



AGENDA

**BOARD OF DIRECTORS
REGULAR MEETING OF
MARCH 28, 2014
9:00 AM**

MISSION STATEMENT: *“To provide a public transportation service that enhances personal mobility and creates a sustainable transportation option in Santa Cruz County through a cost-effective, reliable, accessible, safe, clean and courteous transit service.”*

THE BOARD MEETING AGENDA PACKET CAN BE FOUND ONLINE AT WWW.SCMTD.COM AND IS AVAILABLE FOR INSPECTION AT SANTA CRUZ METRO’S ADMINISTRATIVE OFFICES LOCATED AT 110 VERNON STREET, SANTA CRUZ, CALIFORNIA

- | | | |
|--------------------------|---|-------------------------------------|
| <input type="checkbox"/> | <i>Director Hilary Bryant</i> | <u><i>City of Santa Cruz</i></u> |
| <input type="checkbox"/> | <i>Director Dene Bustichi, Vice Chair</i> | <u><i>City of Scotts Valley</i></u> |
| <input type="checkbox"/> | <i>Director Karina Cervantez</i> | <u><i>City of Watsonville</i></u> |
| <input type="checkbox"/> | <i>Director Daniel Dodge, Chair</i> | <u><i>City of Watsonville</i></u> |
| <input type="checkbox"/> | <i>Director Zach Friend</i> | <u><i>County of Santa Cruz</i></u> |
| <input type="checkbox"/> | <i>Director Ron Graves</i> | <u><i>City of Capitola</i></u> |
| <input type="checkbox"/> | <i>Director Michelle Hinkle</i> | <u><i>County of Santa Cruz</i></u> |
| <input type="checkbox"/> | <i>Director Deborah Lane</i> | <u><i>County of Santa Cruz</i></u> |
| <input type="checkbox"/> | <i>Director John Leopold</i> | <u><i>County of Santa Cruz</i></u> |
| <input type="checkbox"/> | <i>Director Bruce McPherson</i> | <u><i>County of Santa Cruz</i></u> |
| <input type="checkbox"/> | <i>Director Lynn Robinson</i> | <u><i>City of Santa Cruz</i></u> |
| <input type="checkbox"/> | <i>Ex-Officio Director Donna Blitzer</i> | <u><i>UC Santa Cruz</i></u> |

*Les R. White, General Manager
Leslyn K. Syren, District Counsel*

TITLE 6 - INTERPRETATION SERVICES / TÍTULO 6 - SERVICIOS DE TRADUCCIÓN

Spanish language interpretation and Spanish language copies of the agenda packet are available on an as-needed basis. Please make advance arrangements with the Administrative Services Coordinator at 831-426-6080. Interpretación en español y traducciones en español del paquete de la agenda están disponibles sobre una base como-necesaria. Por favor, hacer arreglos por adelantado con Coordinador de Servicios Administrativos al numero 831-426-6080.



AMERICANS WITH DISABILITIES ACT

The Board of Directors meets in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the agenda and the agenda packet (including a Spanish language copy of the agenda packet), should contact the Administrative Services Coordinator, 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 Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.



MEETING LOCATION:
SANTA CRUZ CITY COUNCIL CHAMBERS
809 CENTER STREET
SANTA CRUZ, CA

9:00 AM

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

SECTION I: OPEN SESSION

1. CALL TO ORDER

2. ROLL CALL

3. ANNOUNCEMENTS

3-1. Today's meeting is being broadcast by Community Television of Santa Cruz County.

3-2. Amy Weiss will be available for Spanish language interpretation during "Oral Communications" and for any other agenda item for which these services are needed.

4. COMMUNICATIONS TO THE BOARD OF DIRECTORS

This time is set aside for Directors and members of the general public to address any item not on the Agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Oral and Written Communications on a future agenda. In accordance with District Resolution 69-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. 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.

4-1. COMMENTS ON SANTA CRUZ METRO SHORT RANGE TRANSIT PLAN

Rick Hyman, Santa Cruz

5. LABOR ORGANIZATION COMMUNICATIONS

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS



CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one motion. All items removed will be considered later in the agenda. The Board Chair will allow public input prior to the approval of the Consent Agenda items.

- 7-1. APPROVAL OF MINUTES OF REGULAR BOARD OF DIRECTORS MEETING OF MARCH 14, 2014**
- 7-2. ACCEPT AND FILE PRELIMINARY APPROVED CLAIMS FOR THE MONTH OF JANUARY 2014**
- 7-3. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF JANUARY 31, 2014**
- 7-4. ACCEPT AND FILE MONTHLY ACCESSIBLE SERVICES REPORT FOR JANUARY 2014**
- 7-5. ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR FEBRUARY 6, 2014**
- 7-6. ACCEPT AND FILE STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR MARCH 2014**
- 7-7. ACCEPT AND FILE METROBASE STATUS REPORT FOR JANUARY 2014**
- 7-8. ACCEPT AND FILE METRO PARACRUZ OPERATIONS STATUS REPORT FOR JANUARY 2014**
- 7-9. ACCEPT AND FILE SANTA CRUZ METRO SYSTEM RIDERSHIP REPORT FOR FEBRUARY 2014**
- 7-10. CONSIDERATION OF RATIFICATION OF THE ACTIONS OF THE MAINTENANCE MANAGER AND AUTHORIZATION OF A PAYMENT IN THE AMOUNT OF \$11,208.12 TO PREFERRED PLUMBING, INC.**
- 7-11. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH VISION COMMUNICATIONS COMPANY, INC. FOR RADIO SYSTEM MAINTENANCE AND REPAIR SERVICES IN AN AMOUNT NOT TO EXCEED \$45,000**
- 7-12. CONSIDERATION OF AWARD OF CONTRACT FOR PUBLIC AUCTION SERVICES WITH FIRST CAPITOL AUCTION, INC.**
- 7-13. CONSIDERATION OF APPOINTMENT OF DONALD PEATTIE TO THE METRO ADVISORY COMMITTEE (MAC) FOR A TERM OF OFFICE ENDING MARCH 28, 2016.**
- 7-14. CONSIDERATION OF APPOINTMENT OF NICONA KEESAW TO THE METRO ADVISORY COMMITTEE (MAC) FOR A TERM OF OFFICE ENDING MARCH 28, 2016.**

REGULAR AGENDA

- 8. CONSIDERATION OF RESOLUTIONS OF APPRECIATION FOR THE SERVICES OF LESLEY WRIGHT**
Dene Bustichi, Board Chair



- 9. CONSIDERATION OF PARTICIPATING IN THE NATIONAL BUS COALITION FOR REAUTHORIZATION**
Leslie R. White, General Manager
- 10. CONSIDERATION OF APPOINTMENT OF ALEXANDER CLIFFORD TO POSITION OF CHIEF EXECUTIVE OFFICER (CEO)/GENERAL MANAGER AND APPROVAL OF EMPLOYMENT AGREEMENT**
Leslyn K. Syren, District Counsel
- 11. APPROVAL OF THE FY15 & FY16 PRELIMINARY LINE ITEM OPERATING AND CAPITAL BUDGETS FOR REVIEW AND TDA/STA CLAIM PURPOSES**
Angela Aitken, Finance Manager
- 12. CONSIDERATION OF REPORT OF ACTIVITIES AT THE 2014 LEGISLATIVE CONFERENCE OF THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATION**
Dene Bustichi, Chair
Lynn Robinson, Vice Chair
Daniel Dodge, Director
Robyn Slater, HR Manager
Leslie R. White, General Manager
- 13. RECEIVE STATUS REPORT AND PRESENTATION ON THE WATSONVILLE TRANSIT CENTER RENOVATION**
Thomas Hiltner, Grants/Legislative Analyst
Liseth Guizar, Risk and Security Administrator
- 14. ORAL REPORT OF THE RECRUITMENT TASK FORCE**
Dene Bustichi, Board Chair
- 15. ANNOUNCEMENT OF NEXT MEETING: FRIDAY APRIL 11, 8:30 AM, SANTA CRUZ METRO ADMINISTRATIVE OFFICES, 110 VERNON STREET, SANTA CRUZ**
Dene Bustichi, Board Chair
- 16. ADJOURNMENT**
Adjourn to the next Board of Directors meeting.

CLOSED SESSION

- 17. THREATENED LITIGATION**
Unfair practice charge – SEIU (Cost Code 54956.9)

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day. The agenda packet and materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Santa Cruz METRO Administrative Office (110 Vernon Street, Santa Cruz) during normal business hours. Such documents are also available on the Santa Cruz METRO website at www.scmta.com subject to staff's ability to post the document before the meeting.

MINUTES

BOARD OF DIRECTORS

March 14, 2014



A meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District was convened on March 14, 2014 at the Santa Cruz METRO Administrative Offices, located at 110 Vernon Street, in Santa Cruz, California.

1. CALL TO ORDER

Vice Chair Robinson called the meeting to order at 8:32 a.m.

2. ROLL CALL

The following Directors were present:

Director Hilary Bryant	<input checked="" type="checkbox"/>
Director Dene Bustichi	<input checked="" type="checkbox"/>
Director Karina Cervantez	<input checked="" type="checkbox"/>
Director Daniel Dodge	<input type="checkbox"/>
Director Zach Friend	<input checked="" type="checkbox"/>
Director Ron Graves	<input checked="" type="checkbox"/>
Director Michelle Hinkle	<input checked="" type="checkbox"/>
Director Deborah Lane	<input checked="" type="checkbox"/>
Director John Leopold	<input checked="" type="checkbox"/>
Director Bruce McPherson (arrived 8:35)	<input checked="" type="checkbox"/>
Director Lynn Robinson	<input checked="" type="checkbox"/>
Ex-Officio Director Donna Blitzer	<input type="checkbox"/>

STAFF PRESENT

Leslie R. White, Secretary to the Board/General Manager
Leslyn K. Syren, District Counsel

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

Angela Aitken, Santa Cruz METRO	Todd Pinsky, UTU
Debbie Kinslow, Santa Cruz METRO	Ciro Aguirre, Santa Cruz METRO
Robert Cotter, Santa Cruz METRO	Liseth Guizar, Santa Cruz METRO
April Warnock, Santa Cruz METRO	Erron Alvey, Santa Cruz METRO
Carolyn Derwing, SEIU	John Daugherty, Santa Cruz METRO

3. ANNOUNCEMENTS

3-1. Director Robinson Changed Order of Agenda – Started with Open Session.

4. COMMUNICATIONS TO THE BOARD OF DIRECTORS

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4-1. CORRESPONDENCE REGARDING VACANCIES ON THE METRO ADVISORY COMMITTEE

Veronica Elsea, Chair, METRO Advisory Committee

4-2. John Daugherty handed out a paper regarding the passing of Lesley Wright. He asked for a resolution of appreciation at the March 28, 2014 Board of Directors Meeting.

5. LABOR ORGANIZATION COMMUNICATIONS

None.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

None.

CONSENT AGENDA

- 7-1. CONSIDERATION OF DECLARING ONE (1) 2001 CHEVROLET VENTURE PARATRANSIT VEHICLE AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
- 7-2. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH TIRE DISTRIBUTION SERVICES FOR PURCHASE OF TIRES IN AN AMOUNT NOT TO EXCEED \$331,323
- 7-3. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH ATHENS ADMINISTRATORS FOR WORKERS' COMPENSATION CLAIMS SERVICES IN AN AMOUNT NOT TO EXCEED \$107,000
- 7-4. APPROVE MINUTES FROM BOARD OF DIRECTORS MEETING OF FEBRUARY 28, 2014
- 7-5. CONSIDERATION OF TORT CLAIMS: REJECT THE CLAIM OF REBECCA BARRAZA, #14-00005
- 7-6. CONSIDERATION OF AMENDMENTS TO THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S BYLAWS

ACTION: MOTION: DIRECTOR LEOPOLD SECOND: DIRECTOR BUSTICHI

APPROVE CONSENT AGENDA AS PRESENTED.

MOTION PASSED UNANIMOUSLY WITH DIRECTORS DODGE AND MCPHERSON BEING ABSENT.

8. ANNOUNCEMENT OF NEXT MEETING

8-1. Vice Chair Robinson announced that the next Board of Directors Meeting is on Friday March 28, at 9:00 AM, at the Santa Cruz City Council Chambers, 809 Center St., Santa Cruz

9. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

9-1. Leslyn Syren, District Counsel – One item: GM Contract

9-2. Leslyn Syren said the Board would have a conference regarding the appointment of the General Manager.

10. COMMUNICATIONS REGARDING CLOSED SESSION

None.

VICE CHAIR ROBINSON ADJOURNED TO CLOSED SESSION AT 8:50 AM

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

DATE: 01/01/14 THRU 01/31/14

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
48009	01/08/14	-163.87	122	SCMTD PETTY CASH - OPS		56409	PETTY CASH REIMBURSE	-163.87	**VOID
48134	01/07/14	35.00	001088	ADVANCED MECHANICAL SERVICES	7	56672	BACKFLOW TEST PC	35.00	
48135	01/07/14	2,335.00	E437	AITKEN, ANGELA		56676	TUITION REIMBURSEMEN	2,335.00	
48136	01/07/14	85.54	001D	AT&T		56670	12/7-1/6 REPEATERS	85.54	
48137	01/07/14	46.92	130	CITY OF WATSONVILLE UTILITIES		56668	11/12-12/9 WTC	46.92	
48138	01/07/14	795.12	001124	CLEAN ENERGY		56657	PARTS FUEL STATION	795.12	
48139	01/07/14	40.00	E942	DIAZ, SONYA LEONARDA		56654	DMV REIMBURSEMENT	40.00	
48140	01/07/14	116.62	001172	FERGUSON ENTERPRISES INC. #795		56660	INVENTORY	116.62	
48141	01/07/14	3,171.27	002295	FIRST ALARM		56710	DEC 13 HWEST PATROL	3,171.27	
48142	01/07/14	353.71	117	GILLIG LLC		56666	SENSOR	353.71	
48143	01/07/14	229.49	001097	GREENWASTE RECOVERY, INC.		56711	NOV 13 WATER,GARB PC	229.49	
48144	01/07/14	499.13	166	HOSE SHOP, THE INC		56667	NON INV HOSE PARTS	499.13	
48145	01/07/14	2,290.93	001233	KIMBALL MIDWEST		56662	SHOP HARDWARE	2,290.93	
48146	01/07/14	716.04	001145	MANAGED HEALTH NETWORK		56653	JAN 14 EAP PREMIUM	716.04	
48147	01/07/14	101.79	001052	MID VALLEY SUPPLY INC.		56664	BAG LINERS	101.79	
48148	01/07/14	4,009.61	001063	NEW FLYER IND. CANADA ULC DBA		56658	PARTS	83.36	
						56659	PARTS	3,926.25	
48149	01/07/14	15,444.71	009	PACIFIC GAS & ELECTRIC		56673	11/6-12/8 PARACRUZ	842.40	VOIDED
						56692	11/22-12/23 1200BRIV	1,601.70	
						56693	11/22-12/23 VERNON	4,644.82	
						56694	11/22-12/23 1200BRIV	208.14	
						56695	11/22-12/23 GOLF	5,940.24	
						56696	11/22-12/23 DUBOIS	2,154.05	
						56709	11/23-12/24 1217RIV	53.36	
48149	01/07/14	-15,444.71	009	PACIFIC GAS & ELECTRIC		56673	11/6-12/8 PARACRUZ	-842.40	**VOID
						56692	11/22-12/23 1200BRIV	-1,601.70	
						56693	11/22-12/23 VERNON	-4,644.82	
						56694	11/22-12/23 1200BRIV	-208.14	
						56695	11/22-12/23 GOLF	-5,940.24	
						56696	11/22-12/23 DUBOIS	-2,154.05	
						56709	11/23-12/24 1217RIV	-53.36	
48150	01/07/14	927.50	003086	PAPE MACHINERY INC		56661	INV ORDER	927.50	
48151	01/07/14	2,880.00	001098	ROBERT HALF MANAGMENT RESOURCE		56655	TEMP W/E 11/29/13	1,440.00	
						56656	TEMP W/E 12/06/13	1,440.00	
48152	01/07/14	10,126.88	079	SANTA CRUZ MUNICIPAL UTILITIES		56698	11/9-12/10 DUBOIS	549.84	VOIDED
						56699	11/9-12/10 PAC ISLAN	96.77	
						56700	11/9-12/10 920PAC	2,536.51	
						56701	11/9-12/10 GOLF IRRI	209.09	
						56702	11/9-12/10 BUS STOPS	647.75	
						56703	11/9-12/10 GOLF	1,235.14	
						56704	11/9-12/10 1200RIV B	3,888.58	
						56705	11/9-12/10 VERNON	451.19	
						56706	11/9-12/10 VERNON IR	186.79	
						56707	11/9-12/10 1217RIV	142.43	
						56708	11/23-12/24 1217RIV	182.79	
48152	01/07/14	-10,126.88	079	SANTA CRUZ MUNICIPAL UTILITIES		56698	11/9-12/10 DUBOIS	-549.84	**VOID
						56699	11/9-12/10 PAC ISLAN	-96.77	
						56700	11/9-12/10 920PAC	-2,536.51	
						56701	11/9-12/10 GOLF IRRI	-209.09	
						56702	11/9-12/10 BUS STOPS	-647.75	

7-2.1

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

DATE: 01/01/14 THRU 01/31/14

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						56703	11/9-12/10 GOLF	-1,235.14	
						56704	11/9-12/10 1200RIV B	-3,888.58	
						56705	11/9-12/10 VERNON	-451.19	
						56706	11/9-12/10 VERNON IR	-186.79	
						56707	11/9-12/10 1217RIV	-142.43	
						56708	11/23-12/24 1217RIV	-182.79	
48153	01/07/14	192.07	115	SNAP-ON INDUSTRIAL		56663	TOOL REPLACEMENT LV	132.64	
						56669	SHOP TOOLS	59.43	
48154	01/07/14	420.00	001930	STATE BAR OF CALIFORNIA		56671	2014 ANNUAL BAR FEE	420.00	
48155	01/07/14	1,520.33	001800	THERMO KING OF SALINAS, INC		56674	INVENTORY	1,520.33	
48156	01/07/14	326.84	002954	TIRE DISTRIBUTION SYSTEMS, LLC 7		56665	TIRES PC	326.84	
48157	01/07/14	53,551.06	003044	TRC ENGINEERS, INC.		56675	10/26-11/22MB ENG SV	53,551.06	
48158	01/07/14	54.90	434B	VERIZON CALIFORNIA		56697	12/16-1/15 BIEWLASKI	54.90	
48159	01/07/14	1,891.78	434	VERIZON WIRELESS	0	56690	11/2-12/1PUSH2TALK P	941.53	
						56691	11/13-12/12 WIFI BUS	950.25	
48160	01/07/14	15,627.50	009	PACIFIC GAS & ELECTRIC		56673	11/6-12/8 PARACRUZ	842.40	
						56692	11/22-12/23 1200BRIV	1,601.70	
						56693	11/22-12/23 VERNON	4,644.82	
						56694	11/22-12/23 1200BRIV	208.14	
						56695	11/22-12/23 GOLF	5,940.24	
						56696	11/22-12/23 DUBOIS	2,154.05	
						56709	11/23-12/24 1217RIV	53.36	
						56722	11/23-12/24 1217 RIV	182.79	
48161	01/07/14	9,944.09	079	SANTA CRUZ MUNICIPAL UTILITIES		56712	11/9-12/10 DUBOIS	549.84	
						56713	11/9-12/10 PAC ISLAN	96.77	
						56714	11/9-12/10 PACIFIC	2,536.51	
						56715	11/9-12/10 GOLF IRR1	209.09	
						56716	11/9-12/10 BUS STOPS	647.75	
						56717	11/9-12/10 GOLF CLUB	1,235.14	
						56718	11/9-12/10 1200RIVB	3,888.58	
						56719	11/9-12/10 VERNON	451.19	
						56720	11/9-12/10 VERNON IR	186.79	
						56721	11/9-12/10 1217 RIV	142.43	
48162	01/13/14	75.57	003123	AMERICAN BUSINESS FORMS INC DB		56801	OFFICE SUPPLIES	75.57	
48163	01/13/14	30.24	002861	AMERICAN MESSAGING SVCS, LLC		56865	JAN 14 PAGER RENTAL	30.24	
48164	01/13/14	937.88	003105	AT&T MOBILITY		56820	11/24-12/23 WIFI BUS	937.88	
48165	01/13/14	8,750.00	001348	ATHENS INSURANCE SERVICE, INC.		56859	JAN 14 TPA FEE	8,750.00	
48166	01/13/14	874.00	478	BEE CLENE INC	0	56875	CARPET CLEAN VERNON	874.00	
48167	01/13/14	1,150.70	914	CALTRONICS BUSINESS SYSTEMS		56786	OFFICE SUPPLIES	581.30	
						56787	OFFICE SUPPLIES	569.40	
48168	01/13/14	1,514.78	002627	CDW GOVERNMENT, INC.		56784	OFFICE SUPPLIES	1,126.22	
						56785	OFFICE SUPPLIES	388.56	
48169	01/13/14	1,233.28	130	CITY OF WATSONVILLE UTILITIES		56829	SOLID WASTE WTC	954.54	
						56830	11/18-12/16 WTC	24.41	
						56831	11/18-12/16 SEWERWTC	254.33	
48170	01/13/14	3,576.73	909	CLASSIC GRAPHICS		56866	RPR VEH #2204	3,576.73	
48171	01/13/14	48,775.82	001124	CLEAN ENERGY		56777	LNG 12/2/13	7,902.33	
						56811	LNG 12/6/13	9,795.52	
						56812	LNG 12/4/13	9,116.24	
						56868	LNG 12/12/13	10,872.70	

7-2.2

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

DATE: 01/01/14 THRU 01/31/14

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						56869	LNG 12/10/13	10,692.24	
						56874	SBF PARTS	396.79	
48172	01/13/14	300.00	002448	CLEAR VIEW, LLC	0	56816	WINDOW CLEANING WTC	300.00	
48173	01/13/14	424.07	002870	COLE SUPPLY COMPANY, INC.		56770	SEAT COVERS	424.07	
48174	01/13/14	1,614.71	163	COMMUNITY PRINTERS, INC.		56856	PRINTING PARACRUZ	1,614.71	
48175	01/13/14	117.80	002063	COSTCO		56756	BOD MEETING 12/13/13	58.88	
						56781	OFFICE SUPPLIES	58.92	
48176	01/13/14	2,082.02	002814	CREATIVE BUS SALES, INC.		56799	PC POUCHES	2,082.02	
48177	01/13/14	6,709.29	003116	CUMMINS PACIFIC LLP		56739	MOLDED HOSE	35.24	
						56842	INVENTORY	292.19	
						56843	INVENTORY	6,381.86	
48178	01/13/14	920.57	480	DIESEL MARINE ELECTRIC, INC.		56846	INVENTORY	920.57	
48179	01/13/14	1,433.92	001329	DOC AUTO LLC		56752	SMOG CK VEH #206	49.95	
						56760	RPR VEH #712	131.00	
						56771	RPR VEH #401	893.27	
						56844	SMOG CHECK VEH #202	49.95	
						56845	SMOG CHECK VEH #2401	49.95	
						56876	SMOG VEH #601	49.95	
						56877	SMOG CHECK VEH #502	49.95	
						56878	SMOG VEH #2406	79.95	
						56879	SMOG VEH #2603	79.95	
48180	01/13/14	4,890.55	001492	EVERGREEN OIL INC.		56826	HAZ MAT	1,299.45	
						56827	HAZ MAT	3,541.10	
						56828	HAZ MAT	50.00	
48181	01/13/14	5,401.50	432	EXPRESS SERVICES INC.		56788	TEMP W/E 12/15/13	564.00	
						56794	TEMP W/E 12/15/13	990.00	
						56795	TEMP W/E 12/15/13	540.00	
						56832	TEMP W/E 12/29/13	720.00	
						56833	TEMP W/E 12/22/13	855.00	
						56834	TEMP W/E 12/22/13	990.00	
						56835	TEMP W/E 12/29/13	742.50	
48182	01/13/14	30.57	372	FEDERAL EXPRESS		56809	FREIGHT	30.57	
48183	01/13/14	26.51	001172	FERGUSON ENTERPRISES INC. #795		56744	RPR GASKET WTC	26.51	
48184	01/13/14	13,934.74	002952	FLYERS ENERGY LLC		56776	12/1-12/15 FUEL	3,226.42	
						56797	12/1-12/15 FUEL PC	10,708.32	
48185	01/13/14	184.00	003126	GIVE SOMETHING BACK INC		56758	OFFICE SUPPLIES	131.76	
						56780	OFFICE SUPPLIES	52.24	
48186	01/13/14	113.75	003096	GOODWILL INDUSTRIES OF SILICON		56782	DEC 13 SHREDDING PC	16.25	
						56796	DEC 13 SHREDDING ALL	97.50	
48187	01/13/14	2,706.99	166	HOSE SHOP, THE INC		56849	WHITE NOZZLE	21.44	
						56853	INVENTORY	2,685.55	
48188	01/13/14	3,318.59	878	KELLY SERVICES, INC.		56804	TEMP W/E 11/17/13	2,021.15	
						56805	TEMP W/E 12/22/13	810.90	
						56806	TEMP W/E 12/15/13	486.54	
48189	01/13/14	8,885.00	003066	KIM FAMILY ENTERPRISES LLP		56823	JAN 14 RENT NNN PARK	8,885.00	
48190	01/13/14	111.36	001233	KIMBALL MIDWEST		56775	RPR VEH #1101 PC	111.36	
48191	01/13/14	60,000.00	R645	LISA DOMBROSE AND ATTORNEY		56725	SC 09-11-01	60,000.00	
48192	01/13/14	714.15	511	LUMINATOR HOLDING LP		56772	RPR FLASH BOARD	714.15	
48193	01/13/14	451.00	309	MAINSTREET MEDIA GROUP LLC		56860	JOB LISTING PC OPERA	451.00	
48194	01/13/14	25,345.96	003017	MANSFIELD OIL CO OF GAINSVILLE		56790	DIESEL 12/12/13	25,345.96	

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48195	01/13/14	1,299.35	001052	MID VALLEY SUPPLY INC.		56773	INVENTORY ORDER	1,299.35	
48196	01/13/14	542.38	002926	MIL-RAM TECHNOLOGY, INC.		56767	METHANE KIT	542.38	
48197	01/13/14	606.22	041	MISSION UNIFORM		56726	UNIFORM	14.00	
						56743	UNIFORMS	208.91	
						56745	UNIFORM	66.74	
						56779	UNIFORMS	18.92	
						56807	UNIFORMS	14.00	
						56870	UNIFORMS	8.00	
						56871	UNIFORMS	66.74	
						56872	UNIFORMS	208.91	
48198	01/13/14	8,359.00	002626	NELSON\NYGAARD INC	7	56803	SVCS THRU 11/30/13	8,359.00	
48199	01/13/14	525,054.88	001063	NEW FLYER IND. CANADA ULC DBA		56723	COACH #1304	509,385.76	
						56791	LED LAMP	139.58	
						56792	CHAMBER BK RR RH	264.63	
						56818	SWITCH	20.47	
						56819	CHAMBER BK	264.63	
						56847	INVENTORY	194.29	
						56848	INVENTORY	34.97	
						56850	VALVE ASSEMBLY	109.68	
						56851	INVENTORY	14,346.68	
						56852	MIRROR	294.19	
48200	01/13/14	626.96	004	NORTH BAY FORD LINC-MERCURY		56735	RPR VEH #705	440.69	
						56736	RPR PARTS	66.89	
						56755	MOULDING	96.47	
						56873	OIL TUBE VEH#1110 PC	22.91	
48201	01/13/14	2,639.44	009	PACIFIC GAS & ELECTRIC		56863	11/26-12/27 PACIFIC	2,639.44	
48202	01/13/14	1,249.57	043	PALACE ART & OFFICE SUPPLY		56727	OFFICE SUPPLIES	964.61	
						56738	OFFICE SUPPLIES	47.88	
						56753	OFFICE SUPPLIES	81.63	
						56783	OFFICE SUPPLIES	155.45	
48203	01/13/14	5,593.84	003086	PAPE MACHINERY INC		56741	INVENTORY ITEMS	74.02	
						56768	INVENTORY ORDER	5,519.82	
48204	01/13/14	644.00	481	PIED PIPER EXTERMINATORS, INC.		56746	DEC 13 PEST METRO	48.50	
						56747	DEC 13 PEST VERNON	183.00	
						56748	DEC 13 PEST WTC	70.00	
						56749	DEC 13 PEST CAFELENA	48.50	
						56750	DEC 13 PEST BETTYS	53.00	
						56757	DEC 13 PEST DUBOIS	241.00	
48205	01/13/14	671.00	187	POLAR RADIATOR SERVICE INC		56774	RADIATOR RPR	453.50	
						56810	RADIATOR VEH #001	217.50	
48206	01/13/14	504.03	001149	PREFERRED PLUMBING, INC.		56793	10/17/13 EMERG VERN	504.03	
48207	01/13/14	883.87	107A	PROBUILD HOLDINGS LLP		56802	12/25/13 STATEMENT	883.87	
48208	01/13/14	826.80	536	RIVERSIDE LIGHTING & ELECTRIC		56867	BALLAST KIT	826.80	
48209	01/13/14	2,880.00	001098	ROBERT HALF MANAGMENT RESOURCE		56861	TEMP W/E 12/13/13	1,440.00	
						56862	TEMP W/E 12/20/13	1,440.00	
48210	01/13/14	90.76	001286	SAFE-CARD ID SERVICES, INC		56880	PVC CARDS	90.76	
48211	01/13/14	162.08	018	SALINAS VALLEY FORD SALES INC		56737	RPR PARTS	162.08	
48212	01/13/14	641.99	135	SANTA CRUZ AUTO PARTS, INC.		56732	BRAKE PADS PC #2405	55.42	
						56733	ENG MOUNT VEH #715	116.10	
						56734	ENGINE MOUNT	115.99	

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						56740	CREDIT NOTE	-51.87	
						56742	INVENTORY ITEMS	103.80	
						56761	CREDIT NOTE	-34.43	
						56762	RPR VEH #715	59.14	
						56763	AIR GUN REPAIR	359.40	
						56764	CREDIT NOTE	-81.56	
48213	01/13/14	275.93	973	SANTA CRUZ NISSAN DODGE VOLKS		56769	VEH RPR #1124	275.93	
48214	01/13/14	163.87	122	SCMTD PETTY CASH - OPS		56409	PETTY CASH REIMBURSE	163.87	
48215	01/13/14	356.50	002459	SCOTTS VALLEY WATER DISTRICT		56841	10/4-12/4 SVTC WATER	356.50	
48216	01/13/14	264.00	957	SECURITY SHORING & STEEL PLT		56821	10/24-11/23 MUDPLATE	264.00	
48217	01/13/14	6.78	115	SNAP-ON INDUSTRIAL		56751	SHOP TOOL REPLACEMEN	6.78	
48218	01/13/14	125.01	001976	SPORTWORKS NORTHWEST, INC.		56855	INVENTORY	125.01	
48219	01/13/14	54.10	366	TENNANT COMPANY		56854	BRACKET KIT	54.10	
48220	01/13/14	181.16	002675	THOMSON REUTERS BARCLAYS		56778	11/5-12/4 SERVICES	181.16	
48221	01/13/14	8,538.07	002954	TIRE DISTRIBUTION SYSTEMS, LLC		56728	TIRES	478.60	
						56729	TIRES	833.39	
						56730	TIRES	162.31	
						56731	TIRES	128.10	
						56765	TIRES	1,258.63	
						56766	TIRES	557.53	
						56800	TIRES	171.77	
						56836	TIRES	848.54	
						56837	TIRES	492.30	
						56838	TIRES	3,146.56	
						56839	TIRES VEH #401	389.65	
						56840	TIRES DISPOSAL	70.69	
48222	01/13/14	204.81	007	UNITED PARCEL SERVICE		56808	FREIGHT	32.06	
						56824	FREIGHT	113.56	
						56825	FREIGHT	59.19	
48223	01/13/14	40.00	E943	VALENCIA, JULIO CESAR		56864	DMV REIMBURSEMENT	40.00	
48224	01/13/14	251.33	003125	VALIN CORPORATION		56754	PARTS FOR PARTS WASH	251.33	
48225	01/13/14	2,534.28	221	VEHICLE MAINTENANCE PROG INC		56813	INVENTORY	903.96	
						56814	INVENTORY	1,630.32	
48226	01/13/14	11,579.12	001043	VISION SERVICE PLAN		56724	JAN 14 VISION CARE	11,579.12	
48227	01/13/14	300.00	001165	VU, THANH DR. MD	7	56759	DMV EXAM	75.00	
						56789	DMV EXAM	75.00	
						56857	DMV EXAM	75.00	
						56858	DMV EXAM	75.00	
48228	01/13/14	3,500.00	003074	WAVE CREST DEVELOPMENT INC.		56822	JAN 14 RENT	3,500.00	
48229	01/13/14	193.13	148	ZEP SALES & SERVICE INC.		56798	LOW FOAM CLEANER	193.13	
48230M	01/13/14	40.00	T251	THOMPSON, LYNNE		56881	10 @ \$4.00/EA	40.00	MANUAL
48231	01/13/14	81.05	261	OFFICEMAX OF NO. AMERICA INC		56686	OFFICE SUPPLIES	18.90	
						56687	OFFICE SUPPLIES	57.94	
						56688	OFFICE SUPPLIES	4.21	
48232	01/20/14	525.00	001128	ALWAYS TOWING & RECOVERY, INC		56959	TOWING BUS #1005	525.00	
48233	01/20/14	1,993.35	R639	AMERICAN MEDICAL RESPONSE		56884	PC 04-13-01	1,993.35	
48234	01/20/14	5,289.42	001D	AT&T		56894	11/19-12/18 CEMENT	178.97	
						56895	11/19-12/18 SKYLINE	279.70	
						56911	11/19-12/18 CALNET2	4,830.75	

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48235	01/20/14	6,340.69	001844	BRINKS INCORPORATED		56933	DEC13 1200B SERVICE	3,961.49	
						56934	DEC 13 1200B SERVICE	2,379.20	
48236	01/20/14	4,675.00	616	BROWN ARMSTRONG		56888	FY13 AUDIT FINAL BAL	4,675.00	
48237	01/20/14	40.00	E023	CALDERON, FRANCISCO		56899	DMV REIMBURSEMENT	40.00	
48238	01/20/14	234.00	R641	CALIFORNIA EMERGENCY PHYSICIAN		56882	PC 04-13-01	234.00	
48239	01/20/14	1,254.47	001346	CITY OF SANTA CRUZ-FINANCE		56973	3RD QRT PARK DEF FEE	637.50	
						56974	3RD QRT PARK DEF FEE	616.97	
48240	01/20/14	220.51	075	COAST PAPER & SUPPLY INC.		56885	GROUT CLEANER	51.87	
						56948	CLEANING SUPPLIES	93.52	
						56949	INVENTORY PARTS	75.12	
48241	01/20/14	848.14	002870	COLE SUPPLY COMPANY, INC.		56957	SEAT COVERS	848.14	
48242	01/20/14	3,028.40	003116	CUMMINS PACIFIC LLP		56936	INV ORDER	2,032.08	
						56958	RPR VEH #1003	996.32	
48243	01/20/14	32.00	002567	DEPARTMENT OF JUSTICE		56980	DEC13 FINGERPRINTING	32.00	
48244	01/20/14	1,692.00	R588	DOMINICAN HOSPITAL		56883	PC 04-13-01	1,692.00	
48245	01/20/14	1,242.00	954	DOWNTOWN FORD SALES		56922	EXT 5YR WARRANTY	1,242.00	
48246	01/20/14	2,713.50	432	EXPRESS SERVICES INC.		56903	TEMP W/E 12/22/13	942.00	
						56932	TEMP W/E 12/29/13	384.00	
						56940	TEMP W/E 12/29/13	540.00	
						56941	TEMP W/E 1/5/14	247.50	
						56975	TEMP W/E 1/5/14	528.00	
						56977	TEMP W/E 11/3/13	72.00	
48247	01/20/14	38.06	372	FEDERAL EXPRESS		56889	FREIGHT	38.06	
48248	01/20/14	63.18	959	FIRST ADVANTAGE OCCUPATIONAL		56979	DOT DRUG TEST	63.18	
48249	01/20/14	52,293.24	002295	FIRST ALARM		56901	DEC13 SECURITY SVC	41,520.44	
						56923	DEC13 SECURITY DUBOI	10,772.80	
48250	01/20/14	21.14	002952	FLYERS ENERGY LLC		56967	PROPANE	21.14	
48251	01/20/14	622.23	117	GILLIG LLC		56963	INVENTORY ORDER	622.23	
48252	01/20/14	2,053.20	282	GRAINGER		56962	BUS STOP #1344	104.58	
						56965	LIGHT BULB	54.70	
						56966	MAGNETIC TAPE	59.86	
						56968	INVENTORY ORDER	276.34	
						56970	BATTERY, GLOVES	706.65	
						56971	WATER FILTER	717.75	
						56972	BROOMS	133.32	
48253	01/20/14	64.21	166	HOSE SHOP, THE INC		56964	NON INVENTORY HOSES	64.21	
48254	01/20/14	378.00	002117	IULIANO #2 LLC	7	56887	2013 PG&E 115 DUBOIS	378.00	
48255	01/20/14	2,969.32	110	JESSICA GROCERY STORE, INC.		56896	JAN 14 CUSTODIAL SVC	2,969.32	
48256	01/20/14	391.94	878	KELLY SERVICES, INC.		56920	TEMP W/E 12/29/13	391.94	
48257	01/20/14	4,620.23	852	LAW OFFICES OF MARIE F. SANG	7	56906	12004272, 12000460	1,008.00	
						56907	2010223492	508.23	
						56908	2001103388,200210341	1,712.00	
						56909	2007171384,12000693	1,392.00	
48258	01/20/14	50.00	880	LEXISNEXIS INC		56893	DEC 13 SERVICES	50.00	
48259	01/20/14	3,420.00	674	LIEBERT CASSIDY WHITMORE	7	56978	2014 MEMBERSHIP	3,420.00	
48260	01/20/14	338.84	041	MISSION UNIFORM		56946	UNIFORMS	241.37	
						56947	UNIFORMS	70.45	
						56953	UNIFORMS	13.51	
						56954	UNIFORMS	13.51	
48261	01/20/14	509,385.76	001063	NEW FLYER IND. CANADA ULC DBA		56921	BUS #1302	509,385.76	

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48262	01/20/14	109.98	002721	NEXTEL COMMUNICATIONS/SPRINT		56898	11/26-12/25 TVM WIRE	109.98	
48263	01/20/14	2,995.60	009	PACIFIC GAS & ELECTRIC		56886	12/4-1/2 SVTC BLDG	45.93	
						56935	11/22-12/26PNR W SVT	2,949.67	
48264	01/20/14	253.92	043	PALACE ART & OFFICE SUPPLY		56955	OFFICE SUPPLIES	8.59	
						56956	OFFICE SUPPLIES	24.52	
						56976	OFFICE SUPPLIES	220.81	
48265	01/20/14	275.55	003020	QUEST DIAGNOSTIC INC.		56904	DOT DRUG TEST	275.55	
48266	01/20/14	679.69	215	RICOH USA, INC.		56900	12/18-1/17 IMAGE OPS	413.25	
						56910	12/26-1/25 RENT C/S	266.44	
48267	01/20/14	203.74	002094	RICON CORPORATION		56969	PENDANT KIT	203.74	
48268	01/20/14	236.78	135	SANTA CRUZ AUTO PARTS, INC.		56944	INVENTORY PARTS	79.20	
						56945	INVENTORY PARTS	118.43	
						56960	INVENTORY	39.70	
						56961	CREDIT NOTE	-0.55	
48269	01/20/14	15.00	001944	SANTA CRUZ COUNTY LAW LIBRARY		56890	QTRLY COPY CHARGE	15.00	
48270	01/20/14	32,338.40	002917	SANTA CRUZ METRO TRANSIT W/C		56905	12/16-12/31 W/C RESE	32,338.40	
48271	01/20/14	205.36	149	SANTA CRUZ SENTINEL	0	56892	LEGAL AD	205.36	
48272	01/20/14	453.52	080A	STATE BOARD OF EQUALIZATION		56897	OCT-DEC13 DIESEL TAX	453.52	
48273	01/20/14	7,755.98	002954	TIRE DISTRIBUTION SYSTEMS, LLC	7	56912	TIRES	256.19	
						56913	TIRES	171.77	
						56914	TIRES	171.77	
						56915	TIRES	227.77	
						56916	TIRES	1,258.63	
						56917	TIRES	1,252.10	
						56918	TIRES	478.60	
						56919	TIRES	343.54	
						56937	TIRES	161.24	
						56938	TIRES	665.32	
						56939	TIRES	557.53	
						56942	TIRES	333.37	
						56943	TIRES	1,878.15	
48274	01/20/14	7,629.86	057	U.S. BANK		56981	****-****-****-4048	1,141.35	
						56982	****-****-****-4249	400.88	
						56983	****-****-****-8502	6,087.63	
48275	01/20/14	33.06	007	UNITED PARCEL SERVICE		56891	FREIGHT	33.06	
48276	01/20/14	13.87	946	UNITED SITE SERVICES OF CA INC		56902	12/11-12/31 RENTAL	13.87	
48277	01/20/14	80.43	002829	VALLEY POWER SYSTEMS, INC.		56815	CREDIT NOTE	-522.00	
						56817	INVENTORY	420.28	
						56951	LOW PRODUCT INVENTOR	182.15	
48278	01/20/14	342.78	434	VERIZON WIRELESS	0	56984	12/2-1/1 PTT FAC/FLE	342.78	
48279	01/20/14	675.00	001165	VU, THANH DR. MD	7	56924	DMV EXAM	75.00	
						56925	DMV EXAM	75.00	
						56926	DMV EXAM	75.00	
						56927	DMV EXAM	75.00	
						56928	DMV EXAM	75.00	
						56929	DMV EXAM	75.00	
						56930	DMV EXAM	75.00	
						56931	DMV EXAM	75.00	
						56950	DMV EXAM	75.00	
48280	01/20/14	2,803.06	001506	WESTERN STATES OIL CO.		56952	INVENTORY FLUIDS	2,803.06	

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48281	01/27/14	41.00	E157	ABREGO, EULALIO		57076	DMV REIMBURSEMENT	41.00	
48282	01/27/14	108.63	294	ANDY'S AUTO SUPPLY	0	57018	INVENTORY PARTS	108.63	
48283	01/27/14	307.91	001D	AT&T		57074	1/5-2/4 REPEATERS	307.91	
48284	01/27/14	676,066.42	502	CA PUBLIC EMPLOYEES'		57077	FEB 14 MEDICAL	676,066.42	
48285	01/27/14	785.00	002931	CALACT		57099	2014 MEMBERSHIP	785.00	
48286	01/27/14	13,549.00	694	CALIFORNIA TRANSIT ASSOC.		56988	2014 MEMBERSHIP FEE	13,549.00	
48287	01/27/14	212.39	914	CALTRONICS BUSINESS SYSTEMS		56994	OFFICE SUPPLY	212.39	
48288	01/27/14	83.66	M022	CAPELLA, KATHLEEN	0	57092	FEB 14 RETIREE SUPP	83.66	
48289	01/27/14	5,000.00	001324	CAPITALEGE ADVOCACY, INC.		57094	JAN 14 SERVICES	5,000.00	
48290	01/27/14	1,795.25	003081	CAPITOLA MALL LLC	7	57012	FEB 14 RENT	1,795.25	
48291	01/27/14	2,339.81	001346	CITY OF SANTA CRUZ-FINANCE		57075	COOP MNGMT FEES	2,339.81	
48292	01/27/14	67,671.93	001124	CLEAN ENERGY		57004	LNG 12/19/13	8,363.02	
						57005	LNG 12/17/13	9,471.58	
						57006	LNG 12/21/13	8,338.36	
						57007	LNG 12/14/13	11,047.56	
						57008	LNG 12/24/13	9,328.11	
						57011	LNG 12/27/13	8,082.79	
						57034	LNG 12/31/13	6,980.94	
						57035	LNG 12/29/13	6,059.57	
48293	01/27/14	827.68	003116	CUMMINS PACIFIC LLP		57010	OIL GAUGE VEH #2602	106.35	
						57045	INVENTORY ORDER	721.33	
48294	01/27/14	41.83	M039	DAVILA, ANA MARIA	0	57085	FEB 14 RETIREE SUPP	41.83	
48295	01/27/14	1,049.26	001329	DOC AUTO LLC		56993	RPR VEH #601	999.31	
						57044	SMOG VEH #707	49.95	
48296	01/27/14	720.00	432	EXPRESS SERVICES INC.		57093	TEMP W/E 1/12/14	720.00	
48297	01/27/14	10,638.43	002295	FIRST ALARM		56985	NOV 13 SECURITY OPS	10,593.43	
						57028	DEC 13 SERVICES	45.00	
48298	01/27/14	12,654.99	002952	FLYERS ENERGY LLC		56995	12/15-12/31 FUEL	3,002.83	
						57065	12/15-12/31 FUEL PC	9,652.16	
48299	01/27/14	233.64	001302	GARDA CL WEST, INC.		57027	JAN 14 SERVICES	233.64	
48300	01/27/14	150.00	E162	GOUVEIA, ANNA		57104	DMV REIMBURSEMENT	150.00	
48301	01/27/14	83.66	M041	GOUVEIA, ROBERT	0	57086	FEB 14 RETIREE SUPP	83.66	
48302	01/27/14	74.34	282	GRAINGER		57003	INVENTORY PARTS	74.34	
48303	01/27/14	1,266.97	001097	GREENWASTE RECOVERY, INC.		57031	DEC 13 GARBAGE PC	229.49	
						57054	1/1-3/31 BASIN HWY9	57.00	
						57055	1/1-3/31 AIRPORT FRE	114.00	
						57056	1/1-3/31 HWY17 BOULD	171.00	
						57057	1/1-3/31 FREED BOWKE	57.00	
						57058	1/1-3/31 FREEDOM	57.00	
						57059	1/1-3/31 SOQUEL COTT	57.00	
						57060	1/1-3/31 GREENVLYCAR	57.00	
						57061	1/1-3/31 LOMOND HWY9	57.00	
						57062	1/1-3/31 MTHERM SVT	56.25	
						57063	DEC13 GARBAGE SVT	240.38	
						57064	1/1-3/31 SOQ COTTON	113.85	
48304	01/27/14	49,383.01	003106	GROUP 4 ARCHITECTURE, RESEARCH		56987	10/12-11/15 SERVICES	49,383.01	
48305	01/27/14	15,668.58	001745	HARTFORD LIFE AND ACCIDENT INS		57079	JAN 14 LIFE AD&D	4,339.99	
						57080	JAN 14 LTD	11,328.59	
48306	01/27/14	599.75	003011	IFAX SOLUTIONS, INC		57021	3/14-3/15 SUPPORT	599.75	
48307	01/27/14	4,000.00	002117	IULIANO #2 LLC	7	57023	FEB 14 RENT	4,000.00	

