

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA

APRIL 25, 2003 (Fourth Friday of Each Month)

* CITY HALL COUNCIL CHAMBERS*

809 CENTER STREET

SANTA CRUZ, CALIFORNIA

9:00 a.m. – 12:00 noon

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
 - a. Laurel Hamel RE: Service Reductions
 - b. Sister Hyer, Dominican Hospital RE: Service Reductions
 - c. Scott Bugental, Chair, E&D TAC RE: Route Changes
 - d. Sharon Barbour, MASTF RE: Dragon Slayers
 - e. Tony Madrigal, SEIU RE: State Budget Campaign
3. LABOR ORGANIZATION COMMUNICATIONS
4. METRO USERS GROUP (MUG) COMMUNICATIONS
5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS
6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 7-1. APPROVE REGULAR BOARD MEETING MINUTES OF MARCH 14 AND MARCH 28, 2003
Minutes: Attached
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
Report: Attached
- 7-3. ACCEPT AND FILE MARCH 2003 RIDERSHIP REPORT
Report: Attached
1st PAGE OF THE RIDERSHIP REPORT IS INCLUDED IN THE ADD-ON PACKET
- 7-4. CONSIDERATION OF TORT CLAIMS
Claims: None

* Please note: Location of Meeting Place

- 7-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF APRIL 17, 2003 AND THE MINUTES OF THE MARCH 20, 2003 MEETING
Agenda/Minutes: Attached
- 7-6. ACCEPT AND FILE AGENDA FOR THE MUG COMMITTEE MEETING OF APRIL 16, 2003 AND THE MINUTES OF THE MARCH 19, 2003 MEETING
Minutes: Attached
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2003, APPROVAL OF BUDGET TRANSFERS
Staff Report: Attached
- 7-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR JANUARY 2003
Staff Report: Attached
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR FEBRUARY 2003
Staff Report: Attached
- 7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
Staff Report: Attached
- 7-11. ACCEPT AND FILE METROBASE STATUS REPORT
Staff Report: Attached
- 7-12. ACCEPT AND FILE STATUS REPORT ON CALL STOP AUDIT REPORT
Staff Report: Attached
- 7-13. CONSIDERATION OF RENEWAL OF CONTRACT WITH NATIONWIDE AUCTION FOR AUCTION SERVICES
(Moved to Consent Agenda at the April 11, 2003 Board Meeting. Staff report retained original numbering as Item #9)
- 7-14. A. CONSIDERATION OF APPROVING THE TRANSFER OF THE LEASE AGREEMENT WITH MATISSE SELMAN D.B.A. SUSHI NOW, TO EULALIO ABREGO, D.B.A. EL DANDY TAQUERIA, FOR THE KIOSK SPACE AT THE SANTA CRUZ METRO CENTER, EFFECTIVE MAY 1, 2003
- B. CONSIDERATION OF REQUEST OF EULALIO ABREGO FOR TWO MONTHS INITIAL FREE RENT
(Moved to Consent Agenda at the April 11, 2003 Board Meeting. Staff report retained original numbering as Item #14)

- 7-15. CONSIDERATION OF AGREEMENT WITH THE SANTA CRUZ SEASIDE COMPANY FOR THE PROVISION OF LATE-NIGHT SERVICE
(Moved to Consent Agenda at the April 11, 2003 Board Meeting. Staff report retained original numbering as Item #15)
- 7-16. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENT FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT
(Moved to Consent Agenda at the April 11, 2003 Board Meeting. Staff report retained original numbering as Item #16)

REGULAR AGENDA

8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Chairperson Reilly
Staff Report: Attached
9. **MOVED TO CONSENT AGENDA AS ITEM #7-13**
10. **DELETED**
11. CONSIDERATION OF RECOMMENDATION OF THE CALL STOP COMMITTEE TO APPOINT JOHN DAUGHERTY, METRO ACCESSIBLE SERVICE COORDINATOR, TO THE CALL STOP COMMITTEE
Presented by: Les White, General Manager
Staff Report: **Materials are included in the Add-On Packet**
THIS ITEM WILL BE TAKEN AFTER CLOSED SESSION
12. CONSIDERATION OF CALL STOP COMMITTEE RECOMMENDATIONS REGARDING FREQUENCY OF CALL STOP AND IMPLEMENTATION SCHEDULE – INTERIM REPORT
Presented by: Margaret Gallagher
Staff Report: **Revised Staff Report is included in the Add-On Packet**
THIS ITEM WILL BE TAKEN AFTER CLOSED SESSION
13. **DELETED**
14. **MOVED TO CONSENT AGENDA AS ITEM #7-14**
15. **MOVED TO CONSENT AGENDA AS ITEM #7-15**
16. **MOVED TO CONSENT AGENDA AS ITEM #7-15**
17. **DELETED**

18. **DELETED**
19. **CONSIDERATION OF ISSUING A DECLARATION OF FISCAL EMERGENCY**
Presented by: Elisabeth Ross, Finance Manager
Staff Report: **Materials are included in the Add-On Packet**
20. **CONSIDERATION OF SERVICE CHANGES FOR SUMMER 2003**
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Materials are included in the Add-On Packet
PUBLIC HEARINGS WILL BEGIN AT 9:00 A.M.
21. **CONSIDERATION OF FIRST READING OF THE REVISED FARE ORDINANCE**
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Materials are included in the Add-On Packet
PUBLIC HEARINGS WILL BEGIN AT 9:00 A.M.
22. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
23. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Pursuant to Subdivision (a) of Section 54956.9)

Name of Case: Lane, et al vs. Santa Cruz Metropolitan Transit District

SECTION III: RECONVENE TO OPEN SESSION

24. REPORT OF CLOSED SESSION

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.

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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 Dale Carr 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.

NOTE:

**Please be advised that the May 23rd Board Meeting will
be held at the Capitola City Council Chambers,
420 Capitola Avenue, Capitola, CA**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003

TO: Board of Directors

FROM: General Manager

SUBJECT: ADDITIONAL MATERIAL TO THE APRIL 25, 2003 BOARD MEETING AGENDA

SECTION I:

ADD TO ITEM #2

ORAL AND WRITTEN COMMUNICATION

- c. Scott Bugental, Chair, E&D TAC RE: Route Changes
 - d. Sharon Barbour, MASTF RE: Dragon Slayers
 - e. Tony Madrigal, SEIU RE: State Budget Campaign
- (Insert Correspondence)**

CONSENT AGENDA:

ADD TO ITEM #7-3

ACCEPT AND FILE MARCH 2003 RIDERSHIP REPORT
(Insert Page 1 of Ridership Report)

REGULAR AGENDA:

DELETE ITEM #10

ACCEPT INPUT REGARDING THE PROPOSED SERVICE
REDUCTIONS
(Input received at the April 11, 2003 Board meeting)

ADD TO ITEM #11

CONSIDERATION OF RECOMMENDATION OF THE CALL STOP
COMMITTEE TO APPOINT JOHN DAUGHERTY, METRO ACCESSIBLE
SERVICE COORDINATOR, TO THE CALL STOP COMMITTEE
(Add Staff Report)

ADD TO ITEM #12

CONSIDERATION OF CALL STOP COMMITTEE RECOMMENDATIONS
REGARDING FREQUENCY OF CALL STOP AND IMPLEMENTATION
SCHEDULE – INTERIM REPORT
(Replace with Revised Staff Report)

DELETE ITEM #13

CONSIDERATION OF DETERMINATION OF PROPOSED FARE
INCREASE FOR THE FIRST READING OF THE FARE ORDINANCE
(Action taken at the April 11, 2003 Board meeting)

DELETE ITEM #17

CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR
RESIDENT BUS INSPECTOR SERVICES
(Action taken at the April 11, 2003 Board meeting)

- DELETE ITEM #18** CONSIDERATION OF RENEWAL OF EMPLOYMENT PRACTICES
 LIABILITY INSURANCE
(Action taken at the April 11, 2003 Board meeting)
- ADD TO ITEM #19** CONSIDERATION OF ISSUING A DECLARATION OF FISCAL
 EMERGENCY
(Add Staff Report)
- ADD TO ITEM #20** CONSIDERATION OF SERVICE CHANGES FOR SUMMER 2003
(Add Staff Report)
- ADD TO ITEM #21** CONSIDERATION OF FIRST READING OF THE REVISED FARE
 ORDINANCE
(Add Staff Report)

PLEASE NOTE CHANGE OF LOCATION

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA

APRIL 11, 2003 (Second Friday of Each Month)

* CITY HALL COUNCIL CHAMBERS*

809 CENTER STREET

SANTA CRUZ, CALIFORNIA

9:00 a.m. – 11:00 a.m.

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

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 - b. Sister Hyer, Dominican Hospital RE: Service Reductions
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4. METRO USERS GROUP (MUG) COMMUNICATIONS
5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS
6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

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Minutes: Attached
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Report: Attached
- 7-3. ACCEPT AND FILE MARCH 2003 RIDERSHIP REPORT
Report: Attached
1st PAGE OF THE RIDERSHIP REPORT WILL BE PRESENTED FOR CONSIDERATION AT THE APRIL 25, 2003 BOARD MEETING
- 7-4. CONSIDERATION OF TORT CLAIMS

* Please note: Location of Meeting Place

- Claims: None
- 7-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF APRIL 17, 2003 AND THE MINUTES OF THE MARCH 20, 2003 MEETING
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Staff Report: Attached

REGULAR AGENDA

8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Chairperson Reilly
Staff Report: Attached
THIS PRESENTATION WILL TAKE PLACE AT THE APRIL 25, 2003 BOARD MEETING
9. CONSIDERATION OF RENEWAL OF CONTRACT WITH NATIONWIDE AUCTION FOR AUCTION SERVICES
Presented by: Tom Stickel, Fleet Maintenance Manager
Staff Report: Attached
10. ACCEPT INPUT REGARDING THE PROPOSED SERVICE REDUCTIONS
Presented by: Mark Dorfman, Assistant General Manager

- Staff Report: Attached
11. CONSIDERATION OF RECOMMENDATION OF THE CALL STOP COMMITTEE TO APPOINT JOHN DAUGHERTY, METRO ACCESSIBLE SERVICE COORDINATOR, TO THE CALL STOP COMMITTEE
Presented by: Les White, General Manager
Staff Report: **WILL BE PRESENTED FOR CONSIDERATION AT THE APRIL 25, 2003 BOARD MEETING**
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Presented by: Margaret Gallagher
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Staff Report: Attached
ACTION REQUIRED AT THE APRIL 11, 2003 BOARD MEETING
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B. CONSIDERATION OF REQUEST OF EULALIO ABREGO FOR TWO MONTHS INITIAL FREE RENT
Presented by: Margaret Gallagher, District Counsel
Staff Report: Attached
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Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
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Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
 17. CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR RESIDENT BUS INSPECTOR SERVICES
Presented by: Tom Stickel, Fleet Maintenance Manager
Staff Report: Attached

ACTION REQUIRED AT THE APRIL 11, 2003 BOARD MEETING

18. CONSIDERATION OF RENEWAL OF EMPLOYMENT PRACTICES LIABILITY INSURANCE

Presented by: Elisabeth Ross, Finance Manager

Staff Report: Attached

ACTION REQUIRED AT THE APRIL 11 2003 BOARD MEETING

19. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel

20. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Pursuant to Subdivision (a) of Section 54956.9)

- a. Name of Case: Carrie Weech Rose v. Santa Cruz Metropolitan Transit District (Before the Workers' Compensation Appeals Board)

SECTION III: RECONVENE TO OPEN SESSION

21. REPORT OF CLOSED SESSION

ADJOURN

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Post Office Box 682
Ben Lomond, CA 95005
2 APRIL 2003

SCMTD BOARD OF DIRECTORS

% DALE CARR

370 ENCINAL ST

SANTA CRUZ CA 95060

APR 4 2003

REGARDING POTENTIAL SERVICE CUTS:

- RT 8: PLEASE KEEP ACCESS FROM PACHECO NEIGHBORHOOD DOWN MORRISSEY TO SOQUEL AVE a.m. AND p.m.
- RT 36: PLEASE KEEP THESE FAST RUNS INTO TOWN FROM SLV
- RT 91: PLEASE KEEP THESE QUICK TRIPS TO CABRILLO
- RT 35/WKMS. QUIT TORTURING SLV RESIDENTS WITH 35A TRIPS... IT'S NOT LIKE THE 31 BUS ISN'T GOING THERE..

THANK YOU

SINCERELY,

A DISABLED RIDER



Dominican Hospital

CHW

Dominican Hospital
1555 Soquel Drive
Santa Cruz, CA 95065
831 462 7700 Telephone

**Dominican
Rehabilitation Services**
610 Frederick Street
Santa Cruz, CA 95062

April 3, 2003

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

APR 4 2003

Dear Board Members:

On behalf of Dominican Hospital, I am writing to oppose service cuts that reduce access to the hospital and surrounding medical offices. The proposed changes in routing schedules may adversely affect patients, visitors, and employees needing transportation to and from Dominican.

Patients and visitors use bus service to Dominican to access health services and obtain transportation to home or other community settings following discharge. In addition, many community residents rely on bus service to Dominican to access adjacent physicians' offices and other medical services. Reducing route schedules to the hospital may result in delays in receiving needed health care.

Many Dominican employees use bus service to and from work. The current hourly bus schedule to Dominican addresses the transportation needs of many staff members who have varying shift starting times required to operate a hospital. A reduction in service may force more employees to rely on automobile transportation, which will adversely affect parking at the hospital and result in added congestion on surrounding streets.

I appreciate the challenges faced by the Santa Cruz METRO Board in planning budget reductions. I understand the criteria for service changes are based on low rider ship and reasonable alternatives for METRO riders. However, reducing bus access to the hospital is ill advised. I strongly urge the METRO Board to maintain current bus schedules to Dominican Hospital.

Sincerely,

A handwritten signature in cursive script that reads "Julie Hyer, OP".

Sister Julie Hyer, OP
President

SJH:kbo

April 11, 2003

SERVICE AUTHORITY
FOR FREEWAY
EMERGENCIES
(SAFE)

Sheryl Ainsworth, Chair
Santa Cruz Metropolitan Transit District
370 Encinal St, Suite 100
Santa Cruz, CA 95060

RAIL/TRAIL
AUTHORITY

RE: Service and Route Change Impact Considerations

COMMUTE
SOLUTIONS

Dear Chair Ainsworth:

At the April 7, 2003 meeting of the Elderly & Disabled Transportation Advisory Committee (E/D TAC), members unanimously approved the following motion:

The E/D TAC requests the Santa Cruz Metropolitan Transit District to consider the impact of any route changes on seniors and people with disabilities, many of whom are transit dependent.

TRANSPORTATION
POLICY WORKSHOP

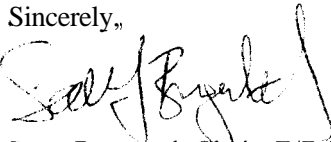
BUDGET &
ADMINISTRATION
PERSONNEL
COMMITTEE

c l

Thank you for your consideration of these important issues.

INTERAGENCY
TECHNICAL
ADVISORY
COMMITTEE

Sincerely,



Scott Bugental, Chair, E/D TAC

BICYCLE COMMITTEE

c l

I:\E&DTAC\OUTREACH\2003\SCMTD Route Change IMpacts Apr.doc

ELDERLY & DISABLED
TRANSPORTATION
ADVISORY COMMITTEE

WWW.SCCRTC.ORG
EMAIL:INFO@SCCRTC.ORG

MEMBER AGENCIES: SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, COUNTY OF SANTA CRUZ, CALTRANS,
CITIES OF CAPITOLA, SANTA CRUZ, SCOTTSVALLEY, WATSONVILLE



METRO

ACCESSIBLE SERVICES TRANSIT FORUM

920 Pacific Avenue, Suite 321, Santa Cruz, CA 95060

April 18, 2003

To the SCMTD Board of Directors:

I am sending this letter at the request of the MASTF membership.

The organization *Dragon Slayers* has recently come to MASTF's attention. This is an organization that provides doctor prescribed therapy to seniors and the disabled. Many people have gone from *Dragon Slayers* to lead successful, productive lives.

Unfortunately, *Dragon Slayers*, located at 1674 Aptos Creek Road, Aptos, is outside the 3/4 mile boundary surrounding the #71 Watsonville bus line by slightly less than 1/2 mile (.45 miles).

Because of the valuable services offered by *Dragon Slayers*, MASTF is requesting that the Metro Board extend the service of Paratransit to this one location.

For more information about *Dragon Slayers*, please contact Mr. Josef Rivers, Director, at (83 1) 688-6699 or at P.O. Box 105 1, Aptos, CA. **95003.**

Thank you,

Sharon L. Barbour

Sharon L. Barbour

Chair

MASTF

Cc: MASTF



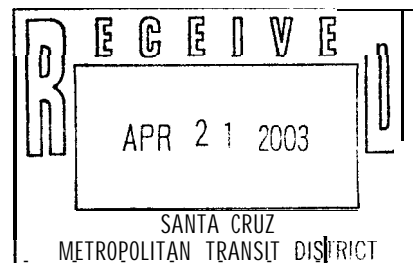
SEIU LOCAL 415

Service Employees International Union, AFL-CIO, CLC

5 17 B Mission Street, Santa Cruz, CA 95060 83 1-459-04 15 Fax: 83 1-459-0756

April 17, 2003

Honorable Mayor Emily Reilly, Chair
c/o Administrative Services Coordinator
Santa Cruz Metropolitan Transit District
Board of Directors
370 Encinal
Suite 100
Santa Cruz, CA 95060



Dear Mayor Reilly,

I am writing to request that you place the enclosed resolution, entitled "***We Believe in California, Resolution on the State Budget Crisis and Budget Accountability Act***" on your next regular Board of Directors meeting agenda for consideration to be adopted.

As you may know, SEIU Local 415 is the largest union the Santa Cruz County and is part of the SEIU State Council. The SEIU State Council is the largest union in California comprised of 19 SEIU Locals representing over 500,000 public and private sector members including state and local government, health care, social services, building service, horse racing, classified school and community college employees, law enforcement, corrections, probation, homecare, and court employees. Currently SEIU is undergoing a statewide budget campaign with the following Core Message:

SEIU State Budget Campaign 2003 Core Message

- 1) We believe in California and want to promote a better future for ourselves, our families, and our neighbors.
- 2) The Governor's budget proposal contains major cuts to services on which California's children, seniors, and working families depend. Every Californian will be affected by the cuts.
- 3) These cuts will cause permanent damage to services valued by the people of California. Cuts would reverse the significant progress in our state to improve schools, provide health care to more people, and to begin to shape an effective system of long-term care.
- 4) The Governor's budget has just one dollar (\$1) of increased tax revenues for every two-and-a-half dollars (\$2.50) of service cuts. California needs a balanced solution to the state budget crisis that includes one dollar in new taxes for every dollar in cuts to services.
- 5) We adamantly reject spending caps that permanently ratchet down funding for services and never allow them to recover when times are good. Spending caps will lock us into a permanent budget crisis and condemn all Californians to a dismal future.
- 6) The Governor's "realignment" proposal does not work for high-growth health and human services, like long-term care. Counties do not have the ability to raise the revenues needed to provide high-growth services. There may be some state programs that would perform better under realignment, but high-growth health and human services like long-term care will wither over time if they are shifted to counties.
- 7) Despite flaws, the Governor laid a detailed plan on the table. Now It's time for those elected officials who say we can cut our way out of this crisis without increasing any revenues to come up with their plan. It's time for those elected officials to put party politics aside and have the courage to look the people of California in the eye and identify the *specific* cuts they intend to make to close the \$34.8 billion shortfall.

In addition our resolution also includes a provision supporting an initiative that SEIU is going to place on the ballot for the March 2004 Primary Election for approval by the voters. This initiative, entitled the Budget Accountability Act contains the following provisions:

The Budget Accountability Act

Summary of Provisions

Making Legislators and the Governor Accountable

[1] If the state budget is not passed by the June 15th Constitutional deadline, the Governor and members of the Legislature will permanently forfeit their salary, per diem expense allowance, and other expenses for each day until the budget is adopted and signed into law.

[2] The Legislature is required to remain in session and is prohibited from acting on other legislation until the budget is adopted. An exception is made for legislation in response to an emergency declared by the Governor.

Helping Voters Hold Elected Officials Accountable

[3] Requires the Official Voter Information Guide prepared by the Secretary of State and sent to voters for each election to contain a two-page summary explaining how the State spends the funds it receives. The summary includes a website where voters can go to see how their legislators voted on the budget and related legislation.

Ending Partisan Gridlock

[4] Requires a 55% vote of the State Legislature to adopt the State budget and related tax legislation. Currently a two-thirds vote is required.

[5] Provides the Ethics Committees of the State Assembly and Senate the authority to censure legislators who punish or threaten to punish any legislator for casting a particular vote on the budget or related legislation.

Encouraging Fiscal Responsibility

[6] Would set aside a portion of any excess revenues in a "rainy day fund that could be used only when revenues fall below current service levels in hard economic times or in an emergency declared by the Governor. Current service levels are defined as the constitutional, statutory and contractual obligations of the State.

We are asking local community organizations, local governments, community leaders, elected officials, and local governing districts such as yourself to support a balanced approach to the State Budget Crisis and the Budget Accountability Act by adopting the attached resolution. As part of our efforts to gain broad community support, I am pleased to inform you that the following local community organizations, local governments, and elected official(s) have already endorsed the principles:

- Santa Cruz County Board of Supervisors
- Santa Cruz City Council
- San Lorenzo Valley Unified School District Board of Trustees
- Monterey Bay Central Labor Council
- Assemblymember John Laird
- Santa Cruz County Democratic Central Committee

SEIU Local 415 will be following up with the abovementioned supporters to request endorsement of the Budget Accountability Act. In addition, the following organization has adopted the "***We Believe in California, Resolution on the State Budget Crisis and Budget Accountability Act***":

- Latino Chamber of Commerce of Santa Cruz County

I am available to have someone present to speak to these principles if needed. If you have any questions, please feel free to contact me at (831) 459-0415 ext. 208. Thank you for your time and consideration.

For the Union,



Tony Madrigal
Political Director

cc: Cliff Leo Tillman, Jr., Executive Director

encl: *We Believe in California, Resolution on the State Budget Crisis and Budget Accountability Act*
Budget Accountability Act language

We Believe in California

Resolution on the State Budget Crisis and Budget Accountability Act

WHEREAS for generations, California's state and local governments have helped hard working people build better lives for themselves and their children. We believe that all Californians should still have that opportunity to achieve their dream of a better future. That means having access to health care, safe homes, roads, and neighborhoods, and a reliable infrastructure that supports economic growth. It means that all children deserve quality public schools, community colleges, and universities, and that seniors can live and age with dignity.

WHEREAS we believe that current efforts to address the state's \$34.8 billion deficit with deep cuts to services and transportation will cause great harm to *all* Californians.

WHEREAS we believe these cuts would reverse the significant progress we have made in California in improving our schools and basic infrastructure, providing health care to more people, and beginning to shape an effective system of long-term care on which all of us can depend.

WHEREAS we believe that cuts to important state and local services harm the basic infrastructure of our state and are not good for business.

THEREFORE BE IT RESOLVED THAT we support a balanced solution for a just budget that fairly spreads the burden of cuts and increased revenues. A balanced solution includes a dollar in new tax revenues for every dollar in cuts to services.

BE IT FURTHER RESOLVED THAT we reject the "realignment" of high-growth health and human services including long-term care. The state would cause permanent damage to these essential services by shifting fiscal responsibility to the counties. Counties do not have the ability to raise the revenues needed to keep up with the growing demand for these essential services over time.

BE IT FURTHER RESOLVED THAT we are opposed to any new spending caps that permanently ratchet down funding for education, health care, infrastructure investment and other important public services and never allow them to recover when times are good. Spending caps will lock us into a permanent budget crisis and condemn all Californians to a dismal future.

BE IT FURTHER RESOLVED THAT we support the Budget Accountability Act, a comprehensive budget reform initiative that will end budget gridlock and reduce partisan politics that hold California families hostage and undermine quality services each budget cycle.

SUPPORT FORM

Name _____
Organizations (if applicable) _____
Address _____
City _____ Zip _____
Phone _____ E-mail _____

I/my organization support(s) the Uniting Principles above and agree(s) to work together with other organizations and individuals in the *We Believe in California Coalition* to respond to the state budget crisis. My name and/or the name of my organization can be used in written and other materials to promote a balanced solution for all of California.

Signed _____ Date _____

Section 1: Title

This measure shall be known and may be cited as the “Budget Accountability Act.”

Section 2: Findings and Declaration of Purpose

The People of the State of California find and declare that:

The Budget Accountability Act is designed to end the budget delays that have created a fiscal crisis in our state. The purpose of this measure is to enact a comprehensive reform of the State budget process designed to hold the Governor and Legislature more accountable to the People of California by producing more responsible and timely state budgets.

a) After the Governor introduces the budget, the State Legislature and Governor have almost six months to complete the budget on time. However, the State Legislature has not passed a budget on time since 1986.

b) The State Legislature and the Governor face no consequences when they fail to meet the budget deadline imposed by the State Constitution. They can continue to collect their salary and expense allowances. They are not required to continue to work on the budget. In fact, they can even go on vacation.

c) In order to hold elected officials accountable, voters are entitled to know how their tax dollars are spent each year and how their state representatives vote on the budget. Currently voters do not have easy access to this information.

d) The two-thirds vote requirement to pass a state budget has contributed to persistent late budgets and deficits. Political party leaders refuse to compromise to solve the state’s budget problem and have used the two-thirds vote requirement to hold up the budget.

e) California, Rhode Island, and Arkansas are the only states in the country that require a vote of two-thirds or more of the legislature to pass a budget.

f) Party leaders threaten to punish state legislators if they refuse to vote the party line on the budget. Members of the Legislature should be accountable to their constituents, not to party leaders. Our elected representatives must be free to vote their consciences.

g) California has faced large budget deficits and surpluses over the past ten years. Elected officials from both major parties have increased spending and cut taxes in good economic times, leaving the State with inadequate reserves when the economy turns bad. Saving money in a rainy day fund in good times provides a prudent reserve during economic downturns and states of emergency, which is essential for responsible budget management.

Section 3. Purpose and Intent

1. In order to make elected officials more responsible for the consequences of their actions, to keep voters more informed of the budget decisions being made by their legislators, to limit partisan extremism and end gridlock in the budget process, and to require a rainy day reserve fund to balance the budget in hard times and protect California taxpayers, the People of the State of California do hereby enact the Budget Accountability Act. This measure is intended to accomplish its purpose by amending the California Constitution and the statutes of California to:

a) Prohibit the Legislature and Governor from collecting their salary and expenses for every day they miss the budget deadline set by the Constitution and to force the Legislature to stay in session and consider the budget until it is passed.

b) Help voters hold their state representatives more accountable by providing them with a two-page summary of how the State is spending the funds it receives. The summary will be published in the state ballot pamphlet mailed to voters before every statewide election. The summary will include a website address where voters can find the voting record of their representatives on the budget and related legislation.

c) Change the votes necessary to pass the budget and related tax and other legislation from two-thirds to 55 percent to improve accountability to voters, reduce gridlock over the budget, and encourage legislators to work together to solve California's budget problems regardless of their party affiliation.

d) Allow legislators to vote their consciences on the budget instead of being pressured into voting the party line. A legislator who is threatened by another legislator because of a vote on the budget will be able to file a complaint with the Ethics Committees of the Senate or Assembly, which will investigate the complaint and make public its report and recommendation for appropriate action to the full Senate or the Assembly.

e) Ensure funds are set aside in a rainy day reserve fund in good economic times when revenues exceed what is needed for existing programs so that when revenues fall short in times of economic downturn the reserve fund can be used to reduce the need for drastic cuts in programs and increases in taxes. The reserve fund could also be used for a state of emergency declared by the Governor.

2. The Budget Accountability Act will not change Proposition 13's property tax limitations in any way. The Budget Accountability Act changes the legislative vote requirement for taxes to 55 percent only for the purpose of increasing or decreasing taxes as part of the process of adopting the budget.

Section 4: Article IV, section 12 of the California Constitution is hereby amended to read as follows:

Sec. 12. (a) Within the first 10 days of each calendar year, the Governor shall submit to the Legislature, with an explanatory message, a budget for the ensuing fiscal year containing itemized statements for recommended state expenditures and estimated state revenues. If recommended

expenditures exceed estimated revenues, the Governor shall recommend the sources from which the additional revenues should be provided.

(b) The Governor and the Governor-elect may require a state agency, officer or employee to furnish whatever information is deemed necessary to prepare the budget.

(c) The budget shall be accompanied by a budget bill itemizing recommended expenditures. The bill shall be introduced immediately in each house by the persons chairing the committees that consider appropriations. The Legislature shall pass the budget bill by midnight on June 15 of each year. Until the budget bill has been enacted, the Legislature shall not send to the Governor for consideration any bill appropriating funds for expenditure during the fiscal year for which the budget bill is to be enacted, except emergency bills recommended by the Governor. ~~or appropriations for the salaries and expenses of the Legislature.~~

(d) If the budget bill has not been passed and sent to the Governor by June 15, the Legislature shall remain in session and may not consider or pass any other bills until the budget and bills related to the budget are adopted, except for emergency bills recommended by the Governor. Neither the Governor nor any member of the Legislature shall be entitled to any salary, per diem, or other expense allowance for any day after the June 15 deadline until a budget bill has been passed and sent to the Governor. No forfeited salary, per diem, or expense allowance shall be paid retroactively. In the event the Governor vetoes the budget bill, the prohibitions of this subdivision shall remain in effect until a budget is passed and signed by the Governor.

(d) (e) No bill except the budget bill may contain more than one item of appropriation, and that for one certain, expressed purpose. Appropriations from the General Fund of the State, except *appropriations in the budget bill and in other bills related to the budget bill* and appropriations for the public schools, are void unless passed in each house by rollcall vote entered in the journal, two thirds of the membership concurring.

(f)(1) Notwithstanding Section 3 of Article XIII A or any other provision of law or of this Constitution, the budget bill and tax and other bills related to the budget bill may be passed in each house by rollcall vote entered in the journal, fifty-five percent of the membership concurring, to take effect immediately upon being signed by the Governor or upon a date specified in the legislation. Nothing in this subdivision shall affect the vote requirement for appropriations for the public schools contained in subdivision (e) of this Section and in subdivision (b) of Section 8 of this Article.

(2) Tax and other bills related to the budget bill shall consist only of bills identified as related to the budget in the budget bill passed by the Legislature.

(3) Tax bills related to the budget bill shall include bills increasing or decreasing taxes, whether by increased rates or changes in methods of computation, identified in the budget bill as related to the budget, except that no new ad valorem taxes on real property, or sales or transaction taxes on the sales of real property may be imposed.

(g) *No officer, committee, or member of either house of the Legislature shall punish or threaten to punish any other member for his or her vote on the budget bill or tax and other bills related*

to the budget. Any member may file a complaint regarding violations of this section with the appropriate ethics committee of the house in which the alleged violation occurred. The ethics committee shall investigate the complaint and make recommendations to the full house regarding appropriate action, including censure, to be taken on the complaint. The ethics committee's findings shall be made public.

(h) In any fiscal year for which General Fund revenues exceed the amount needed to fund current General Fund service levels, the Legislature shall deposit at least 25% of the excess revenues into the Prudent State Reserve Fund established pursuant to Section 5.5 of Article XIII B, unless the Reserve Fund equals 5% or more of General Fund expenditures for the preceding fiscal year. Appropriations from the fund may be made only in years in which revenues are not sufficient to fund current General Fund service levels or in response to a state of emergency declared by the Governor. Notwithstanding Section 5 of Article XIII B, contributions to the fund shall not constitute appropriations subject to limitation until they are appropriated for expenditure from the fund.

(e) (i) The Legislature may control the submission, approval, and enforcement of budgets and the filing of claims for all state agencies.

Section 4: Section 9082.8 is hereby added to the Elections Code to read as follows:

9082.8 *The State Controller, in consultation with the Department of Finance and the Legislative Analyst's Office, shall prepare a budget summary explaining how state funds are spent, not to exceed two printed pages, which shall be published in the state ballot pamphlet sent to voters in every statewide election. The budget summary shall include directions to a state website, prepared and maintained by the Joint Rules Committee of the Legislature, that includes voting records of legislators on the budget and tax and other bills related to the budget.*

Section 6: Section 95 18 is hereby added to the Government Code to read as follows:

9518. *For the purposes of Article IV, section 12, subdivision (h) of the California Constitution, "current General Fund service levels" shall mean levels of service as of June 30 of the prior fiscal year necessary to meet the constitutional, statutory, and contractual obligations of the state.*

Section 7: *Severability*

If any of the provisions of this measure or the applicability of any provision of this measure to any person or circumstances shall be found to be unconstitutional or otherwise invalid, such finding shall not affect the remaining provision or applications of this measure to other persons or circumstances, and to that extent the provisions of this measure are deemed to be severable.

Section 8: *Amendment*

By rollcall vote entered in the journal of each house, fifty-five percent of the membership concurring, the Legislature may amend Section 9082.8 of the Elections Code and Section 95 18 of the Government Code to further the purposes of this Act.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

March 14, 2003

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 14, 2003 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chairperson Keogh called the meeting to order at 9:02 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist (arrived after roll call)
Jan Beautz (arrived after roll call)
Michelle Hinkle
Mike Keogh
Emily Reilly
Mike Rotkin (arrived after roll call)
Pat Spence
Marcela Tavantzis

DIRECTORS ABSENT

Dennis Norton
Ana Ventura Phares
Ex-Officio Wes Scott

STAFF PRESENT

Bryant Baehr, Operations Manager
Mark Dorfman, Asst. General Manager
Marilyn Fenn, Asst. Finance Manager
Margaret Gallagher, District Counsel

Elisabeth Ross, Finance Manager
Robyn Slater, Interim H.R. Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maint. Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Mary Ferrick, Schedule Analyst
R. Paul Marcelin, MUG
Manny Martinez, PSA

Bonnie Morr, UTU
Jeff North, UTU
Will Regan, VMU

2. ORAL AND WRITTEN COMMUNICATION

Written:

a. Paul Marcelin, MUG Member

RE: Hwy. 17 Buses
Laptop Computer Outlets

b. William Spence, BT Commercial Real Estate

RE: Sakata Lane property

Oral:

Jenny Johnson and Heather Brady, both of Ecology Action and both transit riders, addressed the Board about their satisfaction with the METRO transit service. They enjoy the experience that METRO offers and the courteous bus operators.

3. LABOR ORGANIZATION COMMUNICATIONS

Director Spence advised the Board that the Metro ParaCruz Customer's Guide has been printed and mailed this week.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Director Hinkle, though not a member of the Call Stop Committee, did attend the March 12, 2003 Committee meeting which took place on a bus. This particular bus was programmed with all the stops called from the Metro Center to the Capitola Mall. She thanked Bryant Baehr and Margaret Gallagher for the time and effort that they put into this Committee.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

None

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Handouts from R. Paul Marcelin were distributed and are attached to these Minutes.

Director Rotkin directed staff to respond to the letter from Mr. Marcelin that is listed under Written Communication and that the Board be copied on that response.

CONSENT AGENDA

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF FEBRUARY 14 AND FEBRUARY 28, 2003

No questions or comments.

7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

7-3. ACCEPT AND FILE FEBRUARY 2003 RIDERSHIP REPORT

No questions or comments.

7-4. CONSIDERATION OF TORT CLAIMS: None

7-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF MARCH 20, 2003 AND THE MINUTES OF THE FEBRUARY 20, 2003 MEETING

No questions or comments.

7-6. ACCEPT AND FILE AGENDA FOR THE MUG COMMITTEE MEETING OF MARCH 19, 2003 AND THE MINUTES OF THE FEBRUARY 19, 2003 MEETING

It was questioned why having the MUG meetings at night would be considered a “gift of public funds”. Margaret Gallagher responded that METRO would be providing specific transit service to the meeting attendees and this is what would be considered a “gift of public funds”. Bryant Baehr added that several MUG members expressed that they were uncomfortable riding the bus at night and would only be interested in attending a nighttime MUG meeting if transportation was provided. Margaret Gallagher will provide the Board with a more detailed report in May on some of these MUG issues. Director Tavantzis suggested that the meeting be held closer to a bus stop that functions in the evening hours.

7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2003; APPROVAL OF BUDGET TRANSFERS

Director Rotkin asked for discussion about how staff sees the figures in the Notes to Revenue and Expense Report, specifically, the unemployment insurance expense of 87.6% and the Workers Compensation insurance expense of 85.3%. Elisabeth Ross responded that the unemployment insurance was projected at \$85 but actually the figure is \$98. This will be in the budget revision. The Workers Compensation figure is high partly due to settling some old claims. This trend is expected to continue for the next few months. There are Workers Compensation reserves to draw on if needed.

7-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR DECEMBER 2002

There was discussion regarding the areas of contract non-compliance and how these figures compare with previous years. Mr. Dorfman responded that this is a new contract and the areas of non-compliance were not recorded in previous years so there is nothing by way of comparison. Bryant Baehr stated that staff is monitoring these areas and there has been significant improvement since Steve Paulson came on-board.

DIRECTOR ALMQUIST ARRIVED AT THE MEETING.

Mr. Dorfman offered to attempt to obtain comparisons from other transit systems. Director Reilly stated that a goal should be established with information showing how close the service is coming to that goal.

DIRECTOR BEAUTZ ARRIVED AT THE MEETING.

Bryant Baehr will return to next month’s meeting on this issue after speaking with Les White and Mark Dorfman. Expectations could be set at the quarterly Paratransit meeting. The Financial Analysis and Recertification Process was discussed and it was stated that the recertification process is a multi-year procedure that METRO is only into by six months. Bryant Baehr added

that those who are eligible continue to utilize the system, however, the recertification process continues to weed out those who are ineligible. Mr. Dorfman further added that the appeals process is relatively smooth. Mr. Baehr thanked Director Spence for her valuable involvement in the creation of the Paratransit Users' Guide which now sets a standard for paratransit service.

7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY 2003

Mr. Dorfman reported that there would be changes to the Highway 17 Express service as a result of decreased ridership. Director Reilly asked since the subsidy per passenger figure is so much higher, does Staff have a prediction as to where this will level off. Mr. Dorfman stated that this is dependent upon the economy.

7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

Director Rotkin asked that Staff look at the number of school days as this affects the report. Director Reilly added that a comparison of how many school days per month vs. the same month last year would be helpful. Mark Dorfman added that the University is contracting with a firm to study campus circulation patterns in an effort to improve on-campus transportation. Paul Marcelin stated that he applied to work on this contract at the University as he has done extensive studies of the ridership pattern on campus. He added that 30% of passenger revenue comes from the University and that the crowding has eased due to loss of ridership.

7-11. ACCEPT AND FILE METROBASE STATUS REPORT

Mark Dorfman explained that the MetroBase schedule has changed by approximately thirty days as a result of the previous three changes to the schedule.

7-12. CONSIDERATION OF AUTHORIZATION OF DISPOSAL OF FOOTHILL BUS PARTS INVENTORY

No questions or comments.

7-13. 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

Mark Dorfman reported that METRO is ready to dispose of the Sakata Lane property if the Board so directs. Staff would go through the disposal process that includes obtaining the highest and best bid for this property. There has been much interest over the years and Staff has been keeping a record of these parties. Director Spence expressed concern over disposing of this property prior to the MetroBase Phase II being approved. Director Rotkin added that a two-base operation is cost prohibitive and it is unlikely that utilization of this property would be financially feasible for the MetroBase project.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR ALMQUIST

Staff was directed to address the concerns of Director Spence as it relates to the possible need to utilize the Sakata Lane property for Phase II of MetroBase. Bring back a

recommendation to the Board about the timing for disposal of the Sakata Lane property. Include economic data in the report to the Board since this is a disposable asset that is growing in value. Also include in the report whether this property might be utilized if the paratransit service is brought in-house.

Motion passed unanimously with Directors Norton and Phares being absent.

7-14. CONSIDERATION OF INCLUSION OF HISTORY OF PRIOR AMERICANS WITH DISABILITIES ACT (ADA) PROCEDURES

Margaret Gallagher explained to the Board that this staff report includes the revision history to show that there was a prior policy and to accurately reflect what had occurred with this procedure.

7-15. CONSIDERATION OF APPROVAL OF AGREEMENT WITH DELTA DENTAL REGARDING PRIVACY RIGHTS WILL BE PRESENTED FOR CONSIDERATION AT THE MARCH 28TH BOARD MEETING

REGULAR AGENDA

8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

This presentation will take place at the March 28, 2003 Board meeting

9. CONSIDERATION OF RENEWAL OF CONTRACT WITH BROWN, ARMSTRONG, PAULDEN, MCCOWN, STARBUCK & KEETER ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES

Summary:

Tom Stickel reported that this is a renewal for financial audit services provided to the District. This would be the final year for this renewal.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR ALMQUIST

Move to Consent Agenda for the March 28, 2003 Board Meeting.

Motion passed unanimously with Directors Norton and Phares being absent.

10. CONSIDERATION OF RENEWAL OF CONTRACT WITH MISSION LINEN AND UNIFORM SERVICE FOR UNIFORM AND LAUNDRY SERVICES

Summary:

Tom Stickel reported that this is a contract renewal for linen services that provide coveralls and Fleet Maintenance uniforms, mats to the buildings, etc. This is the final year for renewal of this contract.

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR ROTKIN

Move to Consent Agenda for the March 28, 2003 Board Meeting.

Motion passed unanimously with Directors Norton and Phares being absent.

11. CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR FURNISHING BUS AIR, FUEL AND OIL FILTERS

Summary:

This is a contract in which the District participates via the Regional Transit Coordinating Council (RTCC) in order to obtain volume discounts by participating in joint procurements with other transit agencies.

ACTION: MOTION: DIRECTOR AINSWORTH SECOND: DIRECTOR ROTKIN

Move to Items 11 and 12 to the Consent Agenda for the March 28, 2003 Board Meeting.

Motion passed unanimously with Directors Norton and Phares being absent.

12. CONSIDERATION OF AMENDING CONTRACT WITH AMPAC BUILDING MAINTENANCE FOR CUSTODIAL SERVICES AT SCOTTS VALLEY TRANSIT CENTER

13. CONSIDERATION OF APPROVAL TO AMEND CONTRACT FOR CONSTRUCTION OF THE COMPRESSED NATURAL GAS (CNG) FUEL STATION TO ADD ADDITIONAL CONSTRUCTION REQUIREMENTS ACTION REQUIRED AT THE MARCH 14, 2003 BOARD MEETING

Summary:

Mr. Stickel reported that the amendment to this contract would be for things that came up during the final walk-through of the CNG fuel station project. This amendment would also extend the timeline out to the end of April in order to give the contractor time to make corrections.

Discussion:

At Director Almquist's request, Mark Dorfman will see if the Homeland Security funding would cover things like fencing of the CNG facility to make it more secure. An agenda item will be added to the March 28th Board meeting for Chairperson Reilly to inform the Board of information she received at the recent APTA Legislative Conference in Washington, DC.

**ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR HINKLE
Authorize the General Manager to execute an amendment to the contract with Allsup Corporation to extend the contract and compensate contractor for additional work to be**

performed relating to the construction of the CNG fuel station at 1200 River Street, Santa Cruz. Staff was directed to report back to the Board on potential Homeland funding.

Motion passed unanimously with Directors Norton and Phares being absent.

14. CONSIDERATION OF AMENDING CONTRACT WITH GFI GENFARE TO PURCHASE ADDITIONAL FARE BOX EQUIPMENT

Summary:

Tom Stickel reported that when the District originally purchased the new fareboxes, there was a clause in the contract that allowed additional purchases for up to three years at the pre-designated prices. Staff is requesting that the Board approve the purchase of four additional fareboxes with accessories for the high-floor buses currently in production at Orion Bus Industries.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BEAUTZ

Move to Consent Agenda for the March 28, 2003 Board Meeting.

It was confirmed that the old fareboxes have not yet been sold. Jeff North stated that the bus operators would love to receive an old farebox as a longevity award. Will Regan inquired about the magnetic card reader and asked if this option should be added when needed instead of now. Mr. Dorfman responded that METRO would receive 80% of the funding if the equipment is obtained now.

Motion passed unanimously with Directors Norton and Phares being absent.

**15. PUBLIC HEARING TO RECEIVE INPUT REGARDING ALTERNATIVE SUGGESTIONS TO PROPOSED SERVICE CUTS
PUBLIC HEARING TO BE HELD AT MARCH 14, 2003 BOARD MEETING**

Summary:

Mark Dorfman stated that METRO is holding this public meeting in order to comply with CEQA (California Environmental Quality Act) requirements on proposed service cuts. No action is required today on this item. Mr. Dorfman itemized all the upcoming meetings and the various ways for the public to provide input to the Board. Ian McFadden made the service reduction presentation highlighting the four major projects involved: Highway 17 Service, Routes 4 & 8 combined, Aptos-La Selva reorganization, and the weekend Westside consolidation. Other reductions include under-performing trips and available options for the riders.

THE PUBLIC HEARING WAS OPENED UP AT 10:27 A.M.

Mark Dorfman explained why the Public Hearing was scheduled to take place today.

Mr. Marcelin discussed the Watsonville public meeting that was held on the service reductions and stated that he and Director Tavantzis were in attendance. He stated the service cuts he helped sell to the Board last year were minor cuts that turned into big service cuts in that the entire \$350,000 budget deficit that METRO is experiencing is coming out of service on the streets. Mr. Marcelin's concerns were: timeframe for advertising of public meetings, availability of details of the service reductions, utilization of the Hastus software by staff, reporting of riders per hour or subsidy dollars per hour. Mr. Marcelin referred to his handout "Common Sense" in which he questioned some of the recommendations for service reductions made by staff. This handout is attached to the Minutes. Several Directors expressed their appreciation of Mr. Marcelin's analyses but asked that he discontinue the personal comments regarding the METRO staff.

PUBLIC COMMENTS WERE CLOSED AT 10:44 A.M.

