabeth Ross, Finance Manager *u*
Subject: Status of Retiree Medical Premiums

I would like to take this opportunity to update you on the status of retiree medical premiums. As you know, the policy of the District with respect to the payment of premiums for health insurance for retirees was changed effective April 1, 2006. The premium payment policy was changed due to communications received from CalPERS regarding the requirements of the Public Employees Medical and Hospital Care Act (PEMCHA).

The District is sending a letter to CalPERS stating that it is our intent to recommend to the Board of Directors, in August, that the District reinstate, retroactively to April 1, 2006, the supplemental payment program for medical insurance premiums to retirees based upon their benefit level authorized in their labor agreement/compensation plan at the time of their retirement. This means that retirees who have a deduction from their CalPERS pensions for medical premiums in excess of the amount authorized when they retired would receive a supplemental payment from the District to backfill the deduction to the level it was prior to April 1, 2006.

We are hopeful that CalPERS will not prevent us from reinstating the supplemental healthcare payment program. We will continue to keep you updated on this issue. If you have any questions, please contact me at 831-426-6143, x128. Thank you.

cc: Les White ✓

19.c13

Attachment **E**

Server-Uid: C4465CBA-6DB4-4676-8515-A22BE4ADEB4D

Subject: RE: Health Plan Changes Outside Open Enrollment

Date: Fri, 4 Aug 2006 08:45:58 -0700

MS-Has-Attach:

MS-TNEF-Correlator:

Thread-Topic: Health Plan Changes Outside Open Enrollment

Thread-Index: Aca315FpUE04uTtoQOuYdJLxk6g1VAABOP+w

Priority: Urgent

From: "Rice, John" <John_Rice@CalPERS.CA.GOV>

To: "Leslie White" <lwhite@scmtd.com>

X-TMWD-Spam-Summary: TS=20060804154559; SEV=2.0.2; DFV=A2006080405;

IFV=2.0.4,4.0-8; RPD=4.00.0004; ENG=IBF;

RPDID=303030312E30413031303230322E34344433364233372E303031432D452D7A5A616

CAT=NONE; CON=NONE

X-MMS-Spam-Filter-ID: A2006080405_4.00.0004_4.0-8

X-WSS-ID: 68CDB44B1U0558347-01-01

X-Proofpoint-Virus-Version: vendor=fsecure engine=4.64.4171:2.3.9,1.2.33,4.0.164

definitions=2006-08-04_05:2006-08-02,2006-08-04,2006-08-04 signatures=0

X-Proofpoint-Spam-Details: rule=notspam policy=default score=0 mlx=0 adultscore=0 adjust=0

reason=mlx engine=3.1.0-0607220001 definitions=main-0608040011

Les—one caveat on this after talking to staff about your most recent letter.

The request for special enrollment was made in May. Your district appears ready to make these individuals "whole" through a retroactive supplement. That may obviate the need for a special enrollment from PERS Care to Choice. If we allow folks to change plans, once you subsidize your retirees, they may want to return to Care.

CalPERS can support your decision either way, but this solution may have been overcome by events.

John

(916) 795-1470

-----Original Message-----

From: Riddle, Keith

Sent: Friday, August 04, 2006 8:11 AM

To: 'lwhite@scmtd.com'

Cc: Rice, John; Martinez, Don

Subject: Health Plan Changes Outside Open Enrollment

Mr. White,

Your letter dated May 8, 2006 addressed to Terri Westbrook, Assistant Executive Officer, was forwarded to me by John Rice, Assistant Chief, Office of Employer and Member Health Services. We approved your request to allow for plan changes outside of open enrollment for approximately 16 retirees, as indicated in your letter. The effective date for the health plan change, from PERS Care to PERS Choice, will be June 1, 2006. I will facilitate these health plan changes but I need your assistance in order to coordinate this effort.

I ask that your agency:

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- Provide me the name and phone number of an agency contact
 - Contact the impacted retirees and inform them of the situation
 - Obtain authorization from the retirees to change their health plan from PERSCare to PERSChoice
 - Ensure the retirees are aware the effective date is June 1, 2006.
 - Within 45 days of this note, forward me the names and Social Security Numbers of the retirees electing the health plan change

When contacting the retirees, please inform them that the retroactive effective date may impact claims paid (or to be paid) by PERSCare for services received subsequent to the effective date. In order to compare the two plans when making a decision, direct your members to the Health Plan Chooser tool located at www.calpers.ca.gov. If an effective date subsequent to June 1, 2006 is more advantageous for the member and agreed to by the employer, we may allow the later effective date. Furthermore, this opportunity is to accommodate changing plans only and other enrollment changes will not be allowed.

Once I receive the information, I will direct staff to enter the plan changes in our database. I will provide you confirmation once the changes have been made. The retirees will be sent a system generated notice informing them of the change. In addition, we will relay the information to the health plan to ensure that new medical cards are generated and sent to the retirees in addition to Evidence of Coverage booklets.

If you have any questions, please feel free to contact me.

Thank you.

Keith Riddle

Office of Employer and Member Health Services

(916) 795-0396

keith_riddle@calpers.ca.gov

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: December 19, 2008

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A TWO-YEAR IRREVOCABLE LICENSE AGREEMENT IN FAVOR OF SANTA CRUZ METRO WITH ROBERT MARIN AND CELESTE DE SCHULTHESS, TRUSTEES, FOR PLACEMENT OF A BUS STOP SHELTER ON THE FELTON FAIRE SHOPPING CENTER PROPERTY AND USAGE OF THE BUS STOP**

I. RECOMMENDED ACTION

Review the Two-Year Irrevocable License Agreement in Favor of Santa Cruz METRO with Robert Marin and Celeste De Schulthess, Trustees, for Placement of a Bus Stop Shelter and Usage by METRO Passengers on the Felton Faire Shopping Center Property

II. SUMMARY OF ISSUES

- There is a need for Santa Cruz METRO to maintain bus stop passenger access to the Felton Faire Shopping Center and for the erection and maintenance of a bus shelter for the bus stop located on the property.
- In 2004, the bus shelter located at the bus stop in the shopping center was demolished when a transit bus operator accidentally hit the shelter while maneuvering the bus into the stop.
- METRO staff has negotiated with Robert Marin, the owner of Felton Faire to erect another bus shelter at the stop for the use by METRO's passengers. Those negotiations were continuing as this document was going to press.

III. DISCUSSION

Santa Cruz METRO has an existing bus stop located at the Felton Faire Shopping Center on Graham Hill Road in Felton. In 2004, the bus shelter was demolished by a transit bus operator who accidentally hit the shelter while trying to maneuver into the bus stop. Since that time, no bus shelter exists at the stop. Based on current discussions and negotiations with Mr. Marin, a License Agreement is under review which by Mr. Marin for METRO's construction and maintenance of the bus shelter.

The Board of Directors will review the payments and terms of payment in closed session and thereafter the matter will be discussed in open session.

IV. FINANCIAL CONSIDERATIONS

To be reviewed in Closed Session

V. ATTACHMENTS

Attachment A: None