7-2.8

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

DATE: 01/01/14 THRU 01/31/14

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
48308	01/27/14	574.77	878	KELLY SERVICES, INC.		57022	TEMP W/E 1/5/14	574.77	
48309	01/27/14	422,272.30	003058	LEWIS C NELSON AND SONS INC		56986	CONST MB THRU 12/25	422,272.30	
48310	01/27/14	157.10	003059	MAILFINANCE INC		57100	12/28-1/27 LEASE ADM	157.10	
48311	01/27/14	451.00	309	MAINSTREET MEDIA GROUP LLC		57084	RECRUITMENT AD	451.00	
48312	01/27/14	738.14	001145	MANAGED HEALTH NETWORK		57078	FEB 14 EAP PREMIUM	738.14	
48313	01/27/14	126.00	001342	MCW ASSOCIATES, INC.		57026	DEC 13 SERVICES	126.00	
48314	01/27/14	167.69	001052	MID VALLEY SUPPLY INC.		57017	BROOM HANDLE	167.69	
48315	01/27/14	336.28	041	MISSION UNIFORM		57000	UNIFORMS	241.37	
						57001	UNIFORMS	70.45	
						57029	UNIFORMS	24.46	
48316	01/27/14	1,019,219.42	001063	NEW FLYER IND. CANADA ULC DBA		57019	BUS #1305	509,385.76	
						57020	BUS #1301	509,385.76	
						57066	INVENTORY PARTS	164.61	
						57067	INVENTORY PARTS	114.58	
						57073	BELT INV PARTS	168.71	
48317	01/27/14	11.92	004	NORTH BAY FORD LINC-MERCURY		57015	RPR VEH #0715	11.92	
48318	01/27/14	1,358.64	003115	OFFICE TEAM		57096	TEMP W/E 12/20/13	159.84	
						57097	TEMP W/E 12/27/13	239.76	
						57098	TEMP W/E 1/3/14	319.68	
						57103	TEMP W/E 1/10/14	639.36	
48319	01/27/14	190.00	364	OVERHEAD DOOR CO. OF SALINAS		57038	LA MANCHA KIOSK WTC	190.00	
48320	01/27/14	58.00	R646	PACIFIC COAST LEGAL		57106	WS 140046	58.00	
48321	01/27/14	754.77	009	PACIFIC GAS & ELECTRIC		57032	12/9-1/7 PARACRUZ	754.77	
48322	01/27/14	41.83	M109	PEREZ, CHERYL		57087	FEB 14 RETIREE SUPP	41.83	
48323	01/27/14	42,714.20	002939	PREFERRED BENEFIT		57081	JAN 14 DELTA DENTAL	42,714.20	
48324	01/27/14	339.61	003024	RICOH USA, INC		57095	10/13-12/13 ADMIN	123.71	
						57101	11/19-12/18 ADMIN	215.90	
48325	01/27/14	83.66	M085	ROSSI, DENISE	0	57088	FEB 14 RETIREE SUPP	83.66	
48326	01/27/14	41.83	M030	ROWE, RUBY		57089	FEB 14 RETIREE SUPP	41.83	
48327	01/27/14	300.87	135	SANTA CRUZ AUTO PARTS, INC.		56996	INVENTORY PARTS	115.61	
						56997	INVENTORY PARTS	9.68	
						56998	INVENTORY PARTS	39.70	
						56999	BATTERY	135.88	
48328	01/27/14	112,161.70	002917	SANTA CRUZ METRO TRANSIT W/C		57082	1/1-1/15 W/C RESERVE	13,371.70	
						57083	CL# 2007171384	98,790.00	
48329	01/27/14	89.61	973	SANTA CRUZ NISSAN DODGE VOLKS		57014	RPR VEH #1125 PC	89.61	
48330	01/27/14	16,679.79	977	SANTA CRUZ TRANSPORTATION, LLP		57025	DEC 13 SERVICES	16,679.79	
48331	01/27/14	2,500.00	002267	SHAW / YODER / ANTWIH, INC.		57102	JAN 14 LEGISLATE SVC	2,500.00	
48332	01/27/14	210.00	001121	SILENT PARTNER SECURITY INC.		57009	1/1/14-3/31/14 Verno	210.00	
48333	01/27/14	41.83	M054	SLOAN, SUZANNE	0	57090	FEB 14 RETIREE SUPP	41.83	
48334	01/27/14	12,990.84	001075	SOQUEL III ASSOCIATES	7	57013	FEB 14 RENT	12,990.84	
48335	01/27/14	1,261.33	001232	SPECIALIZED AUTO AND		57016	RPR VEH #2402 PC	1,261.33	
48336	01/27/14	3,603.00	080	STATE BOARD OF EQUALIZATION		57107	OCT-DEC 13 SALES TAX	3,603.00	
48337	01/27/14	384.56	002675	THOMSON REUTERS BARCLAYS		57041	DEC 13 SERVICE	384.56	
48338	01/27/14	6.37	E917	THORN, MIKE		56991	MEAL REIMBURSEMENT	6.37	
48339	01/27/14	6,584.29	002954	TIRE DISTRIBUTION SYSTEMS, LLC	7	56992	TIRES	719.90	
						57046	TIRES	557.53	
						57047	TIRES	333.37	
						57048	TIRES	313.81	
						57049	TIRES	32.94	

7-2.9

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

DATE: 01/01/14 THRU 01/31/14

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						57050	TIRES	2,230.10	
						57051	TIRES	1,258.63	
						57052	TIRES	511.96	
						57053	TIRES	626.05	
48340	01/27/14	150.00	E382	TOLINE, SHARON		57105	DMV REIMBURSEMENT	150.00	
48341	01/27/14	423.61	003037	TYCO INTEGRATED SECURITY		57068	FEB 14 ALARM SVTC	54.49	
						57069	FEB 14 ALARM GOLFCLU	114.56	
						57070	FEB 14 ALARM WTC	59.54	
						57071	FEB14 ALARM PACIFIC	82.25	
						57072	FEB 14 ALARM GOLF	112.77	
48342	01/27/14	171.04	007	UNITED PARCEL SERVICE		57039	FREIGHT	61.27	
						57040	FREIGHT	109.77	
48343	01/27/14	473.91	434	VERIZON WIRELESS	0	57033	12/2-1/1 P2T PARACRU	473.91	
48344	01/27/14	150.00	001165	VU, THANH DR. MD	7	57024	DMV EXAM	75.00	
						57030	DMV EXAM	75.00	
48345	01/27/14	41.83	M088	YAGI, RANDY	0	57091	FEB 14 RETIREE SUPP	41.83	
48346	01/27/14	397.93	147	ZEE MEDICAL SERVICE CO.		57002	FIRST AID SUPPLY VER	247.94	
						57036	FIRST AID STOCK MMF	66.91	
						57037	FIRST AID RIVER ST	2.21	
						57042	FIRST AID OPS	23.93	
						57043	FIRST AID 920 PACIFI	56.94	
TOTAL		4,068,151.95		ACCOUNTS PAYABLE			TOTAL CHECKS	216	4,068,151.95

7-2.10

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: MONTHLY BUDGET STATUS REPORTS YEAR TO DATE AS OF
JANUARY 31, 2014**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the monthly budget status reports year to date as of January 31, 2014

II. SUMMARY OF ISSUES

- **Operating Revenues** year to date as of January 31, 2014 were \$43K or 0% under the amount of revenue expected for the same period year to date.
- **Consolidated Operating Expenses** year to date as of January 31, 2014 were \$1,067K or 4% under budget.
- **Capital Budget** spending year to date through January 31, 2014 was \$8,909K or 32% of the Capital budget.

III. DISCUSSION

An analysis of Santa Cruz METRO's budget status is prepared monthly in order to apprise the Board of Directors of Santa Cruz METRO's actual revenues, expenses and capital in relation to the adopted operating and capital budgets for the fiscal year. The attached revenue, expense and capital reports represent the status of Santa Cruz METRO's Revised FY14 operating and capital budgets versus actual expenditures year to date.

The fiscal year has elapsed **58%**.

A. Operating Revenue

Operating Revenues year to date as of January 31, 2014 were \$43K or 0% under the amount budgeted.

- **Passenger Fares** are under budget by 1%.
- **Other Op Assistance/Funding** is under budget due to delays in the Transit Planning Internship Grant Project.

B. Consolidated Operating Expenses

Consolidated Operating Expenses year to date as of January 31, 2014 were \$1,067K or 4% under budget. Personnel Expenses, Services, Mobile Materials & Supplies, Purchased Transportation, and Miscellaneous expenses all contributed to the variance.

- **Total Personnel Expenses** are under budget due to vacant funded positions and extended leaves.
- **Services** are under budget primarily due to less than anticipated Prof & Tech Fees, as well as Legal Services, and Repair – Equipment expenses.
- **Other Materials & Supplies** are under budget primarily due to less than anticipated Printing costs.
- **Utilities** are under budget due to an energy audit performed by METRO staff resulting in decreased electricity rates.
- **Miscellaneous Expenses** is under budget primarily due to Employee Training expenses that will be incurred later in the year, while the budget was straight lined.

C. Capital Budget

Capital Budget spending year to date through January 31, 2014 was \$8,909K or 32% of the total Capital Budget.

The MetroBase Project spending includes:

- \$2,692K spent on the MetroBase Project – FY11 Allocation Operations Bldg (Sakata, STA, PTMISEA)
- \$1,797K spent on the MetroBase Project – Operations Bldg (SLPP)

Other Projects include:

- \$3,263K spent on the State of Good Repair #2 Project – 6 Buses, 44 MDCs (FTA, RES. RET. EARNINGS)
- \$343K spent on the Pacific Station/MetroCenter – Conceptual Design Project (FTA, STA)
- \$110K spent on Bus Stop Improvements (STIP) and \$120K spent on Bus Stop Repairs/Improvements (RES. RET. EARN.)

IV. FINANCIAL CONSIDERATIONS

As of January 31, 2014, there is an Operating loss (budget gap) of \$974,631. This budget gap signifies an unsustainable budget year to date.

Small Transit Intensive Cities (STIC) Funds, Funds from Carryover from Previous Years, State Operating Assistance (STA), and Operating Reserves will be used in the listed order to bridge the budget gap at the end of the fiscal year, when the final amount of the Operating income/loss for the year is determined.

Attachment A: FY14 Operating Revenue & Expenses Year to Date as of 1/31/14

Attachment B: FY14 Capital Budget Report for the month ending 1/31/14

Attachment C: FY14 Capital Budget Revisions Approved through January 2014

Prepared by: Lorraine Bayer, Accountant II

Date Prepared: March 21, 2014



FY14
Operating Revenue & Expenses
Year to Date as of January 31, 2014

Revenue:	Year to Date			YTD Year Over Year Comparison			
	Actual	Budget	\$ Var	% Var	Actual FY13	\$ Var	% Var
Passenger Fares	\$ 5,403,792	\$ 5,459,324	\$ (55,532)	-1%	\$ 5,132,695	\$ 271,096	5%
Other Revenue	\$ 294,187	\$ 291,527	\$ 2,660	1%	\$ 317,235	\$ (23,048)	-7%
Sales Tax Revenue	\$ 9,103,072	\$ 9,079,419	\$ 23,653	0%	\$ 9,875,569	\$ (772,497)	-8%
Transp Dev Act (TDA) - Op Asst	\$ 3,062,051	\$ 3,062,051	\$ -	0%	\$ 2,800,379	\$ 261,672	9%
RTC Route 6 Receivable	\$ 130,000	\$ 130,000	\$ -	0%	\$ -	\$ 130,000	100%
Federal Op Assistance	\$ 4,068,409	\$ 4,068,224	\$ 185	0%	\$ 3,852,288	\$ 216,121	6%
Other Op Assistance/Funding	\$ 1,015	\$ 34,581	\$ (33,566)	-97%	\$ -	\$ 1,015	100%
STA - Op Assistance	\$ 1,497,352	\$ 1,497,352	\$ -	0%	\$ -	\$ 1,497,352	100%
STIC - Op Assistance	\$ 1,443,685	\$ 1,443,685	\$ -	0%	\$ 1,057,097	\$ 386,588	37%
Fuel Tax Credit	\$ 154,803	\$ 135,000	\$ 19,803	15%	\$ -	\$ 154,803	100%
Transfers (to)/ from Reserves	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
Total Revenue	\$ 25,158,364	\$ 25,201,161	\$ (42,797)	0%	\$ 23,035,263	\$ 2,123,102	9%

Expenses:

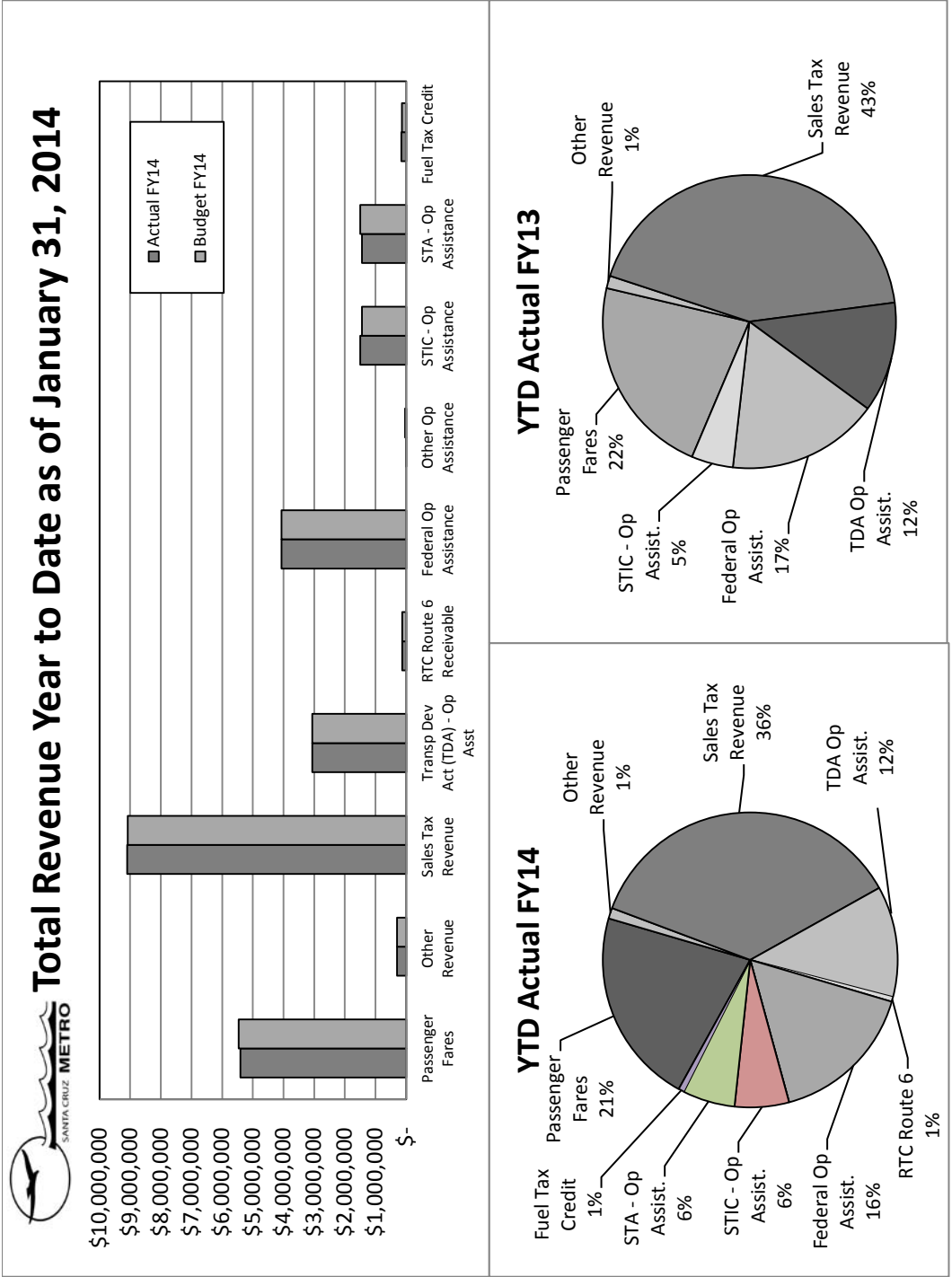
Labor	\$ 11,122,592	\$ 11,267,615	\$ (145,023)	-1%	\$ 10,291,428	\$ 831,164	8%
Fringe Benefits	\$ 10,153,710	\$ 10,760,469	\$ (606,759)	-6%	\$ 9,357,826	\$ 795,884	9%
Services	\$ 1,402,291	\$ 1,525,517	\$ (123,225)	-8%	\$ 1,340,733	\$ 61,559	5%
Mobile Materials & Supplies	\$ 2,137,807	\$ 2,161,363	\$ (23,555)	-1%	\$ 1,724,446	\$ 413,362	24%
Other Materials & Supplies	\$ 184,125	\$ 229,984	\$ (45,859)	-20%	\$ 192,449	\$ (8,325)	-4%
Utilities	\$ 301,608	\$ 344,925	\$ (43,317)	-13%	\$ 316,848	\$ (15,240)	-5%
Casualty & Liability	\$ 378,591	\$ 409,083	\$ (30,492)	-7%	\$ 302,008	\$ 76,583	25%
Taxes	\$ 25,509	\$ 29,808	\$ (4,300)	-14%	\$ 26,275	\$ (766)	-3%
Purchased Transportation	\$ 157,179	\$ 145,833	\$ 11,345	8%	\$ 75,508	\$ 81,671	108%
Miscellaneous	\$ 144,711	\$ 203,194	\$ (58,483)	-29%	\$ 104,596	\$ 40,115	38%
Leases & Rentals	\$ 124,872	\$ 122,092	\$ 2,780	2%	\$ 139,101	\$ (14,229)	-10%
Total Expenses	\$ 26,132,995	\$ 27,199,883	\$ (1,066,888)	-4%	\$ 23,871,216	\$ 2,261,778	9%

Operating Income (Loss)

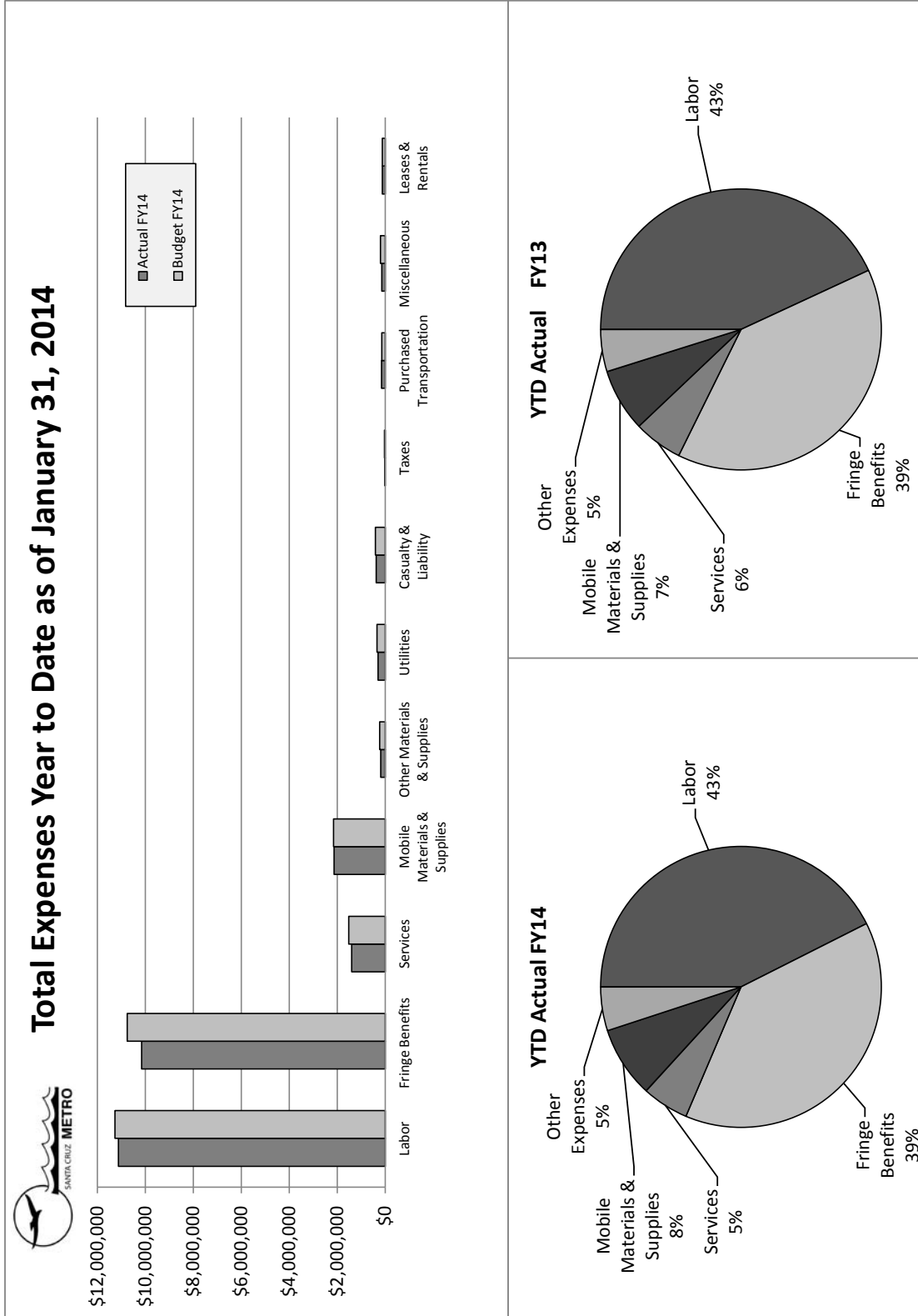
\$ (974,631)

\$ (835,953)

Attachment A



Attachment A





FY14
Operating Revenue
Year to Date as of January 31, 2014

Percent of Year Elapsed - 58%

	Year to Date		YTD Year Over Year Comparison	
	Actual	Budget	FY13	% Var
Passenger Fares				
Passenger Fares	\$ 2,375,907	\$ 2,470,251	\$ 2,304,095	-4%
Paratransit Fares	\$ 188,504	\$ 178,911	\$ 173,318	5%
Special Transit Fares - Contract	\$ 1,683,326	\$ 1,676,926	\$ 1,646,846	0%
Highway 17 Fares	\$ 853,168	\$ 915,404	\$ 845,670	-7%
Highway 17 Payments	\$ 302,886	\$ 217,832	\$ 162,765	39%
Subtotal Passenger Revenue	\$ 5,403,792	\$ 5,459,324	\$ 5,132,695	-1%
Other Revenue				
Commissions	\$ 1,292	\$ 3,267	\$ 1,749	-60%
Advertising Income	\$ 148,497	\$ 140,131	\$ 167,664	6%
Rent Income - SC Pacific Station	\$ 58,533	\$ 63,076	\$ 58,599	-7%
Rent Income - Watsonville TC	\$ 32,402	\$ 30,802	\$ 24,606	5%
Interest Income	\$ 41,061	\$ 43,750	\$ 52,634	-6%
Other Non-Transp Revenue	\$ 12,402	\$ 10,500	\$ 11,983	18%
Subtotal Other Revenue	\$ 294,187	\$ 291,527	\$ 317,235	1%
Sales Tax Revenue	\$ 10,600,423	\$ 10,576,770	\$ 9,875,569	0%
**Less: Matching funds for SLPP Capital	\$ (1,497,352)	\$ (1,497,352)	\$ (1,497,352)	0%
Subtotal Sales Tax Revenue	\$ 9,103,072	\$ 9,079,419	\$ 9,875,569	0%
Transp Dev Act (TDA) - Op Asst	\$ 3,062,051	\$ 3,062,051	\$ 2,800,379	0%
RTC Route 6 One-Time Funding	\$ 130,000	\$ 130,000	\$ -	0%
Federal Op Assistance				
FTA Sec 5307 - Op Asst	\$ 4,068,224	\$ 4,068,224	\$ 3,695,976	0%
FTA Sec 5311 - Rural Op Asst	\$ -	\$ -	\$ 156,312	0%
Medicare Subsidy	\$ 185	\$ -	\$ -	100%
Subtotal Federal Op Assistance	\$ 4,068,409	\$ 4,068,224	\$ 3,852,288	0%
Other Op Assistance/Funding				
AMBAG Funding	\$ -	\$ -	\$ -	0%
Other Op Assistance/Funding	\$ 1,015	\$ 34,581	\$ -	-97%
FTA Sec 5309 - ARRA Op Asst	\$ -	\$ -	\$ -	0%
Subtotal Other Op Assistance/Funding	\$ 1,015	\$ 34,581	\$ 1,015	-97%
Total Revenue	\$ 19,707,294	\$ 19,635,844	\$ 18,957,866	0%
Transp Dev Act (TDA) - Cap Ex	\$ 261,672	\$ 261,672	\$ 261,672	0%
Total Expenditures	\$ 19,939,812	\$ 19,939,812	\$ 19,221,160	0%
Net Revenue	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Net Revenue Available for Operations	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Operating Expenses				
Personnel	\$ 1,749	\$ (457)	\$ (19,167)	-11%
Materials	\$ 58,599	\$ (66)	\$ 7,796	0%
Travel	\$ 24,606	\$ 7,796	\$ (11,573)	32%
Utilities	\$ 52,634	\$ (11,573)	\$ 419	-22%
Depreciation	\$ 11,983	\$ 419	\$ (23,048)	3%
Subtotal Operating Expenses	\$ 317,235	\$ (23,048)	\$ (23,048)	1%
Net Available for Operations	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Net Available for Debt Service	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Net Available for General Fund	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Net Available for Capital Projects	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Net Available for Reserve	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Net Available for Other Purposes	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%
Net Available for Total	\$ (232,518)	\$ (303,968)	\$ (263,304)	7%



FY14
Operating Revenue
Year to Date as of January 31, 2014

	Actual	Year to Date			YTD Year Over Year Comparison		
		Budget	\$ Var	% Var	FY13	\$ Var	% Var
Percent of Year Elapsed -	58%						
STA - Op Assistance	\$ 1,497,352	\$ 1,497,352	\$ -	0%	\$ -	\$ 1,497,352	100%
STIC - Op Assistance	\$ 1,443,685	\$ 1,443,685	\$ -	0%	\$ 1,057,097	\$ 386,588	37%
Fuel Tax Credit	\$ 154,803	\$ 135,000	\$ 19,803	15%	\$ -	\$ 154,803	100%
Transfers (to)/ from Reserves	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
Total Revenue	<u>\$ 25,158,364</u>	<u>\$ 25,201,161</u>	<u>\$ (42,797)</u>	<u>0%</u>	<u>\$ 23,035,263</u>	<u>\$ 2,123,102</u>	<u>9%</u>
Total Operating Expenses	<u>\$ 26,132,995</u>				<u>\$ 23,871,216</u>		
Variance	<u>\$ (974,631)</u>				<u>\$ (835,953)</u>		

** The SLPP capital grant requires a 50% local match with sales tax from the operating budget.



FY114
Consolidated Operating Expenses
Year to Date as of January 31, 2014

	Year to Date		YTD Year Over Year Comparison				
	Actual	Budget	\$ Var	% Var	FY13	\$ Var	% Var
501011 Bus Operator Pay	\$ 5,095,422	\$ 5,290,336	\$ (194,914)	-4%	\$ 4,759,512	\$ 335,911	7%
501013 Bus Operator Overtime	\$ 1,226,155	\$ 1,196,183	\$ 29,972	3%	\$ 996,023	\$ 230,132	23%
501021 Other Salaries	\$ 4,371,042	\$ 4,512,257	\$ (141,214)	-3%	\$ 4,200,666	\$ 170,376	4%
501023 Other Overtime	\$ 429,972	\$ 268,839	\$ 161,133	60%	\$ 335,227	\$ 94,745	28%
Total Labor -	\$ 11,122,592	\$ 11,267,615	\$ (145,023)	-1%	\$ 10,291,428	\$ 831,164	8%

Fringe Benefits

502011 Medicare/Soc. Sec.	\$ 168,768	\$ 194,618	\$ (25,851)	-13%	\$ 156,193	\$ 12,575	8%
502021 Retirement	\$ 2,100,916	\$ 2,242,547	\$ (141,631)	-6%	\$ 1,802,350	\$ 298,566	17%
502031 Medical Insurance	\$ 4,423,535	\$ 4,655,285	\$ (231,751)	-5%	\$ 3,947,111	\$ 476,423	12%
502041 Dental Insurance	\$ 312,294	\$ 312,097	\$ 197	0%	\$ 298,471	\$ 13,823	5%
502045 Vision Insurance	\$ 77,866	\$ 77,579	\$ 287	0%	\$ 71,605	\$ 6,260	9%
502051 Life Insurance	\$ 27,090	\$ 27,414	\$ (324)	-1%	\$ 26,958	\$ 132	0%
502060 State Disability	\$ 122,484	\$ 128,503	\$ (6,019)	-5%	\$ 111,784	\$ 10,699	10%
502061 Disability Insurance	\$ 74,136	\$ 82,503	\$ (8,366)	-10%	\$ 69,400	\$ 4,736	7%
502071 State Unemp. Ins	\$ 74,113	\$ 45,872	\$ 28,241	62%	\$ 80,504	\$ (6,391)	-8%
502081 Worker's Comp Ins	\$ 673,271	\$ 772,917	\$ (99,646)	-13%	\$ 732,256	\$ (58,985)	-8%
502083 Worker's Comp IBNR	\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
502101 Holiday Pay	\$ 397,171	\$ 355,954	\$ 41,217	12%	\$ 302,943	\$ 94,227	31%
502103 Floating Holiday	\$ 26,870	\$ 48,849	\$ (21,979)	-45%	\$ 27,572	\$ (702)	-3%
502109 Sick Leave	\$ 334,051	\$ 563,534	\$ (229,483)	-41%	\$ 366,221	\$ (32,170)	-9%
502111 Annual Leave	\$ 1,195,300	\$ 1,114,331	\$ 80,968	7%	\$ 1,223,253	\$ (27,954)	-2%
502121 Other Paid Absence	\$ 98,925	\$ 83,390	\$ 15,535	19%	\$ 93,876	\$ 5,049	5%
502251 Physical Exams	\$ 6,450	\$ 8,231	\$ (1,781)	-22%	\$ 3,450	\$ 3,000	87%
502253 Driver Lic Renewal	\$ 2,453	\$ 2,716	\$ (263)	-10%	\$ 2,085	\$ 368	18%
502999 Other Fringe Benefits	\$ 38,019	\$ 44,132	\$ (6,113)	-14%	\$ 41,790	\$ (3,772)	-9%
Total Fringe Benefits -	\$ 10,153,710	\$ 10,760,469	\$ (606,759)	-6%	\$ 9,357,826	\$ 795,884	9%
Total Personnel Expenses -	\$ 21,276,302	\$ 22,028,084	\$ (751,782)	-3%	\$ 19,649,253	\$ 1,627,049	8%



FY14
Consolidated Operating Expenses
Year to Date as of January 31, 2014

Attachment A

	Year to Date			YTD Year Over Year Comparison		
	Actual	Budget	% Var	FY13	\$ Var	% Var
Services						
503011 Acctg & Audit Fees	\$ 35,050	\$ 38,000	(2,950) -8%	\$ 35,800	\$ (750)	-2%
503012 Admin & Bank Fees	\$ 175,959	\$ 175,169	790 0%	\$ 155,622	\$ 20,337	13%
503031 Prof & Tech Fees	\$ 110,894	\$ 207,519	(96,625) -47%	\$ 81,050	\$ 29,844	37%
503032 Legislative Services	\$ 54,460	\$ 61,250	(6,790) -11%	\$ 52,500	\$ 1,960	4%
503033 Legal Services	\$ 14,349	\$ 72,917	(58,568) -80%	\$ 158	\$ 14,191	8987%
503034 Pre-Employ Exams	\$ 5,135	\$ 6,110	(975) -16%	\$ 6,732	\$ (1,597)	-24%
503041 Temp Help	\$ 128,675	\$ -	128,675 100%	\$ 117,725	\$ 10,950	9%
503161 Custodial Services	\$ 45,842	\$ 44,625	1,217 3%	\$ 47,668	\$ (1,827)	-4%
503162 Uniform & Laundry	\$ 15,137	\$ 13,825	1,312 9%	\$ 12,100	\$ 3,038	25%
503171 Security Services	\$ 305,364	\$ 311,659	(6,294) -2%	\$ 257,038	\$ 48,326	19%
503221 Classified/Legal Ads	\$ 4,433	\$ 9,392	(4,959) -53%	\$ 7,801	\$ (3,368)	-43%
503222 Legal Advertising	\$ -	\$ -	- 0%	\$ -	\$ -	0%
503225 Graphic Services	\$ -	\$ 2,917	(2,917) -100%	\$ -	\$ -	0%
503351 Repair - Bldg & Impr	\$ 28,345	\$ 33,833	(5,489) -16%	\$ 47,849	\$ (19,504)	-41%
503352 Repair - Equipment	\$ 261,716	\$ 307,968	(46,252) -15%	\$ 234,406	\$ 27,310	12%
503353 Repair - Rev Vehicle	\$ 190,511	\$ 206,500	(15,989) -8%	\$ 249,541	\$ (59,030)	-24%
503354 Repair - Non Rev Vehic	\$ 8,011	\$ 9,917	(1,905) -19%	\$ 4,683	\$ 3,329	71%
503363 Haz Mat Disposal	\$ 18,412	\$ 23,917	(5,505) -23%	\$ 30,062	\$ (11,650)	-39%
Total Services -	\$ 1,402,291	\$ 1,525,517	(123,225) -8%	\$ 1,340,733	\$ 61,559	5%

Mobile Materials & Supplies						
504011 Fuels & Lube Non Rev	\$ 48,297	\$ 51,392	(3,094) -6%	\$ 42,419	\$ 5,878	14%
504012 Fuels & Lube Rev Veh	\$ 1,401,400	\$ 1,428,044	(26,644) -2%	\$ 1,218,896	\$ 182,504	15%
504021 Tires & Tubes	\$ 158,689	\$ 142,917	15,772 11%	\$ 127,483	\$ 31,205	24%
504161 Other Mobile Supplies	\$ -	\$ -	- 0%	\$ -	\$ -	0%
504191 Rev Vehicle Parts	\$ 529,422	\$ 539,010	(9,588) -2%	\$ 335,647	\$ 193,774	58%
Total Mobile Materials & Supplies -	\$ 2,137,807	\$ 2,161,363	(23,555) -1%	\$ 1,724,446	\$ 413,362	24%



FY14
Consolidated Operating Expenses
Year to Date as of January 31, 2014

	Year to Date			YTD Year Over Year Comparison		
	Actual	Budget	% Var	FY13	\$ Var	% Var
Other Materials & Supplies						
504205 Freight Out	\$ 1,402	\$ 1,517	(115)	\$ 1,055	\$ 347	33%
504211 Postage & Mailing	\$ 4,990	\$ 7,729	(2,739)	\$ 4,500	\$ 490	11%
504214 Promotional Items	\$ 177	\$ 700	(523)	\$ 1,249	\$ (1,073)	-86%
504215 Printing	\$ 17,599	\$ 45,262	(27,664)	\$ 21,796	\$ (4,197)	-19%
504217 Photo Supply/Processii	\$ 2,011	\$ 2,100	(89)	\$ 626	\$ 1,386	221%
504311 Office Supplies	\$ 31,148	\$ 40,217	(9,070)	\$ 41,887	\$ (10,739)	-26%
504315 Safety Supplies	\$ 13,708	\$ 11,317	2,392	\$ 16,739	\$ (3,031)	-18%
504317 Cleaning Supplies	\$ 32,265	\$ 30,491	1,774	\$ 30,504	\$ 1,762	6%
504409 Repair/Maint Supplies	\$ 57,424	\$ 71,925	(14,501)	\$ 62,992	\$ (5,568)	-9%
504417 Tenant Repairs	\$ 376	\$ 5,833	(5,457)	\$ -	\$ 376	100%
504421 Non-Inventory Parts	\$ 19,289	\$ 5,892	13,398	\$ 4,448	\$ 14,842	334%
504511 Small Tools	\$ 3,366	\$ 5,250	(1,884)	\$ 5,164	\$ (1,798)	-35%
504515 Employee Tool Rplcmt	\$ 369	\$ 1,750	(1,381)	\$ 1,490	\$ (1,121)	-75%
Total Other Materials & Supplies -	\$ 184,125	\$ 229,984	(45,859)	\$ 192,449	\$ (8,325)	-4%
Utilities						
505011 Gas & Electric	\$ 153,609	\$ 177,333	(23,724)	\$ 180,171	\$ (26,562)	-15%
505021 Water & Garbage	\$ 83,986	\$ 90,533	(6,548)	\$ 75,543	\$ 8,443	11%
505031 Telecommunications	\$ 64,013	\$ 77,058	(13,045)	\$ 61,134	\$ 2,879	5%
Total Utilities -	\$ 301,608	\$ 344,925	(43,317)	\$ 316,848	\$ (15,240)	-5%
Casualty & Liability						
506011 Insurance - Property	\$ 40,745	\$ 58,333	(17,588)	\$ 57,577	\$ (6,831)	-29%
506015 Insurance - PL & PD	\$ 264,989	\$ 262,500	2,489	\$ 247,345	\$ 17,644	7%
506021 Insurance - Other	\$ 61	\$ 750	(689)	\$ 711	\$ (650)	-91%
506123 Settlement Costs	\$ 93,409	\$ 87,500	5,909	\$ 9,545	\$ 83,864	879%
506127 Repairs - Dist Prop	\$ (20,613)	\$ -	(20,613)	\$ (13,170)	\$ (7,443)	57%
Total Casualty & Liability -	\$ 378,591	\$ 409,083	(30,492)	\$ 302,008	\$ 76,583	25%
Taxes						
507051 Fuel Tax	\$ 8,975	\$ 8,167	809	\$ 8,433	\$ 542	6%
507201 Licenses & permits	\$ 8,135	\$ 11,142	(3,007)	\$ 7,751	\$ 384	5%
507999 Other Taxes	\$ 8,398	\$ 10,500	(2,102)	\$ 10,090	\$ (1,692)	-17%
Total Taxes -	\$ 25,509	\$ 29,808	(4,300)	\$ 26,275	\$ (766)	-3%



FY14
Consolidated Operating Expenses
Year to Date as of January 31, 2014

	Year to Date			YTD Year Over Year Comparison		
	Actual	Budget	% Var	FY13	\$ Var	% Var

Purchased Transportation						
503406 Contr/Paratrans	\$ 157,179	\$ 145,833	8%	\$ 11,345	\$ 75,508	108%
Total Purchased Transportation -	\$ 157,179	\$ 145,833	8%	\$ 11,345	\$ 75,508	108%

Miscellaneous						
509011 Dues & Subscriptions	\$ 43,388	\$ 39,833	9%	\$ 3,555	\$ 38,335	13%
509081 Advertising - Dist Prom	\$ 4,023	\$ 8,167	-51%	\$ (4,143)	\$ 1,136	254%
509101 Emp Incentive Prog	\$ 5,484	\$ 7,875	-30%	\$ (2,391)	\$ 356	7%
509121 Employee Training	\$ 34,916	\$ 74,725	-53%	\$ (39,809)	\$ 25,339	38%
509122 BOD Travel	\$ -	\$ 9,158	-100%	\$ (9,158)	\$ -	0%
509123 Travel	\$ 50,389	\$ 53,589	-6%	\$ (3,200)	\$ 24,621	96%
509125 Local Meeting Exp	\$ 2,179	\$ 2,975	-27%	\$ (796)	\$ (504)	-19%
509127 Board Director Fees	\$ 4,350	\$ 6,873	-37%	\$ (2,523)	\$ 5,100	-15%
509150 Contributions	\$ -	\$ -	0%	\$ -	\$ -	0%
509197 Sales Tax Expense	\$ -	\$ -	0%	\$ -	\$ -	0%
509198 Cash Over/Short	\$ (18)	\$ -	100%	\$ (18)	\$ (1,125)	-102%
Total Misc -	\$ 144,711	\$ 203,194	-29%	\$ (58,483)	\$ 104,596	38%

Leases & Rentals						
512011 Facility Rentals	\$ 108,235	\$ 107,917	0%	\$ 318	\$ 131,582	-18%
512061 Equipment Rentals	\$ 16,637	\$ 14,175	17%	\$ 2,462	\$ 7,519	121%
Total Leases & Rentals -	\$ 124,872	\$ 122,092	2%	\$ 2,780	\$ 139,101	-10%

Total Non-Personnel Expenses -	\$ 4,856,693	\$ 5,171,799	-6%	\$ (315,106)	\$ 4,221,963	15%
TOTAL OPERATING EXPENSE -	\$ 26,132,995	\$ 27,199,883	-4%	\$ (1,066,888)	\$ 23,871,216	9%

** Does not include Depreciation, W/C IBNR adjustments, and GASB OPEB Liability expense

ATTACHMENT B



FY14 CAPITAL BUDGET For the month ending - January 31, 2014

	<u>YTD Actual</u>	<u>FY14 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Grant-Funded Projects</u>				
MetroBase Project - FY11 Allocation Operations Bldg. (SAKATA, STA, PTMISEA)	\$ 2,692,438	\$ 16,895,047	\$ 14,202,609	16%
MetroBase Project - Operations Bldg. (SLPP)	\$ 1,797,398	\$ 4,550,000	\$ 2,752,602	40%
MetroBase Project - FY10 Allocation (PTMISEA)	\$ 395,213	\$ 139,953	\$ (255,260)	282%
State of Good Repair #2 - 6 Buses, 44 MDCs (FTA, RES. RET. EARN.)	\$ 3,262,580	\$ 3,491,010	\$ 228,430	93%
Video Surveillance Project - CCTV (STATE-1B)	\$ 3,571	\$ 489,495	\$ 485,924	1%
Land Mobile Radio Project - LMR (STATE-1B)	\$ 90,746	\$ 440,505	\$ 349,759	21%
Bus Stop Improvements (STIP)	\$ 109,571	\$ 141,401	\$ 31,830	77%
Non-Revenue Vehicle Replacement (MBUAPCD, STA)	\$ -	\$ 137,717	\$ 137,717	0%
Pacific Station/MetroCenter - Conceptual Design (FTA, STA)	\$ 342,732	\$ 384,498	\$ 41,766	89%
Pacific Station/MetroCenter - MOU City of SC (FTA, RES. RET. EARN.)	\$ -	\$ 220,500	\$ 220,500	0%
Watsonville Transit Center - Conceptual Design (STA, RES. RET. EARN.)	\$ -	\$ 160,000	\$ 160,000	0%
Subtotal Grant Funded Projects	\$ 8,694,249	\$ 27,050,126	\$ 18,355,877	32%
<u>IT Projects</u>				
Automated Purchasing System Software - Puridium (STA)	\$ -	\$ 40,000	\$ 40,000	0%
Subtotal IT Projects	\$ -	\$ 40,000	\$ 40,000	0%
<u>Facilities Repair & Improvements</u>				
MetroCenter Repairs (RES. RET. EARN., STA)	\$ -	\$ 286,000	\$ 286,000	0%
Bus Stop Repairs / Improvements (RES. RET. EARN.)	\$ 119,564	\$ 53,000	\$ (66,564)	226%
WTC Renovations & Repairs (STA)	\$ -	\$ 39,000	\$ 39,000	0%
Repaint SVT (STA)	\$ 700	\$ 45,000	\$ 44,300	2%
Heaters for Customer Service Booth - Pac Station (STA)	\$ -	\$ 7,500	\$ 7,500	0%
Interactive White Board - ParaCruz (STA)	\$ -	\$ 3,500	\$ 3,500	0%
Subtotal Facilities Repairs & Improvements Projects	\$ 120,264	\$ 434,000	\$ 313,736	28%

ATTACHMENT B



FY14 CAPITAL BUDGET For the month ending - January 31, 2014

	<u>YTD Actual</u>	<u>FY14 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>Revenue Vehicle Replacement</u>				
Replace WiFi on Highway 17 buses (STA)	\$ 56,053	\$ 65,000	\$ 8,947	86%
Subtotal Revenue Vehicle Replacements	\$ 56,053	\$ 65,000	\$ 8,947	86%
<u>Non-Revenue Vehicle Replacement</u>				
Replace 3 Relief Vehicles (STA)	\$ -	\$ 66,000	\$ 66,000	0%
Replace 2 Supervisor Vehicles-SUV (STA)	\$ 37,951	\$ 48,500	\$ 10,549	78%
Subtotal Non-Revenue Vehicle Replacements	\$ 37,951	\$ 114,500	\$ 76,549	33%
<u>Fleet & Maintenance Equipment</u>				
Small Vehicle Lift - Fleet (STA)	\$ -	\$ 25,000	\$ 25,000	0%
Torque Wrench Calibration Tool (STA)	\$ -	\$ 3,000	\$ 3,000	0%
Subtotal Fleet & Maintenance Equipment	\$ -	\$ 28,000	\$ 28,000	0%
<u>Office Equipment</u>				
Replace two (2) Photocopier/Scanners (STA)	\$ -	\$ 52,000	\$ 52,000	0%
Subtotal Office Equipment	\$ -	\$ 52,000	\$ 52,000	0%
<u>Misc</u>				
Ticket Vending Machine - SLV (1) (STA, RES. RET. EARN.)	\$ -	\$ 102,000	\$ 102,000	0%
Subtotal Misc.	\$ -	\$ 102,000	\$ 102,000	0%
TOTAL CAPITAL PROJECTS	\$ 8,908,517	\$ 27,885,626	\$ 18,977,109	32%