Public input will continue to the March 28, 2003 Board meeting. Staff was asked to review the recommendations made by Mr. Marcelin. Mr. Dorfman clarified that small changes could be made while still maintaining the deadline to include the information in the June reprint of the *Headways*. It was stated by staff that service reductions are not predicated solely on cost savings but also on lifeline service so as not to leave entire areas of the county without bus service. Staff was directed to post signage at the affected bus stops regarding the service changes.

THE PUBLIC HEARING WAS CLOSED AT 11:11 A.M.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR REILLY

Extend the meeting past 11:00 a.m.

Motion passed unanimously with Directors Norton and Phares being absent.

VICE CHAIRPERSON KEOGH ADJOURNED THE MEETING TO CLOSED SESSION AT THIS TIME.

23. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel

Margaret Gallagher stated that the case of Soretta Chatman would be discussed in Closed Session.

24. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Vice-Chairperson Keogh adjourned to Closed Session at 11:12 a.m. and reconvened to Open Session at 11:55 a.m.

SECTION III: RECONVENE TO OPEN SESSION

25. REPORT OF CLOSED SESSION

Margaret Gallagher stated there was nothing to report at this time.

ITEM #19 WAS TAKEN OUT OF ORDER.

**19. CONSIDERATION OF RENEWAL OF EMPLOYMENT PRACTICES LIABILITY INSURANCE
ACTION REQUIRED AT THE MARCH 14, 2003 BOARD MEETING**

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR REILLY

Authorize the renewal of Employment Practices Liability coverage with U.S. Risk Underwriters, Inc. at a premium not to exceed \$60,000.

Motion passed unanimously with Directors Norton and Phares being absent.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR BEAUTZ

Motion to adjourn and the carry the remaining items over to the March 28, 2003 Board Meeting.

Motion passed unanimously with Directors Norton and Phares being absent.

ADJOURN

There being no further business, Vice Chairperson Keogh adjourned the meeting at 11:56 a.m.

Respectfully submitted.

Dale Carr
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

March 28, 2003

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, March 28, 2003 at the City Hall Council Chambers, 809 Center Street, Santa Cruz, California.

Chairperson Reilly called the meeting to order at 9:05 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist (arrived after roll call)
Jan Beautz (arrived after roll call)
Michelle Hinkle
Mike Keogh
Ana Ventura Phares
Emily Reilly
Mike Rotkin
Pat Spence
Marcela Tavantzis

DIRECTORS ABSENT

Dennis Norton
Wes Scott

STAFF PRESENT

Bryant Baehr, Operations Manager
Mark Dorfman, Asst. General Manager
Margaret Gallagher, District Counsel
Jeffrey Northon, Bus Operator

Elisabeth Ross, Finance Manager
Robyn Slater, Interim H.R. Manager
Tom Stickel, Fleet Maint. Manager
Les White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Ed Kramer, MASTF
Jake Hurley, SEIU
Ed Kramer, MASTF
Fahmy Ma'Awad, Doran Center
Manny Martinez, PSA

Jeff North, Vice Chair, UTU
Will Regan, VMU
Marion Taylor, League of Women Voters
Amy Weiss, Interpreter
Linda Wilshusen, SCCRTC

2. ORAL AND WRITTEN COMMUNICATION

- | | | | |
|----|---|------------|---|
| a. | Paul Marcelin, MUG Member | RE: | Hwy 17 Buses
Laptop Computer Outlets |
| b. | William Spence, BT Commercial Real Estate | RE: | Sakata Lane property |
| c. | <u>Jan Beautz, Chair, SCCRTC</u> | <u>RE:</u> | <u>Hwy. 1</u> |

- d. Scott Bugental, Chair, E&D TAC
- e. Scott Bugental, Chair, E&D TAC

- RE: Paratransit Efficiencies
- RE: ADA Paratransit Fares

Fahmy Ma'Awad, representative for the Doran Center for the Blind and Vision Impaired, expressed appreciation for the Call Stop Committee and urged the Board to designate a back-up for Bryant Baehr regarding operating and maintaining the Talking Bus Technology equipment. Mr. Ma'Awad believes it would be more cost effective than having Digital Recorders fly a technician out every time something went wrong and Mr. Baehr was not available. .

As a representative from the Call Stop Committee, Margaret Gallagher stated that the Committee is requesting that the Board of Directors appoint John Daugherty to the Committee as a voting member. The Committee believes that action needs to be taken at this meeting because the Committee will meet again next Wednesday, April 2nd, and wants Mr. Daugherty to be a participant at that time. The Committee is asking that this be placed on today's agenda.

There was some question and discussion as to whether this should be considered an emergency. Les White added that the Committee's work is going to take at least a few more months, so he did not believe that there is a need to take action today. Director Reilly announced this item would be agendized for a future meeting.

Margaret Gallagher requested that Item #7-15 be pulled from the consent in order to be able to explain the matter in greater detail.

3. LABOR ORGANIZATION COMMUNICATIONS

Jake Hurley, SEIU Local 415, reiterated SEUI members support of MetroBase and are looking forward to working with the District on the implementation of the project.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Director Hinkle reported that Shelley Day had been nominated as MUG's second representative on the Call Stop Committee. Ms. Hinkle also reported that last week MUG and MASTF had a joint meeting to hear the service reduction and fare increase proposals.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

Nothing to report.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

SECTION I:

ADD TO ITEM #2

ORAL AND WRITTEN COMMUNICATION

- c. Jan Beautz, Chair, SCCRTC RE: Hwy. 1
 - d. Scott Bugental, Chair, E&D TAC RE: Paratransit Efficiencies
 - e. Scott Bugental, Chair, E&D TAC RE: ADA Paratransit Fare
- (Insert written communications)**

CONSENT AGENDA:

- ADD TO ITEM #7-3** February 2003 Ridership Report (Page 1)
(Insert Page 1 of Ridership Report)
- ADD TO ITEM #7-4** CONSIDERATION OF TORT CLAIMS: Deny the claims of: Roxie Pagen, Claim #03-0006; Robin Hilliard, Claim #-3-0007; Miroslava Morelund, Claim #03-0008
(Insert Claims)
- ADD TO ITEM #7-15** CONSIDERATION OF APPROVAL OF AGREEMENT WITH DELTA DENTAL REGARDING PRIVACY RIGHTS PURSUANT TO HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA); REVIEW NOTICE OF PRIVACY RIGHTS TO ENROLLEES AND REVIEW NEW GRIEVANCE PROCEDURES.
(Insert Staff Report)

REGULAR AGENDA:

- DELETE ITEM #13** CONSIDERATION OF APPROVAL TO AMEND CONTRACT FOR CONSTRUCTION OF THE COMPRESSED NATURAL GAS (CNG) FUEL STATION TO ADD ADDITIONAL CONSTRUCTION REQUIREMENTS
(Action was taken at the 3/14/03 Board meeting)
- DELETE ITEM #19** CONSIDERATION OF RENEWAL OF EMPLOYMENT PRACTICES LIABILITY INSURANCE
(Action was taken at the 3/14/03 Board meeting)

AND....

- ADD NEW ITEM #19** CONSIDERATION OF ESTABLISHING THE MANAGEMENT POSITION OF PROJECT MANAGER FOR THE METROBASE PROJECT
(Add Staff Report)
- ADD TO ITEM #23** REPORT ON AMERICAN PUBLIC TRANSPORTATION ASSOCIATION'S (APTA) LEGISLATIVE CONFERENCE AND MEETINGS WITH MEMBERS OF CONGRESS AND THEIR STAFF
(New Agenda Item but report will be given orally)
- ADD TO ITEM #24** CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR RESIDENT BUS INSPECTOR SERVICES
(Add Staff Report)
- ADD TO ITEM #25** CONSIDERATION OF AUTHORIZATION TO OPERATE A SHUTTLE FOR THE UNITED TRANSPORTATION UNION (UTU) SENIOR DINNER
(Add Staff Report)

- ADD TO ITEM #26** CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO REPRESENT METRO AT MEETINGS HELD TO DEVELOP A FORMATION AGREEMENT FOR A HIGHWAY 1 JOINT POWERS AUTHORITY
(Add Staff Report)
- ADD TO ITEM #27** CONSIDERATION OF APPOINTING A MEMBER OF THE BOARD OF DIRECTORS TO SERVE ON THE BOARD OF THE HIGHWAY 1 JOINT POWERS AUTHORITY
(Add Staff Report)
- ADD TO ITEM #28** CONSIDERATION OF APPOINTMENT OF MATTHEW JAMES MELZER TO THE METRO USERS GROUP UNDER THE MEMBERSHIP CATEGORY OF “TRANSIT USER”
(Add Staff Report)
- ADD TO ITEM #29** CONSIDERATION OF OPTIONS FOR BUS ADVERTISING
(Add Staff Report)
- ADD TO ITEM #30** CONSIDERATION OF MODIFYING THE REGULAR MEETING SCHEDULE OF THE BOARD OF DIRECTORS TO HOLD THE APRIL 11, 2003 REGULAR MEETING AT THE SANTA CRUZ CITY COUNCIL CHAMBERS
(New Agenda Item but report will be given orally)

Les White requested that Item #29, CONSIDERATION OF OPTIONS FOR BUS ADVERTISING, be deferred for one month, as current events/developments would affect Staff's recommendation on that item.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR REILLY

Defer Item #29, CONSIDERATION OF OPTIONS FOR BUS ASVERTISING, for one month.

Motion passed unanimously.

CONSENT AGENDA

Director Reilly pulled Item #7-15 from the Consent Agenda.

- 7-1. APPROVE REGULAR BOARD MEETING MINUTES OF FEBRUARY 14 AND FEBRUARY 28, 2003**
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS**
- 7-3. ACCEPT AND FILE FEBRUARY 2003 RIDERSHIP REPORT**
- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the Claims of: Roxie Pagen, Claim #03-0006; Robin Hilliard, Claim #03-0007; Miroslava Morelund, Claim #03-0008.**
- 7-5. ACCEPT AND FILE AGENDA FOR THE MASTF COMMITTEE MEETING OF MARCH 20, 2003 AND THE MINUTES OF THE FEBRUARY 20, 2003 MEETING**

- 7-6. ACCEPT AND FILE AGENDA FOR THE MUG COMMITTEE MEETING OF MARCH 19, 2003 AND THE MINUTES OF THE FEBRUARY 19, 2003 MEETING
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2003; APPROVAL OF BUDGET TRANSFERS
- 7-8. ACCEPT AND FILE PARACRUZ STATUS REPORT FOR DECEMBER 2002
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY 2003
- 7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
- 7-11. ACCEPT AND FILE METROBASE STATUS REPORT
- 7-12. CONSIDERATION OF AUTHORIZATION OF DISPOSAL OF FOOTHILL BUS PARTS INVENTORY
- 7-13. 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
- 7-14. CONSIDERATION OF INCLUSION OF HISTORY OF PRIOR AMERICANS WITH DISABILITIES ACT (ADA) PROCEDURES
- 7-16. CONSIDERATION OF RENEWAL OF CONTRACT WITH BROWN, ARMSTRONG, PAULDEN, MCCOWN, STARBUCK & KEETER ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES
(Moved to Consent Agenda at the March 14, 2003 Board Meeting. Staff report retained original numbering as Item #9)
- 7-17. CONSIDERATION OF RENEWAL OF CONTRACT WITH MISSION LINEN AND UNIFORM SERVICE FOR UNIFORM AND LAUNDRY SERVICES
(Moved to Consent Agenda at the March 14, 2003 Board Meeting. Staff report retained original numbering as Item #10)
- 7-18. CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR FURNISHING BUS AIR, FUEL AND OIL FILTERS
(Moved to Consent Agenda at the March 14, 2003 Board Meeting. Staff report retained original numbering as Item #11)
- 7-19. CONSIDERATION OF AMENDING CONTRACT WITH AMPAC BUILDING MAINTENANCE FOR CUSTODIAL SERVICES AT SCOTTS VALLEY TRANSIT CENTER
(Moved to Consent Agenda at the March 14, 2003 Board Meeting. Staff report retained original numbering as Item #12)
- 7-20. CONSIDERATION OF AMENDING CONTRACT WITH GFI GENFARE TO PURCHASE ADDITIONAL FARE BOX EQUIPMENT
(Moved to Consent Agenda at the March 14, 2003 Board Meeting. Staff report retained original numbering as Item #14)

ACTION: MOTION: DIRECTOR PHARES SECOND: DIRECTOR ALMQUIST

Approve the Consent Agenda, except Item #7-15, which was pulled from the Consent Agenda to be taken separately.

Motion passed unanimously.

7-15. CONSIDERATION OF APPROVAL OF AGREEMENT WITH DELTA DENTAL REGARDING PRIVACY RIGHTS PURSUANT TO HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA); REVIEW NOTICE OF PRIVACY RIGHTS TO ENROLLEES AND REVIEW NEW GRIEVANCE PROCEDURES

Summary:

Margaret Gallagher reported that she is currently in negotiations with Delta Dental regarding the new privacy requirements. Specifically, trying to eliminate the indemnification clause that favors Delta and also that the District be authorized, not only under the HIPPA rule to only release medical information that the District obtains in accordance with the regulation, but also as otherwise allowed by Federal or State law.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR ALMQUIST

Authorize District Counsel to continue negotiations with Delta Dental regarding the indemnification clause and release of medical information. Then approve the Agreement with Delta Dental regarding privacy rights of HIPAA. Authorize the release of a Notice of Privacy Rights for Enrollees and approve new Grievance Procedures.

Motion passed unanimously.

REGULAR AGENDA

8. CONSIDERATION OF PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

Discussion:

The following employees were acknowledged with a longevity certificate for his years of service:

TEN YEARS

Samuel Garcia, Mechanic III

TWENTY-FIVE YEARS

Henry Lee, Lead Mechanic (Carried over from 2/28/03 Board Meeting)
Jeffrey Northon, Bus Operator

Mr. Garcia and Mr. Lee were not in attendance to receive their certificates.

9. MOVED TO CONSENT AGENDA AS ITEM #7-16

10. MOVED TO CONSENT AGENDA AS ITEM #7-17

11. MOVED TO CONSENT AGENDA AS ITEM #7-18

12. MOVED TO CONSENT AGENDA AS ITEM #7-19

13. DELETED

14. MOVED TO CONSENT AGENDA AS ITEM #7-20

15. PUBLIC HEARING TO RECEIVE INPUT REGARDING ALTERNATIVE SUGGESTIONS TO PROPOSED SERVICE CUTS

Summary:

Les White reported that today's Public Hearing ties in with the series of public meetings the District has held at various locations in the county, giving the public an opportunity to present ideas and concerns regarding the proposed service cuts.

Mark Dorfman then explained that in addition to the public meetings, notices have been posted at all the Transit Centers, signs have been posted on all buses, and where service is proposed to be eliminated, notices have been posted on bus stop signs throughout those neighborhoods. In addition, at the recommendation of MASTF, staff has researched and mailed letters to individuals who use ParaCruz that would be impacted by eliminating routes. In addition, phone calls are being made to affected ParaCruz users who may not be able to read written notices. The intent is to make everyone impacted aware of the changes. Mr. Dorfman explained that the purpose of the public hearing today is to solicit comments from the public. METRO staff will prepare responses to each comment.

Discussion:

Director Rotkin asked what public meetings were left and was informed that today's meeting was the last one and that the full Power Point presentation is available on the web. Director Rotkin asked the Community TV technician to have the website shown on the screen during today's live broadcast. Mr. Dorfman continued by saying that Staff will present public comments and questions with responses before the Board on April 28, 2003 for proposed action.

Director Phares requested that the presentation be broadcast on Charter Cable for the benefit of the Watsonville area. She also pointed out that Spanish speaking people do not read the *Register Pajaronian* and requested that, going forward, all public notices be advertised in Spanish language publications such as *La Ganga* and *El Sol*. Mark Dorfman replied that he would contact Charter Cable and develop a slide format that they can use.

Chairperson Reilly opened the Public Hearing at 9:25

The following comments were made:

Michael Bradshaw, CCCIL, stated that the proposed increases in fares and route restructuring will affect approximately 70 of CCCIL's consumers in the south county area. CCCIL, as representatives of the disability community, is very concerned and feel the proposals are disproportionate when it comes to affecting seniors and disabled. Concerned with the proposed

route elimination in the Felton area, which will affect approximately 18 people who use Paratransit service. Also concerned about the elimination of the Stroke Center route.

Concerned about the disproportionate fare increase proposals, specifically that the senior/disabled pass will go from \$14 to \$30, which is a 115% increase, while the rest of the fares go up only 50%. Urged Board to look at these changes very carefully.

Fahmy Ma'Awad, Doran Center for the Blind and Visually Impaired, believes this is “de ja vu” since it happened in 1989, 1991 and now again. Wants someone to be held responsible for the budget situation. \$4,500 spent on each Farebox that sits in the garage. The poor people who ride the buses are paying for the deficit. Hold management, staff, and the Board responsible, implement a 10% cut across the board especially for the high salary that we know is not going to affect the Metro Board.

Director Reilly replied that the Board is responsible for the decisions that are made by the Board and once something is voted on, it is supported by staff and management who proceed as directed.

Director Almquist requested more information on options available regarding cutting the route 36 in Felton.

Director Reilly requested more information on the Stroke Center route

Director Rotkin added that the Board is definitely responsible for its decisions and it is not a matter of not managing the budget well, but rather that the Board has failed to have fare increases all along to keep up with inflation, which will happen going forward.

Director Almquist requested information on the general effects on Paratransit in all areas where service may be cut, not only the number of Paratransit users, but how often they use the service.

Written communication received by Paul Marcelin is attached as part of these Minutes.

Chairperson Reilly closed the Public Hearing at 9:37

16. **CONSIDERATION OF AUTHORIZING THE ESTABLISHMENT OF A PROPERTY ACQUISITION NEGOTIATING TEAM USING THE SERVICES OF SANTA CRUZ COUNTY AND METRO STAFF AND AUTHORIZING THE TRANSMITTING OF A LETTER TO THE CITY COUNCIL OF SANTA CRUZ REQUESTING CONSENT FOR METRO TO USE ITS POWER OF EMINENT DOMAIN TO ACQUIRE THE SURF CITY AND TOOL SHED PROPERTIES**

Summary:

Les White had a modification to the recommendation subsequent to the development of the Staff Report. After having discussions with the County of Santa Cruz staff and the City of Santa Cruz Redevelopment Agency (SCRDA) staff, looking at the amount of work that the SCRDA is

doing for the District already on the Metro Center Project and their ability to smoothly transition into this project, which was also discussed with County staff, Staff recommends that the Board authorize the establishment of the Acquisition Negotiating Team utilizing the services of the SCRDA rather than Santa Cruz County staff. Both groups agree that is the best way to proceed.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR ALMQUIST

Authorize the establishment of a Property Acquisition Negotiating Team using the services of Santa Cruz City Redevelopment Agency and follow Staff Recommendation in terms of how this material is presented to the Board and authorize the Board Chair to transmit a letter to the Santa Cruz City Council requesting consent for METRO to use its power of eminent domain to acquire the Surf City Produce and Tool Shed properties.

Director Rotkin reminded Staff that when we announced our intention to proceed with this project, we heard concerns raised by the owners of the two properties involved. Les White assured the Board of Directors that all mandates required by law would be followed to protect this right to make sure their interests are preserved during the process of transition.

Motion passed unanimously.

17. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO SIGN AND TRANSMIT A NOTIFICATION OF CONTRACT TERMINATION LETTER TO WATERLEAF INTERIORS, INC., PORTLAND, OREGON, FOR DESIGN SERVICES FOR THE METROBASE PROJECT

Summary:

Les White explained that when the District entered into a contract with Waterleaf Interiors, Inc., the project was a consolidation facility on the Lipton Property. Since that time, the project has shifted from a “green field” construction project on the West side to a “reuse and enhancement” project utilizing existing METRO facilities.

It would be in the best interest of both METRO and Waterleaf for the Board to issue a new RFP to re-scope this project as a redevelopment rather than a new construction project, giving Waterleaf the opportunity to propose on that basis, rather than trying to modify all components of the existing contract.

ACTION: MOTION: DIRECTOR KEOGH SECOND: DIRECTOR ROTKIN

Authorize the General Manager to transmit a letter to Waterleaf Interiors, Inc. terminating the contract fro design services fro the MetroBase Project.

Motion passed unanimously.

18. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO ISSUE A REQUEST FOR PROPOSALS FOR DESIGN SERVICES FOR PHASE 1 OF THE METROBASE PROJECT

Summary:

Les White explained the current project before the Board includes developing the existing facilities at River Street and Golf Club Drive. In order to develop final design documents and construction specifications, Staff is recommending that an RFP be issued based on a revised Scope of Services and recommending that the Scope of Services requests the identification of construction segments that will expedite the implementation of CNG operations while preserving the ability of METRO to operate during the construction period. Staff is also recommending an expedited solicitation process to get the chosen design team to the Board within 2 months and not slip on the schedule for this project.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General Manager to expedite the issuance of a Request for Proposals for design services for the MetroBase Project.

Motion passed unanimously.

19. CONSIDERATION OF ESTABLISHING THE MANAGEMENT POSITION OF PROJECT MANAGER FOR THE METROBASE PROJECT

Summary:

Les White explained that this position would be funded 100% by FTA and STA funds, which are capital-only funding sources. The MetroBase Project is a capital project and needs Project Management oversight, which is an allowable cost.

Staff is recommending that the job description be established at the same level as the Paratransit Administrator and Base Superintendent, that the Project Manager position is in place for the duration of the MetroBase Project, when it is concluded, the position would be eliminated. Staff looked at bringing someone onboard as an employee vs. a contractor, and would recommend a contractor if the project could actually be completed in 2-3 years. Staff feels the project will take 4-6 years for completion and therefore justifies bringing someone in-house to stay with the project until fruition.

Mr. White explained that currently, himself, Mark Dorfman, and Margaret Gallagher work on the project on a very limited part-time basis, considering all the other issues facing the District. This approach is no longer feasible.

Discussion:

Les White noted that he would include Director Tavantzis' suggestion to add language to the position description asking for experience in "Change Order Management."

Director Rotkin asked if a different arrangement such as Mr. White or Mr. Dorfman working on MetroBase and hiring someone else to do some of the things they do, and was informed that the cost was looked at and the MetroBase Project Manager position will be very complex and require focus and 100% concentration, which neither Mr. White nor Mr. Dorfman could provide.

Director Rotkin inquired about how this position will be advertised and was informed that the cities and counties would be notified first, then the scope would be broadened if necessary.

Director Ainsworth supports Staff's recommendation of a full time experienced project manager.

Director Tavantz suggested the position be "at-will" and was informed that was Mr. White's intention. Also, Ms. Tavantzis wants clear wording about the position being temporary and language regarding Change Order Procedures in the position description.

Director Reilly feels it is important to fill this position with a local person who is familiar with the area.

Director Phares questioned why a full time employee would be more cost effective than a consultant and was informed that the cost is in the same neighborhood, but this project may grow into Phase 2.

Linda Wishusen, SCCRTC, supports Staff's recommendation and with all the different parties involved, believes a Project Manager on staff is a very good idea.

Director Reilly asked for clarification of the role of the Redevelopment Agency in the project. Les White replied that the RDA will be used for land acquisition, right of way and relocation phases, and along with that, we will not have a Project Manager right away, but if we can enter into an MOU with the RDA, they will work on the ramping up right now while we are selecting a Project Manager.

Fahmy Ma'Awad asked about the funding and benefits for this position and was informed it would be funded with capital funds, which cannot be used for operating costs.

ACTION: MOTION: DIRECTOR AINSWORTH SECOND: DIRECTOR ALMQUIST

Authorize the creation of the management level position of Project Manager for the MetroBase Project.

Motion passed unanimously.

20. CONSIDERATION OF APPROVAL OF FY 03-04 PRELIMINARY LINE ITEM BUDGET FOR REVIEW AND CLAIMS PURPOSES

Summary:

Elisabeth Ross, Finance Manager, reported that the Board adopts a preliminary line item budget in March each year for submittal of TDA and STA claims to the SCCRTC by the April 1st deadline.

Discussion:

Director Almquist asked if the budget assumes raising fares 25% and was informed by Ms. Ross that the budget meets the \$750,000 goal that the District set.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTRO ALMQUIST

Approve the preliminary line item budget for FY 03-04 for review and TDA/STA purposes.

Motion passed unanimously with Directors Keogh and Phares being absent.

21. CONSIDERATION OF RESOLUTIONS AUTHORIZING THE TRANSMITTAL OF FY 2004 STATE TRANSIT ASSISTANCE (STA) AND TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIMS

Summary:

Mark Dorfman explained that this is the District's request for TDA and STA claims. The STA is used for capital and the TDA is used for the operating budget.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Adopt Resolutions authorizing staff to submit claims to the Santa Cruz County Regional Transportation Commission for FY 2004 State Transit Assistance (STA) and Transportation Development Act (TDA) funds by a unanimous voice vote in lieu of a roll call.

Motion passed unanimously. No dissents were registered.

22. CONSIDERATION OF ADOPTION OF RESOLUTION AMENDING FY 02-03 BUDGET

Summary:

Elisabeth Ross reported that this was the latest revision to balance the FY 02-03 Budget.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR HINKLE

Adopt the Resolution amending the FY 02-03 Budget in accordance with Exhibit A by a unanimous voice vote in lieu of a roll call.

Motion passed unanimously. No dissents were registered.

23. REPORT ON AMERICAN PUBLIC TRANSPORTATION ASSOCIATION'S (APTA) LEGISLATIVE CONFERENCE AND MEETINGS WITH MEMBERS OF CONGRESS AND THEIR STAFF

Summary:

Chairperson Reilly announced that she, Director Keogh and Les White attended the APTA Legislative Conference in Washington, DC.

Les White explained that the Legislative Conference is held in March for a number of reasons: March 15th is the deadline for the first and current budget resolution to be passed by Congress, which sets the spending ceiling for all the major functions for appropriations. That time also kicks off activities of various appropriations committees. The appropriations committee is where the discretionary funds are earmarked for transit. We are now at a junction where TEA-21 can be authorized and we can advocate for the High Intensity Transit Tier, which would give under 200,000 population funding based on performance rather than population and population density.

Director Keogh reported that the District is very well represented by Carolyn Chaney. Director Reilly explained that communication was difficult if not completely blocked in the Washington, DC area due to security issues, but Mr. White and Ms. Chaney were the only ones able to pull everyone together for meetings and get this pushed through, even though it would affect numerous transit agencies.

24. CONSIDERATION OF AMENDING AWARD OF CONTRACT FOR RESIDENT BUS INSPECTOR SERVICES

Summary:

Mark Dorfman explained that federal law requires bus inspection services when federal funding is used for the procurement of buses. The District entered into a contract with J & S Maintenance Professional Services, Inc. to provide resident inspection services for 29 buses being purchased from New Flyer of America, Inc.

Although the contract with New Flyer specified 52 weeks for delivery of the new buses, New Flyer promised the new buses would arrive before then, by January 13, 2003. Due to production delays and the final assembly of the buses being moved from Crookston to St. Cloud by New Flyer of America, J & S Maintenance Professional Services, Inc. has incurred an overrun in the time and cost proposed in the original contract.

The amendment of up to an additional \$29,350.00 would pay J & S \$365.00 per day in overrun costs.

Discussion:

Director Almquist asked if the District could recover the overrun costs from the manufacturer and was informed that if all the buses were not delivered within 52 weeks from when the contract began, then the District could assess damages against them. 52 weeks will be up on May 28, 2003.

ACTION: MOTION: DIRECTOR TAVANTZIS SECOND: (None)

Authorize the General Manager to amend the contract for resident bus inspection services with J & S Maintenance Professional Services, Inc. to increase the contract by an additional amount up to \$29,350.00.

Motion passed unanimously.

25. CONSIDERATION OF AUTHORIZATION TO OPERATE A SHUTTLE FOR THE UNITED TRANSPORTATION UNION (UTU) SENIOR DINNER

Summary:

Bryant Baehr reported that UTU Local 23 has sponsored a Senior Dinner for the past 8 years. UTU has asked the Board to fund the use of 1 bus operator and 1 bus for approximately 3 ½ - 4 hours at \$57.00 per hour to transport the seniors to the dinner and back.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR REILLY

Discussion:

Director Tavantzis asked how the shuttle worked and was informed by Jeff North, UTU Vice Char and Manny Martinez, Transit Supervisor, that the bus makes a continuous loop from the Capitola Mall to the Senior Center and back to the Mall.

Holding the dinner in the North or South county areas was discussed and it was agreed upon that Capitola Mall was a central location for residents of both ends of the county.

Les White reminded that the Board would meet in Capitola in May.

Authorize the operation of a shuttle for the United Transportation Union, UTU senior dinner held on April 10, 2003.

Motion passed unanimously.

26. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO REPRESENT METRO AT MEETINGS HELD TO DEVELOP A FORMATION AGREEMENT FOR A HIGHWAY 1 JOINT POWERS AUTHORITY

Summary:

Les White reported that a Joint Powers Authority will be established to oversee the Highway 1 Widening/HOV Project. A Formation Agreement that can be signed by all participating agencies will be developed and Staff recommends that the General Manager be authorized to represent METRO at the meetings held to draft a Joint Powers Agreement for the Highway 1 Widening/HOV Project.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR BEAUTZ

Authorize the General Manager to represent METRO at meetings to develop a Formation Agreement for a Highway 1 Joint Powers Authority and make decisions other than those that have financial implications, which must have Board approval.

Motion passed unanimously.

27. CONSIDERATION OF APPOINTING A MEMBER OF THE BOARD OF DIRECTORS TO SERVE ON THE BOARD OF THE HIGHWAY 1 JOINT POWERS AUTHORITY

Summary:

Les White reported that the SCCRTC has requested participation of the Chair and Staff at the April 4, 2003 kick-off meeting for the formation of the Joint Powers Authority. A JPA will be established to oversee the Highway 1 Widening/HOV Project. One of the actions necessary to implement and activate a JPA is for each of the member agencies to appoint representatives to serve on the Board of Directors. The duration of the term of office on the JPA Board of Directors is expected to be one year.

Discussion:

Linda Wilshusen, SCCRTC Director, clarified that the invitation sent to the District was to attend the formation kick-off meeting and the Board does not need to nominate a representative to be on the JPA Board yet, as it has not been formed yet. Ms. Wilshusen also confirmed that the Board member that attends the formation meeting does not necessarily have to be the same Board member that represents the District on the JPA.

Jeff Almquist nominated Director Tavantzis and suggested that policy be set for a 1-year term, ending in December.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR SPENCE

Nominate Director Tavantzis to serve as a member of the Board of Directors of the Highway 1 Joint Powers Authority for a 1-year term ending in December.

Motion passed unanimously.

Les White clarified that Chairperson Reilly will attend the kick-off meeting on April 4, 2003. Director Rotkin inquired about alternates and was informed that alternates will be offered.

28. CONSIDERATION OF APPOINTMENT OF MATTHEW JAMES MELZER TO THE METRO USERS GROUP UNDER THE MEMBERSHIP CATEGORY OF “TRANSIT USERS”

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR ROTKIN

Appoint Matthew James Melzer to the Metro Users Group under the membership category of “Transit Users”.

Discussion:

Director Tavantzis asked about the 2 TMA positions and was informed that Sandra Coley, form the Pajaro TMA attends regularly, but Carolyn O'Donnell had left the Santa Cruz TMA and has not yet been replaced.

Motion passed unanimously.

29. CONSIDERATION OF OPTIONS FOR BUS ADVERTISING

Deferred to next month

30. CONSIDERATION OF MODIFYING THE REGULAR MEETING SCHEDULE OF THE BOARD OF DIRECTORS TO HOLD THE APRIL 11, 2003 REGULAR MEETING AT THE SANTA CRUZ CITY COUNCIL CHAMBERS

Summary:

Mark Dorfman explained that, according to the schedule for Fare Increase meetings, the Board will decide at the April 11, 2003 meeting which of the options they want to direct Staff to bring forward in a first reading of the resolution on April 25, 2003.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR ALMQUIST

Hold the April 11, 2003 Board of Directors regular meeting at the Santa Cruz City Council Chambers.

Motion passed unanimously.

31. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel

Margaret Gallagher stated that the existing litigation case of Dorothy Parker vs. METRO would be discussed in Closed Session. Ms. Gallagher asked that the anticipated litigation case be deferred for one month.

32. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Chairperson Reilly adjourned to Closed Session at 11:00 a.m. Vice Chairperson Keogh reconvened to Open Session at 11:14 a.m.

SECTION III: RECONVENE TO OPEN SESSION

21. REPORT OF CLOSED SESSION

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There was nothing to report at this time.

ADJOURN

There being no further business, Vice Chairperson Keogh adjourned the meeting at 11:14 a.m.

Respectfully submitted.

Cindi Thomas
Administrative Secretary

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/03 THRU 03/31/03

CK SER	CHECK DATE	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
9183	03/07/03	320.00	001004	COUNTY OF SANTA CRUZ	81683	BIS SERVICES	320.00	
9184	03/07/03	750.00	001006	KUSHIDA, CLETE A., M.D., PH.D.	81684	PROF/TECH SVCS	750.00	
9185	03/07/03	400.00	001007	NATL INSTITUTE FOR TRIAL ADVCY	81685	PREPARE FOR DEPOSITN	400.00	
9186	03/07/03	9,941.66	001043	VISION SERVICE PLAN	81686	MAR VISION INSURANCE	9,941.66	
9187	03/07/03	14,294.15	001063	NEW FLYER INDUSTRIES LIMITED	81687	REV VEH PARTS 3791	3,791.11	
					81688	REV VEH PARTS 66	66.00	
					81689	REV VEH PARTS 1584	1,584.36	
					81690	REV VEH PARTS 2912	2,911.85	
					81691	REV VEH PARTS 1999	1,999.36	
					81692	REV VEH PARTS 434	434.20	
					81693	REV VEH PARTS 548	548.40	
					81694	REV VEH PARTS 1117	1,116.97	
					81695	REV VEH PARTS 111	110.94	
					81696	REV VEH PARTS 1731	1,730.92	
9188	03/07/03	89.10	001112	BRINK'S TROPHY SHOPPE	81697	NAME PLATES/BOARD	89.10	
9189	03/07/03	138.65	001224	SAFEGUARD BUSINESS SYSTEM	81698	RECEIPTS/FINANCE	138.65	
9190	03/07/03	15.00	001271	DEPARTMENT OF MOTOR VEHICLES	81699	EMPLOYER TESTING	15.00	
9191	03/07/03	183.63	001315	WASTE MANAGEMENT OF S C	81700	FEB MT HERMON/KINGS	41.60	
					81701	FEB KINGS VILLAGE	142.03	
9192	03/07/03	100,558.22	001316	DEVCO OIL	81702	FEB FUEL	100,558.22	
9193	03/07/03	1,178.94	001346	CITY OF SANTA CRUZ	81703	02/03 STORM WATER	1,178.94	
9194	03/07/03	943.39	001365	BORTNICK, ROBERT S. & ASSOC.	81704	INVESTIGATIVE SVCS	943.39	
9195	03/07/03	73.00	001401	KIPLINGER CALIFORNIA LETTER	81705	KIPLINGER CALIF/FIN	73.00	
9196	03/07/03	405.98	001433	MOORE MATERIAL HANDLING GROUP	81706	OUT REPAIR FORKLIFT	258.33	
					81707	OUT REPAIR FORKLIFT	147.65	
9197	03/07/03	895.00	001492	EVERGREEN OIL INC.	81708	HAZ WASTE DISPOSAL	895.00	
9198	03/07/03	11,520.61	001616	UNUM	81709	MAR LTD INSURANCE	11,520.61	
9199	03/07/03	246.98	001711	MOHAWK MFG. & SUPPLY CO	81710	REV VEH PARTS 247	246.98	
9200	03/07/03	4,478.52	001745	HARTFORD LIFE	81711	MAR LIFE/AD&D INS	4,478.52	
9201	03/07/03	200,389.94	001762	COMMUNITY BRIDGES	81712	JAN ADA PARATRANSIT	200,389.94	
9202	03/07/03	110.40	001856	BAY COMMUNICATIONS	81713	OUT REPAIR PHONES	110.40	
9203	03/07/03	7,164.37	002005	TRANSIT RESOURCES, INC.	81714	REV VEH PARTS	7,164.37	
9204	03/07/03	119.69	002063	COSTCO	81715	PHOTO PROCESS/OPS	41.14	
					81716	PHOTO PROCESS/OPS	58.48	
					81717	LOCAL MEETING EXP	20.07	
9205	03/07/03	77.00	002069	A TOOL SHED, INC.	81718	EQUIP RENT/ONG FAC	77.00	
9206	03/07/03	1,934.91	002106	AMERICAN SUPPLY COMPANY	81719	CLEANING SUPPLIES	1,934.91	
9207	03/07/03	31,370.00	002123	GIRD, INC.	81720	HASTUS ROSTER MODULE	31,370.00	
9208	03/07/03	69.49	002161	APPLIED INDUSTRIAL TECH	81721	REPAIR BUS WASHER	69.49	
9209	03/07/03	1,214.55	002214	SSI CORP.	81722	REPAIRS/MAINTENANCE	1,214.55	
9210	03/07/03	459.32	002240	KLEEN-RITE	81723	OUT REPAIR EQUIPMENT	459.32	
9211	03/07/03	569.89	002278	CHEMSEARCH	81724	PUREWASH SYSTEMS	569.89	
9212	03/07/03	179.76	002459	SCOTT'S VALLEY WATER DISTRICT	81725	12/9-2/5 KINGS VLB	28.91	
					81726	12/9-2/5 KINGS VLB	150.85	
9213	03/07/03	180.79	002474	ELECTRICAL DISTRIBUTORS CO.	81727	REPAIRS/MAINTENANCE	180.79	
9214	03/07/03	708.48	002609	CLEANSOURCE	81728	CLEANING SUPPLIES	708.48	
9215	03/07/03	1,004.82	002627	CDN GOVERNMENT, INC.	81729	OFFICE SUPPLIES/IT	1,004.82	
9216	03/07/03	486.00	002674	WESTERN HIGHWAY PRODUCTS, INC	81730	REPAIRS/MAINTENANCE	486.00	
9217	03/07/03	9,173.68	002686	WATERLEAF ARCHITECTURE	81731	PROF SVCS TO 1/31	9,173.68	
9218	03/07/03	2,100.00	002700	SANTA CRUZ COUNTY	81732	HEALTH PERMITS	2,100.00	

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CHECK NUMBER	CHECK DATE	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION COMMENT AMOUNT
9219	03/07/03	1,419.89	002713 SANTA CRUZ AUTO TECH, INC	81733	OUT REPAIR/#906	1,178.73
				81734	OUT REPAIR/#B021	241.16
9220	03/07/03	355.00	002720 METRO SANTA CRUZ NEWSPAPER	81735	2/13 AD DEIR MB	355.00
9221	03/07/03	10.43	009 PACIFIC GAS & ELECTRIC	81736	2/7-2/26 SAKATA LN	10.43
9222	03/07/03	1,268.43	013 MCI SERVICE PARTS, INC.	81737	REV VEH PARTS	754.05
				81738	REV VEH PARTS	514.38
9223	03/07/03	648.00	017 SUN MICROSYSTEMS, INC.	81739	SUN RECERTIFY FEE	648.00
9224	03/07/03	1,042.13	043 PALACE ART & OFFICE SUPPLY	81740	OFFICE SUPPLIES	1,042.13
9225	03/07/03	98.66	045 ROYAL WHOLESALE ELECTRIC	81741	REPAIRS/MAINTENANCE	49.25
				81742	REPAIRS/MAINTENANCE	49.41
9226	03/07/03	11,584.81	079 SANTA CRUZ MUNICIPAL UTILITY	81743	12/27-2/26 PACIFIC	63.56
				81744	12/27-2/26 PACIFIC	3,738.60
				81745	12/25-2/25 BOLF	1,538.04
				81746	12/25-2/25 END	1,552.20
				81747	12/25-2/25 RIVER	3,268.81
				81748	12/25-2/25 111 DUB	1,423.60
9227	03/07/03	229,937.60	080E STATE BOARD OF EQUALIZATION	81817	SALES TAX 10 BUSES	229,937.60
9228	03/07/03	4,370.54	117 BILLIG CORPORATION	81749	REV VEH PARTS	1,180.90
				81750	REV VEH PARTS	207.47
				81751	REV VEH PARTS	193.88
				81752	REV VEH PARTS	1,615.97
				81753	REV VEH PARTS	1,172.32
9229	03/07/03	168.34	122 SCNTD PETTY CASH - OPS	81754	PETTY CASH/OPS	168.34
9230	03/07/03	187.50	126 EUCALYPTUS LANDSCAPING, LLC	81755	CNG CLEAN UP	187.50
9231	03/07/03	699.46	146 ZEP MANUFACTURING COMPANY	81756	PARTS/SUPPLIES	699.46
9232	03/07/03	864.00	172 CENTRAL WELDER'S SUPPLY, INC.	81757	ANNUAL CYLINDER LEASE	864.00
9233	03/07/03	1,646.00	186 WILSON, GEORGE H., INC.	81758	STORTI'S-BLDGS/IMP	1,646.00
9234	03/07/03	1,817.00	221 VEHICLE MAINTENANCE PROGRAM	81759	REV VEH PARTS 1617	1,817.00
9235	03/07/03	311.04	261A OFFICE MAX	81818	BUS CARDS/SVC CUTS	311.04
9236	03/07/03	175.00	291 STANLEY ACCESS TECHNOLOGIES	81760	REPAIR WTC DOORS	175.00
9237	03/07/03	467.00	309 GOOD TIMES	81761	2/13 AD DEIR MB	467.00
9238	03/07/03	85.77	372 FEDERAL EXPRESS	81762	JAN/FEB MAILINGS	85.77
9239	03/07/03	5,947.53	378 STEWART & STEVENSON	81819	REV VEH PARTS/SUPPLY	456.66
				81820	REBUILD TRANSMISSION	5,490.87
9240	03/07/03	547.99	389 KEN'S AUTO PARTS, INC.	81763	PARTS & SUPPLIES	547.99
9241	03/07/03	98.09	395 APPLIED GRAPHICS, INC.	81764	BUSINESS CARDS/3100	98.09
9242	03/07/03	564.34	418 COUNTY OF SANTA CRUZ	81765	CNG FUEL	564.34
9243	03/07/03	163.70	434 VERIZON WIRELESS-PAGERS	81766	MAR PAGERS	163.70
9244	03/07/03	94.13	436 WEST GROUP PAYMENT CTR	81767	JAN ACCESS CHGS	94.13
9245	03/07/03	1,572.48	480 DIESEL MARINE ELECTRIC	81768	REV VEH PARTS	1,572.48
9246	03/07/03	470.50	481 PIED PIPER EXTERMINATORS, INC.	81769	FEB PEST CONTROL	470.50
9247	03/07/03	198,249.08	502 CA PUBLIC EMPLOYEES'	81770	MAR MEDICAL INS	198,249.08
9248	03/07/03	383.74	504 CUMMINS WEST, INC.	81771	REV VEH PARTS	383.74
9249	03/07/03	232.00	531 KATHY'S LIFT TRUCK AND	81772	RELAMP MMF-BLDGS/IMP	232.00
9250	03/07/03	1,880.00	550 EARTHWORKS	81773	SLURRY COAT/CNG FAC	1,880.00
9251	03/07/03	145.75	565 ARROWHEAD MTN SPRING WATER	81774	JAN WATER FLANG	145.75
9252	03/07/03	22.00	667 CITY OF SCOTTS VALLEY	81775	ALARM REGISTRATION	22.00
9253	03/07/03	70.00	682 AMY L. WEISS	81776	PROF SVCS	70.00
9254	03/07/03	8,750.00	683 TRISTAR RISK MANAGEMENT	81777	MAR WC SVC FEE	8,750.00
9255	03/07/03	125.00	688 BALDANA, ERNESTINA	81778	PARACRUZ HEARINGS	125.00

