

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA JULY 13, 2001 (Second Friday of Each Month) SCMTD ENCINAL CONFERENCE ROOM *370 ENCINAL STREET, SUITE 100* SANTA CRUZ, CALIFORNIA

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
 - a. Tracy Kellerman RE: MetroBase at Harvey West
 - b. Jan Davis-Hadley RE: Bikes on Buses
3. LABOR ORGANIZATION COMMUNICATIONS
4. METRO USERS GROUP (MUG) COMMUNICATIONS
5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS
6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 6/8/01 & 6/15/01 AND SPECIAL BOARD MEETING MINUTES OF 5/23/01
Minutes: Attached
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
Report: Attached
- 7-3. ACCEPT AND FILE PASSENGER LIFT REPORT FOR JUNE 2001
Report: To Be Included in the Add-On Packet
- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the claims of: Victoria Balsa; Ronald F. Chinitz; Sheri Cooper
Claims: Attached
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 6/14/01
Minutes: Attached
- 7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 6/13/01
Minutes: Attached

* Please note: Location of Meeting Place

Regular Board Meeting Agenda

July 13, 2001

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- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MAY 2001,
APPROVAL OF BUDGET TRANSFERS
Staff Report: Attached
- 7-8. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR
MAY 2001
Staff Report: Attached
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MAY 2001
Staff Report: Attached
- 7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS
REPORT
Staff Report: Attached
- 7-11. ACCEPT AND FILE RESOLUTION AUTHORIZING SECRETARY/GENERAL
MANAGER AND/OR FINANCE MANAGER TO EXECUTE DOCUMENTS REQUIRED
BY NOVA INFORMATION SYSTEMS, INC., FOR MERCHANT BANK CARD
SERVICES
Staff Report: Attached
- 7-12. CONSIDERATION OF APPROVAL OF DISPOSITION OF PARATRANSIT VEHICLES
AND VEHICLE #902
Staff Report: Attached
- 7-13. CONSIDERATION OF ADOPTION OF THE ANNUAL DBE PARTICIPATION RATE OF
15% FOR FEDERALLY-FUNDED PROCUREMENTS IN FY 2002
Staff Report: Attached
- 7-14. CONSIDERATION OF CHANGE OF USE FOR FLORA BELLA FROM CHILDREN'S
CLOTHING STORE TO EXPRESSO/GOURMET COFFEE OUTLET
Staff Report: Attached
- 7-15. CONSIDERATION OF AMENDMENT TO AGREEMENT FOR PARATRANSIT
SERVICE BETWEEN SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND
FOOD AND NUTRITION SERVICES INC. TO PROVIDE FOR A NAME CHANGE FOR
FOOD AND NUTRITION SERVICES, INC. TO "COMMUNITY BRIDGES" AS A
RESULT OF A CORPORATE NAME CHANGE
Staff Report: Attached

REGULAR AGENDA

- 8. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Emily Reilly, Vice Chair
Staff Report: Attached

9. PRESENTATION OF THE URBANIZED AREA FORMULA PROGRAM AND THE NEEDS OF SMALL TRANSIT INTENSIVE CITIES STUDY AND APPROVAL OF A LEGISLATIVE POSITION IN SUPPORT OF ITS FINDINGS
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
10. CONSIDERATION OF SERVICE IMPROVEMENTS FOR THE FALL BIDS
Presented by: Kim Chin, Planning and Marketing Manager
Staff Report: To Be Distributed July 13, 2001
PUBLIC HEARING AT THE 7/20/01 BOARD MEETING
11. CONSIDERATION OF ISSUES RELATING TO THE RIDER'S GUIDE/POLICIES AND PROCEDURES FOR PARATRANSIT OPERATIONS
Presented by: Kim Chin, Planning and Marketing Manager
Staff Report: Attached
12. CONSIDERATION OF ISSUES RELATING TO THE AREAS SERVED BY ADA PARATRANSIT
Presented by: Kim Chin, Planning and Marketing Manager
Staff Report: Attached
13. CONSIDERATION OF APPROVAL OF CABRILLO COLLEGE TRANSPORTATION MASTER PLAN AND AUTHORIZATION TO ENTER INTO A BUS PASS PROGRAM AGREEMENT
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
14. CONSIDERATION OF AN AMENDMENT TO THE CONTRACT WITH WATERLEAF INTERIORS, INC. TO PROVIDE FOR A FINANCIAL IMPACT REVIEW AND REPORT FOR THE METROBASE PROJECT
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: To Be Included in the Add-On Packet
15. CONSIDERATION OF AMENDING DISTRICT BYLAWS TO SET ALTERNATE MEETING LOCATIONS FOR THE REGULAR BOARD MEETINGS
Presented by: Margaret Gallagher, District Counsel
Staff Report: Attached
16. CONSIDERATION OF PARTICIPATION IN THE AMERICAN PUBLIC TRANSIT ASSOCIATION'S (APTA) PARTNERSHIP FOR TOMORROW
Presented by: Les White, General Manager
Staff Report: Attached
17. CONSIDERATION OF DISTRICT POSITION ON BEACH SHUTTLE BUS LANE
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached

18. CONSIDERATION OF REQUEST FOR SHUTTLE SERVICE FROM THE RUDOLPH F. MONTE FOUNDATION FOR FIREWORK FUNDRAISER
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
19. CONSIDERATION OF A REQUEST TO CONSTRUCT ONE KIOSK AT THE WATSONVILLE TRANSIT CENTER
Presented by: Margaret Gallagher, District Counsel
Staff Report: Attached
20. CONSIDERATION OF STATUS REPORT ON METRO SECURITY CONTRACT
Presented by: Bryant Baehr, Operations Manager
Staff Report: Attached
21. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
22. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6

Agency Negotiator: Paul Chandley
 - a. Employee Organization: Service Employees International Union (SEIU) Local 415
 - b. Employee Organization: United Transportation Union (UTU), Local 23