ATTACHMENT B



FY14
CAPITAL BUDGET
For the month ending - January 31, 2014

	<u>YTD Actual</u>	<u>FY14 Budget</u>	<u>Remaining Budget</u>	<u>% Spent YTD</u>
<u>CAPITAL FUNDING</u>				
Federal Capital Grants	\$ 2,982,127	\$ 3,298,538	\$ 316,411	90%
Other Fed - Sakata / Lawsuit proceeds	\$ -	\$ 1,335,000	\$ 1,335,000	0%
State - PTMISEA (1B)	\$ 1,290,253	\$ 11,150,000	\$ 9,859,747	12%
State - Security Bond Funds (1B)	\$ 94,317	\$ 930,000	\$ 835,683	10%
State Transit Assistance (STA)	\$ 1,960,648	\$ 5,049,500	\$ 3,088,852	39%
State - MBUAPCD	\$ -	\$ 100,717	\$ 100,717	0%
State - STIP	\$ 109,571	\$ 141,401	\$ 31,830	77%
State - SLPP	\$ 1,797,398	\$ 4,550,000	\$ 2,752,602	40%
Local - Reserved Retained Earnings	\$ 674,203	\$ 1,320,470	\$ 646,267	51%
Local Operating Match	\$ -	\$ 10,000	\$ 10,000	0%
TOTAL CAPITAL FUNDING	\$ 8,908,517	\$ 27,885,626	\$ 18,977,109	32%

** The SLPP capital grant requires a 50% local match with sales tax from the operating budget.

Attachment C

FY14 PROPOSED REVISED FINAL CAPITAL BUDGET REVISIONS THROUGH JANUARY 2014

FY14 FINAL CAPITAL BUDGET ADOPTED JUNE 28, 2013:			\$ 30,839,342
CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Add: Increase funding to <u>Pacific Station Conceptual Design</u> Project	FTA	\$ 459,590	
	RESERVES	\$ 114,898	
Reason: BOD awarded a contract to Group 4 Architecture, Research + Planning, Inc. on June 28, 2013			
Add: <u>State of Good Repair #2</u> - 6 Buses, 42 MDC's	RESERVES	\$ 100,000	
Reason: BOD approved the purchase of a 6th New Flyer bus on August 23, 2013			
Add: <u>Ticket Vending Machine</u> for SLV	RESERVES	\$ 80,000	
Reason: BOD approved funding for a 6th TVM for the residents of San Lorenzo Valley on September 13, 2013			
Add: Establish funding for <u>Pacific Station/MetroCenter - MOU City of SC</u> project for amendment to the MOU with the City of Santa Cruz for project management services on the Pacific Station/MetroCenter - Conceptual Design project	FTA	\$ 186,000	
	RESERVES	\$ 46,500	
Reason: BOD approved funding an amendment to the MOU with funds from FTA grant # CA-04-0102 in the amount of \$186,000 and cash reserves in the amount of \$46,500 on September 27, 2013			
Add: Increase funding for <u>Watsonville Transit Center - Conceptual Design</u>	RESERVES	\$ 130,000	
Reason: BOD awarded a contract to B+U, LLP and approved additional funding of \$130K from cash reserves on September 27, 2013			
Transfer funds from: <u>Replace Supervisor Vehicle</u> - SUV project - to Non-Revenue Vehicle Replacement project	STA	\$ (6,500)	
Reason: Additional funds are required to augment the MBUAPCD Non-Revenue Vehicle Replacement grant for the purchase and replacement of a service body truck with a new CNG service body truck - Requested internally December 11, 2013			
Transfer funds from: <u>Replace Supervisor Vehicle</u> - SUV project - to Non-Revenue Vehicle Replacement project	STA	\$ 6,500	
Reason: Additional funds are required to augment the MBUAPCD Non-Revenue Vehicle Replacement grant for the purchase and replacement of a service body truck with a new CNG service body truck - Requested internally December 11, 2013			

Attachment C

FY14 PROPOSED REVISED FINAL CAPITAL BUDGET REVISIONS THROUGH JANUARY 2014

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Reduce: <u>Metrobase Project</u> - Operations Bldg.	FTA-STIC	\$ (316,607)	
Reason: FTA-STIC grant fully disbursed			
Reduce: <u>Metrobase Project</u> - Operations Bldg.	PLEDGED-STA	\$ (406,502)	
Reason: Adjust for year-to-date spending			
Reduce: <u>Metrobase Project</u> - Operations Bldg.	SLPP	\$ (1,250,000)	
Reason: Adjust for year-to-date spending			
Reduce: <u>Metrobase Project</u> - Operations Bldg. FY10 Allocation	PTMISEA	\$ (723,964)	
Reason: Adjust for year-to-date spending			
Eliminate: <u>2nd LNG Tank</u> Project	PTMISEA	\$ (966,036)	
	MBUAPCD	\$ (3,345)	
Reason: Project completed - adjust project balance for funds spent			
Reduce: <u>State of Good Repair #2</u> - 6 Buses, 42 MDC's	FTA	\$ (855,000)	
	RESERVES	\$ (195,000)	
Reason: Adjust for year-to-date spending			
Increase / Reduce: <u>Video Surveillance & Land Mobile Radio</u> projects	STATE BONDS - 1B	\$ 440,505	
	STATE BONDS - 1B	\$ (176,346)	
Reason: To account for FY13 allocation of \$440,505 received in October 2013, and adjust for year-to-date spending			
Reduce: <u>Bus Stop Improvements</u>	STIP	\$ (115,899)	
Reason: Adjust for year-to-date spending			
Reduce: <u>Pacific Station Conceptual Design</u>	FTA	\$ (208,006)	
	STA	\$ (11,604)	
	RESERVES	\$ (40,400)	
Reason: Adjust for year-to-date spending			
Eliminate: <u>HR Software Upgrade</u> - iVantage	STA	\$ (10,000)	
Reason: Project completed at the end of FY13, funds remaining will be re-deposited to the STA Capital account			
Reduce: <u>Metro Center Repairs</u>	STA	\$ (14,000)	
Reason: Repairs to the Café Lena portion of this project completed in FY13			

Attachment C

FY14 PROPOSED REVISED FINAL CAPITAL BUDGET REVISIONS THROUGH JANUARY 2014

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Reduce: <u>Bus Stop Repairs & Improvements</u>	RESERVES	\$ (110,000)	
Reason: Adjust for year-to-date spending			
Reduce: <u>WTC Renovations & Repairs</u>	STA	\$ (6,000)	
Reason: Repairs to the automatic doors portion of this project were completed in FY13			
Eliminate: <u>Replace Wi-Fi on Highway 17 buses</u>	STA	\$ (165,000)	
Reason: Project completed in FY14			
Reduce: <u>Replace Supervisor Vehicle</u>	STA	\$ (35,000)	
Reason: Adjust project balance to reflect spending			
Eliminate: <u>Vehicle Diagnostic Code Scanner Program & PC</u>	STA	\$ (3,500)	
Reason: Equipment purchased in FY13			
Reduce: <u>Ticket Vending Machine</u>	STA	\$ (14,000)	
Reason: Adjust project balance to reflect spending			
Add: <u>Replace Wi-Fi on Highway 17 buses</u>	STA	\$ 65,000	
Reason: Project was eliminated in the February revision in error. (see above) Add back amount spent in the current year (FY14)			
Add: <u>State of Good Repair #2 - 6 Buses, 42 MDC's</u>	FTA RESERVES	\$ 855,000 \$ 195,000	
Reason: Reverse entry above to account for current year spending			
TOTAL APPROVED AND PROPOSED CAPITAL BUDGET REVISIONS YTD:			
	PTMISEA	\$ (1,690,000)	
	SLPP	\$ (1,250,000)	
	FTA	\$ 437,584	
	PLEDGED-STA	\$ (406,502)	
	FTA-STIC	\$ (316,607)	
	STA	\$ (194,104)	
	STIP	\$ (115,899)	
	MBUAPCD	\$ (3,345)	
	STATE BONDS - 1B	\$ 264,159	
	RESERVES	\$ 320,998	
		<u>\$ (2,953,716)</u>	
FY14 PROPOSED REVISED FINAL CAPITAL BUDGET AS OF JANUARY 2014:			\$ 27,885,626

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: John Daugherty, METRO Accessible Services Coordinator
SUBJECT: ACCESSIBLE SERVICES REPORT FOR JANUARY 2014

I. RECOMMENDED ACTION

This report is informational only. No action required.

II. SUMMARY OF ISSUES

- After a demonstration project, the Accessible Services Coordinator (ASC) position became a full time position to organize and provide METRO services to the senior/older adult and disability communities.
- Services include the METRO Mobility Training program and ongoing public outreach promoting METRO's accessibility. The ASC also participates in METRO's staff training and policy review regarding accessibility.
- Two persons have served in the ASC position from 1988 to today. In 2002 the ASC position was moved into the newly created Paratransit Department. On May 27, 2011 the Board approved the staff recommendation to receive monthly reports on the activity of the ASC.

III. DISCUSSION

The creation of the Accessible Services Coordinator (ASC) position was the result of a successful demonstration project funded through the Santa Cruz County Regional Transportation Commission. Two persons have served in the ASC position from 1988 to today. Both hiring panels for the ASC included public agency representatives serving older adults and persons with disabilities.

The first ASC, Dr. Pat Cavataio, served from April 1988 through December 1998. The second ASC, John Daugherty, began serving in December 1998.

Under direction, the Accessible Services Coordinator: 1) Organizes, supervises, coordinates and provides METRO services to the older adult and disability communities; 2) Organizes, directs and coordinates the activities and operation of METRO's Mobility Training function; 3) Promotes and provides Mobility Training and outreach services; 4) Acts as information source to staff, Management, funding sources, clients, community agencies and organizations, and the general public regarding Mobility Training and accessibility; 5) Works with Department Managers to ensure compliance with METRO's accessibility program and policies.

During 2002 the ASC position was moved from Customer Service to the newly created Paratransit Department. Mr. Daugherty was the first employee. His placement was followed by hiring of the first Paratransit Superintendent, Steve Paulson and the current Eligibility Coordinator, Eileen Wagley.

On May 27, 2011 the Board approved the following recommendation: “Staff recommends that this position be reinstated in FY 12 budget with the requirement that this position be evaluated during FY12 to make sure the service items that are being requested by the Community are being carried out by this position. Additionally, staff recommends that this position be required to provide a monthly activity report to the Board of Directors during FY12.”

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Accessible Services Coordinator (ASC) Activity Tracking Report for January 2014

Prepared by: John Daugherty, METRO Accessible Services Coordinator
Date Prepared: March 20, 2014

Attachment A

Accessible Services Coordinator (ASC) Activity Tracking Report for January 2014

What is Mobility Training?

Mobility Training is customized support to allow access to METRO services. It can include:

- **An Assessment:** The ASC meets the trainee to assess the trainee's capabilities to use METRO services. They discuss the trainee's experience using public transit and set goals for training sessions.
- **Trip Planning:** Practice to use bus route schedules, maps, online resources and other tools to plan ahead for trips on METRO fixed route and METRO ParaCruz services. All Mobility Training includes some trip planning.
- **Boarding/Disembarking Training:** Practice to board, be secured, and then disembark (get off) METRO buses. This training has been requested by persons using walkers, wheelchairs, scooters and service animals. The training session includes work with an operator and out of service bus and lasts three to five hours.
- **Route Training:** Practice using METRO buses to travel to destinations chosen by trainees. The training session includes practice on handling fares, bus riding rules and emergency situations. One training session can take two to eight hours. One or two sessions to learn one destination is typical. The number of training sessions varies with each trainee.

There was progress with 23 trainees:

- **Four persons were new referrals:** The ASC provided trip planning assistance to one person referred by the Eligibility Coordinator. The ASC began the Assessment for another person referred by his counselor; he completed his first Route Training. Another counselor referred a student whose Assessment was set during March. The ASC assessed a new Capitola resident and his wife referred by their apartment complex Coordinator.
- The assessment for another person was cancelled, reset and then completed.
- Another person spoke with the ASC: He will set up an Assessment after his wheelchair is repaired.
- Another person spoke with the ASC: She has not yet driven backwards up a bus ramp since practice in December. She will continue to assist the ASC with outreach.
- The ASC began closing files for four trainees: One couple is not ready, due to illness, to start Route Training. One person told the ASC that he is recovering from surgery. The

Attachment A

ASC will check their progress in a few months. One person has not responded to phone messages.

- Training with 12 persons is almost complete: January activity included checking on whether further training is needed and preparation to close their files or complete their referral sheets.

Training Overview for January 2014:

- Amount of time dedicated to training sessions and follow up activity: At least 62 hours
- Tracking of scheduled appointments vs. cancelled:
Seven appointments scheduled, three appointments cancelled

Highlights of Other Activity - Outreach performed in the community:

- January 6 Orientation for Special Day Class at Scotts Valley High School
- January 8 Pedestrian Safety Work Group meeting
- January 9 Commission on Disabilities meeting

Meetings are usually scheduled for two hours. Total ASC time spent includes preparation for the meeting, the meeting itself and follow up activity. ASC activity for each meeting can take four to nine hours.

The total audience for January meetings was at least 22 persons. Questions on METRO service varied. Information was provided during meetings and follow up emails and phone calls.

ASC work for METRO staff and the community:

- 1) There were at least 22 individual contacts in person and/or over the phone. Most contacts regarded training and outreach.
- 2) ASC compiled statistics on 2013 trainings completed:
 - 12 trainees successfully completed 13 Route or Boarding/Deboarding trainings
 - Seven (7) trainees used wheelchairs, scooters or walkers
 - Six (6) trainees are seniors (at least 62 years old)

Attachment A

- 3) ASC compiled statistics on 2013 trainings in progress:
 - Training progressed with 73 persons.
 - 19 persons were referred and/or assessed for training
 - 54 persons received orientation to ride the bus: Classroom discussion that could be followed by field trips with escorted bus rides and set up to get Discount Fare ID cards.
 - 12 persons used wheelchairs, scooters or walkers.
 - Six (6) persons are seniors
- 4) One 2013 outreach snapshot: Last September ASC Capitola and Santa Cruz outreach yielded referrals and encouraged ridership: Bay Avenue Apartments Resource Fair outreach led to referrals, including the new Capitola resident noted above. Outreach at La Posada encouraged residents to ride the new Route 6 and also led to successful Route Training with one La Posada resident and his wheelchair.
- 5) One 2013 milestone as METRO representative in the community: The July 2 letter from George Dondero and Karena Pushnik thanking the ASC for seven years service as E&D TAC Chair:

“...During your tenure, your commitment to fairness, full participation, and improvement of specialized transportation for seniors, people with disabilities and low income individuals was evident. Especially appreciated was your encouragement to participate and connection with each committee member, appreciation expressed to guests and other enriching partners, comprehension of Roberts Rules of Order, comprehensive understanding of transportation issues, and resolve for equitable involvement.

Thank you on behalf of the Regional Transportation Commission and its Elderly & Disabled Transportation Advisory Committee...”

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR FEBRUARY 6, 2014

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

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

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

V. ATTACHMENTS

Attachment A: Minutes of the February 6, 2014 Regular SCCRTC Meeting

Prepared by: Debra Guerrero, Temp Administrative Services Coordinator.

Date Prepared: March 24, 2014



**Santa Cruz County Regional
Transportation Commission**

MINUTES

Thursday, February 6, 2014

**Watsonville City Council Chambers
275 Main Street, Suite 400
Watsonville, CA**

1. Roll call

The meeting was called to order at 9:03 a.m.

Members present:

Aileen Loe (ex-officio)	Dennis Norton
Don Lane	Randy Johnson
Eduardo Montesino	Tony Gregorio (alt.)
Greg Caput	Neal Coonerty
Zach Friend	John Leopold
Bruce McPherson	Daniel Dodge
Lynn Robinson	

Staff present:

George Dondero	Luis Mendez
Yesenia Parra	Jason Laning
Cory Caletti	Ginger Dykaar
Karena Pushnik	Rachel Moriconi
Grace Blakeslee	Kim Shultz

2. Oral communications

Jack Nelson, Santa Cruz resident, discussed the possible environmental effects of the carbon-dioxide emissions resulting from his drive to the meeting.

Brian Peoples, Aptos resident, invited the public to a fundraiser for the Aptos High School Rail to Trail Club on February 15th in Corralitos, and communicated the club's charter.

3. Additions or deletions to consent and regular agendas

Replacement pages for Items 7 and 19, and add-on pages for Item 17, were distributed.

CONSENT AGENDA

Commissioner Leopold moved and Commissioner Lane seconded the consent agenda. The motion passed unanimously, with Commissioners Norton, Lane, Montesino, Gregorio, Coonerty, Friend, Leopold, McPherson, Dodge, and Robinson voting "aye."

MINUTES

4. Approved draft minutes of the January 9, 2014 Regional Transportation Commission meeting
5. Accepted draft minutes of the January 16, 2014 Interagency Technical Advisory Committee (ITAC) meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

No consent items

BUDGET AND EXPENDITURES ITEMS

6. Accepted status report on Transportation Development Act (TDA) revenues
7. Approved out-of-state travel for FY 2014-15

ADMINISTRATION ITEMS

8. Accepted staff recommendation for the appointment of a delegate and a representative to the California Association of Councils of Governments (CalCOG) and the Coast Rail Coordinating Council (CRCC)

INFORMATION/OTHER ITEMS

9. Accepted monthly meeting schedule
10. Accepted correspondence log
11. Accepted letters from RTC committees and staff to other agencies
 - a. January 6, 2014 letter from the Central Coast Coalition to California Transportation Commission Deputy Director Mitchell Weiss regarding suggestions and recommendations on the Draft Program Guidelines for Cycle 1 of the Active Transportation Program

12. Accepted miscellaneous written comments from the public on RTC projects and transportation issues
13. Accept information items - *none*

REGULAR AGENDA

14. Commissioner reports – oral reports

Commissioner Leopold reported on a meeting of the Central Coast Rail Coordinating Committee that he attended with Executive Director George Dondero.

15. Director's report – oral report

Executive Director George Dondero presented his report, which was distributed as a handout.

Brian Peoples, Aptos resident, asked for the ridership numbers for the 2013 Train to Christmas Town service, whether that ridership fulfilled the tenant's obligations, and whether the RTC has a process for putting the tenant on notice. He said he supports a tax measure for widening Highway 1, but feels that failure to remove the rail tracks will hurt Commissioners in future elections.

16. Caltrans report and consider action items

Aileen Loe, Caltrans, said that due to the statewide drought, Caltrans is reducing water use by reducing landscaping watering cycles by 50% and not washing Caltrans vehicles. She also discussed the findings of internal and external assessments of Caltrans.

Commissioners discussed issues related to Highway 17, contact information regarding maintenance requests related to water issues, and concerns about safe animal crossings for Highway 17.

17. **9:15 a.m. Public Hearing** – Consideration of certification of an addendum to the *Final Environmental Impact Report* and adoption of a revision to the *Monterey Bay Sanctuary Scenic Trail Network (MBSST) Master Plan*

Senior Transportation Planner Cory Caletti presented her report. Megan Jones, Rincon Consultants, presented the proposed addendum to the Environmental Impact Report.

Commissioners discussed the process used to communicate with property owners along the corridor during the development of the MBSST Master Plan and EIR.

A public hearing was held at 9:50 a.m. to receive public comments.

Peter Stanger, local resident, said that the number of letters received opposing the proposed revisions should convince Commissioners to reject the changes. He said a better process is needed for appealing the master plan, as well as an improved process for public noticing, and that the changes proposed were not minor, but major.

Dave Wright, Santa Cruz County Friends of the Rail and Trail, strongly discouraged the Commission from approving the alternate alignment for Segment 17. He said approving the alternate alignment would deviate from the stated objective of the master plan by failing to separate pedestrians and bicyclists from car traffic.

Cliff Walters, local resident, said that the Harkins Slough is spectacularly beautiful, and that weeds and rodents should be eliminated from the area.

Barrett Vitol, teacher at Aptos High School, said that his family enjoys using the bike path in Monterey, and is looking forward to riding a similar path near his house in Santa Cruz County. He said it would be troubling if Watsonville doesn't have a safe bike path, despite its large population.

Amelia Conlen, People Power, said that the proposed changes would make the trail not usable for everyone, creating a gap in the trail that would make it harder to commute by bicycle between Santa Cruz and Watsonville, and would reduce recreation opportunities in Watsonville.

Tawn Kennedy, Greenways to School, said that riding along Beach Street is dangerous, and asked the Commission to provide a safe route for Watsonville residents to access the beach.

Piet Canin, Ecology Action, thanked staff for their hard work and said it would be nice to have other members of the public on the task force for discussing the trail alignment for Segment 17.

Brian Peoples, Aptos resident, said he supports the alternative alignment plan, and is frustrated by the bicycle community's opposition. He said that in Kirkland, Washington, a trail was recently completed by ripping up the pre-existing rail tracks.

Jack Nelson, Campaign for Sensible Transportation, said it would be unfortunate to build the trail along San Andreas road. He said farmers should consider that their future generations would ask what they did to prevent climate change, which affects whether farm land is farmable.

Linda Wilshusen, former executive director of the RTC, expressed support for staff's recommendation, and said it makes sense to include alternative trail alignments when they are warranted. She said it is unfortunate that these

issues were not addressed before the master plan was approved, but that plans regularly need to be updated and amended.

Mary Bannister, Pajaro Valley Water Management Agency, expressed support for the proposed alternative trail alignment for Segment 17. She said that the alternate alignment would help separate public water from recycled water.

Teresa Knox, Struve Ranch and LMC Properties, said she was never notified about the trail plan, or would have otherwise been involved in the process much earlier. She said that farming is one of the key revenues for the county, and that the community's ability to farm should not be limited or diminished in any way.

Dobie Jenkins, Watsonville Planning Commission and Watsonville Wetlands Watch, asked that the word "minor" be struck from all references to Segment 17. She said that the Commission has had no conversations with Watsonville Wetlands Watch regarding Segment 17.

Pam Silkwood, representing Struve Ranch and LMC Properties, thanked staff for working to resolve conflicts so that the project can proceed. She said that the alternative alignment will allow the focus to return to the overall project as a whole.

Commissioners discussed: the proposed alternative alignment to Segment 17; the purpose of the proposed task force and its membership; existing land-use agreements with farmers along Segment 17; public outreach methods used during the process of creating the MBSST Master Plan and EIR; possible dangers relating to the alternative alignment of Segment 17; and the importance of providing bicyclists with a safe route away from high-traffic roads.

Commissioner Leopold moved and Commissioner Lane seconded to: certify consideration of the addendum to the Final Environmental Impact Report and adopt a revision to the Monterey Bay Sanctuary Scenic Trail Network Final Master Plan, amended such that a joint planning and implementation task force for Segment 17 include members of the cycling community, and the community of people with disabilities or the Commission on Disabilities; and to request that local jurisdictions consider adoption of the Master Plan as revised.

The motion passed (**Resolution 17-14**) with Commissioners Lane, Johnson, Montesino, Gregorio, Coonerty, Friend, Leopold, McPherson, and Robinson voting "aye," and Commissioners Norton and Dodge voting "no."

18. Committee Appointments

Executive Director George Dondero presented his report.

Commissioners discussed the possibility of a future committee for looking at the feasibility of passenger rail service, and membership for the Coast Rail Coordinating Council.

19. Release of Draft 2014 Regional Transportation Plan (RTP)

Transportation Planner Ginger Dykaar presented her report.

Commissioner alternate Tony Gregorio left the meeting and Commissioner Caput took his seat.

Commissioners discussed: including electric vehicles in the plan; how information was gathered for certain charts; the effects of school bus service cuts on road traffic; coverage of rail line use in the plan; and Pavement Condition Index ratings for Santa Cruz County versus the City of Santa Cruz.

Commissioner Robinson left the meeting.

Rick, local resident, said that offshore accounts held by local companies should be taxed.

Jack Nelson, local resident, praised the report for focusing on greenhouse gas emissions, and said he liked the triple bottom line concept. He said that AMBAG adopted its 5% reduction target in a failed process, and that scientists recommend greenhouse gas reductions of 5% each year, rather than 5% by 2035.

Commissioner Leopold moved and Commissioner Coonerty seconded to authorize staff to release the Draft 2014 Regional Transportation Plan (RTP) for public review from February 12 to April 8, 2014 (a 55-day comment period), and to schedule a public hearing on the Draft RTP and EIR for the March 6, 2014 RTC meeting. The motion passed unanimously, with Commissioners Norton, Lane, Johnson, Montesino, Caput, Coonerty, Friend, Leopold, McPherson, and Dodge voting "aye."

20. 2014 Legislative Program and Legislative Updates

Senior Transportation Planner Rachel Moriconi presented her report.

Commissioners discussed: the possibility of passing a new Vehicle Miles Traveled (VMT) fee; the amount of greenhouse gases caused by car travel; whether a VMT fee would cause an increase for the average car user; methods for calculating and enforcing a VMT fee; and advocacy plans to increase MAP-21 funding for smaller regions.

Jack Nelson, local resident, said that the Citizens Climate Lobby advocates for a nationally-based carbon tax, which would be revenue neutral and given back to the public. He said that such a tax would incentivize people to use alternative means for travel.

Commissioner Lane moved and Commissioner McPherson seconded to approve State and Federal Legislative Programs for 2014 to assist in analyzing the transportation impacts of legislative activities. The motion passed unanimously, with Commissioners Norton, Lane, Johnson, Montesino, Caput, Coonerty, Friend, Leopold, McPherson, and Dodge voting "aye."

21. Review of items to be discussed in closed session

Chair Montesino said that issues related to real property negotiation would be discussed in closed session.

Commissioners adjourned to closed session at 11:25 a.m.

CLOSED SESSION

22. Conference with real property negotiator pursuant to Government Code 54956.8.

Property: APN 045-201-16

Agency Negotiator: George Dondero

Negotiating Parties: SCCRTC, La Selva Beach Improvement Association

Under Negotiation: Price and Terms

OPEN SESSION

23. Report on closed session

Commissioners reconvened to open session at 11:35 a.m. and there was no closed session report.

24. Adjourn to special meeting of the Service Authority for Freeway Emergencies

No agenda items this month

25. Meeting adjourned at 11:35 a.m. Next meetings

The next RTC meeting is scheduled for Thursday, March 6, 2014 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, 5th Floor, Santa Cruz, CA.

The next Transportation Policy Workshop meeting is scheduled for Thursday, February 20, 2014 at 9:00 a.m. at the RTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

Jason Laning, Staff

Attendees:

Cliff Walters	Local resident
Dobie Jenkins	Watsonville Planning Commission
Teresa Knox	Struve Ranch and LMC Properties
Brian Peoples	Aptos resident
Jack Nelson	Local resident
Peter Scott	Campaign for Sensible Transportation
Les White	Santa Cruz METRO
Peter Stanger	Local resident
Barrett Vital	Local resident
Mary Bannister	Pajaro Valley Water Management
Megan Jones	Rincon Consultants
Dave Wright	Santa Cruz County Friends of the Rail and Trail
Cliff Walters	Local resident
Amelia Conlen	People Power
Tawn Kennedy	Greenways to School
Piet Canin	Ecology Action
Linda Wilshusen	Former Executive Director of the RTC
Pam Silkwood	Struve Ranch and LMC Properties
Rick	Local resident

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: Thomas Hiltner, Grants/Legislative Analyst
SUBJECT: STATUS REPORT OF ACTIVE GRANTS AND SUBMITTED GRANT PROPOSALS FOR MARCH 2014

I. RECOMMENDED ACTION

This report is for informational purposes only. Active grants and grant proposals are current as of March 20, 2014. No action is required.

II. SUMMARY OF ISSUES

- Santa Cruz METRO relies upon grant funding from other agencies for more than 33% of its FY14 operating revenue and 96% of its FY14 capital budget.
- A list of Santa Cruz METRO's active grants (Attachment A) and a list of grant proposals for new funds (Attachment B) are provided monthly in order to apprise the Board of the status of grants funding.
- Santa Cruz METRO has active grant awards totaling \$ 41,768,438
- Santa Cruz METRO staff is developing new applications totaling \$20,839,734 for new projects.

III. DISCUSSION

Santa Cruz METRO relies upon grants from a number of other entities throughout the year for more than 33% of its FY14 operating revenue and 96% of its FY14 capital funding. Transportation Development Act (TDA), State Transit Assistance (STA) and the Federal Transit Administration (FTA) annually allocate funds by formula while others such as the Monterey Bay Unified Air Pollution Control District's AB2766 Motor Vehicle Emissions Reduction Program and the California Department of Transportation (Caltrans) discretionary planning grants are competitively awarded based on merit. Santa Cruz METRO relies on both formula and discretionary grant revenue to support its operating and capital budgets.

This staff report is to apprise the Board of Directors of active grants funding current projects and proposed grants for new projects and ongoing operating costs. **Attachment A** lists all of Santa Cruz METRO's active grants with the award amount, the remaining balance and the status of the projects funded by the grant. **Attachment B** lists Santa Cruz METRO's open grant applications with a brief description, source and status of proposed funds.

IV. FINANCIAL CONSIDERATIONS

Active grant awards for operating and capital projects total \$ 41,768,438, a decrease of \$5,500,000 from closing the FY13 FTA Urban Operating Assistance grant. No new grants have been awarded since last month. The unspent balance of active grants is \$ 25,061,519, a decrease of approximately \$107,321 million due to progress payments drawn for completed work on current projects.

Current grant applications request \$20,839,734 in new funds, an increase of more than \$19 Million since last month. Grants staff is assembling new grant applications for FY14 FTA urbanized area formula operating funds, FY14 FTA formula capital funds and FY15 Local Transportation funds from Santa Cruz County Regional Transportation Commission.

V. ATTACHMENTS

Attachment A: Santa Cruz METRO Active Grants Status Report as of March 20, 2014

Attachment B: Santa Cruz METRO Grant Applications as of March 20, 2014

Attachment A

Santa Cruz METRO
Active Grants as of March 19, 2014

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
1	FY13 Transit Security Projects	Video Surveillance and Lighting at remaining METRO Facilities	\$ 440,505	\$ 440,505	FY13 CTSGP funds from Cal EMA	Received FY13 advance payment on 10/29/13.
2	FY12 Transit Security Projects	Land Mobile Radio system	\$ 440,505	\$ 440,505	FY12 CTSGP funds from Cal EMA	Day Wireless contract amended on 6/14/13 to add \$150,000 for repeater sites and contingency. Total contract value now \$820,000. Expires 3/31/15. \$ Grant Balance as of 3/19/14.
3	FY11 Transit Security Project	Santa Cruz METRO video surveillance projects	\$ 440,505	\$ 139,614	FY11 CTSGP funds from Cal EMA	Ojo completed camera installations at Pacific Station. Further projects are beyond the scope of work in the amended Ojo contract, and METRO will re-bid further installations. Expires 3/31/14. \$ Grant Balance as of 3/19/14.
4	Bus Stop Improvements	Improve bus stops in Santa Cruz METRO service area	\$ 500,000	\$ 37,309	Caltrans State Transportation Improvement Program (STIP)	American Asphalt has not completed permitting for final bus stop improvements and is unable to complete the work by the 5/27/14 grant expiration. METRO will pay for work completed plus the 5% retention and close the contract. The residual balance will return to Caltrans. \$ Grant Balance as of 3/19/14, which has increased from last month to reflect a decreased obligation amount to AA.

Attachment A

Santa Cruz METRO
Active Grants as of March 19, 2014

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
5	FY11 5309 Bus/Facilities SGR Program	CNG Replacement buses and ParaCruz mobile data terminals.	\$ 2,814,538	\$ -	FTA 5309 SGR	Santa Cruz METRO received and paid for 6 buses. Grant funds are expended with remaining project costs paid from local match. \$ Grant
6	FY12 MBUAPCD AB2766 Grant	Discretionary Grant	\$ 160,000	\$ 100,994	MBUAPCD (Air District)	METRO will purchase a new model year factory-built CNG F-550 utility body truck. MBUAPCD approved a grant extension until 6/22/14 for accepting and invoicing for the truck. \$ Grant Balance as of 3/19/14.
7	FY11 MBUAPCD AB2766	MetroBase construction of second L/CNG storage tank.	\$ 200,000	\$ -	Air District AB 2766 Grant	Grant expended. Final report due by 2/11/16. Remaining 29 diesel buses must be replaced by 2/11/16. \$ Grant Balance as of 3/19/14.
8	FY 11/12 Proposition 1B - State and Local Partnership Program	CTC	\$ 5,812,000	\$ 4,573,438	CTC - SLPP	CTC approved \$5.812 M allocation 8/22/12 for Judy K. Souza Operations Building. METRO submitted a third reimbursement request to Caltrans. Grant Balance as of 3/19/14.
9	FY08,09,10,11 PTMISEA funds	MetroBase development.	\$ 20,558,730	\$ 13,108,901	FY08, FY09, FY10, FY11 Prop. 1B Public Transportation Modernization and Service Enhancement Account (PTMISEA)	Lewis C. Nelson & Sons construction contractor has built 1st floor support. Funds being drawn simultaneously with SLPP grant. \$ Grant Balance as of 3/19/14.
10	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 396,000	\$ 43,354	FY06 FTA 5309 CA-04-0021.	Group 4 + \$632,508 contract. Round #2 outreach is complete. G4 + on extended pause awaiting BOD decision on the extent of design work to be performed for the potential NIAC property option. \$ Grant

Attachment A

Santa Cruz METRO
Active Grants as of March 19, 2014

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
11	Pacific Station Design Engineering	Contract architectural and engineering services for Pacific Station expansion and renovation	\$ 490,000	\$ 482,272	FY08 FTA 5309 CA-04-0102.	Group 4 + \$632,508 contract. Round #2 outreach is complete. G4 + on extended pause awaiting BOD decision on the extent of design work to be performed for the potential NIAC property option. \$ Grant Balance as of 3/19/14. No expiration.
12	FY14 TDA/STA Operating Assistance	LTF Operating assistance from 1/4c sales tax.	\$ 8,863,800	\$ 5,043,787	TDA	SCCRTC paid FY14 2nd Quarter TDA + supplemental FY 13 distribution on 11/26/13. Balance as of 3/19/14.
13	FY14 Caltrans Planning Grants	Caltrans	\$ 40,281	\$ 39,266	FTA 5304/Caltrans	Caltrans awarded Internship grant 8/13/13 for \$40,281. Intern Justice started in Planning in early March .
14	County of Santa Cruz Prop 84 Challenge Grant	Planning/zoning in unincorporated areas to achieve sustainable growth. METRO partners as transit provider.	\$ 10,000	\$ 10,000	California Proposition 84 Planning Grant	Santa Cruz METRO awarded \$10,000 on 6/3/11 as partner. No progress.
15	AMBAG Sustainable Communities Planning Grant	Discretionary grant sub-award.	\$ 10,000	\$ 10,000	AMBAG sub-award.	4/8/13: Planning has been participating in development of Sustainable Communities Strategies.
16	FY14 Caltrans FTA 5304 Planning Grant SCCRTC Passenger Rail Study	METRO participation pertaining to feeder bus service in the SCCRTC passenger rail study .	\$ 9,000	\$ 9,000	SCCRTC pass-through	Caltrans awarded SCCRTC \$250,000 to conduct a passenger rail study in Santa Cruz County. Grant has not kicked off.

Santa Cruz METRO
Active Grants as of March 19, 2014

#	Grant	Description	\$ Grant Awarded	\$ Grant Balance	Funding Source	Grant Status
17	FY13 Rural Operating Assistance	Operating assistance for public transit service in rural areas of Santa Cruz County.	\$ 207,574	\$ 207,574	Caltrans (FTA 5311)	Caltrans executed contract on 10/11/13. Project complete and a request for reimbursement is in process.
18	2014 RSTPx	Mainline Routes Run-Time Recalibration	\$ 30,000	\$ 30,000	SCCRTC	Executed agreement w/SCCRTC to proceed on 3/17/14. Grant kick-off meeting to be held 3/21/14. METRO is recruiting surveyors for April. Balance as of 3/19/14.
19	2014 STIP Cycle	ParaCruz Van Replacements	\$ 345,000	\$ 345,000	CTC/SCCRTC	SCCRTC Allocated \$345,000 on 1/9/14 for ParaCruz Replacements. CTC allocation request anticipated in July. Balance as of 3/19/14.
		Total	\$ 41,768,438	\$ 25,061,519		

Attachment B

Santa Cruz METRO
Grant Applications as of March 19, 2014

#	Application Date	Grant	Description	\$ Grant	Funding Source	Status of Award
20	6/30/2014	FY14 FTA Urban Formula Funds	Operating assistance for public transit	\$ 5,478,097	FTA 5307	Applications due 6/30/14.
21	3/29/2014	FY15 TDA/STA Operating Assistance	5478096.706	\$ 9,067,527	TDA	Application and FY13 Annual Report due to SCCRTC in April
22	4/10/2014	FTA LoNo Emission Vehicles	5 Electric Buses; 2 charging stations	\$ 5,325,000	FTA	FTA
23	3/15/2014	2013 FTA 5339 Formula Funds	Rolling Stock	\$ 454,116	FTA 5339/Caltrans	Application submitted.
24	2/15/2014	FY14Caltrans Planning Grants	Caltrans	\$ 74,489	FTA 5304/Caltrans	Application for Downtown Circulator Feasibility Study.
25	1/15/2014	FY14 Transit Security Projects	Comprehensive Security and Surveillance	\$ 440,505	FY14 CTSGP funds from Cal EMA	Received Notice of Project Eligibility. FMFW due 3/30/14
			Total	\$ 20,839,734		

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: Frank L. Cheng, Project Manager & I.T. Manager
SUBJECT: CONSIDERATION OF METROBASE STATUS REPORT

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Judy K. Souza Operations Building
 - Lewis C. Nelson is working on the parking deck.
- Second LNG tank Installation Project
 - GP Strategies finalizing close out items.

III. DISCUSSION

Judy K. Souza Operations Building

Lewis C. Nelson (LCN) working on the parking deck. Extensive amounts of scaffolds are placed to place form work and placing the rebar before concrete pour. The back half of the parking deck has been poured and LCN is working on the front half. TRC Solutions has continued inspections on the job site to verify compliance with the specifications. Construction meetings are held to coordinate all the subcontractors for efficiency on the project.

Second LNG tank Installation Project

GP Strategies finalizing close out items. GP will be providing me information for the last close out item in the coming week.

Previous project status:

- Judy K. Souza Operations Building
 - Lewis C. Nelson is working on building the parking deck.
- Second LNG tank Installation Project
 - GP Strategies currently working on fine tuning and the PLC controller and close out items.

IV. FINANCIAL CONSIDERATIONS

Funds for the Judy K. Souza Operations Building component and the Second LNG tank Installation component of the MetroBase Project are available with the funds METRO has secured for the Project.

Judy K. Souza Operations Construction Budget	<u>\$17,600,000.00</u>	
Prime Contractor – Lewis C. Nelson & Sons	\$13,572,000.00	668 calendar days
Current Change Order Total	\$360,475.00	49 calendar days
	<u>\$13,932,475.00</u>	717 calendar days
LNG Installation Budget	<u>\$1,110,802.00</u>	
Engineering – Raymundo Engineering	\$62,462.40	
LNG Tank – United Industries	\$311,731.00	
LNG Installation – GP Strategies	\$576,336.00	
Current Change Order Total	\$87,977.56	
	<u>\$1,038,506.96</u>	

V. ATTACHMENTS

Attachment A: None

Prepared By: Frank L. Cheng, Project Manager & I.T. Manager

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: April Warnock, Paratransit Superintendent

SUBJECT: METRO PARACRUZ OPERATIONS STATUS REPORT–JANUARY 2013

I. RECOMMENDED ACTION

This report is for information only - no action requested

II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004. This service had been delivered under contract since 1992.
- Discussion of ParaCruz Operations Status Report.
- Attachment A: On-time Performance Chart displays the percentage of pick-ups within the “ready window” and a breakdown in 5-minute increments for pick-ups beyond the “ready window”. The monthly Customer Service Reports summary is included.
- Attachment B: Report of ParaCruz’ operating statistics. Performance Averages and Performance Goals are reflected in the Comparative Operating Statistics Table in order to establish and compare actual performance measures, as performance is a critical indicator as to ParaCruz’ efficiency.
- Attachments C and D: ParaCruz Performance Charts displaying trends in rider-ship and mileage spanning a period of three years.
- Attachment E: Current calendar year’s statistical information on the number of ParaCruz in-person eligibility assessments, including a comparison to past years, since implementation in August of 2002.

III. DISCUSSION

Comparing January 2013 to January 2014, ParaCruz rides increased by 482 rides.

Comparing December 2013 to January 2014, ParaCruz rides decreased by 95 rides. This slight increase in ridership reverses the trend seen in the ride numbers for the past two years.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

- Attachment A:** ParaCruz On-time Performance Chart
- Attachment B:** Comparative Operating Statistics Table
- Attachment C:** Number of Rides Comparison Chart and Shared vs. Total Rides Chart
- Attachment D:** Mileage Comparison Chart and Year to Date Mileage Chart
- Attachment E:** Eligibility Chart

ATTACHMENT A

Board of Directors
Board Meeting March 28, 2014

ParaCruz On-time Performance Report		
	January 2013	January 2014
Total pick ups	7013	7495
Percent in “ready window”	97.06%	96.44%
1 to 5 minutes late	1.30%	1.24%
6 to 10 minutes late	.60%	.96%
11 to 15 minutes late	.60%	.64%
16 to 20 minutes late	.29%	.31%
21 to 25 minutes late	.07%	.20%
26 to 30 minutes late	.03%	.11%
31 to 35 minutes late	.01%	.01%
36 to 40 minutes late	.00%	.01%
41 or more minutes late (excessively late/missed trips)	.04%	.08%
Total beyond “ready window”	2.94%	3.56%

During the month of January 2014, ParaCruz received four (4) Customer Service Reports. One (1) report was valid. One (1) report was not verifiable. Two (2) reports were compliments.

ATTACHMENT B

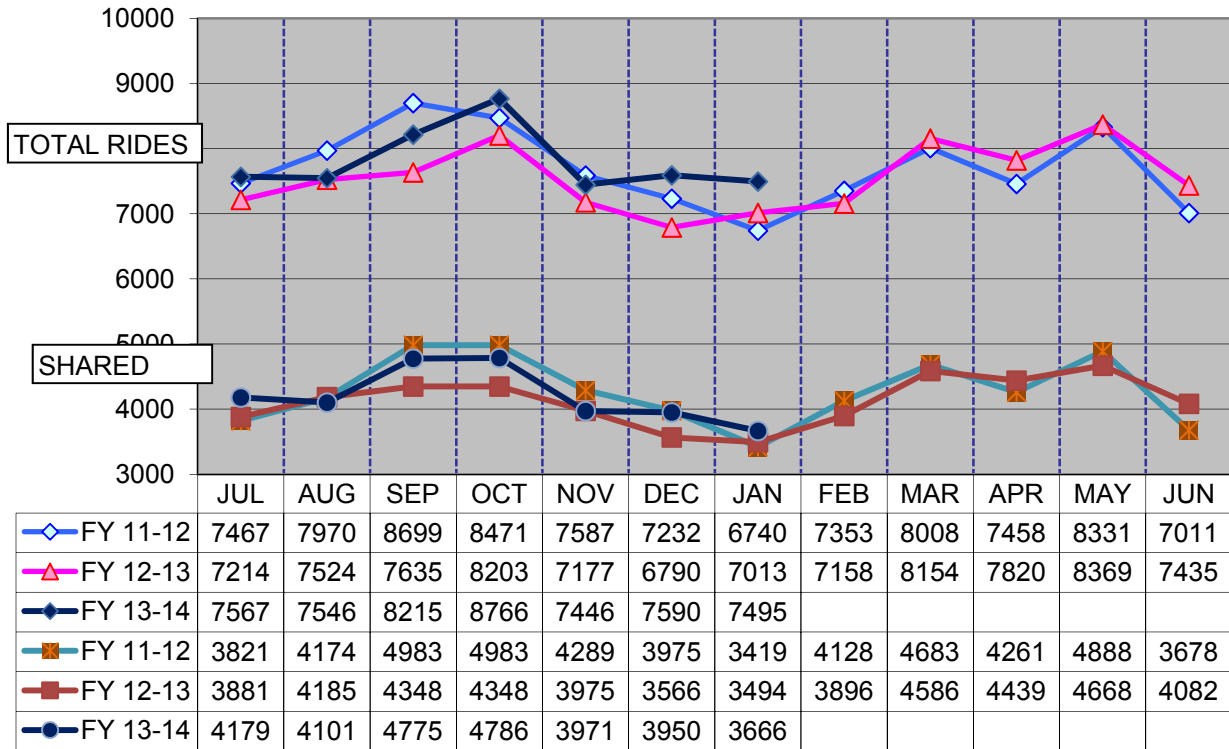
Board of Directors
Board Meeting March 28, 2014

Comparative Operating Statistics This Fiscal Year, Last Fiscal Year through January 2014.