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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9256	03/07/03	125.00	689	WOOD, JOHN		81779	PARACRUZ HEARINGS	125.00	
9257	03/07/03	1,350.00	692	ISAACSON, JOSEPH. MD/FACP/FACR		81780	PROF/TECH SVCS	1,350.00	
9258	03/07/03	2,587.50	697	LAWSON, MARJORIE		81781	PROF/TECH FEES	637.50	
						81782	PROF/TECH FEES	1,950.00	
9259	03/07/03	21,857.80	705	BUSTICHI CONSTRUCTION, INC.		81783	MMF CONST/RETROFIT	21,857.80	
9260	03/07/03	165.92	723	COUNCIL ON EDUCATION IN		81784	CA LAW UPDATE	165.92	
9261	03/07/03	1,740.00	733	CLAREMONT BEHAVIORAL SERVICES		81785	DEC EAP PREMIUM	870.00	
						81786	MAR EAP PREMIUM	870.00	
9262	03/07/03	226.89	738	WESTERN RUBBER & SUPPLY INC.		81787	REV VEH PARTS	226.89	
9263	03/07/03	243.87	788	SOMTD PETTY CASH - FINANCE		81788	PETTY CASH/FINANCE	243.87	
9264	03/07/03	168.60	794	MCBRIDE & ASSOCIATES		81789	TRANSCRIPT	168.60	
9265	03/07/03	34,199.44	800	DELTA DENTAL PLAN		81790	MAR DENTAL	34,199.44	
9266	03/07/03	365.00	806	OPTIMA BUS CORP		81791	REV VEH PARTS 365	365.00	
9267	03/07/03	303.00	819	MONEY SYSTEMS TECHNOLOGY, INC.		81792	REPAIR COIN MACHINE	303.00	
9268	03/07/03	4,940.00	847	ROMA DESIGN GROUP		81793	JAN PROF/TECH SVCS	4,940.00	
9269	03/07/03	48.44	848	SANTA CRUZ ELECTRONICS		81794	OFFICE SUPPLIES/IT	48.44	
9270	03/07/03	1,846.25	909	CLASSIC GRAPHICS		81795	OUT REPAIR/#9206	1,846.25	
9271	03/07/03	117,698.80	975	TRISTAR RISK MANAGEMENT NO. 2		81796	FEB TRUST ACCOUNT	117,698.80	
9272	03/07/03	50.00	B001	AINSWORTH, SHERYL		81806	FEB BOARD MEETING	50.00	
9273	03/07/03	100.00	B002	ALMQUIST, JEFF		81807	FEB BOARD MEETING	100.00	
9274	03/07/03	100.00	B003	BEAUTZ, JAN		81808	FEB BOARD MEETING	100.00	
9275	03/07/03	50.00	B006	HINKLE, MICHELLE		81809	FEB BOARD MEETING	50.00	
9276	03/07/03	50.00	B007	KEDGH, MICHAEL		81810	FEB BOARD MEETING	50.00	
9277	03/07/03	100.00	B010	NORTON, DENNIS		81811	FEB BOARD MEETING	100.00	
9278	03/07/03	100.00	B011	REILLY, EMILY		81813	FEB BOARD MEETING	100.00	
9279	03/07/03	100.00	B012	SPENCE, PAT		81815	FEB BOARD MEETING	100.00	
9280	03/07/03	50.00	B013	VENTURA PHARES, ANA		81812	FEB BOARD MEETING	50.00	
9281	03/07/03	100.00	B014	CITY OF WATSONVILLE		81816	FEB BOARD MEETING	100.00	
9282	03/07/03	100.00	B015	ROTKIN, MIKE		81814	FEB BOARD MEETING	100.00	
9283	03/07/03	116.42	E002	STICKEL, TOM		81797	EMP INCENTIVE/TRAVEL	74.35	
						81798	EMP INC/PHOTO PROCS	42.07	
9284	03/07/03	810.00	E190	TARSKY, LINDA		81799	MEDICAL PREMIUMS	810.00	
9285	03/07/03	44.00	E219	BODTON, MICHAEL		81800	DMV/VTT FEES	44.00	
9286	03/07/03	45.37	E273	TORRES, ELMER		81801	REDWOOD SANDUST	45.37	
9287	03/07/03	10.00	E326	CONKLIN, CAROLYN		81802	VTT FEES	10.00	
9288	03/07/03	34.00	E328	WHITNEY, LUCERE		81803	DMV FEES	34.00	
9289	03/07/03	36.02	E501	BAEHR, BRYANT		81821	EMPLOYEE TRAVEL	36.02	
9290	03/07/03	592.00	M020	BLUE CROSS		81805	FEB/MAR 03 MED PREM	592.00	
9291	03/07/03	362.29	R388	ROSSI, DENISE		81804	SETTLEMENT CLAIM	362.29	
9292	03/14/03	184.68	261A	OFFICE MAX		81991	BUS CARDS/# INCR_LSE	184.68	MANUAL
9293	03/21/03	1,070.34	001	SBC CALIFORNIA		81822	MAR LINE - IT	592.47	
						81823	MAR PHONE LINES	85.68	
						81824	MAR PHONE LINES	392.19	
9294	03/21/03	400.78	001002	ORACLE CORPORATION		81825	SUPPORT SERVICE/IT	400.78	
9295	03/21/03	5,644.67	001063	NEW FLYER INDUSTRIES LIMITED		81826	REV VEH PARTS 1166	1,165.87	
						81827	REV VEH PARTS 100	100.17	
						81828	REV VEH PARTS 732	732.04	
						81829	REV VEH PARTS 300	299.94	
						81830	REV VEH PARTS 3347	3,346.65	

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9296	03/21/03	1,407.05 001119	MADERICH PARTNERSHIP LP	81831	APR - CAPITOLA MALL	1,407.05
9297	03/21/03	239.76 001230	CAPITOL CLUTCH AND BRAKE, INC	81832	REV VEH PARTS	239.76
9298	03/21/03	79.00 001400	KIPLINGER LETTER	81833	JUN03-MAY04 RENEWAL	79.00
9299	03/21/03	750.00 001433	MOORE MATERIAL HANDLING GROUP	81834	3/5 FORK LIFT SAFETY	750.00
9300	03/21/03	528.00 001523	SANTA CRUZ MEDICAL CLINIC	81835	FEB MEDICAL EXAMS	528.00
9301	03/21/03	871.25 001573	SCOTT, P.E., ROBERT W.	81836	PROF SVCS 11/1-2/28	871.25
9302	03/21/03	487.30 001704	SURTEC SYSTEM, INC.	81837	CLEANING SUPPLIES	487.30
9303	03/21/03	25.00 001733	STODLEY'S SMALL ENGINE SERVIC	81838	OUT REPAIR EQUIPMENT	25.00
9304	03/21/03	977.42 001800	THERMO KING OF SALINAS, INC	81839	PARTS & SUPPLIES	977.42
9305	03/21/03	518.00 001896	NATIONAL BUSINESS INSTITUTE	81840	4/30/03 SEMINAR	259.00
				81841	5/2/03 SEMINAR	259.00
9306	03/21/03	486.02 001936	WORLDCOM TECHNOLOGIES, INC.	81842	FEB LONG DISTANCE	486.02
9307	03/21/03	91.47 001976	SPORTWORKS NORTHWEST, INC.	81843	REV VEH PARTS BS	91.47
9308	03/21/03	1,248.30 001A	PACIFIC BELL/WORLDCOM	81844	FEB PHONES	1,248.30
9309	03/21/03	2,481.80 002005	TRANSIT RESOURCES, INC.	81845	REV VEH PARTS	372.90
				81846	REV VEH PARTS	2,108.90
9310	03/21/03	1,120.84 002028	WESTCOAST LEGAL SERVICE	81847	PROF/TECH SVCS	1,120.84
9311	03/21/03	362.98 002063	COSTCO	81848	PHOTO PROCESS/RISK	23.57
				81849	PHOTO PROCESS/RISK	28.82
				81850	PHOTO PROCESS/OPS	30.61
				81851	LOCAL MEETING EXP	8.53
				81852	PHOTO PROCESS/OPS	23.49
				81853	PHOTO PROCESS/OPS	18.04
				81854	CAMERAS/OPS	229.92
9312	03/21/03	30,661.16 002116	HINSHAW, EDWARD & BARBARA	81855	APR - 120 DUBOIS	6,248.32
				81856	APR - 370 ENCINAL	24,412.84
9313	03/21/03	10,824.19 002117	IULIANO, NICK	81857	APR - 111 DUBOIS	10,824.19
9314	03/21/03	43.43 002189	BUS & EQUIPMENT	81858	REV VEH PARTS	43.43
9315	03/21/03	2,000.00 002267	SHAW & YODER, INC.	81859	JAN LEGISLATIVE SVCS	2,000.00
9316	03/21/03	10,423.14 002287	CALIFORNIA SERVICE EMPLOYEES	81860	MAR MEDICAL	10,423.14
9317	03/21/03	3,750.00 002346	CHANEY, CAROLYN & ASSOC., INC.	81861	MAR LEGISLATIVE SVCS	3,750.00
9318	03/21/03	2,000.00 002352	U.S. POSTAL SERVICE(AMS-TMS)	81862	POSTAGE FOR METER	2,000.00
9319	03/21/03	135.00 002380	MOBILE STORAGE GROUP, INC.	81863	2/10-3/10 CONTAINER	135.00
9320	03/21/03	2,438.11 002504	TIFCO INDUSTRIES	81864	PARTS & SUPPLIES	2,438.11
9321	03/21/03	2,374.72 002610	FREDERICK ELECTRONICS CORP.	81865	APR - 375 ENCINAL	2,374.72
9322	03/21/03	5,054.40 002624	DIGITAL RECORDERS	81866	STEALTHNIC ASSEMBLY	5,054.40
9323	03/21/03	2,000.00 002624	PITNEY BOWES PURCHASE POWER	81867	POSTAGE FOR METER	2,000.00
9324	03/21/03	147.38 002639	NEXTEL COMMUNICATIONS	81868	1/26-2/25 PHONES	147.38
9325	03/21/03	253.80 002643	IOS CAPITAL	81869	3/22-4/21 CANON RENT	253.80
9326	03/21/03	702.98 004	NORTH BAY FORD LINC-MERCURY	81870	REV VEH PARTS	702.98
9327	03/21/03	233.67 007	UNITED PARCEL SERVICE	81871	FREIGHT OUT	233.67
9329	03/21/03	12,655.98 009	PACIFIC GAS & ELECTRIC	81872	1/30-2/28 RODRIGUEZ	1,267.87
				81873	1/30-2/28 RODRIGUEZ	39.30
				81874	1/30-2/28 BEACH ST	52.31
				81875	2/1-3/4 HARVEY WEST	37.76
				81876	2/1-3/4 GOLF CLUB	1,607.38
				81877	2/1-3/4 RIVER ST	1,676.64
				81878	2/1-3/4 111 DUBOIS	624.43
				81879	2/1-3/4 111 DUBOIS	1,106.30
				81880	2/1-3/4 RIVER ST	221.03

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						81881	2/1-3/4 370 ENCINAL	1,890.02	
						81882	2/1-3/4 370 ENCINAL	567.48	
						81883	1/28-2/26 SAKATA LN	10.65	
						81884	2/5-3/6 PACIFIC AVE	1,150.98	
						81885	2/5-3/6 PACIFIC AVE	505.32	
						81886	2/5-3/6 PACIFIC AVE	231.46	
						81887	1/31-3/3 GOLF CLUB	765.51	
						81888	2/11-3/13 KINGS VLG	67.21	
						81889	2/11-3/13 KINGS VLG	181.40	
						81890	2/11-3/13 KINGS VLG	530.43	
						81891	1/31-2/28 CNG	125.50	
9330	03/21/03	1,931.99	013	MCI SERVICE PARTS, INC.		81892	REV VEH PARTS	1,931.99	
9331	03/21/03	3,511.30	018	SAL NAS VALLEY FORD SALES		81893	REV VEH PARTS	886.69	
						81894	REV VEH PARTS	2,624.61	
9332	03/21/03	343.34	020	ADT SECURITY SYSTEMS		81895	MAR ALARMS	343.34	
9333	03/21/03	2,620.41	039	KINKO'S INC.		81896	FEB PRINTING	2,620.41	
9334	03/21/03	14.00	040	LENZ ARTS, INC		81897	STENCILS/FACIL	14.00	
9335	03/21/03	2,358.65	041	MISSION UNIFORM		81898	FEB UNIFORMS/LAUNDRY	80.60	
						81899	FEB UNIFORMS/LAUNDRY	415.65	
						81900	FEB UNIFORMS/LAUNDRY	1,862.40	
9336	03/21/03	226.35	061	REGISTER PAJARONIAN		81901	2/8 DEIR DISPLAY AD	226.35	
9337	03/21/03	185.00	067	ROTO-ROOTER SEWER/PLUMBING		81902	OUT REPAIR BLDGS/IMP	185.00	
9338	03/21/03	359.04	074	KENVILLE & SONS LOCKSMITH		81903	FEB LOCKS/KEYS	359.04	
9339	03/21/03	419.06	079	SANTA CRUZ MUNICIPAL UTILITY		81904	12/25-2/25 ENCINAL	346.38	
						81905	FEB LANDFILL	72.68	
9340	03/21/03	1,407.00	080	STATE BOARD OF EQUALIZATION		81906	FEB USE TAX PREPAY	1,407.00	
9341	03/21/03	13,505.72	085	DIXON & SON TIRE, INC.		81907	FEB TIRES/TUBES	13,505.72	
9342	03/21/03	200.18	087	RECOGNITION SERVICES LTD.		81908	EMP INCENTIVE 64	75.13	
						81909	EMP INCENTIVE 50	62.87	
						81910	EMP INCENTIVE 49	61.18	
9343	03/21/03	104.50	090	CRYSTAL SPRINGS WATER CO.		81911	FEB WATER FLEET	104.50	
9344	03/21/03	995.13	107	SAN LORENZO LUMBER CO. INC.		81912	REPAIRS/MAINTENANCE	995.13	
9345	03/21/03	2,305.76	110	JESSICA GROCERY STORE, INC.		81913	APR CUSTODIAN SVCS	2,305.76	
9346	03/21/03	93.63	130	WATSONVILLE CITY WATER DEPT.		81914	2/1-3/1 SAKATA LN	13.09	
						81915	2/1-3/1 RODRIGUEZ	9.25	
						81916	2/3-3/3 SAKATA LN	71.29	
9347	03/21/03	2,153.50	134	DAY WIRELESS SYSTEMS		81917	OUT REPAIR EQUIPMENT	2,153.50	
9348	03/21/03	2,001.58	135	SANTA CRUZ AUTO PARTS INC.		81918	REV VEH PARTS/SUPPLY	2,001.58	
9349	03/21/03	1,003.32	148	ZEP MANUFACTURING COMPANY		81919	CLEANING SUPPLIES	407.16	
						81920	REV VEH PARTS	596.16	
9350	03/21/03	114.82	149	SANTA CRUZ SENTINEL		81921	FEB ADVERTISING	114.82	
9351	03/21/03	29.14	161	OCEAN CHEVROLET INC		81922	REV VEH PARTS	29.14	
9352	03/21/03	1,117.40	166	HOSE SHOP, INC.,THE		81923	REV VEH PARTS/SUPPLY	1,117.40	
9353	03/21/03	1,026.15	170	TOWNSEND'S AUTO PARTS		81924	REV VEH PARTS/SUPPLY	1,026.15	
9354	03/21/03	40.00	271	CARLSON, BRENT D., M.D., INC.		81925	MAR DRUG TESTING	40.00	
9355	03/21/03	345.16	294	ANDY'S AUTO SUPPLY		81926	REV VEH PARTS/SUPPLY	345.16	
9356	03/21/03	92.00	299	STANEK, RICHARD		81927	REPAIR TYPEWRITER/OPS	92.00	
9357	03/21/03	142.50	367	COMMUNITY TELEVISION OF		81928	TV COVERAGE 2/28 MT6	142.50	
9358	03/21/03	93.23	372	FEDERAL EXPRESS		81929	FEB MAILING/FLT	39.88	
						81930	FEB/MAR MAILNGS/FLT	53.35	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/03 T.RU 03/31/ 3

CCK SER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
9359	03/21/03	7 097 96 378		STEWART & STEVENSON		81931	REV VEH PARTS	1,926.69	
						81932	REBUILD TRANSMISSION	5,171.27	
9360	03/21/03	109.95 395		APPLIED GRAPHICS, INC.		81933	FUEL CARDS/FLEET	109.95	
9361	03/21/03	52.50 434B		VERIZON CALIFORNIA		81934	MT. BIEWLASKI	52.50	
9362	03/21/03	2,698.00 459		MOUNTAIN CABLE &		81990	MODIFY CCTV SYSTEM	2,698.00	
9363	03/21/03	1,507.14 480		DIESEL MARINE ELECTRIC		81935	REV VEH PARTS	1,507.14	
9364	03/21/03	106.50 497D		AMER PUBLIC TRANS ASSOC (APTA)		81936	OFFICE SFLY/LGL 100	106.50	
9365	03/21/03	19,795.72 500		FAIGES SECURITY SERVICES, INC		81937	FEB SECURITY	19,795.72	
9366	03/21/03	237.60 503A		HILTON CONCORD		81938	CONFIRM# 3164402861	237.60	
9367	03/21/03	3,118.35 508		COMPLETE COACH WORKS		81939	REV VEH PARTS	3,118.35	
9368	03/21/03	191.92 510		ASCOM HASLER LEASING		81940	APR EQUIP RENTAL	191.92	
9369	03/21/03	241.61 546		ARROWHEAD MTN SPRING WATER		81941	FEB WATER ADMIN	241.61	
9370	03/21/03	74.00 604		YENGLE SOLUTIONS		81942	TRANSLATION SVCS	74.00	
9371	03/21/03	100.00 627		A PROFESSIONAL SERVICE COMPANY		81943	PROF/TECH SVCS	100.00	
9372	03/21/03	1,029.15 629		HUGHES & ASSOCIATES		81944	INVESTIGATIVE SVCS	1,029.15	
9373	03/21/03	55.00 632		GOVERNMENT FINANCE OFFICERS		81945	PUBLIC INVESTOR	55.00	
9374	03/21/03	194.62 637		FOSTER BROTHERS		81946	8 ROCKER SWITCHES	194.62	
9375	03/21/03	1,590.86 647		GFI GENFARE		81947	REV VEH PARTS	1,590.86	
9376	03/21/03	786.06 664		RAY COUNTIES PITCOCK PETROLEUM		81948	FUEL - FLEET	786.06	
9377	03/21/03	662.50 690		O'MARA, KATHLEEN		81949	PROF/TECH FEES	662.50	
9378	03/21/03	409.50 722		JETER, GRADY L.		81950	PROF SVCS	409.50	
9379	03/21/03	17,811.00 804		ORTHOPAEDIC HOSPITAL		81951	JAN PROF/TECH SVCS	17,811.00	
9380	03/21/03	33,435.00 834		ALLSUP CORPORATION		81952	CNG FUEL STN/PMT #3	33,435.00	
9381	03/21/03	900.00 840		BOUCHARD, BRENT		81953	APR - VERNON LOT	900.00	
9382	03/21/03	1,135.14 851		I.M.P.A.C. GOVERNMENT SERVICES		81954	4055019201230221	1,135.14	
9383	03/21/03	257.91 854		AMERICAN SEATING COMPANY		81955	REV VEH PARTS	257.91	
9384	03/21/03	37.00 884		UNITED STATES POSTAL SERVICE		81956	POSTAGE/FLEET	37.00	
9385	03/21/03	6,024.75 909		CLASSIC GRAPHICS		81957	OUT REPAIR/#8105	6,024.75	
9386	03/21/03	570.00 950		PARADISE LANDSCAPE		81958	FEB MAINTENANCE	570.00	
9387	03/21/03	86.95 973		SANTA CRUZ DODGE		81959	REV VEH PARTS	86.95	
9388	03/21/03	6,933.00 976		TRISTAR INSURANCE SERVICES		81960	AUDIT-EXCESS W001/02	6,933.00	
9389	03/21/03	27.68 998		DHL WORLDWIDE EXPRESS		81961	FREIGHT OUT	27.68	
9390	03/21/03	4,125.06 999		ALBERTSON'S INC.		81962	REFUND OF OVERPAYMNT	4,125.06	
9391	03/21/03	10.00 E020		FOUSE, BRENT		81963	VTT FEES	10.00	
9392	03/21/03	44.00 E117		LIPPERD, SANDRA		81964	DMV/VTT FEES	44.00	
9393	03/21/03	80.00 E271		BAUER, FRANK		81965	CALTIP TRAINING	80.00	
9394	03/21/03	34.00 E303		MCGLAZE, GILLIAN		81966	DMV FEES	34.00	
9395	03/21/03	44.00 E517		CLAYTON, MICHAEL		81967	DMV/VTT FEES	44.00	
9396	03/21/03	44.00 E519		MC CALMONT, PATRICK		81968	DMV/VTT FEES	44.00	
9397	03/21/03	296.00 M001		HORTON, JOSEPH		81970	APR MEDICAL PREMIUM	296.00	
9398	03/21/03	504.00 M002		RACKLEY, EARL		81971	APR MEDICAL PREMIUM	504.00	
9399	03/21/03	252.00 M003		WYANT, JUDI		81972	APR MEDICAL PREMIUM	252.00	
9400	03/21/03	252.00 M005		ROSS, EMERY		81973	APR MEDICAL PREMIUM	252.00	
9401	03/21/03	655.00 M006		VAN DER ZANDE, ED		81974	APR MEDICAL PREMIUM	655.00	
9402	03/21/03	496.00 M007		BLAIR-ALWARD, GREGORY		81975	APR MEDICAL PREMIUM	496.00	
9403	03/21/03	496.00 M008		CAMPOS, ARVILLA		81976	APR MEDICAL PREMIUM	496.00	
9404	03/21/03	825.00 M009		FREEMAN, MARY		81977	APR MEDICAL PREMIUM	825.00	
9405	03/21/03	288.00 M010		SHORT, SLOAN		81978	APR MEDICAL PREMIUM	288.00	
9406	03/21/03	88.00 M011		LAWSON, LOIS		81979	APR MEDICAL PREMIUM	88.00	
9407	03/21/03	88.00 M012		ROSE, JACK		81980	APR MEDICAL PREMIUM	88.00	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 CHECK JOURNAL DETAIL BY CHECK NUMBER
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 03/01/03 THRU 03/31/03

CHK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
9408	03/21/03	288.00	M013	JAHNKE, EILEEN		81981	APR MEDICAL PREMIUM	288.00	
9409	03/21/03	88.00	M015	HETH, KATHRYN		81982	APR MEDICAL PREMIUM	88.00	
9410	03/21/03	44.00	M016	HICKLIN, DONALD KENT		81983	APR MEDICAL PREMIUM	44.00	
9411	03/21/03	44.00	M017	PORTILLA, EARLENE		81984	APR MEDICAL PREMIUM	44.00	
9412	03/21/03	44.00	M018	SANDRETTI, ALFRED		81985	APR MEDICAL PREMIUM	44.00	
9413	03/21/03	80.00	M019	WILLIAMS, ROBERT		81986	APR MEDICAL PREMIUM	80.00	
9414	03/21/03	296.00	M020	BLUE CROSS		81989	APR 03 MED PREM	296.00	
9415	03/21/03	28.00	M021	BAKER, DALE		81987	APR MEDICAL PREMIUM	28.00	
9416	03/21/03	94.86	M022	CAFELLA, KATHLEEN		81988	APR MEDICAL PREMIUM	94.86	
9417	03/21/03	1,913.00	R389	MCPHERSON, SABRINA		81969	SETTLEMENT CLAIM	1,913.00	
9418	03/26/03	1,600.00	997	KAROL MORELUND SECURITY DEPOSIT		82135	SECURITY DEPOSIT	1,600.00	MANUAL
TOTAL		1,334,836.28		COAST COMMERCIAL BANK			TOTAL CHECKS	235	1,334,836.28

Santa Cruz METRO
March 2003 Ridership Report

FAREBOX REVENUE AND RIDERSHIP SUMMARY BY ROUTE

ROUTE	REVENUE	RIDERSHIP	UC			S/D		S/D		Cabrillo	Bike	Monthly Pass
			Student	UC Staff Faculty	Day Pass	Riders	W/C	Day Pass				
10	\$ 1,651.66	21,803	16,308	1,953	35	43	18	7	373	541	1,519	
13	\$ 327.10	8,969	7,841	504	8	3	-	-	91	181	219	
15	\$ 1,439.94	27,638	23,329	1,647	26	35	3	4	349	636	902	
16	\$ 4,737.89	66,112	53,946	3,512	92	69	22	24	1,072	1,645	2,910	
19	\$ 1,603.51	20,096	15,445	1,362	37	34	21	20	358	523	1,348	
2	\$ 2,011.44	6,332	1,436	415	84	81	9	23	422	160	2,125	
3A	\$ 1,563.91	4,537	358	171	47	65	11	77	354	96	2,081	
3B	\$ 2,188.60	5,775	716	247	142	128	9	35	412	168	2,348	
3N	\$ 150.06	509	100	13	-	11	4	-	39	18	197	
4	\$ 800.41	4,451	118	26	22	135	44	47	187	37	3,029	
7	\$ 40.01	205	120	9	-	-	-	-	3	7	33	
7N	\$ 677.28	3,088	144	27	30	59	32	37	582	27	1,628	
8	\$ 1,662.36	3,552	337	81	6	33	21	5	404	127	1,058	
9	\$ 55.02	188	16	6	-	1	1	-	22	7	86	
12A	\$ 273.77	3,384	2,649	334	6	3	2	2	37	87	100	
12B	\$ 180.05	3,066	2,519	226	4	7	-	-	34	48	109	
20	\$ 231.10	5,373	4,499	424	4	2	-	1	62	86	162	
22	\$ 149.85	3,283	2,824	174	5	4	-	4	26	103	116	
31	\$ 2,312.50	4,504	124	27	46	40	11	25	386	168	1,739	
32	\$ 959.28	1,528	36	20	4	12	11	5	92	33	415	
33	\$ 336.86	618	-	-	8	5	-	1	27	9	250	
34	\$ 323.59	730	5	1	1	-	1	-	6	10	380	
35	\$ 25,169.26	48,678	713	370	810	573	72	297	2,496	1,539	20,745	
36	\$ 323.32	845	73	74	18	22	1	2	71	20	316	
40	\$ 1,271.19	2,543	69	36	52	25	4	23	85	82	1,186	
41	\$ 1,181.81	2,189	202	45	31	19	1	12	178	176	584	
42	\$ 598.82	1,260	130	23	6	17	2	3	75	89	427	
52	\$ 879.41	1,955	26	21	13	95	20	33	173	22	828	
54	\$ 2,336.85	6,002	46	42	84	172	40	68	1,769	236	1,891	
55	\$ 641.73	2,131	20	7	23	43	23	21	805	71	692	
58	\$ 206.18	544	4	1	1	3	2	1	10	6	323	
59	\$ 117.00	346	11	9	-	29	2	13	21	6	174	
60	\$ 187.81	392	2	1	3	8	7	1	52	18	167	
63	\$ 746.83	1,643	11	3	29	91	70	34	116	32	775	
65	\$ 3,625.13	8,631	468	175	112	160	86	101	636	153	3,821	
66	\$ 9,771.23	19,271	832	391	445	285	133	178	1,460	418	7,448	
67	\$ 5,221.90	11,562	860	254	222	189	94	101	1,138	276	4,357	
69	\$ 7,107.30	16,634	1,350	390	288	328	94	139	1,326	498	6,685	
69A	\$ 12,766.57	24,808	1,078	331	372	408	101	193	1,570	763	9,245	
69N	\$ 1,359.62	3,407	379	50	6	27	29	4	658	173	941	
69W	\$ 15,672.10	32,948	1,085	350	309	408	181	174	5,503	826	10,297	
70	\$ 2,660.29	8,804	208	53	63	79	37	30	3,640	244	2,159	
71	\$ 48,857.20	94,977	2,059	840	824	1,568	484	672	14,067	2,791	28,711	
72	\$ 5,421.78	8,751	4	42	159	242	22	109	340	153	3,117	
73	\$ 5,147.15	7,813	12	11	85	338	52	160	280	55	2,331	
75	\$ 7,094.06	10,370	6	18	177	232	23	105	456	178	2,995	
78	\$ 158.29	195	-	-	4	17	2	6	-	-	39	
79	\$ 1,855.84	3,023	8	3	71	171	18	88	84	14	1,145	
91	\$ 4,447.59	9,461	599	355	160	56	4	26	1,988	342	2,166	
Unknown	\$ 1,445.54	8421	528	97	49	80	10	40	266	48	2,567	
TOTAL	\$189,947.99	533,345	143,653	15,171	5,023	6,455	1,834	2,951	44,601	13,946	138,886	

ROUTE	REVENUE	RIDERSHIP	VTA/SC		17		S/D		ECO		Monthly Pass
			Day Pass	CalTrain	Day Pass	Riders	W/C	None	Pass		
17	\$ 11,062.13	13,022	17	23	141	372	8	63	252	411	9,529

RIDERSHIP	
Night Owl	2,043
Holiday Shuttle	-
TOTAL	2,043

March Ridership	548,410
March Revenue	\$ 201,145.86

BUS OPERATOR LIFT TEST *PULL-OUT* (ACCESSIBLE FLEET ONLY)

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	2	5	4	1	4	100%
FLYER/LOW FLOOR - 40'	12	2	10	10	0	10	100%
FLYER/LOW FLOOR - 35'	18	2	16	15	1	15	100%
FLYER/HIGH FLOOR - 35'	25	4	21	19	2	19	100%
GILLIG/SAM TRANS - 40'	10	2	8	5	3	5	100%
GILLIG/FOOTHILL - 40'	11	3	8	6	2	6	100%
GMC/HIGHWAY 17 - 40'	8	2	6	3	3	3	100%
CHAMPION	4	2	2	1	1	1	100%
TROLLEY	1	0	1	1	0	1	100%
CNG NEW FLYER - 40'	a	2	6	4	2	4	100%

Service Interruption Summary Report
Lift Problems
03/01/2003 to 03/31/03

AM Peak Hour/Mile	Midday Hour/Mile	PM Peak Hour/Mile	Other Hour/Mile	Weekday Hour/Mile	Saturday Hour/Mile	Sunday Hour/Mile
00:00/0	00:00/00.00	00:00/0	00:00/0	00:00/00.00	00:00/0	00:00/0

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF MARCH, 2003

BUS #	DATE	DAY	REASON
8090F	03/12/03	WEDNESDAY	Kneel will not stay down
8091 F	03/29/03	SATURDAY	Had problems with lift stow
8096F	03/06/03	THURSDAY	Lift won't stow
8109C	03/03/03	MONDAY	Could not operate lift
8109C	03/21/03	FRIDAY	Could not get lift to deploy
8907G	03/17/03	MONDAY	No W/C lift
8911G	03/12/03	WEDNESDAY	Barrier would not go down, intermittent
8915G	03/11/03	TUESDAY	No W/C lift
8915G	03/13/03	THURSDAY	No W/C lift
9807LF	03/13/03	THURSDAY	Lift needs to be physically deployed

F New Flyer
 G Gillig
 C Champion
 LF Low Floor Flyer
 GM GMC
 CG CNG
 CN SR855 & SR854

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

Metro Accessible Services Transit Forum (MASTF)*
(*An official Advisory group to the Metro Board of Directors
and the ADA Paratransit Program)
Thursday April 17, 2003 2:00-4:00 p.m.
The NIAC Building in the Board Room
333 Front Street, Santa Cruz, CA.

“AGENDA”

ELIGIBLE VOTING MEMBERS FOR THIS MEETING:

Dick Allen, April Axton, Sharon Barbour, Ted Chatterton, Connie Day, Shelley Day, Kanoa Dynek, Kasandra Fox, Ed Kramer, Fahmy Ma’Awad, Midge Morrison, Thom Onan, Barbie Schaller, Link Spooner, Edith Steward, David Taylor, Adam Tomaszewski, John Wood and Lesley Wright.

“Public participation in MASTF meeting discussions is encouraged and greatly appreciated.”

- I. Call to Order and Introductions
- II. Approval of the March 20, 2003 MASTF Minutes
- III. Amendments to this Agenda
- IV. Oral Communication and Correspondence

MASTF will receive oral and written communications during this time on items NOT on this meeting agenda. Topics presented must be within the jurisdiction of MASTF. Presentations may be limited in time at the discretion of the Chair. MASTF members will not take action or respond immediately to any presentation, but may choose to follow up at a later time.

- V. Ongoing Business
 - 5.1 Metro Fare Structure Changes (Mark Dorfman) – Action Item
 - 5.2 Metro Bus Service Changes (Ian McFadden) – Action Item
 - 5.3 Transportation Access for Destinations Outside the Metro ParaCruz Service Area (Edith Steward)
 - 5.4 Metro Call Stop Advisory Committee (Connie Day and Ed Kramer)
 - 5.5 Metro Base: How Can We Help? (Sharon Barbour)
- VI. New Business
 - 6.1 Reinstatement of Transfers as Part of Bus Fare (Fahmy Ma’Awad)
 - MASTF COMMITTEE REPORTS**
 - 6.2 Training and Procedures Committee Report (Lesley Wright)
 - a) Wheelchair Securement
 - 6.3 Bus Service Committee Report (Connie Day)
 - a) Metro Users Group (MUG) Report
 - 6.4 Bus Stop Improvement Committee Report (Ed Kramer)
 - a) Location and Accessibility of Outbound Daubenbiss Bus Stop
 - 6.5 Paratransit Services Committee Report (Kasandra Fox)

OTHER REPORTS

- 6.6 Paratransit Update
 - a) Paratransit Report (April Axton or Link Spooner)
 - b) CCCIL Transportation Advocacy (Thom Onan)
- 6.7 UTU Report (Pete Legorreta)
- 6.8 SEIU/SEA Report (Eileen Pavlik)
- 6.9 Next Month's Agenda Items

VII. Adjournment

Note: This meeting is held at a location that is accessible to persons using wheelchairs. If you have questions about MASTF, please phone John Daugherty at (831) 423-3868.

METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF)*
(* An official Advisory group to the Metro Board of Directors
and the ADA Paratransit Program)

MINUTES

The Metro Accessible Services Transit Forum met for its monthly meeting on March 20, 2003 in the Board Room of the NIAC Building, 333 Front Street, Santa Cruz CA.

MASTF MEMBERS PRESENT: Dick Allen, Sharon Barbour, Ted Chatterton, Connie Day, Shelley Day, Ed Kramer, Fahmy Ma'Awad, Thom Onan, Edith Steward and Lesley Wright.

METRO STAFF PRESENT:

Bryant Baehr, Operations Department Manager
A. John Daugherty, Accessible Services Coordinator
Bonnie Morr, UTU Local Chapter 23 Chairperson
Jeff North, Bus Operator
Steve Paulson, Paratransit Administrator

BOARD MEMBERS PRESENT:

None

*****MASTF MOTIONS RELATED TO THE METRO BOARD OF DIRECTORS**

None.

RELEVANT ATTACHMENTS FORWARDED TO THE BOARD: None.

***MASTF MOTIONS RELATED TO METRO MANAGEMENT**

MASTF requests that METRO contact paratransit users affected by potential bus route cuts before April 25, 2003.

I. CALL TO ORDER AND INTRODUCTIONS

Chairperson Sharon Barbour called the meeting to order at 2:10 p.m.

II. APPROVAL OF THE FEBRUARY 20, 2003 MASTF MINUTES

**MASTF Motion: To approve the February 20, 2003 MASTF Minutes as submitted.
M/S/C: C. Day, Wright (By affirmative voice vote with one abstention)**

III. AMENDMENTS TO THE AGENDA

No amendments to the Agenda were proposed.

IV. ORAL COMMUNICATION AND CORRESPONDENCE

John Daugherty reported that correspondence and other items of interest to MASTF members had been received since the last MASTF meeting:

- 1) An Agenda for the Santa Cruz County Regional Transportation Commission (SCCRTC) meeting on March 6, 2003.
- 2) The March 2003 issue of the *Central Coast Reporter*, a resource newsletter published by the Association of Monterey Bay Area Governments (AMBAG).
- 3) An Agenda for a Transportation Workshop sponsored by the SCCRTC. The Workshop took place this morning.
- 4) Announcement of two “Unmet Needs” hearings (Attachment A) sponsored by the SCCRTC and the Seniors Council. Mr. Daugherty noted that “participation is encouraged to identify unmet needs for seniors, people with physical and mental disabilities, and low income individuals. These unmet needs will be used to help prioritize projects and programs as funding becomes available.”

The first hearing is scheduled to start at 10:30 a.m. on Wednesday April 2, 2003 at the Loudon Nelson Community Center, 301 Center Street in Santa Cruz. The second hearing is on Monday April 7, 2003 at 10:30 a.m. at the Watsonville Senior Center, 114 East Fifth Street in Watsonville.

- 5) A letter from MASTF Chairperson Sharon Barbour to MASTF membership. The letter (Attachment B) states: “... In an effort to lower expenses, MASTF is updating our mailing list.” Options on how to receive MASTF packets are described. MASTF membership is encouraged to contact Mr. Daugherty with their preferences.
- 6) Mr. Daugherty read aloud one response that was received after the letter was mailed out. Long time MASTF supporter and current Sunnyvale resident Marion Kaufman shared: “We are facing the same problems in this area with route cuts and fare increases ahead.

“My son was laid off over a year ago in the Silicon Valley collapse. He doesn’t have a job yet. Fortunately they have only one child and his wife is a nurse, but they are dipping into savings to pay the mortgage. So I know what belt-tightening is.

“You don’t have to send me the minutes any longer; I appreciate what you’ve done to date, but it isn’t necessary and I know you must economize – like everyone else.

Sincerely,
Marion Kaufman”

- 7) Mr. Daugherty read aloud a flyer from MASTF member Brad Neily. The flyer from Mr. Neily announced the formation of Disability Advocates for Peace (DAP) and encouraged interested persons to join a rally for peace at 5 p.m. today at the Santa Cruz Town Clock. The flyer also noted that more information was available from Mr. Neily at 462-9656 or at the website www.waristerrorism.org

Ed Kramer shared that he is one of MASTF’s representatives on METRO’s Call Stop Advisory Committee. He noted that the Committee held its third meeting yesterday. Mr. Kramer shared: “I’m finding of the 8 or 9 people who actually have votes, five votes are basically controlled by staff of the Metro District... So they have a very big voting block. If they want to push any item one way or the

other they basically don't have anything to stop them." He noted that he and MASTF's other representative Connie Day were doing their best in the situation.

Jeff North responded: "... There are five votes on the Call Stop Committee that are paid staff. But I wouldn't say that we vote as a block. I don't think that's a correct inference on what's going on there because we have management people, (we've) got somebody from the legal department and we've got bus drivers..."

V. ONGOING BUSINESS

5.1 Metro Fare Structure Changes

Ms. Barbour reported that Mark Dorfman presented proposed fare structure changes during the joint MASTF and Metro Users Group (MUG) meeting yesterday. Bryant Baehr requested email addresses from anyone who wanted an electronic version of that presentation sent to him or her. Mr. Daugherty noted that information from the presentation (Attachment C) could be included in the next MASTF meeting packet.

Highlights of discussion of this topic included:

- 1) In response to questions from Thom Onan, Mr. Baehr noted that one proposed fare structure change, a 25% increase in fares, "doesn't make it to fill the hole" of \$2, 400, 000 in the next fiscal year METRO budget. There would be a "second step", another 10% increase of fares, added in next year.
- 2) Mr. Kramer asked if some revenue from fare increases could be used to restore bus service. Mr. Baehr noted that the filling the hole of the next budget deficit requires "the last hit of the reserves, then we're done." He noted that revenue would go to fill the budget hole and replenish reserves.
- 3) Mr. Kramer shared: "The reality is, we're a customer based program. And, if we deliver better service to more customers, we get better results." His comment prompted discussion of passenger loads and cost efficiencies for bus service.
- 4) Ms. Barbour observed that all four proposed fare structure changes would change one "parameter" for persons paying regular fare and two parameters for persons paying senior and disabled (Discount) fare. She pointed out that the current Discount fare was approximately 40% of regular fare. Proposed fare structure changes would raise Discount Fare to 50% of regular fare. That change is the first parameter change. The second parameter change happens when the regular fare changes.
- 5) No Motions emerged during discussion of this Agenda item.

5.2 Metro Bus Service Changes

Mr. Baehr reported that the last scheduled presentation to the community on proposed METRO bus service changes happens tomorrow. He noted that the METRO Board would take action on the proposed bus service changes during its meeting on April 25, 2003.

Mr. Onan asked Mr. Baehr if METRO intended to contact paratransit riders affected by potential bus service changes. Mr. Baehr noted that such action is a policy decision.

Ted Chatterton asked if maps of the new bus routes (Attachment D) could be made available. Mr. Baehr noted that that information could be forwarded to Mr. Daugherty and then placed into the next MASTF meeting packet.

Ms. Barbour returned discussion to Mr. Onan's question. She stated: "... When you were choosing what buses to cut, part of your look was. "Are there alternatives?"

"With the paratransit user the alternatives are much more restricted than they are for the non paratransit user. And it might be well to communicate with them before the meeting so that they don't come and say, "I never heard."

"Because, to be perfectly honest, expect for here I hadn't heard..."

Highlights of further discussion included:

- 1) Fahmy Ma' Awad noted that it was the responsibility of the ParaCruz committee, or MASTF, to notify the paratransit users that might be affected by bus service cuts.
- 2) Mr. Onan shared that the Central Coast Center for Independent Living (CCCIL) wanted to know if METRO would contact affected paratransit users. He noted that CCCIL could contact them if METRO chose not to contact them.
- 3) Connie Day made a Motion that was seconded by Mr. Chatterton:

MASTF Motion: MASTF requests that METRO contact paratransit users affected by potential bus route cuts before April 25, 2003.

- 4) Mr. Ma'Awad proposed a "friendly amendment" accepted by Ms. Day and Mr. Chatterton: That MASTF also contact blind and visually impaired people affected by potential bus route cuts before April 25, 2003.
- 5) Mr. Kramer proposed a second amendment accepted by Ms. Day and Mr. Chatterton: That MASTF supported METRO contacting CCCIL if METRO chose not to contact paratransit users affected by potential bus route cuts before April 25, 2003.
- 6) Discussion of these proposed amendments included the observation from Mr. Baehr that METRO did not have a database of people who are blind or living with visual impairments. During discussion, Mr. Chatterton rescinded his agreement to the proposed amendments.
- 7) The following Motion to METRO Management emerged from discussion:

MASTF Motion: MASTF requests that METRO contact paratransit users affected by potential bus route cuts before April 25, 2003.

M/S/C: C. Day, Chatterton (By show of hands: 4 votes in favor, one vote opposed and one abstention)

5.3 Transportation Access for Destinations Outside the Metro ParaCruz Service Area (Edith Steward)

Edith Steward offered a thumbnail sketch of the problems with Lift Line transporting physically handicapped persons to the *Dragonslayers* program in Aptos. Her assessment concluded with: "... Any consideration that is given to physically handicapped people who are out there, and should be out there, those same considerations have to be applied to any other physically handicapped person who is eligible for that program..."

Highlights of discussion of this topic included:

- 1) Ms. Steward suggested that Lift Line could find tendencies that could save money. For example, she recalled observing three people leaving close together to close destinations being transported in three vans from *Dragonslayers* in the past.
- 2) Steve Paulson and Mr. Baehr noted that the *Dragonslayers* program is located outside the METRO ParaCruz service area of $\frac{3}{4}$ of a mile beyond where a bus travels. They noted that transportation to that program is provided by different funds than METRO funds that pay for METRO ParaCruz service.
- 3) Mr. Kramer made a Motion that was seconded by Mr. Ma'Awad:

MASTF Motion: That MASTF write a letter to Lift Line to help Ms. Steward accomplish her goal.

Discussion of the Motion included the observation from Mr. Onan that the Motion seems "more emotional than pragmatic." Discussion of the Motion concluded when Mr. Kramer chose to withdraw the Motion.

- 4) Lesley Wright suggested that this issue could be referred to the MASTF Executive Committee for more in depth discussion. Ms. Wright also noted that she has seen one vehicle sent for only one of two wheelchair using paratransit customers in the past. "There is an issue of efficiency," she stated.

She noted that the problem is more understandable at night. "You can't fit two wheelchairs into one Yellow Taxi," she observed.

- 5) Mr. Baehr, Mr. Paulson and Mr. Daugherty offered comparisons between Lift Line and METRO ParaCruz service. "You have to think of ParaCruz as an extension of the bus," Mr. Baehr noted during discussion.

- 6) Ms. Steward suggested that METRO ParaCruz might charge a higher fare. She noted that she pays over twice the ParaCruz fare to use Monterey County paratransit service. Mr. Baehr and Mr. Paulson noted that the law allows the paratransit fare to amount to only twice the regular fare. They noted that Santa Cruz County has single ride fare, while Monterey County has zone fares. In Monterey County a single ride can pass through more than one zone.
- 7) Dick Allen described himself as an attorney and friend to Ms. Steward. He shared a letter (Attachment E) that describes problems faced by the *Dragonslayers* program. He noted that any suggestions to help Ms. Steward are appreciated.
- 8) Ms. Wright and Ms. Barbour offered other possible solutions. They asked if the vehicle providing the METRO ParaCruz ride could continue past the service area boundary with “the meter turned on.” Mr. Baehr noted that the commingling of rides has been a problem in the past. He noted that METRO ParaCruz vehicles were assigned to deliver METRO ParaCruz service.

Whether one vehicle or two vehicles could coordinate a trip outside the METRO ParaCruz service area was discussed.

- 9) Ms. Barbour asked the group if they wanted to continue the meeting past 4:00 p.m. The group agreed by consensus to extend the meeting time by 15 minutes.
- 10) Mr. Kramer recommended that April Axton and Link Spooner be invited to the next MASTF Executive Committee meeting where this Agenda item would be discussed further.

5.4 Metro Call Stop Advisory Committee (Connie Day and Ed Kramer)

Mr. Kramer reported that the work of this committee is progressing. He noted that an attempt is being made to have every bus stop called. He noted that one area of contention is what to do when bus stops are close together. He noted that two different scenarios would be tested to find a solution to that problem.

5.5 Metro Base: How Can We Help? (Sharon Barbour)

This Agenda item was tabled until the meeting next month due to time constraints.

VI. NEW BUSINESS

6.1 Eligibility of Metro ParaCruz Appeals Panel Members to Vote at MASTF Meetings (Fahmy Ma'Awad)

Ms. Barbour asked Mr. Ma'Awad if this Agenda item could be referred to the MASTF By Laws Review and Revision Committee. Mr. Ma'Awad agreed to the referral.

6.2 Reinstatement of Transfers as Part of Bus Fare (Fahmy Ma'Awad)

This Agenda item was tabled until the meeting next month due to time constraints.

MASTF COMMITTEE REPORTS

- 6.3 Training and Procedures Committee Report (Lesley Wright)
 - a) Wheelchair Securement
- 6.4 Bus Service Committee Report
 - a) Metro Users Group (MUG) Report
- 6.5 Bus Stop Improvement Committee Report (Ed Kramer)
 - a) Location and Accessibility of Outbound Daubenbiss Bus Stop
- 6.6 Paratransit Services Committee Report

Ms. Barbour asked if any committee reports were urgent. No urgent items were identified. These Agenda item were tabled until the meeting next month.

OTHER REPORTS

- 6.7 Paratransit Update
 - a) Paratransit Update
 - b) CCCIL Transportation Advocacy (Thom Onan)
- 6.8 UTU Report
- 6.9 SEIU/SEA Report

These Agenda item was tabled until the meeting next month due to time constraints.

6.10 Next Month's Agenda Items

No new items were added to the Agenda for next month.

VII. ADJOURNMENT

The meeting was adjourned at 4:15 p.m.

M/S/PU: Kramer, Ma'Awad (By affirmative voice vote)

Respectfully submitted by: A. John Daugherty, Accessible Services Coordinator

NOTE: NEXT REGULAR MASTF MEETING IS: Thursday April 17, 2003 from 2:00-4:00 p.m., in the Board Room of the NIAC Building, 333 Front Street, Santa Cruz, CA.