SECTION III: RECONVENE TO OPEN SESSION

23. REPORT OF CLOSED SESSION
24. CONSIDERATION OF APPROVAL OF SERVICE EMPLOYEES' INTERNATIONAL UNION (SEIU) MEMORANDUM OF UNDERSTANDING (MOU)
Presented by: Paul Chandley, Human Resource Manager
Staff Report: Oral Report
ACTION REQUIRED AT JULY 13TH BOARD MEETING

ADJOURN

NOTICE TO PUBLIC

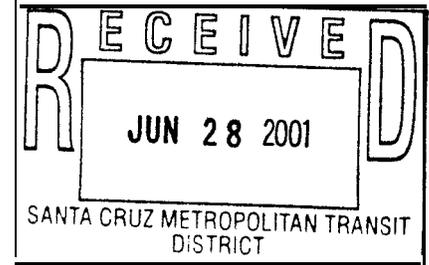
Members of the public may address the Board of Directors on a topic not on the agenda but within the jurisdiction of the Board of Directors or on the consent agenda by approaching the Board during consideration of Agenda Item #2 "Oral and Written Communications", under Section I. Presentations will be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

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.

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Encinal Conference Room is located in an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact Dale Carr at 426-6080 at least 72 hours in advance of the Board of Directors meeting.

June 21, 2001

Santa Cruz Metropolitan Transit District
370 Encinal, Suite 100, Santa Cruz, CA 95060
(831) 426-6080



Sheryl Ainsworth, Chair
Emily Reilly, Vice Chair
Bruce Gabriel
Jan Beautz
Tim Fitmaurice
Michelle Hinkle Mike Keough
Rafael Lopez
Christopher Krohn
Dennis Norton
Michael Rotkin, UCSC Ex-officio

Santa Cruz City Council
809 Center St, Rm 10, Santa Cruz, CA 95060
City Hall (831) 4205020

I am writing today because of recent events over in the Harvey West Park area. This event has a direct impact on the issues surrounding the EIR for the MetroBase to be located in Harvey West. I know that the time has passed to submit comments and concerns regarding the EIR, but this recent event was important and needs to be addressed.

On Tuesday, June 19, 2001, there was an overturned truck at the intersection of Highway 1 and River Street. **ALL** surrounding areas were affected. I live on the west side of town. I left my home at 8:05 AM. I arrived at work at 9:10 AM. The approximate miles from my home to work is six miles. That is an overage of 1 mile every 17 minutes.

The severity of the traffic congestion and the loss of work time, the UPS trucks behind schedule, the buses in traffic, all of the Highway 17 commuters, what a mess. The traffic was backed from River and Highway 1, down River, up Encinal and past Plantronics. All side streets in the Harvey West Area were at a stand still. The trucks from Costco, UPS, The gravel yard, Granite Rock, not to mention all the cars and now lets mix that in with Buses and the additional traffic from Metro Employees. This area is already so over whelmed with traffic that one traffic jam causes major impact to the Harvey West Area. Serious consideration needs to be taken about such issues. There have been several of these in the past year. I am sure there is a financial impact on situations just like this, the loss of money due to not being able to get to where you are going, work, deliveries, meetings and yes even catching a bus

I know that traffic was to be included in the EIR, but let's not forget about the amount of accidents that happen here at this very busy intersection. The EIR

needs to address the impact of these types of incidents and the loss incurred and the high levels of stress and frustration this can create.

I recognize that we need to prepare for the future and that having a central location for the Metrobase is necessary, but I also recognize the importance of finding the right location for this project and Harvey West is far from an ideal place or even the best location. Please consider this matter and my comments to be included in the EIR. Thanks you for your time.

Tracy Kellerman
109 Cypress Park
Santa Cruz, CA 95060

cc:

Mayor Tim Fitzmaurice
459-2483 Office
Email: tfitzmaurice@ci.santa-cruz.ca.us

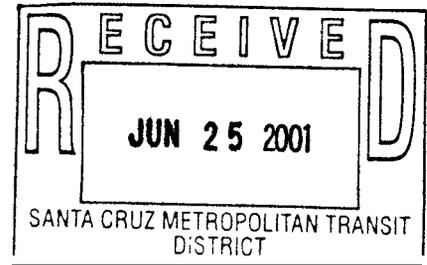
Vice Mayor Christopher Krohn
Email: ckrohn@ci.santa-cruz.ca.us

Scott Kennedy
404 King Street
Santa Cruz, CA 95060
457-8003 Residence
Email: skennedy@ci.santa-cruz.ca.us Ed Porter

Mark Primack
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Email: mprimack@ci.santa-cruz.ca.us

Emily Reilly
Email: ereilly@ci.santa-cruz.ca.us

Keith A. Sugar
Email: ksugar@ci.santa-cruz.ca.us



To: Santa Cruz Metropolitan Transit District

From: Jan Davis-Hadley

Re: Insufficient number of racks for bikes

This is a follow up letter to the one I sent you a week ago. I rode the Commuter bus to Watsonville from Santa Cruz at 6:35 a.m. two days this week and both days there were more than two people who wanted to put their bicycles on the racks. The ones of us who need this service really appreciate the fact that we can carry our bikes, but we also really depend on the availability.

Is there any way that we can have the straps or belts installed in these #91 commuter buses similar to the service that is provided on some other runs? I would be willing to buy one myself if they are not too expensive. Knowing I could always get my bike on the bus would provide an enormous peace of mind.

Please let me know if there is anything I can do.

Very sincerely,

A handwritten signature in cursive script that reads "Jan Davis-Hadley".