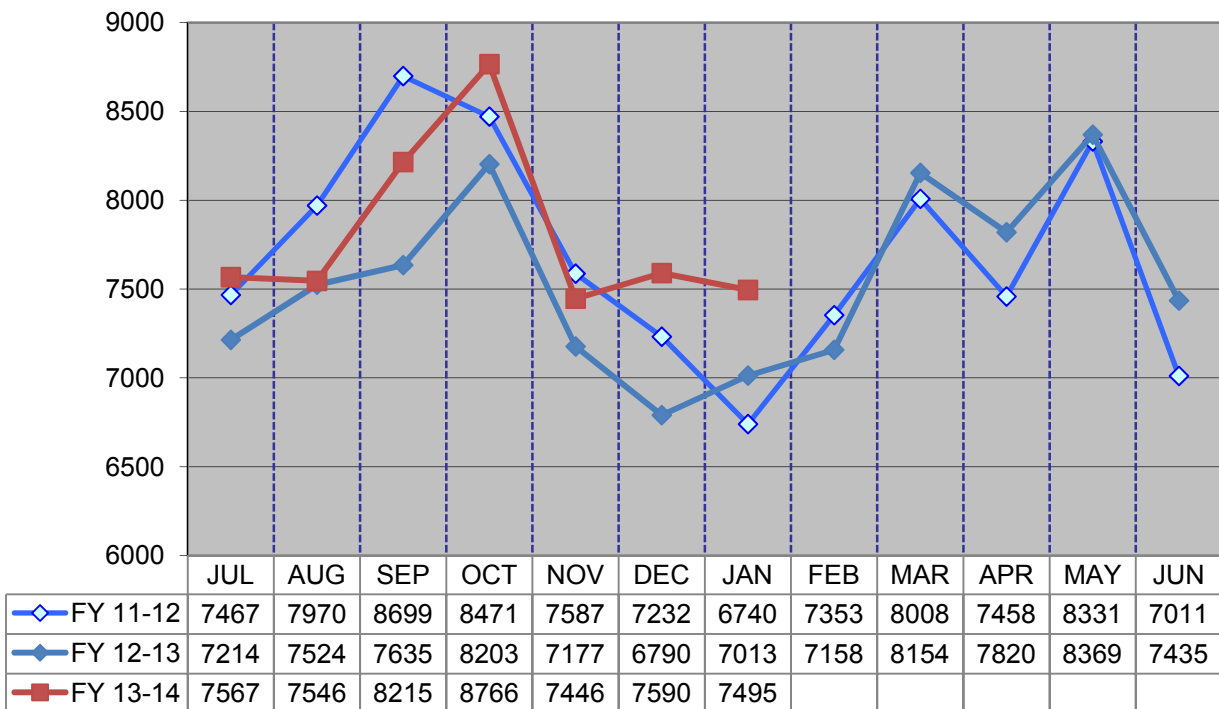
	Jan 13	Jan 14	Fiscal 12-13	Fiscal 13-14	Performance Averages	Performance Goals
Requested	7587	7971	55,952	58,388	8355	
Performed	7013	7495	50,556	54,605	7797	
Cancels	19.99%	19.71%	19.30%	19.36%	19.14%	
No Shows	3.43%	3.45%	3.35%	2.96%	2.99%	Less than 3%
Total miles	50,191	54,255	356,414	391,682	55,575	
Av trip miles	4.55	4.75	4.70	4.8	4.95	
Within ready window	96.02%	96.44%	96.02%	95.36%	95.39%	92.00% or better
Excessively late/missed trips	3	6	10	17	2.17	Zero (0)
Call center volume	5536	N/A	40,100	N/A	N/A	VOIP being UPDATED
Hold times less than 2 minutes	94.0%	N/A	95.54%	N/A	N/A	Greater than 90%
Distinct riders	743	805	1494	1551	796	
Most frequent rider	51 rides	57 rides	246 rides	328 rides	52 rides	
Shared rides	60.0%	64.2%	64.5%	64.2%	65.64%	Greater than 60%
Passengers per rev hour	1.87	1.93	1.87	2.00	1.98	Greater than 1.6 passengers/hour
Rides by supplemental providers	4.72%	3.22%	6.61%	11.58%	11.51%	No more than 25%
Vendor cost per ride	\$20.62	\$23.67	\$21.51	\$23.96	\$23.13	
ParaCruz driver cost per ride (estimated)	\$25.16	\$23.96	\$28.16	\$29.22	\$29.18	
Rides < 10 miles	67.57%	62.13%	67.82%	63.78%	64.74%	
Rides > 10	32.43%	37.87%	32.18%	36.22%	35.26%	
Denied Rides	N/A	0	N/A	0	0	Zero

ATTACHMENT C

TOTAL RIDES vs. SHARED RIDES

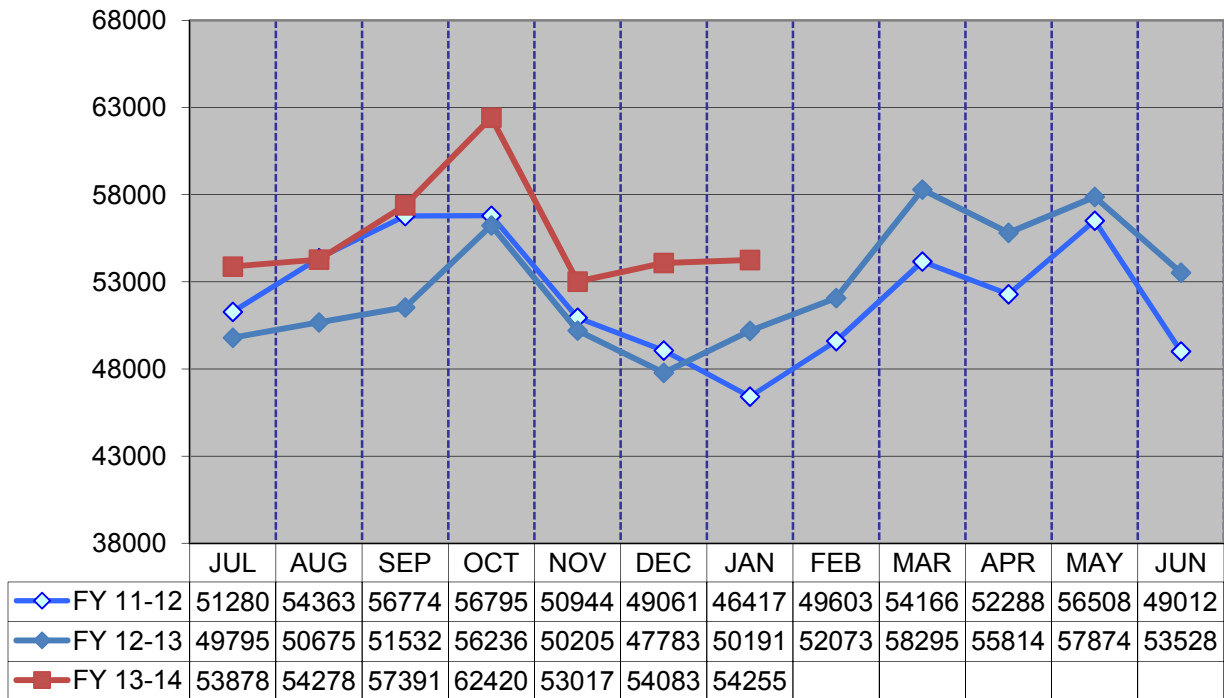


NUMBER OF RIDES COMPARISON CHART

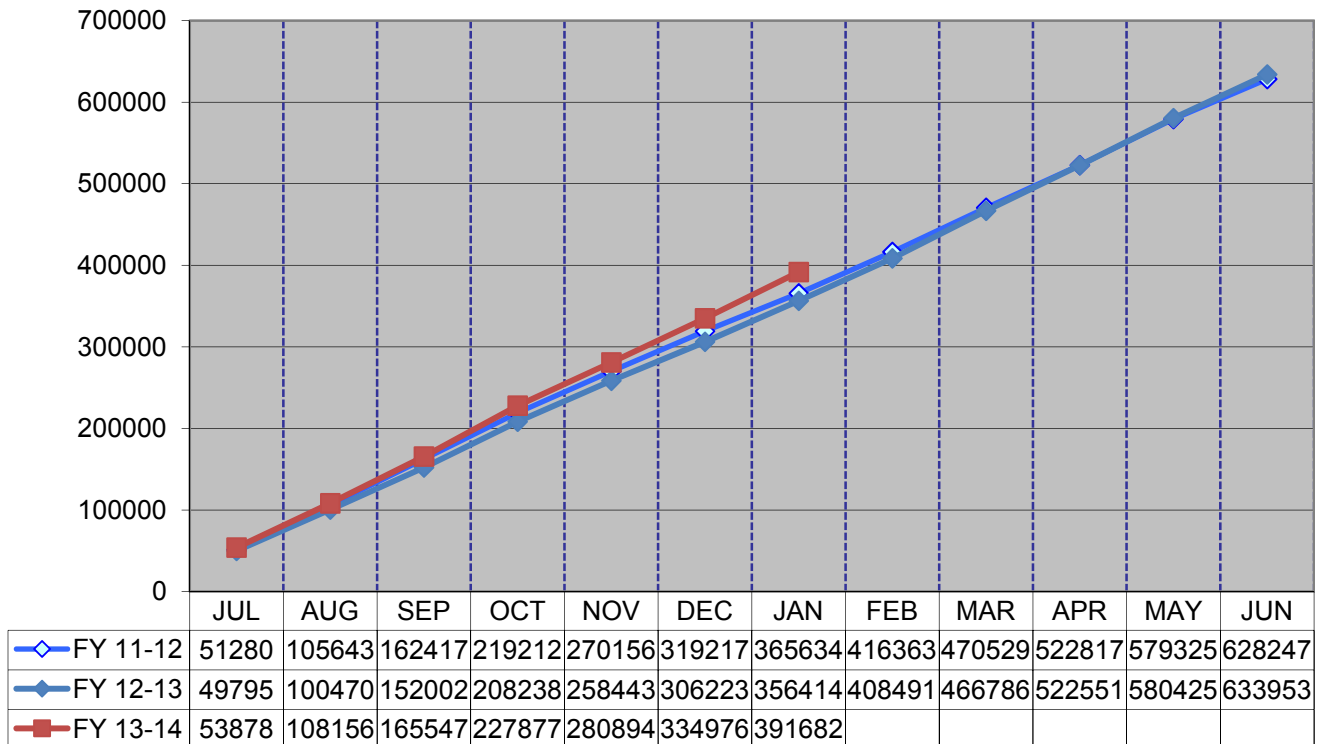


ATTACHMENT D

MILEAGE COMPARISON



YEAR TO DATE MILEAGE COMPARISON CHART



ATTACHMENT E

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED	RESTRICTED	TEMPORARY	DENIED	TOTAL
		CONDITIONAL	TRIP BY TRIP			
FEBRUARY 2013	41	0	4	0	0	45
MARCH 2013	58	0	8	0	0	66
APRIL 2013	42	0	2	3	0	47
MAY 2013	66	0	3	4	1	74
JUNE 2013	58	0	2	1	0	61
JULY 2013	44	0	3	1	0	48
AUGUST 2013	56	0	5	3	0	64
SEPTEMBER 2013	62	0	4	2	0	68
OCTOBER 2013	59	0	0	1	0	60
NOVEMBER 2013	41	0	2	3	0	46
DECEMBER 2013	44	0	5	1	0	50
JANUARY 2014	60	0	2	8	0	70

Number of Eligible Riders for the month of January 2014 = 3234

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: Erich Friedrich, Sr. Transportation Planner
**SUBJECT: SANTA CRUZ METRO SYSTEM RIDERSHIP REPORT FOR
FEBRUARY 2014**

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Total ridership for the month of February 2014 was 494,806 which is a decrease of 17,453 riders or 3.41% versus February 2013. System Daily Averages for February include:
 - 20,849 riders per Weekday, a loss of 2.85%
 - 10,911 riders per Saturday, a loss of 5.43%
 - 8,553 riders per Sunday, a loss of 7.48%
- Highway 17 Express ridership for the month of February 2014 was 28,724, which is a decrease of 847 riders, or 2.86%, from February 2013. Daily averages include:
 - 1,161 riders per Weekday, a loss of 2.94%
 - 710 riders per Saturday, a loss of 2.94%
 - 668 riders per Sunday, a loss of 2.16%
- UCSC students and staff/faculty generated 269,456 rides in February 2014, a loss of 0.12%. Total revenue derived from UCSC was \$361,458.20, a 3.4% increase from February 2013.
- Overall, system wide ridership is statistically flat from FY 2013 to FY 2014.

III. DISCUSSION

In the twenty (20) weekdays, four (4) Saturdays, and four (4) Sundays of February 2014, Santa Cruz METRO's total ridership was 494,806 riders. This was a loss from the previous year, decreasing by 17,453 riders or 2.43%.

Attachment A shows that during February 2014, Santa Cruz METRO averaged 20,849 riders per Weekday. This was a loss from the previous February of 2.85%. Both Saturdays and Sundays experienced losses of 5.43% and 7.48% respectively.

Attachment A also shows Highway 17 Express total ridership at 28,742 riders; this was a decrease from the previous year, losing 847 riders or 2.86%.

FY14 average weekday ridership on the Highway 17 Express was 1,161 riders per weekday, a 2.94% decrease per weekday. Simultaneously Highway 17 Express has seen ridership decreases of 2.94% on Saturdays and a loss of 2.16% Sundays.

Attachment B shows UCSC ridership is flat lined over February 2014, as enrollment remains flat. In February 2014, UCSC generated 269,456 rides between students and staff/faculty. This accounts for over 54% of Santa Cruz METRO's total ridership count. On school term service days, UCSC ridership increased slightly by 0.2% while overall Weekdays also experienced a small loss of 0.47% and Weekends experienced a decrease of 3.48%. Total revenue derived from UCSC in February 2014 was \$361,458.20, a 3.4% increase over February 2013.

Attachment C depicts Weekday, Saturday, and Sunday ridership by route. Overall, system wide ridership Year-To-Date is statistically flat mainly due to a counter balance between lack luster ridership in local circulator service and general increases in ridership on the Highway 17 Express and UCSC. On-time performance and increased travel time due to severe traffic along Santa Cruz METRO's main corridors is also a contributing factor in the flattening of ridership levels in FY 2014.

IV. FINANCIAL CONSIDERATIONS.

Revenue derived from passenger fares and passes is reflected in the FY14 Revenue.

V. ATTACHMENTS

Attachment A: Monthly Ridership Summary

Attachment B: UCSC Ridership Summary

Attachment C: Ridership by Route

Date Prepared: March 20, 2014

Monthly Ridership Summary

FEBRUARY 01, 2014 - FEBRUARY 28, 2014

Calendar Operating Days

	This Year	Last Year
Weekdays	20	20
Saturdays	4	4
Sundays	4	4

Bikes and Mobility Devices

	This Year	Last Year
Bikes	14,849	15,461
Mobility Dev.	1,881	1,551

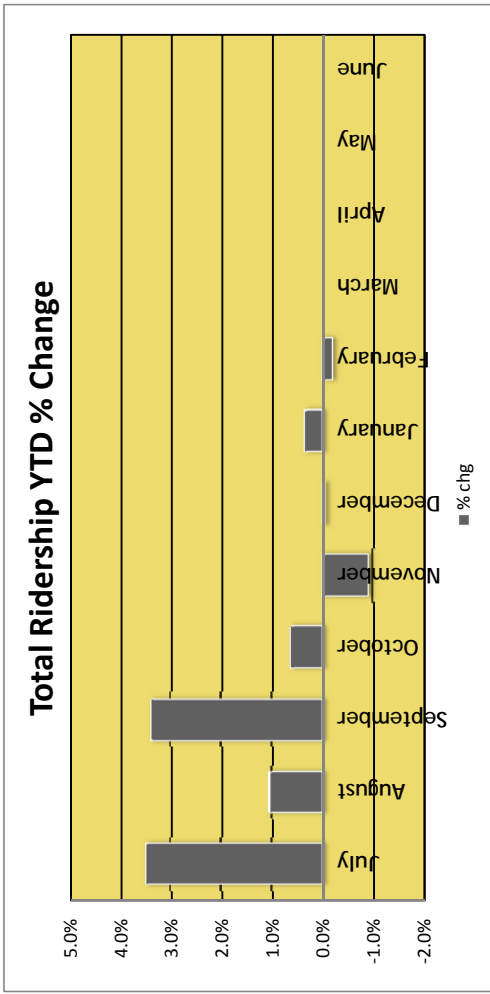
Monthly System Totals

	This Year	Last Year	Difference	% Change
Local Fixed Route	466,082	482,688	-16,606	-3.44%
AMTRAK/Highway 17 Express	28,724	29,571	-847	-2.86%
System Total	494,806	512,259	-17,453	-3.41%

	This Year	Last Year	Difference	% Change
Year to Date Totals	3,279,051	3,298,683	-19,632	-0.60%
	241,428	228,579	12,849	5.62%
	3,520,479	3,527,262	-6,783	-0.19%

System Daily Averages

	Weekdays			Saturday			Sunday		
	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change	
Local Fixed Route	19,688	20,265	-577	-2.85%	10,201	10,787	-586	-5.43%	
AMTRAK/Highway 17 Express	1,161	1,196	-35	-2.94%	710	731	-22	-2.94%	
System Total	20,849	21,461	-612	-2.85%	10,911	11,518	-607	-5.27%	
					7,885	8,561	-677	-7.90%	
					668	683	-15	-2.16%	
					8,553	9,244	-691	-7.48%	



UCSC Ridership Summary

FEBRUARY 01, 2014 - FEBRUARY 28, 2014

Calendar Operating Days		UCSC Revenue						
	This Year	Last Year	This Year	Last Year	This Year	Last Year	\$ Difference	% Change
School Term Days	19	19	\$338,731.80	\$329,158.40	\$9,573.40			2.9%
Weekdays	20	20	\$16,950.12	\$16,144.64	\$805.48			5.0%
Weekend Days	8	8	\$5,776.28	\$4,123.17	\$1,653.11			40.1%
Total			\$361,458.20	\$349,426.21	\$12,031.99			3.4%

UCSC Monthly System Totals		Year to Date Totals						
	This Year	Last Year	This Year	Last Year	This Year	Last Year	Difference	% Change
Students	256,615	257,155	1,405,733	1,377,184	28,549			2.07%
Staff & Faculty	12,841	12,613	99,276	88,983	10,293			11.57%
Total	269,456	269,768	1,505,009	1,466,167	38,842			2.65%

UCSC System Daily Averages		School Term Days				Weekdays				Weekend Days						
	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	Difference	% Change
Students	11,351	11,327	24	24	10,963	10,928	34	34	4,671	4,824	-153	-3.17%	4,671	4,824	-153	-3.17%
Staff & Faculty	607	607	0	0	585	566	20	20	142	163	-20	-12.69%	142	163	-20	-12.69%
Total	11,958	11,934	24	24	11,548	11,494	54	54	4,813	4,986	-174	-3.48%	4,813	4,986	-174	-3.48%

Ridership by Route

FEBRUARY 01, 2014 - FEBRUARY 28, 2014

Route	Corridor	Weekday Ridership	Weekday Average	Saturday Ridership	Saturday Average	Sunday Ridership	Sunday Average	Monthly Ridership
10	UCSC via High St.	30,378	1,519	1,849	462	1,719	430	33,946
15	UCSC via Laurel West	47,714	2,386					47,714
16	UCSC via Laurel East	83,763	4,188	10,513	2,628	7,392	1,848	101,668
19	UCSC via Lower Bay	32,510	1,626	5,861	1,465	4,535	1,134	42,906
3	Mission/Beach	2,967	148	197	49	169	42	3,333
4/4W	Harvey West/Emeline	3,672	184	186	47	112	28	3,970
6	Broadway/Frederick	426	21					426
8	Emeline	106	5					106
12A	UCSC East Side District	1,354	68					1,354
20	UCSC via West Side	17,918	896	3,282	821	2,839	710	24,039
20D	UCSC via West Side Supp.	4,388	219					4,388
30	Graham Hill/Scotts Valley	537	27					537
33	Lompico SLV/Felton Faire	338	18					338
34	South Felton	86	5					86
35/35A	Santa Cruz/Scotts Valley/SLV	27,186	1,359	3,214	804	2,517	629	32,917
40	Davenport/North Coast	837	42	18	5	21	5	876
41	Bonny Doon	1,212	61	43	11	25	6	1,280
42	Davenport/Bonny Doon	246	12	46	12	53	13	345
54	Capitola/Aptos/La Selva Beach	138	7	42	11	40	10	220
55	Rio Del Mar	3,513	176					3,513
56	La Selva Beach	332	17					332
66/66N	Live Oak via 17th	11,263	563	1,706	427	1,269	317	14,238
68	Like Oak via Broadway/Portola	7,870	394	1,177	294	841	210	9,888
69A	Capitola Road/Watsonville	15,080	754	2,515	629	1,766	442	19,361
69W	Cap. Road/Cabrillo/Watsonville	21,211	1,061	2,892	723	2,179	545	26,282
71	Santa Cruz to Watsonville	48,723	2,436	5,964	1,491	5,142	1,286	59,829
72	Corralitos	2,595	130					2,595
74	Ohlone Parkway/Rolling Hills	1,521	76	179	45	104	26	1,804
75	Green Valley Road	3,915	196	960	240	677	169	5,552
77	Civic Plaza / Pajaro	342	17					342
79	East Lake	1,575	79	161	40	138	35	1,874
91x	Santa Cruz/Watsonville Express	20,023	1,001					20,023
Hwy 17	AMTRAK/Hwy 17 Express	23,213	1,161	2,838	710	2,673	668	28,724
Monthly Total		416,952	20,848	43,643	10,911	34,211	8,553	494,806
Previous Year		429,211	21,461	46,072	11,518	36,976	9,244	512,259
% Change		-2.86%	-2.86%	-5.27%	-5.27%	-7.48%	-7.48%	-3.41%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: Robert Cotter, Maintenance Manager

SUBJECT: CONSIDERATION OF RATIFICATION OF THE ACTIONS OF THE MAINTENANCE MANAGER AND AUTHORIZATION OF A PAYMENT IN THE AMOUNT OF \$11,208.12 TO PREFERRED PLUMBING, INC.

I. RECOMMENDED ACTION

That the Board of Directors ratify the actions of the Maintenance Manager and authorize a payment to Preferred Plumbing, Inc. in the amount of \$11,208.12 .

II. SUMMARY OF ISSUES

- On February 27, 2014 Santa Cruz METRO was notified that a business located in a kiosk at Pacific Station was flooded due to waste water backing up into the business as the result of heavy rains.
- This condition occurred as the result of a sink in the kiosk that was improperly plumbed.
- Due to the need to protect public health and safety, the business was closed, and the issue was determined by District Counsel as requiring an emergency repair.
- The California Public Contracting Code requires all construction of public works \$10,000 and above be bid formally, however, a non-formal, sole source award is allowed under these exigent circumstances.
- Staff recommends ratifying the Maintenance Managers actions and authorizing payment to Preferred Plumbing in the amount of \$11,208.12.

III. DISCUSSION

On February 27, 2014 Santa Cruz METRO was notified that one sink at a business located in a kiosk at Pacific Station was backing up and may have been discharging waste water into the City of Santa Cruz's storm water recovery system due to very heavy rains. Preferred Plumbing was contacted to evaluate the state of the plumbing and prepare an estimate of repair. Preferred Plumbing was contacted as this vendor has consistently been low bidder on our plumbing repair jobs and has been quick to respond to jobs urgent in nature.

Leslyn Syren, District Counsel, and Robert Cotter, Maintenance Manager, notified the Purchasing Department of the emergency procurement, approved and scheduled the repairs, and

notified the business of the timeframe it would be closed. The repairs have been completed and invoiced at this time.

Staff recommends that the Board of Directors ratify of the actions of the Maintenance Manager and authorize payment of Preferred Plumbing's invoice.

IV. FINANCIAL CONSIDERATIONS

The final charges from Preferred Plumbing, Inc. total \$11,208.12.

Funds to support this contract are included in the fiscal year 2014 Facilities Maintenance Operating Budget.

V. ATTACHMENTS

Attachment A: None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: Erron Alvey, Purchasing Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT RENEWAL WITH VISION COMMUNICATIONS COMPANY, INC. FOR RADIO SYSTEM MAINTENANCE AND REPAIR SERVICES IN AN AMOUNT NOT TO EXCEED \$45,000

I. RECOMMENDED ACTION

Authorize the General Manager to execute a contract renewal for a one-year contract extension with Vision Communications Company, Inc. for Radio System Maintenance and Repair Services in an amount not to exceed \$45,000.

II. SUMMARY OF ISSUES

- Santa Cruz METRO requires skilled radio technicians to provide maintenance, repairs, and programming services for its radio communications system.
- Santa Cruz METRO has a contract with Vision Communications Company, Inc. for radio system maintenance and repair services.
- This contract was established on June 1, 2010 for a three-year period with two optional one-year extensions.
- The current contract approved by the Board of Directors will expire on May 31, 2014.
- Vision Communications Company, Inc. has requested no changes for the new contract period.
- Vision Communications Company, Inc. has performed its duties very well under this contract, and therefore a one-year contract extension with no changes is recommended.

III. DISCUSSION

Santa Cruz METRO has a contract with Vision Communications Company, Inc. for scheduled preventive maintenance, repairs, replacement of failed equipment, and programming services for its radio communications equipment that is due to expire on May 31, 2014. Per Robert Cotter, Maintenance Manager, over the past year the quality of service provided by Vision Communications Company, Inc. has been excellent. Vision Communications Company, Inc. has reviewed the contract and requested no changes.

Staff recommends that Santa Cruz METRO exercise the option for a one-year contract extension with Vision Communications Company, Inc. for an amount not to exceed \$45,000. Staff further recommends that the Board of Directors authorize the General Manager to sign a one-year contract extension on behalf of Santa Cruz METRO. Robert Cotter, Maintenance Manager will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS

This contract has a total not to exceed of \$90,000. Additional funds in an amount of \$45,000 are requested for approval at this time. The new contract total not to exceed would be \$135,000.

Funds to support this contract are included in the Fleet Maintenance FY14 & FY15 Operating Budgets.

V. ATTACHMENTS

Attachment A: Renewal letter from Vision Communications Company, Inc.

Attachment B: Second Amendment to the Contract with Vision Communications Company, Inc.

Monthly Ridership Summary

FEBRUARY 01, 2014 - FEBRUARY 28, 2014

Calendar Operating Days

	This Year	Last Year
Weekdays	20	20
Saturdays	4	4
Sundays	4	4

Bikes and Mobility Devices

	This Year	Last Year
Bikes	14,849	15,461
Mobility Dev.	1,881	1,551

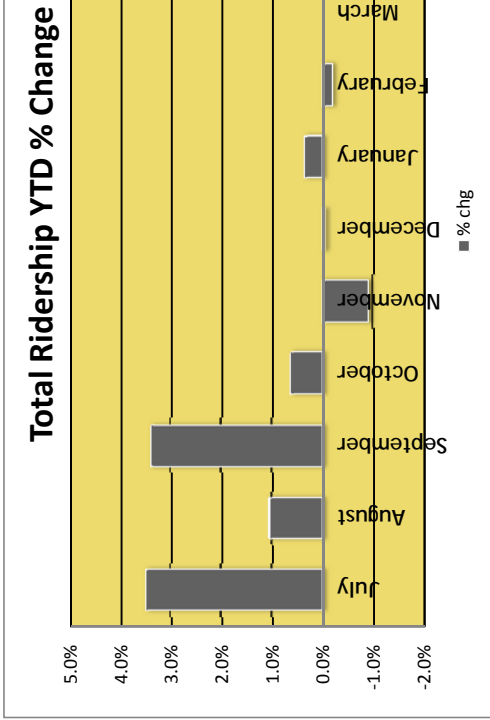
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System Total	494,806	512,259	-17,453	-3.41%

	This Year	Last Year	Difference	% Change
Year to Date Totals	3,279,051	3,298,683	-19,632	-0.60%
	241,428	228,579	12,849	5.62%
	3,520,479	3,527,262	-6,783	-0.19%

System Daily Averages

	Weekdays			Saturday			Sunday					
	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change	This Year	Last Year	Difference	% Change
Local Fixed Route	19,688	20,265	-577	-2.85%	10,201	10,787	-586	-5.43%	7,885	8,561	-677	-7.90%
AMTRAK/Highway 17 Express	1,161	1,196	-35	-2.94%	710	731	-22	-2.94%	668	683	-15	-2.16%
System Total	20,849	21,461	-612	-2.85%	10,911	11,518	-607	-5.27%	8,553	9,244	-691	-7.48%



Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SECOND AMENDMENT TO CONTRACT NO. 10-21 FOR RADIO SYSTEM MAINTENANCE AND REPAIR SERVICES

This Second Amendment to Contract No. 10-21 for Radio System Maintenance and Repair Services is made effective June 1, 2014 between the Santa Cruz Metropolitan Transit District (“Santa Cruz METRO”), a political subdivision of the State of California, and Vision Communications Company, Inc. (“Contractor”).

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Radio System Maintenance and Repair Services (“Contract”) on June 1, 2010.
- 1.2 The Contract allows for the extension upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to increase the compensation amount allowable for payment to Contractor.

Therefore, Santa Cruz METRO and Contractor amend the Contract as follows:

II. TERM

- 2.1 Article 4.01 is replaced in its entirety by the following:

The term of this Contract shall be from June 1, 2010 to May 31, 2015.

Santa Cruz METRO and Contractor may extend the term of this Contract at any time for any reason upon mutual written consent.

III. COMPENSATION

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

Santa Cruz METRO shall compensate Contractor in an amount not to exceed \$45,000 under the terms of this Second Amendment.

The new Contract total not to exceed amount is \$135,000. Contractor understands and agrees that if he/she exceeds the \$135,000 maximum amount payable under this Contract, that it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

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

V. AUTHORITY

5.1 Article 7 is amended to include the following language:

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 _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Leslie R. White
General Manager

Contractor –
VISION COMMUNICATIONS COMPANY, INC.

By _____
Sharon Asbe
Operations Supervisor

Approved as to Form:

Leslyn Syren
District Counsel

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: Erron Alvey, Purchasing Manager

SUBJECT: CONSIDERATION OF AWARD OF CONTRACT FOR PUBLIC AUCTION SERVICES WITH FIRST CAPITOL AUCTION, INC.

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors authorize the General Manager to execute a contract for public auction services with First Capitol Auction, Inc.

II. SUMMARY OF ISSUES

- When revenue and non-revenue vehicles are declared surplus to Santa Cruz METRO's needs by the Board of Directors, the vehicles are transported to an auction service for public auction sale.
- A non-formal, competitive procurement was conducted to solicit proposals from qualified auction firms located in both the local area and central California.
- Two firms submitted a proposal for Santa Cruz METRO's review.
- Staff reviewed and evaluated the proposals.
- Staff is recommending that a contract be established with First Capitol Auction to provide auction services.

III. DISCUSSION

The Santa Cruz Metropolitan Transit District requires public auction services for the sale of its transit buses, trucks, vans, automobiles, miscellaneous equipment and goods that are surplus to Santa Cruz METRO's needs. On January 6, 2014, Purchasing staff contacted qualified auction firms in both the local area, as well as located in central California, and requested proposals. Two proposals were received and staff has reviewed and evaluated the proposals. Only the proposal received from First Capitol Auction, Inc. met all of Santa Cruz METRO's needs.

First Capitol Auction, Inc., located in Vallejo, California, is a large public auction services provider. This firm provides public auction services six to eight times a year for transit agencies, cities, counties, utility companies, state and federal agencies and private industry. First Capitol Auction, Inc. is the current provider of public auction services and has performed its duties very

well. The proposed rates for a new contract are identical to the current rates, which have not increased since the original contract began.

First Capitol Auction, Inc. will pick up vehicles ready for auction, clean and smog them (if required) and process all DMV paperwork after the sale. First Capitol Auction, Inc. will perform an advertising campaign (mailers, emails to potential buyers, web site listings, etc.) prior to the auction date.

The agreement will require Santa Cruz METRO to indemnify and defend auctioneer for Santa Cruz METRO's negligent acts or its willful misconduct.

Staff is recommending that the Board of Directors authorize the General Manager to sign a three-year auction agreement, with the option of a one-year extension, with First Capitol Auction, Inc. to provide public auction services. Contractor will provide services meeting all Santa Cruz METRO specifications and requirements, and Robert Cotter, Maintenance Manager, will serve as the Contract Administrator.

IV. FINANCIAL CONSIDERATIONS

First Capitol Auction, Inc. will **deduct from the gross auction proceeds**: Seven and one half percent (7.5%) for the sales of all vehicles and equipment; and twenty percent (20%) for miscellaneous items. Transportation charges of vehicles to auction site will be deducted as follows: \$95 per running vehicle and \$85 per hour for low bed trailer service. There will be no charge for auto washing, storage, State of California vehicle safety inspections, and smog services.

V. ATTACHMENTS

Attachment A: Auction Agreement with First Capitol Auction, Inc.

Attachment A

AUCTION AGREEMENT

For

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

110 VERNON STREET

SANTA CRUZ, CA 95060

ATTN: ERRON ALVEY

Submitted by:

FIRST CAPITOL AUCTION INC.

50 SOLANO AVENUE

VALLEJO, CA 94590

PHONE: (707) 552-0739

FAX: (707) 552-8613

EMAIL: [auction cap@aol.com](mailto:auctioncap@aol.com)

DATE: March 4, 2014

AUCTION AGREEMENT

FIRST CAPITOL AUCTION INC., now hereinafter referred to as (“Auctioneer”) and the undersigned (“Seller”) agree as follows:

1. AGENCY. Seller hereby appoints Auctioneer as its agent to conduct a Public Auction of personal property described below. Auctioneer shall be an independent contractor. Seller authorizes and confers upon Auctioneer the power to take all actions on its behalf necessary to complete the auction. Such as accepting cash or checks on behalf of Seller in payment for property sold, signing on behalf of Seller as the registered and/or legal owner of any motor vehicles sold to effect a transfer, and satisfying or compromising secured parties who hold or assert a lien on any Property sold at auction. Seller hereby agrees to sell the Property to the highest bidder, with no minimums, reservations, buy-backs or persons bidding for Seller. Absolutely under no circumstances whatsoever shall the Auctioneer or the staff assert a bid on behalf of an owner or consignor of equipment to this auction.
2. AUCTIONS AND PROPERTY. First Capitol Auction Inc conducts public auction about six to eight times a year at 50 Solano Avenue, City of Vallejo, State of California. None of the property may be sold before the auction without the written consent of both parties, in which case the sales proceeds shall be treated as part of the gross proceeds of the auction. All of the Property shall be at the auction at least one week prior to the auction and in the event of a failure of Seller to deliver said Property, or if Seller shall breach this contract, Seller agrees to pay the other costs as provided below and said commission based on market value of said property. First Capitol Auction, Inc. is a fully licensed auto dealer and is bonded with the State of California. Vehicles will not be offered at auction unless the Certificates of Ownership and all other documents necessary to affect a transfer of title for Motor Vehicles, Trailers and Towable Property are submitted to Auctioneer at least five (5) business days prior to the sale. All property submitted for auction shall be free and clear of any toxic waste and/or environmental hazards. If these are not environmentally safe, these items may incur additional fees or disposal costs.
3. First Capitol Auction Inc is in compliance with all State of California environmental requirements as well as in compliance with all current California Air Resource Board (CARB) requirements. For all CARB sales, you as the legal owner, must complete the “VIN Stop Request” form and submit it to CARB. The two (2) page “Out of State Sales Verification” forms should to be submitted to us upon delivery of the vehicle with “Selling Party’s Information, Vehicle Information and Engine Information” filled out. We in turn complete the “Purchaser Information” at the time of the sale notifying the buyer the item(s) cannot be registered or operated in the State of California without being

retrofitted to meet CARB requirements. The Auctioneer will submit the form back to the Seller for their records with payment.

4. COMMISSION AND EXPENSES.

A. Commission (Selling Fees)

1. Motor Vehicles and Off Road Vehicles	7.5%
2. Miscellaneous Property (Non-motor or Off Road Vehicles)	20%
3. Non running vehicles	7.5%
4. State of California Vehicle Safety Inspection	No Charge
5. Smog Service	No Charge

B. Transportation Charges an Other Services

1. Standard Towing: Non-Op Units.	See low bed
2. Standard Towing: Running Vehicles (6-8 Vehicles)	\$95.00/Veh
3. Low Bed Trailer Service	\$85.00/Hr
4. Surplus Personal Property (Miscellaneous)	\$85.00/Hr
5. Auto Wash	No Charge
6. Minor De-Identification of County and City Unites	\$50.00/Veh
7. Exempt Plates: Processing "E" Plates	No Charge
8. Storage Fees	No Charge

C. Additional Services Provided to the Public

1. Free Color Sales Brochure
2. Free Permanent Bidder Program (encouraging return bidders)
3. Free Auction Sale Catalog (this is an important selling aid for the buyer)
4. Three (3) way to bid at First Capitol Auction Inc.; live, absentee or online bidding
5. First Capitol Auction Inc does not allow or sell any special privileges such as pay to cut in line. We feel this practice is discriminatory.
6. Free hospitality barbeque at all heavy equipment sales to encourage bidder registration and inspection.

4. SECURITY INTEREST. Seller hereby gives Auctioneer a security interest in the Property and Equipment listed herein and now owned and hereinafter acquired by Seller (including insurance) and in the sales proceeds, in order to secure any and all advances which may be made to or on behalf of the Seller by Auctioneer and to secure any and all other obligations that the Seller may owe Auctioneer arising out of or in connection with this Agreement, the Property, and or any other agreement, transaction, or Property involving Seller and Auctioneer. Auctioneer shall have all the rights of a secured creditor under the Uniform Commercial code and Seller agrees to execute a financing statement enabling Auctioneer to perfect this security interest as a first lien on the Property listed herein.

5. REPRESENTATION AND INDEMNITY BY SELLER. Seller represents and warrants that title to the Property is and will be at the time of the auction, free and clear of any and all liens, security interests, encumbrances, rights and claims other than those of Auctioneer pursuant to this Agreement, Seller further represents and warrants that Seller has used no other business name or address other than the names and addresses specified in this Agreement.

Auctioneer hereby indemnifies, defends and holds Seller harmless from and against any and all losses, costs, expenses, demands, claim, causes of action and liabilities (including without limitation, reasonable attorney's fees) (collectively "losses and liabilities") related directly or indirectly to, arising out of, or in connection with the performance of services by Auctioneer under this Agreement, caused in whole or in part by the willful misconduct or any negligent act or omission of the Auctioneer, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of Seller.

Seller hereby indemnifies, defends and holds Auctioneer harmless from and against any and all losses, costs, expenses, demands, claims, causes of action, and liabilities (including without limitation, reasonable attorney's fees) (collectively "losses and liabilities") arising out of the Seller's execution of its obligations under this Agreement, caused by Seller's active negligence, sole negligence, or willful misconduct.

First Capitol Auction, Inc. and its consignors will indemnify and hold harmless Selling agency, its boards, commissions, officers and employees in performance of services here under. First Capitol Auction, Inc. will provide comprehensive general liability insurance not less than \$1,000,000.

6. GENERAL PROVISIONS

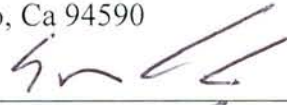
1. Within fifteen (15) banking days after the auction date, Auctioneer shall present a full accounting of the sales proceeds and expenses, and shall, if requested, document the accounting by invoices and/or vouchers. With such accounting, Auctioneer shall present Seller with a check for all monies due from such action unless delayed by legal proceedings or inability of Auctioneer, through no fault of its own, to transfer title or to comply with the Uniform Commercial code or other laws. Auctioneer reserves the right to eliminate from settlement any property for which payment has not been made and Seller agrees to accept responsibility for reclaiming same wherever located. Auction may at their own discretion charge a 10% buyer's premium.

2. In the event a dispute arises out of this agreement, the prevailing party shall be entitled to reasonable attorney's fees from the other party.

3. The duration of this contract shall be for a minimum of three (3) years with the option of a one (1) year extension.

First Capitol Auction Inc
50 Solano Avenue
Vallejo, Ca 94590

Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, Ca 95060

By: 

By: _____

Print: Eric Smith

Print: _____

Title: President

Title: _____

Date: 3/4/14

Date: _____

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: Zach Friend, Director

SUBJECT: CONSIDERATION OF APPOINTMENT OF DONALD PEATTIE TO THE METRO ADVISORY COMMITTEE (MAC) FOR A TERM OF OFFICE ENDING MARCH 28, 2016.

I. RECOMMENDED ACTION

That the Board approve the appointment of Donald Peattie to the Metro Advisory Committee (MAC) as the appointment of Director Zach Friend.

II. SUMMARY OF ISSUES

- There is currently a vacancy on the Metro Advisory Committee (MAC) for an appointment by Director Zach Friend.
- Director Friend is nominating Donald Peattie for appointment to the MAC.
- Pursuant to Section 3.2 of the MAC Bylaws the appointment of Donald Peattie would be eligible for a term that would commence immediately and end March 28, 2016.

III. DISCUSSION

On December 19, 2003, after a significant amount of discussion and multiple meetings, the Board approved the creation of a new Metro Advisory Committee (MAC) that replaced the METRO Users Group (MUG), and the Board approved the structure of the new committee. Application Forms were used to solicit interested persons to participate on MAC.

The Board of Directors appointed the individuals that they wanted to serve as members of the MAC. Each member of the Board provided the name of the individual that they wanted to nominate and the Board of Directors then confirmed the individuals. In the past few years there have been vacancies on the MAC that have resulted from the resignations of some Members. A committee such as the MAC is most effective when it is comprised of a full compliment of Members. One of the current vacancies is the position responsible to Director Zach Friend.

Director Friend has indicated that he would like the Board of Directors to consider the nomination of Donald Peattie to serve as a Member of the MAC. The application of Donald Peattie is attached to this report.

If approved by the Board of Directors, the term for Donald Peattie would commence immediately and conclude on March 28, 2016.

IV. FINANCIAL CONSIDERATIONS

Funds to support the membership of Donald Peattie on the MAC are provided for in the FY14 Santa Cruz METRO Operating Budget.

V. ATTACHMENTS

Attachment A: MAC Application of Donald Peattie

Attachment B: MAC Bylaws

Prepared by: Debra Guerrero, Temporary Administrative Services Coordinator

Date Prepared: March 24, 2014.

From: [Santa Cruz METRO Customer Service](#)
To: [Tony Tapiz](#)
Subject: [MAC-0000000016] Application to serve on MAC
Date: Monday, February 03, 2014 7:39:46 AM

METRO Staff: Please do not reply to this email.

This is a new report from Donald Raymond Peattie.

To view and/or reply again to your reports, [click here to sign in to the website](#), with the user name and password above, then follow the link to Customer Service Reports, and choose either "Reports" or "My Reports" tab.

Contact Name: Donald Peattie
Street Address:
Street Address:
City: Aptos
State: CA
Zip Code: 95003
Day Phone:

Do you ride METRO fixed route or Paracruz Service: METRO fixed route

How often do you use METRO/Paracruz Service: Weekly

What are your particular transit interests?: improving rider safety, safety at bus stops, and installation of seat belts on all buses

What do you think are the biggest challenges for METRO?: improving safety and access

What do you believe that you will contribute to MAC & METRO if appointed?: I have extensive experience of government operations serving the federal government as a manager and mid-level manager. I have been a national analyst, budget manager, and currently serve as a mid-level manager. I have served a one year term on the county civil grand jury and have extensive knowledge of santa cruz county operations.

Donald Raymond Peattie:

I have ridden Hwy 17 express since 1996. I rode it daily from 1996 to 2010. Since 2010, I have ridden it 2 days per week. I have seen riders thrown from their seats and been in a number of moving accidents. Jump seats have been sealed, but this is a band-aid solution. I would like to seek a long term solution that will benefit all riders and promote the interest of bicyclists who ride all transit routes. Safety and comfort improvements are needed at many stops.

Drafted for 9/26/03
Revised for 10/24/03
Revised for 12/19/03
Amended/Adopted 12/19/03
Amended/ Adopted 7/23/04
Amended/Adopted 6/23/06
Amended/Adopted 4/27/07
Amended/Adopted 5/25/07

BYLAWS FOR THE METRO ADVISORY COMMITTEE

Article I
GENERAL PROVISIONS

§1.1 Purpose

These Bylaws govern the proceedings of the METRO Advisory Committee (MAC), an advisory committee established by the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO).

§1.2 Construction of Bylaws

As used in these Bylaws, “Committee” means the METRO Advisory Committee. These Bylaws shall govern the Committee’s proceedings to the extent they are not inconsistent with METRO Regulations or California or United States Statutes. These Bylaws become effective upon approval by the METRO Board of Directors

§1.3 Definitions

- a. As used in these Bylaws, “chair” means the Chair of the Committee.
- b. As used in these Bylaws, “vice chair” means the Vice Chair of the Committee.
- c. As used in these Bylaws “staff” means staff members that are assigned to support the Committee by the METRO Secretary/General Manager.

Article II

ATTACHMENT B

DUTIES AND AUTHORITY

§2.1 Duties

It shall be the duty of the Committee to provide advice to the Board of Directors on matters of METRO policy and operations referred to the Committee by the Board or Secretary/General Manager and to perform such additional duties as assigned by the Board. The Committee may also address issues which members or the public raise with respect to the quantity and quality of services provided by METRO.

§2.2 Limitations on Authority

The sole jurisdiction and authority of the Committee is to serve in an advisory capacity to the Board of Directors. It shall not have any authority to take actions that bind METRO or the Board of Directors with the exception that the Committee may design informational signs to be placed on the inside of buses and that the Committee may design and distribute an informational brochure to increase the public's knowledge of the operation and existence of the Committee. Communications by the Committee shall be to and through the Board of Directors. No individual member of the Committee shall be entitled to compensation from METRO, with the exception that Members of the Committee shall receive three (3) system-wide day passes for each monthly meeting that they attend, and any reimbursement for travel or other expenses shall receive specific prior authorization by the Board of Directors.

Article III MEMBERSHIP

§3.1 Membership

The Committee shall be composed of 11 members appointed by the Board of Directors as follows:

Each member of the METRO Board of Directors shall nominate 1 individual to serve as members of the METRO Advisory Committee. Appointments to the METRO Advisory Committee shall be made by the METRO Board of Directors.

All members shall be residents of the County of Santa Cruz. When making its appointments, the Board shall strive to balance the membership to reflect the ethnic, gender, and geographic diversity of the County. At least 4 of the individuals appointed to the Committee shall be persons with disabilities as evidenced by possession of a METRO Discount Photo Identification Card. No member of the Board of Directors or other elected public official shall be appointed to the Committee. No employee of METRO or any agency that provides funding to, or contracts with, METRO shall be appointed to the Committee. However, individuals that have been selected to participate on the ADA

ATTACHMENT B

Appeals Panel, to participate in the Bus Operator Sensitivity Training, or who are employed by the University of California, Santa Cruz in departments other than the Transportation and Parking Services (TAPS), or in the offices that directly supervise TAPS, shall be exempt from the financial/contracting prohibition for Committee members outlined in this section.