NOTE: NEXT S.C.M.T.D. BOARD OF DIRECTORS MEETING IS: Friday April 11, 2003 at 9:00 a.m. in the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

NOTE: THE FOLLOWING S.C.M.T.D. BOARD OF DIRECTORS MEETING IS: Friday April 25, 2003 at 9:00 a.m. in the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Agenda-Metro Users Group

April 16, 2003

The METRO Users Group will meet on Wednesday, April 16, 2003 from 2:10 p.m. to 4:00 p.m. The meeting will be held in the Conference Room at the Metro Center, 920 Pacific Avenue, Santa Cruz.

The following topics will be discussed:

1. **CALL TO ORDER AND INTRODUCTION**
2. **ORAL AND WRITTEN COMMUNICATIONS AND ANNOUNCEMENTS**
 - a) Paul Marcelin re: Communication to Board of Directors:
"Metro and the Charade of Rider Representation"
 - b) Paul Marcelin re: Communication to Board of Directors:
"Hwy 17 Buses Laptop Computer Outlets"
3. **ADDITIONS AND DELETIONS TO THE AGENDA**

MEMBERS ARE ASKED TO RESTRICT COMMENTS ON ITEMS NOT ON THE AGENDA TO TWO (2) MINUTES.

4. **CONSENT AGENDA**

Receive and Accept:

 - a) Minutes of February & March MUG Meetings
(Attached)
 - b) Monthly Attendance Report
(Attached)
 - c) Minutes of February & March Board Meetings
(Attached)
 - d) January & February Ridership Reports
(Attached)
5. **ON-GOING ITEMS**
 - a) Review Current Board Agenda Items
 - b) Review of Headways Redesign Issues
 1. Recommendations for Next Headways
 - c) Service and Planning Update
 - d) Bus Procurement
6. **UPDATES**
 - a) MetroBase
 - b) Meeting Times

c) Fare Increase

7. NEW BUSINESS

a) MUG Membership Incentives

b) Jennifer Bragar – Housing Development

8. ITEMS FOR NEXT AGENDA

9. OPEN DISCUSSION

10. ADJOURNMENT

Distribution:

Marc Adato, *City of SC Public Works Dept.*
Bryant Baehr, *Operations Manager – by email*
Sharon Barbour, *MASTF – by email*
Ted Chatterton, *Transit User*
Sandra Coley, *Pajaro TMA*
Connie & Shelley Day, *Transit Users*
Mark Dorfman, *Assistant General Manager*
Ron Goodman, *Bicycle/Transit User – by email*
Tom Hiltner, *SEA – by email*
Michelle Hinkle, *Chair, Board Member*
Virginia Kirby, *Transit User*
David Konno, *Facilities Maint Manager – by email*
Ian McFadden, *Transit Planner – by email*

Matthew Melzer, *Transit User – by email*
Bonnie Morr, *UTU – by email*
Carolyn O'Donnell, *Santa Cruz TMA*
Manuel Osorio, *Cabrillo Student Services*
Steve Paulson, *ParaCruz Administrator – by email*
Karena Pushnik, *SCCRTC – by email*
Stuart Rosenstein, *Transit User – by email*
Barbara Schaller, *Seniors Commission*
Michael & Janet Singer, *Transit Users – by email*
Tom Stickel, *Fleet Maint Manager – by email*
Jim Taylor, *UTU – by email*
Candice Ward, *UCSC – by email*
Leslie White, *General Manager*

If you would like to apply for membership to be on the Metro Users Group (MUG) Committee, please contact Dale Carr, Administrative Services Coordinator at 426-6080 for an application for membership.

Santa Cruz Metropolitan Transit District

Minutes-METRO Users Group

March 19, 2003

The METRO Users Group met at 2:11 p.m., Wednesday, March 19, 2003, in the METRO Center Conference Room, 920 Pacific Avenue, Santa Cruz.

MEMBERS PRESENT

Ted Chatterton, Transit User
Sandra Coley, Pajaro TMA
Connie Day, Transit User
Shelley Day, Transit User
Michelle Hinkle, Chair, Board Member
Stuart Rosenstein, Transit User

VISITORS PRESENT

Sharon Barbour, MASTF
Kanao Dynek, MASTF
Michael Edwards, MASTF
Ed Kramer, MASTF
Fahmy Ma'Awad, MASTF
JJ Nesh, MASTF
Thom Onan, MASTF
Jim Taylor, Vice Chair, UTU Local 23
Lesley Wright, MASTF

SCMTD STAFF PRESENT

Bryant Baehr, Operations Manager
John Daugherty, Access. Svcs. Coord.
Mark Dorfman, Asst. General Mgr.
Ian McFadden, Transit Planner

MUG MOTIONS TO METRO BOARD OF DIRECTORS

None

MUG MOTIONS TO METRO MANAGEMENT

None

1. CALL TO ORDER AND INTRODUCTION

Chair Michelle Hinkle called the meeting to order at 2:12 p.m. Several MASTF members were present and introductions were made.

IN LEUI OF THE REGULAR AGENDA, MARK DORFMAN, ASSISTANT GENERAL MANAGER GAVE A PRESENTATION ON FARE INCREASE OPTIONS AND IAN MCFADDEN, TRANSIT PLANNER, GAVE A PRESENTATION ON PROPOSED SERVICE CUTS.

Mark Dorfman began by reporting that currently, the District is holding a series of public meetings on the proposed fare increase and service reductions. He gave some background information regarding the poor economy and the \$2.4 million budget deficit the District is facing, making service reductions and increased fares necessary.

Ian McFadden, Transit Planner, gave the service reduction presentation highlighting the four major projects involved: Highway 17 Service, Routes 4 & 8 combined, Aptos-La Selva reorganization, and the weekend Westside consolidation. Other reductions include under-

performing trips and routes while, in most cases, leaving reasonable alternatives for the riders. Mr. McFadden said the proposed service cuts represent 2.7% and that public input and alternative suggestions are encouraged and being gathered.

Bryant Baehr reported that no action needed to be taken today and that both MUG and MASTF will have this item on their agendas and have the opportunity to get their input to the Board, along with other public comments for the Board to consider at their April 25, 2003 meeting.

The following comments were made regarding the proposed service cuts:

Ted Chatterton suggested that paper handouts be provided for presentations going forward. Bryant said he would bring them to the next meeting

Stuart Rosenstein inquired if this information was available on the website and was informed the maps and schedules are not yet posted, but the actual list of the trips involved is on the website.

Thom Onan expressed concern with loss of Paratransit service and was informed that Paratransit service would be eliminated only where entire routes are cut, not individual trips. Under this proposal, Route 60 & part of 63 (Thurber Lane) would be eliminated along with the summertime Routes 33 & 34.

Ed Kramer had three concerns: 1) The Hwy 17 corresponding to the connectors in San Jose; 2) Walnut Avenue area high school students losing service; and 3) the possibility of using a smaller vehicle (to keep summertime service) in the Lompico/South Felton area. Ian responded that the Hwy 17 was matched up with the CalTrain connectors and Route 35 as much as possible. Bryant added that CalTrain had just changed its schedule effective March 24th. Mr. Kramer was also informed that Walnut Avenue would lose service only on the weekends, and that regardless of the vehicle size, the costs are virtually the same and that the summertime averaged only 1 to 3 passengers per trip in the Lompico/South Felton area.

Sharon Barbour was concerned about Watsonville cuts and was informed that Watsonville trips were cut only where there would be another bus with room to absorb the extra passengers.

Stuart Rosenstein was concerned about losing Hwy 17 service on Martin Luther King, Jr. Day and was informed that it averaged only 400 trips vs. the normal 800 to 900 trips per day and that alternative transportation was available.

Mark Dorfman urged people to call, write and let Staff know of alternative suggestions to the proposed service cuts.

Connie Day was concerned about Route 71 cuts and was informed that only the 8:25 a.m. weekday trip is being cut and that overall, almost no Watsonville service is being cut.

Ed Kramer supports cutting the Hwy 17 service on holidays and agreed that alternative transportation is available on holidays when Metro buses do not run. Regarding the Amtrak connector, Mark Dorfman agreed that there is an alternative and rather than competing with them, Metro could use its resources elsewhere.

Stuart Rosenstein suggested an info line that could be called to hear pre-recorded information regarding the proposed changes. Mark Dorfman replied that staff is trying to get the entire presentation on the website.

Mark Dorfman gave a presentation on proposed fare increase options and explained again that public meetings are being held at 4:00 p.m. and 6:30 p.m. at various locations in the county to give the public the opportunity to have input. Mr. Dorfman said the Board would have a first reading of the fare ordinance at its April 25th meeting. Mr. Dorfman's presentation included: Previous fare increases, METRO's budget gap, costs per ride vs. fares and subsidies, goals of a fare increase, ADA Paratransit costs & Paratransit premium options, what other agencies are charging, and projected revenue gain vs. ridership loss. The current proposals are: 25% increase which would include another automatic 10 cent increase within a set timeframe, 35% increase, 50% increase, and 50% increase with a greater monthly pass discount equal to only a 25% increase to reward frequent users. It would be written into the ordinance that the senior/disabled discount would be 50% and that all fares would be generated from the single adult fare, so when the single adult fare was increased, all other fares would increase accordingly.

The following comments were made regarding the proposed fare increase options:

Fahmy Ma'Awad asked where any excess revenue would go once the budget evened out and was informed that the Board has indicated a desire to replenish reserves for future emergencies. Mr. Ma'Awad supports the 50% increase but believes the regular monthly pass should be \$60 rather than \$50, considering that purchasing passes everyday would cost \$90. Mr. Ma'Awad supports a .75-cent senior/disabled fare.

Thom Onan asked for Staff's recommendation. Mark Dorfman replied that there is no recommendation yet. Several public meetings will be held to gather public input and all public comments will go before the Board. The 1st reading of the fare ordinance would be at the April 25th Board meeting, the 2nd reading at the May 23rd Board meeting when the Board could adopt a new fare ordinance.

Sharon Barbour asked what percentage of the farebox revenue is from the senior/disabled community and what percentage is from bus passes. Mark Dorfman replied that this information would be included in the Staff Report to the Board, but can't say how many rides are taken per pass type, since that data is not collected.

Ed Kramer asked about the possibility of canceling the air conditioning on the new buses on order and was informed that buses are paid for with capital funding that cannot be used for operating costs.

Stuart Rosenstein asked what the average income was of a bus rider and if a 50%

increase was realistic. Mr. Rosenstein was informed that the District does not collect income data for riders and that raising the fares 50% would bring it up to a level consistent with other transit agencies in the Bay area. Mr. Rosenstein asked about an additional ½ cent sales tax and was informed that is not something the District is looking into now.

Fahmy Ma'Awad inquired about distance-based fares and was informed that the decision not to have distance-based fares was made when the system was established.

Fahmy Ma'Awad asked if there is any funding available to subsidize the senior/disabled after a fare increase and asked if service would be restored if there were a 50% fare increase. Mark Dorfman replied that there was no funding available and any extra revenue generated by a fare increase would be used to rebuild reserves.

Sharon Barbour asked what fare revenue percentages would be with each of the proposed fare increase options compared with today's 20% and was informed that this information would be included in the Staff Report to the Board.

John Daugherty asked if an inflation tie-in was included with each of the fare increase options. Mark Dorfman replied yes, they would like the Board to consider this so each year when the budget and CPI was looked at, the Board would have to make a conscious decision to raise fares or not.

Sharon Barbour asked if the CPI is 35% currently since the last fare increase in 1993, and we had a 50% increase, would we wait for the actual CPI to be 50% (since 1993) before raising fares again or would it start now? Mark Dorfman replied that was another issue that would be pointed out to the Board in the Staff Report.

Stuart Rosenstein asked about advertising to increase ridership. Mark Dorfman referred to a recent newspaper article suggesting that METRO advertise .25-cent fares. Mr. Dorfman explained that money would still be lost even if every bus was full because the average fare costs the District \$4.22 per ride.

There was discussion about subsidies.

Connie Day asked if all the buses were being used and wondered if the budget situation was going to get better or worse. Mark Dorfman replied that the 8 new CNG buses are now on the road, another 29 new buses will be in service in 30-60 days, and 11 new Hwy 17 replacement buses will arrive in September. Mark added that there is no sure answer regarding the economy.

Fahmy Ma'Awad asked if fares would be reduced when the economy turns around and the ½ cent sales tax increases 50%. Mark Dorfman replied that sales tax never goes up that fast and predicted slow growth, adding that the addition of Home Depot in Watsonville would be an example that would boost sales tax.

Minutes-METRO Users Group

March 19, 2003

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At the end of the presentation, Mark thanked the group, let them know their comments have been noted and will be included in the Board Packet and urged them to come to the public meetings.

ALL REMAINING ITEMS ON TODAY'S AGENDA WILL BE CARRIED OVER TO NEXT MONTH.

Respectfully submitted,

Cindi Thomas
Administrative Secretary

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
SUBJECT: MONTHLY BUDGET STATUS REPORT FOR FEBRUARY 2003, AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors approve the budget transfers for the period March 1 – 31, 2003.

II. SUMMARY OF ISSUES

- Operating revenue for the year to date totals \$20,054,054 or \$19,467 over the amount of revenue expected to be received during the first eight months of the fiscal year, based on the budget revised in March.
- Total operating expenses for the year to date, in the amount of \$18,784,330, are at 60.7% of the revised budget.
- A total of \$8,198,221 has been expended through February 28th for the FY 02-03 Capital Improvement Program.

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 and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue and expense report represents the status of the District's FY 02-03 budget as of February 28, 2003. The fiscal year is 66.7% elapsed.

A. Operating Revenues

Revenues are \$19,467 over the amount projected to be received for the period. Passenger revenue is \$51,572 below budget projections due to lower ridership on the Highway 17 Express and paratransit program. Sales tax revenue is \$49,020 over the budgeted amount since the expected revenue amount was reduced in the October budget revision and the December wrap-up payment was higher than projected. Variances are explained in the notes following the report.

B. Operating Expenses

Operating expenses for the year to date total \$18,784,330 or 60.7% of the revised budget, with 66.7% of the year elapsed. Variances are explained in the notes following the report.

C. Capital Improvement Program

For the year to date, a total of \$8,198,221 has been expended on the Capital Improvement Program. The largest expenditure was for the purchase of buses in the amount of \$6,403,530.

IV. FINANCIAL CONSIDERATIONS

Approval of the budget transfers will increase some line item expenses and decrease others. Overall, the changes are expense-neutral.

V. ATTACHMENTS

Attachment A: Revenue and Expense Report for February 2003, and Budget Transfers

MONTHLY REVENUE AND EXPENSE REPORT
 OPERATING REVENUE - FEBRUARY 2003

Operating Revenue	FY 02-03		FY 02-03		FY 02-03 Actual MD	FY 01-02 Actual MD	FY 02-03 Actual MD	MD Variance from Budgeted	
	Budgeted for Month	Actual for Month	FY 02-03 Budgeted MD	FY 01-02 Actual MD					
Passenger Fares	\$ 243,775	\$ 236,157	\$ 2,018,894	\$ 2,071,394	\$ 2,016,423		\$ (2,471)		
Paratransit Fares	\$ 18,729	\$ 19,520	\$ 135,675	\$ 124,697	\$ 129,384		\$ (6,291)		
Special Transit Fares	\$ 204,756	\$ 214,796	\$ 1,147,358	\$ 1,151,133	\$ 1,174,425		\$ 27,067		
Highway 17 Revenue	\$ 78,513	\$ 68,635	\$ 608,142	\$ 584,251	\$ 538,265		\$ (69,877)		
Subtotal Passenger Rev	\$ 545,773	\$ 539,108	\$ 3,910,069	\$ 3,931,475	\$ 3,858,497		\$ (51,572)		See Note 1
Advertising Income- OBIE	\$ -	\$ 15,000	\$ 90,000	\$ 114,000	\$ 90,000		\$ -		
Advertising Income - Dist	\$ -	\$ 8,244	\$ -	\$ -	\$ 8,244		\$ 8,244		See Note 2
Other Aux Transp Rev	\$ 833	\$ 760	\$ 6,667	\$ 6,966	\$ 6,507		\$ (160)		
Rent Income	\$ 12,380	\$ 12,206	\$ 97,571	\$ 98,051	\$ 99,220		\$ 1,649		
Interest - General Fund	\$ 27,923	\$ 28,899	\$ 295,444	\$ 553,957	\$ 295,359		\$ (85)		
Non-Transportation Rev	\$ 175	\$ 209	\$ 1,400	\$ 45,773	\$ 13,771		\$ 12,371		See Note 3
Sales Tax Income	\$ 1,477,500	\$ 1,481,700	\$ 10,475,629	\$ 10,548,528	\$ 10,524,649		\$ 49,020		See Note 4
TDA Funds	\$ 1,253,350	\$ 1,253,350	\$ 3,881,172	\$ 3,023,206	\$ 3,881,172		\$ -		
Other Local Funding									
Other State Funding									
FTA Op Asst - Sec 5307	\$ -	\$ -	\$ 1,229,934	\$ -	\$ 1,229,934		\$ -		
FTA Op Asst - Sec 5311	\$ -	\$ -	\$ 46,701	\$ -	\$ 46,701		\$ -		
Other Federal Grants									
Other Revenue									
Total Operating Revenue	\$ 3,317,934	\$ 3,339,476	\$ 20,034,587	\$ 18,321,956	\$ 20,054,054		\$ 19,467		

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING EXPENSE SUMMARY - FEBRUARY 2003**

	FY 02-03 Final Budget	FY 02-03 Revised Budget	FY 01-02 Expended YTD	FY 02-03 Expended YTD	Percent Expended of Budget
PERSONNEL ACCOUNTS					
Administration	\$ 617,973	\$ 614,603	\$ 348,811	\$ 377,942	61.5%
Finance	\$ 526,788	\$ 513,665	\$ 315,281	\$ 311,111	60.6%
Planning & Marketing	\$ 710,601	\$ 641,123	\$ 549,919	\$ 391,929	61.1%
Human Resources	\$ 325,478	\$ 320,336	\$ 253,689	\$ 191,047	59.6%
Information Technology	\$ 382,753	\$ 385,559	\$ 216,402	\$ 250,394	64.9%
District Counsel	\$ 307,569	\$ 337,313	\$ 175,425	\$ 200,928	59.6%
Risk Management	\$ -	\$ -	\$ -	\$ -	0.0%
Facilities Maintenance	\$ 1,020,801	\$ 973,564	\$ 627,138	\$ 604,970	62.1%
Paratransit Program	\$ 224,893	\$ 217,691	\$ -	\$ 120,189	55.2%
Operations	\$ 1,873,101	\$ 1,740,096	\$ 1,174,386	\$ 1,147,779	66.0%
Bus Operators	\$ 1,161,599	\$ 1,168,244	\$ 736,297	\$ 764,731	65.4%
Fleet Maintenance	\$ 3,935,369	\$ 3,748,663	\$ 2,213,642	\$ 2,294,949	61.2%
Retired Employees/COBRA	\$ 518,615	\$ 716,288	\$ 277,630	\$ 437,030	61.0%
Total Personnel	\$ 22,059,927	\$ 21,895,146	\$ 13,515,299	\$ 13,975,499	63.8%
NON-PERSONNEL ACCOUNTS					
Administration	\$ 546,487	\$ 539,527	\$ 348,942	\$ 333,798	61.9%
Finance	\$ 728,785	\$ 706,927	\$ 289,584	\$ 388,512	55.0%
Planning & Marketing	\$ 174,080	\$ 146,076	\$ 159,075	\$ 77,114	52.8%
Human Resources	\$ 97,500	\$ 90,500	\$ 95,092	\$ 13,848	15.3% See Note 5
Information Technology	\$ 113,025	\$ 106,875	\$ 89,140	\$ 40,050	37.5%
District Counsel	\$ 26,007	\$ 24,707	\$ 96,089	\$ 6,144	24.9%
Risk Management	\$ 269,455	\$ 206,982	\$ -	\$ 134,709	65.1%
Facilities Maintenance	\$ 464,382	\$ 449,177	\$ 285,224	\$ 239,623	53.3%
Paratransit Program	\$ 3,704,585	\$ 3,519,356	\$ 1,611,717	\$ 1,676,467	66.6% See Note 6
Operations	\$ 470,079	\$ 472,867	\$ 274,477	\$ 271,295	57.4%
Bus Operators	\$ 6,400	\$ 6,411	\$ 2,363	\$ 2,772	43.2%
Fleet Maintenance	\$ 2,936,353	\$ 2,179,671	\$ 1,561,573	\$ 1,624,385	58.2%
Op Prog/SCCIC	\$ 2,925	\$ 2,778	\$ 697	\$ 117	4.2%
Prepaid Expense	\$ -	\$ -	\$ (41,944)	\$ -	0.0%
Total Non-Personnel	\$ 9,540,063	\$ 9,063,854	\$ 4,772,029	\$ 4,808,832	53.1%
Subtotal Operating Expense	\$ 31,600,000	\$ 30,959,000	\$ 18,287,327	\$ 18,784,330	60.7%
Grant Funded Studies/Program	\$ -	\$ -	\$ -	\$ -	0.0%
Transfer to/from Cap Program	\$ -	\$ -	\$ -	\$ -	0.0%
Pass Through Programs	\$ -	\$ -	\$ -	\$ -	0.0%
Total Operating Expense	\$ 31,600,000	\$ 30,959,000	\$ 18,287,327	\$ 18,784,330	60.7%
YTD Operating Revenue Over YTD Expense				\$ 1,269,724	

**CONSOLIDATED OPERATING EXPENSE
FEBRUARY 2003**

	FY 02-03 Final Budget	FY 02-03 Revised Budget	FY 01-02 Expended YTD	FY 02-03 Expended YTD	% Exp YTD of Budget	
LABOR						
Operators Wages	6259873	\$ 6,122,508	\$ 3,929,285	\$ 3,780,240	61.7%	
Operators Overtime	\$ 968,512	\$ 968,512	\$ 748,538	\$ 719,466	74.3%	See Note 7
Other Salaries & Wages	\$ 6,153,470	\$ 5,665,473	\$ 3,520,624	\$ 3,441,566	60.7%	
Other Overtime	\$ 245,893	\$ 250,893	\$ 213,422	\$ 160,024	63.8%	
	\$ 13,627,748	\$ 13,007,386	\$ 8,411,869	\$ 8,101,295	62.3%	
FRINGE BENEFITS						
Medicare/Soc Sec	\$ 130,765	\$ 135,062	\$ 84,726	\$ 85,972	63.7%	
PERS Retirement	\$ 970,685	\$ 958,135	\$ 566,492	\$ 564,933	59.0%	
Medical Insurance	\$ 2,270,455	\$ 2,345,163	\$ 1,298,647	\$ 1,443,799	61.6%	
Dental Plan	\$ 414,391	\$ 434,387	\$ 302,457	\$ 272,387	62.7%	
Vision Insurance	\$ 113,077	\$ 129,901	\$ 74,564	\$ 79,087	60.9%	
Life Insurance	\$ 56,570	\$ 59,726	\$ 34,931	\$ 35,203	58.9%	
State Disability Ins	\$ 131,089	\$ 131,516	\$ 87,260	\$ 70,240	53.4%	
Long Term Disability Ins	\$ 509,125	\$ 438,263	\$ 285,006	\$ 254,851	58.2%	
Unemployment Insurance	\$ 26,316	\$ 37,744	\$ 1,886	\$ 27,632	73.2%	See Note 8
Workers Comp	\$ 1,248,362	\$ 1,698,434	\$ 777,942	\$ 1,191,318	70.1%	See Note 9
Absence w/ Pay	\$ 2,532,354	\$ 2,488,830	\$ 576,265	\$ 1,836,894	73.8%	See Note 10
Other Fringe Benefits	\$ 28,874	\$ 30,598	\$ 13,255	\$ 11,887	38.8%	
	\$ 8,432,189	\$ 8,887,760	\$ 5,103,430	\$ 5,874,204	66.1%	
SERVICES						
Acctng/Admin/Bank Fees	\$ 289,500	\$ 285,500	\$ 131,609	\$ 134,997	47.3%	
Prof/Legis/Legal Services	\$ 479,720	\$ 471,970	\$ 126,153	\$ 232,400	49.3%	
Temporary Help	\$ -	\$ -	\$ 107,142	\$ -	0.0%	
Uniforms & Laundry	\$ 35,300	\$ 34,980	\$ 18,957	\$ 20,281	58.0%	
Security Services	\$ 283,419	\$ 283,119	\$ 183,003	\$ 172,045	60.8%	
Outside Repair - Bldgs/Eqmt	\$ 174,450	\$ 173,495	\$ 122,909	\$ 99,291	57.2%	
Outside Repair - Vehicles	\$ 270,140	\$ 270,140	\$ 151,140	\$ 159,403	59.0%	
Waste Disp/Ads/Other	\$ 226,240	\$ 213,740	\$ 117,825	\$ 79,639	37.3%	
	\$ 1,758,769	\$ 1,731,944	\$ 958,735	\$ 898,056	51.9%	
CONTRACT TRANSPORTATION						
Contract Transportation	\$ 50	\$ 50	\$ -	\$ -	0.0%	
Paratransit Service	\$ 3,474,485	\$ 3,289,256	\$ 1,557,566	\$ 1,572,733	47.8%	See Note 6
	\$ 3,474,535	\$ 3,289,306	\$ 1,557,566	\$ 1,572,733	47.8%	
MOBILE MATERIALS						
Fuels & Lubricants	\$ 1,357,168	\$ 1,321,283	\$ 587,669	\$ 727,828	55.1%	
Tires & Tubes	\$ 150,000	\$ 113,182	\$ 106,729	\$ 77,097	68.1%	See Note 11
Other Mobile Supplies	\$ 6,500	\$ 6,500	\$ 4,367	\$ 3,310	50.9%	
Revenue Vehicle Parts	\$ 645,000	\$ 569,000	\$ 380,205	\$ 338,440	59.5%	
	\$ 2,158,668	\$ 2,009,965	\$ 1,078,970	\$ 1,146,675	57.0%	

**CONSOLIDATED OPERATING EXPENSE
FEBRUARY 2003**

	FY 02-03 Final Budget	FY 02-03 Revised Budget	FY 01-02 Expended YTD	FY 02-03 Expended YTD	% Exp YTD of Budget	
OTHER MATERIALS						
Postage & Mailing/Freight	\$ 21,990	\$ 25,697	\$ 12,630	\$ 10,475	40.8%	
Printing	\$ 130,729	\$ 89,352	\$ 65,056	\$ 41,998	47.0%	
Office/Computer Supplies	\$ 66,686	\$ 68,482	\$ 45,563	\$ 30,981	45.2%	
Safety Supplies	\$ 23,175	\$ 20,175	\$ 14,733	\$ 6,001	29.7%	
Cleaning Supplies	\$ 65,000	\$ 62,000	\$ 32,928	\$ 30,446	49.1%	
Repair/Maint Supplies	\$ 37,700	\$ 38,700	\$ 40,354	\$ 30,881	79.8%	See Note 12
Parts, Non-Inventory	\$ 50,000	\$ 50,000	\$ 33,273	\$ 29,655	59.3%	
Tools/Tool Allowance	\$ 11,207	\$ 11,207	\$ 8,957	\$ 3,506	31.3%	
Promo/Photo Supplies	\$ 22,247	\$ 22,647	\$ 9,232	\$ 1,168	5.2%	
	IS 428,734	\$ 388,260	\$ 262,724	\$ 185,113	47.7%	
UTILITIES						
	\$ 328,084	\$ 328,084	\$ 207,466	\$ 202,224	61.6%	
CASUALTY & LIABILITY						
Insurance - Prop/PL & PD	\$ 429,000	\$ 415,000	\$ 119,964	\$ 253,410	61.1%	
Settlement Costs	\$ 100,000	\$ 100,000	\$ 20,149	\$ 75,402	75.4%	See Note 13
Repairs to Prop	\$ -	\$ -	\$ (6,976)	\$ (14,810)	0.0%	See Note 14
Prof/Other Services	\$ 55,000	\$ 527	\$ 63,797	\$ 36	6.8%	
	\$ 584,000	\$ 515,527	\$ 196,935	\$ 314,038	60.9%	
TAXES						
	\$ 44,667	\$ 46,803	\$ 29,311	\$ 28,229	60.3%	
MISC EXPENSES						
Dues & Subscriptions	\$ 55,505	\$ 54,720	\$ 35,526	\$ 47,203	86.3%	See Note 15
Media Advertising	\$ 5,000	\$ 5,000	\$ 21,853	\$ 129	2.6%	
Employee Incentive Program	\$ 11,450	\$ 11,781	\$ 6,048	\$ 5,663	48.1%	
Training	\$ 45,290	\$ 41,590	\$ 13,676	\$ 6,118	14.7%	
Travel & Local Meetings	\$ 42,225	\$ 40,888	\$ 26,166	\$ 11,354	27.8%	
Other Misc Expenses	\$ 13,500	\$ 12,850	\$ 7,090	\$ 5,234	40.7%	
	\$ 172,970	\$ 166,829	\$ 110,359	\$ 75,701	45.4%	
OTHER EXPENSES						
Leases & Rentals	\$ 589,636	\$ 587,136	\$ 369,963	\$ 386,063	65.8%	
Repower Project Reserve	\$ -	\$ -	\$ -	\$ -	0.0%	
Transfer to Capital	\$ -	\$ -	\$ -	\$ -	0.0%	
Pass Through Programs	\$ -	\$ -	\$ -	\$ -	0.0%	
	\$ 589,636	\$ 587,136	\$ 369,963	\$ 386,063	65.8%	
Total Operating Expense						
	\$ 31,600,000	\$ 30,959,000	\$ 18,287,327	\$ 18,784,330	60.7%	

**MONTHLY REVENUE AND EXPENSE REPORT
FY 02-03 CAPITAL IMPROVEMENT PROGRAM**

CAPITAL PROJECTS	Program Budget	Expended in February	YTD Expended
Grant Funded Projects			
Consolidated Operating Facility	\$ 10,316,548	\$ 9,996	\$ 216,755
Urban Bus Replacement	\$ 19,038,374		\$ 6,403,530
Talking Bus Equipment	\$ 645,000		\$ 562,796
Farebox Project	\$ 55,000		\$ -
CNG Facilities for SCM, Ops	\$ 814,874	\$ 21,858	\$ 694,310
Metro Center Renovation Project	\$ 200,000	\$ 4,940	\$ 83,225
Engine Repower Project (carryover)	\$ 200,000	\$ 637	\$ 102,913
ADA Paratransit Vehicle (carryover)	\$ 35,809		\$ 35,809
	\$ 31,305,605		
District Funded Projects			
Bus Stop Improvements	\$ 475,750		\$ 13,890
ADA Recertification Program	\$ 5,000		
IT - Giro Rostering Module	\$ 61,000	\$ 32,018	\$ 32,018
IT - Servers	\$ 16,000		\$ 14,296
IT - USL Financials Software (carryover)	\$ 25,000		\$ 6,250
Automated Telephone Info System	\$ 35,000		
Facilities Repairs & Improvements	\$ 102,728	\$ 10,516	\$ 17,728
Machinery/Equip Repair & Improvements	\$ 16,700	\$ 13,703	\$ 13,703
Non-revenue Vehicle Replacement	\$ 145,000		
Office Equipment	\$ 33,000		\$ 999
Transfer to Operating Budget	\$ 1,200,000		
	\$ 2,115,178		
TOTAL CAPITAL PROJECTS	\$ 33,420,783	\$ 93,668	\$ 8,198,221
CAPITAL FUNDING SOURCES			
	Budget	Received in February	YTD Received
Federal Capital Grants	\$ 18,528,533	\$ -	\$ 3,410,118
State/Local Capital Grants	\$ 7,788,535	\$ -	\$ 3,879,947
STA Funding	\$ 1,006,294	\$ 205,354	\$ 624,373
District Reserves	\$ 5,697,421	\$ -	\$ 283,783
Transfer from Bus Stop Imp Reserve	\$ 400,000	\$ -	\$ -
TOTAL CAPITAL FUNDING	\$ 33,420,783	\$ 205,354	\$ 8,198,221

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
NOTES TO REVENUE AND EXPENSE REPORT**

1. Passenger fares (farebox and pass sales) are \$2,471 or 0.1% under the revised budget amount for the year to date. Paratransit fares are \$6,291 under budget for the period since ridership is lower than expected. Special transit fares (contracts) are \$27,067 or 2% over the budgeted amount. Highway 17 Express revenue is \$69,877 or 11.5% under the year to date budgeted amount. Together, all four passenger revenue accounts are under the budgeted amount for the first eight months of the fiscal year by a net \$51,572 or 1.3%.
2. District advertising income is a new account set up to track payments by local advertisers directly to the District for exterior advertising on District buses.
3. Non-transportation revenue is \$12,371 over budget primarily due to the one time annual adjustment from Community Bridges in the amount of \$10,870.
4. Sales tax income is \$49,020 over budget for the first eight months since the budgeted revenue was reduced in the October budget revision, and the December wrap-up payment was higher than anticipated.
5. Human Resources non-personnel expense is only at 15.3% of the budget due to minimal employee training expense for the year to date, which is a significant part of the budget.
6. Paratransit program expense is only at 47.6% of the budget because the February billing was not submitted by the contractor by the report deadline.
7. Operators overtime is at 74.3% of the budget due to more operators than anticipated on medical leaves of absence. Total Bus Operator payroll is within budget.
8. Unemployment insurance expense is at 73.2% of the budget because the tax is paid out on gross payroll beginning on January 1st. Most employees cap out by March.
9. Workers Compensation insurance is at 70.1% of the budget due to higher claims paid out than projected. The claims amount varies from month to month because the District is self-insured and there is no set premium amount. It is hoped that the balance of this year's payments will fall within the revised budget amount approved in March.
10. Absence with pay is at 73.8% of the budget since more vacation time is taken in the summer months and many retirees were paid off for their accrued time when they separated from the District. Total payroll is within budget.
11. Tires and tubes expense is at 68.1% of the budget due to volume purchases.
12. Repair and maintenance supplies are at 79.8% of the budget due to purchase of supplies for bus stop repairs.
13. Settlement costs are at 75.4% of the budget because a settlement was paid out in February in the amount of \$30,000 after several months of minimal settlements.

14. Repairs to property is a casualty and liability account to which repairs to District vehicles and property are charged when another party is liable for the damage. All collections made from other parties for property repair are applied to this account to offset the District's repair costs.
15. Dues and subscriptions are at 86.3% of the budget due to the annual payment of APTA dues, and other subscription renewals.

**FY 02-03 BUDGET TRANSFERS
3/1/03-3/31/03**

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # 03-019			
TRANSFER FROM:	504215-2200	Printing	\$ (3,000)
	512061-2200	Equipment Rental	\$ (2,000)
			\$ (5,000)
TRANSFER TO:	503351-2200	Building Repair - Out	\$ 3,000
	504409-2200	Repair/Maintenance Supplies	\$ 2,000
			\$ 5,000
REASON:	To cover costs to repair facilities due for closure or modification as part of MetroBase project.		
TRANSFER # 03-020			
TRANSFER FROM:	50431 I-4100	Office Supplies	\$ (250)
TRANSFER TO:	50421 I-41 00	Postage & Mailing	\$ 250
REASON:	To cover expected expenditures in the Fleet Maintenance Department for the remainder of FY 02-03.		

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Steve Paulson, Paratransit Administrator
SUBJECT: METRO PARACRUZ PROGRAM STATUS MONTHLY UPDATE

I. RECOMMENDED ACTION

This report is for information only- no action requested

II. SUMMARY OF ISSUES

- The Board receives monthly reports on the status of the federally mandated ADA complementary paratransit program
- Eligibility/Recertification statistics reported are through March 31, 2003
- Operating Statistics reported are for the month of January, 2003

III. DISCUSSION

The Board directed that the paratransit eligibility recertification process should be prioritized by frequency of use. Staff has been documenting monthly use for all riders whose frequency of use reached a threshold of 6 one-way trips in any calendar month, beginning with July 2002. To date, 1315 riders have been included on that list. Staff expects that everyone on that list will have been contacted for recertification before the end of April.

As of March 31, 135 frequent riders who have been requested to come in for an assessment have chosen not to do so.

Number of recertification assessments completed: 907

Number of new applicants assessed since August 1, 2002: 758. Of those, 675 have been approved for some level of eligibility. During the same period last year, 761 applications were filed and all were approved for unrestricted eligibility.

Operating Statistics for the Month of January 2003

	This Jan	Last Jan	% Change	YTD	Last YTD	% Change
Cost	\$215,079.84	\$177,099.69	+ 21.45 %	\$1,569,852.67	\$1,264,532.61	+21.14 %
Revenue	\$15,778.00*	\$16,870.00	-6.47 %	\$122,208.00*	\$122,208.00	+ .49 %
Subsidy	\$199,301.84	\$160,229.69	+24.39 %	\$1,447,044.67	\$1,142,324.61	+26.68 %
Rides performed	8,216**	8,435	-2.60 %	63,049	61,104	+3.18%
Cost/ Ride	\$26.18	\$21.00	+17.21 %	\$24.90	\$20.69	+ 20.32 %
Productivity	1.81	Data not available	Data not available	1.87	Data not available	Data not available
On-time performance	96.07%	Data not available	Data not available	94.7 %	Data not available	Data not available

* Revenue does not equal \$2.00/ride because no revenue is generated by rides to and from certification interviews.

**includes 327 rides to/from certification assessments. These rides would not have occurred without the District's requirement.

January 2003 areas of contract non-compliance

- At least 5 non-ADA rides on District vehicles.
- 11 missed trips – subject to penalty
- 22 excessively late scheduled trips – subject to penalty
- 5 excessively late will calls (over 100 minutes) – subject to penalty
- 242 pick ups earlier than contractually allowed

\$1,400.00 were assessed in penalties for January.

Invoices submitted this fiscal year to date have been reduced by a total of \$61,206.02 as a result of billing errors, non-compliant rides and penalties.

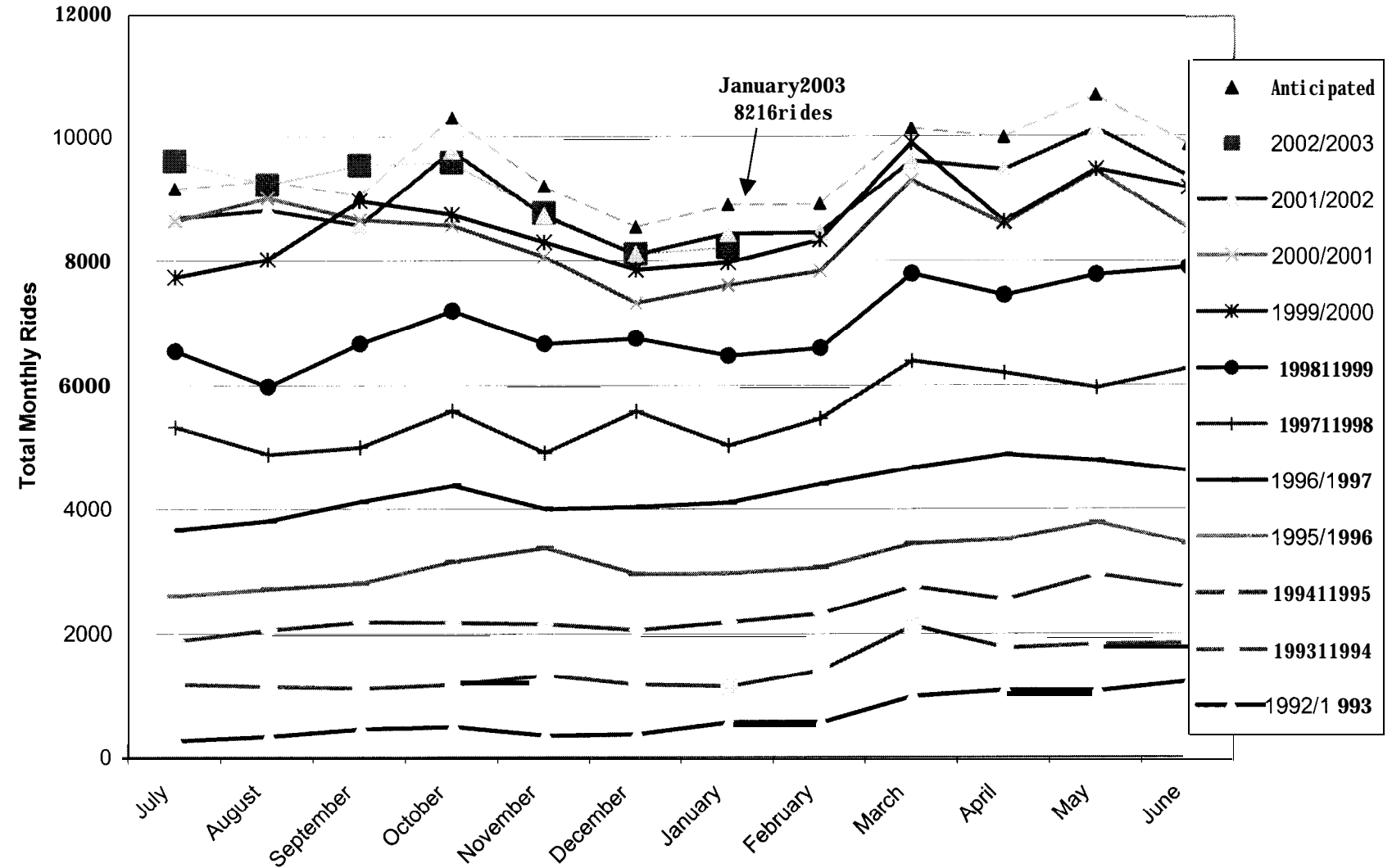
IV. FINANCIAL CONSIDERATIONS

none

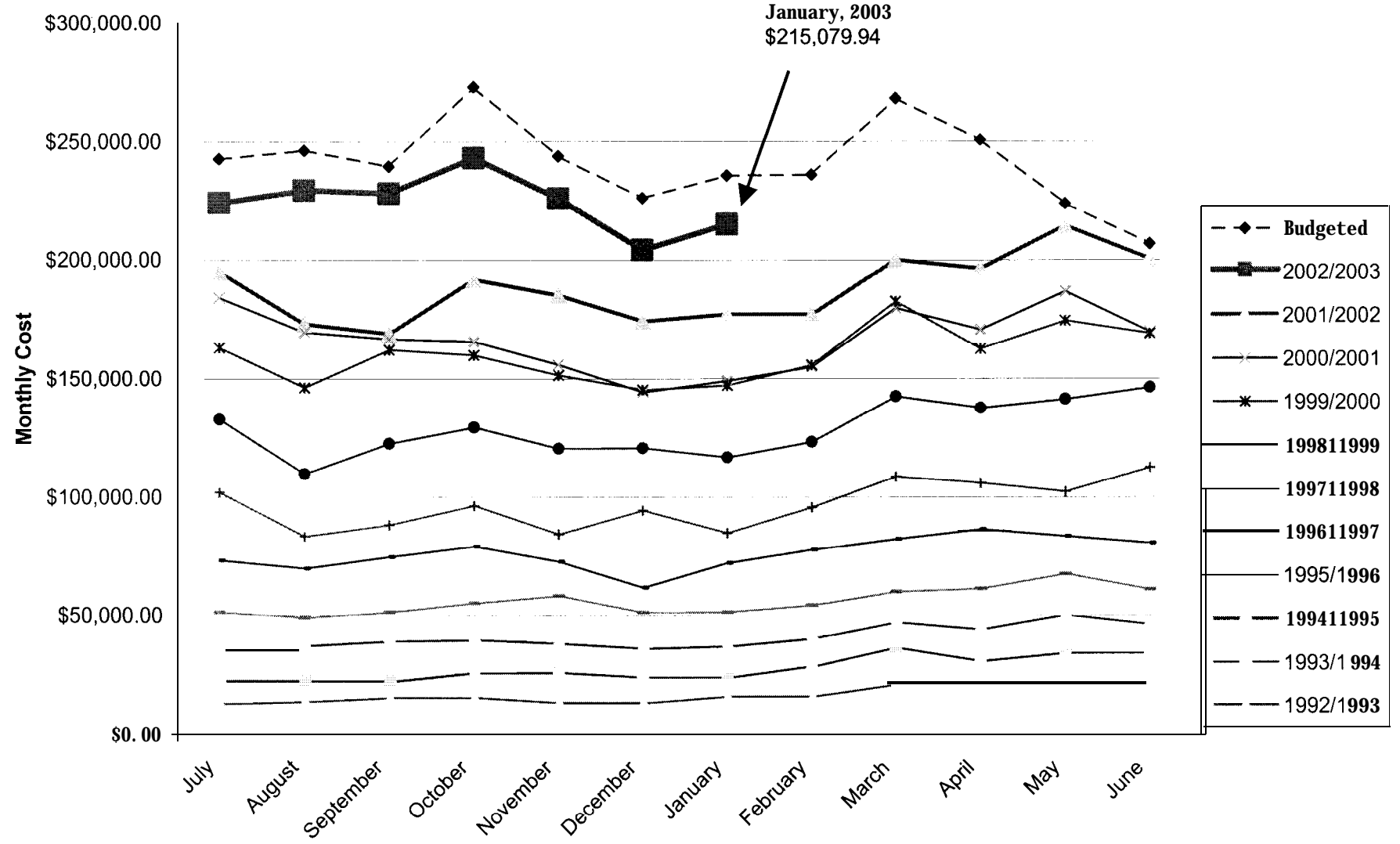
V. ATTACHMENTS

- Attachment A:** METRO ParaCruz Rides by Month
Attachment B: METRO ParaCruz Cost by Month
Attachment C: Recertification and New Applicant Eligibility Determinations
Attachment D: METRO ParaCruz Registrants by Month