Jan Davis-Hadley
425 Cress Road
Santa Cruz, CA 95060
email: johnelk@cruzio.com
Phone: 438-4494

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

June 8, 2001

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, June 8, 2001 at the District Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chairperson Reilly called the meeting to order at 8:35 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist
Jan Beautz
Tim Fitzmaurice
Bruce Gabriel
Michelle Hinkle
Mike Keogh
Emily Reilly
Ex-Officio Mike Rotkin

DIRECTORS ABSENT

Christopher Krohn
Rafael Lopez
Dennis Norton

STAFF PRESENT

Bryant Baehr, Operations Manager
Paul Chandley, Human Resource Manager
Kim Chin, Planning & Marketing Manager
Mark Dorfman, Asst. General Manager
Marilyn Fenn, Asst. Finance Manager
Terry Gale, IT Manager
Margaret Gallagher, District Counsel

Tom Hiltner, Grants/Legis. Analyst
David Konno, Fac. Maint. Manager
Ian McFadden, Transit Planner
Elisabeth Ross, Finance Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maintenance Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Jim Bosso, S. C. Transportation
Wally Brondstatter, UTU
Richard Camperud, Courtesy Cab
Ted Chatterton, MUG
Mary Ferrick, PSA
Kasandra Fox, MASTF
Mark Hartunian, Lift Line
Patti Korba, SEA
Mr. Kramer, Bus Rider

Deborah Lane, MASTF
John Mellon, VMU
Dennis Papadopollo, MASTF
Josh Price, Vehicle Svc. Worker
Patricia Spence, MASTF
Sam Storey, Food & Nutrition
Marion Taylor, League of Women Voters
Candace Ward, UCSC
Peggy Weaver, SEIU

At this point, the Board went to view the talking features of a bus which was brought to the meeting for demonstration purposes. The meeting resumed at 8:55 a.m.

VICE-CHAIRPERSON REILLY TOOK THE CONSENT AGENDA OUT OF ORDER.

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 5/11/01 AND 5/18/01 AND REVISED BOARD MEETING MINUTES OF 4/13/01 (See Item 7-15 for vote revision)

No questions or comments.

7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

7-3. ACCEPT AND FILE PASSENGER LIFT REPORT FOR MAY 2001

No questions or comments.

7-4. CONSIDERATION OF TORT CLAIMS: Deny the claim of: Douglas Overton

No questions or comments.

7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 5/17/01

No questions or comments.

7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 5/16/01

No questions or comments.

7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR APRIL 2001, APPROVAL OF BUDGET TRANSFERS

No questions or comments.

VICE-CHAIRPERSON REILLY RETURNED TO ORAL AND WRITTEN COMMUNICATIONS AT THIS TIME.

2. ORAL AND WRITTEN COMMUNICATION

Kasandra Fox, MASTF Chair, reported to the Board that MASTF's motion of approximately one year ago regarding bus operators not calling out the stops was brought up at the request of a few MASTF members. Ms. Fox added that the union became upset about this issue but that wasn't MASTF's intent when the Motion was passed.

Wally Brondstatter introduced himself as the new UTU Chair. He thanked Ian McFadden for all his hard work in the past in this position.

Pattie Korba of SEA reported that the Vehicle Service Workers (VSW) are being asked to pull the new fareboxes and informed the Board that these workers are currently making only \$.02 more than the building custodians yet they are required to have a Class B driver's license. Josh Price, Vehicle Service Worker, gave a brief report to the Board on the current daily activities performed by the VSWs. He added that the VSW crew should be compensated with an additional 5% increase or go through the reclassification process. This would go towards attracting workers to the current vacant positions. Mr. Price closed by stating that the addition of the duty of pulling fareboxes would eliminate a task that is currently being performed. Peggy Weaver, SEIU, spoke on this issue and reminded the Board that the VSWs are being asked to lift up to 26 lbs. and to go up and down three steps on each bus which is an additional physical task. She added that the Board set a precedent by giving 1.5% to the drivers for performing passenger counts on the new fareboxes. She asked the Board to reconsider their last offer to the VSWs.

3. LABOR ORGANIZATION COMMUNICATIONS

No questions or comments.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

No questions or comments.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

No questions or comments.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

Staff distributed Page 8i-2a to the Directors.

CONSENT AGENDA

7-8. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR MARCH AND APRIL 2001

No questions or comments.

7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2001

No questions or comments.

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

Director Fitzmaurice asked for approximate increase in ridership if the University cuts their shuttle service. Les White responded that Staff expects an increase of 25% in ridership starting in the Fall semester. This will be a result of additional OATIE (Operations Action Team) service

and improved efficiency. Candace Ward reported that there are no plans to cut shuttle service at this time.

7-11. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF TWO PHOTOCOPIERS

No questions or comments.

7-12. CONSIDERATION OF RENEWAL OF LIABILITY AND PHYSICAL DAMAGE INSURANCE COVERAGE WITH CALTIP FOR FY 01-02

No questions or comments.

7-13. CONSIDERATION OF RENEWAL OF PROPERTY INSURANCE COVERAGE FOR FY 01-02

No questions or comments.

7-14. CONSIDERATION OF APPROVAL OF A LEASE AMENDMENT FOR MC DONALD'S FOOD RESTAURANT AT THE WATSONVILLE TRANSIT CENTER FOR A RENT REDUCTION AND A CHANGE IN THE TERM OF THE EXTENSION

Margaret Gallagher reported that McDonald's is requesting a reduction in their rent since they didn't meet their economic projections. Their current offer is \$1,200/mo. with an additional 5% of their gross sales which exceed \$400,000 being paid to the District. Only \$363,000 was projected for their sales for 2001. McDonald's is proposing that their contract be for a three-year term with an additional two-year extension to make up the five-year contract period. McDonald's is currently paying \$1,900/mo. with a CPI adjustment due in October 2001. Director Fitzmaurice asked that this issue be referred to Closed Session.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR ALMQUIST

Move this item to Closed Session for the June 15 Board Meeting.

Motion passed with Directors Krohn, Lopez and Norton absent.