§3.2 Members' Terms

The term of membership of each Committee member shall be two years, commencing with the date of appointment by the METRO Board. Members may be re-appointed for additional terms as approved by the METRO Board of Directors.

§3.3 Absences

If a member accumulates total absences from Committee Meetings of four, without excuse, and two, with excuse, in any twelve-month period, the position shall automatically be declared vacant. In the event of a known absence to an upcoming MAC Meeting it is expected of the MAC Member(s) that they will contact the Santa Cruz Metropolitan Transit District Front Office Administration Staff by telephone as soon as the occurring absence is known and no later than 12:00PM (noon) on the day of the meeting and that failure to make said contact will constitute an unexcused absence unless circumstances restrict such contact. The member of the Board of Directors that nominated such Committee member shall be notified of the vacancy so that they can nominate a successor to be appointed to fill the remainder of that Committee member's term.

§3.4 Vacancies

The member of the Board of Directors who nominated the original member shall nominate a replacement candidate to fill a position on the Committee that is declared vacant. The appointment of the replacement member shall be made by the Board of Directors.

Article IV OFFICERS

§4.1 Chair and Vice Chair

The Committee shall elect from its membership a Chair and a Vice Chair at its first meeting of the calendar year, to serve for a one-year term. The chair shall preside at all meetings of the Committee and represent the Committee before the Board of Directors. The Vice Chair shall perform the duties of the Chair when the Chair is absent. In the event of a vacancy in the chair's position, the vice chair shall succeed as chair for the balance of the Chair's term and the Committee shall elect a successor to fill the

ATTACHMENT B

vacancy in the Vice Chair's position as provided below. In the event of a vacancy in the Vice Chair's position, the Committee shall elect a successor from its membership to fill the Vice Chair's position for the remainder of the vice chair's term.

§4.2 Staff Support

The Secretary/General Manager of METRO shall make arrangements to furnish clerical services to prepare and distribute the Committee's agendas, notices, minutes, correspondence and other materials. The METRO staff assigned to support the committee shall maintain a record of all proceedings of the Committee as required by law and shall perform other support duties to the committee as assigned by the Secretary/General Manager. The minutes of each meeting, when approved by the Committee, shall be transmitted to the METRO Board of Directors.

Article V MEETINGS

§5.1 Regular Meetings

Regular meetings of the Committee shall be held on the third Wednesday of each month. Whenever a regular meeting falls on a holiday observed by METRO, the meeting shall be held on another day or canceled at the direction of the Committee. A rescheduled regular meeting shall be designated a regular meeting.

§5.2 Special Meetings

The Chair may call a special meeting. The meeting shall be called and noticed as provided in Section 5.3 below.

§5.3 Calling and Noticing of Meetings

All meetings shall be called, noticed and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code). The Secretary/General Manager and METRO Counsel shall be given notice of all meetings.

§5.4 Quorum; Vote

ATTACHMENT B

The presence of 6 members shall constitute a quorum for the transaction of business. However, when there are vacancies on the Committee the quorum shall be reduced to a majority of the number of Members appointed to the Committee, with the provision that a quorum shall never be less than four (4) Members. All official acts of the Committee shall require the affirmative vote of the majority of members present, providing that a quorum is maintained at all times.

§5.5 Thirty Minute Rule

If a quorum has not been established within thirty minutes of the noticed starting time for the meeting the meeting shall be cancelled.

§5.6 Matters Not Listed On the Agenda Requiring Committee Action

Except as provided below, a matter requiring Committee action shall be listed on the posted agenda before the Committee may act upon it. The Committee may take action on items not appearing on the posted agenda under any of the following conditions:

- a. Upon a determination by an affirmative vote of the Committee that an emergency exists, as defined in Section 54956.5 of the Government Code.
- b. Upon a determination by a two-thirds vote of the Committee, or if less than two-thirds of the members are present, a unanimous vote of those members present, there is a need to take immediate action and the need to take action came to the attention of the Committee subsequent to the agenda being posted.

§5.7 Time Limits for Speakers

Each member of the public appearing at a Committee meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her discretion, permits further remarks to be made. Any person addressing the Committee may submit written statements, petitions or other documents to complement his or her presentation. Public presentations that have been scheduled prior to the meeting with the Committee Chair shall not be subject to the time limits contained in this section.

§5.8 Impertinence; Disturbance of Meeting

Any person making personal, impertinent or indecorous remarks while addressing the Committee may be barred by the chairperson from further appearance before the Committee at that meeting, unless permission to continue is granted by an affirmative vote of the Committee. The Chair may order any person removed from the Committee meeting who causes a disturbance or interferes with the conduct of the meeting, and the Chair may direct the meeting room cleared when deemed necessary to maintain order.

§5.9 Access to Public Records Distributed at Meeting

Writings which are public records and which are distributed during a Committee meeting shall be made available for public inspection at the meeting if prepared by the METRO staff or a member of the Committee, or after the meeting if prepared by some other person.

Article VI
AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

The agenda shall specify the starting time and location of the meeting and shall contain a brief general description of each item of business to be transacted or discussed at the meeting. The description shall be reasonably calculated to adequately inform the public of the subject matter of each agenda item. The agenda may include recommendations for Committee action as appropriate.

§6.2 Public Communications

Each agenda for a regular meeting shall provide an opportunity for members of the public to address the Committee on matters of interest to the public either before or during the Committee's consideration of the item, if it is listed on the agenda, or, if it is not listed on the agenda but is within the jurisdiction of the Committee, under the agenda item heading "Oral/Written Communications". The Committee shall not act upon an item that is not listed on the agenda except as provided under Section 5.8. Each notice for a special meeting shall provide an opportunity for members of the public to directly address the Committee concerning any item that has been described in the notice for the meeting before or during consideration of that item.

§6.3 Agenda Preparation

ATTACHMENT B

The METRO Staff assigned to the Committee shall prepare the agenda for each meeting in consultation with the Chair. Material intended for placement on the agenda shall be delivered to the secretary on or before 12:00 Noon on the date established as the agenda deadline for the forthcoming meeting. The METRO Staff, in consultation with the chair, may withhold placement on the agenda of any matter that is not timely received, lacks sufficient information or is in need of staff review and report prior to Committee consideration.

§6.4 Agenda Posting and Delivery

The written agenda for each regular meeting and each meeting continued for more than five calendar days shall be posted by the METRO Staff at least 72 hours before the meeting is scheduled to begin. The written agenda for every special meeting shall be posted by the METRO Staff at least 24 hours before the special meeting is scheduled to begin. The agenda shall be posted in a location that is freely accessible to members of the public. The agenda together with supporting documents shall be transmitted to each Committee member, the Secretary/General Manager and the METRO Counsel at least five days before each regular meeting and at least 24 hours before each special meeting.

§6.5 Meeting Notices

The METRO Staff shall transmit notices of every regular meeting at least one week prior to the date set for the meeting to each person who has filed a written request with METRO for such notice as provided in Section 54954.1 of the Government Code. The notice shall be mailed at least one week prior to the date set for the meeting. Notice of special meetings called less than seven days prior to the date set for the meeting shall be given as soon as is practical.

Article VII MISCELLANEOUS

§7.1 Adoption and Amendment of Bylaws

These Bylaws shall be effective upon approval by the METRO Board of Directors.

§7.2 Committee Process

The intent of the Committee shall be to provide consensus based advice and recommendations to the METRO Board of Directors.

ATTACHMENT B

Approved by Board of Directors: December 19, 2003.

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: Dene Bustichi, Board Chair

SUBJECT: CONSIDERATION OF APPOINTMENT OF NICONA KEESAW TO THE METRO ADVISORY COMMITTEE (MAC) FOR A TERM OF OFFICE ENDING MARCH 28, 2016.

I. RECOMMENDED ACTION

That the Board approve the appointment of Nicona Keesaw to the Metro Advisory Committee (MAC) as the appointment of Board Chair Dene Bustichi.

II. SUMMARY OF ISSUES

- There is currently a vacancy on the Metro Advisory Committee (MAC) for an appointment by Board Chair Dene Bustichi.
- Board Chair Bustichi is nominating Nicona Keesaw for appointment to the MAC.
- Pursuant to Section 3.2 of the MAC Bylaws the appointment of Nicona Keesaw would be eligible for a term that would commence immediately and end March 28, 2016.

III. DISCUSSION

On December 19, 2003, after a significant amount of discussion and multiple meetings, the Board approved the creation of a new Metro Advisory Committee (MAC) that replaced the METRO Users Group (MUG), and the Board approved the structure of the new committee. Application Forms were used to solicit interested persons to participate on MAC.

The Board of Directors appointed the individuals that they wanted to serve as members of the MAC. Each member of the Board provided the name of the individual that they wanted to nominate and the Board of Directors then confirmed the individuals. In the past few years there have been vacancies on the MAC that have resulted from the resignations of some Members. A committee such as the MAC is most effective when it is comprised of a full compliment of Members. One of the current vacancies is the position responsible to Board Chair Dene Bustichi.

Board Chair Bustichi has indicated that he would like the Board of Directors to consider the nomination of Nicona Keesaw to serve as a Member of the MAC. The application of Nicona Keesaw is attached to this report.

If approved by the Board of Directors, the term for Nicona Keesaw would commence immediately and conclude on March 28, 2016.

Board of Directors Meeting

March 28, 2014

Page 2

IV. FINANCIAL CONSIDERATIONS

Funds to support the membership of Nicona Keesaw on the MAC are provided for in the FY14 Santa Cruz METRO Operating Budget.

V. ATTACHMENTS

Attachment A: MAC Application of Nicona Keesaw

Attachment B: MAC Bylaws

Prepared by: Debra Guerrero, Temporary Administrative Services Coordinator

Date Prepared: March 24, 2014

ATTACHMENT A

From: [Santa Cruz METRO Customer Service](#)
To: [Tony Tapiz](#)
Subject: [MAC-0000000010] METRO Advisory Committee
Date: Wednesday, March 06, 2013 10:39:32 AM

METRO Staff: Please do not reply to this email.

This is a new report from Nicona Keesaw.

To view and/or reply again to your reports, [click here to sign in to the website](#), with the user name and password above, then follow the link to Customer Service Reports, and choose either "Reports" or "My Reports" tab.

Contact Name: Nicona Keesaw
Street Address: 14765A West Park Ave
Street Address:
City: Boulder Creek
State: CA
Zip Code: 95006
Day Phone: 831-338-1833
Do you ride METRO fixed route or Paracruz Service: METRO fixed route
How often do you use METRO/Paracruz Service: Daily
What are your particular transit interests?: accessibility
What do you think are the biggest challenges for METRO?: Meeting transportation needs of the community even when budget issues arise.
What do you believe that you will contribute to MAC & METRO if appointed?: A unique perspective and a strong voice for accessibility with regards to all METRO endeavors.

Nicona Keesaw:
To Whom It May Concern:

This application is in regards to the vacancy on the METRO Advisory Committee. I was recently made aware of this vacancy via email and I am very interested in this opportunity to volunteer my time for a worthy cause. I have a B.A. in Community Studies from UC Santa Cruz and currently work as an employment specialist for the Department of Rehabilitation. I hold a seat on the Santa Cruz County Commission on Disabilities and am active in my community as a disability rights advocate. As a person who is blind and utilizes the assistance of a guide dog, and also as a METRO bus rider who lives in a somewhat rural area (Boulder Creek), I feel that I would offer a unique and necessary perspective on METRO issues. If you have any questions, please don't hesitate to contact me at the phone number or email address listed above.

Kind regards,

Nicona Keesaw

Drafted for 9/26/03
Revised for 10/24/03
Revised for 12/19/03
Amended/Adopted 12/19/03
Amended/ Adopted 7/23/04
Amended/Adopted 6/23/06
Amended/Adopted 4/27/07
Amended/Adopted 5/25/07

BYLAWS FOR THE METRO ADVISORY COMMITTEE

Article I **GENERAL PROVISIONS**

§1.1 Purpose

These Bylaws govern the proceedings of the METRO Advisory Committee (MAC), an advisory committee established by the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO).

§1.2 Construction of Bylaws

As used in these Bylaws, “Committee” means the METRO Advisory Committee. These Bylaws shall govern the Committee’s proceedings to the extent they are not inconsistent with METRO Regulations or California or United States Statutes. These Bylaws become effective upon approval by the METRO Board of Directors

§1.3 Definitions

- a. As used in these Bylaws, “chair” means the Chair of the Committee.
- b. As used in these Bylaws, “vice chair” means the Vice Chair of the Committee.
- c. As used in these Bylaws “staff” means staff members that are assigned to support the Committee by the METRO Secretary/General Manager.

Article II

DUTIES AND AUTHORITY

§2.1 Duties

It shall be the duty of the Committee to provide advice to the Board of Directors on matters of METRO policy and operations referred to the Committee by the Board or Secretary/General Manager and to perform such additional duties as assigned by the Board. The Committee may also address issues which members or the public raise with respect to the quantity and quality of services provided by METRO.

§2.2 Limitations on Authority

The sole jurisdiction and authority of the Committee is to serve in an advisory capacity to the Board of Directors. It shall not have any authority to take actions that bind METRO or the Board of Directors with the exception that the Committee may design informational signs to be placed on the inside of buses and that the Committee may design and distribute an informational brochure to increase the public's knowledge of the operation and existence of the Committee. Communications by the Committee shall be to and through the Board of Directors. No individual member of the Committee shall be entitled to compensation from METRO, with the exception that Members of the Committee shall receive three (3) system-wide day passes for each monthly meeting that they attend, and any reimbursement for travel or other expenses shall receive specific prior authorization by the Board of Directors.

Article III MEMBERSHIP

§3.1 Membership

The Committee shall be composed of 11 members appointed by the Board of Directors as follows:

Each member of the METRO Board of Directors shall nominate 1 individual to serve as members of the METRO Advisory Committee. Appointments to the METRO Advisory Committee shall be made by the METRO Board of Directors.

All members shall be residents of the County of Santa Cruz. When making its appointments, the Board shall strive to balance the membership to reflect the ethnic, gender, and geographic diversity of the County. At least 4 of the individuals appointed to the Committee shall be persons with disabilities as evidenced by possession of a METRO Discount Photo Identification Card. No member of the Board of Directors or other elected public official shall be appointed to the Committee. No employee of METRO or any agency that provides funding to, or contracts with, METRO shall be appointed to the Committee. However, individuals that have been selected to participate on the ADA

Appeals Panel, to participate in the Bus Operator Sensitivity Training, or who are employed by the University of California, Santa Cruz in departments other than the Transportation and Parking Services (TAPS), or in the offices that directly supervise TAPS, shall be exempt from the financial/contracting prohibition for Committee members outlined in this section.

§3.2 Members' Terms

The term of membership of each Committee member shall be two years, commencing with the date of appointment by the METRO Board. Members may be re-appointed for additional terms as approved by the METRO Board of Directors.

§3.3 Absences

If a member accumulates total absences from Committee Meetings of four, without excuse, and two, with excuse, in any twelve-month period, the position shall automatically be declared vacant. In the event of a known absence to an upcoming MAC Meeting it is expected of the MAC Member(s) that they will contact the Santa Cruz Metropolitan Transit District Front Office Administration Staff by telephone as soon as the occurring absence is known and no later than 12:00PM (noon) on the day of the meeting and that failure to make said contact will constitute an unexcused absence unless circumstances restrict such contact. The member of the Board of Directors that nominated such Committee member shall be notified of the vacancy so that they can nominate a successor to be appointed to fill the remainder of that Committee member's term.

§3.4 Vacancies

The member of the Board of Directors who nominated the original member shall nominate a replacement candidate to fill a position on the Committee that is declared vacant. The appointment of the replacement member shall be made by the Board of Directors.

**Article IV
OFFICERS**

§4.1 Chair and Vice Chair

The Committee shall elect from its membership a Chair and a Vice Chair at its first meeting of the calendar year, to serve for a one-year term. The chair shall preside at all meetings of the Committee and represent the Committee before the Board of Directors. The Vice Chair shall perform the duties of the Chair when the Chair is absent. In the event of a vacancy in the chair's position, the vice chair shall succeed as chair for the balance of the Chair's term and the Committee shall elect a successor to fill the

vacancy in the Vice Chair's position as provided below. In the event of a vacancy in the Vice Chair's position, the Committee shall elect a successor from its membership to fill the Vice Chair's position for the remainder of the vice chair's term.

§4.2 Staff Support

The Secretary/General Manager of METRO shall make arrangements to furnish clerical services to prepare and distribute the Committee's agendas, notices, minutes, correspondence and other materials. The METRO staff assigned to support the committee shall maintain a record of all proceedings of the Committee as required by law and shall perform other support duties to the committee as assigned by the Secretary/General Manager. The minutes of each meeting, when approved by the Committee, shall be transmitted to the METRO Board of Directors.

Article V MEETINGS

§5.1 Regular Meetings

Regular meetings of the Committee shall be held on the third Wednesday of each month. Whenever a regular meeting falls on a holiday observed by METRO, the meeting shall be held on another day or canceled at the direction of the Committee. A rescheduled regular meeting shall be designated a regular meeting.

§5.2 Special Meetings

The Chair may call a special meeting. The meeting shall be called and noticed as provided in Section 5.3 below.

§5.3 Calling and Noticing of Meetings

All meetings shall be called, noticed and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code). The Secretary/General Manager and METRO Counsel shall be given notice of all meetings.

§5.4 Quorum; Vote

The presence of 6 members shall constitute a quorum for the transaction of business. However, when there are vacancies on the Committee the quorum shall be reduced to a majority of the number of Members appointed to the Committee, with the provision that a quorum shall never be less than four (4) Members. All official acts of the Committee shall require the affirmative vote of the majority of members present, providing that a quorum is maintained at all times.

§5.5 Thirty Minute Rule

If a quorum has not been established within thirty minutes of the noticed starting time for the meeting the meeting shall be cancelled.

§5.6 Matters Not Listed On the Agenda Requiring Committee Action

Except as provided below, a matter requiring Committee action shall be listed on the posted agenda before the Committee may act upon it. The Committee may take action on items not appearing on the posted agenda under any of the following conditions:

- a. Upon a determination by an affirmative vote of the Committee that an emergency exists, as defined in Section 54956.5 of the Government Code.
- b. Upon a determination by a two-thirds vote of the Committee, or if less than two-thirds of the members are present, a unanimous vote of those members present, there is a need to take immediate action and the need to take action came to the attention of the Committee subsequent to the agenda being posted.

§5.7 Time Limits for Speakers

Each member of the public appearing at a Committee meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her discretion, permits further remarks to be made. Any person addressing the Committee may submit written statements, petitions or other documents to complement his or her presentation. Public presentations that have been scheduled prior to the meeting with the Committee Chair shall not be subject to the time limits contained in this section.

§5.8 Impertinence; Disturbance of Meeting

Any person making personal, impertinent or indecorous remarks while addressing the Committee may be barred by the chairperson from further appearance before the Committee at that meeting, unless permission to continue is granted by an affirmative vote of the Committee. The Chair may order any person removed from the Committee meeting who causes a disturbance or interferes with the conduct of the meeting, and the Chair may direct the meeting room cleared when deemed necessary to maintain order.

§5.9 Access to Public Records Distributed at Meeting

Writings which are public records and which are distributed during a Committee meeting shall be made available for public inspection at the meeting if prepared by the METRO staff or a member of the Committee, or after the meeting if prepared by some other person.

Article VI
AGENDAS AND MEETING NOTICES

§6.1 Agenda Format

The agenda shall specify the starting time and location of the meeting and shall contain a brief general description of each item of business to be transacted or discussed at the meeting. The description shall be reasonably calculated to adequately inform the public of the subject matter of each agenda item. The agenda may include recommendations for Committee action as appropriate.

§6.2 Public Communications

Each agenda for a regular meeting shall provide an opportunity for members of the public to address the Committee on matters of interest to the public either before or during the Committee's consideration of the item, if it is listed on the agenda, or, if it is not listed on the agenda but is within the jurisdiction of the Committee, under the agenda item heading "Oral/Written Communications". The Committee shall not act upon an item that is not listed on the agenda except as provided under Section 5.8. Each notice for a special meeting shall provide an opportunity for members of the public to directly address the Committee concerning any item that has been described in the notice for the meeting before or during consideration of that item.

§6.3 Agenda Preparation

The METRO Staff assigned to the Committee shall prepare the agenda for each meeting in consultation with the Chair. Material intended for placement on the agenda shall be delivered to the secretary on or before 12:00 Noon on the date established as the agenda deadline for the forthcoming meeting. The METRO Staff, in consultation with the chair, may withhold placement on the agenda of any matter that is not timely received, lacks sufficient information or is in need of staff review and report prior to Committee consideration.

§6.4 Agenda Posting and Delivery

The written agenda for each regular meeting and each meeting continued for more than five calendar days shall be posted by the METRO Staff at least 72 hours before the meeting is scheduled to begin. The written agenda for every special meeting shall be posted by the METRO Staff at least 24 hours before the special meeting is scheduled to begin. The agenda shall be posted in a location that is freely accessible to members of the public. The agenda together with supporting documents shall be transmitted to each Committee member, the Secretary/General Manager and the METRO Counsel at least five days before each regular meeting and at least 24 hours before each special meeting.

§6.5 Meeting Notices

The METRO Staff shall transmit notices of every regular meeting at least one week prior to the date set for the meeting to each person who has filed a written request with METRO for such notice as provided in Section 54954.1 of the Government Code. The notice shall be mailed at least one week prior to the date set for the meeting. Notice of special meetings called less than seven days prior to the date set for the meeting shall be given as soon as is practical.

**Article VII
MISCELLANEOUS**

§7.1 Adoption and Amendment of Bylaws

These Bylaws shall be effective upon approval by the METRO Board of Directors.

§7.2 Committee Process

The intent of the Committee shall be to provide consensus based advice and recommendations to the METRO Board of Directors.

Approved by Board of Directors: December 19, 2003.

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BEFORE THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. _____

On the Motion of Director:

Duly Seconded by Director: _____

The Following Resolution is adopted:

**A RESOLUTION OF
APPRECIATION AND REMEMBRANCE FOR THE SERVICES OF
LESLEY A. WRIGHT AS AN ADVOCATE FOR THE SANTA CRUZ
METROPOLITAN TRANSIT DISTRICT AND FOR ACCESSIBLE
PUBLIC TRANSIT SERVICE**

WHEREAS, the Santa Cruz Metropolitan Transit District was formed to provide public transportation to all of the citizens of Santa Cruz County, and

WHEREAS, the provision of public transportation service requires the participation and guidance from all of the community served, and

WHEREAS, the Santa Cruz Metropolitan Transit District, requiring guidance and assistance from an individual with expertise and dedication was privileged to receive the services of Lesley A. Wright as a Member of the Metro Accessible Services Transit Forum (MASTF), a founding Board appointed Member of the METRO Advisory Committee (MAC), and a volunteer to provide training for fixed route bus operators to assist people with disabilities, as well as all passengers, and

WHEREAS, Lesley A. Wright served the Santa Cruz Metropolitan Transit District from 1994 to 2014, and

WHEREAS, Lesley A. Wright provided the Santa Cruz Metropolitan Transit District with dedicated service and commitment as an advisor and volunteer, and

WHEREAS, Lesley A. Wright served the Santa Cruz Metropolitan Transit District and the people of Santa Cruz County with distinction, and

WHEREAS, the service provided to the citizens of Santa Cruz County by Lesley A. Wright resulted in safe, reliable, accessible, public transportation being available in the most difficult of times, and

WHEREAS, during the time that Lesley A. Wright served the METRO community, METRO expanded service, graduated scores of well trained bus operators, developed new facilities, purchased new equipment, developed accessible bus stops, opened new transit centers, improved ridership, responded to adverse economic conditions, assumed direct operational responsibility for the Highway 17 Express service and the Amtrak Connector service, and assumed direct operational responsibility for the ParaCruz service, and, and broke ground for the Judy K. Souza Operations Facility; and enhanced the alternative transportation options for the citizens of Santa Cruz County, and

WHEREAS, the quality of life in Santa Cruz County was improved dramatically as a result of the exemplary service provided by Lesley A. Wright, and

WHEREAS, Lesley A. Wright passed away on March 9, 2014, and

WHEREAS, the family members, friends, and beloved live-in cat, Gracie, of Lesley A. Wright bear the most immediate and profound burden of the absence of their loved one; and

WHEREAS, the Santa Cruz Metropolitan Transit District, on behalf of its employees, expresses profound sympathy to the family, friends and loved ones of Lesley A. Wright;

NOW, THEREFORE, BE IT RESOLVED, that in recognition of service and commitment, the Board of Directors of the Santa Cruz Metropolitan Transit District does hereby posthumously commend Lesley A. Wright for efforts in advancing public transit service in Santa Cruz County and expresses sincere appreciation on behalf of itself, METRO staff and all of the citizens of Santa Cruz County.

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to the family of Lesley A. Wright and that a copy of this resolution be entered into the official records of the Santa Cruz Metropolitan Transit District.

PASSED AND ADOPTED this 28th day of March by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED _____
DENE BUSTICHI
Chairperson

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

LESLYN K. SYREN
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: CONSIDERATION OF JOINING THE NATIONAL BUS COALITION FOR FEDERAL REAUTHORIZATION

I. RECOMMENDED ACTION

That the Board of Directors approve joining the National Bus Coalition comprised of bus transit systems and manufacturers throughout the US for the purpose of promoting the restoration of competitive bus capital funding in the Federal Transportation Authorization Bill.

II. SUMMARY OF ISSUES

- METRO relies on a variety of funding sources for the purchase of buses necessary to provide fixed route and paratransit services in Santa Cruz County.
- The funding sources for bus and van purchases are from federal, state, and local programs.
- In the federal MAP 21 transportation authorization bill the funds for bus and van purchases was reduced by 50% and changed to a formula distribution. These actions have made bus and van capital funds on the federal level inaccessible to systems like METRO.
- On Monday March 10, 2014 Dene Bustichi, Daniel Dodge, Robyn Slater and I attended the inaugural meeting of a Bus Coalition whose purpose would be to advocate for the restoration of bus/van capital funds at the federal level.
- Approximately 46 bus systems, bus manufactures, state DOT's, and state Transit Associations have indicated an interest in joining the Coalition.
- It is recommended that METRO join the Bus Coalition to advocate for the restoration and expansion of bus/van capital funding in the next federal authorization bill.

III. DISCUSSION

METRO receives funding from a variety of local, state, and federal sources. The federal funding that is provided to METRO is outlined in a multi-year authorization bill that is implemented in annual increments by the transportation appropriation committees. The current authorization bill, MAP 21 will expire on September 30, 2014 and requires legislative action by the US Congress to continue.

The MAP 21 legislation restructured the bus/van capital funding program to provide 50% less money and to deliver those funds on the basis of a formula geared to direct funding to the largest systems. As a result, systems like METRO do not have access to desperately needed bus funding. A new authorization bill provides the opportunity to rectify the diversion of bus funds.

On Monday March 10, 2014 Dene Bustichi, Daniel Dodge, Robyn Slater and I attended the initial meeting of a group of people that are interested in forming a National Bus Coalition to advocate for the restoration of bus/van funding in the next transportation authorization bill.

Subsequent to the first meeting a number of conference calls have occurred and the interest in the Coalition is growing nationally. The cost for membership in the Coalition is estimated to be \$1000.00 annually.

It is recommended that the METRO Board of Directors join the National Bus Coalition for the purpose of advocating for expanded federal bus/van capital funding.

IV. FINANCIAL CONSIDERATIONS

The proposed cost for METRO to join the National Bus Coalition would be \$1,000.00 annually.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: Dene Bustichi, Chair

SUBJECT: CONSIDERATION OF APPOINTMENT OF ALEXANDER CLIFFORD TO POSITION OF CHIEF EXECUTIVE OFFICER (CEO)/GENERAL MANAGER AND APPROVAL OF EMPLOYMENT AGREEMENT

I. RECOMMENDED ACTION

- A. That the Board of Directors approve a title change to the Job Description for General Manager.**
- B. That the Board approve revisions to Exhibit A of the Management Compensation Plan.**
- C. That the Board of Directors Adopt a Resolution to Appoint Alexander Clifford to the Position of CEO/General Manager of Santa Cruz METRO.**
- D. That the Board authorize the Chair of the Board to Execute an Employment Agreement with Mr. Clifford**

II. SUMMARY OF ISSUES

- Due to the retirement and expiration of the contract with current General Manager, Leslie R. White, a Recruitment Task Force was formed on April 12, 2013, composed of Board Members: Chair Dene Bustichi, Vice-Chair Lynn Robinson, Director Daniel Dodge, Director Bruce McPherson, and Director John Leopold.
- On October 11, 2013, the Board of Directors entered into an agreement with the Mercer Group, Inc., to develop and guide the recruitment process to locate and hire a new General Manager.
- After nationwide advertisement efforts, Santa Cruz METRO received 47 applications for the General Manager position.
- Following a review and vetting of these applications, the Mercer Group provided the Task Force with select applications, of which four were selected for interviews with the Task Force on February 24, 2014.
- Finalist candidates were asked to attend a meet and greet on February 25, 2014, and then these candidates interviewed with the entire Board of Directors on February 26, 2014.
- At the conclusion of the interview process, the Board of Directors selected Alexander Clifford as the preferred candidate for the position of General Manager.
- Based on changes within the industry, the title “Chief Executive Officer/General Manager” is the more common and accepted job title for this position.

- The General Manager's job description is updated to reflect a change to the job title from Secretary/General Manager to Chief Executive Officer (CEO)/General Manager.
- Exhibit A to the Management Compensation Plan lists the salary range and steps for all management positions.
- Exhibit A is revised to reflect the change in title for the CEO/General Manger's position, as well as, a negotiated change to the salary range/steps for this position. These changes will span the period the associated Employment Agreement.
- A resolution is presented that formally appoints Alexander Clifford to the position of CEO/General Manager from May 7, 2014 to May 6, 2019.
- The Chair of the Board was authorized to negotiate an Employment Agreement for review by the Board, and this is presented for approval by the entire Board of Directors.

III. DISCUSSION

Santa Cruz METRO has been fortunate to have the services of Leslie R. White as the General Manager for over 18 years. Mr. White's current employment agreement is due to expire at the end of this calendar year. As a result, the Board of Directors began the process of recruiting an individual to be selected for the position of Secretary/General Manager prior to the end of 2014.

The Board of Directors appointed a Recruitment Task Force from its members who have worked for approximately 10 months to develop and implement the recruitment process. In October of 2013, a contract was awarded to the recruitment firm of Mercer Group, Inc., and the Task Force has been working with Clark Wuzberger to find and select appropriate candidates for consideration by the Board of Directors.

Santa Cruz METRO received 47 applications for this position. Mr. Wuzberger narrowed the pool of acceptable applicants to a select group from which the Task Force selected four individuals to meet and interview with the Task Force. Two of those candidates were selected to move forward and engage the community in a meet and greet held on February 25, 2014. Several members of the public, union representatives and employees of the District attended and had an opportunity to discuss qualifications with the candidates. The following day, the entire Board of Directors met with and interviewed the two finalists.

Public Utilities Code section 98140 provides that the Board of Directors of the Santa Cruz Metropolitan Transit District may:

“by an affirmative vote of the majority of its members, appoint and fix the salary of a general manager, who shall have the responsibility for the proper administration of the district in accordance with state law and such ordinances, resolutions and policies as may be established by the board.”

The Board has been engaged in extensive efforts to recruit for a new General Manager to lead the agency and has discovered the necessity to make two changes in order to recruit and secure the employment of its preferred candidate.

The first such change is simply to change the job title used for this position from Secretary/General Manager to Chief Executive Officer/General Manager. This change more accurately reflects the title used by peers within the transit community. Attached hereto as Attachment A is a new and revised job description reflecting this title change, no other revisions have been made to the job description. As a result, staff requests that the Board approve the new job description to conform to the concerns expressed above.

The second change was necessitated as the result of entering into a five year contract with the preferred candidate, beyond the expiration of the current Management Compensation Plan. The preferred candidate's years of experience placed him at the top of the salary scale for the position. This would create an issue in that the candidate would "top out" within the range only one year into the contract. As a result, the District negotiated a pay range that will follow the duration of the currently proposed contract from May 2014 to May 2019. This will allow for more certainty during the contract period for both the candidate and the District and will not require the District to renegotiate salary with the incumbent once the Management Compensation Plan expires in 2015.

Attachment B is the Management Compensation Plan with the changes proposed to Exhibit A. The step increases reflect an annual 5% increase in compensation. The advancement from one step to another is based on the successful performance of duties. Except as noted, no other changes have been made to the Management Compensation Plan and we seek the Board's approval to make these changes to the salary schedule for the CEO/General Manager.

After consideration by the entire Board of Directors, Alexander Clifford was selected as the preferred candidate. Mr. Clifford has accepted the position pending appointment by the Board of Directors. Attachment C is a Resolution confirming this appointment.

The Board of Directors authorized the Chair to enter into negotiations with Mr. Clifford. As a result of these negotiations, the Board is asked to authorize the Chair to sign the Employment Agreement – Attachment D. Mr. Clifford has agreed to the terms of this agreement pending approval by the Board of Directors.

IV. FINANCIAL CONSIDERATIONS

Funds to support the position of Santa Cruz METRO CEO/General Manager, and the provisions of the attached Employment Agreement, are contained in the FY 13 and 14 Operating Budgets.

V. ATTACHMENTS

Attachment A: Job Description for Chief Executive Officer/General Manager

Attachment B: Amended Exhibit A to the Management Compensation Plan

Attachment C: Resolution of the Board of Directors Appointing Alexander Clifford as the Chief Executive Officer/General Manager of the Santa Cruz Metropolitan Transit District.

Attachment D: Employment Agreement – Alexander Clifford

Date Prepared: March 21, 2014



ATTACHMENT A

CHIEF EXECUTIVE OFFICER/GENERAL MANAGER

POSITION DESCRIPTION

Under the direction of the Board of Directors, assumes full responsibility for the administration, management and development of the Santa Cruz Metropolitan Transit District (Santa Cruz METRO); makes recommendations to the Board regarding the business affairs of Santa Cruz METRO and assumes the leadership role in executing the decisions of the Board; has overall responsibility for the functioning of Santa Cruz METRO to include the operational, maintenance, financial, human resources, and information technology departments; represents Santa Cruz METRO's interests as directed by the Board in legislative matters; responsible for maintaining positive and productive relationships with the public, employee unions, state, federal and local agencies, as well as transit districts within the state and throughout the country.

EXAMPLES OF DUTIES AND RESPONSIBILITIES

- Accountable for the overall administration of the agency including establishing management objectives.
- Using strong leadership skills provides strategic direction to the fixed route and ParaCruz operations, maintenance, finance, transportation planning, human resources, information technology, construction and general administrative functions.
- Seeks to understand current and/or potential problems and concerns at all levels of the organization and works with management staff to develop solutions.
- Understands the interests of local business and industry, community, community groups, local and federal government as well as the public.
- Acts as the official and informal liaison with a wide variety of local, state and federal professionals and officials in order to develop and obtain funding sources.
- Represents Santa Cruz METRO at national, state and local meetings of transit professionals, legislators and citizen's groups and works to promote the best interests of the agency.
- Prepares or oversees the preparation of reports and correspondence to provide information the Board may need to address issues of concern to the public or the successful functioning of Santa Cruz METRO.
- Provides the Board with information related to the transportation industry and assists the Board with the development of objectives that would best meet the needs of the public while maintaining a strong organization.

ATTACHMENT A

- Insures management and staff have the resources necessary to insure compliance with all applicable local, state, and federal laws.
- Promotes and enforces Equal Employment Opportunity/Affirmative Action programs. Promotes compliance with the Americans with Disabilities Act and works with staff to encourage disability awareness.
- Ensures the safety and reliability of Santa Cruz METRO.
- May act as Santa Cruz METRO's representative with radio, television and social media venues.
- May make presents at legislative, transportation and governmental events.
- Performs other duties as assigned by the Board of Directors.

EMPLOYMENT STANDARDS

Knowledge of:

- Principles and practices of public administration, business management, budgeting, procurement, accounting, and public transit operations.
- Transportation trends, long term fiscal planning needs, and requirements.
- Transit District facility service, management, and maintenance.
- Federal, State and local laws, ordinances and regulations pertaining to public transit operations.
- Regulations and procedures applicable to obtaining financial grants for public transportation.

Ability to:

- Achieve and implement a strategic plan as adopted by Santa Cruz METRO's Board of Directors
- Establish and maintain cooperative and effective working relationships with elected officials, other governmental and transit agencies, the business community, organized labor, senior and disabled communities, public constituencies, the press and social media applications.
- Effectively communicate in public, at meetings and with media sources both orally and in writing.
- Build consensus among the Board, staff, labor, internal and external groups.
- Establish management objectives and plan programs to accomplish them.
- Plan, organize and direct all Santa Cruz METRO activities.
- Select, supervise, motivate, mentor and evaluate personnel.
- Interpret and analyze fiscal, operational and planning data, user reactions and governmental regulations.
- Develop technical expertise in working with and controlling activities of a variety of consultants.

ATTACHMENT A

Training and Experience

Graduation from an accredited college with a bachelor's degree in a technical business, administrative, or related field

AND

Seven (7) years of increasingly responsible management experience in the field of public transportation administration.

Experience in obtaining and administering state and federal funding is desirable.

Experience which demonstrates substantial knowledge and abilities pertinent to specific job functions may be substituted for the education requirement.

Additional Requirements

Must be able to work extended hours as needed, often outside regular business hours as required by the Board and the demands of the job.
Possession of, or the ability to obtain and maintain a California Class C drivers license.

Physical Requirements

While performing the duties of this job the employee is frequently required to sit, talk or hear, both in person and by telephone, use hands to finger, handle or feel objects or controls, reach with hands and arms. The employee is regularly required to stand, walk bend and twist at the neck. Occasional lifting of up to 20 pounds and overhead reaching is required. Visual abilities required include close vision, distance vision, and the ability to adjust focus.

ATTACHMENT B



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

MANAGEMENT COMPENSATION PLAN

JULY 1, 2012 – JUNE 30, 2015

ATTACHMENT B



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ATTACHMENT B



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I. MANAGEMENT POSITIONS

An employee in a regular budgeted management position identified in Exhibit A is engaged in developing, implementing or recommending policy and in affecting employer-employee relations, and shall receive salary and benefits as provided in this plan.

II. PROBATIONARY STATUS

An employee shall serve a probationary period for twelve (12) months following the date of appointment or promotion to a regular budgeted management position.

III. SALARY PLAN

A. Management salary schedules are listed in Exhibit A

B. Longevity

Santa Cruz METRO shall compensate an employee with longevity increments as follows:

- 5.0% of the base salary after ten years continuous service
- An additional 5.0% of the base salary after fifteen years continuous service.

C. Supplemental Cash Payout

In the payroll periods of June 21, employees covered by the Management Compensation plan will receive a \$1,750 supplemental cash taxable payment.

IV. HEALTH & WELFARE BENEFITS

A. Medical Insurance

Santa Cruz METRO shall provide medical insurance coverage for an employee, retiree and eligible dependents under the provisions of CalPERS. Santa Cruz METRO shall pay premiums at a level sufficient to cover the cost of the basic monthly medical insurance premiums for HMO plans offered in Santa Cruz County by the CalPERS medical program. Santa Cruz METRO will continue to offer the H-Care Plan (IRC Section 125 pre-tax medical reimbursement plan) as allowed by the County of Santa Cruz. **The amount Santa Cruz METRO pays towards medical premiums for retirees will be consistent with the premium participation amount specified in the Management Compensation Plan in effect at the time of the individual's retirement or the amount stated in Santa Cruz METRO's contract with CalPERS, whichever is greater. Qualifying individuals who retired prior to July 1st 2005 shall continue to receive supplemental premium payments in accordance with Santa Cruz METRO's Retiree supplemental Premium Participation Plan adopted August 25th, 2006.**

An employee who declines participation in Santa Cruz METRO's medical insurance program and produces satisfactory evidence of other medical insurance coverage shall be paid \$300 for each full three calendar month quarter beginning January 1 of each year while in active service and in which Santa Cruz METRO paid coverage would have been provided had Santa Cruz METRO's medical program been elected.

B. Dental Insurance

Santa Cruz METRO shall provide paid dental insurance coverage for an employee and eligible dependents.

C. Vision Insurance

Santa Cruz METRO shall provide paid vision insurance coverage for an employee and eligible dependents.

D. Life and AD&D Insurance

An employee shall be entitled to a \$50,000 term life and AD&D insurance policy paid by Santa Cruz METRO plus \$150,000 in optional supplementary life and AD&D insurance paid by the employee.



E. Survivor's Benefits

Upon the death of a covered employee, who is on Santa Cruz METRO's payroll and has dependents covered under Santa Cruz METRO's medical, vision and dental plans, Santa Cruz METRO's share of coverage of the eligible dependents shall continue for twenty-six (26) consecutive pay periods

F. Retirement Benefits

An employee shall be enrolled in the Public Employees Retirement System (PERS) including the third level 1959 Survivors benefit as allowed by PERS. The Employee shall pay the "employee share" of PERS up to a maximum of eight percent.

Dental, vision, and life insurance plan coverage shall be provided by Santa Cruz METRO for an employee retired under the provisions of PERS and the employee's dependents until the retired employee reaches age 65. To qualify for this benefit, the retired employee shall have been an employee of Santa Cruz METRO for the equivalent of ten (10) full-time years immediately prior to the date of retirement and reached the age of 50 years.

G. State Disability Insurance

Santa Cruz METRO shall provide paid coverage for an employee for State Disability Insurance.

H. Long Term Disability Insurance

Santa Cruz METRO shall provide for a long term disability insurance plan (LTD). The plan shall provide for monthly payments to an eligible employee of up to \$10,000 per month. The plan shall start LTD one year and one month after month of hire.

I. Deferred Compensation Plan

Santa Cruz METRO shall provide a deferred compensation plan to an employee.

J. Industrial Injury

An employee shall be entitled to workers compensation insurance to be provided by Santa Cruz METRO.

K. Continuation of Insurance During an Unpaid Leave of Absence

An employee who is on an unpaid leave of absence exceeding one hundred eighty (180) calendar days must pay the total monthly premiums in advance to continue medical, dental and vision insurance coverage. Failure of an employee to make advance payments for insurance coverage shall result in the employee and any dependent(s) being dropped from the plans.

L. Principal Domestic Partner Coverages

Santa Cruz METRO medical, dental and vision insurance coverages may be extended to an employee's principal domestic partner (PDP) while the employee's own coverages are being paid by Santa Cruz METRO. In the absence of the PERS Medical Program allowing for PDP coverage, reimbursement of monthly premiums may be made to an individual medical plan to a maximum of \$185.

V. HOLIDAYS

An employee shall be entitled to the following holidays with pay:

Thanksgiving Day
Christmas Day
New Year's Day

ATTACHMENT B



Effective June 21, 2012 an employee shall also be entitled to the following holidays with pay:

- Labor Day
- Independence Day
- Memorial Day

Effective June 20, 2012 an employee shall also be entitled to the following holidays with pay:

- Martin Luther King Jr. Day
- Employee's Birthday

For an employee's birthday falling on February twenty-ninth (29th), the twenty-eighth (28th) day of February will be observed as the employee's birthday in years other than leap years. If an employee's birthday falls on the same day as a paid holiday the employee will be allowed to take the day off and receive the regular hourly rate for the holiday and the equivalent number of hours at the regular hourly rate for their birthday holiday, or, have the equivalent number of hours at the regular hourly rate for their birthday holiday added to his/her annual leave accrual.

In addition to the above-specified days, an employee may choose any eleven additional days as floating holidays or when working a partial year, a prorated number of days as determined by the General Manager. An employee shall be compensated for any unused floating holiday time at the end of the fiscal year at the employee's regular rate of pay, not to exceed the total of eighty-eight (88) when combined with Administrative Leave.

An employee shall be entitled to receive any special non-recurring holiday designated as an official State holiday by the Governor of the State of California or as an official national holiday by the President of the United States, subject to the approval of the Board of Directors

Upon departure from Santa Cruz METRO for any reason, an employee shall be compensated for any unused holiday time at the employee's hourly rate

VI. PAID LEAVES

A. Annual Leave

An employee shall accrue annual leave at the following rates:

- a. for the first five years of employment two weeks/year
- b. between five and nine years of employment three weeks/year
- c. after nine years of employment four weeks/year

Upon approval of the General Manager an employee shall be permitted to take a minimum of two weeks annual leave each calendar year.

An employee shall accrue the pro-rata portion of annual leave for which he/she is entitled for each pay period or major fraction thereof, for which he/she is in paid status

An employee may not carryover into the next fiscal year more than three times the annual allotted time **Annual leave accumulated beyond two hundred (200) hours shall upon two (2) weeks advance written request of the employee, be paid to the employee based on the employee's current base hourly rate. Payment shall be made in the subsequent pay period.**

Upon departure from Santa Cruz METRO for any reason, an employee shall be compensated for any unused annual leave at the employee's regular rate



B. Sick Leave

An employee shall be entitled to sick leave with pay at the rate of one day for each month of employment. Sick leave shall mean personal illness or physical incapacity caused by factors over which the employee has no reasonable immediate control, or the illness of a member of the immediate family of such employee which illness requires his/her personal care and attention. Immediate family shall include the parent, spouse, and children, brother, or sister of the employee.

An employee who has accumulated sick leave above 120 days (960 hours) may elect to receive a cash payment of 25% of the accrued sick leave above 120 days in lieu of retaining excess sick leave credits. Any sick leave accrued beyond a balance of 96 hours may, at the option of the employee, be converted to annual leave. All unused sick leave accrued shall be paid to an employee who retires immediately upon leaving Santa Cruz METRO under the provisions of PERS.

C. Administrative Leave

An employee shall be entitled to eighty (80) hours of administrative leave each year in lieu of overtime or when working a partial year, a prorated amount as determined by the General Manager. Upon approval of the General Manager, time worked in excess of eighty hours in a pay period may be saved and taken as time off in another pay period when the extra hours are earned through participation in unusual, lengthy activities which require the presence of the employee in meetings, hearings, or negotiations.

Administrative leave not taken during the fiscal year is lost. Upon the approval of the General Manager, an employee may elect to convert up to eighty (80) hours of Administrative Leave to a bonus payout. In no case will the Administrative Leave and the Floating Holiday amount paid to the employee total more than eighty-eight (88) hours.