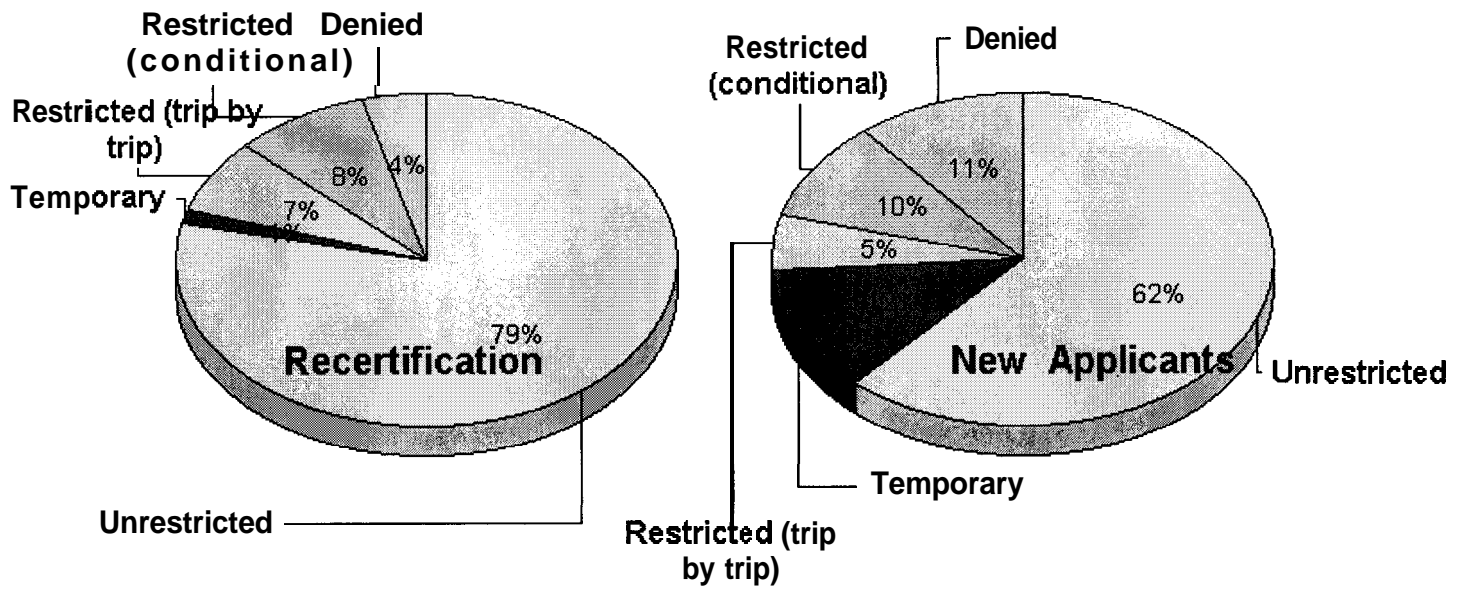
METRO ParaCruz Rides by Month



METRO ParaCruz Cost By Month



METRO ParaCruz Eligibility Determinations - Aug 1 02 through Mar 31 03



Recertification

Unrestricted	714
Temporary	12
Restricted (trip by trip)	65
Restricted (conditional)	77
Denied	39
Group Total:	907

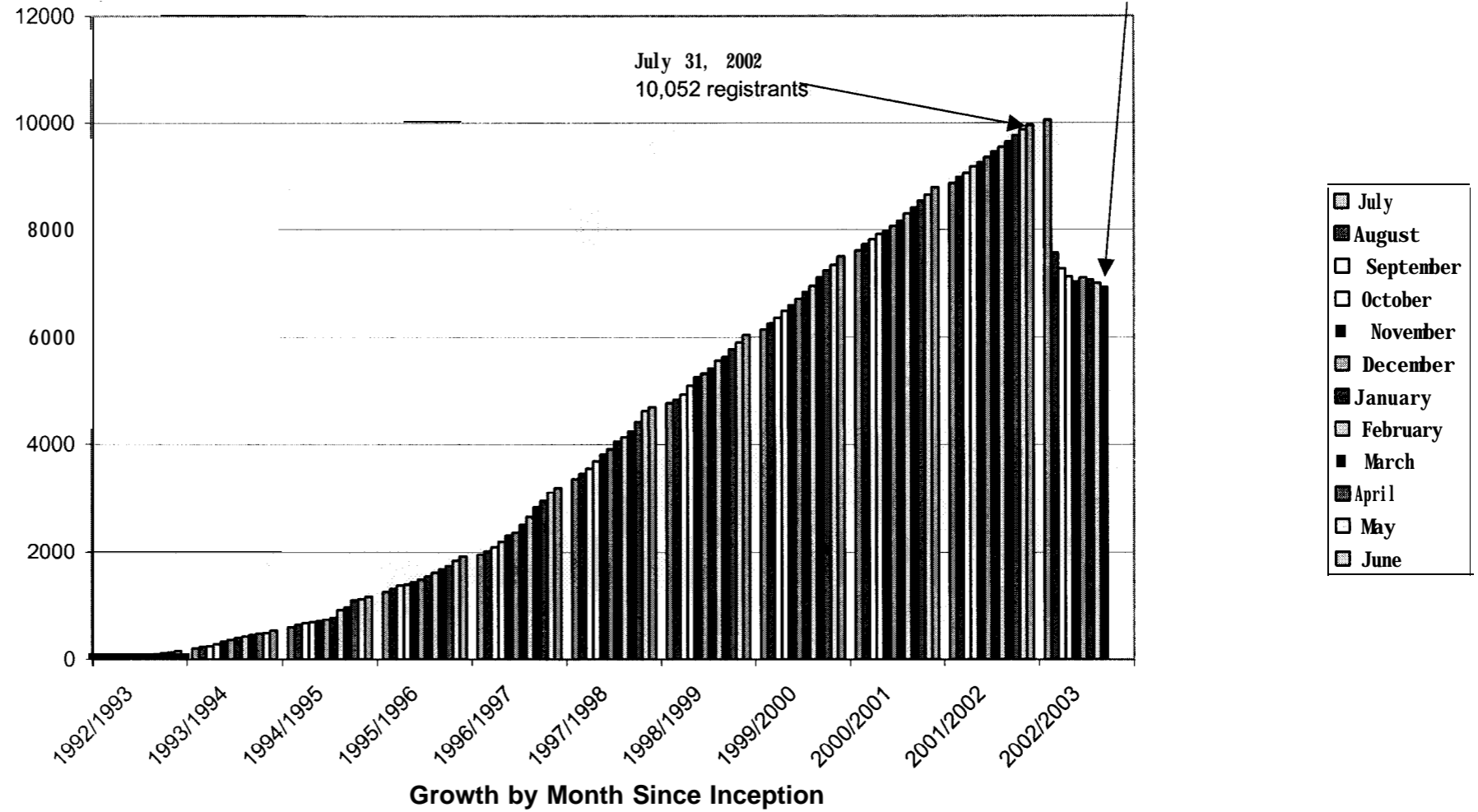
New Applicant

Unrestricted	467
Temporary	94
Restricted (trip by trip)	41
Restricted (conditional)	73
Denied	83
Group Total:	758

Grand Total:	1663
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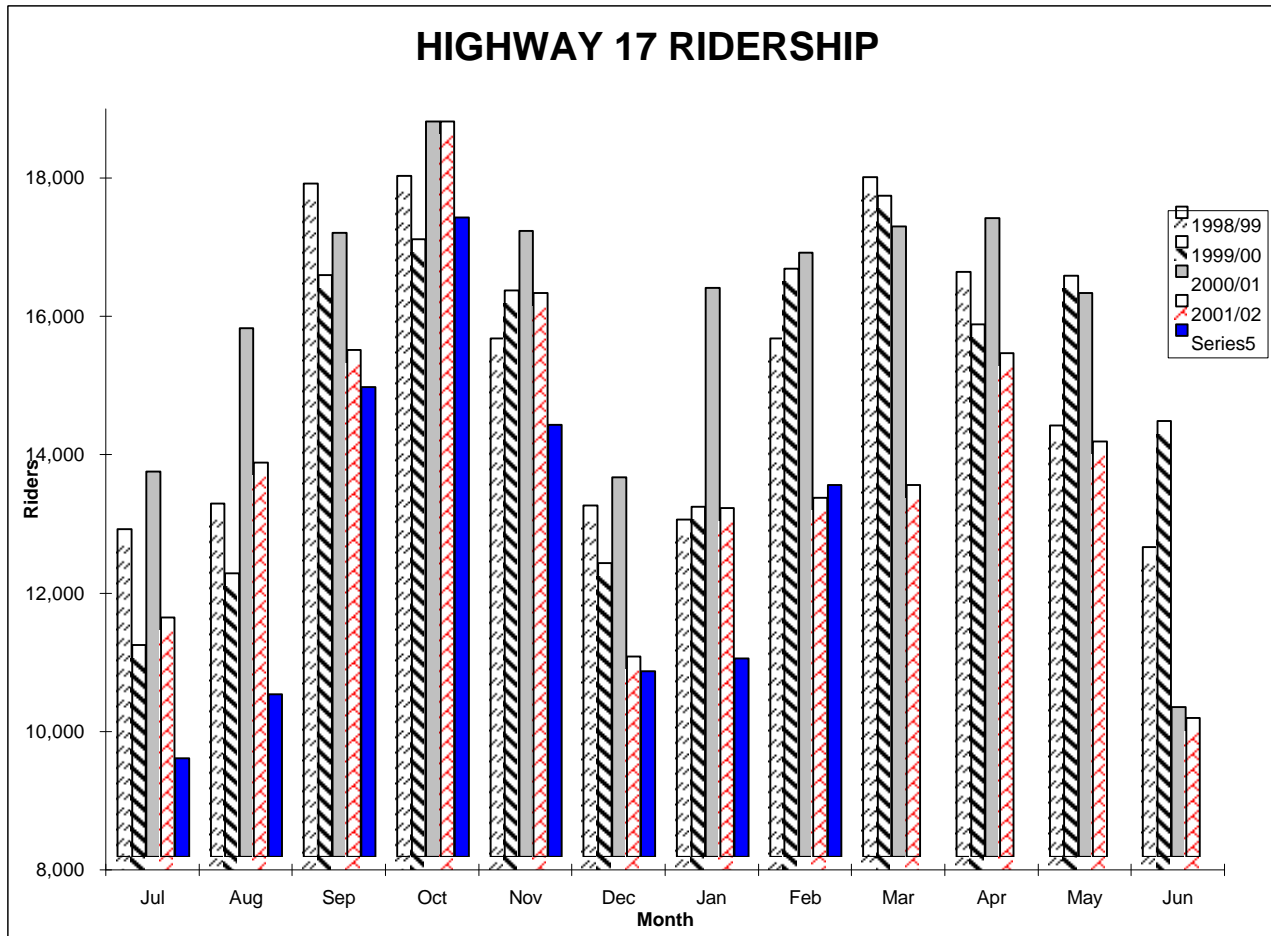
METRO ParaCruz Registrants

March, 2003
6,935 registrants



HIGHWAY 17 - FEBRUARY 2003

	February			YTD		
	2002/03	2001/02	%	2002/03	2001/02	%
FINANCIAL						
Cost	\$ 95,666	\$ 105,915	(9.7%)	\$ 808,376	\$ 889,688	(9.1%)
Farebox	\$ 32,524	\$ 35,900	(9.4%)	\$ 244,017	\$ 260,847	(6.5%)
Operating Deficit	\$ 58,844	\$ 67,039	(12.2%)	\$ 536,292	\$ 610,854	(12.2%)
Santa Clara Subsidy	\$ 29,422	\$ 33,520	(12.2%)	\$ 268,146	\$ 305,427	(12.2%)
METRO Subsidy	\$ 29,422	\$ 33,520	(12.2%)	\$ 268,146	\$ 305,427	(12.2%)
San Jose State Subsidy	\$ 4,298	\$ 2,976	44.4%	\$ 28,066	\$ 17,987	56.0%
STATISTICS						
Passengers	13,377	13,194	1.4%	100,983	112,394	(10.2%)
Revenue Miles	32,572	29,925	8.8%	275,235	254,363	8.2%
Revenue Hours	1,296	1,164	11.4%	10,951	9,892	10.7%
PRODUCTIVITY						
Cost/Passenger	\$ 7.15	\$ 8.03	(10.9%)	\$ 8.01	\$ 7.92	1.1%
Revenue/Passenger	\$ 2.43	\$ 2.72	(10.6%)	\$ 2.42	\$ 2.32	4.1%
Subsidy/Passenger	\$ 4.72	\$ 5.31	(11.1%)	\$ 5.59	\$ 5.59	(0.1%)
Passengers/Mile	0.41	0.44	(6.9%)	0.37	0.44	(17.0%)
Passengers/Hour	10.32	11.34	(9.0%)	9.22	11.36	(18.8%)
Recovery Ratio	34.0%	33.9%	0.3%	30.2%	29.3%	3.0%



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: UNIVERSITY OF CALIFORNIA - SANTA CRUZ SERVICE UPDATE

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Student billable trips for February 2003 increased by 4.3% versus February 2002. Year to date student billable trips have decreased by (.08%).
- Faculty / staff billable trips for February 2003 increased by 11.3% versus February 2002. Year to date faculty / staff billable trips have increased by 6.3%.
- Revenue received from UCSC for February 2003 was \$180,794 versus \$181,743.16 a decrease of (.05%).

	Billable Days	Faculty/Staff Ridership	Student Ridership	Monthly Increase - (Decrease) Student	Monthly Increase - (Decrease) Faculty-Staff
This Year	20	11,888	168,906	4.3%	11.3%
Last Year	19	10,677	161,979		

III. DISCUSSION

Full school-term transit service to the University of California – Santa Cruz started on September 16, 2002. Attached are charts detailing student and faculty / staff billable trips. A summary of the results is:

- Student billable trips for the month of February 2003 were 168,906 vs. 161,979 for February 2002 an increase of 4.3%.
- Faculty / staff billable trips for the month of February 2003 were 11,888 vs. 10,677 for February 2002 a increase of 11.3%.
- Year to date Student billable trips decreased by (.08%) and faculty / staff billable trips increased by 6.3%.

- In February 2003 the charge for service was \$180,794. The charge for February 2002 was \$181,743.16. This represents a (.5%) decrease in revenue for February 2003 versus February 2002.

IV. FINANCIAL CONSIDERATIONS

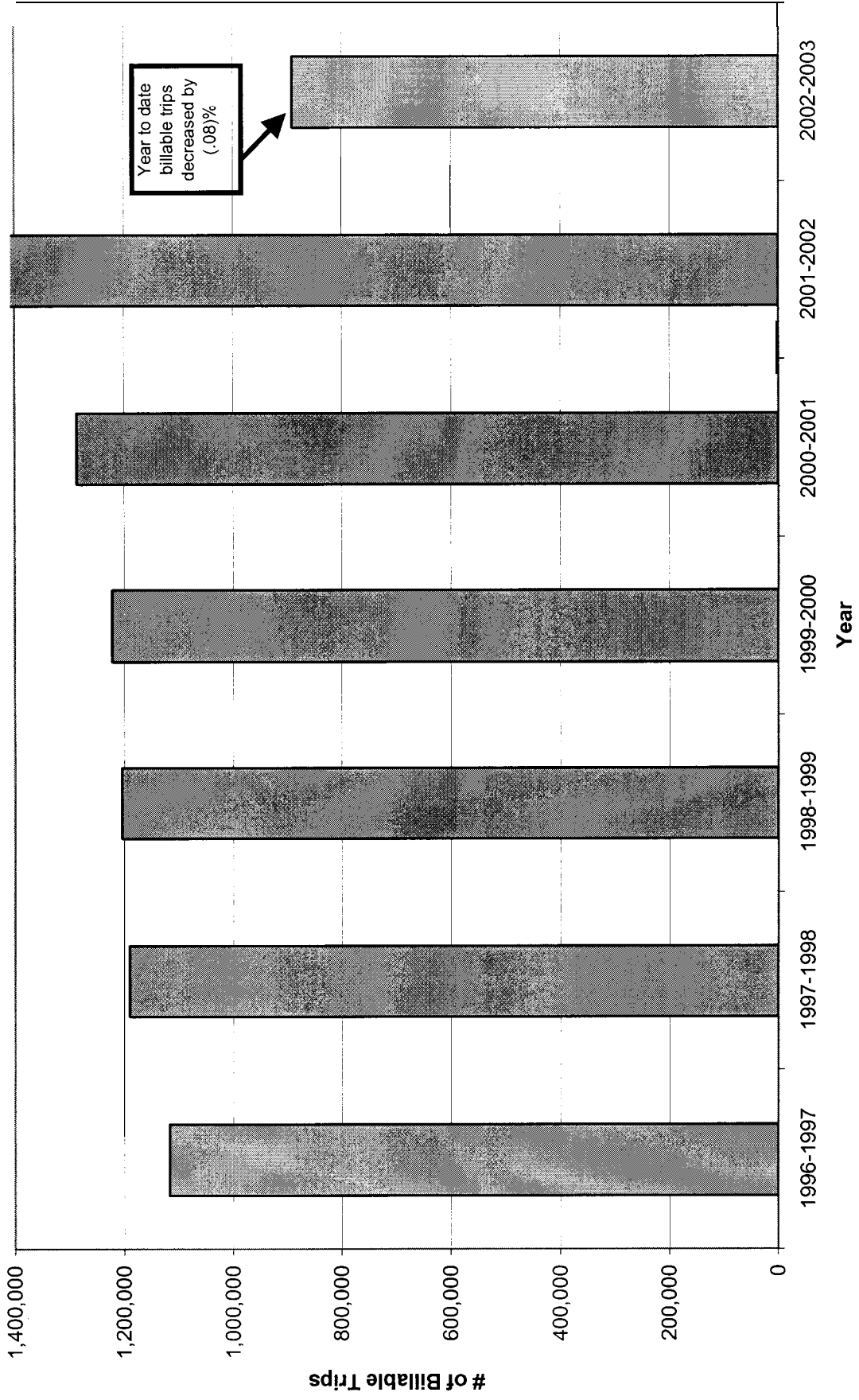
NONE

V. ATTACHMENTS

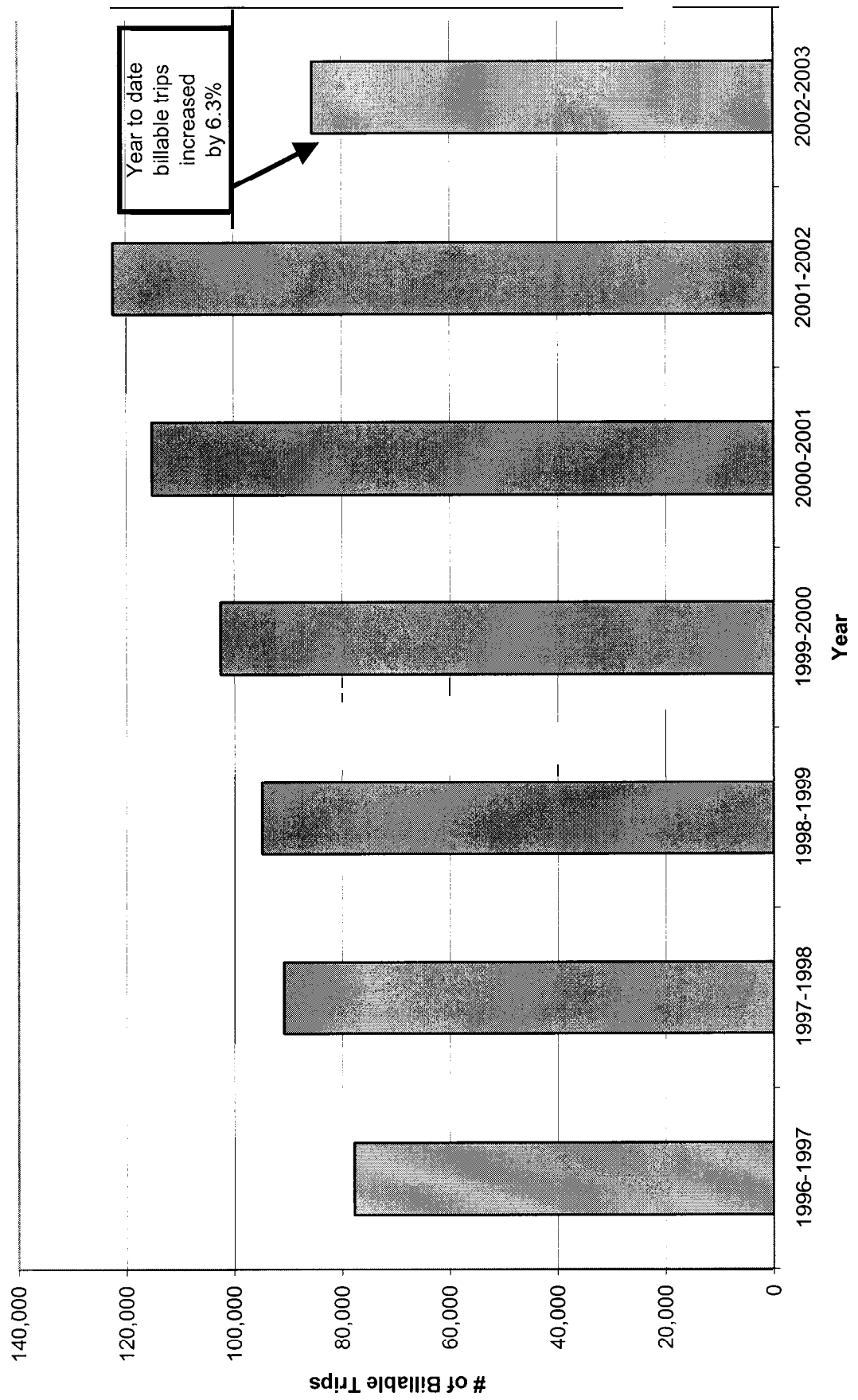
Attachment A: UCSC Student Billable Trips

Attachment B: UCSC Faculty / Staff Billable Trips

UCSC Student Billable Trips



UCSC Faculty / Staff Billable Trips



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: METROBASE PROJECT STATUS REPORT

I. RECOMMENDED ACTION

That the Board of Directors accept the status report on the MetroBase project.

II. SUMMARY OF ISSUES

- The MetroBase project is currently approximately seven (7) years behind schedule for implementation.
- On April 19, 2002 the Board of Directors selected the Harvey West Cluster No. 1 Option as the preferred alternative for the Environmental Impact Report. This was the third site to receive such designation.
- On May 17, 2002 the Board of Directors adopted a revised project schedule and requested that the project status report be included in the Board packet each month.
- The project schedule has been revised three times to allow additional time for the completion and circulation of the Draft EIR.
- On February 28, 2003 the Board of Directors certified the Environmental Impact Report and accepted the Metrobase Project.
- On April 3, 2003 the EIR challenge period closed without any actions filed contesting the adequacy of the certified document.
- On March 28, 2003 the Board of Directors approved terminating the contract with Waterleaf Interiors Inc. and issuing a new RFP for final design services.
- On March 28, 2003 the Board of Directors approved the creation of a Project Manager position to assist in expediting the next phases of the project.
- On March 28, 2003 the Board of Directors approved entering into an agreement with the City of Santa Cruz Redevelopment Agency to conduct ROW Acquisition and Relocation activities.
- The Metrobase Project schedule has been modified to accommodate the time necessary to acquire a new design team.

III. DISCUSSION

The 1989 Loma Prieta earthquake severely damaged the operating facilities at METRO. The Watsonville operating base was damaged to the degree that it became inoperable and the Santa Cruz operating base lost all fueling capabilities. From that time to the present, METRO has pursued the goal of constructing replacement facilities, which would restore cost effective maintenance and operations functions. METRO has pursued a consolidated facility approach in order to achieve the maximum amount of operating efficiency on a long-term basis. The use of a consolidated or closely clustered approach will achieve significant savings for METRO which can be used to restore service levels. The original schedule, developed for the construction of replacement facilities, identified 1995 as the target year for implementation. Unfortunately, the MetroBase project has suffered a number of setbacks over the past few years and is currently approximately seven (7) years behind schedule.

On April 19, 2002 the Board of Directors adopted a designation of the Harvey West Cluster No. 1 Option as the preferred alternative for the purposes of continuing the Environmental Impact Report process on the MetroBase project. This is the third site to be designated as the preferred alternative.

On May 17, 2002 the Board of Directors adopted a revised project schedule (Attachment A) and requested that a status report be provided to the Board at each meeting so that any schedule slippage would be apparent immediately.

During the reference period certain tasks which were to be completed have been delayed and a revised schedule has been developed. The revised schedule is attached to this Staff Report. The Notice of Preparation/Notice of Intent was circulated on April 30, 2002 and the comment period concluded on May 30, 2002. On May 22, 2002 the scoping meeting was held to solicit comments from the public with regard to the revised project scope. In order to proceed with the Environmental Impact Report process, it was necessary to receive a revised site plan as well as other information from both METRO and Waterleaf Interiors, Inc. The information required to be submitted to Duffy & Associates on June 1, 2002 was delivered. The Administrative Draft EIR was received by METRO staff on August 5, 2002. Comments from METRO staff and consultants were transmitted to Denise Duffy and Associates on September 4, 2002. The next time point on the schedule was the delivery of the Screen-Check of the EIR to METRO by September 27, 2002. This date was modified for a third time to reflect a new date of October 17, 2002. The attached schedule was been adjusted to reflect the delay. The impact of this action was to delay the certification of the EIR to February 28, 2002. The most recent revision of the schedule adjusted the beginning of ROW acquisition and design activities to March 31, 2003. During the current reporting period the EIR was certified by the Board of Directors. The Board of Directors also formally approved the Metrobase Project based upon the EIR. On April 3, 2003 the period for a challenge to the adequacy of the EIR closed with no actions filed. On March 28, 2003 the Board of Directors approved the termination of the contract with Waterleaf Interiors Inc. and authorized staff to issue a Request for Proposals (RFP) to obtain professional services to carry out final design and engineering activities. The MetroBase project schedule attached to this

Staff Report has been modified to accommodate the time necessary to change design teams. On March 28, 2003 the Board of Directors approved the creation of a Project Manager position to oversee the future phases of the MetroBase Project. The Board of Directors authorized requesting that the City of Santa Cruz Redevelopment Agency carry out the activities necessary for Right-of-Way Acquisition and Relocation for the project. Recruiting actions for the Project Manager are currently underway. An agreement between METRO and the City of Santa Cruz Redevelopment Agency for service is being developed. A separate agreement with the City of Santa Cruz for inspection services is also being developed. A letter requesting consent from the City of Santa Cruz for METRO to exercise the power of Eminent Domain, if necessary, for the project is being finalized.

METRO staff will continue to monitor the progress of the MetroBase project with regard to the items contained on the project schedule that address the Harvey West Cluster No. 1 Option.

IV. FINANCIAL CONSIDERATIONS

No actions have taken place during the reporting period that change the financial status of the MetroBase project.

V. ATTACHMENTS

Attachment A: MetroBase Project Schedule

MetroBase Project Schedule

MetroBase HW 1 Cluster Alternative Revised Schedule

Task	Adopted Schedule	Revision #1	Revision #2	Revision #3	Revision #4	Revision #5
FFIR Completed and Accepted by Board of Directors	04/19/02					
Board of Directors Amends Preferred Alternative Designation	04/19/02					
Circulate Notice of Preparation/Notice of Intent (30 days)	04/30/02					
Scooina Meeting	05/22/02					
NOP/NOI Circulation Period Ends	05/30/02					
Receive All Project Information from SCMTD & Architect	05/01/02					
Submit Administrative Draft EIR/EIS	07/15/02	08/05/02				
Review of ADEIR/EIS by SCMTD Complete	08/09/02	08/30/02				
Submit Screen-Check ADEIR/EIS to SCMTD	08/16/02	09/27/02	10/11/02	10/11/02		
Review of Screen-Check ADEIR/EIS Complete	08/19/02	10/04/02	10/18/02	10/25/02		
Start 45-Day Review Period	08/20/02	10/07/02	10/21/02	10/31/02		
DEIR Review Period Ends	10/11/02	11/20/02	12/06/02	12/15/02		
Submit Administrative Responses to Comments to SCMTD	11/04/02	12/13/02	12/27/02	01/13/03		
Review of Admin Responses Complete	11/25/02	01/03/03	01/17/03	01/31/03		
Circulate Responses (10 days)	12/09/02	01/13/03	01/31/03	02/07/03		
End Circulation Period	12/19/02	01/23/03	02/10/03	02/19/03		
Certify Final EIR	12/20/02	01/24/03	02/14/03	02/28/03		
ROW Acquisition Actions Commence	01/01/03	01/27/03	02/17/03	03/03/03	03/31/03	
A/E RFP Issued						04/15/03
A/E Proposals Due						06/06/03
A/E Contract Award						06/27/03
Final Design and Engineering Activities Commence	01/01/03	01/27/03	02/17/03	03/03/03	03/31/03	06/27/03
Draft Construction Specifications Circulated	05/01/03		06/01/03		07/01/03	10/10/03
Board of Directors Approves Construction Specifications	06/20/03				07/18/03	10/24/03
Request for Construction Bids Issued	06/20/03				07/18/03	10/24/03
Pre Bid Meeting Held	07/15/03				08/15/03	11/18/03
Final Bid Documents Issued	08/01/03				09/01/03	12/01/03
Construction Bid Received	10/01/03				11/01/03	02/27/04

MetroBase Project Schedule

MetroBase HW 1 Cluster Alternative Revised Schedule

Task	Adopted Schedule	Revision #1	Revision #2	Revision #3	Revision #4	Revision #5
Construction Bids Evaluated	10/01/03 thru 11/01/03				11/1/2003 thru 12/01/03	3/10/04 thru 4/01/04
ROW Acquisition Completed	11/01/03				11/31/03	
Board of Directors Award Construction Contracts	11/21/03				12/19/03	04/23/04
Groundbreaking	01/09/04				02/13/04	05/14/04
Construction Beains	01/12/04				02/16/04	06/01/04
Fuelina Svstem Ooerational and online	07/01/05				08/01/05	
Fleet Maintenance Function Complete and online	09/30/05				10/30/05	
Ooerations Function Complete and online	11/30/05				12/31/05	
Facility Maintenance Complete and online	12/31/05				12/31/05	
Phase I Construction Complete	02/28/06				03/31/06	
Grand Opening & Celebration	03/15/06				04/15/06	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2002
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: CONSIDERATION OF CALL STOP AUDIT REPORT

I. RECOMMENDED ACTION

This report is for informational purposes only. No Action is required.

II. SUMMARY OF ISSUES

- At the November 2001 Board of Directors meeting, staff was authorized to conduct quarterly call stop compliance audits to determine the effectiveness of the call stop retraining that occurred in December 2001.
- Staff contracted with Robert S. Bortnick & Associates, a private investigative firm, to conduct the audit. The investigative firm was changed from Emilo Martinez to Robert S. Bortnic & Associates for confidentially reasons. The audit was conducted during the months of February / March 2003.
- Robert S. Bortnick & Associates reported that of the 436 call stops observed, 400 were successfully announced. That translates to a 91.3% call stop compliance rate.

III. DISCUSSION

At the November 2001 Board of Directors meeting, staff was authorized to conduct quarterly call stop compliance audits to determine the effectiveness of the call stop refresher training conducted in December 2001.

Staff contracted with Robert S. Bortnick & Associates, a private investigative firm, to conduct the audit. Robert S. Bortnick & Associates was authorized 100 hours to conduct a survey at a cost of \$5,000.00 each quarter.

A summary of the call stop audit results are:

	April – May 2002	August 2002	November 2002	February / March 2003
Call Stops observed	194	218	232	438 - 436**
Call stops announced	186	190	232	398
Call stops not announced	8	28	0	38
Percent of call stops completed	96%	88%	100%	91.3%

Percent of call stops not completed	4%	13%	0%	8.7%
-------------------------------------	----	-----	----	------

** A paperwork error on the Route 54 identified two (2) a call stops that were not applicable to that route. Total call stops observed was lowered from 438 to 436 due to this paperwork error.

Robert S. Bortnick & Associates audited trips on the following routes:
2,3A,3B,10,12A,12B,13,15,16,19,20,31,35,40,52,54,63,65,66,67,69,69A,69W,70,71,75 and the 91.

IV. FINANCIAL CONSIDERATIONS

Randomly conducted call stop compliance audits cost approximately \$20,000 per year.

V. ATTACHMENTS

Attachment A: Table of Results from Robert S. Bortnick & Associates

Attachment A

Table of Results

Please note that routes where operators or automated systems failed to announce one or more scheduled call stops are indicated by an asterisk.

<u>ROUTE</u>	<u>NO. OF CALLS</u>	<u>CALLS MADE</u>
2	4	4
2	5	5
3A	5	*1
3A	6	6
3B	3	3
10	4	4
10	3	3
12A	7	*6
12B	6	*0
12B	5	5
13	9	*8
13	7	7
15	4	*0
15	5	5
16	4	4
16	7	7
19	4	4
19	4	4
20	7	7
31	3	3
31	3	3
35	9	9
35	6	*5
35	7	7
35	6	6
40	10	10
52	5	5
52	5	5
54	16-15	*15
54	11-10 →	*10
63	3	3
65	6	*1
65	6	6
66	7	7
66	8	8
66	11	11
66	10	10
67	5	5

Missed Stop n.†
Valid call stop on
Rt 54.
JAP/2
3/25/03

67	4	4
67	7	7
67	6	6
69	7	7
69	5	*1
69	8	8
69	6	6
69	7	*4
69A	6	6
69A	8	*6
69A	4	*3
69A	4	4
69W	6	6
69W	3	*2
69W	11	11
70	9	9
70	5	5
70	3	*2
71	13	13
71	7	7
71	14	*10
71	14	14
71	15	15
71	12	12
75	4	4
75	8	8
91	3	3
91	3	3

**Buses
Surveyed**
66

**Total Calls
Surveyed**
438

**Total Calls
Made**
398

Net Valid
Call Stops on
Rt 54

$\frac{-2}{436}$

PAK
3/25/07

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Robyn Slater, Interim 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 Chairperson 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, a limited number will be invited to attend Board meetings from time to time to receive their awards.

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EMPLOYEE RECOGNITION

TEN YEAR

None

FIFTEEN YEARS

Paula Flagg, Administrative Secretary
Joseph Hyman, Facility Maintenance Worker I

TWENTY YEARS

None

TWENTY-FIVE YEARS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Tom Stickel, Manager of Fleet Maintenance
SUBJECT: CONSIDER RENEWAL OF CONTRACT WITH NATIONWIDE AUCTION SYSTEMS

I. RECOMMENDED ACTION

District staff is recommending that the Board of Directors authorize the General Manager to execute an amendment to the contract with Nationwide Auction Systems to extend the term of the contract for one (1) additional year.

II. SUMMARY OF ISSUES

- The District entered into a contract with Nationwide Auction Systems on May 5, 2000 for auctioning services of the District's surplus vehicles and equipment.
- At the option of the District, this contract may be renewed for four (4) additional one-year terms.
- Nationwide Auction Systems has indicated that they are interested in extending the contract an additional one-year period to May 4, 2004.

III. DISCUSSION

The contract with Nationwide Auction Systems for auctioning services of the District's surplus vehicles and equipment is due to expire on May 4, 2003. Nationwide Auction Systems has provided good service under this contract. An extension of the contract would be favorable to the District. Section 3.02 of the contract allows the District the option to renew the contract for four (4) additional one-year terms. Nationwide Auction Systems has also reviewed the contract and has indicated their desire to extend the contract for one additional year with no changes. It is recommended that the Board of Directors authorize the General Manager to execute an amendment to the contract with Nationwide Auction Systems to extend the contract one (1) additional year.

IV. FINANCIAL CONSIDERATIONS

No funds are expended under this contract. District receives ninety-three (93) percent of the proceeds from the sale of District surplus vehicles and eighty (80) percent of the proceeds from the sale of District surplus equipment.

V. ATTACHMENTS

Attachment A: Letter from Nationwide Auction Systems

Attachment B: Contract Amendment



March 25, 2003

Santa Cruz Metropolitan
Transit District
120 Du Bois Street
Santa Cruz, CA 95060
Attn: Lloyd Longnecker

Dear Lloyd:

Nationwide Auction Systems agrees to the terms set forth
in the attached contract extension.

If you should have any further questions please do not
hesitate to call.

Sincerely,

Phil Marshall
Sr. Account Executive

Northern CA Facility 1 Oak Road, Benicia, CA 94510

Office: (707) 745-0119 **Fax:** (707) 745-0240

Additional US. Locations:

• City of Industry, CA

• Kansas City, MO

• Riverdale, GA

• Wilmington, DE

www.nationwideauction.com

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
THIRD AMENDMENT TO CONTRACT FOR AUCTION SERVICES**

This Third Amendment to Contract for auction services is made effective May 5, 2003 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California (“District”) and Nationwide Auction Services (“Contractor”).

I. RECITALS

- 1.1 District and Contractor entered into a Contract for auction services (“Contract”) on May 5, 2000.
- 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 May 4, 2004. 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
NATIONWIDE AUCTION SYSTEMS

By _____
Phil Marshall
Senior Account Representative

Approved as to Form:

Margaret R. Gallagher
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 11, 2003
TO: Board of Directors
FROM: Mark Dorfman, Assistant General Manager
SUBJECT: ACCEPT INPUT REGARDING THE PROPOSED SERVICE REDUCTIONS

I. RECOMMENDED ACTION

The purpose of this report is to update the Board of Directors regarding the input received from the Public Hearing and the Public Meetings on the Proposed Service Reductions.

II. SUMMARY OF ISSUES

- In the FY 2003/04 budget year, METRO has a projected \$2.4 million deficit.
- Part of the balancing actions call for a service reduction in the amount of \$350,000.
- Staff solicited public input on a proposed service reduction. Public comments and staff responses are attached for review.
- While no action on the service cuts is required at this time, staff is requesting Board input on the responses to the public comments.
- At the April 25th meeting, the Board will consider declaring a fiscal emergency and authorizing the service cuts.

III. DISCUSSION

Due to declining sales tax and farebox revenue, METRO faces a deficit of \$2.4 million dollars in next year's operating budget at current service levels. The Board directed staff to pursue a four-prong strategy consisting of 1) transferring capital reserves to the operating budget; 2) increasing fares; 3) carrying this year's operating savings forward; and 4) reducing transit service to balance the FY 2003 2004 operating budget. A proposed service reduction would save \$350,000 in operating costs (Attachment A).

METRO staff and the Service Planning and Review Committee have worked to put together a transit service reduction in a short time, which attempted to maintain overall system integrity while impacting the fewest riders and/or retained service options. However, because METRO had cut service 8% in June 2002 in response to last year's revenue decline, most of the under-utilized trips had already been trimmed from the system. This subsequent service reduction impacts more riders and, in some cases, eliminates entire routes.

METRO staff solicited public input on the proposed service cuts at the following public meetings held throughout the District.

March 11, 2003	4:00 pm & 6:30 pm	Watsonville City Hall
March 17, 2003	4:00 pm & 6:30 pm	Ben Lomond Fire Station
March 19, 2003	4:00 pm & 6:30 pm	Via Pacifica, Aptos
March 21, 2003	4:00 pm & 6:30 pm	Santa Cruz City Hall
March 27, 2003	4:00 pm & 6:30 pm	Watsonville City Hall

Service reduction information and notification of meetings were provided to the public with an extensive outreach campaign, including the following:

- Signs on buses
- Ads in newspapers
- Press releases to newspapers and radio
- Signage in Transit Centers
- Signs on bus stops where service is proposed to be deleted
- Power Point Presentation on the Web with supporting documentation

In addition, a Public Hearing was held at the regularly scheduled Board Meeting of March 14, 2003, which was then continued to the March 28, 2003 Board Meeting. As a result of these meetings and hearings, public comments have been received on the proposed cuts. Attachment B shows the public comments received to date.

Service cuts where fixed-route service is eliminated would result in an elimination of ParaCruz service to those affected areas. Signs were provided for all vehicles performing this service and letters sent to riders who might possibly be affected.

PUBLIC INPUT

As of April 7 METRO had received 70 comments regarding the Service Reduction Plan. Generating the most concern was the proposed Route 36 elimination and the Highway 17 service reduction. There were also comments on the reduction of service to Lompico/South Felton and the elimination of service to the Thurber Lane area (Santa Cruz Gardens).

Public Comments on Proposed Service Change

Service Change	Comments		
	Oppose	Neutral	Support
Route 36	13		
Highway 17	7	3	2
Miscellaneous, general, information requests	6	4	5
Paratransit Loss	4	2	
Route 35		4	1
Watsonville/Route 71		3	
Route 33, 34 (Lompico/South Felton)	3		
Route 52	2		
Route 4 and 8	2		
Route 60	2		
Route 66 and 7N	1	1	
Route 31			1
Route 69	1		
Route 91		1	
Route 63	1		
Route 3A, 3B, 3C		1	

Highway 17

Of the comments received, there was about an even split in those concerned with midday reductions, and those concerned with peak hour reductions. Some of the peak hour comments are a result of a misunderstanding about which cuts were made. Part of this misunderstanding relates to the way the peak hour cuts were presented in the beginning of the public process. Staff recognized that instead of identifying particular peak hour trips that would be cut, it is better to reflect the concept of the plan, which is to reduce peak hour service from four times an hour to three times an hour (and is reflected this way in Attachment A). For instance two or three comments related to the proposed deletion of the 6:25AM trip. In fact there will now be a 6:20 AM trip, which resolved the issues of concerned riders.

Route 36 Valley Express

Most of these comments requested that we save at least two trips, specifically the 7:00 AM inbound trip and the 5:45 PM outbound trip.

Thurber Lane (Santa Cruz Gardens)

METRO did receive a couple of comments asking us not to eliminate service to Thurber Lane. Although ridership is low, in the context of being part of a route already in the area, it may be possible to preserve service to this area.

ParaCruz (ADA Complementary Paratransit Service)

Attachment C is a summary of the impacts of the service cuts on the ParaCruz program. According to established District policy, ParaCruz service is provided to users within $\frac{3}{4}$ of a mile of the fixed route service. When service is eliminated, the service boundary would need to be redrawn and some current riders would no longer be eligible. Also, in cases where service is no longer provided all year, there would be periods where current ParaCruz riders are not eligible for service.

Comments regarding the proposed service reduction received from paratransit users and/ or their caregivers essentially opposed the elimination of fixed-routes, which would also eliminate its buffer zone for complementary paratransit service.

The Paratransit Administrator received four telephone comments responding to letters mailed to registrants in the impacted areas. Two clients already had eligibility on file with Community Bridges to receive Medi-Cal assistance for medical trips, one client would not lose eligibility due to proximity to another route and a fourth call from a caregiver requested clarification of the proposed reduction but offered no comment.

Regarding the Stroke Center, ridership for the morning run averaged .09 riders per trip. The afternoon ridership is 7.7, but that is because it doubles as a school run for Delaveaga Elementary School. On-board surveys and anecdotal driver information reveals almost no ridership activity at the Stroke Center on the afternoon trip. It is important to note that because service will still be provided on Prospects Heights, the Stroke Center falls within the $\frac{3}{4}$ mile boundary, thus ParaCruz service will still be available to the Stroke Center.

Highway 17 Alternative Service Proposal

METRO also received a proposal from MUG member R. Paul Marcelin for alterations to the Service Reduction Plan, and a subsequent "Comments to the Board re: Highway 17 Service Cut". Although a more detailed response will be available at the April 11 Board Meeting, a response to the summary document is provided here.

Mr. Marcelin points out that reducing midday service to every other hour would kill midday service. These 4 midday trips have an average ridership of 7.2 passengers per trip, demonstrating that Highway 17 mid-day service is highly under-utilized. In addition, Amtrak serves this corridor in midday.

Mr. Marcelin also suggested that staff kept trips with deadhead time while cutting trips that have a reverse trip. However, it is important to note that as a result of this change, the entire service is re-interlined, which adjusts where deadhead and reverse trips occur. Normally this part of the service change process happens much later (after the changes have been approved by the Board). However, in order to provide the Board with a response to this issue raised by Mr. Marcelin, staff has re-interlined the service to determine what the actual deadhead savings are.

In response to Mr. Marcelin's proposal on the 5:10 AM trip from Santa Cruz to San Jose, staff reviewed the Caltrain schedule and discovered that the Caltrain schedule has in fact changed and that the 4:40 AM trip no longer has a direct connection with a Caltrain trip. Staff is researching the possibility of combining the 4:40 AM trip with the 5:10 AM trip (having a 4:55 AM departure). Staff is analyzing these two trips and surveying the passengers about this proposed change to the Service Reduction Plan. A verbal update will be given at the April 11 Board Meeting.

In light of the comments made, staff went back and reviewed cost savings estimates in the plan. The group working on this plan had assumed that the \$57 per service hour applied to all service provided by METRO. However, as a result of the discussion regarding Highway 17 service at the March 14th Board Meeting, information was provided by Operations indicating that Highway 17 service is costed and charged differently than the regular fixed route service. The cost is \$59.59 per hour and deadhead is not included in that cost. This significantly increased the savings on the Highway 17 service, going from \$69,702 to \$109,645. These savings allow staff some flexibility to respond to comments from the public on the Service Reduction Plan. It should be noted that this would also increase the savings in Mr. Marcelin's plan as well.

Referencing Mr. Marcelin's proposal, there are some things that stand out. For instance he advocates cutting the 5:55 AM trip, which had average of 15.4 passengers per trip in 2002. It is likely these passengers would be required to take an earlier bus in order to get to work on time. The previous bus carries 16.4 passengers. Given that these numbers are averages (sometimes actual daily numbers are higher and sometimes lower), the possibility that we would have standees on this trip from time to time is likely, causing discomfort to those passengers. Also when looking at the service in hourly increments, Mr. Marcelin would be cutting 2 trips out of the 5:00 AM hour thereby significantly reducing the opportunity for riders who work on the Peninsula to get to work by 8:00 AM (San Jose is not the only destination for those riders).

In the 6:00 AM hour Mr. Marcelin would have the 6:10 AM, 6:25 AM and 6:40 AM bunched together, and then no service for a half an hour. Staff tried to spread out the runs evenly given the Caltrain schedule, to give riders with different work schedules more options.

In the afternoon Mr. Marcelin proposes to cut two back-to-back trips (4:25 AM and 4:40 AM) leaving a forty-five minute gap in the afternoon peak hour. The two runs combined average nearly 30 passengers per trip leaving them no options and likely standing room only rides for passengers on the 4:55 PM trip (which averages 16 passengers per trip). When comparing this to the midday cuts where ridership averages only 7.2 passengers per trip, it meets the established criteria for service cuts.

Having 3 different Westside routes depending on the day and time will confuse riders.