7-15.a. CONSIDERATION OF AMENDING BYLAWS THROUGH APPROVAL OF RESOLUTION NO. 69-2-1 TO SET REGULAR BOARD MEETINGS TO BEGIN AT 9:00 A.M., TO ADD ENDING TIMES TO THE REGULAR BOARD MEETINGS, AND TO ENSURE BI-LINGUAL INTERPRETERS ARE PRESENT AT PUBLIC HEARINGS, WHEN APPROPRIATE
Action Required at the June 8, 2001 Meeting

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR GABRIEL

Set a beginning time at 9:00 a.m. and ending time at 12:00 noon. A Motion will be necessary to extend the meeting past noontime. The issue of the interpreter will be continued to the June 15 Board Meeting.

Director Fitzmaurice suggested that an interpreter be present at the second Board Meeting each month through the Oral Communication segment. Director Almquist further suggested that during the Oral Communication segment, the Chair should ask the audience if there are any other issues on the agenda which would require Spanish interpretation. Staff will submit a report to the Board at the June 15 meeting of the costs for the interpreter. Patti Korba suggested that the Spanish interpreter services be listed on the Notice to the Public portion of the agenda.

Motion passed with Directors Krohn, Lopez and Norton absent.

b. **CONSIDERATION OF ALTERNATE MEETING LOCATIONS AND NIGHT MEETINGS FOR THE REGULAR BOARD MEETING**

The MUG Committee made a recommendation to the Board to continue the Board Meetings in the same Santa Cruz location each month and to hold the meetings during the day.

7-16. CONSIDERATION OF A REQUEST TO CONSTRUCT ONE KIOSK AT THE WATSONVILLE TRANSIT CENTER

Les White reported that Staff recommends denying this request.

7-17. CONSIDERATION OF APPROVAL OF LEASE FOR SCOTTS VALLEY TRANSIT CENTER TENANT

Margaret Gallagher requested that this item be deleted from the agenda.

7-18. CONSIDERATION OF STATUS OF CALIFORNIA TRAFFIC CONGESTION REDUCTION PROGRAM (TCRP)

No questions or comments.

7-19. CONSIDERATION OF AUTHORIZATION TO RENEW AGREEMENT WITH SANTA CRUZ COUNTY FOR ACQUISITION AND RELOCATION ASSISTANCE SERVICE

No questions or comments.

7-20. CONSIDERATION OF AUTHORIZATION TO RENEW CONTRACT WITH UNIVERSITY OF CALIFORNIA, SANTA CRUZ

No questions or comments.

7-21. ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, THIRD QUARTER 2000/01

No questions or comments.

7-22. ACCEPT AND FILE QUARTERLY RIDERSHIP REPORT, THIRD QUARTER 2000/01

No questions or comments.

REGULAR AGENDA

8. CONSIDERATION OF ADOPTION OF RESOLUTION APPROVING FY 01-02 FINAL BUDGET; AUTHORIZATION OF BOARD MEMBER TRAVEL; APPROVAL OF EMPLOYEE INCENTIVE PROGRAM; AUTHORIZATION OF STAFFING LEVELS; AND APPROVAL OF JOB SPECIFICATIONS AND SALARY RANGES FOR ASSISTANT HUMAN RESOURCES MANAGER, PARATRANSIT ADMINISTRATOR, AND ELIGIBILITY COORDINATOR

Summary:

A public hearing was held last month for input on the Draft Budget. Elisabeth Ross reviewed the changes to the budget as follows: A 22% increase in revenue from the University; Change by the Commission in the TDA allocation - the District is now short \$400,000; Insurance premium for this year is now \$5,000; Reduction in vehicle fuel of \$123,199 which still allows for a 43% increase over the year-to-date average fuel price. Les White reported that Staff is still in negotiations with Obie Media, therefore, there are no adjustments to the advertising revenue. When the financial implications of moving to framed advertising are known, Staff will return to the Board and budget the change at the same time.

Patti Korba stated that SEA has questions regarding some of the job descriptions. Chairperson Ainsworth asked for a report on the reserve balances. Mark Dorfman informed Director Fitzmaurice that Staff is looking at tying the photo I.D.s in with the new fareboxes.

9. CONSIDERATION OF USING BIO-DIESEL TO MEET THE INTERIM FUEL REQUIREMENTS OF THE CALIFORNIA AIR RESOURCES BOARD

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR GABRIEL

Move Item #9 to the Consent Agenda for the June 15 Board Meeting.

Motion passed with Directors Krohn, Lopez and Norton absent.

10. AUTHORIZATION TO EXERCISE OPTION TO PURCHASE EIGHT COMPRESSED NATURAL GAS BUSES FROM PIERCE TRANSIT WITH NEW FLYER OF AMERICA

**ACTION: MOTION: DIRECTOR FITZMAURICE
SECOND: DIRECTOR AINSWORTH**

Findings were made to take action on this item today.

Motion passed with Directors Krohn, Lopez and Norton absent.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR GABRIEL

Authorize the General Manager to take the necessary steps to inform Pierce Transit and New Flyer of America of the District's intent to exercise Pierce Transit's option for the purchase of eight (8) CNG 40-foot low-floor transit buses, and to negotiate and sign a contract with New Flyer of America to purchase these eight (8) buses.

Motion passed with Directors Krohn, Lopez and Norton absent.

11. CONSIDERATION OF COMPLIANCE WITH FEDERAL REGULATIONS REGARDING BUS STOP ANNOUNCEMENTS (SUPPLEMENTAL II)

Summary:

Bryant Baehr reported that this is a follow-up to the Board's request for information on the reliability of the annunciation equipment, the costs, and the compliance issues. Two companies offering the same technology supplied references that were checked by Staff. A 99% accuracy rate of the equipment was reported from a Houston vendor. The costs for twenty-seven to thirty low-floor buses would be \$235,000 - \$367,000. The cost to repower 42 buses would be \$389,000 - \$584,000. Mr. Baehr reported that in order to be in compliance with this equipment, it could be wired so that it could not be turned off by the operator. Funding for this technology would need to be identified. Staff recommends that they proceed with identifying a funding source, and go out to bid. Staff will return to the Board with a recommended vendor and funding source.