D. Personal Leave

An employee shall be entitled to use 40 hours per year of personal leave, chargeable to accumulated sick leave.

E. Bereavement Leave

An employee shall be granted a leave with pay in the event of the death of any member of the employee's family. The leave shall be for a period of three (3) working days, five (5) working days if travel is required in excess of 350 miles. The family member is defined as spouse, parent, grandparent, sister, brother, child, grandchild, foster parent, stepparent, foster child, stepchild, father-in-law, mother-in-law, brother-in-law, sister-in-law, nieces, nephews, aunt, uncle, or any person living in the immediate household of the employee.

F. Hospice and Critical Care Leave

An employee shall be granted necessary leaves up to four (4) months for the care of a critically ill family member with appropriate verification. An employee shall be paid for these absences from his/her sick leave or annual leave accruals.

G. Paid Birth/Adoptive Leave

An employee is entitled to forty hours leave with pay at or about the time of the birth of the employee's child or at the time of adopting a child. The paid leave shall be within two months of the birth or adoption or at the employee's option at the expiration of State Disability Insurance payments.

H. Jury Duty

An employee required to report for jury duty (except for Grand jury) or to answer a subpoena, as a witness shall be granted leave with full pay until released by the court. An employee shall have court-paid per diems deducted from his/her daily pay during jury duty assignment.



I. Paid Military Leave

An employee in permanent status who is required to attend summer military training exercises as part of his/her military reserve obligation, shall be granted paid military leave not to exceed thirty (30) working days annually.

VII. UNPAID LEAVES OF ABSENCE

A. Maternity/Childcare Leave

Maternity/childcare leave shall be granted for a maximum period of twelve (12) months. If an employee does not have a sufficient paid leave balance to cover the period of absence, an unpaid leave of absence shall be granted.

B. FMLA / CFRA

METRO will comply with the Family Medical Leave Act and the California Family Rights Act, as amended. Generally these Acts provide for up to twelve weeks leave for a serious health condition of the employee or an eligible family member and the employee has worked 1,250 hours in the twelve month period preceding the leave. Accrued sick leave must be used before any unpaid leave. This FMLA/CFRA leave will run concurrently with any other absence due to an employee's serious health condition.

VIII. EXEMPT MANAGEMENT PROVISION

An employee who has exhausted all leave accruals shall not have his/her salary reduced by being absent from work on an authorized absence of less than one full day.

IX. OTHER BENEFITS

A. Training

An employee shall be authorized to attend transit seminars and workshops, and to visit other properties as part of his/her ongoing job duties, and shall be compensated for receipted expenses incurred in so doing.

An employee may request release time and reimbursement of expenses for course work relevant to the employee's current duties and area of responsibility.

Expenses, which may be reimbursed, include tuition, fees, meals and books. For courses, which require an overnight stay out-of-town, the employee may receive a pro-rata meal allowance of \$20 per diem at the discretion of the General Manager.

Reimbursement will be made for academic or professional credentials, certifications, and/or degrees for courses directly related to the employee's current position, specific job tasks and areas of responsibility.

Approval of release time and reimbursement of expenses is at the discretion of the General Manager and subject to the demonstrated cost-benefit ratio of the training and the current workload of the employee.

B. Mileage reimbursement

If Santa Cruz METRO requires an employee to use the employee's private insured automobile to conduct Santa Cruz METRO business, the employee shall be reimbursed for automobile expenses at the rate established annually by the IRS.



C. On Call duty

If an employee is required to be on call, they shall be offered access to a Santa Cruz METRO vehicle in order to provide for home to work transportation. "On call" shall be defined as the requirement for the employee to report to work after or before normal duty hours to perform the functions, which cannot otherwise be performed during regular duty hours. When an employee is assigned such duties on a regular basis, he/she may be assigned a car for home to work transportation on a regular basis. If such work is assigned on a periodic or occasional basis, the assignment of a car for home to work transportation shall be on an as-needed basis only, as approved by the General Manager. The staff car assigned on an on-call basis to an employee shall be used to provide transportation only between the home and the work place. It shall not be used to make intermediate stops or for any other personal use. During normal duty hours, staff cars are similarly restricted for use only for official business of Santa Cruz METRO or for transportation between the facilities of Santa Cruz METRO.

D. Communication Allowance

When approved by the General Manager, an employee may receive a communication allowance of \$75 each two-week pay period. An employee on approved Santa Cruz METRO travel with the General Manager's approval, may be reimbursed for eligible roaming and long distance charges.

X. LAYOFF

A. Insurance

An employee separated from Santa Cruz METRO service as a result of layoff shall have his/her insurance benefits paid by Santa Cruz METRO at the same level while employed for a period of ninety (90) days from the date of separation.

B. Severance Pay

An employee laid off shall be given a severance payment equal to eight (8) hours at the base hourly rate for each 2,080 hours of active service up to a maximum of eighty (80) hours severance pay.

ATTACHMENT B

Exhibit A

MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/21/2012
Corrected - 06/17/13

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	68.89	72.34	75.96	79.75	83.74	87.92
District Counsel	62.55	65.68	68.96	72.41	76.03	79.84
Assistant General Manager	54.15	56.85	59.70	62.69	65.82	69.12
Operations Manager	49.23	51.69	54.27	56.99	59.84	62.83
Maintenance Manager	49.23	51.69	54.27	56.99	59.84	62.83
Finance Manager	49.23	51.69	54.27	56.99	59.84	62.83
Human Resources Manager	44.34	46.55	48.88	51.33	53.89	56.59
Information Technology Manager	44.34	46.55	48.88	51.33	53.89	56.59
Planning & Marketing Manager	44.34	46.55	48.88	51.33	53.89	56.59
Senior Database Administrator	39.64	41.63	43.71	45.89	48.18	50.59
Asst. Manager of Information Technology *	39.64	41.63	43.71	45.89	48.18	50.59
Assistant Finance Manager	37.04	38.89	40.83	42.87	45.02	47.27
Assistant HR Manager	37.04	38.89	40.83	42.87	45.02	47.27
Fixed Route Superintendent	37.04	38.89	40.83	42.87	45.02	47.27
Paratransit Superintendent	37.04	38.89	40.83	42.87	45.02	47.27
Project Manager	37.04	38.89	40.83	42.87	45.02	47.27
Facilities Maintenance Manager	36.00	37.80	39.69	41.67	43.76	45.94
Database Administrator (alternately staffed/Sr. Db Admin)	34.24	35.96	37.75	39.64	41.63	43.71
Asst. Paratransit Superintendent	30.95	32.50	34.12	35.83	37.62	39.50

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

ATTACHMENT B

Exhibit A

MANAGEMENT MONTHLY SALARY SCHEDULE

Effective 06/21/2012
Corrected - 06/17/13

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary/General Manager	11,941	12,539	13,166	13,823	14,515	15,239
District Counsel	10,842	11,385	11,953	12,551	13,179	13,839
Assistant General Manager	9,386	9,854	10,348	10,866	11,409	11,981
Operations Manager	8,533	8,960	9,407	9,878	10,372	10,891
Maintenance Manager	8,533	8,960	9,407	9,878	10,372	10,891
Finance Manager	8,533	8,960	9,407	9,878	10,372	10,891
Human Resources Manager	7,686	8,069	8,473	8,897	9,341	9,809
Information Technology Manager	7,686	8,069	8,473	8,897	9,341	9,809
Planning & Marketing Manager	7,686	8,069	8,473	8,897	9,341	9,809
Senior Database Administrator	6,871	7,216	7,576	7,954	8,351	8,769
Asst. Manager of Information Technology *	6,871	7,216	7,576	7,954	8,351	8,769
Assistant Finance Manager	6,420	6,741	7,077	7,431	7,803	8,193
Assistant HR Manager	6,420	6,741	7,077	7,431	7,803	8,193
Fixed Route Superintendent	6,420	6,741	7,077	7,431	7,803	8,193
Paratransit Superintendent	6,420	6,741	7,077	7,431	7,803	8,193
Project Manager	6,420	6,741	7,077	7,431	7,803	8,193
Facilities Maintenance Manager	6,240	6,552	6,880	7,223	7,585	7,963
Database Administrator (alternately staffed/Sr Db Admin)	5,935	6,233	6,543	6,871	7,216	7,576
Asst. Paratransit Superintendent	5,365	5,633	5,914	6,211	6,521	6,847

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

ATTACHMENT B

Exhibit A

MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/20/2013
Corrected - 06/17/13
Updated - 03/28/14

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
CEO/General Manager****	82.88	87.02	91.37	95.94	100.74	105.78
District Counsel	63.80	66.99	70.34	73.86	77.55	81.44
Assistant General Manager	55.23	57.99	60.89	63.94	67.14	70.50
Operations Manager	50.21	52.72	55.36	58.13	61.04	64.09
Maintenance Manager	50.21	52.72	55.36	58.13	61.04	64.09
Finance Manager	50.21	52.72	55.36	58.13	61.04	64.09
Human Resources Manager	45.23	47.48	49.86	52.36	54.97	57.72
Information Technology Manager	45.23	47.48	49.86	52.36	54.97	57.72
Planning & Marketing Manager	45.23	47.48	49.86	52.36	54.97	57.72
Purchasing Manager**	45.23	47.48	49.86	52.36	54.97	57.72
Senior Database Administrator	40.43	42.46	44.58	46.81	49.14	51.60
Asst. Manager of Information Technology *	40.43	42.46	44.58	46.81	49.14	51.60
Assistant Finance Manager	37.78	39.67	41.65	43.73	45.92	48.22
Assistant HR Manager	37.78	39.67	41.65	43.73	45.92	48.22
Fixed Route Superintendent	37.78	39.67	41.65	43.73	45.92	48.22
Paratransit Superintendent	37.78	39.67	41.65	43.73	45.92	48.22
Project Manager	37.78	39.67	41.65	43.73	45.92	48.22
Facilities Maintenance Manager	36.72	38.56	40.48	42.50	44.64	46.86
Database Administrator (alternately staffed/Sr. Db Admin)	34.92	36.68	38.51	40.43	42.46	44.58
Security and Risk Administrator ***	34.92	36.68	38.51	40.43	42.46	44.58
Asst. Paratransit Superintendent	31.57	33.15	34.80	36.55	38.37	40.29

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

** Purchasing Manager position added as per Board Action June 28, 2013

*** Security and Risk Administrator position added per Board Action September 13, 2013

**** CEO/General Manager title / salary change per Board Action March 28, 2014

ATTACHMENT B

Exhibit A

MANAGEMENT MONTHLY SALARY SCHEDULE

Effective 06/20/2013
Corrected - 06/17/13
Updated - 03/28/14

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
CEO/General Manager****	14,366	15,083	15,837	16,630	17,462	18,335
District Counsel	11,059	11,612	12,192	12,802	13,442	14,116
Assistant General Manager	9,573	10,052	10,554	11,083	11,638	12,220
Operations Manager	8,703	9,138	9,596	10,076	10,580	11,109
Maintenance Manager	8,703	9,138	9,596	10,076	10,580	11,109
Finance Manager	8,703	9,138	9,596	10,076	10,580	11,109
Human Resources Manager	7,840	8,230	8,642	9,076	9,528	10,005
Information Technology Manager	7,840	8,230	8,642	9,076	9,528	10,005
Planning & Marketing Manager	7,840	8,230	8,642	9,076	9,528	10,005
Purchasing Manager**	7,840	8,230	8,642	9,076	9,528	10,005
Senior Database Administrator	7,008	7,360	7,727	8,114	8,518	8,944
Asst. Manager of Information Technology *	7,008	7,360	7,727	8,114	8,518	8,944
Assistant Finance Manager	6,549	6,876	7,219	7,580	7,959	8,358
Assistant HR Manager	6,549	6,876	7,219	7,580	7,959	8,358
Fixed Route Superintendent	6,549	6,876	7,219	7,580	7,959	8,358
Paratransit Superintendent	6,549	6,876	7,219	7,580	7,959	8,358
Project Manager	6,549	6,876	7,219	7,580	7,959	8,358
Facilities Maintenance Manager	6,365	6,684	7,017	7,367	7,738	8,122
Database Administrator (alternately staffed/Sr. Db Admin)	6,053	6,358	6,675	7,008	7,360	7,727
Security and Risk Administrator ***	6,053	6,358	6,675	7,008	7,360	7,727
Asst. Paratransit Superintendent	5,472	5,746	6,032	6,335	6,651	6,984

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

** Purchasing Manager position added as per Board Action June 28, 2013

*** Security and Risk Administrator position added per Board Action September 13, 2013

**** CEO/General Manager title / salary change per Board Action March 28, 2014

ATTACHMENT B

Exhibit A

MANAGEMENT HOURLY RATES SCHEDULE

Effective 06/19/2014
Corrected - 06/17/13
Updated - 03/28/14

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
CEO/General Manager****	84.54	88.76	93.20	97.86	102.75	107.90
District Counsel	65.08	68.33	71.75	75.34	79.10	83.07
Assistant General Manager	56.33	59.15	62.11	65.22	68.48	71.91
Operations Manager	51.21	53.77	56.47	59.29	62.26	65.37
Maintenance Manager	51.21	53.77	56.47	59.29	62.26	65.37
Finance Manager	51.21	53.77	56.47	59.29	62.26	65.37
Human Resources Manager	46.13	48.43	50.86	53.41	56.07	58.87
Information Technology Manager	46.13	48.43	50.86	53.41	56.07	58.87
Planning & Marketing Manager	46.13	48.43	50.86	53.41	56.07	58.87
Purchasing Manager**	46.13	48.43	50.86	53.41	56.07	58.87
Senior Database Administrator	41.24	43.31	45.47	47.75	50.12	52.63
Asst. Manager of Information Technology *	41.24	43.31	45.47	47.75	50.12	52.63
Assistant Finance Manager	38.54	40.46	42.48	44.60	46.84	49.18
Assistant HR Manager	38.54	40.46	42.48	44.60	46.84	49.18
Fixed Route Superintendent	38.54	40.46	42.48	44.60	46.84	49.18
Paratransit Superintendent	38.54	40.46	42.48	44.60	46.84	49.18
Project Manager	38.54	40.46	42.48	44.60	46.84	49.18
Facilities Maintenance Manager	37.45	39.33	41.29	43.35	45.53	47.80
Database Administrator (alternately staffed/Sr. Db Admin)	35.62	37.41	39.28	41.24	43.31	45.47
Security and Risk Administrator ***	35.62	37.41	39.28	41.24	43.31	45.47
Asst. Paratransit Superintendent	32.20	33.81	35.50	37.28	39.14	41.10

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

** Purchasing Manager position added as per Board Action June 28, 2013

*** Security and Risk Administrator position added per Board Action September 13, 2013

**** CEO/General Manager title / salary change per Board Action March 28, 2014

ATTACHMENT B

Exhibit A

MANAGEMENT MONTHLY SALARY SCHEDULE

Effective 06/19/2014
Corrected - 06/17/13
Updated - 03/28/14

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
CEO/General Manager****	14,654	15,385	16,155	16,962	17,810	18,703
District Counsel	11,281	11,844	12,437	13,059	13,711	14,399
Assistant General Manager	9,764	10,253	10,766	11,305	11,870	12,464
Operations Manager	8,876	9,320	9,788	10,277	10,792	11,331
Maintenance Manager	8,876	9,320	9,788	10,277	10,792	11,331
Finance Manager	8,876	9,320	9,788	10,277	10,792	11,331
Human Resources Manager	7,996	8,395	8,816	9,258	9,719	10,204
Information Technology Manager	7,996	8,395	8,816	9,258	9,719	10,204
Planning & Marketing Manager	7,996	8,395	8,816	9,258	9,719	10,204
Purchasing Manager**	7,996	8,395	8,816	9,258	9,719	10,204
Senior Database Administrator	7,148	7,507	7,881	8,277	8,687	9,123
Asst. Manager of Information Technology *	7,148	7,507	7,881	8,277	8,687	9,123
Assistant Finance Manager	6,680	7,013	7,363	7,731	8,119	8,525
Assistant HR Manager	6,680	7,013	7,363	7,731	8,119	8,525
Fixed Route Superintendent	6,680	7,013	7,363	7,731	8,119	8,525
Paratransit Superintendent	6,680	7,013	7,363	7,731	8,119	8,525
Project Manager	6,680	7,013	7,363	7,731	8,119	8,525
Facilities Maintenance Manager	6,491	6,817	7,157	7,514	7,892	8,285
Database Administrator (alternately staffed/Sr. Db Admin)	6,174	6,484	6,809	7,148	7,507	7,881
Security and Risk Administrator ***	6,174	6,484	6,809	7,148	7,507	7,881
Asst. Paratransit Superintendent	5,581	5,860	6,153	6,462	6,784	7,124

* Asst Manager of Information Technology position added as per Board Action March 11, 2011

** Purchasing Manager position added as per Board Action June 28, 2013

*** Security and Risk Administrator position added per Board Action September 13, 2013

**** CEO/General Manager title / salary change per Board Action March 28, 2014

ATTACHMENT C

BEFORE THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Resolution No. _____
On the Motion of Director _____
Duly seconded by Director _____
The following Resolution is Adopted:

A RESOLUTION APPOINTING ALEXANDER D. CLIFFORD AS THE CHIEF EXECUTIVE OFFICER/GENERAL MANAGER OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

WHEREAS, the Santa Cruz Metropolitan Transit District was created pursuant to the “Santa Cruz Metropolitan Transit District Act of 1967” as codified in Public Utilities Code sections 98000 et seq; and

WHEREAS, the Board of Directors of the Santa Cruz Metropolitan District is authorized pursuant to Public Utilities Code section 98140, by an affirmative vote, to appoint and fix the salary of a General Manager, who shall have the responsibility for the proper administration of the District in accordance with state law and such ordinances, resolutions and policies as may be established by the Board of Directors; and

WHEREAS, the Board of Directors pursuant to its authority desires to appoint Alexander Clifford to the position of Chief Executive Officer/General Manager and to serve without bond; and

WHEREAS, Alexander Clifford accepts this appointment as the Chief Executive Officer/General Manager to the Board of Directors; and

NOW THEREFORE, BE IT RESOLVED by the Santa Cruz Metropolitan Transit District as follows:

Alexander Clifford is hereby appointed as Chief Executive Officer/General Manager of the Santa Cruz Metropolitan Transit District by the Board of Directors.

PASSED AND ADOPTED at a regular meeting of the Santa Cruz Metropolitan Transit District, Santa Cruz, California, this 28th day of March 2014, by the following vote:

AYES: Directors -

NOES: Directors –

ABSTAIN: Directors –

ABSENT: Directors -

ATTACHMENT C

Resolution No.
Page 2

APPROVED

DENE BUSTICHI
Chair

ATTEST:

LESLIE R. WHITE
General Manager/
Secretary

APPROVED AS TO FORM:

LESLYN K. SYREN
District Counsel

ATTACHMENT D

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

EMPLOYMENT AGREEMENT

This is an Employment Agreement made and entered into on March _____, 2014, by and between the Santa Cruz Metropolitan Transit District (hereinafter referred to as "Santa Cruz METRO"), and Alexander D. Clifford (hereinafter referred to as Mr. Clifford or "Employee").

WHEREAS, the Board of Directors of the Santa Cruz METRO is authorized pursuant to the Santa Cruz Metropolitan Transit District Act of 1967, Sections 98114 and 98115 of the California Public Utilities Code to enter into contracts on behalf of the Santa Cruz METRO and to appoint and fix the salary of the Chief Executive Officer/General Manager; and

WHEREAS, the Board of Directors of the Santa Cruz METRO desires to appoint Alexander D. Clifford to the position of Chief Executive Officer/General Manager; and

WHEREAS, Alexander D. Clifford will serve as an at-will employee in the position of Chief Executive Officer/General Manager, Subject to the terms and conditions of this Agreement; and

WHEREAS, the Board of Directors of the Santa Cruz METRO and Alexander D. Clifford desire to enter into an agreement to serve in the position of Chief Executive Officer/General Manager; and

THEREFORE, in consideration of the terms and conditions of this Agreement, the parties agree as follows:

SECTION 1 - DUTIES AND RESPONSIBILITIES

- A. The Santa Cruz METRO agrees to the employment of Alexander D. Clifford as Chief Executive Officer/General Manager and Mr. Clifford accepts such employment under the terms and conditions set forth in this Agreement.
- B. Employee agrees to perform in good faith the duties and responsibilities of Chief Executive Officer/General Manager. As such, Employee shall have the responsibility for the proper administration of Santa Cruz METRO in accordance with Federal and State law and such ordinance, resolutions and policies as have been or may be established by the Board of Directors. Employee shall have responsibility for the active management of Santa Cruz METRO and general supervision and management of the affairs of Santa Cruz METRO as otherwise determined by the Board of Directors, and shall perform such duties as outlined in the position description, a true copy of which is attached hereto as Attachment 1, the terms of which are incorporated by reference herein as though fully set forth, and shall perform such other duties and responsibilities as may be assigned from time to time by the Board of Directors. Employee's duties shall also include but not be limited to those set forth in California Public Utilities Code Section 98000 et seq (as amended) and the Santa Cruz METRO Board of Director's Bylaws (as amended).

SECTION 2 - CONDITIONS OF EMPLOYMENT

1. Employee shall devote all of his professional energies, interests, and abilities to the performance of the duties and responsibilities of Chief Executive Officer/General Manager

ATTACHMENT D

and shall not engage in any additional professional activities without the permission of the Board of Directors.

2. The employment of Mr. Clifford is "at-will." He serves at the pleasure of the Board of Directors and may be removed, with or without cause, by an affirmative vote of the majority of the Board at its sole discretion, subject to the terms expressed in this Agreement.

SECTION 3 - TERM OF EMPLOYMENT

- A. The term of this Agreement shall be for the period of May 7, 2014 through May 6, 2019. This agreement is subject to the termination provisions provided in Sections 7 and 8, below. For the remainder of this Agreement, Employee's "anniversary date" shall be on May 7.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Santa Cruz METRO to, at any time and in its sole discretion, terminate the services of Employee, subject to the conditions of this Agreement. There is no express or implied promise made to Mr. Clifford for any form of continued employment. This Agreement shall be the sole and exclusive basis for an employment relationship between Mr. Clifford and Santa Cruz METRO.
- C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Mr. Clifford to resign at any time from his position with Santa Cruz METRO. Employee shall give no less than sixty (60) days written notice to Santa Cruz METRO prior to the effective date of resignation, unless a lesser period has been mutually agreed upon by the parties.
- D. Employee shall be entitled to all the benefits reflected in the most current (or revised) Management Compensation Plan, except where those terms conflict with the provisions of this Agreement, in which case this Agreement shall be controlling.

SECTION 4 - COMPENSATION

- A. As compensation for the services rendered to the Santa Cruz METRO during the term of this Agreement, Mr. Clifford shall be paid \$181,000/year, which upon Commencement Date shall become the revised step 2 in the Santa Cruz METRO Management Compensation Plan identified as Attachment 2 to this Agreement. The Range shall be revised as follows:

Monthly Salary Schedule

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$ 14,366.00	\$15,083.00	\$15,837.00	\$ 16,630.00	\$ 17,462.00	\$ 18,335.00

Upon satisfactory performance of duties, Mr. Clifford shall advance to the next step in the range on his Anniversary Date and advance another step on each Anniversary Date thereafter for the term of this Agreement upon a showing of satisfactory performance. Any cost of living adjustments approved by the Board of Directors applying to the rates of compensation in the Management Compensation Plan shall be applied to rates identified for the position of Chief Executive Officer/General Manager in the Plan. Compensation provided under this section shall be payable in accordance with Santa Cruz METRO's regular payroll procedures.

ATTACHMENT D

- B. Mr. Clifford shall be entitled to participate in all employee benefit plans applicable to other employees of the Santa Cruz METRO under the Management Compensation Plan, except where replaced or amended by the terms within the Agreement. To the extent future changes are made in the coverage provided or employee contributions required, Mr. Clifford will be subject to those changes, except where replaced by provisions within the Agreement.

SECTION 5 - VACATION

Mr. Clifford shall receive three (3) weeks vacation at Commencement Date, an additional one (1) week vacation six months after the Commencement Date. Thereafter, Employee shall accrue vacation at a rate equivalent to four (4) weeks per year. At the end of each year, unused vacation shall carryover to the next year and be available for the Employee to use or to be banked and paid to the Employee upon termination of employment at the Employee's hourly rate at the time of termination. There shall be no limitation on the amount of vacation time the Employee may carryover into the next year.

SECTION 6 - SICK LEAVE/HOLIDAYS/ADMINISTRATIVE LEAVE

The Employee shall be provided sick leave, paid holidays, floating holidays, administrative leave and other leave benefits in accordance with Santa Cruz METRO's Management Compensation Plan identified in Attachment 2 of this Agreement.

SECTION 7 - TERMINATION/SUSPENSION

- A. This Agreement may be terminated:
- i. by mutual agreement and upon such terms and conditions as agreed to in writing by Mr. Clifford and Santa Cruz METRO. If Employee resigns prior to the expiration of this Agreement, Employee shall not be entitled to any severance payment under this Agreement, with the exception of any accrued leave.
 - ii. by the adoption of a resolution approved by the affirmative vote of a majority of the Board of Directors for the removal of Mr. Clifford as Chief Executive Officer/General Manager with or without cause and without further liability or obligation provided, however, that the Employee shall have received notification of the meeting where the resolution is to be considered ten (10) working days prior to its being considered for action;
 - iii. by the death of the Employee.
- B. Santa Cruz METRO may suspend Mr. Clifford, with or without full pay and benefits, by the adoption of a resolution setting forth the reasons for the suspension approved by the affirmative vote of a majority of the Board of Directors for the suspension of Mr. Clifford as Chief Executive Officer/General Manager. Mr. Clifford shall be provided notification of the meeting where the resolution is to be considered ten (10) working days prior to its being considered for action.
- C. This Agreement shall not limit the rights of the parties to pursue remedies under California

ATTACHMENT D

State Law should a breach of contract occur which is not able to be mutually resolved by the parties.

SECTION 8 - COMPENSATION AFTER TERMINATION

- A. If this Agreement is terminated by Santa Cruz METRO within the first twelve (12) months after commencement, Santa Cruz METRO will compensate Mr. Clifford at the level of salary and benefits in effect at the time of termination as follows:
- Termination in 0 – six months after Commencement Date = One year severance
 - Termination in six months and one day to 365 days after Commencement Date = Six months severance.
- B. If this Agreement is terminated under Section 7(A) (ii) by the adoption of a resolution and the grounds for termination are malfeasance, dishonest or unlawful acts such as, fraud, misappropriation, embezzlement or indicted for any felony offense, or moral turpitude on the part of Mr. Clifford which resulted in a conviction, Santa Cruz METRO shall have no additional financial obligation to Employee. Except as noted in Section 8 (A), if the grounds of the termination under Section 7 (A)(ii) are other than those set forth in the preceding sentence, Santa Cruz METRO shall compensate Employee, at the level of salary and benefits in effect at the time of termination, for the remaining period of this Agreement or for a maximum period of eighteen months, which ever is lesser, and shall compensate Employee for all unused leave accruals provided in the Santa Cruz METRO's Management Compensation Plan Identified in Attachment 2 to this Agreement, or the most current or revised Management Compensation Plan in effect at the time of termination. Employee's acceptance of such severance payment shall constitute a full and complete waiver of any and all claim(s) which were known or reasonably should have been known by Employee and arising under this Agreement.
- C. By no later than August 31, 2018, the Board shall meet with the Chief Executive Officer/General Manager to either express its intent to let the Agreement expire on May 6, 2019, or, to initiate discussions to extend/renegeotiate the Agreement. Such new or extended Agreement shall be approved by the Board no later than October 31, 2018.
- D. If this Agreement is terminated under Section 7(A)(iii) by Employee's death, the Santa Cruz METRO shall compensate Employee's beneficiary, identified in the life insurance policy provided by the Santa Cruz METRO, for all unused leave accruals provided in the District's Management Compensation Plan identified in Attachment 2 to this Agreement or the most current or revised Management Compensation Plan in effect at the time of termination.

SECTION 9 - OTHER CONDITIONS OF EMPLOYMENT

Employee shall be entitled to and receive the conditions of employment which are available generally to other non-bargaining unit employees of the Santa Cruz METRO except as modified by this Agreement. The Santa Cruz METRO's Management Compensation Plan is outlined in Attachment 2 and incorporated into this Agreement by reference. Any modifications in the Santa Cruz METRO's Management Compensation Plan adopted by the Board of Directors during the term of this Agreement shall be incorporated into this Agreement at the time of adoption, unless such changes conflict with the provisions of this Agreement.

ATTACHMENT D

SECTION 10 - EVALUATION

- A. The Board of Directors shall evaluate the performance of Employee at least annually. More frequent evaluations may be conducted if the Board of Directors deems it necessary. The annual performance evaluation shall occur no later than thirty (30) days after the Employee's Anniversary date.
- B. Within the first ninety (90) days following the commencement date of this Agreement, the Board shall meet with Employee and mutually agree upon performance criteria, goals and targets for use in further evaluation of the performance of Employee on his anniversary date. Such evaluation criteria shall be both reasonable and attainable.

SECTION 11 - EXPENSES

- A. The Santa Cruz METRO shall provide Employee reasonable and necessary business equipment and supplies in order to carry out the performance of his duties and responsibilities as set forth in this Agreement, in accordance with Santa Cruz METRO's normal practice. Any anticipated or unanticipated reasonable and necessary business expenses which employee incurs shall be reimbursed by Santa Cruz METRO upon satisfactory proof of detailed expenses and invoices for which reimbursement is claimed. Santa Cruz METRO shall also pay for Employee's business related membership dues and the cost of necessary professional publications.
- B. During the term of this Agreement, it is recognized that Employee's presence at the Santa Cruz METRO offices is of primary importance. It is also recognized that participation in the activities of the American Public Transportation Association (APTA) and the California Transit Association (CTA) are of benefit to the Santa Cruz METRO. Notwithstanding the foregoing, if the Board of Directors determines that it is in the Santa Cruz METRO's best interest for Mr. Clifford to refrain from attending any of the APTA or CTA conferences, meetings or activities, Mr. Clifford shall refrain from attending such.
- C. During the term of this Agreement, Employee shall be entitled to request payment by, or to receive reimbursement from Santa Cruz METRO for all reasonable and necessary documented expenses incurred by Employee in performing his duties, such payments or reimbursements shall be approved by either the Chair or Vice-Chair of the Board. Such reimbursements will not be considered compensation, for either tax or retirement purposes.

SECTION 12 - INDEMNIFICATION

To the extent permitted under California State Law, the Santa Cruz METRO shall indemnify and hold harmless Mr. Clifford from any claim or legal action arising out of all actions necessary in carrying out the duties of the Chief Executive Officer/General Manager of the Santa Cruz METRO, as long as Mr. Clifford is acting within the course and scope of his employment, as defined herein. The Chief Executive Officer/General Manager shall be an added insured to any Errors or Omissions policies of Santa Cruz METRO.

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SECTION 13 – RELOCATION/TEMPORARY HOUSING

- A. Relocating from Chicago to Santa Cruz may require one or more flights back and forth in order to get Employee's moving affairs in place and to secure temporary housing in Santa Cruz. To that end, Santa Cruz METRO shall reimburse Employee for up to a maximum of two round-trip flights (for Employee only), plus taxi fare, covering the period from Board approval of this Agreement through to the completion of the sale of Employee's home in Chicago.
- B. At Commencement Date, Santa Cruz METRO shall provide Mr. Clifford a one-time cash payment of \$20,000 for temporary housing.
- C. If during the term of this Agreement Mr. Clifford purchases a home in Santa Cruz County, Santa Cruz METRO will make a one-time cash payment to Mr. Clifford in the amount of \$5,000 upon receiving proof that Mr. Clifford has closed escrow on his purchase.

SECTION 14 – ALLOWANCES

- A. Employee shall use his own personal cell phone for company business and receive a bi-weekly cell phone allowances in the amount of \$75 during the term of this Agreement.
- B. Employee will use his personal vehicle for company business and shall be considered on call 24/7 for the purpose of responding to emergencies in which the Chief Executive Officer/General Manager should be present at the scene. Employee shall receive a monthly car allowance in the amount of \$400 during the term of this Agreement.
- C. Santa Cruz METRO will reimburse Employee for the cost of an annual executive physical which shall be performed at a major medical facility that has such an executive physical program. Such reimbursement is for receipted costs incurred beyond what is covered under Employee's medical plan, up to a maximum of \$3,000/year. Reimbursement includes any co-pays, out-of-pocket expenses and deductibles.

SECTION 15 – MEDICAL/DENTAL/VISION/LIFE INSURANCE/SHORT & LONG-TERM DISABILITY INSURANCE

- A. Employee shall be entitled to receive health benefits for himself, spouse and family pursuant to the Management Compensation Plan in effect during the term of this Agreement. All medical, dental and vision coverage will be available to Employee and family and effective on the first day of the month following the date of hire, provided the appropriate enrollment forms are submitted for processing in a timely manner.
- B. Santa Cruz METRO shall pay the full cost of Term Life Insurance, covering Employee at 3X Base Salary.
- C. Santa Cruz METRO shall provide both short and long-term disability benefits as set forth in the Management Compensation Plan, or any revised or amended version of the same.

ATTACHMENT D

SECTION 16- OTHER TERMS AND CONDITIONS

- A. Any notice to the Santa Cruz METRO under this Agreement shall be furnished in writing by Mr. Clifford to the Chair of the Board, Santa Cruz Metropolitan Transit District, 110 Vernon Street, Santa Cruz, CA 95060. Any notice to Mr. Clifford under this Agreement shall be furnished in writing by the Santa Cruz METRO to the most recent home address identified in the Employee Personnel file for Mr. Clifford. All such notices must be sent by first class mail or delivered in person by messenger. In the event that either party changes their address, the other party shall be promptly notified and such change incorporated into this agreement by this reference.
- B. Dispute Resolution: The parties agree to meet informally, as a preliminary step in any dispute that may arise under this Agreement.
- C. This written instrument represents the entire Agreement between the parties and supersedes any prior agreements or understandings whether oral or written with the exception of those referenced in this Agreement.
- D. This Agreement cannot be changed or terminated orally and may be modified only by a written agreement executed by both parties.
- E. This Agreement is personal to Mr. Clifford and cannot be assigned to any other person by the same.
- F. This Agreement shall be binding on the heirs, personal representatives, successors and assigns of Mr. Clifford.
- G. This Agreement shall be interpreted, construed, and applied according to the laws of the State of California.
- H. The invalidity or unenforceability of any one or more provisions of this Agreement will in no way affect any other provisions.
- I. The captions or headings of the paragraphs hereof are for convenience only and shall not control or affect the meaning or construction of any of the terms or provisions of this Agreement.
- J. Time is of the essence.
- K. No provision hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether express or implied, shall not constitute consent to, waiver of, or excuse for any other different or subsequent breach.

IN WITNESS WHEREOF, the undersigned have executed this Agreement on _____, 2014

[SIGNATURES ON FOLLOWING PAGE]

ATTACHMENT D

Employee:

Santa Cruz Metropolitan Transit District

ALEXANDER D. CLIFFORD
Chief Executive Officer/General Manager

DENE BUSTICHI
Chair, Board of Directors

Dated

Dated

Approved as to form:

Leslyn K. Syren
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014

TO: Board of Directors

FROM: Angela Aitken, Finance Manager

**SUBJECT: APPROVAL OF FY15 AND FY16 PRELIMINARY LINE ITEM
OPERATING AND CAPITAL BUDGETS FOR REVIEW AND TDA/STA
CLAIMS PURPOSES**

I. RECOMMENDED ACTION

That the Board of Directors adopts the attached preliminary line item Operating and Capital Budget for FY15 and FY16, for review and TDA/STA claims purposes.

II. SUMMARY OF ISSUES

- The Board of Directors must adopt a preliminary line item budget in order to allow submittal of Santa Cruz METRO's Transportation Development Act (TDA) and State Transit Assistance (STA) claims to the Santa Cruz County Regional Transportation Commission (SCRTC) by the April 1st deadline.
- The proposed two-year FY15 and FY16 preliminary line item **Operating Budgets – Attachment A** total \$48,930,241 and \$51,228,888, respectively. This is a “first-cut” budget. An updated proposed two-year budget will be presented to the Board of Directors in May, which will reflect the latest data regarding revenues and expenses.
- Major **Operating Revenue** assumptions in the preliminary FY15 budget over the FY14 Revised budget and in the preliminary FY16 budget over the FY15 budget include:
 - 3% increase in Fare Revenue accounts (Passenger Fares, Special Transit Fares, Paratransit Fares, and Highway 17 Fares and Payments) in both FY15 and FY16.
 - 6.3% decrease in Advertising Income in FY15 with no increase in FY16.
 - 40% decrease in Interest Income in FY15 and a 22.2% decrease in FY16
 - 6.5% increase in Sales Tax in FY15 and a 7% increase in FY16.
 - 2.1% increase in Transp Dev Act (TDA) in FY15, and a 3% increase in FY16.
 - 1.6% increase in FTA Sec 5307 – Op Assistance in FY15 and a 6.5% increase in FY16
 - 83.1% decrease in AMBAG/CTC/Misc. Grants Funding in FY15 with no increase in FY16.
 - 6.9% decrease in Small Transit Intensive Cities (STIC) Funds in FY15 and a 6.5% increase in FY16.

- 1.6% decrease in State Transit Assistance (STA) – Operating (current year) funds in FY15 and a 3.3% increase in FY16
- 100% decrease in Fuel Tax Credit, with no dollars in FY16
- 100% decrease in Carryover from Previous Years, with no dollars in FY16
- 261.5% increase in Transfers (to)/from Operating Reserves in FY15 and a 0.4% increase in FY16.
- Major **Operating Expenses** assumption in the preliminary FY15 budget over the FY14 Revised budget and in the preliminary FY16 budget over the FY15 budget include:
 - 5.9% increase in Personnel Expenses (Labor and Fringe Benefits) in FY15 and a 5.5% increase in FY16.
 - 2.3% increase in Non-Personnel Expenses in FY15 and a 1.4% increase in FY16.
- The preliminary FY15 **Capital Budget – Attachment B** totals \$22,573,741.
- Over the next few months, staff will continue to refine revenue and expense projections, as updated information becomes available, and an updated proposed two-year budget will be presented to the Board of Directors in May.
- Budget Workshop with the Unions will be scheduled for early May to answer questions regarding staff’s recommended budget and to obtain input from the employee organizations.

III. DISCUSSION

The Board of Directors must adopt a preliminary line item budget in order to allow submittal of Santa Cruz METRO’s Transportation Development Act (TDA) and State Transit Assistance (STA) claims to the Santa Cruz County Regional Transportation Commission (SCCRTC) by the April 1st deadline. This is a “first-cut” budget. An updated proposed two-year budget will be presented to the Board of Directors in May, which will reflect the latest data regarding projected revenues and expenses.

A. Operating Revenues

Operating Revenues total \$48,930,241 in FY15 and \$51,228,888 in FY16.

The increase of 3% in all Fare Revenue accounts in FY15 and FY16 is an estimate, based on actual ridership and revenue data for the first six months of FY14.

As more information becomes available in the next few months the percentage increase will be adjusted accordingly.

The projected 6.3% decrease in Advertising Income in FY15, with no increase in FY16 is due to the continuing trend of collecting lower than anticipated Advertising Income year

to date, as of December 2013, coupled with the unpredictability in the Advertising market.

Interest Income is projected to decrease by 40% in FY15 and by 22.2% in FY16 due to reduced cash balance at the Treasury.

Sales Tax Revenue is projected to increase 6.5% in FY15 and 7% in FY16 due to the continuing improvement in consumer spending and economic growth, further reflected in the actual sales tax receipts for the first eight (6) months of FY14 exceeding last year actuals for the same period by 7%.

TDA funding in FY15 is budgeted to increase 2.1% in FY15 as per Auditor Controller's estimates as of January 2014; 3% increase is projected in FY16 (the latter projection will be revised in the future as information from RTC for FY16 becomes available)

The projected increase in FTA Sec 5307 – Op Assistance, 1.6% in FY15, and the 6.9% decrease in STIC in FY15 are consistent with the recently published allocations for FY15 from FTA. The 6.5% increase in FY16 for both, FTA Sec 5307 – Op Assistance and STIC, are estimates based on historical funding trends for the past seven years. Estimates will be updated as more information becomes available.

AMBAG/CTC/Misc. Grant Funding is projected to decrease significantly in FY15 (83.1%) as information regarding future awarded grants is not yet available. There is no projected increase in FY16. When information regarding grant awards becomes available budget projections in both FY15 and FY16 will be revised accordingly. In addition, unused funds from the AMBAG FY14 FTA 5304 Transit Planning Student Internship will be rolled over into FY15 at the end of FY14.

STA – Operating (current year) funds are projected to decrease by 1.2% in FY15, as per January 2014 estimates from the State Controller's Office; 3.3% increase is projected in FY16 (the latter projection will be revised in the future as information from the State Controller for FY16 becomes available)

Due to the expiration of the tax incentive at the end of Calendar 2013, the Fuel Tax Credit is projected to decrease by 100% in FY15, with no dollars in FY16.

Due to the anticipated use of all funds in Carryover from Previous Years to balance FY14, no carryover funds will be available in FY15 and FY16.

The use of funds from Operating Reserves is projected to increase by 261.5% in FY15 and decrease by 0.4% in FY16 due to the need to bridge the budget gap in both years.

B. Operating Expenses

Operating Expenses total \$48,930,241 in FY15 and \$51,228,888 in FY16.

The 5.9% and 5.5% increase in **Personnel Expenses (Labor and Fringe Benefits)** in FY15 and FY16 respectively is primarily due to the following:

- Anticipated contractual items are allotted for in FY15 and FY16 budget (COLA, Step and Longevity Increases, Promotions)

- New Positions added in FY15 – 7.5 Full Time Equivalents (FTEs):
 - Administrative Assistant in the Human Resources Department: 1 FTE
 - Administrative Clerk I in the Purchasing Department: 1 FTE
 - Claims Investigator I in the Risk Management Department: 0.5 FTE (position will be funded effective January 2015)
 - Custodial Service Worker I in the Facilities Maintenance Department: 1 FTE
 - Vehicle Service Detailer in the Fleet Maintenance Department: 1 FTE
 - FM Mechanic II in the Fleet Maintenance Department: 3 FTEs
- Per the October 2013 CalPERS Annual Valuation Report, the retirement employer contribution rates in FY15 and FY16 will be 20.651% and 21.9%, respectively.
- An anticipated 8% increase in Medical Insurance premiums and a 3% increase in other insurance premiums, such as Dental, Life, State Disability, as well as Workers Compensation Insurance, effective in January of each year. The increase in insurance premiums is only an estimate and is based on historical trends, as well as current market conditions.

Budget savings in Personnel Expenses (Labor and Fringe Benefits) due to vacant funded positions and employees on extended unpaid leaves of absence are anticipated in both FY15 and FY16. Due to the significant fluctuations between estimated and actual savings from Labor and Fringe Benefits in years past however, estimates for FY15 and FY16 will be included in the budget document as a note, for information purposes, not as a line item used to bridge the budget gap. The estimates will be provided in the next few months, as more information regarding vacant funded positions becomes available.

The 2.3% increase in **Non-Personnel Expenses** in FY15 and the increase of 1.4% in FY16 are primarily due to increases in Mobile Materials and Supplies, Other Material and Supplies, Utilities, and Casualty & Liability. Services and Misc. Expenses both decrease in FY15 and FY16:

- **Services** decrease by 4.2% in FY15 and by 1.7% in FY16 primarily due to:
 - 44.8% decrease in Prof & Tech Fees in FY15; 7% decrease in FY16 due to the completion of the Short Range Transit Plan (budgeted in the Administration Department in FY14), the General Manager recruitment process (budgeted in the Human Resources Department in FY14), and the Payroll process evaluation (budgeted in the Finance Department in FY15).
 - 56% decrease in Legal Services in FY16, after additional funds are budgeted in the District Counsel Department in FY15 due to bus accident in December 2013.

- The increases in **Mobile Materials & Supplies**, 3.6% in FY15 and 2.8% in FY16, are due to increases in Fuels & Lubricants – Rev Vehicles (anticipated increase in fuel prices); Tires & Tubes (restocking inventory), and Rev. Vehicle Parts (adding more in-house repairs to vehicles that are coming out of warranty).
- **Other Materials & Supplies** increase by 16.3% in FY15 and by 2.7% in FY16. The significant increase in FY15 primarily due to the following:
 - 28.6% increase in Office Supplies due to purchases of office equipment and furniture (carts in the Purchasing Department; chairs in the Customer Service Department)
 - 28.5% increase in Safety Supplies due to anticipated additional costs in the Facilities Maintenance Department.
 - 100% increase in Tenant Repairs (new account) due to kiosk repairs. This new account was established in FY14 for tracking purposes; kiosk repairs were previously charged to Repair Bldg. & Impr.
 - 158.4% increase in Non-Inventory Parts due to increased use of parts in the Fleet and Facilities Maintenance Department.
- **Utilities** increase by 19.9% in FY15 and by 3.2% in FY16, primarily due to the significant increase in Telecommunications, 75.1 % in FY15 (Highway 17 Express-WiFi costs in the Fleet Maintenance Department increased due to new communications contracts with AT&T and Verizon that provide redundancy and prevent service interruptions; leasing repeater sites in the Operations Department).
- The increase in **Casualty & Liability**, 4% in both FY15 and FY16 is due to anticipated increase in Insurance – PL/PD costs (due to recent accident) in FY15 and in Insurance – Property (new Operations building) in FY16 in the Finance Department.
- **Misc Expenses** decrease by 8.4% in FY15 and by 1.1% in FY16 primarily due to anticipated decrease in Training and Travel in the next few years.

Significant departmental changes in FY15 and FY16 include:

- 6.8% decrease in **Administration** in FY15 is primarily due to the completion of the Short Range Transit Plan and reduced Training and Travel expense in FY15 and FY16
- 7.5% increase in **Human Resources** in FY15 is due to a new Administrative Assistant position.