Having different route patterns for weekdays and weekends is a common practice in the transit industry because there is significantly lower ridership on weekends than weekdays. That said,

staff will be monitoring and reviewing the progress of this route for possible implementation for weekdays service. This is a fundamental change to transit service to the Westside. Although staff always tries to anticipate every problem, there is always a surprise or two in any structural change in service. For instance, having the Route 3C as weekday service means having only one bus per hour (Route 2) that serves Mission Street from Laurel northward (with the exception of the occasional Route 40). Further study is needed to determine if this is sufficient. Running this service on weekends only gives us a chance to evaluate and adjust if necessary.

SUMMARY

After receiving and analyzing the public comments, staff is proposing to make the following changes to the Proposed Reduction Plan.

Route 36

Reinstate the 7:00 AM inbound trip and the 5:45 PM outbound trip. This will still result in the elimination of the 8:00 AM inbound trip and the 7:00 PM outbound trip.

Thurber Lane (Santa Cruz Gardens)

Due to comments made at that Santa Cruz Public Meeting, staff reviewed ridership figures on the Capitola Jewel Box segment of the Route 52, and the Rosedale-Hill area. Given the low ridership on that segment and the fact that there will still be a bus there every other hour to these areas, staff is suggesting a change to the routing of the proposed Route 53 in order to serve the Santa Cruz Gardens area every other hour.

Highway 17

Staff is reviewing the possibility of combining the 4:40 AM and 5:10 AM trips into a 4:55 AM departure.

V. FINANCIAL CONSIDERATIONS

The current Service Reduction Plan with the included revisions still achieves the goal of \$350,000 saving in operating costs.

VI. ATTACHMENTS

- Attachment A: Proposed Service Reductions**
- Attachment B: Public Input on Service Reduction Proposal**
- Attachment C: ParaCruz Impacts as a Result of Service Reduction**

Proposed Service Reductions

Route	Description	Daily Hours	Annual Hours	Rider!
4	Add time for all trips	-3.00	-762.00	n/a
7	Delete 6:20pm trip	0.25	63.50	5.0
8	Eliminate Route	9.10	2,311.40	18.8
9	Add 4 trips-Eliminate Stroke Center	-1.21	-307.34	n/a
HWY 17	Outbound			
Santa Cruz to San Jose	Reduce morning peak hour service form 4 times an hour to 3 times an hour and			
	Delete 10:00 am from Scotts Valley			8.6
	Delete 11 :00am			8.5
	Delete 1 :00pm			4.4
	inbound			
San Jose to Santa Cruz	Delete 10:00am			5.6
	Delete 12:00pm			10.1
	Reduce afternoon peak hour service form 4 times an hour to 3 times an hour			
	Total Savings From Hwy 17 Reductions	6.84	1,737.36	
	Eliminate Hwy 17 Service on the Day After Thanksgiving and Martin Luther King Jr. Birthday		87.03	
16	Eliminate 12: 15am trip.	0.58	147.32	19.5
22	Add 5:00pm trip	-0.66	-121.44	n/a
32	Add 1 route 32	-1 .00	-254.00	n/a
33	Cut 6:45am trip to ST only	0.48	35.52	6.9
	Cut 2:15pm trip to ST only	0.55	40.70	7.4
	Cut 2:49pm trip to ST only	0.61	45.14	11.9
	Cut 6:40pm trip	0.61	154.94	3.4
34	Cut 7:14am trip to ST only	0.35	25.90	7.9
	Cut 2:10pm trip to ST only	0.50	37.00	9.3
	Cut 2:41 trip to ST only	0.56	41.44	14.2
	Cut 6:10pm	0.48	121.92	5.3
35A	Outbound from Santa Cruz to Boulder Creek			
	Add 7:00 pm trip	-1.16	-294.64	n/a
35	Inbound from Boulder Creek to Santa Cruz			
	Cut 6:48 am trip to operate ST only	0.86	63.64	
36	Inbound from Boulder Creek to Santa Cruz			
	Delete 7:00 am trip	0.58	147.32	13.7
	Delet 8:00 am trip	0.58	147.32	10.4
36	Outbound from Santa Cruz to Boulder Creek			
	Delete 5:45m trip	0.58	147.32	16.1
	Delete 7:00m trip	0.58	147.32	13.5

Proposed Service Reductions

Route	Description	Daily Hours	Annual Hours	Rider:
52	Delete 9:50am trip	0.58	147.32	5.7
	Delete 11:50am trip	0.58	147.32	8.1
	Delete 1:50pm trip	0.58	147.32	8.3
	Delete 3:50pm trip	0.58	147.32	7.9
	Delete 5:50pm trip	0.58	147.32	3.6
53	Add 7 trips	-5.25	-1,333.50	n/a
54	Delete 8:30am trip	1.41	358.14	29.2
	Delete 10:30am trip	1.41	358.14	24.3
	Delete 12:30pm trip	1.41	358.14	29.3
	Delete 2:30pm trip	1.41	358.14	29.3
	Delete 4:30pm trip	1.41	358.14	25.1
55	Add 5 trips	-5.40	-1,371.60	n/a
	Add time to 6 current trips	-0.96	-243.84	n/a
56	Add 4 trips	-3.32	-843.28	n/a
58	Delete 2:37pm trip	0.28	71.12	4.6
60	Eliminate route	1.23	312.42	6.6
63	Eliminate route	6.16	1,564.64	7.0
69	Outbound from Santa Cruz to Capitola			
	Delete 6:17 am outbound trip	0.38	96.52	3.6
	Delete 6:52 am outbound trip	0.38	96.52	5.1
	Delete 7:22 am outbound trip	0.38	96.52	8.0
69	Inbound from Capitola to Santa Cruz			
	Delete 6:40 am Inbound trip	0.25	63.50	3.2
	Delete 8:30 am inbound trip	0.35	88.90	n/a
71	Inbound from Watsonville to Santa Cruz			
	Delete 8:25 am inbound trip	1.25	317.50	21.2
9 1	Outbound from Santa Cruz to Watsonville			
	Delete 2:30pm trip	0.75	190.50	15.2
	Delete 5:05pm trip	0.41	104.14	16.8
	Delete 5:30pm trip	0.70	177.80	12.3
91	Inbound from Watsonville to Santa Cruz			
	Delete UC loop on 6:50 am trip	0.53	134.62	n/a
TOTAL WEEKDAY REDUCTIONS		25.13	5,812.45	

Proposed Service Reduction

Attachment A

Route	Description	Daily Hours	Annual Hours	Riders
WEEKENDS				
3A	Eliminate weekend route	5.94	617.76	8.2
3B	Eliminate weekend route	7.92	823.68	9.2
3c	Add 12 trips	-9.00	-936.00	n/a
7	Eliminate weekend route	1.80	187.20	10.1
16	Delete 12:00am trip	0.58	60.32	33.6
19	Delete 7:40am trip	0.66	68.64	6.3
42	Delete 5:50am trip	1.28	133.12	6.8
52	Add 10 trips	-5.80	-603.20	n/a
54	Delete 7:30am trip	1.41	146.64	14.2
	Delete 8:30am trip	1.41	146.64	16.2
	Delete 10:30am trip	1.41	146.64	17.6
	Delete 12:30pm trip	1.41	146.64	19.2
	Delete 2:30pm trip	1.41	146.64	21.8
	Delete 4:30pm trip	1.41	146.64	18.8
55	Add 5 trips	-5.40	-561.60	n/a
	Add time to 6 current trips	-0.96	-99.84	n/a
56	Add 4 trips	-3.32	-345.28	n/a
59	Eliminate Route	4.10	426.40	3.9
60	Eliminate Route	1.23	127.92	2.5
65	Delete 8:40am outbound trip	0.51	53.04	7.0
	Weekend Total	8.00	832.00	
	Weekday Total	25.13	5,812.45	
	Initial Proposed Grand Total	33.13	6,644.45	
	Total of Proposed Revisions	1.04	264.16	
	Grand Total	34.17	6,908.61	

**Public Input
On Service Reduction Proposal**

Source	Name	Comment	Staff Response
Public Mtg. Watsonville	John Veach	Don't cut the last Route 71 returning to Watsonville.	No cuts planned for this service
		Are all Route 54 trips being cut?	There are 3 remaining on weekdays, none on weekends. Lost trips replaced by Routes 55 & 56.
		Will there still be an 8:14 trin to Emeline?	There is not an 8: 14 AM trip to Emeline.
		Are there any changes on Route 35 to Scotts Valley?	Only change is the 6:48 AM bus from Boulder Creek to Scotts Valley. This trip will now be school term only
		Don't change Route 3 1	No changes to Route 3 1.
Public Mtg. Watsonville	Paul Marcelin	Requests info on Soquel Ave. Park and Ride lot users of Highway 17 Express versus all riders. Provide recent on-board survey counts for 4:40, 5: 10, 5:40 am trips	Requested information provided to Mr. Marcelin.
		METRO is the only agency he knows of that has same Sat.-Sun. service. Cost savings could be had from later Sunday start, earlier end.	METRO used to have a different schedule on Sunday than on Saturday. About 2 years ago, a decision was made that for predictability of service, weekend service would be uniform. Staff felt the costs savings were so small that they did not supercede the public's need to easily understand the service.
		The Route 69 early morning to Capitola Mall is the only option for workers starting: at 7:00am	Workers starting at 7:00am can take the 6:37 AM Route 69W which arrives at Capitola Mall around 6:55 AM.
		"Bad Faith" notification of public meetings. More time needed to prepare intelligent alternatives.	Comment noted. The Santa Cruz Sentinel made a computer error resulting in a late ad.
		Questions service cost estimate for Highway 17 Express. Interested in Highway 17 ridership counts mid-day from the farebox data.	Staff reviewed marginal service cost estimates from operations and modified the calculations. See staff report.

Source	Name	Comment	Staff Response
Public Mtg. Ben Lomond	Sean Wharton	Don't eliminate Route 36.	Staff is currently reviewing this request.
Public Mtg. Ben Lomond	Sean Wharton	Cuts to Route 33 Lompico results in service only for School Term children.	Comment noted. Ridership during the non-school term is very low.
		Service just restored w/recent expansion. Don't take it away.	Request Noted.
		Think about combining Route 33 with Route 34 in South Felton	Will review for future consideration.
		Same level of cuts not proposed in LaSelva Beach, and they don't ride as much.	La Selva Beach has higher ridership at a cost far below that of Lompico-South Felton
		Entire San Lorenzo Valley gets only 1 bus-Route 35. Population density in San Lorenzo Valley merits more service.	While there is one route serving the San Lorenzo Valley, it has 3 variations using 11 buses to make 72 trips per day.
		Set up feeder routes to connect San Lorenzo Valley to a Route 35.	Because of the nature of the topography in SLV, it is difficult to run buses on more roads than we currently do. Also, this is a costly option.
Public Mtg. Ben Lomond	Barbara Frederick	Uses Route 36 at 7am and returning at 5:45pm. Cut later trips, don't eliminate route 36	Staff is currently reviewing this request.
		Prefers route 36 to route 35 because it doesn't go San Lorenzo Valley High School which can be – overcrowded.	Staff is currently reviewing this request.
		Route 36 makes connections not made by route 35.	Staff is currently reviewing this request.
Public Mtg. Ben Lomond	Debby Haskin	Takes Route 36 at 7:00am and 5:45pm. Likes the service.	Staff is currently reviewing this request.
		Keep route 36. Other transit options add 2 hours to commute.	Staff is currently reviewing this request.

Source	Name	Comment	Staff Response
		Partner with employers to keep route 36.	The TMA operates discount pass programs for local employers to encourage employee use of public transit.
Public Mtg. Ben Lomond	John Benton	Rides Route 36 ST from Sylvan. Rides 6:40am School Term in the Winter. Keep morning and afternoon Sylvan trips.	Staff is currently reviewing the Route 36. There is no plan to cut the early morning Sylvan trip which is currently School Term only.
		Keen Route 36.	Staff is currently reviewing this request.
Public Mtg. Ben Lomond	Charles Crummer	Rides Route 36 but not everyday. Cutting Route 36 is too drastic. Cut 1 trip, not all.	Staff is currently reviewing this request.
		Cut trips on Route 35 instead of Route 36	Almost all Route 35 trips have high ridership, the exception being some of the late night runs.
		What has UCSC done to partner w/METRO to eliminate need for cuts?	BUCSC students contribute an amount equal to the general public for rides on the system.
Public Mtg. Ben Lomond	Austin Eastridge jr.	Grateful for bus service	Comment noted.
		Takes 36 Exnress	Comment noted.
		Mountain Store-Sylvan working friends depend upon 36	Comment noted.
Public Mtg. Ben Lomond	Miia Haslom	Rides Routes 35 and 36 by choice.	Comment noted.
		Get students out of cars onto bus.	Comment noted.
		Prefers fare increase to cutting the 36.	Comment noted.
Public Mtg. Ben Lomond	Ralph Piland (letter)	Lives Mountain Store Sylvan Way. Uses 36 to get to work.	Comment noted.
		Please don't cut 36	Staff is currently reviewing this request.
Public Mtg., Via Pacifica	Beth Hall	Doesn't like external announcement from bus outside her window	Operations staff will review volume setting on external announcement.

Source	Name	Comment	Staff Response
Public Mtg., Via Pacifica	Adam Tomaczwick	How much is deficit?	\$2.4 million in operating budget.
Public Mtg., Via Pacifica	Ciro Guirre	Will added revenue be used for MetroBase?	Additional revenue is used only for operations.
		Will we get new buses on Hwy 17?	New Orion buses have been ordered and are anticipated by September 2003.
Public Mtg., Santa Cruz	Stella Phipps	Keep 1 lam Highway 17 Express	The 11:00 AM Northbound bus carried an average of 8.5 passengers per trip.
		Keep Route 52 to Nob Hill-find alternatives	Route 52 will run every other hour on weekdays and every hour on weekends.
		Keep late-night Routes 66 and 7N	No plans to change this service.
		Didn't notice adds on buses for public meetings-they don't stand out	Comment noted.
Public Mtg., Santa Cruz	Stella Phipps	Sentinel display ad conflicted with the Street Smarts column	METRO is not responsible for editorial content in the newspaper. The ads placed in the Sentinel were correct.
Public Mtg., Santa Cruz	Denise Hippert	Her daughter will lose mobility if Route 63 is eliminated. Consider 4 trips per day or every 2 hours rather than deleting the entire route	Staff is currently reviewing this request and considering a revision which would enable service every 2 hours to Thurber Lane.
Public Mtg., Santa Cruz	Guadalupe Lopez	Thanks for not cutting route 35	Comment noted.
		Nice drivers. clean buses.	Comment noted.
Public Mtg., Santa Cruz	Mike Carter	Cuts don't impact his routes, but his concern is the possibility of driver layoffs.	The proposed service cuts will eliminate some overtime pay but will not result in lay-offs.

Source	Name	Comment	Staff Response
		Fails to comprehend how the County will widen Highway 1 for \$300 million when it cannot obviate a \$2.4 million transit system shortfall.	Comment noted.
Public Mtg., Santa Cruz	Ron Burke	Change route 52 routing-too circuitous.	Because there are few routes in Capitola it is necessary to cover a lot of ground with what we do have.
		Eliminate Jade park segment-no riders	Surveys show otherwise.
		Take 41 st to Portola rather than Capitola to 47 th to East Cliff	Not enough time on the route to do so.
		Change routes 52 and 53 routing to avoid narrow N-S streets. Noise impact.	Staff is reviewing this request per the Route 53. However, due to dedicated ridership service will continue on the Route 52.
		Install cross walks in Capitola so people can walk to Portola instead of 47 th to bus stop	Comment will be forwarded to Capitola Public Works.
		Suggests alternative Route 52: 41 st to Jade St.; Left on 45 th St; Right on Capitola Ave.; and then Warf Road to the Village [No one can board on Cliff below RR tracks anyway]	Actually there is steady ridership at the Opal Cliffs/Portola stop.
Public Mtg., Santa Cruz	Jim Fink	Keep Holiday Highway 17—MST doesn't operate	Ridership and the cost of providing service on holidays dictate this reduction.
		Eliminate Scotts Valley 10:00 am trip-it's redundant-	It is scheduled to be eliminated.
		Don't cut Highway 17 10:00 inbound, 11 :00am to San Jose	Average 5.6 passengers for 10:00 AM inbound and 8.5 for 11:00 AM outbound dictate this reduction.
		Don't cut final trips on Route 7 or Route 16—leaves passenger stranded. Okay if covered by Night Owl at UCSC	There is a 6:30 PM Route 7N to make up for the loss of the 6:20 PM Route 7.
		Route 60 elimination causes loss of bus service.	Comment noted. Ridership on this route is very low, averaging less than 7 passengers per trip on weekdays and less than 3 per trip on weekends.

Source	Name	Comment	Staff Response
		Consolidation of routes 4, 8 and 9 okay except for stroke center patients	Comment noted.
		Overall, most impacts mitigated.	Comment noted.
		Will economic rebound enable restoration of lost service?	As the economy improves, the Board will determine whether service is restored or reserves replenished.
Telephone call-Lompico	Kelly Grant	Objects to service proposal. She measured the distance to the nearest bus stop and it was .7 miles, so she is in the service area.	Transportation options were discussed. Passenger is currently on file with Lift Line to receive Medi-Cal funded transportation for medical trips.
Telephone call-Lompico-	Carl Davie	Proposal "wasn't fair" because he really needs the service and that when budgets are tight, they always take away from the people who need it the most. Asked what he was supposed to do because he doesn't have a car. Requested information about time and location of Board Meeting. Asked if he would be given an opportunity to speak.	Transportation options were discussed. (Passenger is currently on file with Lift Line) to receive Medi-Cal funded transportation for medical trips)
Telephone call-Soquel -	Donna Fall	Caregiver of resident off Old San Jose Road called for clarification of issues	Explained that other transportation options would have to be used if Route 60 is eliminated from Old San Jose Road.
Telephone call-Santa Cruz-	Lillian Brownstein	Stated that she moved to her current Winkle Avenue address because she understood that she would be able to receive paratransit service there.	Precise measurement indicates that Ms. Brownstein would remain eligible for paratransit service with the proposed cuts.
Letter	Laurel Hamel	Route 8: Please keep access from Pacheco neighborhood down Morrissey to Soquel in the AM and PM.	This segment of Route 8 exhibits extremely low utilization and the proposal reduces but does not eliminate service in this neighborhood.
		Please keep 36 Express runs.	Staff is currently reviewing this request.
		Please keep 91 Exm-ess to Cabrillo.	No plans to change this service.
		Route 35A duplicates 31 into San Lorenzo Valley	Comment noted.

Source	Name	Comment	Staff Response
Letter	Dominican Hospital	Opposes any reduction in service to the Dominican Hospital or surrounding Medical Office Buildings	The proposal will reduce service to every 2 hours with a reduction in scheduled trips from Capitola Mall.
e-mail	Stella Phipps	Information request for Highway 17 and Route 65 reductions.	See attachment A.
		Requests that Route 65 be restored to the former route on Water St.	METRO changed the Route 65 to serve Broadway when the Route 6 was eliminated from Broadway in last year's service reduction. Because Water St. has frequent service, Route 65 will remain on Broadway for the foreseeable future.
e-mail	Mike Carter	Request information on impact of service reduction on drivers as well as mechanics, clerks and other administrative personnel.	No personnel layoffs are anticipated.
		The Route 3A, 3B, 3C revisions are the only changes that will affect him and he is uncertain of the impact.	Comment noted.
e-mail	Marty Loo	Suggests that if the Highway 17 Express 6:25 AM trip from Santa Cruz is eliminated that the 6:40 AM departure be moved 5 minutes earlier to enable better connection with VTA light rail and bus.	The new 6:20 AM trip in the proposed schedule appears to meet your needs.
		Is the Highway 17 reduction only for summer?	The proposed Highway 17 Express schedule would be throughout the year.
e-mail	Gina Zamora	Disagrees with service reduction on the Routes 2 and 20	There will be no reductions to either Route 2 or Route 20.
		Add more Routes in the Western Ave. area.	No additional service is scheduled due to the current financial challenge facing METRO.
e-mail	Dan Blunk	How do I find the proposed service cuts on your web site? It's not obvious.	The main page on the web has been updated with an easy-to-find, direct link to the service reduction proposal.
e-mail	Barbara Maximovich	Keep at least one Route 36 Express at 7:30 AM. Eliminate a route 34 or route 35 trip instead.	Staff is currently reviewing this request.

Source	Name	Comment	Staff Response
e-mail	Rob Brownstein	Exempt Lillian Brownstein from any service reduction which would eliminate eligibility for ParaCruz service on Winkle Ave.	Lillian Brownstein remains eligible for ParaCruz service because she is within the 0.75 mile buffer zone encompassing Soquel Drive routes.
e-mail	Cindy Margolin	Do not make further reductions to Highway 17 trips that run only hourly. Two hours is too long to wait for a bus.	Highway 17 midday service is being reduced due to low ridership and the need to reduce costs.
		The web site lists all Highway 17 trips as Outbound.	Trips are listed correctly on the web site.
		The noon Highway 17 trip has high ridership.	In 2002, ridership on the noon trip averages 10.1 passengers, which is very low for an intercity express route. Other mid-day trips had lower ridership.
		The trips to be impacted by the proposal as listed in the notice posted in the Highway 17 buses do not coincide with the current scheduled departure times.	This sign may have been from the 2002 Highway 17 service reduction. The matter has been referred to Operations Department. Apologize for the inconvenience.
		The proposed service reductions could not be found from the METRO home page on the web.	The web site design has been changed to correct this.
		Highway 17 service is well utilized and METRO has been very responsive to public input.	Comment noted.
E-mail	Bob Strickland	Highway 17 buses leave the station just as train arrives.	METRO attempts to accommodate the train schedule in the Highway 17 Express schedule; however, we missed this connection and will make adjustments where possible.
e-mail	Glenn Szerlong	Eliminate only 1 Route 36 Express trip in the morning and one in the evening.	Staff is currently reviewing this request.
e-mail	Forest Monsen	Do not reduce service on the Route 35A!	No reduction planned in Route 35A service.
e-mail	None given	The changes proposed are reasonable.	Comment noted.
		Worried about serious cuts to the Highway 17 Express. Hopes that the budget provides enough flexibility to restore service if the impact is too great.	The METRO Board will evaluate services for restoration when financial conditions improve.

Source	Name	Comment	Staff Response
		Future service request includes better connections from Cabrillo to Scotts Valley/Felton.	Comment noted.
MUG - 3/19/2003	Ted Chatter-ton	Provide paper handouts of service proposal.	Handouts will be provided at the next meeting.
MUG - 3/19/2003	Stuart Rosenstein	Requested that information be available on the World Wide Web	The list of trips involved is available now and maps and schedules will be posted shortly.
		Concerned about the loss of Highway 17 Express on Martin Luther King, jr. holiday.	Highway 17 ridership averages 400 trips on this holiday versus 800 to 900 trips on a typical Monday. Alternative service is available.
		Suggested that METRO provide an information line where people could get pre-recorded information on the service cuts.	Staff is working to put the entire service reduction proposal on-line.
MUG - 3/19/2003	Thorn Onan	Concerned with loss of paratransit service in areas where fixed-routes are eliminated.	Paratransit service would be lost only in areas where service is eliminated entirely. The proposal eliminates Route 60, Old San Jose Road, and part of Route 63 on Thurber Lane.
MUG - 3/19/2003	Ed Kramer	Concerned with Highway 17 Express service being coordinated with rail connections in San Jose.	The Highway 17 Express Schedule is matched to Caltrain connectors and the Route 35 in Scotts Valley as much as possible. Caltrain recently changed its schedule before METRO could respond with a corresponding change.
		Supports cutting the Highway 17 holiday service.	Comment noted.
MUG- 3/19/2003		High school students will loose service on Walnut Ave.	Only weekend service is impacted on Walnut Ave.
MUG - 3/19/2003		Suggested that smaller vehicles be used to keep summertime service in Lompico/South Felton.	Operating costs are virtually the same regardless of vehicle size.
MUG - 3/19/2003	Sharon Barbour	Concerned about Watsonville cuts.	METRO proposes Watsonville service changes only where a viable alternative with adequate capacity exists.
MUG - 3/19/2003	Connie Day	Concerned about cuts to Route 71 in Watsonville.	Only 1 trip at 8:25 am on weekdays is proposed to be cut.

Attachment C

ParaCruz Impacts as a Result of Service Reduction

A total of 39 registrants were identified as having an address within one of the areas currently under consideration for service reduction.

Staff requested that Lift Line provide usage information for the period from July 1, 2002 through February 28, 2003 for each of the identified registrants.

11 of them have not used METRO ParaCruz during the current fiscal year. 5 registered but never rode.

The remaining 28 could expand their transportation options with taxi scrip.

Route 9- 1 registrant would be beyond the .75-mile limit. His eligibility for other programs is unknown.

Route 63- 3 registrants would be beyond the .75-mile limit. 2 appear to be eligible to ride funded by Medi-Cal for medical appointments.

Route 60- 11 registrants currently within the service area would be beyond the .75-mile limit. 2 are currently registered to be funded by Medi-Cal for medical appointments; at least 2 others appear to be eligible. 2 attend the Stroke Center and may be able to receive Stroke Center funding for that service. Other riders' usage range from a high of 5 round trips to a low of 1 single trip between July 1, 2002 and February 28, 2003.

Route 34- 3 registrants would be beyond the .75-mile limit. The most frequent rider of this group is transported (roughly) twice a week to the Elk's Lodge. He does not use METRO ParaCruz for other trips. 1 rider took 7 round trips and the other took 1 round trip between July 1, 2002 and February 28, 2003.

Route 33- 9 registrants would be beyond the .75-mile limit. 5 of the 6 most frequent riders in this group are currently registered to be funded by Medi-Cal for medical appointments. The other frequent user also appears to be eligible for Medi-Cal. 1 rider signed up in June 2002, took 5 round trips and hasn't used the service since July 9, 2002. 1 has taken 2 round trips and the other has taken 1 round trip between July 1, 2002 and February 28, 2003.

Because this area is remote with narrow, winding roads, rides in this area are some of the least efficient and most expensive to provide.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25,2003

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF RECOMMENDATION OF THE CALL STOP COMMITTEE TO APPOINT JOHN DAUGHERTY, METRO ACCESSIBLE SERVICE COORDINATOR, TO THE CALL STOP COMMITTEE.

I. RECOMMENDED ACTION

That the Board of Directors deny the recommendation of the Call Stop Committee to appoint John Daugherty as a Member and refer the issue of staff appointments and assignments to the General Manager.

II. SUMMARY OF ISSUES

- The Board of Directors appointed a Call Stop Committee to review the adequacy of the current list of stops being called in light of the implementation of the annunciator technology.
- The Call Stop Committee composition has provided representation for a variety of interests in the community.
- The Call Stop Committee has employees from METRO as voting members that are representing their respective Unions.
- The Call Stop Committee has a Staff Member from METRO as a voting member that was assigned by the General Manager.
- The Call Stop Committee has District Counsel from METRO as a voting member that was assigned by the Board of Directors.
- The Call Stop Committee has recommended that the Board of Directors appoint METRO Accessible Services Coordinator as a voting member.
- The assignments given to employees, unless they are serving as a representative of their Union or report directly to the Board, are the responsibility of the General Manager.
- The Board of Directors may establish additional positions on the Call Stop Committee at its discretion.

III. DISCUSSION

The list of bus stops that are currently called in response to the requirements of the Americans with Disabilities Act was a product of public process that resulted in recommendations to the Board of Directors. The current list was developed prior to the implementation of the automated annunciator system. In accordance with the direction from the Board a period of time was allowed for the automated system to be tested and problems remedied. With the conclusion of the test period the Board appointed a Committee to review the call stop list to determine the adequacy of the list and to make recommendations based upon the requirements of the Americans with Disabilities Act and the capabilities of the automated system. The composition of the Call Stop Committee membership was designed to provide representation to various interests affected by the call stop program. The Call Stop Committee has met a number of times. The Call Stop Committee has requested that the membership be expanded and that the Board of Directors appoint METRO Accessible Services Coordinator John Daugherty as a voting member. A letter dated April 3, 2003 formalizing the request from the Call Stop Committee is attached to this Staff Report.

Currently a number of METRO employees serve on the Call Stop Committee. The METRO employees who are on the Committee are either representing their respective unions or, in the case of District Counsel, as an employee reporting directly to the Board. The Management Representative to the Committee is assigned by the General Manager. Any other employees assigned to the Call Stop Committee, unless they are assigned by the union as their representatives, or are established as employees reporting directly to the Board, should receive their assignments from the General Manager.

It is recommended that the Board of Directors deny the recommendation from the Call Stop Committee that John Daugherty be appointed as a voting member. It is further recommended that the General Manager be directed to evaluate whether additional staff support is needed for the Call Stop Committee and to act in accordance with the finding. It is also recommended that the Board of Directors inquire of the Call Stop Committee as to what categories of membership are felt to be deficient by the Committee that gave rise to the recommendation with respect to John Daugherty.

IV. FINANCIAL CONSIDERATIONS

The composition of the Call Stop Committee will not have a direct financial impact on either the Operating or Capital Budget at METRO.

V. ATTACHMENTS

Attachment A: April 3, 2003 Letter to the Board of Directors

April 3, 2003

Leslie White
General Manager
Santa Cruz Metropolitan Transit District
370 Encinal Street, Suite 100
Santa Cruz, California

Re: Appointment to the Santa Cruz METRO Call Stop Committee

Dear Mr. White:

The Call Stop Committee is recommending that the Board of Directors of Santa Cruz Metro appoint John Daugherty, METRO's Accessible Services Coordinator, to the Call Stop Committee as a voting member. As I advised the Board of Directors at its regular Board Meeting on March 28, 2003, the Committee would appreciate the Board of Director's consideration of this matter as soon as possible.

Thank you for your courtesy and cooperation in this matter.

Very truly yours,

Margaret Gallagher
Call Stop Committee Member

MG\rjd

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: April 25, 2003

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

**SUBJECT: CONSIDERATION OF CALL STOP COMMITTEE
RECOMMENDATIONS REGARDING FREQUENCY OF CALL STOP
AND IMPLEMENTATION SCHEDULE- INTERIM REPORT
(AMENDED)**

I. RECOMMENDED ACTION

Review the Recommendations of the Call Stop Committee

II. SUMMARY OF ISSUES

- On September 13, 2002, installation of the talking bus equipment was completed on sixty-two buses. All of this equipment was completely operational by October 4, 2002. It is anticipated that by the end of April 2003, (depending on the acceptance of 29 new buses) all local fixed route service will be equipped with the talking bus technology. Additionally, the Highway 17 service is designated to be equipped with this technology at the end of September 2003, (depending on the delivery and acceptance of the 11 new buses) at which time METRO's entire fleet will be talking bus capable.
- Troubleshooting of the equipment occurred for approximately six months.
- On February 14, 2003, METRO staff recommended that a public participation process be established in order to facilitate recommendations to the Board of Directors regarding the frequency of call stops and the implementation schedule.
- This Call Stop Committee has been meeting weekly since March 5, 2003.

III. DISCUSSION

On September 13, 2002, installation of the talking bus equipment was completed on sixty-two buses. All of the equipment was completely operational by October 4, 2002. Troubleshooting of the equipment occurred for approximately six months. On February 14, 2003, METRO staff recommended that a public participation process be established in order to facilitate recommendations to the Board of Directors regarding the frequency of call stops and the implementation schedule.

At that time the Board of Directors formed a committee with the following groups providing representatives as follows:

MASTF	2	(Connie Day; Ed Kramer)
MUG	2	(Shelley Day; Ted Chatterton)
UTU	2	(Bonnie Morr; Jeffrey North)
METRO staff	2	(Bryant Baehr; Margaret Gallagher)
UCSC	1	(Candace Ward)
Doran Center	1	(Fahmy Ma'Awad)
PSA	1	(Frank Bauer)
Cabrillo College	1	(no appointment)
Seniors Commission	1	(Barbara Schaller)
Commission on Disabilities	1	(Michael Bush)

At the first meeting on March 5, 2003, Bryant Baehr, the Manager of Operations, explained and demonstrated the Talking Bus Equipment. Mr. Baehr advised that METRO had spent over \$1 million dollars on the equipment but that equipment was not being utilized to its fullest potential. The Committee determined that it would schedule a meeting on a bus that would leave from the Santa Cruz Metro Center and would travel to and from the Capitola Mall on the Route 69 (short). The Committee asked Mr. Baehr to program the bus to call all the stops in order to determine the impact on the rider and the system. The majority of stops on the route are at least 600 feet apart and present no safety issue as they allow sufficient time for the bus stop announcement to be made, for the passenger to hear or see the announcement and react to it, for the passenger to pull the cord to alert the bus operator to the stop request and for the bus operator to bring the bus to a safe stop.

However, the stop on Soquel at Benito is approximately 375 feet from the previous stop. METRO staff does not believe that this distance is sufficient to allow the announcement to be made and for the passenger to react timely in order to permit the bus driver to safely bring the bus to a stop. The Committee has spent a considerable amount of time trying to come up with creative solutions to be able to announce the stop while maintaining the safety of the bus passengers. The committee has not resolved this issue as of the writing of this report.

After traveling on the reprogrammed Route 69, the Committee did determine that it would recommend to the Board of Directors that it should authorize the calling of all stops on each route unless it would create an unsafe situation. The Manager of Operations would program the Talking Bus Technology on each route and if a problem arose in which he felt a stop was unsafe he would bring the matter to the Committee's attention for review and input. Mr. Baehr commented that he believed that there would be very few stops that would be determined to be unsafe and therefore, unable to be called. Although ultimate liability for the safety of the passengers, drivers, and equipment remains with METRO, Mr. Baehr stated that receiving input from the committee on these issues would be beneficial to him. If the committee and Mr. Baehr

are unable to reach a mutually agreeable solution, the matter would be presented to the Board of Directors for final resolution.

The Committee further decided that it would recommend that implementation of this new program should take place as soon as possible but not later than December 31, 2003. The Manager of Operations had advised the Committee that if the Board of Directors authorized the calling of all stops unless it would create an unsafe situation, he believed that he would be able to program the local routes by September 1, 2003, with the entire project complete by December 31, 2003.

At this point the committee turned to the task of defining various terminology that is set forth in the ADA federal regulations.

The Committee's recommendations to date, are set forth in Attachment 1.

The Committee determined that it should continue its work and complete the tasks outlined on the agenda which is set forth in Attachment 2. It is currently scheduled to meet weekly through April and thereafter, once a month until the project is complete.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment 1: Call Stop Committee Recommendations

Attachment 2: Agenda for the April 9, 2003 Call Stop Committee Meeting

CALL STOP COMMITTEE RECOMMENDATIONS

The Call Stop Committee makes the following recommendations:

1. that the Talking Bus Technology be programmed so that each stop on all METRO routes is announced unless to do so would create an unsafe situation;
2. that Bryant Baehr, Manager of Operation, program the Talking Bus Technology as set forth above as soon as possible but in no event, later than December 31, 2003;
3. that during the period while Bryant Baehr programs the Talking Bus Technology as set forth above, should a situation arise that Mr. Baehr believes is unsafe, that he will present, on a monthly basis, those situations to the committee for discussion;
4. that "Destination point" be defined as the ending point on the route;
5. that "Major Intersection" be defined as any intersection in which each cross-street has at least 4 lanes and is controlled by a traffic signal and shall also include the intersection at Morrissey, Water and Soquel; and
6. that the Call Stop Committee shall continue to meet weekly through April and then will proceed to have monthly meetings until the project is concluded.

**Call Stop Committee Agenda
April 9, 2003
1:30 p.m.-3:30 p.m.
Santa Cruz Metro Center
Upstairs Conference Room
Ask Information Booth for Entry
920 Pacific Avenue
Santa Cruz, California**

The Call Stop Committee and Members of the Public will meet in the Upstairs Conference Room at the Santa Cruz Metro Center at 1:30 p.m-3:30pm.

1. Introductions
2. Oral and Written Communications
3. Consideration of Transfer Points;
4. Consideration of Intervals for Orientation;
5. Consideration of Effect of Talking Technology on Hearing Disabled;
6. Consideration of Modification of Talking Bus Technology to Continuously Play External Announcement when Door is Opened;
7. Consideration of Placement of Signs on Bus Stops to Identify Stops;
8. Consideration of Bus Operators Calling all Stops, Using Best Efforts under the Circumstances, if Talking Bus Technology is Inoperable;
9. Report and Discussion from Bryant Baehr and David Konno regarding Moving Bus Stop on Soquel at Benito to Different Location;
10. Consideration of Remaining Schedule of Meetings;
11. Adjourn.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 11, 2003
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
SUBJECT: CONSIDERATION OF FARE INCREASE RECOMMENDATION FOR FARE ORDINANCE

I. RECOMMENDED ACTION

The purpose of this staff report is to make a recommendation to the Board of Directors for the following items:

- 1. a proposed fare increase that will be placed into a Fare Ordinance scheduled for a first reading on April 25, 2003**
- 2. comply with the requirements of meeting a fiscal emergency under State law**
- 3. establish an annual review of fares as part of the budget process**
- 4. direct staff to contact Cabrillo College and terminate the continuation of the expired contract; and**
- 5. analyze whether a fare increase is justified for the Highway 17 Express for October 1, 2003.**

II. SUMMARY OF ISSUES

- In November of 2002 staff conducted a workshop on fare revenues.
- Again in January, a series of potential fare increases were discussed with the Board of Directors.
- Staff was directed to conduct a series of Public Meetings to solicit input on a range of fare alternatives.
- In addition to Public Meetings, information regarding possible fare increases was presented on METRO Online to publicize the four (4) fare increase proposals.
- In order to comply with California Law, the Board must make a finding that the fare increase proposed is necessary to meet the operating expenses of the District.
- A recommendation is made to review fare levels annually as part of the budget process.
- Based upon the average fare paid into the system by Cabrillo College and the current fiscal condition of the District, a recommendation is being made to end the contract with Cabrillo College.
- In keeping with the fare review requirement, a review of the Highway 17 Express fare is suggested for October 2003.

III. DISCUSSION

In November of 2002, the Board of Directors received a presentation on the FY 2003/04 Budget and the expected Budget Deficit that was anticipated to total \$2.4 million. Against the backdrop of the previous years deficit of \$3.4 million, and the continuing worsening of the economy and the slippage in sales tax, it became apparent that a fare increase would be necessary in the 2003/04 fiscal year. Metro's Board of Directors asked staff to come back in January 2003 with a range of alternatives that could be looked at to generate a projected \$750,000 in new revenue.

In January 2003 there were two Board presentations made and the Board added a new fare alternative and asked staff to conduct a series of public meetings to solicit community input on the range of alternatives. Santa Cruz METRO staff placed advertisements in the news media, sent Press Releases to radio, television, and newspapers, placed notices inside both fixed route and paratransit buses, and at transit centers. In addition, the public presentations used at the various public meetings were placed on METRO Online, the District's website.

All Public Meetings were held at 4:00 pm and at 6:30 pm so that members of the public would have ample opportunity to make their views known. The meeting schedule was as follows:

Meeting Date	Location	Times
March 24, 2003	Santa Cruz	4:00 & 6:30 pm
March 27, 2003	Watsonville	4:00 & 6:30 pm
March 31, 2003	Ben Lomond	4:00 & 6:30 pm

The Board is being asked to determine the fare increase schedule that will be brought forward before the Board of Directors, at the April 25, 2003 Board Meeting, a first reading of the Proposed Fare Ordinance will take place, and a public hearing will be held. At the May 23, 2003 Board Meeting, the Fare Ordinance is proposed to be voted upon. The public will have an opportunity at that time to also speak to the fare proposal before the Board of Directors.

Attachment A to this staff report is a schedule of the current fares on Santa Cruz METRO buses. This fare schedule has been in effect since 1993 when the Day Pass was increased from \$2 to \$3. There has been a 34.7% increase in the Consumer Price Index (CPI) since the date of the last change. Attachment B shows the last few rate adjustments made by Santa Cruz METRO in the fare structure. As can be seen on this chart, from 1988 to 1990 there were annual rate adjustments made in the base fare, going from \$.60 to \$1.00 in two years, an increase of 66%.

Staff took forward to the Public Meetings four (4) different rate increase proposals. All of these were presented to the public in a slide presentation. The rate increases are described as follows:

- 25% Increase with additional 10¢ increase twelve months later (25%+)
- 35% Increase (CPI)
- 50% Increase (50%)
- 50% Increase with a deep discount for Monthly Passes (50%-)

There is an attempt in all of the fare proposals to establish various ratios in a way that the establishment of the Base Fare will then dictate by formula for the entire fare structure. In this way, all concerned riders should be debating the base fare as their fares are impacted by formula. This would also eliminate one group “winning” and one group “losing”.

The ratios recommended are as follows:

Day Pass	3 times the Base Fare
Convenience Card	15 times the Base Fare
Monthly Pass	40 times the Base Fare
S&D Fare	50% of the Base Fare
S&D Day Pass	50% of the Day Pass
S&D Convenience Card	50% of the Convenience Card
S&D Monthly Pass	50% of the Monthly Pass
Student Monthly Pass	5/7 of the Monthly Pass
ParaCruz Fare	2 times the Base Fare

25%+ - In this increase, the base fare would increase to \$1.25 on July 1, 2003, and then 12 months later it would increase another \$.10 cents automatically to \$1.35. All of the above ratios are used to extrapolate the fares.

CPI – In this fare increase the base fare increases to \$1.35 on July 1, 2003. All of the above ratios are used to extrapolate the fares.

50% - In this fare increase the base fare increases to \$1.50 on July 1, 2003. All of the above ratios are used to extrapolate the fares.

50%- - This fare increase proposal was added by the Board in January and while increasing the base fare to \$1.50 on July 1, 2003, it reduces the ratio for the Monthly Pass to 33 times the Base Fare.

These fare increases are compared in Attachment C, which shows all of the proposals under consideration by the Board of Directors for enactment.

PARACRUZ PROGRAM FARES

For the ParaCruz Program, staff recommends that the fare be tied by ordinance to twice the base fare on the system. There was one letter (attached to Attachment D) presented regarding the possibility of charging for premium services on ParaCruz, but staff does not recommend their use at this time. This may be something that staff can further evaluate and quantify to see if these are required.

FARE RECOMMENDATIONS

Staff recommends that the Board consider the 35% or CPI rate increase for approval. This level of fare increase is economically justified as the rate of the Consumer Price Index since the last fare increase is 34.7%. This level of fare increase is projected to raise \$881,000, which allows for a margin of error if there is a higher loss in ridership than has been projected by staff. The 25% increase does not meet the required level of revenue increase, and even with an automatic increase in the next year; there could be a deficit in the budget as a result.

The 50% level of fare increase and the 50% level with the deep discount have the potential to raise more revenue than the target. Staff is concerned that this level of fare increase might cause significant ridership loss. Additionally, the base fare in both of these proposals would jump 50%, a level of fare increase that has not been experienced by any regional transit agencies. Staff would strongly recommend against this level of fare increase. Small, measured, justified fare increases would be preferable to the general public rather than a sudden rate increase of 50%.

CEQA EXEMPTION

The California Environmental Quality Act (CEQA) specifically provides that it shall not be applicable to fare increases under certain circumstances. Specifically, Public Resources Code Section 21080(b)(8) provides that CEQA does not apply to "the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, or other charges by public agencies which the public agency finds are for the purpose of (A) meeting operating expenses, including employee wage rates and fringe benefits, (B) purchasing or leasing supplies, equipment or materials, (C) meeting financial reserve needs and requirements, (D) obtaining funds for capital projects necessary to maintain service within existing service areas, or (E) obtaining funds necessary to maintain those intra-city transfers as are authorized by city charter. The public agency shall incorporate written findings in the record of any proceeding in which an exemption under this paragraph is claimed setting forth with specificity the basis for the claim of exemption".

In order to claim that the fare increase is exempt from CEQA requirements, it is necessary for the Board of Directors to make a finding that the fare increase proposed is necessary to meet operating expenses including employee wages and fringe benefits of the District, and as a result, no other CEQA requirement is mandated in order to increase fares.

ANNUAL FARE REVIEW

One of the issues discussed by the Board in the past has been a desire to couple the fare increase process directly to the budget and to require an annual or biennial analysis that would determine if a fare increase is required. Staff is recommending that this analysis be done on an annual basis and a fare increase action be brought before the Board of Directors when the base fare requires a minimum of a \$.10 cent fare adjustment. This level of adjustment would allow for a \$.05 adjustment in the reduced fares for the Senior and Disabled riders.

Another possible way to handle fare increases would be to establish a minimum farebox recovery goal for the system. In the past five years, the proportion of farebox recovery has been continually decreasing. The table below shows the slippage from 25% in FY 97/98 to 19% for FY 2001/02, and a projected level of 17% for FY 2003/04.

Fiscal Year	Operating Expense	Passenger Revenue	Farebox Recovery Ratio
FY 97-98	20,212,589	5,013,369	25%
FY 98-99	22,155,043	5,115,241	23%
FY 99-00	24,548,319	5,312,454	22%
FY 00-01	28,400,014	5,467,480	19%
FY 01-02	29,125,187	5,484,488	19%
FY 02-03 Projected	30,151,000	5,459,000	18%
FY 03-04 Projected	32,640,000	5,542,000	17%
FY 03-04 Projected 25%	32,640,000	6,199,000	18.9%
FY 03-04 Projected CPI	32,640,000	6,423,000	19.7%
FY 03-04 Projected 50%	32,640,000	6,794,000	20.8%
FY 03-04 Projected 50%-	32,640,000	6,647,000	20.4%

A difficulty with this approach is that it is too restrictive in that there may be increases beyond the control of the Transit District such as fuel, insurance, PERS, or health insurance premiums that might increase at a rate faster than inflation, and this would result in a fare increase that could also exceed the rate of inflation. For this reason staff does not recommend this approach to fare evaluation.

FARE EQUITY

One issue that has come up in comments from the public relate to fare equity paid by different groups that utilize the transit system. Using passenger data from March 2002 through February 2003, staff has analyzed the average fares paid on an annual basis. The table below compares the average fare revenue for those categories that revenue and passengers can be allocated.