12. CONSIDERATION OF CHANGE IN CONTRACT WITH THE SANTA CRUZ POLICE DEPARTMENT TO PROVIDE ADDITIONAL SECURITY SERVICES IN AND AROUND METRO CENTER

Summary:

A request was made by the City of Santa Cruz for Metro Center security to extend its patrol to the youth center.

Discussion:

Director Beautz stated that it is inappropriate to pay for police services for other locations. This item will be further discussed at the June 15th Board Meeting.

13. CONSIDERATION OF THE SERVICE REVIEW AND PLANNING COMMITTEE COMPOSITION

Summary:

A request was made for a representative from MUG and MASTF to be a part of the Service Review Committee. Staff recommends that the Service Review Committee maintain its current membership. Any change to this Committee would require a change to the UTU Labor Agreement. Staff further suggests that the review component provided to MUG and MASTF be strengthened. Staff will supply the Board with a supplemental report at the June 15th meeting describing an alternative solution to accommodate MASTF's request.

14. CONSIDERATION OF REQUEST BY MASTF FOR SENSITIVITY TRAINING FOR MEMBERS OF THE BOARD OF DIRECTORS AND METRO MANAGEMENT

Summary:

In January MASTF proposed to establish a paratransit sensitivity training program for Board members and METRO management. An outline of the proposed program was supplied by MASTF and includes three individual trips and one group trip. Each participant will be asked to complete a survey outlining their paratransit experience. The proposed budget for this training program is \$3,697.00 and is not currently a budgeted item.

Discussion:

The concept of this training is for the Board and Management to experience the same policies and procedures so they will have more knowledge on what is being voted on. Pat Spence explained that the necessary equipment for this training is available through Horsnyder's Pharmacy for the two-week period of July 24th through August 7th.

ITEM #17 WAS TAKEN OUT OF ORDER.

**17. CONSIDERATION OF AWARD OF CONTRACT FOR PREPARATION OF PARATRANSIT POLICIES AND PROCEDURES
Action required at the June 8, 2001 Meeting**

Summary:

Tom Stickel reported that there are two main objectives. They are: a) develop a set of policies and procedures for paratransit operations; b) use the policies and procedures to develop a Request for Proposal (RFP) for operation of the paratransit services which will be considered at a later date. The selection committee was comprised of representatives from MUG, MASTF, E&D TAC and METRO staff. Approval is requested at today's meeting in order to give the contractor additional time to complete the work.

ACTION: MOTION: DIRECTOR KEOGH SECOND: DIRECTOR ALMQUIST

Authorize the General Manager to execute a contract for the development of paratransit policies and procedures/service operations with MultiSystems, Inc.

Motion passed with Directors Krohn, Lopez and Norton absent.

15. CONSIDERATION OF AWARD OF CONTRACT FOR REPAIRS TO OPERATIONS PARKING LOT

16. CONSIDERATION OF AWARD OF CONTRACT FOR HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT AT SANTA CRUZ METRO CENTER

19. CONSIDERATION OF WORKSHOP MEETING ON SEPTEMBER 14, 2001, TO DISCUSS REVENUE ENHANCEMENT

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR GABRIEL

Move Items 15, 16 and 19 to the Consent Agenda for the June 15th Meeting.

Motion passed with Directors Krohn, Lopez and Norton absent.

DIRECTORS ALMQUIST AND BEAUTZ LEFT THE MEETING.

18. CONSIDERATION OF POLICY REGARDING THE PARATRANSIT SERVICE AREA AND THE PROVISION OF TRANSPORTATION SERVICE OUTSIDE OF THE AREA

Summary:

Les White reported that there is a 3/4-mile paratransit service area around each fixed service route. In the past, transportation had been provided by Lift Line outside these boundaries. Staff and Director Almquist received a letter from Mr. Whiteagle requesting ADA service outside the service area. Staff recommends that the Board maintain the 3/4-mile boundary and not accommodate trips outside, other than existing trips. Staff was directed to meet with Lift Line to see if Mr. Whiteagle's request could be funded through the Transportation Commission's TDA funding. Staff should then request to Lift Line that TDA funding be directed towards these trips that are legitimate but do not qualify under ADA funding. Les White verified that the 3/4-mile boundary is a Federal minimum under ADA.

Discussion:

Pat Spence mentioned that there is now a bus route in the Lakeview area and asked if there should now be paratransit service in the 3/4-mile area surrounding this route. She asked that the Board redefine and expand the paratransit service area as part of the recertification process. It was noted that the client base needs to be aware of other funding sources, such as taxi script and the medical voucher program.

Director Fitzmaurice requested a map of the areas that are covered by Lift Line and where Mr. Whiteagle's church is in relation to these areas. Director Reilly asked how people find out what their options are.

ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR AINSWORTH

Table this item until next month.

AYES: Directors: Ainsworth, Gabriel, Hinkle, Reilly
NOES: Directors: Fitzmaurice, Keogh
ABSTAIN: Directors: None
ABSENT: Directors: Almquist, Beautz, Krohn, Lopez, Norton

Motion failed.

ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR AINSWORTH

Continue this item to the July Board Meeting with the caveat that Lift Line take care of providing service to Mr. Whiteagle.

Motion passed with Directors Almquist, Beautz, Krohn, Lopez, Norton absent.

Sam Storey stated that Mr. Whiteagle is eligible for taxi script for this particular trip. He further stated that he needs to approach the Transportation Commission to discuss types of trips funded by TDA funds. Mr. Storey added that Lift Line would try to accommodate Mr. Whiteagle, however, this would be an exception to their current policy that they would need to justify since there is no funding mechanism to accommodate this type of request.

20. CONSIDERATION OF LEASING A TROLLEY REPLICA SPECIALTY VEHICLE FOR DEMONSTRATION PROJECT ON THE SANTA CRUZ BEACH SHUTTLE

Summary:

Staff recommends that the Board authorize Staff to seek vendors to lease a trolley replica shuttle vehicle for use on the Santa Cruz Beach Shuttle and to seek financial sponsors to offset the associated costs.