- 8% increase in **Information Technology** in FY15 is due to increased non-personnel expense: Repair-Equipment and Office Supplies.
- 20.3% decrease **District Counsel** in FY15 is due to the move of a position (Security & Risk Administrator) and related expense to department Risk Management.
- 68.5% increase in **Risk Management** is due to the position and related expense moved from District Counsel in FY15, as well as a new Claims Investigator I position.
- 11% increase in **Purchasing** in FY15 is due to a new Administrative Clerk I position.
- 6.5% increase in **Facilities Maintenance** is primarily due to a new Custodial Service Worker I position.
- 7.8% increase in **Paratransit** program is due to COLA, Step and Longevity Adjustments in FY15.
- 8.5% increase in **Fleet Maintenance** is due to new positions (Vehicle Service Detailer, FM Mechanic II: 3 FTEs)

C. Capital Budget

The preliminary FY15 Capital Budget as shown in **Attachment B** totals \$22,573,741. The **Preliminary Unfunded Capital Needs** list is presented in **Attachment C** and totals \$29,086,300 in FY15 and \$43,478,780 in FY16.

IV. FINANCIAL CONSIDERATIONS.

The preliminary FY15 and FY16 Operating Budgets are balanced budgets with the use of funds from the Operating and Capital Reserves account. However, the preliminary FY15 and FY16 Operating Budgets are not structurally balanced budgets. This means that recurring expenses exceed recurring revenues. For a variety of reasons, true structural balance may not be possible at a given time. In such a case, using reserves to balance the budget may be considered, but only in the context of a plan to return to structural balance, replenish fund balances, and ultimately remediate the negative impacts of any other short-term balancing actions that may be taken.

The Government Finance Officers Association (GFOA) recommends adopting policies aimed at achieving and maintaining a structurally balanced budget and reserve accounts. The policies should include parameters for achieving and maintaining structural balance where recurring revenues are equal to recurring expenditures in adopted budgets. Further, the plan should be clear about the time period over which returning to structural balance, replenishing reserves, and remediating the negative impacts of balancing action are to occur.

Finance is working on draft financial policies to address the Operating and Capital Budget as well as the Operating and Capital Reserve accounts for the Board to consider in the future.

The Board of Directors must adopt a preliminary line item budget in order to allow submittal of Santa Cruz METRO's Transportation Development Act (TDA) and State Transit Assistance (STA) claims to the Santa Cruz County Regional Transportation Commission (SCCRTC) by the April 1st deadline. This is a "first-cut" budget. A two-year budget proposal will be presented to the Board of Directors in May, which will reflect the latest data regarding projected revenues and expenses.

Attachment A: FY15 and FY16 Preliminary Operating Budget

Attachment B: FY15 Preliminary Capital Budget

Attachment C: FY15 Preliminary Unfunded Capital Needs List

Prepared by: Kristina Mihaylova, Sr. Financial Analyst

Date Prepared: March 7, 2014

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET REVENUE SOURCES

	REVENUE SOURCE	REVISED	BUDGET		% CHANGE		% CHANGE	
		BUDGET FY14	BUDGET FY15	REV BUDG FY15	BUDGET FY16	BUDG FY15 BUDG FY16	BUDG FY15 BUDG FY16	
1	Passenger Fares	4,126,659	4,250,459	3.0%	4,377,973	3.0%	3.0%	
2	Special Transit Fares	3,308,391	3,407,643	3.0%	3,509,872	3.0%	3.0%	
3	Paratransit Fares	314,364	323,795	3.0%	333,509	3.0%	3.0%	
4	Highway 17 Fares	1,592,430	1,640,203	3.0%	1,689,409	3.0%	3.0%	
5	Highway 17 Payments	442,000	455,260	3.0%	468,918	3.0%	3.0%	
6	Commissions	5,600	5,768	3.0%	5,941	3.0%	3.0%	
7	Advertising Income	240,225	225,000	-6.3%	225,000	0.0%	0.0%	
8	Rent Income	160,935	165,763	3.0%	170,736	3.0%	3.0%	
9	Interest Income	75,000	45,000	-40.0%	35,000	-22.2%	-22.2%	
10	Other Non-Transp Revenue	18,000	18,000	0.0%	18,000	0.0%	0.0%	
11	Sales Tax (1/2 cent)	18,474,890	19,675,758	6.5%	21,053,061	7.0%	7.0%	
12	SLPP Backfill for Metro Base	(2,800,000)	(3,012,000)	7.6%	-	-100.0%	-100.0%	
13	Transp Dev Act (TDA) Funds	6,114,316	6,377,610	4.3%	6,568,938	3.0%	3.0%	
14	Anticipated RTC Route 6 Receipts	130,000	-	-100.0%	-	0.0%	0.0%	
15	Total Transp Dev Act (TDA) Funds	6,244,316	6,377,610	2.1%	6,568,938	3.0%	3.0%	
16*	FTA Sec 5307 - Op Assistance	4,068,224	4,133,984	1.6%	4,401,049	6.5%	6.5%	
17	Prop 84 - TOD	-	-	0.0%	-	0.0%	0.0%	
18	FTA Sec 5311 - Rural Op Asst	207,574	225,469	8.6%	229,157	1.6%	1.6%	
19	AMBAG/CTC/Misc. Grant Funding	59,281	10,000	-83.1%	10,000	0.0%	0.0%	
20	STIC	1,443,685	1,344,113	-6.9%	1,430,946	6.5%	6.5%	
21	STA - SLPP Backfill for Metro Base	2,800,000	3,012,000	7.6%	-	-100.0%	-100.0%	
22	STA - Operating (Current Year)	2,754,365	2,710,744	-1.6%	2,800,000	3.3%	3.3%	
23	Fuel Tax Credit	270,000	-	-100.0%	-	0.0%	0.0%	
24	Carryover from Previous Years	309,859	-	-100.0%	-	0.0%	0.0%	
25	Medicare Subsidy	75,000	75,000	0.0%	75,000	0.0%	0.0%	
26	Transfer (to)/from Operating Reserves	1,062,525	3,840,673	261.5%	3,826,380	-0.4%	-0.4%	
TOTAL REVENUE		45,253,322	48,930,241	8.1%	51,228,888	4.7%	4.7%	

* FTA funding is used solely to fund labor expense

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Consolidated Expenses

ACCOUNT	REVISED	BUDGET		% CHANGE		% CHANGE		
	BUDGET FY14	BUDGET FY15	BUDGET FY14	BUDGET FY15	BUDG FY14	BUDG FY15	BUDG FY16	
LABOR								
501011 Bus Operator Pay	9,069,147	9,378,428	3.4%	9,761,937	4.1%			
501013 Bus Operator OT	2,050,601	2,105,529	2.7%	2,191,418	4.1%			
501021 Other Salaries	7,521,718	7,740,801	2.9%	8,011,177	3.5%			
501023 Other OT	460,869	466,192	1.2%	481,630	3.3%			
Totals	19,102,334	19,690,950	3.1%	20,446,161	3.8%			
FRINGE BENEFITS								
502011 Medicare/Soc. Sec.	330,825	342,421	3.5%	354,400	3.5%			
502021 Retirement	3,844,367	4,330,422	12.6%	4,767,264	10.1%			
502031 Medical Ins	7,980,488	8,799,421	10.3%	9,539,824	8.4%			
502041 Dental Ins	535,022	553,811	3.5%	572,180	3.3%			
502045 Vision Ins	132,991	135,419	1.8%	139,646	3.1%			
502051 Life Ins/AD&D	46,993	49,232	4.8%	50,770	3.1%			
502060 State Disability Ins (SDI)	220,290	239,155	8.6%	294,192	23.0%			
502061 Long Term Disability Ins	141,432	149,126	5.4%	150,983	1.2%			
502071 State Unemployment Ins (SUI)	78,638	85,091	8.2%	113,384	33.3%			
502081 Worker's Comp Ins	1,325,000	1,364,750	3.0%	1,405,693	3.0%			
502101 Holiday Pay	610,201	642,546	5.3%	667,136	3.8%			
502103 Floating Holiday	83,737	90,809	8.4%	89,121	-1.9%			
502109 Sick Leave	966,051	1,030,499	6.7%	1,023,746	-0.7%			
502111 Annual Leave	1,910,272	2,010,031	5.2%	2,059,014	2.4%			
502121 Other Paid Absence	142,954	150,437	5.2%	156,197	3.8%			
502251 Phys. Exams	14,110	14,110	0.0%	14,110	0.0%			
502253 Driver Lic Renewal	4,656	4,656	0.0%	4,656	0.0%			
502999 Other Fringe Benefits	75,654	80,791	6.8%	83,510	3.4%			
Totals	18,443,683	20,072,726	8.8%	21,485,828	7.0%			

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Consolidated Expenses

ACCOUNT	REVISED BUDGET FY14	BUDGET		% CHANGE		% CHANGE		
		FY15	FY16	REV BUDG FY14	BUDG FY15	BUDG FY15	BUDG FY16	
SERVICES								
503011 Accting/Audit Fees	80,250	82,250	83,250	2.5%	2.5%	83,250	1.2%	
503012 Admin/Bank Fees	330,050	343,050	353,050	3.9%	3.9%	353,050	2.9%	
503031 Prof/Technical Fees	398,604	219,950	204,542	-44.8%	-44.8%	204,542	-7.0%	
503032 Legislative Services	105,000	105,000	105,000	0.0%	0.0%	105,000	0.0%	
503033 Legal Services	125,000	125,000	55,000	0.0%	0.0%	55,000	-56.0%	
503034 Pre-Employment Exams	10,475	10,300	8,700	-1.7%	-1.7%	8,700	-15.5%	
503041 Temp Help	-	-	-	0.0%	0.0%	-	0.0%	
503161 Custodial Services	76,500	79,510	81,580	3.9%	3.9%	81,580	2.6%	
503162 Uniforms/Laundry	23,700	23,450	23,850	-1.1%	-1.1%	23,850	1.7%	
503171 Security Services	534,272	534,550	534,837	0.1%	0.1%	534,837	0.1%	
503221 Classified/Legal Ads	16,100	13,100	13,100	-18.6%	-18.6%	13,100	0.0%	
503222 Legal Ads	-	-	-	0.0%	0.0%	-	0.0%	
503225 Graphic Services	5,000	5,500	5,500	10.0%	10.0%	5,500	0.0%	
503351 Repair - Bldg & Impr	58,000	59,740	61,532	3.0%	3.0%	61,532	3.0%	
503352 Repair - Equipment	527,945	562,095	577,367	6.5%	6.5%	577,367	2.7%	
503353 Repair - Rev Vehicle	354,000	364,500	375,315	3.0%	3.0%	375,315	3.0%	
503354 Repair - Non Rev Vehicle	17,000	18,020	19,101	6.0%	6.0%	19,101	6.0%	
503363 Haz Mat Disposal	41,000	42,230	43,497	3.0%	3.0%	43,497	3.0%	
Totals	2,702,896	2,588,245	2,545,222	-4.2%	-4.2%	2,545,222	-1.7%	
MOBILE MATERIALS & SUPPLIES								
504011 Fuels & Lubricants - Non Rev Veh	88,100	90,743	93,465	3.0%	3.0%	93,465	3.0%	
504012 Fuels & Lubricants - Rev Veh	2,448,076	2,521,518	2,597,163	3.0%	3.0%	2,597,163	3.0%	
504021 Tires & Tubes	245,000	279,000	287,370	13.9%	13.9%	287,370	3.0%	
504161 Other Mobile Supplies	-	-	-	0.0%	0.0%	-	0.0%	
504191 Rev Vehicle Parts	924,017	949,000	968,000	2.7%	2.7%	968,000	2.0%	
Totals	3,705,193	3,840,261	3,945,999	3.6%	3.6%	3,945,999	2.8%	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Consolidated Expenses

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE		BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
			REV BUDG FY15	BUDG FY15		
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	2,601	413	-84.1%		425	3.0%
504211 Postage & Mailing	13,250	14,430	8.9%		14,615	1.3%
504214 Promotional Items	1,200	1,200	0.0%		1,200	0.0%
504215 Printing	82,450	83,380	1.1%		87,338	4.7%
504217 Photo Supp/Process	3,600	4,600	27.8%		4,600	0.0%
504311 Office Supplies	68,944	88,669	28.6%		87,628	-1.2%
504315 Safety Supplies	19,400	24,936	28.5%		26,785	7.4%
504317 Cleaning Supplies	52,270	61,900	18.4%		64,200	3.7%
504409 Repair/Maint Supplies	123,300	126,000	2.2%		130,000	3.2%
504417 Tenant Repairs	10,000	20,000	100.0%		20,000	0.0%
504421 Non-Inventory Parts	10,100	26,103	158.4%		27,106	3.8%
504511 Small Tools	9,000	9,600	6.7%		9,800	2.1%
504515 Employee Tool Replacement	3,000	3,000	0.0%		3,000	0.0%
Totals	399,115	464,231	16.3%		476,698	2.7%
UTILITIES						
505011 Gas & Electric	304,000	319,420	5.1%		334,853	4.8%
505021 Water & Garbage	155,200	158,386	2.1%		161,578	2.0%
505031 Telecommunications	132,100	231,340	75.1%		235,750	1.9%
Totals	591,300	709,146	19.9%		732,180	3.2%
CASUALTY & LIABILITY						
506011 Insurance - Property	100,000	100,172	0.2%		125,177	25.0%
506015 Insurance - PL/PD	450,000	478,442	6.3%		482,295	0.8%
506021 Insurance - Other	750	-	-100.0%		-	0.0%
506123 Settlement Costs	150,000	150,000	0.0%		150,000	0.0%
506127 Repairs - District Prop	-	-	0.0%		-	0.0%
Totals	700,750	728,614	4.0%		757,472	4.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Consolidated Expenses

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG BUDG FY16
TAXES					
507051 Fuel Tax	14,000	14,420	3.0%	14,853	3.0%
507201 Licenses & Permits	17,600	18,050	2.6%	18,514	2.6%
507999 Other Taxes	18,000	18,540	3.0%	19,096	3.0%
Totals	49,600	51,010	2.8%	52,462	2.8%
PURCHASED TRANS.					
503406 Contract/Paratransit	250,000	250,000	0.0%	250,000	0.0%
Totals	250,000	250,000	0.0%	250,000	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	68,285	70,552	3.3%	71,777	1.7%
509081 Advertising - District Promo	14,000	16,000	14.3%	16,000	0.0%
509101 Employee Incentive Program	13,500	20,500	51.9%	20,500	0.0%
509121 Employee Training	128,100	82,900	-35.3%	80,500	-2.9%
509122 BOD Travel	15,700	16,000	1.9%	16,000	0.0%
509123 Travel	91,866	96,066	4.6%	94,066	-2.1%
509125 Local Meeting Expense	5,100	5,200	2.0%	5,000	-3.8%
509127 Board Director Fees	12,600	12,600	0.0%	12,600	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	349,151	319,818	-8.4%	316,443	-1.1%
LEASES & RENTALS					
512011 Facility Lease	185,000	189,740	2.6%	194,622	2.6%
512061 Equipment Rental	24,300	25,500	4.9%	25,800	1.2%
Totals	209,300	215,240	2.8%	220,422	2.4%
PERSONNEL TOTAL					
<i>Savings from Labor and Fringe Benefits</i>	37,546,017	39,763,676	5.9%	41,931,989	5.5%
NON-PERSONNEL TOTAL	(1,250,000)	8,957,304	2.3%	9,296,899	1.4%
TOTAL OPERATING EXPENSES	45,253,322	48,930,241	8.1%	51,228,888	4.7%

3/12/2014

Consolidated

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Departmental Expenses

DEPARTMENT	REVISED	% CHANGE		% CHANGE	
	BUDGET FY14	BUDGET FY15	REV BUDG FY15	BUDGET FY16	BUDG FY16 BUDG FY15
1100 Administration	1,841,817	1,716,768	-6.8%	1,699,686	-1.0%
1200 Finance	1,835,634	1,891,028	3.0%	1,949,511	3.1%
1300 Customer Service	696,735	698,269	0.2%	723,544	3.6%
1400 Human Resources	713,746	767,602	7.5%	777,676	1.3%
1500 Information Technology	842,572	910,088	8.0%	944,450	3.8%
1700 District Counsel	609,978	486,178	-20.3%	512,432	5.4%
1800 Risk Management	300,000	505,453	68.5%	502,803	-0.5%
1900 Purchasing	761,557	845,015	11.0%	889,964	5.3%
2200 Facilities Maintenance	2,666,522	2,840,443	6.5%	2,971,610	4.6%
3100 Paratransit Program	5,092,991	5,489,080	7.8%	5,788,841	5.5%
3200 Operations	3,071,642	3,139,396	2.2%	3,264,747	4.0%
3300 Bus Operators	17,357,280	18,036,646	3.9%	19,031,911	5.5%
4100 Fleet Maintenance	8,222,678	8,921,878	8.5%	9,281,027	4.0%
5100 Capital Funded Labor	-	-	0.0%	-	-
9001 Cobra Benefits	-	-	0.0%	-	0.0%
9005 Retired Employee Benefits	2,489,869	2,682,096	7.7%	2,890,384	7.8%
700 SCCIC/COPS	300	300	0.0%	300	0.0%
<i>Savings from Labor and Fringe Benefits</i>	<i>(1,250,000)</i>		<i>-100.0%</i>		<i>0.0%</i>
TOTAL OPERATING EXPENSES	45,253,322	48,930,241	8.1%	51,228,888	4.7%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Administration - 1100

ACCOUNT	REVISED	BUDGET	% CHANGE	BUDGET	% CHANGE	BUDGET	% CHANGE
	FY14	FY15	BUDG FY14	FY15	BUDG FY15	FY16	BUDG FY16
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%	-	0.0%
501021 Other Salaries	705,339	650,608	-7.8%	676,496	4.0%	676,496	4.0%
501023 Other OT	15,000	1,757	-88.3%	1,827	4.0%	1,827	4.0%
Totals	720,339	652,365	-9.4%	678,323		678,323	4.0%
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	13,476	12,846	-4.7%	12,048	-6.2%	12,048	-6.2%
502021 Retirement	163,274	167,308	2.5%	181,559	8.5%	181,559	8.5%
502031 Medical Ins	132,706	176,164	32.7%	199,876	13.5%	199,876	13.5%
502041 Dental Ins	10,009	12,844	28.3%	13,937	8.5%	13,937	8.5%
502045 Vision Ins	2,881	2,881	0.0%	2,968	3.0%	2,968	3.0%
502051 Life Ins/AD&D	1,225	1,262	3.0%	1,299	3.0%	1,299	3.0%
502060 State Disability Ins (SDI)	7,055	7,894	11.9%	8,506	7.8%	8,506	7.8%
502061 Long Term Disability Ins	4,995	5,898	18.1%	4,998	-15.3%	4,998	-15.3%
502071 State Unemployment Ins (SUI)	2,142	2,272	6.1%	3,024	33.1%	3,024	33.1%
502081 Worker's Comp Ins	34,643	34,525	-0.3%	35,508	2.8%	35,508	2.8%
502101 Holiday Pay	25,614	25,558	-0.2%	26,157	2.3%	26,157	2.3%
502103 Floating Holiday	14,883	19,206	29.0%	14,753	-23.2%	14,753	-23.2%
502109 Sick Leave	67,003	81,880	22.2%	38,191	-53.4%	38,191	-53.4%
502111 Annual Leave	95,701	101,085	5.6%	67,471	-33.3%	67,471	-33.3%
502121 Other Paid Absence	5,846	5,830	-0.3%	5,967	2.4%	5,967	2.4%
502251 Phys. Exams	-	-	0.0%	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%	-	0.0%
502999 Other Fringe Benefits	2,189	4,146	89.4%	4,153	0.2%	4,153	0.2%
Totals	583,641	661,599	13.4%	620,415	-6.2%	620,415	-6.2%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Administration - 1100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE		BUDGET FY16	% CHANGE	
			REV BUDG BUDG FY14	BUDG FY15		BUDG FY15	BUDG FY16
SERVICES							
503011 Accting/Audit Fees	-	-	0.0%	0.0%	-	0.0%	0.0%
503012 Admin/Bank Fees	-	-	0.0%	0.0%	-	0.0%	0.0%
503031 Prof/Technical Fees	118,700	19,261	-83.8%	19,839	19,839	3.0%	3.0%
503032 Legislative Services	105,000	105,000	0.0%	105,000	105,000	0.0%	0.0%
503033 Legal Services	-	-	0.0%	-	-	0.0%	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	0.0%
503041 Temp Help	-	-	0.0%	-	-	0.0%	0.0%
503161 Custodial Services	-	-	0.0%	-	-	0.0%	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	0.0%
503171 Security Services	-	-	0.0%	-	-	0.0%	0.0%
503221 Classified/Legal Ads	5,000	5,000	0.0%	5,000	5,000	0.0%	0.0%
503222 Legal Ads	-	-	0.0%	-	-	0.0%	0.0%
503225 Graphic Services	-	-	0.0%	-	-	0.0%	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	0.0%
503352 Repair - Equipment	7,145	7,145	0.0%	7,145	7,145	0.0%	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	0.0%
Totals	235,845	136,406	-42.2%	136,984	136,984	0.4%	0.4%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	0.0%
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	0.0%	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Administration - 1100

ACCOUNT	REVISED	BUDGET	BUDGET	% CHANGE	BUDGET	% CHANGE
	BUDGET	FY14	FY15	REV BUDG	FY14	BUDG
	FY14	FY14	FY15	BUDG FY15	FY15	FY16
				BUDG FY16		BUDG FY16
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	6,000	6,180	6,365	3.0%	6,365	3.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	1,000	1,030	1,061	3.0%	1,061	3.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	17,000	14,710	14,926	-13.5%	14,926	1.5%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	24,000	21,920	22,353	-8.7%	22,353	2.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Administration - 1100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	52,425	51,112	-2.5%	52,646	3.0%
509081 Advertising - District Promo	-	2,000	100.0%	2,000	0.0%
509101 Employee Incentive Program	10,000	17,000	70.0%	17,000	0.0%
509121 Employee Training	91,100	45,900	-49.6%	43,500	-5.2%
509122 BOD Travel	15,700	16,000	1.9%	16,000	0.0%
509123 Travel	89,866	93,566	4.1%	91,566	-2.1%
509125 Local Meeting Expense	5,000	5,000	0.0%	5,000	0.0%
509127 Board Director Fees	12,600	12,600	0.0%	12,600	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	276,691	243,178	-12.1%	240,312	-1.2%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	1,300	1,300	0.0%	1,300	0.0%
Totals	1,300	1,300	0.0%	1,300	0.0%
PERSONNEL TOTAL	1,303,981	1,313,963	0.8%	1,298,738	-1.2%
NON-PERSONNEL TOTAL	537,836	402,804	-25.1%	400,948	-0.5%
DEPARTMENT TOTALS	1,841,817	1,716,768	-6.8%	1,699,686	-1.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Finance - 1200

ACCOUNT	REVISED	BUDGET	BUDGET	% CHANGE	BUDGET	% CHANGE
	BUDGET FY14	FY15	FY14	REV BUDG BUDG FY15	FY16	BUDG FY16
LABOR						
501011 Bus Operator Pay	-	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	-	0.0%	-	0.0%
501021 Other Salaries	487,452	489,403	499,254	0.4%	499,254	2.0%
501023 Other OT	2,000	2,251	2,297	12.6%	2,297	2.0%
Totals	489,452	491,654	501,551	0.5%	501,551	2.0%
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	8,665	8,743	8,919	0.9%	8,919	2.0%
502021 Retirement	112,347	124,050	134,200	10.4%	134,200	8.2%
502031 Medical Ins	138,683	149,510	161,471	7.8%	161,471	8.0%
502041 Dental Ins	11,135	10,988	11,317	-1.3%	11,317	3.0%
502045 Vision Ins	2,241	2,241	2,308	0.0%	2,308	3.0%
502051 Life Ins/AD&D	997	1,027	1,058	3.0%	1,058	3.0%
502060 State Disability Ins (SDI)	5,328	5,681	6,884	6.6%	6,884	21.2%
502061 Long Term Disability Ins	3,999	4,051	4,079	1.3%	4,079	0.7%
502071 State Unemployment Ins (SUI)	1,666	1,767	2,352	6.1%	2,352	33.1%
502081 Worker's Comp Ins	28,530	28,432	29,242	-0.3%	29,242	2.8%
502101 Holiday Pay	17,651	18,187	18,553	3.0%	18,553	2.0%
502103 Floating Holiday	10,376	10,585	10,798	2.0%	10,798	2.0%
502109 Sick Leave	26,476	27,280	27,829	3.0%	27,829	2.0%
502111 Annual Leave	49,485	50,979	52,005	3.0%	52,005	2.0%
502121 Other Paid Absence	4,137	4,263	4,348	3.0%	4,348	2.0%
502251 Phys. Exams	-	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,086	4,091	4,097	0.1%	4,097	0.1%
Totals	425,801	451,874	479,461	6.1%	479,461	6.1%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Finance - 1200

ACCOUNT	REVISED	BUDGET	BUDGET	% CHANGE	BUDGET	% CHANGE
	BUDGET FY14	FY15	FY14	BUDG FY15	FY16	BUDG FY16
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	0.0%	-	0.0%	0.0%
504211 Postage & Mailing	500	500	0.0%	500	0.0%	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%	0.0%
504215 Printing	1,000	1,000	0.0%	1,000	0.0%	0.0%
504217 Photo Supp./Process	-	-	0.0%	-	0.0%	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%	0.0%
Totals	1,500	1,500	0.0%	1,500	1,500	0.0%
UTILITIES						
505011 Gas & Electric	-	-	0.0%	-	0.0%	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%	0.0%
Totals	-	-	0.0%	-	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	99,833	100,000	0.2%	125,000	25.0%	25.0%
506015 Insurance - PL/PD	325,299	350,000	7.6%	350,000	0.0%	0.0%
506021 Insurance - Other	750	-	-100.0%	-	0.0%	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%	0.0%
Totals	425,882	450,000	5.7%	475,000	5.6%	5.6%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Finance - 1200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	REV BUDG FY14	% CHANGE BUDG FY15	BUDGET FY16	% CHANGE BUDG FY16
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
MISC EXPENSE						
509011 Dues/Subscriptions	900	900	900	0.0%	900	0.0%
509081 Advertising - District Promo	10,000	10,000	10,000	0.0%	10,000	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	0.0%
Totals	10,900	10,900	10,900	0.0%	10,900	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	915,252	943,528	915,252	3.1%	981,011	4.0%
NON-PERSONNEL TOTAL	920,382	947,500	920,382	2.9%	968,500	2.2%
DEPARTMENT TOTALS	1,835,634	1,891,028	1,835,634	3.0%	1,949,511	3.1%

3/12/2014

Finance - 1200

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Customer Service - 1300

ACCOUNT	REVISED	BUDGET	BUDGET	% CHANGE	BUDGET	% CHANGE
	BUDGET FY14	FY15	FY14	BUDG FY15	FY16	BUDG FY16
LABOR						
501011 Bus Operator Pay	-	-	0.0%	-	0.0%	
501013 Bus Operator OT	-	-	0.0%	-	0.0%	
501021 Other Salaries	309,297	290,821	-6.0%	296,511	2.0%	
501023 Other OT	9,500	6,369	-33.0%	6,494	2.0%	
Totals	318,797	297,190	-6.8%	303,004	2.0%	
FRINGE BENEFITS						
502011 Medicare/Soc. Sec.	5,659	5,367	-5.2%	5,472	2.0%	
502021 Retirement	68,749	75,118	9.3%	81,228	8.1%	
502031 Medical Ins	103,167	117,213	13.6%	126,590	8.0%	
502041 Dental Ins	9,385	9,260	-1.3%	9,538	3.0%	
502045 Vision Ins	1,921	1,921	0.0%	1,978	3.0%	
502051 Life Ins/AD&D	683	703	3.0%	724	3.0%	
502060 State Disability Ins (SDI)	3,663	3,812	4.1%	4,626	21.3%	
502061 Long Term Disability Ins	2,564	2,606	1.6%	2,640	1.3%	
502071 State Unemployment Ins (SUI)	1,428	1,515	6.1%	2,016	33.1%	
502081 Worker's Comp Ins	24,454	24,371	-0.3%	25,064	2.8%	
502101 Holiday Pay	10,739	10,952	2.0%	11,172	2.0%	
502103 Floating Holiday	-	-	0.0%	-	0.0%	
502109 Sick Leave	16,108	16,428	2.0%	16,759	2.0%	
502111 Annual Leave	42,143	42,981	2.0%	43,845	2.0%	
502121 Other Paid Absence	2,517	2,567	2.0%	2,619	2.0%	
502251 Phys. Exams	-	-	0.0%	-	0.0%	
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%	
502999 Other Fringe Benefits	159	164	3.0%	169	3.0%	
Totals	293,338	314,979	7.4%	334,440	6.2%	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Customer Service - 1300

ACCOUNT	REVISED	BUDGET	BUDGET	% CHANGE	BUDGET	% CHANGE
	BUDGET	FY14	FY15	REV BUDG	FY14	BUDG
	FY14	FY14	FY15	BUDG FY15	FY15	FY16
					BUDG FY16	BUDG FY16
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	2,500	3,500	3,500	40.0%	3,500	0.0%
504214 Promotional Items	1,000	1,000	1,000	0.0%	1,000	0.0%
504215 Printing	41,500	41,500	41,500	0.0%	41,500	0.0%
504217 Photo Supp./Process	2,000	2,000	2,000	0.0%	2,000	0.0%
504311 Office Supplies	3,500	3,500	3,500	0.0%	3,500	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	50,500	51,500	51,500	2.0%	51,500	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Customer Service - 1300

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	2,100	2,100	0.0%	2,100	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	2,100	2,100	0.0%	2,100	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	4,000	4,000	0.0%	4,000	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	4,000	4,000	0.0%	4,000	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	4,500	4,500	0.0%	4,500	0.0%
Totals	4,500	4,500	0.0%	4,500	0.0%
PERSONNEL TOTAL	612,135	612,169	0.0%	637,444	4.1%
NON-PERSONNEL TOTAL	84,600	86,100	1.8%	86,100	0.0%
DEPARTMENT TOTALS	696,735	698,269	0.2%	723,544	3.6%

3/12/2014

CustService - 1300

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Human Resources - 1400

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	344,650	380,536	10.4%	374,293	-1.6%
501023 Other OT	1,618	1,941	19.9%	1,909	-1.6%
Totals	346,268	382,476	10.5%	376,202	-1.6%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	6,234	6,837	9.7%	6,782	-0.8%
502021 Retirement	81,085	96,977	19.6%	102,013	5.2%
502031 Medical Ins	64,539	99,917	54.8%	107,910	8.0%
502041 Dental Ins	5,344	8,203	53.5%	8,449	3.0%
502045 Vision Ins	1,601	1,921	20.0%	1,978	3.0%
502051 Life Ins/AD&D	770	910	18.2%	937	3.0%
502060 State Disability Ins (SDI)	3,836	4,459	16.2%	5,244	17.6%
502061 Long Term Disability Ins	3,048	3,387	11.1%	3,494	3.2%
502071 State Unemployment Ins (SUI)	1,190	1,515	27.3%	2,016	33.1%
502081 Worker's Comp Ins	18,748	24,371	30.0%	25,064	2.8%
502101 Holiday Pay	12,948	14,449	11.6%	14,333	-0.8%
502103 Floating Holiday	10,165	9,779	-3.8%	10,166	4.0%
502109 Sick Leave	19,423	21,674	11.6%	21,499	-0.8%
502111 Annual Leave	38,105	39,778	4.4%	42,162	6.0%
502121 Other Paid Absence	3,035	3,387	11.6%	3,359	-0.8%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,033	4,064	0.8%	4,069	0.1%
Totals	274,103	341,627	24.6%	359,476	5.2%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Human Resources - 1400

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	75,000	26,000	-65.3%	24,000	-7.7%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	10,475	10,300	-1.7%	8,700	-15.5%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	7,000	4,000	-42.9%	4,000	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	92,475	40,300	-56.4%	36,700	-8.9%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Human Resources - 1400

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	500	500	0.0%	500	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	3,000	100.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	500	500	0.0%	3,500	600.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Human Resources - 1400

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	300	2,500	733.3%	1,800	-28.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	100	200	100.0%	-	-100.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	400	2,700	575.0%	1,800	-33.3%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	620,371	724,103	16.7%	735,677	1.6%
NON-PERSONNEL TOTAL	93,375	43,500	-53.4%	42,000	-3.4%
DEPARTMENT TOTALS	713,746	767,602	7.5%	777,676	1.3%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Information Technology - 1500

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	343,192	348,626	1.6%	358,298	2.8%
501023 Other OT	1,423	1,395	-2.0%	1,433	2.8%
Totals	344,614	350,020	1.6%	359,731	2.8%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	6,267	6,381	1.8%	6,556	2.7%
502021 Retirement	82,139	90,590	10.3%	98,702	9.0%
502031 Medical Ins	72,518	77,076	6.3%	83,183	7.9%
502041 Dental Ins	5,540	5,466	-1.3%	5,630	3.0%
502045 Vision Ins	1,281	1,441	12.5%	1,484	3.0%
502051 Life Ins/AD&D	763	786	3.0%	810	3.0%
502060 State Disability Ins (SDI)	3,992	4,257	6.6%	5,196	22.0%
502061 Long Term Disability Ins	3,501	3,566	1.9%	3,355	-5.9%
502071 State Unemployment Ins (SUI)	1,071	1,136	6.1%	1,512	33.1%
502081 Worker's Comp Ins	20,378	20,309	-0.3%	20,887	2.8%
502101 Holiday Pay	13,117	13,498	2.9%	13,868	2.7%
502103 Floating Holiday	12,687	12,977	2.3%	13,238	2.0%
502109 Sick Leave	19,675	20,246	2.9%	20,801	2.7%
502111 Annual Leave	39,051	40,161	2.8%	41,240	2.7%
502121 Other Paid Absence	3,074	3,164	2.9%	3,250	2.7%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,994	4,998	0.1%	5,002	0.1%
Totals	290,048	306,053	5.5%	324,712	6.1%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Information Technology - 1500

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	14,910	16,185	8.6%	16,675	3.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	175,000	200,450	14.5%	205,952	2.7%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	189,910	216,635	14.1%	222,627	2.8%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Information Technology - 1500

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	REV BUDG BUDG FY15	% CHANGE BUDG FY15	BUDGET FY16	% CHANGE BUDG FY16
OTHER MATERIALS & SUPPLIES						
504205 Freight Out	-	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	-	0.0%	-	0.0%
504215 Printing	-	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	-	0.0%	-	0.0%
504311 Office Supplies	18,000	37,380	107.7%	107.7%	37,380	0.0%
504315 Safety Supplies	-	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%
Totals	18,000	37,380	107.7%	107.7%	37,380	0.0%
UTILITIES						
505011 Gas & Electric	-	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	0.0%	-	0.0%
CASUALTY & LIABILITY						
506011 Insurance - Property	-	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Information Technology - 1500

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	634,662	656,073	3.4%	684,443	4.3%
NON-PERSONNEL TOTAL	207,910	254,015	22.2%	260,007	2.4%
DEPARTMENT TOTALS	842,572	910,088	8.0%	944,450	3.8%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

District Counsel - 1700

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	306,401	244,631	-20.2%	256,082	4.7%
501023 Other OT	119	73	-38.5%	77	4.7%
Totals	306,520	244,705	-20.2%	256,158	4.7%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	5,524	4,472	-19.0%	4,684	4.7%
502021 Retirement	71,841	63,679	-11.4%	70,729	11.1%
502031 Medical Ins	41,828	35,148	-16.0%	37,838	7.7%
502041 Dental Ins	3,251	2,538	-21.9%	2,614	3.0%
502045 Vision Ins	1,281	960	-25.0%	989	3.0%
502051 Life Ins/AD&D	656	455	-30.6%	469	3.0%
502060 State Disability Ins (SDI)	3,209	2,560	-20.2%	3,102	21.2%
502061 Long Term Disability Ins	2,409	1,872	-22.3%	1,872	0.0%
502071 State Unemployment Ins (SUI)	952	757	-20.4%	1,008	33.1%
502081 Worker's Comp Ins	16,303	12,185	-25.3%	12,532	2.8%
502101 Holiday Pay	11,457	9,488	-17.2%	9,937	4.7%
502103 Floating Holiday	9,106	6,961	-23.6%	7,456	7.1%
502109 Sick Leave	17,186	14,232	-17.2%	14,906	4.7%
502111 Annual Leave	34,014	30,824	-9.4%	32,251	4.6%
502121 Other Paid Absence	2,685	2,224	-17.2%	2,329	4.7%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	3,597	2,032	-43.5%	2,034	0.1%
Totals	225,298	190,389	-15.5%	204,751	7.5%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

District Counsel - 1700

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	25,000	25,000	0.0%	25,000	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	25,000	25,000	0.0%	25,000	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

District Counsel - 1700

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	1,500	1,545	3.0%	1,591	3.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	1,500	1,545	3.0%	1,591	3.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

District Counsel - 1700

3/12/2014

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

District Counsel - 1700

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	12,660	13,040	3.0%	13,431	3.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	37,000	9,000	-75.7%	9,000	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	2,000	2,500	25.0%	2,500	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	51,660	24,540	-52.5%	24,931	1.6%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	531,818	435,094	-18.2%	460,909	5.9%
NON-PERSONNEL TOTAL	78,160	51,085	-34.6%	51,522	0.9%
DEPARTMENT TOTALS	609,978	486,178	-20.3%	512,432	5.4%

3/12/2014

District Counsel - 1700

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Risk Management - 1800

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	89,983	100.0%	120,517	33.9%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	89,983	100.0%	120,517	33.9%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	1,667	100.0%	2,207	32.4%
502021 Retirement	-	23,747	100.0%	33,340	40.4%
502031 Medical Ins	-	23,831	100.0%	39,127	64.2%
502041 Dental Ins	-	1,717	100.0%	2,816	64.0%
502045 Vision Ins	-	480	100.0%	660	37.3%
502051 Life Ins/AD&D	-	279	100.0%	348	24.6%
502060 State Disability Ins (SDI)	-	1,184	100.0%	1,866	57.5%
502061 Long Term Disability Ins	-	1,094	100.0%	1,172	7.1%
502071 State Unemployment Ins (SUI)	-	379	100.0%	672	77.4%
502081 Worker's Comp Ins	-	6,090	100.0%	8,354	37.2%
502101 Holiday Pay	-	3,477	100.0%	4,623	33.0%
502103 Floating Holiday	-	3,629	100.0%	3,888	7.1%
502109 Sick Leave	-	5,216	100.0%	6,935	33.0%
502111 Annual Leave	-	11,872	100.0%	15,188	27.9%
502121 Other Paid Absence	-	815	100.0%	1,084	33.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	1,991	100.0%	2,006	0.8%
Totals	-	87,470	100.0%	124,286	42.1%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Risk Management - 1800

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	50,000	50,000	0.0%	50,000	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	100,000	100,000	0.0%	30,000	-70.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	150,000	150,000	0.0%	80,000	-46.7%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Risk Management - 1800

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	150,000	150,000	0.0%	150,000	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	150,000	150,000	0.0%	150,000	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Risk Management - 1800

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	REV BUDG FY14	BUDG FY15	% CHANGE BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES							
507051 Fuel Tax	-	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	-	0.0%	-	0.0%
Totals	-	-	-	-	0.0%	-	0.0%
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	-	-	0.0%	-	0.0%
Totals	-	-	-	-	0.0%	-	0.0%
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	28,000	-	28,000	100.0%	28,000	0.0%
509122 BOD Travel	-	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	-	0.0%	-	0.0%
Totals	-	28,000	-	28,000	100.0%	28,000	0.0%
LEASES & RENTALS							
512011 Facility Lease	-	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	-	0.0%	-	0.0%
Totals	-	-	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	177,453	-	177,453	100.0%	244,803	38.0%
NON-PERSONNEL TOTAL	300,000	328,000	300,000	328,000	9.3%	258,000	-21.3%
DEPARTMENT TOTALS	300,000	505,453	300,000	502,803	68.5%	502,803	-0.5%

3/12/2014

Risk Mgmt - 1800

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Purchasing - 1900

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	387,662	408,728	5.4%	424,617	3.9%
501023 Other OT	10,529	1,839	-82.5%	1,911	3.9%
Totals	398,191	410,567	3.1%	426,528	3.9%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	7,036	7,418	5.4%	7,708	3.9%
502021 Retirement	87,521	105,272	20.3%	115,998	10.2%
502031 Medical Ins	116,621	150,703	29.2%	162,760	8.0%
502041 Dental Ins	9,529	11,466	20.3%	11,810	3.0%
502045 Vision Ins	2,241	2,561	14.3%	2,638	3.0%
502051 Life Ins/AD&D	897	1,041	16.1%	1,072	3.0%
502060 State Disability Ins (SDI)	4,648	5,270	13.4%	6,492	23.2%
502061 Long Term Disability Ins	3,324	3,733	12.3%	3,859	3.4%
502071 State Unemployment Ins (SUI)	1,666	2,020	21.2%	2,688	33.1%
502081 Worker's Comp Ins	28,530	32,494	13.9%	33,419	2.8%
502101 Holiday Pay	13,976	15,685	12.2%	16,298	3.9%
502103 Floating Holiday	3,980	4,262	7.1%	4,565	7.1%
502109 Sick Leave	20,964	23,528	12.2%	24,446	3.9%
502111 Annual Leave	44,872	53,888	20.1%	55,927	3.8%
502121 Other Paid Absence	3,276	3,676	12.2%	3,820	3.9%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	2,136	2,181	2.1%	2,188	0.3%
Totals	351,216	425,198	21.1%	455,686	7.2%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Purchasing - 1900

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	850	850	0.0%	850	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	4,000	4,000	0.0%	4,000	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	1,800	-	-100.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	6,650	4,850	-27.1%	4,850	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Purchasing - 1900

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	2,200	-	-100.0%	-	0.0%
504211 Postage & Mailing	500	500	0.0%	500	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	1,600	3,500	118.8%	2,000	-42.9%
504315 Safety Supplies	200	200	0.0%	200	0.0%
504317 Cleaning Supplies	200	200	0.0%	200	0.0%
504409 Repair/Maint Supplies	300	-	-100.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	5,000	4,400	-12.0%	2,900	-34.1%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Purchasing - 1900

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	500	-	-100.0%	-	0.0%
Totals	500	-	-100.0%	-	0.0%
PERSONNEL TOTAL	749,407	835,765	11.5%	882,214	5.6%
NON-PERSONNEL TOTAL	12,150	9,250	-23.9%	7,750	-16.2%
DEPARTMENT TOTALS	761,557	845,015	11.0%	889,964	5.3%

3/12/2014

Purchasing - 1900

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	652,630	661,472	1.4%	685,170	3.6%
501023 Other OT	43,200	46,303	7.2%	47,962	3.6%
Totals	695,829	707,775	1.7%	733,132	3.6%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	12,231	12,484	2.1%	12,993	4.1%
502021 Retirement	146,691	168,230	14.7%	185,743	10.4%
502031 Medical Ins	291,084	342,215	17.6%	369,512	8.0%
502041 Dental Ins	23,491	26,638	13.4%	27,437	3.0%
502045 Vision Ins	4,482	4,802	7.1%	4,946	3.0%
502051 Life Ins/AD&D	1,593	1,758	10.4%	1,810	3.0%
502060 State Disability Ins (SDI)	8,045	8,868	10.2%	10,984	23.9%
502061 Long Term Disability Ins	5,736	6,111	6.5%	6,311	3.3%
502071 State Unemployment Ins (SUI)	3,332	3,787	13.7%	5,039	33.1%
502081 Worker's Comp Ins	57,059	60,926	6.8%	62,661	2.8%
502101 Holiday Pay	23,425	25,066	7.0%	26,097	4.1%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	35,138	37,598	7.0%	39,145	4.1%
502111 Annual Leave	83,638	84,622	1.2%	91,613	8.3%
502121 Other Paid Absence	5,490	5,875	7.0%	6,116	4.1%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	371	422	13.7%	435	3.0%
Totals	701,807	789,400	12.5%	850,842	7.8%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	16,994	17,504	3.0%	18,029	3.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	67,000	69,010	3.0%	71,080	3.0%
503162 Uniforms/Laundry	3,200	2,500	-21.9%	2,500	0.0%
503171 Security Services	9,272	9,550	3.0%	9,837	3.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	58,000	59,740	3.0%	61,532	3.0%
503352 Repair - Equipment	300,000	309,000	3.0%	318,270	3.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	41,000	42,230	3.0%	43,497	3.0%
Totals	495,466	509,534	2.8%	524,745	3.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	30,000	30,900	3.0%	31,827	3.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	1,850	1,906	3.0%	1,963	3.0%
504315 Safety Supplies	8,400	8,736	4.0%	9,085	4.0%
504317 Cleaning Supplies	44,770	53,700	19.9%	56,000	4.3%
504409 Repair/Maint Supplies	123,000	126,000	2.4%	130,000	3.2%
504417 Tenant Repairs	10,000	20,000	100.0%	20,000	0.0%
504421 Non-Inventory Parts	100	103	3.0%	106	3.0%
504511 Small Tools	2,300	2,900	26.1%	3,100	6.9%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	220,420	244,245	10.8%	252,081	3.2%
UTILITIES					
505011 Gas & Electric	290,000	305,000	5.2%	320,000	4.9%
505021 Water & Garbage	149,000	152,000	2.0%	155,000	2.0%
505031 Telecommunications	70,000	86,000	22.9%	88,000	2.3%
Totals	509,000	543,000	6.7%	563,000	3.7%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Facilities Maintenance - 2200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	15,000	15,450	3.0%	15,914	3.0%
507999 Other Taxes	18,000	18,540	3.0%	19,096	3.0%
Totals	33,000	33,990	3.0%	35,010	3.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	5,000	5,000	0.0%	5,000	0.0%
512061 Equipment Rental	6,000	7,500	25.0%	7,800	4.0%
Totals	11,000	12,500	13.6%	12,800	2.4%
PERSONNEL TOTAL	1,397,636	1,497,175	7.1%	1,583,974	5.8%
NON-PERSONNEL TOTAL	1,268,886	1,343,268	5.9%	1,387,636	3.3%
DEPARTMENT TOTALS	2,666,522	2,840,443	6.5%	2,971,610	4.6%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Paratransit - 3100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	1,162,555	1,213,445	4.4%	1,271,918	4.8%
501013 Bus Operator OT	232,084	247,179	6.5%	259,090	4.8%
501021 Other Salaries	809,368	885,780	9.4%	919,803	3.8%
501023 Other OT	87,420	96,019	9.8%	99,707	3.8%
Totals	2,291,428	2,442,421	6.6%	2,550,517	4.4%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	38,892	41,507	6.7%	43,343	4.4%
502021 Retirement	453,894	520,273	14.6%	576,051	10.7%
502031 Medical Ins	940,144	1,058,985	12.6%	1,143,704	8.0%
502041 Dental Ins	64,820	66,750	3.0%	68,753	3.0%
502045 Vision Ins	17,181	17,608	2.5%	18,136	3.0%
502051 Life Ins/AD&D	6,307	6,652	5.5%	6,852	3.0%
502060 State Disability Ins (SDI)	26,567	29,362	10.5%	36,484	24.3%
502061 Long Term Disability Ins	15,394	17,159	11.5%	17,882	4.2%
502071 State Unemployment Ins (SUI)	12,852	13,887	8.1%	18,477	33.1%
502081 Worker's Comp Ins	216,011	219,335	1.5%	225,579	2.8%
502101 Holiday Pay	71,744	76,780	7.0%	80,195	4.4%
502103 Floating Holiday	7,595	7,981	5.1%	8,318	4.2%
502109 Sick Leave	111,495	119,341	7.0%	124,658	4.5%
502111 Annual Leave	183,117	198,038	8.1%	206,681	4.4%
502121 Other Paid Absence	16,815	17,995	7.0%	18,796	4.4%
502251 Phys. Exams	3,183	3,183	0.0%	3,183	0.0%
502253 Driver Lic Renewal	1,061	1,061	0.0%	1,061	0.0%
502999 Other Fringe Benefits	5,323	5,402	1.5%	5,447	0.8%
Totals	2,192,395	2,421,299	10.4%	2,603,599	7.5%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Paratransit - 3100