CATEGORY	RIDERS	REVENUE	AVERAGE FARE
UC Riders	1,830,282	\$1,476,326	\$.807
Cabrillo Riders	308,480	\$168,222	\$.545
General Public	3,870,392	\$3,114,965	\$.805
TOTALS	6,009,154	\$4,759,513	\$.792

The category of general public includes all rides taken on Santa Cruz METRO with the exception of ParaCruz, Highway 17 Express, and Cabrillo and UCSC. The revenue for this category includes all farebox revenue and pass sales revenue and employer pass program revenue. Omitted from this category are the UC contract and Cabrillo contract. As can be seen from the above data, UCSC has an average fare paid of \$.807, and the General Public average

fare is \$.805. These are for all purposes identical. The one fare category that stands out is the Cabrillo College contract, which generates an average fare of only \$.545, 32% below the UC Contract average fare. This is primarily due to the fact that students at Cabrillo that decide to purchase a pass (no mandatory requirement) use it for more rides than just to and from school, and in these instances, METRO receives no revenue. Further, as more and more students use the Watsonville campus, there is no way to account for these rides and they are also registered as free rides.

Based upon the above data, staff recommends that the currently expired contract with Cabrillo College that has been previously honored be terminated and that notice to this effect be sent to Cabrillo. With the current financial condition of Santa Cruz METRO, it is no longer feasible to continue this level of subsidy. While the specific impact of terminating this contract is hard to estimate, Cabrillo ridership could decline 35%, and still generate the same level of revenue if the average fare of UCSC was attained.

HIGHWAY 17 EXPRESS

The Highway 17 Express fare was increased 33% in February of 2002. By September of this year, there will be a new fleet of Highway 17 Express buses placed into service, and 19 months will have gone by since the last fare increase. Staff recommends that an examination of the CPI be done prior to the delivery of the new buses and determine whether a fare increase is justified for October 1, 2003. Based upon the direction recommended for the in-county fixed route service, this is justified for the Highway 17 Express.

PUBLIC INPUT

Attachment D is a summary table of the input received from all of the Public Meetings held on the fare increase. The table includes staff responses.

IV. FINANCIAL CONSIDERATIONS

The recommended fare schedule will generate the farebox revenue portion of the \$2.4 million projected deficit for Fiscal Year 2003/04.

V. ATTACHMENTS

- Attachment A:** Current Fare Schedule
- Attachment B:** Past Fare Increases
- Attachment C:** Comparison of Fare Increase Proposals
- Attachment D:** Public Comments
- Attachment E:** Recommended Fare Proposal

CURRENT METRO FARE SCHEDULE

	Current Fares
Base Fare	\$ 1.00
Day Pass	\$ 3.00
Convenience Card	\$15.00
Monthly Pass	\$40.00
S&D Single Fare	\$.40
S&D Day Pass	\$ 1.10
S&D Convenience Card	\$ 6.00
S&D Monthly Pass	\$14.00
Student Monthly Pass	\$30.00
ParaCruz	\$ 2.00

SANTA CRUZ METRO PAST FARE INCREASES

Fare Category	10/81	9/88	9/89	3/90	5/91	10/92	7/93	10/97	2/02
Standard Fare	\$.50	\$.60	\$.75	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Day Pass	\$1.00	\$1.20	\$1.50	\$2.00	\$2.00	\$3.00	\$3.00	\$3.00	\$3.00
Ten Ride	\$5.00	\$6.00	NA	NA	NA	NA	NA	NA	NA
Five Day Pass	NA	NA	\$7.50	\$10.00	\$10.00	\$15.00	\$15.00	NA	NA
Monthly Pass	\$20.00	\$24.00	\$30.00	\$30.00	\$30.00	\$40.00	\$40.00	\$40.00	\$40.00
Convenience Card	NA	NA	NA	NA	NA	NA	NA	\$15.00	\$15.00
Senior/Disabled	\$.25	\$.30	\$.35	\$.40	\$.40	\$.40	\$.40	\$.40	\$.40
S&D Day Pass	\$.50	\$.60	\$.70	\$.90	\$.90	\$1.10	\$1.10	\$1.10	\$1.10
Ten Ride – S&D	\$2.00	\$3.00	NA	NA	NA	NA	NA	NA	NA
Five Day Pass – S&D	NA	NA	\$3.00	\$4.00	\$4.00	\$5.00	\$5.50	NA	NA
S&D Monthly	\$10.00	\$12.00	NA	NA	NA	\$14.00	\$14.00	\$14.00	\$14.00
Senior Monthly	NA	NA	\$12.00	\$12.00	\$12.00	NA	NA	NA	NA
Disabled Monthly	NA	NA	\$10.00	\$10.00	\$10.00	NA	NA	NA	NA
S&D Convenience Card	NA	NA	NA	NA	NA	NA	NA	\$6.00	\$6.00
Ten Ride – Student	\$4.00	\$5.00	NA	NA	NA	NA	NA	NA	NA
Five Day Pass – Student	NA	NA	\$6.00	\$8.00	\$8.00	NA	NA	NA	NA
Monthly Student	\$16.00	\$20.00	\$24.00	\$24.00	\$24.00	\$30.00	\$30.00	\$30.00	\$30.00
Highway 17 Express	NA	NA	NA	NA	\$2.00	\$2.00	\$2.25	\$2.25	\$3.00
Highway 17 Day Pass	NA	NA	NA	NA	NA	NA	\$4.50	\$4.50	\$6.00
Highway 17 Monthly	NA	NA	NA	NA	NA	NA	\$65.00	\$65.00	\$80.00

COMPARISON OF FARE PROPOSALS

	Current Fares	25% Increase (25%+)	35% Increase (CPI)	50% Increase (50%)	50% Increase - (50% -)
Base Fare	\$ 1.00	\$ 1.25	\$ 1.35	\$ 1.50	\$ 1.50
Day Pass	\$ 3.00	\$ 3.75	\$ 4.00	\$ 4.50	\$ 4.50
Convenience Card	\$15.00	\$18.75	\$20.00	\$22.00	\$22.00
Monthly Pass	\$40.00	\$50.00	\$54.00	\$60.00	\$50.00
S&D Single Fare	\$.40	\$.60	\$.65	\$.75	\$.75
S&D Day Pass	\$ 1.10	\$ 1.85	\$ 2.00	\$ 2.25	\$ 2.25
S&D Convenience Card	\$ 6.00	\$ 9.35	\$10.00	\$11.25	\$11.25
S&D Monthly Pass	\$14.00	\$25.00	\$27.00	\$30.00	\$25.00
Student Monthly Pass	\$30.00	\$35.00	\$38.00	\$42.00	\$35.00
ParaCruz	\$ 2.00	\$ 2.50	\$ 2.70	\$ 3.00	\$ 3.00

Public Comments
Proposed Fare Increase -FY 2004

Source	Name	Comment	Staff Response
Public Mtg., Santa Cruz	Jeffrey Gale	If fares are increased, consider allowing low-income, homeless, senior and disabled to ride free.	METRO provides a 50% fare discount to senior and disabled passengers. A low-income fare would be difficult and expensive to manage.
		If fares increased, run service to Live Oak and Aptos until 12:00am	The fare increase is necessary to sustain a slightly lower level of service than last year and an increase in the span of service is not feasible at this time.
		Provide Christmas Day and Holiday service so that the transit dependent have bus service 365 days per year.	METRO proposes to reduce some holiday service on Highway 17 because of low ridership, and is not able to restore any Holiday Service at this time.
		Please upgrade wash rooms at transit centers to meet health standards.	Improvements are being made to the restrooms at Metro Center, they currently meet health standards.
		Provide connections to rail service in San Jose.	Rail connections to AMTRAK and Caltrain service are considered in the development of Highway 17 Express schedules. We are not always informed of schedule changes before they are made by Caltrain.
Public Mtg., Santa Cruz	Michael Bradshaw	Elimination of first and last trips on route detrimental to the system.	Reduction to the span of service has been avoided in the service cuts where possible.
		Please include eliminated paratransit routes in the March 27 th presentation.	Paratransit service which would be eliminated along with the deletion of Route 60 were to be presented at the March 27 meeting.
		Notify paratransit riders directly of service changes that would affect eligibility.	Paratransit Manager will notify directly all clients who would be impacted by proposed service changes.
		The fare increase has a greater impact on elderly and handicapped passengers.	The proposed fare increase establishes 50% discount fares throughout the day to elderly and handicapped passengers, which represents a typical discount in the Bay Area and complies with the Federal Regulations.

Source	Name	Comment	Staff Response
		Freeze fares for fixed income earners.	A low-income fare would be difficult and expensive to manage.
Public Mtg., Santa Cruz	Scott Bugental	Presented letter (attached) to the Board of Directors opposing premium fares for ParaCruz.	See attached letter.
Public Mtg., Santa Cruz	Gregory Uba	Concerned with fare increase impact on youth, low-income families in his program.	The agency may wish to consider working with the District to establish an installment program for buying bus passes.
		Consider discount passes to clients of the Live Oak family center.	See previous comment.
Public Mtg., Watsonville	Maria Rodriguez	Low-income passengers are not able to afford the discounted monthly or day passes.	The proposed fare increase establishes a 50% discount fares throughout the day to elderly and handicapped passengers, which represents a typical discount in the Bay Area and complies with the Federal Regulations.
		Consumers in Watsonville cannot afford a fare increase yet must travel to Santa Cruz for social services.	Comment noted.
		LiftLine fare increase would be a hardship for medical and legal appointments in Santa Cruz for the disabled.	Lifeline fares are targeted to be increased at a rate of two times the base fare.
Public Mtg., Watsonville	Gabriel Gutierrez Vela	Will fare increase affect the Cabrillo College bus pass program?	METRO's contract with Cabrillo has expired and the pass program is currently being continued without a contract. Staff is recommending this contract be terminated.
Public Mtg., Ben Lomond	Adam Torara	A fare increase is preferable to service reduction. People at Sylvan Way would be stranded without bus service and a fare increase is better since fares haven't been raised for a long time.	No service reduction on the route 35 to Sylvan Way has been proposed.
Letter	Ian Turner	Submitted a letter on the fare increase proposal, fares are too low. Prefers \$.25 increments to simplify change (attached)	See attach letter.

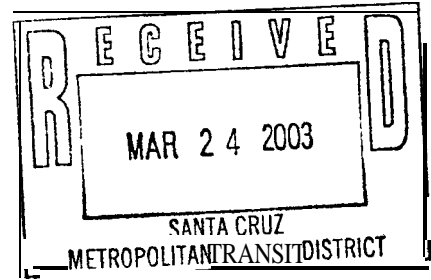
Source	Name	Comment	Staff Response
MUG Meeting	Fahmy Ma'Awad	Asked where any excess revenue would go?	Decisions as to what would happen to "excess" revenue would be up to the Board of Directors. Previous indications were that these funds if they materialize would be directed to replenish reserves that have been depleted.
		Stated he supported the 50% increase, but believes the monthly pass should go to \$60, and that he supports a \$.75 senior/disabled fare.	Comment noted
		Inquired about using distance based fares.	There had been consideration of using distance based fares early in the history of the agency, but they were rejected, especially when evaluating the impact on Watsonville riders having to travel to Santa Cruz for services.
MUG Meeting	Sharon Barbour	What percentage of farebox revenue is from the senior/disabled community?	13.4% of revenue is from Senior/Disabled Community
		Asked what the farebox percentages would be with the fare increase options.	The presentation shows a 20% rate of fare revenue – this was rounded off for the last audited year. This year staff projects 18%, with a decrease to 17% projected for next year. See staff report.
		Asked that if the 50% increase was put in would there be no fare increase until the CPI went to 50%?	The Board would be responsible for determining future fare increase adjustments.
MUG Meeting	Ed Kramer	Asked about canceling air-conditioning on the new buses.	Money for the buses cannot be used for operating purposes. Further, the Board established a policy to buy air-conditioned buses.
MUG Meeting	Stuart Rosenstein	Asked what the average income of a bus rider was and whether they could afford a 50% fare increase.	Staff does not collect this type of data on bus riders.
MUG Meeting	John Daugherty	Asked if there was an inflation tie-in on the fares.	Staff is recommending that there be an annual evaluation of the CPI to determine if fare increases are necessary as part of the budget process.

SERVICE AUTHORITY
FOR FREEWAY
EMERGENCIES
(SAFE)

March 19, 2003

RAIL/TRAIL
AUTHORITY

Sheryl Ainsworth, Chair
Santa Cruz Metropolitan Transit District
370 Encinal St. Suite 100
Santa Cruz, CA 95060



RE: ADA Paratransit Fares

COMMUTE
SOLUTIONS

Dear Chair Ainsworth:

At the February 11, 2003 meeting of the Elderly & Disabled Transportation Advisory Committee (E/D TAC), members unanimously approved the following motion with John Daugherty and Link Spooner abstaining.

TRANSPORTATION
POLICY WORKSHOP

The E/D TAC opposes the use of premium fares for Americans with Disabilities Act-mandated paratransit service.

BUDGET &
ADMINISTRATION
PERSONNEL
COMMITTEE

Since the passage of the ADA, our community as a whole has been committed providing paratransit services that truly meet the needs people with disabilities. Implementing premium fares for services such as door-to-door service would negatively impact our community's most frail individuals, the majority of whom already face severe economic hardships. For many, even the current \$2.00 fare is a financial burden. Additional charges would put people in the position of having to choose between what safely meets their needs and what they can afford.

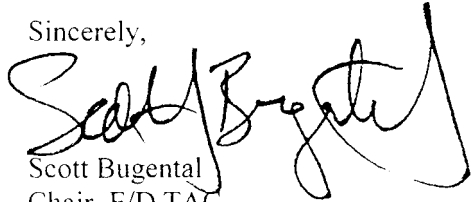
INTERAGENCY
TECHNICAL
ADVISORY
COMMITTEE

We urge you not to enact any premium fares, but instead continue Metro's commitment to meeting the real needs of disabled residents of Santa Cruz County in a compassionate manner.

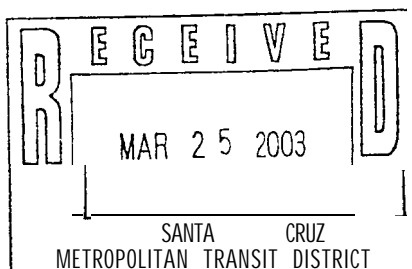
BICYCLE COMMITTEE

Thank you for your consideration of these important issue:.

ELDERLY & DISABLED
TRANSPORTATION
ADVISORY COMMITTEE

Sincerely,

Scott Bugental
Chair, E/D TAC

E:\E&DTAC\OUTREACH\2003\SCMTD_ADA_Premium Mar.doc



Ian Turner
UCSC College Nine #640
500 McLaughlin Dr.
Santa Cruz, CA 95064

March 22, 2003

Dale Carr
Administration
370 Encinal
Suite 100
Santa Cruz, CA 95060

Dear Mr. Carr,

The purpose of this letter is to weigh in on the proposed fare increase. I strongly support a METRO fare increase. Adult single-ride METRO fares are in fact substantially lower than fares for most nearby transit agencies, so it makes much sense that they should be raised. Consider this table¹:

Agency	Area	Fare ¹
AC Transit	Western Contra Costa and Alameda counties	\$1.50
County Connection	Central Contra Costa county	91.30
Golden Gate Transit	Golden Gate area	\$1.65
Monterey-Salinas Transit	Monterey County	\$1.75
MUNI	San Francisco	81.00
SanTrans	San Mateo County	\$1.25
Union City Transit	Union City	\$1.10
VTA	Santa Clara	\$1.40
Santa Cruz METRO	Santa Cruz County	91.00

It is clear, then, that METRO fares are too low and must be raised, especially given the present financial environment. The next question is how. There are two proposals on the table — a 25c increase now followed by periodic small increases and a 50c increase now with no increases for some time. While each of these has merit, I strongly support the latter.

This is primarily for two reasons. First, it is costly and difficult to raise fares; it requires re-printing a number of signs, posters, etc. Frequent fare increases can be difficult for passengers, who have to remember the current fare. And fare increases require the soliciting of public comments, such as this one. For all these reasons, infrequent (and thus larger) fare increases are preferable.

¹ Information for this table was mostly collected from the Bay Area Transit Information Project, at <http://www.transitinfo.org>.

The second reason to prefer a 50c increase is the convenience factor of having fares set at even-quarter increments. Samtrans (San Mateo County) had for some time set its fare at \$1.10, and the VTA (Santa Clara County) currently charges \$1.40. Having fares offset thus from 25c increments is annoying. It is difficult to ensure one possesses the correct small change, requires riders to carry many more coins, and results in more expensive fare processing for the METRO. In fact, this is such a consideration that many riders on such systems round up to the nearest quarter, for mere convenience.

In summary, then, I strongly favor infrequent but large fare increases set at 25c increments, and fully support the METRO in increasing its fares now.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ian Turner', with a stylized, overlapping flourish at the end.

Ian Turner

RECOMMENDED FARE PROPOSAL

	35% Increase (CPI)
Base Fare	\$ 1.35
Day Pass	\$ 4.00
Convenience Card	\$20.00
Monthly Pass	\$54.00
S&D Single Fare	\$.65
S&D Day Pass	\$ 2.00
S&D Convenience Card	\$10.00
S&D Monthly Pass	\$27.00
Student Monthly Pass	\$38.00
ParaCruz	\$ 2.70

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: A. CONSIDER APPROVING THE TRANSFER OF THE LEASE AGREEMENT WITH MATISSE SELMAN D.B.A. SUSHI NOW, TO EULALIO ABREGO, D.B.A. EL DANDY TAQUERIA, FOR THE KIOSK SPACE AT THE SANTA CRUZ METRO CENTER, EFFECTIVE MAY 1, 2003

B. CONSIDER REQUEST OF EULALIO ABREGO FOR TWO MONTHS INITIAL FREE RENT

I. RECOMMENDED ACTION

- A. Approve the Lease Transfer from Maise Selman, d/b/a Sushi Now, to Eulalio Abrego, d/b/a El Dandy Taqueria for the kiosk space at the Santa Cruz Metro Center, effective May 1, 2003 as long as Mr. Abrego agrees to be bound to the terms and conditions of the current lease agreement, except for a menu change from Sushi style items to Mexican style food.**
- B. Deny the request for two months initial free rent.**

II. SUMMARY OF ISSUES

- Matisse Selman has requested under Article 12 of his lease dated February 1, 2000 to assign the lease to the buyers of the Lease to open a new restaurant, El Dandy Taqueria to Eulalio Abrego
- The buyer of the Lease and new prospective owner of Taqueria El Dandy, Eulalio Abrego has requested an initial two months free rent at the beginning of the opening of the business, to allow him time to complete all the paperwork with the City of Santa Cruz, including obtaining a Business License and complying with all the City's inspection requirements in connection with operating the business.

III. DISCUSSION

On February 1, 2000, Matisse Selman entered into a Lease Agreement with Santa Cruz Metropolitan Transit District for the kiosk space at the Santa Cruz Metro Center for his business, Sushi Now. He is requesting under Article 12 of the lease to assign the lease to the buyers of the lease to open a new restaurant, El Dandy Taqueria to Eulalio Abrego.

Mr. Abrego has requested an initial two months of free rent in order to allow him time to do all of the necessary paperwork and comply with the City's requirements in connection with beginning a new business. Mr. Abrego is concerned that it will take 1-2 months in order to complete all the necessary City and Health Department requirements in order to begin operation

of the business. Therefore, he is asking that no rent be charged to him the first two months, until his business is able to operate and he is able to generate income.

Article 12 of the lease requires the consent of the District for any lease transfer, which cannot be unreasonably withheld. The Finance Department has reviewed Mr. Abrego's financial information and the staff recommendation is to approve the lease transfer as long as he agrees to be bound to the terms and conditions of the current lease agreement, except for a menu change from Sushi to Mexican food.

However, the staff recommendation with regard to the request for an initial two months free rent, is to deny the request.

IV. FINANCIAL CONSIDERATIONS

At the beginning of the Assignment of the Lease from Mr. Porras, Mr. Selman's rent for the kiosk space was reduced from \$800.00 to the current rate of \$600.00 per month with no annual increases due until tenant exercises option to extend Lease by an additional five years. Two months free rent would reduce the annual amount due to the district by \$1,200.00.

V. ATTACHMENTS

Attachment A: Menu for Eulalio Abrego's new prospective business, Taqueria El Dandy

Attachment B: Consent to transfer the current Lease from Matisse Selman to Eulalio Abrego

Taqueria El Dandy

Attachment *A*

Tacos

Meat of choice, cabbage, cilantro
Onion.

Hurritos

Meat of choice, rice, refried beans
Cabbage, onion, cilantro

Super hurrito

Meat of choice, rice, refried beans
Cabbage, onion, cilantro, sour cream
Guacamole.

Torta suiza

Cheese meat of choice, cabbage, cilantro
Onion, refried beans

Torta jam

Jam sandwich on a roll with sour cream
Cabbage, tomatoes, jalapenos, onion

Torta meat of choice

Cabbage, onions, cilantro, refried beans.

Shrimp quesadilla

Flour tortilla, cheese, shrimp,
jalapenos, tomatoes.

Sea and land quesadilla

Flour tortilla, cheese, beef (asada)
Shrimp, tomatoes, jalapenos

Chesse quesadilla

Flour tortilla, cheese

Quesadilla with meat

Flour tortilla, cheese,
Add meat of choice.

Orden of tamales

Two tamales, rice, refried beans,
Cabbage, sour cream.

tamales

pork, green chicken, red chicken, beef, pineapple, coconut, cheese, raisin, corn
note:

meat of choice

- * Asada
- * Cabeza
- * Pollo En Chile Verde
- * 41 Pastor
- * Sesos
- * Rirria
- * lengua
- * tripa
- * carnitas

Break Fast Hurritos

1.-chorizo
Chorizo, potatoes, eggs,
beans

2.-Ham
Ham, potatoes, eggs,
beans

DRINKS

Sodas mexicanas

champurrado

Natural juices

Chico milk

HOURS: 8:00 a.m. to 9:00 p.m. daily, including weekends.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

CONSENT TO LEASE TRANSFER

THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT HEREBY CONSENTS TO THE LEASE TRANSFER FOR THE SANTA CRUZ METRO CENTER KIOSK NUMBERS 4, 5 AND 6 FROM MATISSE SELMAN, DBA SUSHI NOW, TO EULALIO ABREGO, DBA TAQUERIA EL DANDY, EFFECTIVE MAY 1, 2003 IN ACCORDANCE WITH THE LEASE AGREEMENT DATED FEBRUARY 1, 2000 BETWEEN FILIBERTO PORRAS, DBA LA MISSION RESTAURANT, CONSOLIDATED AND THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT.

Dated: May 1, 2003

Leslie White,
General Manager

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: CONSIDERATION OF AGREEMENT WITH THE SANTA CRUZ SEASIDE COMPANY FOR THE PROVISION OF LATE-NIGHT SERVICE

I. RECOMMENDED ACTION

That the Board authorize staff to enter into an agreement with the Santa Cruz Seaside Company to subsidize the operation of Late-Night Service on Route 71.

II. SUMMARY OF ISSUES

- For the past four years the District operated a late-night trip on Route 71.
- The Boardwalk guaranteed the costs of the extra service that operated from the Boardwalk.
- The service was extremely successful and the Boardwalk is again interested in the service.

III. DISCUSSION

Two years ago, the District was approached by Boardwalk staff to see if there was interest in extending the starting point for the last Route 71 trip to the Boardwalk. Their interest was due to the fact that a large number of their employees are young students living in Watsonville and the Metro bus service ended before the end of the evening shift. They were willing to “guarantee” that the District would not incur costs by agreeing to fund the cost of the route extension.

The Boardwalk has again contacted us with interest in this service. The Operations Department feels strongly that for consistency the service should run through the entire bid. The service will operate for 87 days, from June 5th to September 11th. The Boardwalk requires the late service for less than that period, but they have agreed to fully underwrite the cost of the service extension to the Beach area for the entire bid.

The total cost for the service is estimated at just under \$2,000.

IV. FINANCIAL CONSIDERATIONS

There is no financial impact on the District as the Boardwalk is picking up the full cost of the extension for the entire bid.

V. ATTACHMENTS

Attachment A: None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

**SUBJECT: RECOMMENDATION TO APPROVE ASSESSMENT FOR
COOPERATIVE RETAIL MANAGEMENT DISTRICT**

I. RECOMMENDED ACTION

The purpose of this communication is to request approval for the assessment on property owners for the support of the Cooperative Retail Management District in Downtown.

II. SUMMARY OF ISSUES

- The District owns property in the Downtown area that is subject to an assessment for the Downtown Host Program.
- The assessment needs to be renewed for the fiscal year.
- Total cost to the District for the assessment is \$2,547.75, no increase from last year.

III. DISCUSSION

The District recently received correspondence from the City of Santa Cruz regarding the Cooperative Retail Management Business Real Property Improvement District. Since the District owns property in the downtown area, there is an assessment that is being requested for the coming fiscal year. This assessment funds the Downtown Host Program.

It is recommended that the District support the continued assessment of the levy for this important Downtown project. Total funds for this assessment amount to \$2,547.75.

IV. FINANCIAL CONSIDERATIONS

There are two assessments for property owned by the District, one for \$1,797.75 and one for \$750.00, for a total of \$2,547.75.

V. ATTACHMENTS

Attachment A: Letters from City of Santa Cruz

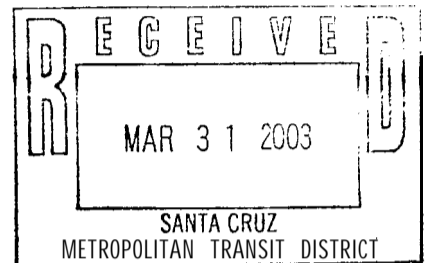


CITY CLERK'S DEPARTMENT
809 Center Street, Room 9, Santa Cruz, CA 95060 • 831 420-5030 • Fax: 831 420-5031 • www.ci.santa-cruz.ca.us

**CITY COUNCIL
CITY OF SANTA CRUZ
NOTICE OF PUBLIC MEETING AND HEARING**

March 28, 2003

Santa Cruz Metropolitan Transit
370 Encinal Street, #100
Santa Cruz, CA 95060-2101



Dear Santa Cruz Property Owner:

RE: **Assessor Parcel Number ("APN"): 05-152-05**

NOTICE IS HEREBY GIVEN that the City Council of the City of Santa Cruz will hold a public meeting to consider: 1) the annual report for the 2003-2004 fiscal year prepared by the advisory board to the Cooperative Retail Management (CRM) Business Real Property Improvement District; and, 2) the adoption of a Resolution of Intention to levy an assessment for the period July 1, 2003 through June 30, 2004 for the District and a public hearing to consider the levy of an annual assessment for the District.

The amount of the proposed annual assessment on the entire district will be \$117,372. The rate of business promotion assessment shall be imposed on business property owners according to the formulas set forth below:

1. Properties located on Pacific Avenue between Laurel Street and Mission/Water Street shall be assessed \$15.00 per linear foot of property on Pacific Avenue.
2. Properties between Cedar and Front Streets and located on Locust, Cooper, Church, Walnut, Soquel, Lincoln, Cathcart, Elm and Maple Streets; Plaza, Locust, Commerce, Elm and Birch Lanes; Pearl Alley; Lincoln-Cathcart and Pacific-Front alleyways shall be assessed \$12.00 per linear foot of property on the above-mentioned side streets and alleyways.

The purpose of the assessment is to fund the Downtown Host Program created to enhance safety and security and improve public perceptions of the district. The assessment will also be used to review the need for, and establishment of, common hours for retail merchants and maintenance of private property within the district.

The amount of the proposed annual assessment for APN 05-152-05 is set forth below:

Pacific Avenue footage: 50.00 x \$15.00	\$750.00
Side street or alleyway footage: 0 feet x \$12.00/linear foot	\$0.00
TOTAL Assessment for Fiscal Year 2003-2004:	\$750.00

Properties with frontage on both Pacific Avenue and a side street or alley will only be assessed an additional fee for the side street or alley frontage where a separate business uses the side street or alley as its main entrance.

A public meeting regarding the consideration of the annual report and adoption of a Resolution of Intention to levy an annual assessment will be held on **Tuesday, April 22, 2003**, after the hour of 3:00 p.m. If the Resolution of Intention is adopted, a public hearing will be held on **Tuesday, May 13, 2003**, after the hour of 3:00 p.m., at which time the Council will decide the amount of the assessments to be levied. Both public meetings will be held in the Council Chambers, City Hall, 809 Center Street, Santa Cruz, California.

If the Resolution of Intention is adopted, property owners in the proposed assessment district may file written protests in the City Clerk's office between April 22, 2003 and May 13, 2003 before the close of the public hearing. If protests are submitted by property owners representing 50% or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50%, no further proceedings to create the district shall be taken for at least one year.

If the Resolution of Intention is not adopted, the May 13, 2003 public hearing will be cancelled. All interested persons are invited to present their oral or written statements at these hearings. Further information is available from the City Redevelopment Department, 337 Locust Street, Santa Cruz, California, (83 1) 420-5 150.



LESLIE COOK, City Clerk
City of Santa Cruz



CITY CLERKS DEPARTMENT
809 Center Street, Room 9, Santa Cruz, CA 95060 • 831 -1X-5030 • Fax: 831 420-5031 • www.ci.santa-cruz.ca.us

**CITY COUNCIL
CITY OF SANTA CRUZ
NOTICE OF PUBLIC MEETING AND HEARING**

March 28, 2003

Santa Cruz Metropolitan Transit
370 Encinal Street, #100
Santa Cruz, CA 95060

Dear Santa Cruz Property Owner:

RE: **Assessor Parcel Number ("APN"): 05-152-31**

NOTICE IS HEREBY GIVEN that the City Council of the City of Santa Cruz will hold a public meeting to consider: 1) the annual report for the 2003-2004 fiscal year prepared by the advisory board to the Cooperative Retail Management (CRM) Business Real Property Improvement District; and, 2) the adoption of a Resolution of Intention to levy an assessment for the period July 1, 2003 through June 30, 2004 for the District and a public hearing to consider the levy of an annual assessment for the District.

The amount of the proposed annual assessment on the entire district will be \$117,372. The rate of business promotion assessment shall be imposed on business property owners according to the formulas set forth below:

1. Properties located on Pacific Avenue between Laurel Street and Mission/Water Street shall be assessed \$15.00 per linear foot of property on Pacific Avenue.
2. Properties between Cedar and Front Streets and located on Locust, Cooper, Church, Walnut, Soquel, Lincoln, Cathcart, Elm and Maple Streets; Plaza, Locust, Commerce, Elm and Birch Lanes; Pearl Alley; Lincoln-Cathcart and Pacific-Front alley-ways shall be assessed \$12.00 per linear foot of property on the above-mentioned side streets and alleyways.

The purpose of the assessment is to fund the Downtown Host Program created to enhance safety and security and improve public perceptions of the district. The assessment will also be used to review the need for, and establishment of, common hours for retail merchants and maintenance of private property within the district.

The amount of the proposed annual assessment for APN 05-1 52-3 1 is set forth below:

Pacific Avenue footage: 119.85 x \$15.00	\$1,797.75
Side street or alleyway footage: 0 feet x \$12.00/linear foot	\$0.00
TOTAL Assessment for Fiscal Year 2003-2004:	\$1,797.75

Properties with frontage on both Pacific Avenue and a side street or alley will only be assessed an additional fee for the side street or alley frontage where a separate business uses the side street or alley as its main entrance.

A public meeting regarding the consideration of the annual report and adoption of a Resolution of Intention to levy an annual assessment will be held on **Tuesday, April 22, 2003**, after the hour of 3:00 p.m. If the Resolution of Intention is adopted, a public hearing will be held on **Tuesday, May 13, 2003**, after the hour of 3:00 p.m., at which time the Council will decide the amount of the assessments to be levied. Both public meetings will be held in the Council Chambers, City Hall, 809 Center Street, Santa Cruz, California.

If the Resolution of Intention is adopted, property owners in the proposed assessment district may file written protests in the City Clerk's office between April 22, 2003 and May 13, 2003 before the close of the public hearing. If protests are submitted by property owners representing 50% or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50%, no further proceedings to create the district shall be taken for at least one year.

If the Resolution of Intention is not adopted, the May 13, 2003 public hearing will be cancelled. All interested persons are invited to present their oral or written statements at these hearings. Further information is available from the City Redevelopment Department, 337 Locust Street, Santa Cruz, California, (83 1) 420-5 150.



LESLIE COOK, City Clerk
City of Santa Cruz

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 11, 2003
TO: Board of Directors
FROM: Tom Stickel, Manager of Fleet Maintenance
SUBJECT: CONSIDERATION OF SECOND AMENDMENT TO CONTRACT FOR RESIDENT BUS INSPECTOR SERVICES

I. RECOMMENDED ACTION

District Staff recommends that the Board of Directors authorize the General Manager to amend the contract for resident bus inspection services with J & S Maintenance Professional Services, Inc. to increase the contract by an additional amount up to \$31,715.

II. SUMMARY OF ISSUES

- District has entered into a contract with J & S Maintenance Professional Services, Inc. (Contractor) for resident bus inspection services for the procurement of low floor buses with New Flyer of America.
- Due to production delays by New Flyer of America, J & S Maintenance Professional Services, Inc. has incurred an overrun of the time proposed in the original contract.
- The first amendment to the contract authorized a rate of \$365 per day.
- District staff is recommending that an amendment to the contract for resident bus inspection services with J & S Maintenance Professional Services, Inc. for the low floor transit buses being built by New Flyer of America be amended to increase the contract amount by up to \$31,715 to cover production overrun cost incurred.

III. DISCUSSION

The District has established a contract with J & S Maintenance Professional Services, Inc. (J & S) to provide resident bus inspection services for twenty-nine (29) low floor transit coaches being purchased from New Flyer of America. Federal law requires production inspection and quality control assurance on coaches being manufactured for the District.

After the pre-production meeting, New Flyer announced that the final assembly of buses had changed and would occur at their St. Cloud, Minnesota facility and not the Crookston, Minnesota facility. The District informed J & S of the change in location of final assembly and was told that there would be additional costs to their contract since their proposal was based on the information given in the District's Request for Proposal that final assembly would occur at the Crookston facility. J & S stated that the reason their proposal was so low was that their inspector lived close to the Crookston plant and housing was not factored into their proposal for the day-to-day inspector assigned to this project. J & S had requested and was authorized under the first

amendment, compensation for the additional cost of transportation and lodging for the change in location of the final assembly.

Delays in production have resulted in incurred costs, based on the \$365 per day rate. The latest report from J & S indicates there are four (4) buses remaining to be inspected. New Flyer is making progress to complete their contract. District staff estimates completion by the end of March, which would bring the obligation to J&S Maintenance Professionals to an additional \$31,715. This report was presented on March 28, 2003 but there was no action taken by the Board of Directors. Since this report was presented, the final bus was inspected and the totals provided in this report reflect the final cost of this contract.

IV. FINANCIAL CONSIDERATIONS

Funding for this project is contained in the Capital budget.

V. ATTACHMENTS

Attachment A: Second Amendment to the Contract

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SECOND AMENDMENT TO PROFESSIONAL SERVICES CONTRACT FOR
RESIDENT BUS INSPECTION SERVICES FOR QUALITY CONTROL
ASSURANCE PROGRAM FOR LOW FLOOR TRANSIT BUSES THAT ARE TO BE
BUILT BY NEW FLYER OF AMERICA (01-24-2)**

This Second Amendment to professional services contract for resident bus inspection services for quality control assurance program for low floor transit buses that are to be built by New Flyer of America is made effective April 11, 2003 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("District") and J & S Maintenance Professionals Inc. ("Contractor").

I. RECITALS

- 1.1 District and Contractor entered into a Contract for resident bus inspection services for the acquisition of twenty-nine low floor transit buses that can be converted to CNG ("Contract") on July 26, 2002.
- 1.2 New Flyer of America informed District of a change in location of the final assembly of the twenty-nine buses being procured.
- 1.3 District notified Contractor of the change in location of the final assembly of the twenty-nine buses being procured.
- 1.4 Contractor requested additional compensation due to the change of location of the final assembly of the twenty-nine buses being procured. The First Amendment to the Contract acknowledged an additional per day cost of \$365 if production is delayed by New Flyer of America.
- 1.5 Delays by New Flyer of America to the completion of this project will result in incurred costs for bus inspections of up to \$31,715.

Therefore, District and Contractor amend the Contract as follows:

II. COMPENSATION

- 2.1 District agrees to compensate Contractor \$395 per day for an additional amount up to \$31,715 for a new total contract amount not to exceed \$55,325.

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

Signed on _____

DISTRICT
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

CONTRACTOR
J AND S MAINTENANCE PROFESSIONALS, INC.

By _____
Jerry Farrar
Vice President of Operations

Approved as to Form:

Margaret R. Gallagher
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 11, 2003
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
**SUBJECT: APPROVAL OF RENEWAL OF EMPLOYMENT PRACTICES
LIABILITY INSURANCE**

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors authorize renewal of employment practices liability coverage with U.S. Risk Underwriters, Inc./Lloyd's of London at a premium of \$85,000 with no terrorism coverage.

II. SUMMARY OF ISSUES

- Last year, the District obtained employment practices liability coverage with U.S. Risk Underwriters, Inc./Lloyd's of London through CalTIP's excess insurance broker, Aon Risk Services.
- The coverage includes discrimination, sexual harassment and wrongful termination. It covers the District, directors and officers, employees and former employees.
- Aon is offering renewal of the policy with the same aggregate limit of \$1,000,000 but with an increase in the deductible from \$25,000 to \$75,000 per occurrence, and an increase in the co-payment from 5% to 10%.
- The renewal premium is quoted at \$85,000. On March 14, 2003, the Board approved renewal at a premium not to exceed \$60,000.

III. DISCUSSION

The District's current policy for employment practices liability coverage expired on March 26, 2003, but U.S. Risk extended the term temporarily to allow more time to prepare a quote. Due to the District's past claims filed with U.S. Risk, approval from their headquarters in London was required to offer a renewal quote. On April 4, 2003, District staff received the attached quote with a premium of \$85,000 and an increase in the deductible from \$25,000 to \$75,000. The co-payment has been increased from 5% to 10%.

Policy renewal must be authorized by the Board on April 11, 2003, to provide continuous coverage under this policy. The Board previously approved renewal at a premium not to exceed \$60,000, prior to receipt of this quote. The cost increases are due to a general industry-wide cost increase in employment practices liability insurance along with several potentially high claims previously filed by the District under this policy that are still pending.

If the Board wishes to procure terrorism insurance coverage in connection with this policy, the cost is an additional 7% or \$5,950.

IV. FINANCIAL CONSIDERATIONS

The FY 02-03 portion of the premium cost can be absorbed in the FY 02-03 budget, but the amount allocated in the FY 03-04 preliminary budget must be increased in the draft final budget to be presented in May.

V. ATTACHMENTS

None.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
SUBJECT: CONSIDERATION OF ISSUING A DECLARATION OF FISCAL EMERGENCY

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors issue a declaration of fiscal emergency.

II. SUMMARY OF ISSUES

- On April 25, 2003, the Board will be considering a number of service reductions for implementation in the summer bid for 2003, effective June 5, 2003.
- The California Environmental Quality Act (CEQA) requires under certain circumstances that environmental documents be prepared for implementation of service reductions.
- Public transit agencies are exempt from this requirement if a fiscal emergency necessitates the service reductions.
- In order to comply with this exemption, the transit agency must make a specific finding that there is a fiscal emergency. Before taking its proposed budgetary actions and making the finding of fiscal emergency, the transit agency must hold a public hearing. After this public hearing, the transit agency must respond within 30 days at a regular public meeting to suggestions made by the public at that initial hearing.

III. DISCUSSION

The service reductions planned to be implemented on June 5, 2003, have been proposed solely due to the District's financial situation. A balanced budget for FY 03-04 cannot be developed without some level of decrease in expense from the existing level of service. Along with service reductions, the District will also implement other measures including an increase in the fare structure to generate additional operating revenue.

The CEQA guidelines provide a formula for determining whether a "fiscal emergency" exists. Staff has projected the District's cash position at June 30, 2004, assuming no change in the existing level of service (Attachment A). Since this projection results in a negative figure, the definition of fiscal emergency is met, and the Board may issue such a declaration.

The District has also met the public hearing and response requirements required by the exemption.

IV. FINANCIAL CONSIDERATIONS

If the Board does not issue the declaration of fiscal emergency on April 25, 2003, the proposed service changes will not be implemented on June 5, 2003, resulting in a failure to balance the FY 03-04 operating budget, unless substantially larger service reductions are implemented in September 2003.

V. ATTACHMENTS

Attachment A: Determination of Fiscal Emergency

DETERMINATION OF FISCAL EMERGENCY

At June 30, 2002		
Cash and cash equivalents		\$ 21,637,179
Sales tax and other receivables		\$ 3,927,938
		\$ 25,565,117
Less:		
Accounts Payable and accrued liabilities		\$ (706,379)
Accrued payroll and employee benefits	(2,612,556)	
Other accrued liabilities		\$ (3,072,181)
Security deposits		\$ (14,514)
Deferred revenue		\$ (338,232)
Subtotal		\$ 18,817,555
Less restricted reserves:		
Cash flow reserve		\$ (2,600,000)
Workers' comp reserve		\$ (1,320,000)
Insurance reserve		\$ (900,000)
Reserve required to fund transportation improvement program for 2003-2007		\$ (14,385,000)
Funds available at June 30, 2002		\$ (387,445)
Estimated retirement to reserves at June 30, 2003		\$ 1,000,000
Estimated unrestricted cash position at June 30, 2003		\$ 612,555
Estimated revenue shortfall in FY 03-04		\$ (2,400,000)
Estimated unrestricted cash position at June 30, 2004		\$ (1,787,445)

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Mark Dorfman, Assistant General Manager
SUBJECT: CONSIDERATION OF SERVICE CHANGE FOR SUMMER 2003

I. RECOMMENDED ACTION

Staff recommends Board consideration for approval of proposed service changes for implementation in the Summer of 2003

II. SUMMARY OF ISSUES

- In the FY 2003/04 budget year, METRO has a projected \$2.4 million deficit.
- Part of the balancing actions call for a service reduction in the amount of \$350,000.
- A finding of a fiscal emergency will be required.

III. DISCUSSION

CEQA requirements require that a Public Hearing be held to implement budget reductions made by a publicly owned transit agency as a result of a fiscal emergency caused by the failure of agency revenues to adequately fund agency programs and facilities. As a result of this requirement, a Public Hearing was scheduled for March 14, 2003 to solicit public input regarding alternative suggestions to the proposed service cuts. Additionally, staff held a series of Public Meetings to get public input on the service cuts. The schedule for these meetings was as follows:

March 11, 2003	4:00 pm & 6:30 pm	Watsonville City Hall
March 17, 2003	4:00 pm & 6:30 pm	Ben Lomond Fire Station
March 19, 2003	4:00 pm & 6:30 pm	Via Pacifica, Aptos
March 21, 2003	4:00 pm & 6:30 pm	Santa Cruz City Hall
March 27, 2003	4:00 pm & 6:30 pm	Watsonville City Hall

At these Public Meetings, the public had an opportunity to learn more about the proposed service cuts and to provide input to staff regarding these proposals. All information was provided to the Board of Directors for their consideration at the April 11, 2003 Board Meeting. As a result of these meetings and the Public Hearing, staff made some revisions to the plan. The proposal is as follows:

Consolidate Route 4 and Route 8.

Under this proposal this route will serve the Harvey West area for the first three trips in the morning. The bus would then serve the Homeless Shelter and continue onto the Emeline Complex and then back to the Metro Center. Beginning at 9:45 AM, the routing would be reversed serving Emeline first, then Harvey West.

Due to low ridership, service to the Branciforte/Prospect Heights area will be reduced to 4 trips per day served by an enhanced Route 9 (service to the Stroke Center will be discontinued).

Mid-County Realignment

The Route 55 will run all day, complimented by Route 54 at the beginning (weekdays only) and end of the day (weekdays and weekends). A new Route 56 will be added. This route will operate from Cabrillo to the Seascope/La Selva area via Highway 1 and Clubhouse, returning to Cabrillo in about 35 minutes, making connections outbound and inbound with the Route 55. This bus will run weekdays and weekends at 8:30 A.M., 10:30 A.M., 12:30 P.M. and 2:30 P.M.

Due to low ridership, Routes 60 & 63 would be eliminated. To provide some reduced service from Capitola Mall to Dominican Hospital and the Pleasant Care facility, there will be a new Route 53 running alternate hours with the Route 52. Residents in the City of Capitola for the first time will have direct service to Dominican Hospital and other medical facilities in that area. As a result of public comment, staff proposes to continue service to the Santa Cruz Gardens area every other hour using this route.

Santa Cruz Westside Weekend Service

The proposal is to combine these routes into one route on **weekends only**. This route will still serve important lower Westside destinations such as Garfield Park Village, Safeway, De Anza Mobile Home Park and Natural Bridges State Park.

Highway 17 Service

Current Highway 17 service runs four times an hour to San Jose in the morning peak and three to four times an hour to Santa Cruz in the afternoon peak. Service would be reduced to three times an hour peak service and mid-day service (currently running hourly in each direction) would be cut in half. At the March 14th Board Meeting, questions were raised about retaining the 5:10 AM trip, given the ridership. As a result of those comments staff revised the plan to combine the 4:40 AM and 5:10 AM trips to a 4:55 AM trip. Surveys and written information were provided to customers on these trips as to the revised proposal. Public comment has been received requesting that METRO keep these two trips separate.

ParaTransit Impacts

ParaCruz (ADA Complementary Paratransit Service)

Attachment C is a summary of the impacts of the service cuts on the ParaCruz program. According to established District policy, ParaCruz service is provided to users within $\frac{3}{4}$ of a mile of the fixed route service. When service is eliminated, the service boundary would need to be redrawn and some current riders would need to get themselves into the service area to continue to ride ParaCruz. Also, in cases where service is available during the school term only, ParaCruz service would mirror that change as well (See attachments D & E for ADA Impacts).