21. CONSIDERATION OF AUTHORIZING STAFF TO NEGOTIATE WITH FOOD AND NUTRITION SERVICES FOR THE ASSIGNMENT OF PARATRANSIT VANS FOR THE PROVISION OF COMPLIMENTARY ADA PARATRANSIT SERVICE

Summary:

Staff requests authorization to enter into negotiations with Food and Nutrition Service for the assignment of twelve new paratransit vans for use in providing complimentary ADA paratransit service.

22. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

There was no Closed Session due to lack of quorum.

23. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

ADJOURN

There being no further business, Vice-Chair Reilly adjourned the meeting at 10:59 a.m. .

Respectfully submitted,

DALE CARR
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

June 15, 2001

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, June 15, 2001 at the City Hall Council Chambers, 809 Center Street, Santa Cruz, California.

Chairperson Ainsworth called the meeting to order at 9:06 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist
Jan Beautz
Tim Fitzmaurice
Bruce Gabriel
Michelle Hinkle
Mike Keogh
Christopher Krohn
Emily Reilly
Ex-Officio Mike Rotkin

DIRECTORS ABSENT

Rafael Lopez
Dennis Norton

STAFF PRESENT

Bryant Baehr, Operations Manager
Paul Chandley, Human Resource Manager
Kim Chin, Planning & Marketing Manager
Mark Dorfman, Asst. General Manager
Marilyn Fenn, Asst. Finance Manager
Terry Gale, IT Manager
Margaret Gallagher, District Counsel

Mike Goodell, Sr. Database Administrator
David Konno, Fac. Maint. Manager
Kathy O'Mara, Schedule Analyst
Elisabeth Ross, Finance Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maintenance Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Sharon Barbour, MUG
Jim Bosso, S. C. Transportation
Wally Brondstatter, UTU
Richard Camperud, Courtesy Cab
Mark Hartunian, Lift Line
Patti Korba, SEA

Deborah Lane, MASTF
Jeff LeBlanc, Bus Rider
Dennis Papadopolu, MASTF
Bob Scott, Engineering Consultant
Patricia Spence, MASTF
Linda Wilshusen, SCCRTC

2. ORAL AND WRITTEN COMMUNICATION

- a. Jan David-Hadley RE: Bikes on Buses
b. David Tomberlin RE: Amtrak Service

Director Krohn stated that he has heard Mr. Tomberlin's complaint from others as to Highway 17 service being brought to the Metro Center. Staff was directed to report on the interlocking issues of the Highway 17 service at the July Board meeting.

3. LABOR ORGANIZATION COMMUNICATIONS

Wally Brondstatter, UTU, showed a video of the bus rapid transit system in Eugene, Oregon, which should be operational soon. UTU and the District are looking forward to seeing this type of system in Santa Cruz.

4. METRO USERS GROUP (MUG) COMMUNICATIONS

Sharon Barbour read four Motions which were made by the MUG Committee at their recent meeting:

1. MUG recommends that the twelve (12) new paratransit vans remain with the contract, that they are dedicated to paratransit service and that each van is identified with the METRO logo and signage.
2. MUG supports Staff's recommendation to deny the request to construct one kiosk at the Watsonville Transit Center.
3. MUG supports Staff's recommendation that both MUG and MASTF Committees have an opportunity to offer input into the Service Planning and Review Committee process preliminarily and again at a final review stage.
4. MUG supports Staff's recommendation regarding the additional part-time police officer position.

5. METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF) COMMUNICATIONS

Deborah Lane read three motions that were made at the recent MASTF meeting:

1. MASTF thanks the Board and Management for installation of no smoking signs at the bus shelters.
2. MASTF recommends to the Board that the Board Meetings stay at the same place in Santa Cruz during day light hours.
3. MASTF recommends to the Board and Management:
 - a. That the paratransit service area needs to be redefined or reformulated by the Board and Management according to existing fixed route schedules.

- b. New areas of paratransit service areas need to be identified.
- c. During the recertification process any rider who does not live in the service area should be identified and offered other alternatives.
- d. Make sure destination outside the service areas will be identified in the computer at the time the ride is booked with the service provider.
- e. Apply the service areas, ride rules and policies equally and uniformly to all passengers at all times.

Ms. Lane extended an invitation to the Board to attend next July's MASTF meeting for a celebration of the signing of the Americans with Disabilities Act (ADA) and for celebration of summer.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

SECTION I

ADD TO ITEM #2

ORAL AND WRITTEN COMMUNICATIONS

- a. Jan David-Hadley RE: Bikes on Buses
(Add written communication)

CONSENT AGENDA:

ADD TO ITEM 7-3

ACCEPT AND FILE PASSENGER LIFT REPORT FOR MAY 2001
(Add Staff Report)

ADD TO ITEM 7-4

Consideration of Tort Claims: Deny the claims of: Pamela Lee Spires; Elia Mendoza
(Add claims)

ADD TO ITEM #7-8

ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR MARCH 2001
(Add April Staff Report)

DELETE ITEM #7-17

CONSIDERATION OF APPROVAL OF LEASE FOR SCOTTS VALLEY TRANSIT CENTER TENANT

ADD TO ITEM #7-21

ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, THIRD QUARTER 2000/01
(Add Report)

ADD TO ITEM #7-27

CONSIDERATION OF AMENDMENT OF LEASE AGREEMENT WITH FREDRICO CHAVEZ AND RAFAEL CHAVEZ d/b/a TRUCK DRIVERS' INSTITUTE TO ALLOW SANTA CURZ METRO USE OF PARKING LOT ON SATURDAYS FROM JUNE 18 THROUGH SEPTEMBER 4, 2001
(Add Staff Report)