ACCOUNT	REVISED	BUDGET	BUDGET	% CHANGE	BUDGET	% CHANGE	
	BUDGET	FY14	FY15	REV BUDG	FY14	BUDG FY15	BUDG FY16
SERVICES							
503011 Accting/Audit Fees	-	-	-	0.0%	-	0.0%	0.0%
503012 Admin/Bank Fees	-	-	-	0.0%	-	0.0%	0.0%
503031 Prof/Technical Fees	8,000	8,000	8,000	0.0%	8,000	0.0%	0.0%
503032 Legislative Services	-	-	-	0.0%	-	0.0%	0.0%
503033 Legal Services	-	-	-	0.0%	-	0.0%	0.0%
503034 Pre-Employment Exams	-	-	-	0.0%	-	0.0%	0.0%
503041 Temp Help	-	-	-	0.0%	-	0.0%	0.0%
503161 Custodial Services	9,500	10,500	10,500	10.5%	10,500	0.0%	0.0%
503162 Uniforms/Laundry	1,000	1,000	1,000	0.0%	1,000	0.0%	0.0%
503171 Security Services	-	-	-	0.0%	-	0.0%	0.0%
503221 Classified/Legal Ads	-	-	-	0.0%	-	0.0%	0.0%
503222 Legal Ads	-	-	-	0.0%	-	0.0%	0.0%
503225 Graphic Services	-	-	-	0.0%	-	0.0%	0.0%
503351 Repair - Bldg & Impr	-	-	-	0.0%	-	0.0%	0.0%
503352 Repair - Equipment	2,000	3,000	3,000	50.0%	3,000	0.0%	0.0%
503353 Repair - Rev Vehicle	4,000	4,000	4,000	0.0%	4,000	0.0%	0.0%
503354 Repair - Non Rev Vehicle	-	-	-	0.0%	-	0.0%	0.0%
503363 Haz Mat Disposal	-	-	-	0.0%	-	0.0%	0.0%
Totals	24,500	26,500	26,500	8.2%	26,500	0.0%	0.0%
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	-	0.0%	-	0.0%	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	-	0.0%	-	0.0%	0.0%
504021 Tires & Tubes	-	-	-	0.0%	-	0.0%	0.0%
504161 Other Mobile Supplies	-	-	-	0.0%	-	0.0%	0.0%
504191 Rev Vehicle Parts	-	-	-	0.0%	-	0.0%	0.0%
Totals	-	-	-	0.0%	-	0.0%	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Paratransit - 3100

ACCOUNT	REVISED	BUDGET	BUDGET	% CHANGE	BUDGET	% CHANGE	BUDGET	% CHANGE
	BUDGET	FY14	FY15	REV BUDG	FY14	BUDG FY15	FY16	BUDG FY16
OTHER MATERIALS & SUPPLIES								
504205 Freight Out	-	-	-	0.0%	-	0.0%	-	0.0%
504211 Postage & Mailing	2,800	2,800	2,800	0.0%	2,800	0.0%	2,800	0.0%
504214 Promotional Items	200	200	200	0.0%	200	0.0%	200	0.0%
504215 Printing	4,300	4,300	4,300	0.0%	4,300	0.0%	4,300	0.0%
504217 Photo Supp/Process	1,000	2,000	2,000	100.0%	2,000	0.0%	2,000	0.0%
504311 Office Supplies	9,000	9,500	9,500	5.6%	9,500	0.0%	9,500	0.0%
504315 Safety Supplies	1,000	1,000	1,000	0.0%	1,000	0.0%	1,000	0.0%
504317 Cleaning Supplies	500	1,200	1,200	140.0%	1,200	0.0%	1,200	0.0%
504409 Repair/Maint Supplies	-	-	-	0.0%	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	-	0.0%	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	-	0.0%	-	0.0%	-	0.0%
504511 Small Tools	-	-	-	0.0%	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	18,800	21,000	21,000	11.7%	21,000	0.0%	21,000	0.0%
UTILITIES								
505011 Gas & Electric	14,000	14,420	14,420	3.0%	14,853	3.0%	14,853	3.0%
505021 Water & Garbage	6,200	6,386	6,386	3.0%	6,578	3.0%	6,578	3.0%
505031 Telecommunications	7,100	10,000	10,000	40.8%	10,000	0.0%	10,000	0.0%
Totals	27,300	30,806	30,806	12.8%	31,430	2.0%	31,430	2.0%
CASUALTY & LIABILITY								
506011 Insurance - Property	167	172	172	3.0%	177	3.0%	177	3.0%
506015 Insurance - PL/PD	124,701	128,442	128,442	3.0%	132,295	3.0%	132,295	3.0%
506021 Insurance - Other	-	-	-	0.0%	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	-	0.0%	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	-	0.0%	-	0.0%	-	0.0%
Totals	124,868	128,614	128,614	3.0%	132,472	3.0%	132,472	3.0%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Paratransit - 3100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	500	500	0.0%	500	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	500	500	0.0%	500	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	250,000	250,000	0.0%	250,000	0.0%
Totals	250,000	250,000	0.0%	250,000	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	158,000	162,740	3.0%	167,622	3.0%
512061 Equipment Rental	5,200	5,200	0.0%	5,200	0.0%
Totals	163,200	167,940	2.9%	172,822	2.9%
PERSONNEL TOTAL	4,483,823	4,863,720	8.5%	5,154,116	6.0%
NON-PERSONNEL TOTAL	609,168	625,360	2.7%	634,725	1.5%
DEPARTMENT TOTALS	5,092,991	5,489,080	7.8%	5,788,841	5.5%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Operations - 3200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	1,202,396	1,168,105	-2.9%	1,203,106	3.0%
501023 Other OT	204,210	208,507	2.1%	214,755	3.0%
Totals	1,406,606	1,376,612	-2.1%	1,417,861	3.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	24,628	24,226	-1.6%	25,055	3.4%
502021 Retirement	276,550	301,971	9.2%	331,386	9.7%
502031 Medical Ins	329,897	368,181	11.6%	397,635	8.0%
502041 Dental Ins	25,136	26,196	4.2%	26,981	3.0%
502045 Vision Ins	5,762	5,762	0.0%	5,935	3.0%
502051 Life Ins/AD&D	2,249	2,316	3.0%	2,386	3.0%
502060 State Disability Ins (SDI)	15,886	16,674	5.0%	20,458	22.7%
502061 Long Term Disability Ins	9,086	9,122	0.4%	9,199	0.8%
502071 State Unemployment Ins (SUI)	4,284	4,545	6.1%	6,047	33.1%
502081 Worker's Comp Ins	73,362	73,112	-0.3%	75,193	2.8%
502101 Holiday Pay	43,958	44,788	1.9%	46,355	3.5%
502103 Floating Holiday	9,305	9,677	4.0%	10,072	4.1%
502109 Sick Leave	65,937	67,182	1.9%	69,532	3.5%
502111 Annual Leave	162,385	162,012	-0.2%	173,250	6.9%
502121 Other Paid Absence	10,303	10,497	1.9%	10,864	3.5%
502251 Phys. Exams	530	530	0.0%	530	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	4,377	4,392	0.3%	4,406	0.3%
Totals	1,063,635	1,131,184	6.4%	1,215,286	7.4%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Operations - 3200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Acting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	23,000	3,000	-87.0%	3,000	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	500	500	0.0%	500	0.0%
503171 Security Services	525,000	525,000	0.0%	525,000	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	3,000	3,000	0.0%	3,000	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	551,500	531,500	-3.6%	531,500	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Operations - 3200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	200	200	0.0%	200	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	4,500	4,500	0.0%	4,500	0.0%
504217 Photo Supp/Process	600	600	0.0%	600	0.0%
504311 Office Supplies	12,000	12,000	0.0%	12,000	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	17,300	17,300	0.0%	17,300	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	5,000	55,000	1000.0%	55,000	0.0%
Totals	5,000	55,000	1000.0%	55,000	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Operations - 3200

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	22,000	22,000	0.0%	22,000	0.0%
512061 Equipment Rental	5,600	5,800	3.6%	5,800	0.0%
Totals	27,600	27,800	0.7%	27,800	0.0%
PERSONNEL TOTAL	2,470,242	2,507,796	1.5%	2,633,147	5.0%
NON-PERSONNEL TOTAL	601,400	631,600	5.0%	631,600	0.0%
DEPARTMENT TOTALS	3,071,642	3,139,396	2.2%	3,264,747	4.0%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	7,906,593	8,164,984	3.3%	8,490,019	4.0%
501013 Bus Operator OT	1,818,516	1,858,350	2.2%	1,932,328	4.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	9,725,109	10,023,334	3.1%	10,422,347	4.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	165,648	170,777	3.1%	177,550	4.0%
502021 Retirement	1,850,791	2,048,446	10.7%	2,258,441	10.3%
502031 Medical Ins	2,704,634	2,823,150	4.4%	3,063,059	8.5%
502041 Dental Ins	226,505	220,696	-2.6%	227,316	3.0%
502045 Vision Ins	52,743	52,183	-1.1%	53,748	3.0%
502051 Life Ins/AD&D	18,744	19,101	1.9%	19,674	3.0%
502060 State Disability Ins (SDI)	114,240	121,310	6.2%	150,085	23.7%
502061 Long Term Disability Ins	70,893	71,935	1.5%	73,263	1.8%
502071 State Unemployment Ins (SUI)	39,249	41,157	4.9%	54,760	33.1%
502081 Worker's Comp Ins	660,259	662,066	0.3%	680,915	2.8%
502101 Holiday Pay	293,794	303,451	3.3%	315,548	4.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	458,978	474,142	3.3%	493,044	4.0%
502111 Annual Leave	877,200	905,656	3.2%	939,947	3.8%
502121 Other Paid Absence	68,952	71,121	3.1%	73,957	4.0%
502251 Phys. Exams	8,487	8,487	0.0%	8,487	0.0%
502253 Driver Lic Renewal	3,183	3,183	0.0%	3,183	0.0%
502999 Other Fringe Benefits	10,369	10,452	0.8%	10,586	1.3%
Totals	7,624,671	8,007,311	5.0%	8,603,564	7.4%

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	4,000	2,500	-37.5%	2,500	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	4,000	2,500	-37.5%	2,500	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	3,500	3,500	0.0%	3,500	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	3,500	3,500	0.0%	3,500	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	17,349,780	18,030,646	3.9%	19,025,911	5.5%
NON-PERSONNEL TOTAL	7,500	6,000	-20.0%	6,000	0.0%
DEPARTMENT TOTALS	17,357,280	18,036,646	3.9%	19,031,911	5.5%

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Bus Operators - 3300

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	1,973,332	2,122,109	7.5%	2,197,030	3.5%
501023 Other OT	85,848	99,739	16.2%	103,260	3.5%
Totals	2,059,181	2,221,848	7.9%	2,300,290	3.5%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	36,564	39,696	8.6%	41,083	3.5%
502021 Retirement	449,485	544,761	21.2%	597,875	9.7%
502031 Medical Ins	705,621	851,158	20.6%	918,894	8.0%
502041 Dental Ins	53,478	61,027	14.1%	62,857	3.0%
502045 Vision Ins	11,845	13,126	10.8%	13,520	3.0%
502051 Life Ins/AD&D	4,310	4,908	13.9%	5,055	3.0%
502060 State Disability Ins (SDI)	23,821	27,823	16.8%	34,266	23.2%
502061 Long Term Disability Ins	16,484	18,591	12.8%	18,860	1.4%
502071 State Unemployment Ins (SUI)	8,806	10,352	17.6%	13,774	33.1%
502081 Worker's Comp Ins	146,723	166,534	13.5%	171,275	2.8%
502101 Holiday Pay	71,779	81,167	13.1%	84,001	3.5%
502103 Floating Holiday	5,640	5,753	2.0%	5,868	2.0%
502109 Sick Leave	107,668	121,751	13.1%	126,001	3.5%
502111 Annual Leave	260,561	288,136	10.6%	297,434	3.2%
502121 Other Paid Absence	16,823	19,024	13.1%	19,688	3.5%
502251 Phys. Exams	1,910	1,910	0.0%	1,910	0.0%
502253 Driver Lic Renewal	412	412	0.0%	412	0.0%
502999 Other Fringe Benefits	5,931	6,119	3.2%	6,154	0.6%
Totals	1,927,860	2,262,247	17.3%	2,418,926	6.9%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Fleet Maintenance - 4100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	401	413	3.0%	425	3.0%
504211 Postage & Mailing	250	250	0.0%	250	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	150	150	0.0%	150	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	4,494	4,629	3.0%	4,768	3.0%
504315 Safety Supplies	9,800	15,000	53.1%	16,500	10.0%
504317 Cleaning Supplies	6,800	6,800	0.0%	6,800	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	10,000	26,000	160.0%	27,000	3.8%
504511 Small Tools	6,700	6,700	0.0%	6,700	0.0%
504515 Employee Tool Replacement	3,000	3,000	0.0%	3,000	0.0%
Totals	41,595	62,942	51.3%	65,593	4.2%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	50,000	80,340	60.7%	82,750	3.0%
Totals	50,000	80,340	60.7%	82,750	3.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Fleet Maintenance - 4100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	14,000	14,420	3.0%	14,853	3.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	14,000	14,420	3.0%	14,853	3.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	2,000	3,000	50.0%	3,000	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	2,000	3,000	50.0%	3,000	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	1,200	1,200	0.0%	1,200	0.0%
Totals	1,200	1,200	0.0%	1,200	0.0%
PERSONNEL TOTAL	3,987,040	4,484,095	12.5%	4,719,216	5.2%
NON-PERSONNEL TOTAL	4,235,638	4,437,783	4.8%	4,561,811	2.8%
DEPARTMENT TOTALS	8,222,678	8,921,878	8.5%	9,281,027	4.0%

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Fleet Maint- 4100

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Capital Funded Labor - 5100

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	REV BUDG BUDG FY15	% CHANGE BUDG FY14	BUDGET FY16	% CHANGE BUDG FY15
TAXES						
507051 Fuel Tax	-	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
PURCHASED TRANS.						
503406 Contract/Paratransit	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
MISC EXPENSE						
509011 Dues/Subscriptions	-	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	-	0.0%	-	0.0%
509123 Travel	-	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	-	0.0%	-	0.0%
509150 Contributions	-	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
LEASES & RENTALS						
512011 Facility Lease	-	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	-	0.0%	-	0.0%
Totals	-	-	-	0.0%	-	0.0%
PERSONNEL TOTAL						
	-	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL						
	-	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS						
	-	-	-	0.0%	-	0.0%
	-	-	-	0.0%	-	0.0%

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Capital Labor- 5100

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

COBRA Benefits - 9001

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG FY14 BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET COBRA Benefits - 9001

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET COBRA Benefits - 9001

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

COBRA Benefits - 9001

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL					
	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL					
	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS					
	-	-	0.0%	-	0.0%

3/12/2014

COBRA- 9001

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE :V BUDG FY BUDG FY15	BUDGET FY16	% CHANGE BUDG FY16 BUDG FY15
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	2,339,047	2,526,171	8.0%	2,728,264	8.0%
502041 Dental Ins	87,400	90,022	3.0%	92,723	3.0%
502045 Vision Ins	27,532	27,532	0.0%	28,358	3.0%
502051 Life Ins/AD&D	7,801	8,035	3.0%	8,276	3.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	28,089	30,337	8.0%	32,763	8.0%
Totals	2,489,869	2,682,096	7.7%	2,890,384	7.8%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE :V BUDG FY BUDG FY15	BUDGET FY16	% CHANGE BUDG FY16
SERVICES					
503011 Accting/Audit Fees	-	-	0.0%	-	0.0%
503012 Admin/Bank Fees	-	-	0.0%	-	0.0%
503031 Prof/Technical Fees	-	-	0.0%	-	0.0%
503032 Legislative Services	-	-	0.0%	-	0.0%
503033 Legal Services	-	-	0.0%	-	0.0%
503034 Pre-Employment Exams	-	-	0.0%	-	0.0%
503041 Temp Help	-	-	0.0%	-	0.0%
503161 Custodial Services	-	-	0.0%	-	0.0%
503162 Uniforms/Laundry	-	-	0.0%	-	0.0%
503171 Security Services	-	-	0.0%	-	0.0%
503221 Classified/Legal Ads	-	-	0.0%	-	0.0%
503222 Legal Ads	-	-	0.0%	-	0.0%
503225 Graphic Services	-	-	0.0%	-	0.0%
503351 Repair - Bldg & Impr	-	-	0.0%	-	0.0%
503352 Repair - Equipment	-	-	0.0%	-	0.0%
503353 Repair - Rev Vehicle	-	-	0.0%	-	0.0%
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	0.0%
503363 Haz Mat Disposal	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MOBILE MATERIALS & SUPPLIES					
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	0.0%
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	0.0%
504021 Tires & Tubes	-	-	0.0%	-	0.0%
504161 Other Mobile Supplies	-	-	0.0%	-	0.0%
504191 Rev Vehicle Parts	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE :V BUDG FY BUDG FY15	BUDGET FY16	% CHANGE BUDG FY16 BUDG FY15
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET

Retired Employee Benefits - 9005

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE :V BUDG FY BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	2,489,869	2,682,096	7.7%	2,890,384	7.8%
NON-PERSONNEL TOTAL	-	-	0.0%	-	0.0%
DEPARTMENT TOTALS	2,489,869	2,682,096	7.7%	2,890,384	7.8%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET SCCIC - 700

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
LABOR					
501011 Bus Operator Pay	-	-	0.0%	-	0.0%
501013 Bus Operator OT	-	-	0.0%	-	0.0%
501021 Other Salaries	-	-	0.0%	-	0.0%
501023 Other OT	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
FRINGE BENEFITS					
502011 Medicare/Soc. Sec.	-	-	0.0%	-	0.0%
502021 Retirement	-	-	0.0%	-	0.0%
502031 Medical Ins	-	-	0.0%	-	0.0%
502041 Dental Ins	-	-	0.0%	-	0.0%
502045 Vision Ins	-	-	0.0%	-	0.0%
502051 Life Ins/AD&D	-	-	0.0%	-	0.0%
502060 State Disability Ins (SDI)	-	-	0.0%	-	0.0%
502061 Long Term Disability Ins	-	-	0.0%	-	0.0%
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	0.0%
502081 Worker's Comp Ins	-	-	0.0%	-	0.0%
502101 Holiday Pay	-	-	0.0%	-	0.0%
502103 Floating Holiday	-	-	0.0%	-	0.0%
502109 Sick Leave	-	-	0.0%	-	0.0%
502111 Annual Leave	-	-	0.0%	-	0.0%
502121 Other Paid Absence	-	-	0.0%	-	0.0%
502251 Phys. Exams	-	-	0.0%	-	0.0%
502253 Driver Lic Renewal	-	-	0.0%	-	0.0%
502999 Other Fringe Benefits	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET SCCIC - 700

ACCOUNT	REVISED	% CHANGE		% CHANGE		
	BUDGET FY14	BUDGET FY15	REV BUDG FY15	BUDG FY14 BUDG FY15	BUDG FY15 BUDG FY16	
SERVICES						
503011 Accting/Audit Fees	250	250	0.0%	0.0%	0.0%	
503012 Admin/Bank Fees	50	50	0.0%	0.0%	0.0%	
503031 Prof/Technical Fees	-	-	0.0%	0.0%	0.0%	
503032 Legislative Services	-	-	0.0%	0.0%	0.0%	
503033 Legal Services	-	-	0.0%	0.0%	0.0%	
503034 Pre-Employment Exams	-	-	0.0%	0.0%	0.0%	
503041 Temp Help	-	-	0.0%	0.0%	0.0%	
503161 Custodial Services	-	-	0.0%	0.0%	0.0%	
503162 Uniforms/Laundry	-	-	0.0%	0.0%	0.0%	
503171 Security Services	-	-	0.0%	0.0%	0.0%	
503221 Classified/Legal Ads	-	-	0.0%	0.0%	0.0%	
503222 Legal Ads	-	-	0.0%	0.0%	0.0%	
503225 Graphic Services	-	-	0.0%	0.0%	0.0%	
503351 Repair - Bldg & Impr	-	-	0.0%	0.0%	0.0%	
503352 Repair - Equipment	-	-	0.0%	0.0%	0.0%	
503353 Repair - Rev Vehicle	-	-	0.0%	0.0%	0.0%	
503354 Repair - Non Rev Vehicle	-	-	0.0%	0.0%	0.0%	
503363 Haz Mat Disposal	-	-	0.0%	0.0%	0.0%	
Totals	300	300	0.0%	0.0%	0.0%	
MOBILE MATERIALS & SUPPLIES						
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	0.0%	0.0%	
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	0.0%	0.0%	
504021 Tires & Tubes	-	-	0.0%	0.0%	0.0%	
504161 Other Mobile Supplies	-	-	0.0%	0.0%	0.0%	
504191 Rev Vehicle Parts	-	-	0.0%	0.0%	0.0%	
Totals	-	-	0.0%	0.0%	0.0%	

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET SCCIC - 700

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
OTHER MATERIALS & SUPPLIES					
504205 Freight Out	-	-	0.0%	-	0.0%
504211 Postage & Mailing	-	-	0.0%	-	0.0%
504214 Promotional Items	-	-	0.0%	-	0.0%
504215 Printing	-	-	0.0%	-	0.0%
504217 Photo Supp/Process	-	-	0.0%	-	0.0%
504311 Office Supplies	-	-	0.0%	-	0.0%
504315 Safety Supplies	-	-	0.0%	-	0.0%
504317 Cleaning Supplies	-	-	0.0%	-	0.0%
504409 Repair/Maint Supplies	-	-	0.0%	-	0.0%
504417 Tenant Repairs	-	-	0.0%	-	0.0%
504421 Non-Inventory Parts	-	-	0.0%	-	0.0%
504511 Small Tools	-	-	0.0%	-	0.0%
504515 Employee Tool Replacement	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
UTILITIES					
505011 Gas & Electric	-	-	0.0%	-	0.0%
505021 Water & Garbage	-	-	0.0%	-	0.0%
505031 Telecommunications	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
CASUALTY & LIABILITY					
506011 Insurance - Property	-	-	0.0%	-	0.0%
506015 Insurance - PL/PD	-	-	0.0%	-	0.0%
506021 Insurance - Other	-	-	0.0%	-	0.0%
506123 Settlement Costs	-	-	0.0%	-	0.0%
506127 Repairs - District Prop	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%

Attachment A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 & FY16 PRELIMINARY OPERATING BUDGET SCCIC - 700

ACCOUNT	REVISED BUDGET FY14	BUDGET FY15	% CHANGE REV BUDG BUDG FY15	BUDGET FY16	% CHANGE BUDG FY15 BUDG FY16
TAXES					
507051 Fuel Tax	-	-	0.0%	-	0.0%
507201 Licenses & Permits	-	-	0.0%	-	0.0%
507999 Other Taxes	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PURCHASED TRANS.					
503406 Contract/Paratransit	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
MISC EXPENSE					
509011 Dues/Subscriptions	-	-	0.0%	-	0.0%
509081 Advertising - District Promo	-	-	0.0%	-	0.0%
509101 Employee Incentive Program	-	-	0.0%	-	0.0%
509121 Employee Training	-	-	0.0%	-	0.0%
509122 BOD Travel	-	-	0.0%	-	0.0%
509123 Travel	-	-	0.0%	-	0.0%
509125 Local Meeting Expense	-	-	0.0%	-	0.0%
509127 Board Director Fees	-	-	0.0%	-	0.0%
509150 Contributions	-	-	0.0%	-	0.0%
509198 Cash Over/Short	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
LEASES & RENTALS					
512011 Facility Lease	-	-	0.0%	-	0.0%
512061 Equipment Rental	-	-	0.0%	-	0.0%
Totals	-	-	0.0%	-	0.0%
PERSONNEL TOTAL	-	-	0.0%	-	0.0%
NON-PERSONNEL TOTAL	300	300	0.0%	300	0.0%
DEPARTMENT TOTALS	300	300	0.0%	300	0.0%

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 PRELIMINARY CAPITAL BUDGET 03/28/14

PROJECT/ACTIVITY	NON-RESERVED RETAINED EARNINGS	PLEDGED - STA - SLPP BACKFILL (1)	RESTRICTED - SAKATA/LAW SUIT PROCEEDS	RESTRICTED - STA	RESTRICTED - STATE BOND FUNDS (1B) (2)	RESTRICTED - FY11 PTMISEA (1B)	LOCAL OPERATING IN KIND MATCH - SALARIES	TOTAL
Estimated Balance @ December 31, 2013:	\$ 11,000,000	\$ 4,015,000	\$ 1,335,000	\$ 575,000	\$ 930,000	\$ 10,400,000	\$ 10,000	\$ 28,265,000
Grant-Funded Projects								
MetroBase Project - Operations Bldg. (STA, SAKATA, FY11 PTMISEA)	\$ 4,015,000	\$ 4,015,000	\$ 1,335,000	\$ -	\$ -	\$ 8,400,000	\$ -	\$ 17,765,000
N PTMISEA, SAKATA								
Video Surveillance Project - CCTV (STATE-1B)					\$ 489,495			\$ 489,495
Land Mobile Radio Project - LMR (STATE-1B)					\$ 440,505			\$ 440,505
Pacific Station/Metro Center - Conceptual Design (FTA, RES. RET. EARN)	\$ 293,823							\$ 293,823
Pacific Station/Metro Center - Conceptual Design / MOU w/ City of SC (FTA, RES. RET. EARN.)	\$ 220,500							\$ 220,500
State of Good Repair #2 - 6 Buses, 42 MDC's (FTA, RES. RET. EARN.)	\$ 231,790							\$ 231,790
Watsonville Transit Center - Conceptual Design (RES. RET. EARN., STA)	\$ 130,000			\$ 30,000				\$ 160,000
Non-Revenue Vehicle Replacement (MBU/APCD, STA)	\$ 100,744			\$ 27,000			\$ 10,000	\$ 137,744
Bus Stop Improvements (STIP, OPER BUDGET \$15K)	\$ 10,348							\$ 10,348
Subtotal	\$ 5,002,205	\$ 4,015,000	\$ 1,335,000	\$ 57,000	\$ 930,000	\$ 10,400,000	\$ 10,000	\$ 21,749,205
IT Projects								
Automated Purchasing System Software - Puridium (STA)				\$ 40,000				\$ 40,000
Replacement Computers / Laptops (STA)				\$ 10,000				\$ 10,000
Subtotal	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Facilities Repair & Improvements								
Metro Center Repairs (RES. RET. EARN., STA)	\$ 260,000			\$ 26,000				\$ 286,000
Repaint SVT (STA)	\$ 43,436			\$ 44,300				\$ 87,736
Bus Stop Repairs / Improvements (RES. RET. EARN.)	\$ 43,436			\$ 39,000				\$ 82,436
WTC Renovations & Repairs (STA)				\$ 7,500				\$ 7,500
Heater(s) for Customer Service Booth - Pac Station (STA)				\$ 3,500				\$ 3,500
Interactive White Board - ParaCruz (STA)	\$ 303,436	\$ -	\$ -	\$ 120,300	\$ -	\$ -	\$ -	\$ 423,736
Subtotal	\$ 303,436	\$ -	\$ -	\$ 120,300	\$ -	\$ -	\$ -	\$ 423,736

11b.1

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 PRELIMINARY CAPITAL BUDGET 03/28/14

PROJECT/ACTIVITY	NON-RESERVED RETAINED EARNINGS	PLEDGED - STA - SLPP BACKFILL (1)	RESTRICTED - SAKATA/LAW SUIT PROCEEDS	RESTRICTED - STA	RESTRICTED - STATE BOND FUNDS (1B) (2)	RESTRICTED - FY11 PTMISEA (1B)	LOCAL OPERATING IN KIND MATCH - SALARIES	TOTAL
Revenue Vehicle Replacement								
No current projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Revenue Vehicle Replacement								
N Replace 2 Custodial Vans (RES. RET. EARN)				\$ 75,000				\$ 75,000
Replace 3 Relief Vehicles (STA)				\$ 66,000				\$ 66,000
Replace Supervisor Vehicles-2 SUV's (STA)				\$ 21,000				\$ 21,000
Subtotal	\$ -	\$ -	\$ -	\$ 162,000	\$ -	\$ -	\$ -	\$ 162,000
Fleet & Maint Equipment								
Small Vehicle Lift - Fleet (STA)				\$ 25,000				\$ 25,000
N Refrigerant Recovery Recycle Recharge Machine (STA)				\$ 6,800				\$ 6,800
Torque Wrench Calibration Tool (STA)				\$ 3,000				\$ 3,000
Subtotal	\$ -	\$ -	\$ -	\$ 34,800	\$ -	\$ -	\$ -	\$ 34,800
Office Equipment								
Replace two (2) Photocopier / Scanners (STA)				\$ 52,000				\$ 52,000
N Furniture Suites for new GM & AGM (STA)				\$ 10,000				\$ 10,000
Subtotal	\$ -	\$ -	\$ -	\$ 70,500	\$ -	\$ -	\$ -	\$ 70,500
Misc.								
Ticket Vending Machine-SLV (1) (STA, RES. RET. EARN.)	\$ 80,000			\$ 22,000				\$ 102,000
Subtotal	\$ 80,000	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ 102,000
TOTAL CAPITAL PROJECTS	\$ 5,385,641	\$ 4,015,000	\$ 1,335,000	\$ 498,100	\$ 930,000	\$ 10,400,000	\$ 10,000	\$ 22,573,741
Estimated Ending Balance @ June 30, 2015:	\$ 5,614,359	\$ -	\$ -	\$ 76,900	\$ -	\$ -	\$ -	\$ 5,691,259
N = New project for FY15								

11b.2

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT FY15 PRELIMINARY CAPITAL BUDGET 03/28/14

PROJECT/ACTIVITY	NON-RESTRICTED - RESERVED RETAINED EARNINGS	PLEDGED - STA - SLPP BACKFILL (1)	RESTRICTED - SAKATA/LAW SUIT PROCEEDS	RESTRICTED - STA	RESTRICTED - STATE BOND FUNDS (1B) (2)	RESTRICTED - FY11 PTMISEA (1B)	LOCAL OPERATING IN KIND MATCH - SALARIES	TOTAL
CAPITAL PROGRAM FUNDING								
PTMISEA (1B)						\$ 10,400,000		\$ 10,400,000
State Transit Assistance (STA)		\$ 4,015,000		\$ 498,100				\$ 4,513,100
Sakata / Lawsuit Proceeds			\$ 1,335,000					\$ 1,335,000
State Security Bond Funds (1B)					\$ 930,000			\$ 930,000
State-Local Partnership program (SLPP)	\$ 4,015,000 (3)							\$ 4,015,000
Federal Grants (FTA)	\$ 538,225 (3)							\$ 538,225
Statewide Transportation Improvement Program (STIP)	\$ 10,348 (3)							\$ 10,348
Monterey Bay Unified Air Pollution Control Dist (MBUAPCD)	\$ 100,744 (3)							\$ 100,744
Reserved Retained Earnings	\$ 721,324							\$ 721,324
Local Operating Match							\$ 10,000	\$ 10,000
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 5,385,641	\$ 4,015,000	\$ 1,335,000	\$ 498,100	\$ 930,000	\$ 10,400,000	\$ 10,000	\$ 22,573,741
Non-Restricted Funds	\$ 721,324							\$ 721,324
Restricted Funds	\$ 4,664,317 (3)	\$ 4,015,000	\$ 1,335,000	\$ 498,100	\$ 930,000	\$ 10,400,000		\$ 21,842,417
Local Operating Match - provided by Salaries							\$ 10,000	\$ 10,000
TOTAL CAPITAL FUNDING	\$ 5,385,641	\$ 4,015,000	\$ 1,335,000	\$ 498,100	\$ 930,000	\$ 10,400,000	\$ 10,000	\$ 22,573,741
(1) Approximate amount of STA funds on hand 12/31/13 - funds are being used to backfill the local sales tax match for the SLPP grant (2) Original PTMISEA (1B) Program Allocation Request: FY08 PTMISEA Allocation Received \$ 4,404,019 FY09 PTMISEA Allocation Received \$ 2,480,910 FY10 PTMISEA Allocation Received \$ 2,491,923 FY11 PTMISEA Allocation Received \$ 5,812 Subtotal PTMISEA Cash Receipts thru 2/10/12 \$ 11,624 Unpaid balance of remaining PTMISEA funds requested \$ 5,875,978 Funds to be reimbursed at a later date \$ 4,664,317								

11b.3

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
PRELIMINARY FY15 UNFUNDED CAPITAL NEEDS LIST**

	PROJECT/ACTIVITY	2015	2016	TOTAL
Revenue Vehicles				
	Replace (29) 1998 Diesel Buses (~\$525K each)	\$ 7,875,000	\$ 7,497,000 *	\$ 15,372,000
	Replace (8) 2002 CNG Buses (~\$525K each)	\$ 2,100,000	\$ 2,142,000 *	\$ 4,242,000
	Replace (29) 2002 CNG Buses (~\$525K each)	\$ 7,875,000	\$ 7,497,000 *	\$ 15,372,000
	Replace (11) 2003 CNG Buses-Hwy 17 (~\$525K each)	\$ 2,625,000	\$ 3,213,000 *	\$ 5,838,000
	Signal Priority/Pre-Emption for Buses	\$ 2,000,000		\$ 2,000,000
	Automated Vehicle Locator (AVL) /Automated Passenger Count (APC)	\$ 3,000,000		\$ 3,000,000
	Replace (1) 2004 Fixed Route Goshen with a 30 Foot Bus (used on Route 33 & 34)	\$ 300,000		\$ 300,000
	Add (1) Fixed Route 30 Foot Bus	\$ 300,000		\$ 300,000
	Replace (4) Paracruz Vans-(3 2003 Goshens/1 2006 Aerotech) (~\$145K each)	\$ 580,000		\$ 580,000
	Add (2) Paracruz Cutaway Vans (~\$141K each)	\$ 141,000	\$ 143,820 *	\$ 284,820
	Replace (9) Paracruz 2011 Raised Tops (~\$62,000 each)	\$ 310,000	\$ 252,960	\$ 562,960
	Replace (1) Paracruz 2007 Transporter	\$ 145,000		\$ 145,000
	Subtotal	\$ 27,251,000	\$ 20,745,780	\$ 47,996,780
Facilities				
	Pacific Station Renovation (Transit Share)		\$ 12,000,000	\$ 12,000,000
	Watsonville Transit Center Renovation / Replacement		\$ 10,000,000	\$ 10,000,000
	Subtotal	\$ -	\$ 22,000,000	\$ 22,000,000
Facilities Repair & Improvements , etc.				
	Repairs & Improvements-Routine Replacements	\$ 150,000	\$ 150,000	\$ 300,000
	Repair Sidewalks, Bus Lanes, Slurry Parking Lots, etc.	\$ 25,000	\$ 25,000	\$ 50,000
	Subtotal	\$ 175,000	\$ 175,000	\$ 350,000

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
PRELIMINARY FY15 UNFUNDED CAPITAL NEEDS LIST**

	PROJECT/ACTIVITY	2015	2016	TOTAL
Non-Revenue Vehicle Replacement				
	Replace (15) Staff Cars - w/ Honda CNG (~ \$30K each)	\$ 240,000	\$ 214,200 *	\$ 454,200
	Replace (4) Vans (~ \$35K each)	\$ 70,000	\$ 71,400 *	\$ 141,400
	Replace (4) Pickups (~\$30K each)	\$ 60,000	\$ 61,200 *	\$ 121,200
	Replace (4) Ford Explorers (~ \$30K each)	\$ 60,000	\$ 61,200 *	\$ 121,200
	Replace (1) F350 Flat Bed	\$ 40,000		\$ 40,000
	Replace (1) Escape Hybrid	\$ 30,000		\$ 30,000
	Subtotal	\$ 500,000	\$ 408,000	\$ 908,000
Fleet & Facilities Maintenance Equipment				
	Routine Replacements	\$ 50,000	\$ 50,000	\$ 100,000
	Replace TIG Welder - Fleet	\$ 6,000		\$ 6,000
	Replace ARC Welder - Fac. Maint.	\$ 1,300		\$ 1,300
	Subtotal	\$ 57,300	\$ 50,000	\$ 107,300
IT				
	Hastus (Fixed Route Software) Upgrade	\$ 800,000		\$ 800,000
	Routine Hardware Replacements (Servers, Printers, Laptops, Monitors, etc.)	\$ 100,000	\$ 100,000	\$ 200,000
	Replace Accounting Software	\$ 150,000		\$ 150,000
	Upgrade Databases - IT	\$ 30,000	\$ -	\$ 30,000
	Server Virtualization Project - IT	\$ 23,000		\$ 23,000
	Subtotal	\$ 1,103,000	\$ 100,000	\$ 1,203,000
MISC				
	None	\$ -		\$ -
Notes:				
	All amounts listed above are estimates	\$ -	\$ -	\$ -
*	Indicates a 2% inflation factor was applied to the estimated cost per vehicle used for FY15			
TOTAL FY15 & FY16 UNFUNDED CAPITAL NEEDS LIST		\$ 29,086,300	\$ 43,478,780	\$ 72,565,080

ATTACHMENT C

11C.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 14, 2009

TO: Board of Directors

FROM: Dene Bustichi, Chair
Lynn Robinson, Vice Chair
Daniel Dodge, Director
Robyn Slater, HR Manager
Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF STATUS OF FEDERAL LEGISLATION AND REPORT REGARDING THE 2014 AMERICAN PUBLIC TRANSPORTATION ASSOCIATION LEGISLATIVE CONFERENCE.

I. RECOMMENDED ACTION

That the Board of Directors accept and file a report regarding the Legislative Conference of the American Public Transportation Association and the status of pending Federal Legislation that effects METRO.

II. SUMMARY OF ISSUES

- On November 15, 2013 the Board of Directors adopted a Legislative Agenda for 2014 for Federal Legislation that identified provisions that, if enacted into law, would benefit METRO.
- On March 9-12, 2014 the American Public Transportation Association (APTA) held the annual Legislative Conference in Washington DC.
- Board Directors Dene Bustichi, Lynn Robinson, Daniel Dodge and HR Manager Robyn Slater. General Manager Leslie R. White participated in the APTA Legislative Conference and met with Members of Congress and Congressional Staff to discuss pending legislation that would affect METRO. Legislative Advocate Chris Giglio accompanied METRO representatives.
- The Transportation Authorization Bill, MAP 21 that was enacted in 2012 contained the High Intensity Transit Tier (now renamed the Small Cities Transit Intensive Tier/STIC) provision that has provided supplemental federal formula funds for METRO. The MAP 21 Bill expires on September 30, 2014 and needs to be reauthorized.
- METRO should take a leadership role in organizing the STIC communities to outline the benefits of this program to Members of Congress in order to ensure that the program is continued and expanded in the next Authorization Bill.

- METRO has been very successful in competing for discretionary bus funds in past years. However, the structure in MAP 21 was modified to reduce bus capital funding from \$984 million to \$427 million annually. The structure was also modified to distribute bus capital funding on a formula rather than competitive basis. These actions have effectively eliminated access to bus capital funding for small communities like Santa Cruz. The bus systems are taking actions to form a coalition to advocate for the restoration of the bus capital funding.
- MAP 21 expanded the funding from the STIC Program by 50%. The systems that receive STIC funds are actively advocating for another doubling of the program.

III. DISCUSSION

Annually the Board of Directors adopts Legislative Agendas that reflect goals for the coming year for both federal and state legislation. For the calendar year 2014 the Board adopted the Federal Legislative Agenda on November 15, 2013.

On March 9-12, 2014 the American Public Transportation Association (APTA) held its annual Legislative Conference in Washington DC. This Conference brings together Board and staff members from throughout the United States to meet with key individuals from Congress and the Administration. The Conference also offers the opportunity for individual transit system representatives to advocate for programs or projects that they would like the Congress and the Administration to consider. METRO Directors Dene Bustichi, Lynn Robinson, Daniel Dodge and HR Manager Robyn Slater, General Manager Leslie R. White represented METRO at the 2014 APTA Legislative Conference. METRO Representatives were accompanied by Legislative Advocate Chris Giglio from Capital Edge.

The majority of the individuals in the Congressional offices that were visited during the Conference committed to support funding for the restoration of bus capital competitive funding and the continuation and expansion of the STIC program in the next authorization bill. However, METRO representatives were cautioned that the Congress might decide to enact a simple "Continuing Resolution" if the cash balance becomes too low prior to the time that a new funding bill can be enacted. This Continuing Resolution would continue the funding inequities contained in MAP 21

The House and Senate Transportation Appropriations Bills are expected to receive legislative attention through the spring of 2014. Staff recommends that METRO continue to monitor the House and Senate Appropriations Bills and provide information to Members of Congress and their staff members, as needed, in order to be of assistance to them in the process.

IV. FINANCIAL CONSIDERATIONS

The approval of funding for the STIC and Bus Capital Funding could result in an additional \$6.5-\$7 million to METRO annually.

V. ATTACHMENTS

None

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 28, 2014
TO: Board of Directors
FROM: Thomas Hiltner, Grants/Legislative Analyst
Liseth Guizar, Risk and Security Administrator

**SUBJECT: RECEIVE A STATUS REPORT AND PRESENTATION ON THE
WATSONVILLE TRANSIT CENTER RENOVATION.**

I. RECOMMENDED ACTION

**Receive a status report and presentation on the Watsonville Transit Center redesign.
Indicate Board preference for subsequent design direction.**

II. SUMMARY OF ISSUES

- Watsonville Transit Center is a deteriorated, dysfunctional detraction from the appearance and experience of downtown Watsonville.
- On September 27, 2013, the Board awarded a contract to B+U, LLP to produce alternative designs for the renovation of the Watsonville Transit Center.
- The design alternatives will range from the lowest cost, superficial renovation to a complete rebuilding with possible expansion of the transit center.
- Today's presentation shows the consultant's progress since the January 9th kick-off meeting and requests Board direction for the conceptual design work to follow.

III. DISCUSSION

Watsonville Transit Center opened in the renovated Crocker Bank building in 1995 and requires renovation to correct deterioration and to improve its fit and function as part of downtown Watsonville. The terminal building presents an imposing, stark façade lacking color and appeal and detracts from typical urban architecture in Watsonville. Its interior does not effectively use available space to provide quality amenities which would be expected with the level of activity at the transit center. The outdoor passenger waiting area was originally intended to be an active Mercado, but the available kiosks have difficulty attracting and sustaining appropriate tenants. Santa Cruz METRO recently removed two of the vacant kiosks to eliminate dark and potentially threatening spaces within the Mercado.

The Santa Cruz METRO Board of Directors awarded a contract to B+U, LLP, an architecture firm in Southern California, to produce alternative conceptual designs from which the Board can

select for the transit center renovation.. B+U and ARUP, the transit design sub-consultant have consulted with senior operations personnel at Santa Cruz METRO, assessed operating requirements and conducted traffic studies to develop alternative, more effective transit operating configurations within the current transit center footprint.

The City of Watsonville Public Works Department is working closely with the consultants and Santa Cruz METRO staff to evaluate the operating alternatives and their impact on surrounding streets. The Planning Department recently joined the team effort to inform the urban design component of the project and guide its congruence with current short and long-range plans for Watsonville. At this point, the consultant has completed three “schemes” for bus operating alternatives and has presented different conceptual approaches to renovate the terminal

On March 13th, Santa Cruz METRO staff along with staff from the City of Watsonville Public Works and Planning Departments reviewed the consultant’s work to date. At the meeting, an option arose which had not previously been considered but is within the scope of work contracted to B+U. Today’s presentation for Board consideration portrays operating configurations within the existing parcel owned by Santa Cruz METRO and suggests what may be a desirable configuration using adjacent parcels to expand the transit center right-of-way.

Staff would appreciate hearing the Board’s preferences within the range of alternatives in order to give focused guidance for the consultant to proceed. B+U will base its subsequent design effort on a more narrowly tailored range of options and take these products to the first round of public input in May. Because B+U has already developed a set of alternatives as specified in the scope of work, pursuing additional designs which go beyond the current transit center footprint would create additional costs beyond the \$160,000 contract. Staff recommends that the Board of Directors receive the presentation and provide staff direction.

IV. FINANCIAL CONSIDERATIONS

The Watsonville Transit Center redesign project is funded in the FY14 Capital Budget.

V. ATTACHMENTS

None