Comments regarding the proposed service reduction received from paratransit users and/ or their caregivers essentially opposed the elimination of fixed-routes, which would also eliminate its buffer zone for complementary paratransit service.

The Paratransit Administrator received six telephone comments responding to letters mailed to registrants in the impacted areas. Two clients already had eligibility on file with Community Bridges to receive Medi-Cal assistance for medical trips, one client was unaware of the option of Medi-Cal funding for their medical trips and expressed interest in signing up for that program, one client would not lose eligibility due to proximity to another route, and a fifth call from a caregiver requested clarification of the proposed reduction but offered no comment. One Client called for more information and was referred to the taxi scrip program, since she did not appear to be eligible for any other program.

Regarding the Stroke Center, ridership for the morning run averaged .09 riders per trip. The afternoon ridership is 7.7, but that is because it also serves as a school run for Delaveaga Elementary School. On-board surveys and anecdotal driver information reveals almost no ridership activity at the Stroke Center on the afternoon trip. It is important to note that because service will still be provided on Prospects Heights, the Stroke Center remains within the $\frac{3}{4}$ mile boundary, thus ParaCruz service will still be available to the Stroke Center.

IV. FINANCIAL CONSIDERATIONS

These proposed service reductions meets the goal of \$350,000 in savings annually.

V. ATTACHMENTS

Attachment A: Travel Options For Eliminated Trips

Attachment B: Routes 33-34 ADA Impacts

Attachment C: Routes 9 & 60 ADA Impacts

Travel Options for Eliminated Trips

Routes 3A, 3B and 7 Weekends - All Trips

1. Customers on these routes can take the new Route 3C into downtown. For destinations on Mission Street customers will have to transfer to the Route 2 at Miramar and Mission Street.

Route 7 - Weekdays at 6:20 PM

2. Customers can take the 6:30 PM Route 7N to the Beach/Boardwalk area. To get from the Beach/Boardwalk area to Metro Center customers will walk one to six blocks to the bus stop on Pacific at Second Street to catch the Route 19 at either 6:05 PM or 7:05 PM.

Route 8 - Weekdays-All Trips

3. Customers in the Emeline area can take the new Route 4 that serves this area hourly. Customers in the Prospect Heights area can take the Route 9 that leaves Metro Center at 7:30 AM, 12:30 PM, 2:30 PM and 5:30 PM.

Route 9 - Weekdays

4. There are no alternatives available for the loss of service to the Stroke Center, with the exception of those customers who qualify for Paratransit service.

Route 16 - Weekdays at 12:15 AM and Weekends at 12:00 AM

5. Customers can take the Night Owl service at this time.

Route 19 - 7:40 AM trip on Weekends

6. Customers on campus and upper Bay Street can take the 7:05 AM or 8:05 AM trip of the Route 16. On lower Bay Street customers can take either the 3C that leaves Metro Center at 7:45 AM, walk up to Mission Street to catch a Route 2, 16, 40 or 41 (a walk of one to three blocks for either of the first two alternatives) or wait an hour for the 8:40 AM Route 19.

Highway 17 Northbound - Weekdays - 4:40 AM and 5:10 AM Trips

7. Customers using these trips can take the new 4:55 AM trip.

Highway 17 Northbound - Weekdays - 6:00 AM - 8:00 AM

8. Service is being reduced from seven trips to five trips during this morning peak. Customers will have to adjust their schedules accordingly.

Highway 17 Northbound - Weekdays - 10:00 AM from Scotts Valley and Soquel Park and Ride

9. The 10:00 AM bus from Soquel Park and Ride will leave the lot at 9:47 AM, arriving in Scotts Valley for a 10:00 AM departure. Customers accessing the bus at the Soquel Park and Ride lot will have to arrive earlier to catch this bus.

Highway 17 Northbound - Weekdays - 11:00 AM and 1:00 PM from Scotts Valley

10. Customers will have to wait an hour for the next northbound bus.

Highway 17 Southbound - Weekdays - 10:00 AM and 12:00 PM

11. Customers will have to wait an hour for the next southbound bus.

Highway 17 Southbound - Weekdays - 4:00 PM - 5:00 PM

12. Service is being reduced during this time period from four times an hour to three times an hour. Customers will have to adjust their schedules accordingly.

Route 33 Lompico - 6:45 AM, 2:15 PM and 2:49 PM Trips Reduced to School-Term Only

13. There are no alternatives for the loss of service at these times when school is not in session.

Route 33 Lompico - 6:40 PM Trip

14. There are no alternatives for this trip.

Route 34 South Felton - 7:14 AM, 2:10 PM and 2:41 PM Trips Reduced to School-Term Only

15. There are no alternatives for the loss of service at these times when school is not in session.

Route 34 South Felton- 6:10 PM Trip

16. There are no alternatives for this trip.

Route 35 6:48 AM Trip From Boulder Creek to Scotts Valley - Reduced to School-Term Only

17. There are no alternatives for customers on Bear Creek Road. From Boulder Creek to Scotts Valley Drive, customers can take the 6:50 AM Route 35 to Scotts Valley Transit Center and transfer to the Route 31.

Route 36 Valley Express from Boulder Creek to Santa Cruz (8:00 AM Trip)

18. Customers can take either the 7:45 AM or the 8:15 AM Route 35A leaving from downtown Boulder Creek.

Route 36 Valley Express from Santa Cruz to Boulder Creek (7:00 PM Trip)

19. Customers can take the 7:00 PM Route 35A.

Route 42 Davenport/Bonny Doon- 5:50 AM trip on Weekends

20. There are no alternatives for this service.

Route 52 Capitola/Soquel - Weekdays

21. Customers can take the Route 53, which serves most areas that the Route 52 serves. Alternatively, customers would have to wait an hour as the weekday Route 52 will run every other hour.

Route 54 Aptos/La Selva Beach - Weekdays & Weekends

22. Customers in Capitola, Aptos and Rio Del Mar can take the Route 55 instead. Customers in Seascapes and La Selva can take the Route 56 with transfers at Cabrillo College inbound and outbound (to the Route 55) with the exception of the 4:30 PM trip. Customers at this time will have to wait an hour for the Route 54 to come.

Route 59 Capitola/Soquel - Weekends - All Trips

23. Customers can take the Route 52.

Route 60 Soquel - Weekdays and Weekends

24. There are no alternatives for the loss of service to this area.

Route 63 Dominican - Weekdays

25. Customers in the Santa Cruz Gardens area and at the Pleasant Care facility can take the new Route 53 that runs every other hour. Customers in the Maciel/Mattison area will have to walk one to five blocks to Capitola Rd. and catch the Route 69.

Route 65 Santa Cruz to Live Oak - 8:40 AM Trip on Weekends

26. Customers on Broadway (in Santa Cruz) will have to walk one to three blocks to Soquel Avenue and catch the Route 69, or wait for the 9:40 AM Route 65. Customers on 7th Avenue and on Brommer Street between 7th and 17th can take the Route 66 that leaves Santa Cruz at 9:00 AM. Customers on Brommer Street between 17th and 30th and on 30th Avenue will have to walk to 17th (one to six blocks) to catch the Route 66 OR Portola (one to five block) and catch the Route 66 or Route 67.

Route 69 Santa Cruz to Capitola Mall - 6:17 AM trip on Weekdays

27. Customers can take the 6:37 AM Route 69W.

Route 69 Santa Cruz to Capitola Mall - 6:52 AM trip on Weekdays

28. Customers can take the 6:37 AM Route 69W or the 7:07 AM Route 69A.

Route 69 Santa Cruz to Capitola Mall - 7:22 AM trip on Weekdays

29. Customers can take the 7:07 AM Route 69A.

Route 69 Capitola Mall to Santa Cruz - 6:40 AM trip on Weekdays

30. Customers can take the 6:30 AM Route 69 or the 7:00 AM Route 69A.

Route 69 Capitola Mall to Santa Cruz - 8:30 AM trip on Weekdays

31. The Route 69A that currently leaves Watsonville at 7:20 AM will now leave at 7:15 AM allowing the bus to arrive and depart Capitola Mall at 8:30 AM. There is effectively no change in service on this trip. Customers currently catching the Route 69A at 8: 37 AM will have to arrive 7 minutes earlier.

Route 71 Watsonville to Santa Cruz - 8:25 AM trip on Weekdays

32. Customers in most areas served by this route can take either the 8:10 AM trip or the 8:40 AM trip. Customers on Pennsylvania can take either the 7:25 AM trip or walk to Main Street (one to eight blocks) or Clifford Street (one to four blocks) to catch another Route 71.

Route 91 Express from Santa Cruz to Watsonville - 2:30 PM Trip

33. Customers can take the 2:30 PM Route 69W or Route 71.

Route 91 Express 5:05 PM Loop Through UCSC

34. Customers wishing express service though campus at this time can take the 5:00 PM trip of the Route 22 UC Express.

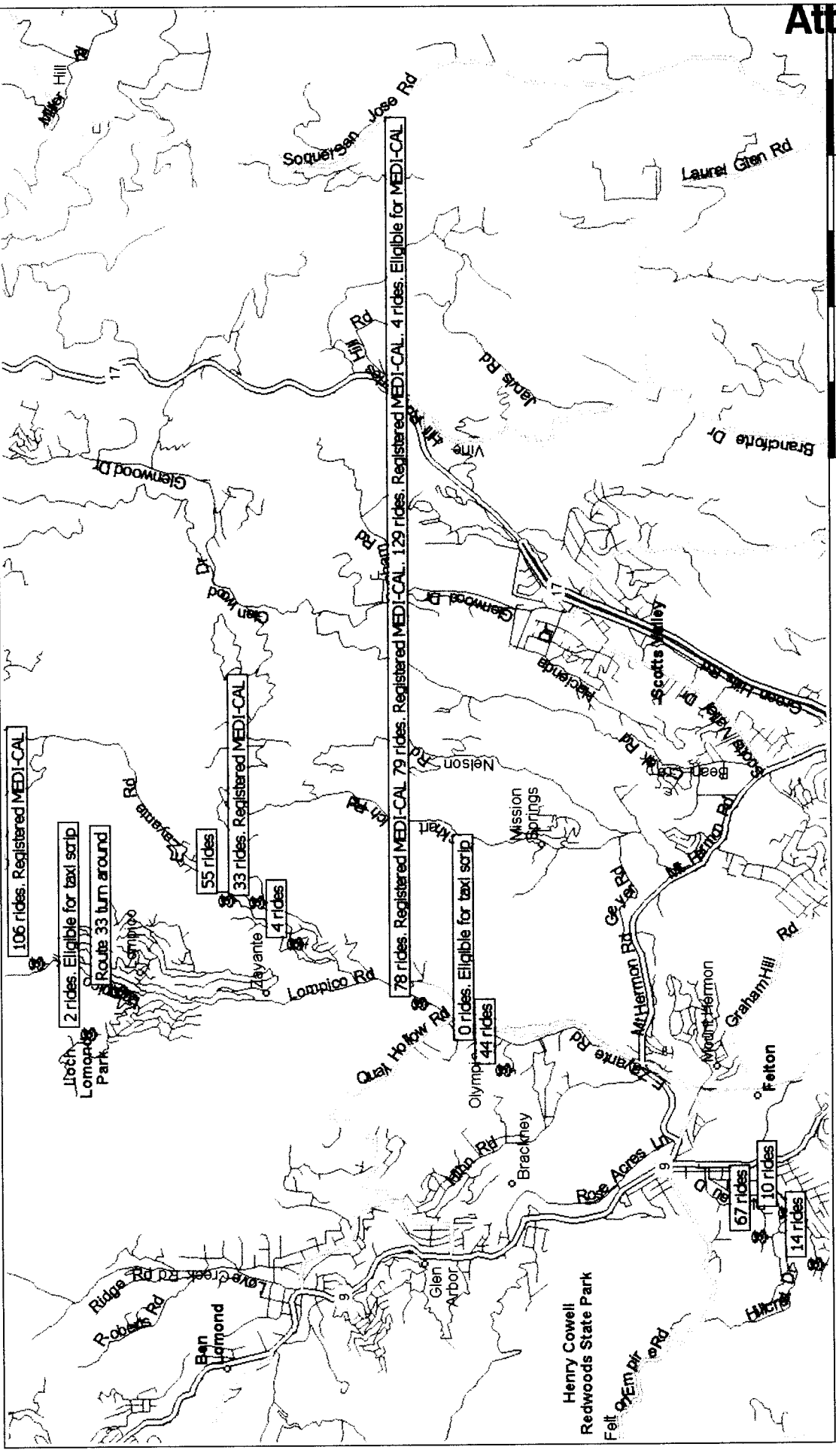
Route 91 Express from Santa Cruz to Watsonville - 5:30 PM trip

35. Customers can take the 2:30 PM Route 69W or Route 71.

Route 91 Express from Watsonville to Santa Cruz - 6:50 AM UC Loop

36. Customers wishing to go to UCSC can take the 91 Express into Metro Center and access any number of buses going up to campus.

33-34 ADA Impacts

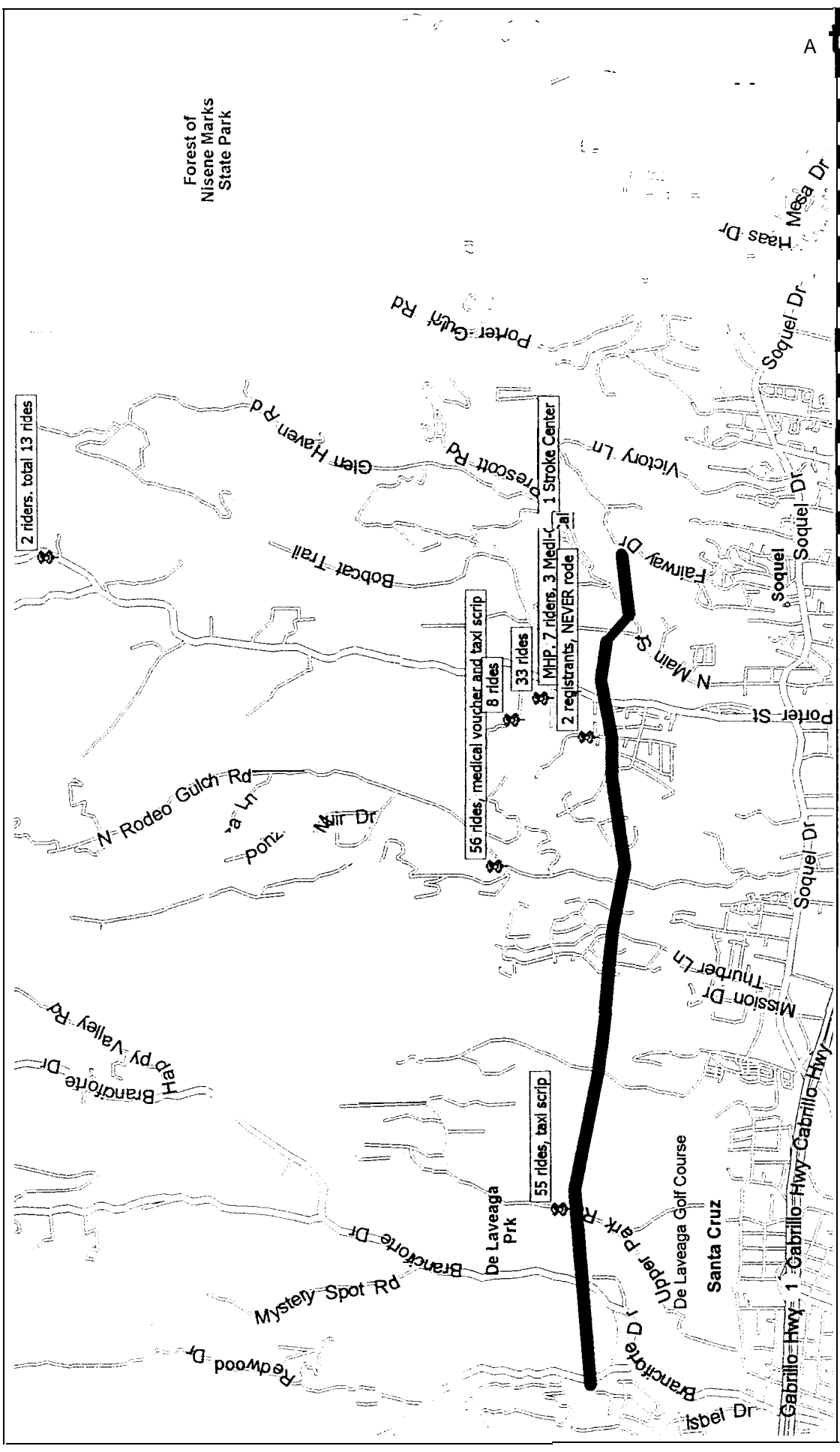


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Route 60 Impacts



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 25, 2003
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
SUBJECT: CONSIDERATION OF FIRST READING OF REVISED FARE ORDINANCE

I. RECOMMENDED ACTION

The purpose of this staff report is to introduce the first reading of the Fare Ordinance, and hold a Public Hearing. No action is required at this meeting.

II. SUMMARY OF ISSUES

- At the April 11, 2003 Board Meeting, the Board of Directors discussed various options for raising fares.
- Staff was asked to provide additional information regarding the various options chosen by the Board at that meeting.
- Additionally staff was requested to develop a five-year plan to achieve a 25% farebox recovery ratio.
- Staff was also requested to include premium charges for ADA Paratransit Service in the fare ordinance.
- Staff was also requested to provide the Board with the Consumer Price Index (CPI) figure for when the base fare was last changed and to provide a copy of a document that was provided to the Board at an earlier meeting that addressed the CPI issue for Social Security.

III. DISCUSSION

At the April 11, 2003 Board of Directors Meeting staff presented a series of four (4) alternative fare proposals that had been presented to the public in a series of public meetings regarding the need for a fare increase. Staff was directed to prepare a fare ordinance with a series of alternatives that the Board could choose from.

As background, Attachment A to this staff report is a schedule of the current fares on Santa Cruz METRO buses. This fare schedule has been in effect since 1993 when the Day Pass was increased from \$2 to \$3. There has been a 34.7% increase in the Consumer Price Index (CPI) since the date of the last change. The Board requested that staff provide the Consumer Price Index (CPI) since the last time the Base Fare was increased in March of 1990 through February 2003. The CPI for this period of time is 52.0%.

Attachment B shows the last few rate adjustments made by Santa Cruz METRO in the fare structure. As can be seen on this chart, from 1988 to 1990 there were annual rate adjustments made in the base fare, going from \$.60 to \$1.00 in two years, an increase of 66%.

There were comments made by the public regarding the double impact on the Senior & Disabled Fares. Currently, Senior and Disabled riders receive a discount (ranges from 60 – 65%) that exceeds the federal minimum discount of 50%.

The Senior and Disabled Fare increase has 2 components. The first component is the percentage of the fare increase proposed, and the second component eliminates the discount that exceeds the federal guidelines of 50% of the regular fare. In order to minimize the impact of the second component, the Board requested that this discount be applied 50% this year and 50% next year. As a result, two new alternatives were requested by the Board to be included in the Fare Ordinance along with the 35% Fare Increase and the 50% Fare Increase with the deeply discounted Monthly Passes.

The four (4) alternatives requested by the Board are as follows (all fares are rounded):

- **Option 1** – this is the 35% fare increase that was the Staff Recommendation to the Board at the April 11, 2003 meeting.
- **Option 2** – this is the 35% Fare increase with the “Stepped” impact on the S&D Fares as explained above.
- **Option 3** – this is the 50% increase with the Deep Discounts in the Monthly Passes and with the “Stepped” impact on the S&D Fares as explained above.
- **Option 4** – this is the 50% fare increase with the deep discounts on the monthly passes.

This table below illustrates the way the stepped proposals (Options 2 & 3) arrive at the fares for the Senior and Disabled Riders. The table shown here illustrates the calculations for the 35% increase – Option 2. A similar process was used for Option 3 – 50% Fare Increase.

Fare Category	Current Fare	35% Proposal w/50% Rate	Straight 35% Rate	Halved Difference	35% Stepped Fare	Balance Year 2
Base Fare	1.00	1.35	1.35			
S&D Fare	.40	.65	.54	.055	.60	.05
S&D Day Pass	1.10	2.00	1.485	.258	1.75	.25
S&D Convenience	6.00	10.00	8.10	.950	9.00	1.00
S&D Monthly	14.00	27.00	18.90	4.05	23.00	27.00

Using the rates that are shown in the Fare Ordinance (Attachment A), revenue projections were made and are documented in the table below. These were then stratified for various ridership loss levels ranging from 6% to 12%.

NEW REVENUE FROM FARE INCREASES

Fare Option	RIDERSHIP LOSS			
	6%	8%	10%	12%
1	964,289	881,460	798,630	715,800
2	913,591	831,840	750,089	688,338
3	1,150,654	1,062,421	974,188	885,955
4	1,186,436	1,097,444	1,008,449	919,455

It is staff's analysis that Options 1 & 2 would result in a ridership loss of 8%, and that Options 3 & 4 could result in a ridership loss ranging from 10 – 12%. From these numbers, the impact of "stepping" the fare increase for the Seniors and Disabled riders amounts to \$49,620 in Option 2, and \$34,261 for Option 3 if the loss in ridership totals 10%. The amount for Option 3 has a lower difference due to the fact that "difference" from the 50% rate and the current discount rate is less than in Option 2.

Revenues from Options 3 & 4 are also lowered due to the deep discount for monthly passes and the anticipated shift from individual cash fares to the new lower monthly pass rates.

PARACRUZ

Included in the fare ordinance are two premium charges for services that go beyond the ADA requirements for Paratransit Service. Staff used the VTA fare ordinance to identify these charges and used that same rate of fees that are used in their ordinance. The first premium service is Second Vehicle Dispatched Fee. This is when second vehicle is dispatched because customer was not ready or at pick-up location at the scheduled time for the first vehicle dispatched. This fee is listed at five times a one-way ParaCruz Fare. The second Premium Service listed is Open Return Trip (Will Call). This is a return trip that is not dispatched until customer calls and requests it. The fee for this service is two times a one-way ParaCruz Fare.

Based upon figures provided by ParaCruz staff, they estimate that about 10% of the rides on ParaCruz are Will-Call, and about 2.5% of the rides require the use of a second vehicle.

Premium Fare Category	Amount of Rides	New Revenue @ \$2.70	New Revenue @ \$3.00
Second Vehicle	2,700	\$29,160	\$32,400
Will-Call	10,800	\$29,160	\$32,400

FIVE-YEAR PLANS

The Board also requested that staff provide a Five-Year Plan for fares that would achieve a 25% farebox recovery ratio. Attachments E & F is an attempt by staff to provide this information to the Board of Directors per their request. Assumptions used in the charts are listed below:

1. Operating Costs are inflated at 5.7% per year (estimates provided by Finance), and include no funds for service expansion.
2. The Fare Increase will result in a 10% ridership loss during the first year for the 50% Option and an 8% ridership loss for the 35% Option.
3. Regular route ridership grows at 2% per year, after the initial loss.
4. Highway 17 Express experiences a 5% ridership loss in the first year due to the service cuts, then a 3% growth rate thereafter.
5. ParaCruz has a growth rate of 7% per year.
6. VTA share of Highway 17 grows at the same rate as the operating budget.
7. UCSC rates increase at the same rate as the general public, but they are delayed 12 months as per the contract, and their ridership increases by 1.5 % per year.

Options 1 and 4 were chosen for this exercise as these were at each end of the fares being considered. Options 2 and 4 are a little bit less revenues than 1 and 4, but are not significantly different. One of the difficulties with this approach is that it attempts to achieve all of the change on the revenue side of the equation. This is difficult to do without also impacting expenses. As the analysis sits, there is no additional service during this entire five-year period.

Option 1 – 35% Fare Increase Proposal – Using the assumptions from above, it would take an annual fare increase of 7.2% to achieve a farebox recovery of 24.9% in FY 2008-09. At this rate, the Base Fare would be \$2.05 per ride in FY 2008-09. The figures do not take into account any ridership loss beyond the first year of the program, which is unrealistic as fares increase every year.

Option 4 – 50% Fare Increase Proposal With Deep Discounts – Using the above assumptions, it would take an annual fare increase of 6.4% to achieve a farebox recovery of 25% in FY 2008-09. At this rate the Base Fare would be \$2.18 per ride in FY 2008-09. As above, these figures do not take into account any ridership loss beyond the first year of the program, which is unrealistic as fares increase every year.

Based upon the above information, it is unlikely that the transit agency will be able to achieve a farebox recovery ratio without continuous fare increases and/or budget reductions. Only attempting to achieve this level without considering that large impact that operating expenses have on the ratio makes the task that much more difficult. It might be beneficial to stretch out the time beyond the five years that the Board requested staff to examine.

One last request from the Board was to include in the packet (Attachment G) the Social Security Worksheet on Automatic Cost-of-Living Adjustments and other information submitted at an earlier meeting to the Board. Based upon this information, Automatic Cost-of-Living Adjustments on Social Security have totaled 43.1% from January 1990 through January 2003.

IV. FINANCIAL CONSIDERATIONS

Revenue projections were included in the staff report and the financial impact is dependent upon the choices made.

V. ATTACHMENTS

- Attachment A:** Proposed Fare Ordinance
- Attachment B:** Past Fare Increases
- Attachment C:** Comparison of Fare Increase Proposals
- Attachment D:** Public Comments
- Attachment E:** Five Year Plan – Option 1 – 35% Fare Increase
- Attachment F:** Five Year Plan – Option 4 – 50% Fare Increase With Deep Discount
- Attachment G:** Social Security Information Sheet

**AN ORDINANCE OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
ESTABLISHING SCHEDULE FOR BUS FARES**

Be it enacted by the Board of Directors of the Santa Cruz Metropolitan Transit District as follows:

SECTION I: FARE SCHEDULE - SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

A. Fixed Route Service

	Current	Opt. #1	Opt. #2	Opt. #3	Opt. #4
Regular Bus Fare	1.00	1.35	1.35	1.50	1.50
Discount Bus Fare - Senior Passenger/Individual with Disability *	.40	.65	.60	.65	.75
Regular Day Pass	3.00	4.00	4.00	4.50	4.50
Discount Day Pass - Senior Passenger/Individual with Disability *	1.10	2.00	1.75	2.00	2.25
Convenience Card	15.00	20.00	20.00	22.00	22.00
Discount Convenience Card – Senior Passenger/Individual with Disability *	6.00	10.00	9.00	10.00	11.25
Regular Monthly Pass	40.00	54.00	54.00	50.00	50.00
Discount Monthly Pass - Senior Passenger/Individual with Disability *	14.00	27.00	23.00	23.00	25.00
Student Monthly Pass	30.00	38.00	38.00	35.00	35.00
School Student Field Trip Rate	17.00				

* To obtain Discount Fare passenger must produce District Photo I.D. Card or other approved identification.

B. Highway 17 Express Bus Service Options

Regular Express Bus Fare (One Way)	3.00
Discount Bus Fare-Senior Passenger/Individual with Disability	1.50
Regular Day Pass	6.00
Regular Day Pass with surrender of SCMTD Day Pass	3.50
Regular Day Pass with surrender of VTA Day Pass	3.50
Regular Day Pass with Cal Train Monthly Ticket & Peninsula Pass	3.50
Monthly Pass	80.00

C. Paratransit Service

	<u>CURRENT</u>	<u>PROPOSED</u>
Regular Paratransit Fare (One Way)	\$2.00	Twice the Regular Bus Fare
Second Vehicle Sent	None at Present	5 Times a One Way Paratransit Trip
Open Return Trip (Will Call)	None at Present	2 Times a One Way Paratransit Trip

D. Group Pass Contract Rate

Fares for individuals of the group are determined through negotiations between the group and the District and are set forth in the contract.

E. Service Charge on Return Checks

The service charge on returned checks is \$15.00.

Ordinance No. 84-2-1 of the Santa Cruz Metropolitan Transit District is hereby amended and shall become effective on July 1, 2003.

Passed and adopted by the Board of Directors on this 23rd day of May 2003, by the following vote:

AYES: Directors -

NOES: Directors -

ABSENT: Directors -

ABSTAIN: Directors -

ATTEST: _____
LESLIE R. WHITE
Secretary/General Manager

APPROVED: _____
EMILY REILLY
Chairperson

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

SANTA CRUZ METRO PAST FARE INCREASES

Fare Category	10/81	9/88	9/89	3/90	5/91	10/92	7/93	10/97	2/02
Standard Fare	\$.50	\$.60	\$.75	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Day Pass	\$1.00	\$1.20	\$1.50	\$2.00	\$2.00	\$3.00	\$3.00	\$3.00	\$3.00
Ten Ride	\$5.00	\$6.00	NA	NA	NA	NA	NA	NA	NA
Five Day Pass	NA	NA	\$7.50	\$10.00	\$10.00	\$15.00	\$15.00	NA	NA
Monthly Pass	\$20.00	\$24.00	\$30.00	\$30.00	\$30.00	\$40.00	\$40.00	\$40.00	\$40.00
Convenience Card	NA	NA	NA	NA	NA	NA	NA	\$15.00	\$15.00
Senior/Disabled	\$.25	\$.30	\$.35	\$.40	\$.40	\$.40	\$.40	\$.40	\$.40
S&D Day Pass	\$.50	\$.60	\$.70	\$.90	\$.90	\$1.10	\$1.10	\$1.10	\$1.10
Ten Ride – S&D	\$2.00	\$3.00	NA	NA	NA	NA	NA	NA	NA
Five Day Pass – S&D	NA	NA	\$3.00	\$4.00	\$4.00	\$5.00	\$5.50	NA	NA
S&D Monthly	\$10.00	\$12.00	NA	NA	NA	\$14.00	\$14.00	\$14.00	\$14.00
Senior Monthly	NA	NA	\$12.00	\$12.00	\$12.00	NA	NA	NA	NA
Disabled Monthly	NA	NA	\$10.00	\$10.00	\$10.00	NA	NA	NA	NA
S&D Convenience Card	NA	NA	NA	NA	NA	NA	NA	\$6.00	\$6.00
Ten Ride – Student	\$4.00	\$5.00	NA	NA	NA	NA	NA	NA	NA
Five Day Pass – Student	NA	NA	\$6.00	\$8.00	\$8.00	NA	NA	NA	NA
Monthly Student	\$16.00	\$20.00	\$24.00	\$24.00	\$24.00	\$30.00	\$30.00	\$30.00	\$30.00
Highway 17 Express	NA	NA	NA	NA	\$2.00	\$2.00	\$2.25	\$2.25	\$3.00
Highway 17 Day Pass	NA	NA	NA	NA	NA	NA	\$4.50	\$4.50	\$6.00
Highway 17 Monthly	NA	NA	NA	NA	NA	NA	\$65.00	\$65.00	\$80.00

COMPARISON OF FARE PROPOSALS

	Current Fares	35% Increase (35%) OPTION 1	35% Increase (Stepped) OPTION 2	50% Increase (Stepped) Deep Disc. OPTION 3	50% Increase - (Stepped) Deep Disc. OPTION 4
Base Fare	\$ 1.00	\$ 1.35	\$ 1.35	\$ 1.50	\$ 1.50
Day Pass	\$ 3.00	\$ 4.00	\$ 4.00	\$ 4.50	\$ 4.50
Convenience Card	\$15.00	\$20.00	\$20.00	\$22.00	\$22.00
Monthly Pass	\$40.00	\$54.00	\$54.00	\$50.00	\$50.00
S&D Single Fare	\$.40	\$.65	\$.60	\$.65	\$.75
S&D Day Pass	\$ 1.10	\$ 2.00	\$ 1.75	\$ 2.00	\$ 2.25
S&D Convenience Card	\$ 6.00	\$ 10.00	\$ 9.00	\$10.00	\$11.25
S&D Monthly Pass	\$14.00	\$27.00	\$23.00	\$23.00	\$23.00
Student Monthly Pass	\$30.00	\$38.00	\$38.00	\$35.00	\$35.00
ParaCruz	\$ 2.00	\$ 2.70	\$ 2.70	\$ 3.00	\$ 3.00

Public Comments
Proposed Fare Increase -FY 2004

Source	Name	Comment	Staff Response
Public Mtg., Santa Cruz	Jeffrey Gale	If fares are increased, consider allowing low-income, homeless, senior and disabled to ride free.	METRO provides a 50% fare discount to senior and disabled passengers. A low-income fare would be difficult and expensive to manage.
		If fares increased, run service to Live Oak and Aptos until 12:00am	The fare increase is necessary to sustain a slightly lower level of service than last year and an increase in the span of service is not feasible at this time.
		Provide Christmas Day and Holiday service so that the transit dependent have bus service 365 days per year.	METRO proposes to reduce some holiday service on Highway 17 because of low ridership, and is not able to restore any Holiday Service at this time.
		Please upgrade wash rooms at transit centers to meet health standards.	Improvements are being made to the restrooms at Metro Center, they currently meet health standards.
		Provide connections to rail service in San Jose.	Rail connections to AMTRAK and Caltrain service are considered in the development of Highway 17 Express schedules. We are not always informed of schedule changes before they are made by Caltrain.
Public Mtg., Santa Cruz	Michael Bradshaw	Elimination of first and last trips on route detrimental to the system.	Reduction to the span of service has been avoided in the service cuts where possible.
		Please include eliminated paratransit routes in the March 27 th presentation.	Paratransit service which would be eliminated along with the deletion of Route 60 were to be presented at the March 27 meeting.
		Notify paratransit riders directly of service changes that would affect eligibility.	Paratransit Manager will notify directly all clients who would be impacted by proposed service changes.
		The fare increase has a greater impact on elderly and handicapped passengers.	The proposed fare increase establishes 50% discount fares throughout the day to elderly and handicapped passengers, which represents a typical discount in the Bay Area and complies with the Federal Regulations.

Source	Name	Comment	Staff Response
		Freeze fares for fixed income earners.	A low-income fare would be difficult and expensive to manage.
Public Mtg., Santa Cruz	Scott Bugental	Presented letter (attached) to the Board of Directors opposing premium fares for ParaCruz.	See attached letter.
Public Mtg., Santa Cruz	Gregory Uba	Concerned with fare increase impact on youth, low-income families in his program.	The agency may wish to consider working with the District to establish an installment program for buying bus passes.
		Consider discount passes to clients of the Live Oak family center.	See previous comment.
Public Mtg., Watsonville	Maria Rodriguez	Low-income passengers are not able to afford the discounted monthly or day passes.	The proposed fare increase establishes a 50% discount fares throughout the day to elderly and handicapped passengers, which represents a typical discount in the Bay Area and complies with the Federal Regulations.
		Consumers in Watsonville cannot afford a fare increase yet must travel to Santa Cruz for social services.	Comment noted.
		LiftLine fare increase would be a hardship for medical and legal appointments in Santa Cruz for the disabled.	Liftline fares are targeted to be increased at a rate of two times the base fare.
Public Mtg., Watsonville	Gabriel Gutierrez Vela	Will fare increase affect the Cabrillo College bus pass program?	METRO's contract with Cabrillo has expired and the pass program is currently being continued without a contract. Staff is recommending this contract be terminated.
Public Mtg., Ben Lomond	Adam Torara	A fare increase is preferable to service reduction. People at Sylvan Way would be stranded without bus service and a fare increase is better since fares haven't been raised for a long time.	No service reduction on the route 35 to Sylvan Way has been proposed.
Letter	Ian Turner	Submitted a letter on the fare increase proposal, fares are too low. Prefers \$.25 increments to simplify change (attached)	See attach letter.

Source	Name	Comment	Staff Response
MUG Meeting	Fahmy Ma'Awad	Asked where any excess revenue would go?	Decisions as to what would happen to "excess" revenue would be up to the Board of Directors. Previous indications were that these funds if they materialize would be directed to replenish reserves that have been depleted.
		Stated he supported the 50% increase, but believes the monthly pass should go to \$60, and that he supports a \$.75 senior/disabled fare.	Comment noted
		Inquired about using distance based fares.	There had been consideration of using distance based fares early in the history of the agency, but they were rejected, especially when evaluating the impact on Watsonville riders having to travel to Santa Cruz for services.
MUG Meeting	Sharon Barbour	What percentage of farebox revenue is from the senior/disabled community?	13.4% of revenue is from Senior/Disabled Community
		Asked what the farebox percentages would be with the fare increase options.	The presentation shows a 20% rate of fare revenue – this was rounded off for the last audited year. This year staff projects 18%, with a decrease to 17% projected for next year. See staff report.
		Asked that if the 50% increase was put in would there be no fare increase until the CPI went to 50%?	The Board would be responsible for determining future fare increase adjustments.
MUG Meeting	Ed Kramer	Asked about canceling air-conditioning on the new buses.	Money for the buses cannot be used for operating purposes. Further, the Board established a policy to buy air-conditioned buses.
MUG Meeting	Stuart Rosenstein	Asked what the average income of a bus rider was and whether they could afford a 50% fare increase.	Staff does not collect this type of data on bus riders.
MUG Meeting	John Daugherty	Asked if there was an inflation tie-in on the fares.	Staff is recommending that there be an annual evaluation of the CPI to determine if fare increases are necessary as part of the budget process.

**FIVE-YEAR PLAN
OPTION 1 – 35% FARE INCREASE PROPOSAL**

	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09
Operating Expenses	30,151,000	32,640,000	34,507,008	36,480,809	38,567,511	40,773,573	43,105,821
Ridership	6,361,171	6,049,675	6,169,476	6,292,007	6,417,353	6,545,598	6,676,834
UCSC	1,830,282	1,857,736	1,885,602	1,913,886	1,942,595	1,971,734	2,001,310
Cabrillo	308,480	0	0	0	0	0	0
Regular	3,870,392	3,844,562	3,921,453	3,999,883	4,079,880	4,161,478	4,244,707
Highway 17	244,017	231,816	238,771	245,934	253,312	260,911	268,738
Paratransit	108,000	115,560	123,649	132,305	141,566	151,476	162,079
Average Fare							
UCSC	0.8070	0.8070	1.0348	1.1093	1.1892	1.2748	1.3666
Cabrillo	0.5450	-	-	-	-	-	-
Regular	0.7762	1.0348	1.1093	1.1892	1.2748	1.3666	1.4650
Highway 17	2.4000	2.5200	2.6460	2.7783	2.9172	3.0631	3.2162
Paratransit	2.0000	2.7000	2.8350	2.9768	3.1256	3.2819	3.4460
Revenues							
Farebox	3,004,305	3,978,287	4,350,018	4,756,484	5,200,930	5,686,905	6,218,289
UCSC	1,477,038	1,499,193	1,951,189	2,123,050	2,310,048	2,513,517	2,734,907
Cabrillo	168,122	-	-	-	-	-	-
Highway 17	585,641	584,177	631,787	683,278	738,965	799,191	864,325
Paratransit	216,000	312,012	350,545	393,838	442,477	497,123	558,517
VTA	264,359	279,481	295,467	312,368	330,235	349,124	369,094
TOTAL REVENUES	5,715,464	6,653,149	7,579,006	8,269,017	9,022,654	9,845,859	10,745,132
Farebox Recovery	19.0%	20.4%	22.0%	22.7%	23.4%	24.1%	24.9%
BASE ADULT FARE	\$ 1.35	\$ 1.45	\$ 1.55	\$ 1.66	\$ 1.78	\$ 1.91	\$ 2.05

NOTES:

- Operating Costs are inflated at 5.72% per year (Estimate provided from Finance)
- Fare Increase results in an 8% ridership loss.
- Regular ridership grows at 2% per year.
- Highway 17 Express has a 5% ridership loss in the first year due to the service cut, then a 3% growth rate thereafter.
- ParaCruz growth at 7% per year.
- VTA share of Highway 17 grows at the same rate as the operating budget.
- UCSC rates increase at the same rate as the general public, but they are delayed 12 months as per the contract. They also experience a 1.5% increase in ridership.

FIVE-YEAR PLAN
OPTION 4 – 50% FARE INCREASE PROPOSAL WITH DEEP DISCOUNT

	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09
Operating Expenses	30,151,000	32,640,000	34,507,008	36,480,809	38,567,511	40,773,573	43,105,821

Ridership	6,361,171	5,966,097	6,084,227	6,205,053	6,328,659	6,455,131	6,584,558
UCSC	1,830,282	1,857,736	1,885,602	1,913,886	1,942,595	1,971,734	2,001,310
Cabrillo	308,480	0	0	0	0	0	0
Regular	3,870,392	3,760,985	3,836,204	3,912,929	3,991,187	4,071,011	4,152,431
Highway 17	244,017	231,816	238,771	245,934	253,312	260,911	268,738
Paratransit	108,000	115,560	123,649	132,305	141,566	151,476	162,079

Average Fare							
UCSC	0.8070	0.8070	1.0829	1.1522	1.2260	1.3044	1.3879
Cabrillo	0.5450	-	-	-	-	-	-
Regular	0.7762	1.0829	1.1522	1.2260	1.3044	1.3879	1.4768
Highway 17	2.4000	2.5200	2.6460	2.7783	2.9172	3.0631	3.2162
Paratransit	2.0000	3.0000	3.1500	3.3075	3.4729	3.6465	3.8288

Revenues							
Farebox	3,004,305	4,072,876	4,420,210	4,797,166	5,206,268	5,650,259	6,132,113
UCSC	1,477,038	1,499,193	2,041,971	2,205,247	2,381,579	2,572,010	2,777,668
Cabrillo	168,122	-	-	-	-	-	-
Highway 17	585,641	584,177	631,787	683,278	738,965	799,191	864,325
Paratransit	216,000	346,680	389,495	437,598	491,641	552,359	620,575
VTA	264,359	279,481	295,467	312,368	330,235	349,124	369,094
TOTAL REVENUES	5,715,464	6,782,406	7,778,931	8,435,656	9,148,688	9,922,942	10,763,775

Farebox Recovery	19.0%	20.8%	22.5%	23.1%	23.7%	24.3%	25.0%
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BASE ADULT FARE	\$ 1.50	\$ 1.60	\$ 1.70	\$ 1.81	\$ 1.92	\$ 2.05	\$ 2.18
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NOTES:

1. Operating Costs are inflated at 5.72% per year (Estimate provided from Finance)
2. Fare Increase results in a 10% ridership loss.
3. Regular ridership grows at 2% per year, after the first year.
4. Highway 17 Express has a 5% ridership loss in the first year due to the service cut, then a 3% growth rate thereafter.
5. ParaCruz growth at 7% per year.
6. VTA share of Highway 17 grows at the same rate as the operating budget.
7. UCSC rates increase at the same rate as the general public, but they are delayed 12 months as per the contract. They also experience a 1.5% increase in ridership.



Fact Sheet
Social Security

History of Automatic Cost-Of-Living Adjustments

Automatic benefit increases, also known as cost-of-living adjustments or COLAs, have been in effect since 1975. The 1975-82 COLAs were effective with Social Security benefits payable for June (received by beneficiaries in July) in each of those years; thereafter COLAs have been effective with benefits payable for December (received by beneficiaries in January). COLAs received in 1975-2002 are shown below.

Automatic Cost-Of-Living Adjustments

July 1975 8.0%	January 1985 3.5%	January 1994 2.6%
July 1976 6.4%	January 1986 3.1%	January 1995 2.8%
July 1977 5.9%	January 1987 1.3%	January 1996 2.6%
July 1978 6.5%	January 1988 4.2%	January 1997 2.9%
July 1979 9.9%	January 1989 4.0%	January 1998 2.1%
July 1980 14.3%	January 1990 4.7%	January 1999 1.3%
July 1981 11.2%	January 1991 5.4%	January 2000 25% (1)
July 1982 7.4%	January 1992 3.7%	January 2001 3.5%
January 1984 3.5%	January 1993 3.0%	January 2002 2.6%

(1) The COLA for December 1999 was originally determined as 24 percent based on CPIs published by the Bureau of Labor Statistics. Pursuant to Public Law 106-554, however, this COLA is effectively now 2.5 percent.

The first automatic COLA, for June 1975, was based on the increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) from the second quarter of 1974 to the first quarter of 1975. The 1976-82 COLAs were based on increases in the CPI-W from the first quarter of the prior year to the corresponding quarter of the current year in which the COLA became effective. After 1982, COLAs have been based on increases in the CPI-W from the third quarter of the prior year to the corresponding quarter of the current year in which the COLA became effective.

January 2003 1.4%

Cost-of-living adjustments accumulate, and so they must be compounded, not added.

WRONG 2.6% + 2.8% + ...

RIGHT 102.6% of 102.8% of ...

- P M

Fare Is Fair

"But I'm a frequent rider..."

Passholders took 500,000 free rides last year
Cash-fare riders picked up the \$400,000 tab. One proposal sets the "monthly" pass so low that people who ride just 9 to 17 days can use it.

"But I'm on a fixed income..."

Social Security and SSI are up 27% since the last fare increase
The federal government provides a cost-of-living adjustment (COLA) every year.
Many working people are facing pay cuts and layoffs.

"But UCSC gets a free ride..."

UCSC accounts for 30% of rides — and 30% of fare revenue
Unlike passholders, students pay their fair share.

"But I'm a senior citizen..."

In this county, poverty affects 12% of all people but just 6% of seniors
Metro could have funded 5000 half-price monthly passes for low-income youth and adults last year, just by changing the senior/disabled discount from 65% to 50%.

— Paul Marcelin, Metro rider
2003 January 23

Data Sources

Ridership and fare revenue: Metro reports ("Ridership Report", "SCMTD BUS Pass Program Monthly Sales Report", "University of California - Santa Cruz Service Update") [Highway 17, Cabrillo, and other special categories are excluded. Results are annualized, because staff has not provided me with actual October and November pass sales data, and because no December reports are available at this time. Results are approximate.]

Poverty rates: Census 2000 (Profile of Selected Economic Characteristics: 2000, Santa Cruz County, California)

Social Security and Supplemental Security Income cost-of-living adjustments: Social Security Administration fact sheets ("History of Automatic Cost-of-Living Adjustments", "2003 Social Security Changes") ["Take-home" amounts may be lower for some individuals because Medicare premiums -which are rising — are deducted from Social Security checks. Working people, too, have witnessed dramatic increases in their share of "employer-paid" health insurance premiums.]

Questions are welcome, and should be sent to me at marcelin@alumni.CarnegieMellon.edu