- ADD TO ITEM #8** CONSIDERATION OF ADOPTION OF RESOLUTION APPROVING FY 01-02 FINAL BUDGET; AUTHORIZATION OF BOARD MEMBER TRAVEL; APPROVAL OF EMPLOYEE INCENTIVE PROGRAM; AUTHORIZATION OF STAFFING LEVELS; AND APPROVAL OF JOB SPECIFICATIONS AND SALARY RANGES FOR ASSISTANT HUMAN RESOURCES MANAGER, PARATRANSIT ADMINISTRATOR, AND ELIGIBILITY COORDINATOR
(Add Staff Report Outlining Balance in Reserve Accounts)
- DELETE ITEM #10** AUTHORIZATION TO EXERCISE OPTION TO PURCHASE EIGHT COMPRESSED NATURAL GAS BUSES FROM PIERCE TRANSIT WITH NEW FLYER OF AMERICA
(Action taken at 6/8/01 Board Meeting)
- ADD TO ITEM #11** CONSIDERATION OF COMPLIANCE WITH FEDERAL REGULATIONS REGARDING BUS STOP ANNOUNCEMENTS
(Add Supplemental II Staff Report)
- ADD TO ITEM #13** CONSIDERATION OF THE SERVICE REVIEW AND PLANNING COMMITTEE COMPOSITION
(Add Supplemental Staff Report)
- DELETE ITEM #17** CONSIDERATION OF AWARD OF CONTRACT FOR PREPARATION OF PARATRANSIT POLICIES AND PROCEDURES
(Action taken at 6/8/01 Board Meeting)
- ADD TO ITEM #22** CONSIDERATION OF AMENDING THE SCOPE OF WORK FOR THE ENVIRONMENTAL IMPACT REPORT FOR THE METROBASE PROJECT
(Add Staff Report)
- ADD TO ITEM #23** CONSIDERATION OF AMENDING BYLAWS THROUGH APPROVAL OF RESOLUTION NO. 69-2-1 TO SET REGULAR BOARD MEETINGS TO BEGIN AT 9:00 A.M., TO ADD ENDING TIMES TO THE REGULAR BOARD MEETINGS, AND TO ENSURE BI-LIUNGUAL INTERPRETERS ARE PRESENT AT PUBLIC HEARINGS, WHEN APPROPRIATE
(Add Supplemental Staff Report)

CONSENT AGENDA

- 7-1. **APPROVE REGULAR BOARD MEETING MINUTES OF 5/11/01 AND 5/18/01 AND REVISED BOARD MEETING MINUTES OF 4/13/01 (See Item 7-15 for vote revision)**
- 7-2. **ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS**
- 7-3. **ACCEPT AND FILE PASSENGER LIFT REPORT FOR MAY 2001**

- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the claim of: Douglas Overton; Deny the Claims of: Pamela Lee Spires; Elia Mendoza
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 5/17/01
- 7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 5/16/01
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR APRIL 2001, APPROVAL OF BUDGET TRANSFERS
- 7-8. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR MARCH AND APRIL 2001
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2001
- 7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE STATUS REPORT
- 7-11. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF TWO PHOTOCOPIERS
- 7-12. CONSIDERATION OF RENEWAL OF LIABILITY AND PHYSICAL DAMAGE INSURANCE COVERAGE WITH CALTIP FOR FY 01-02
- 7-13. CONSIDERATION OF RENEWAL OF PROPERTY INSURANCE COVERAGE FOR FY 01-02
- 7-14. MOVED TO CLOSED SESSION FOR 6/15/01 BOARD MEETING
- 7-15. MOVED TO REGULAR AGENDA AS ITEM #23
- 7-16. MOVED TO REGULAR AGENDA AS ITEM #24
- 7-17. DELETED
- 7-18. CONSIDERATION OF STATUS OF CALIFORNIA TRAFFIC CONGESTION REDUCTION PROGRAM (TCRP)
- 7-19. CONSIDERATION OF AUTHORIZATION TO RENEW AGREEMENT WITH SANTA CRUZ COUNTY FOR ACQUISITION AND RELOCATION ASSISTANCE SERVICE
- 7-20. CONSIDERATION OF AUTHORIZATION TO RENEW CONTRACT WITH UNIVERSITY OF CALIFORNIA, SANTA CRUZ
- 7-21. ACCEPT AND FILE QUARTERLY PERFORMANCE REPORT, THIRD QUARTER 2000/01
- 7-22. ACCEPT AND FILE QUARTERLY RIDERSHIP REPORT, THIRD QUARTER 2000/01
- 7-23. CONSIDERATION OF USING BIO-DIESEL TO MEET THE INTERIM FUEL REQUIREMENTS OF THE CALIFORNIA AIR RESOURCES BOARD
- 7-24. CONSIDERATION OF AWARD OF CONTRACT FOR REPAIRS TO OPERATIONS PARKING LOT
- 7-25. CONSIDERATION OF AWARD OF CONTRACT FOR HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT AT SANTA CRUZ METRO CENTER
- 7-26. CONSIDERATION OF WORKSHOP MEETING ON SEPTEMBER 14, 2001, TO DISCUSS REVENUE ENHANCEMENT
- 7-27. CONSIDERATION OF AMENDMENT OF LEASE AGREEMENT WITH FREDRICO CHAVEZ AND RAFAEL CHAVEZ d/b/a TRUCK DRIVERS' INSTITUTE TO ALLOW SANTA CRUZ METRO USE OF PARKING LOT ON SATURDAYS FROM JUNE 18 THROUGH SEPTEMBER 4, 2001

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR KROHN

Approve the Consent Agenda.

Les White spoke of the effort put forth by both Senator McPherson and Assemblymember Keeley in ensuring that funds came back to the District. Mr. White was directed to send out "thank you" letters in this regard.

Motion passed unanimously with Directors Lopez and Norton absent.

REGULAR AGENDA

8. CONSIDERATION OF ADOPTION OF RESOLUTION APPROVING FY 01-02 FINAL BUDGET; AUTHORIZATION OF BOARD MEMBER TRAVEL; APPROVAL OF EMPLOYEE INCENTIVE PROGRAM; AUTHORIZATION OF STAFFING LEVELS; AND APPROVAL OF JOB SPECIFICATIONS AND SALARY RANGES FOR ASSISTANT HUMAN RESOURCES MANAGER, PARATRANSIT ADMINISTRATOR, AND ELIGIBILITY COORDINATOR

Summary:

Elisabeth Ross pointed out that there is a memo in the Add-On Packet which addresses reserve account balances. Staff is requesting that the Board approve the budget for FY 01-02 and all related actions that are outlined in the staff report.

Discussion:

Director Krohn was informed that the increase in UCSC passenger revenue is anticipated when the bi-directional service is implemented on campus. It was also confirmed that staff is still utilizing the 5% sales tax as projected revenue.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR GABRIEL

Adopt a resolution approving the final budget for FY 01-02 as presented in Attachment B; authorize Board member travel in FY 01-02 as described in Attachment C; approve the Employee Incentive Program as presented in Attachment D; authorize staffing levels as listed in Attachment G; approve the salary ranges and job specifications for the management positions of Assistant Human Resources Manager and Paratransit Administrator as presented in Attachment I; and approve the salary range and job specification for Paratransit Eligibility Coordinator as presented in Attachment I, subject to the meet and confer process with SEIU.

Motion passed unanimously with Directors Lopez and Norton absent.

9. MOVED TO CONSENT AGENDA AS ITEM #7-23.

10. DELETED

11. CONSIDERATION OF COMPLIANCE WITH FEDERAL REGULATIONS REGARDING BUS STOP ANNOUNCEMENTS (SUPPLEMENTAL II)

Summary:

Bryant Baehr submitted a supplemental report to the Board in the Add-On Packet which provides additional information concerning the reliability of the "Talking Bus" technology. Staff recommends that the Board Chair establish a committee to review the call stop announcement program. Staff recommends that this committee consist of: 2 Board Directors, 2 Staff members, 2 UTU representatives, 2 MASTF representatives and 2 MUG representatives.

Discussion:

Staff was advised to return to the Board at their August meeting to give results of this committee.

ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR REILLY

Establish a committee to provide guidance to the Board of Directors concerning call stop announcements. This committee would focus on the following: analyze the current call stop announcements, internal bus signage, bus stop signage, customer comments and bus operator compliance. The committee would prepare a report for the Board of Directors' review by the August 2001 meeting.

AMENDMENT: Directors Beautz and Fitzmaurice will represent the Board on this committee, with Director Reilly being the alternate for Director Fitzmaurice if needed.

A facilitator is needed for this process. Deborah Lane informed the Board that both Ed Kramer and Fahmey Ma'Awad, the gentlemen who brought this issue up, are working closely with Staff on this issue. Mr. Kramer and Michael Edwards will be the MASTF representatives on this committee. Liz Sparks of CCCIL congratulated the Board for the progress on this issue. Wally Brondstatter stated that the committee would work on what to do in the interim period between now and when the equipment is installed.

Motion passed unanimously with Director Lopez and Norton absent.

12. CONSIDERATION OF CHANGE IN CONTRACT WITH THE SANTA CRUZ POLICE DEPARTMENT TO PROVIDE ADDITIONAL SECURITY SERVICES IN AND AROUND METRO CENTER

Summary:

Director Fitzmaurice introduced Operations Deputy Chief Jeff Locke of the Santa Cruz Police Dept. who spoke to the Board regarding the security impacts that spread beyond the Metro Center boundaries. As the Mayor of Santa Cruz, Director Fitzmaurice had requested funding assistance from the METRO for an additional part-time police officer to monitor the area from the Metro Center to the teen center.

Discussion:

Several Directors expressed their concern about METRO funding this officer when there are numerous other venues in the area who create security situations as well. An additional concern voiced was that of the liability to the METRO when their security officers are off Metro Center property. Lastly, Directors had concerns regarding funding an officer who would be monitoring more than just Metro Center property, with funds that could be used for more bus service. Director Fitzmaurice withdrew his request for METRO to fund an additional part-time police officer to monitor areas from the Metro Center to the teen center.

Staff was directed to study the security arrangements at the District's other transit centers and to bring a report back to the Board at a later date. This report will encompass METRO's responsibility and sphere of influence and whether staff is taking enough action to look at adjoining uses of transit facilities. Staff will look into an incentive for the City of Santa Cruz to locate their downtown precinct in the newly developed Metro Center.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR KROHN

Table this issue.

Motion passed unanimously with Director Lopez and Norton absent.

13. CONSIDERATION OF THE SERVICE REVIEW AND PLANNING COMMITTEE COMPOSITION

Summary:

Les White stated that the steps that Staff recommends were outlined at the June 8th Board Meeting. This includes a two-step review process by both MUG and MASTF: a conceptual step and final comments. Both the MUG and MASTF Committees will still have the flexibility to approach the Board with concerns.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR FITZMAURICE

Move Staff recommendation that the Service Planning and Review Committee maintain its current membership with MUG and MASTF providing input as set forth in the two-step review process.

Motion passed unanimously with Director Lopez and Norton absent.

14. CONSIDERATION OF REQUEST BY MASTF FOR SENSITIVITY TRAINING FOR MEMBERS OF THE BOARD OF DIRECTORS AND METRO MANAGEMENT

Summary:

Kim Chin stated that the timeframe for participation in this sensitivity training is July 24 through August 7, 2001. The consultants are currently working on the policies and procedures.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR REILLY

Establish a paratransit sensitivity training program for Board Members and METRO management.

It was suggested that the term "sensitivity training" be replaced with "disability awareness training".

Motion passed unanimously with Director Lopez and Norton absent.

Patricia Spence noted that any participants with disabilities could be given another task, not related to just riding and observing. Information will be sent to the Board and METRO staff on where to call to make their paratransit reservations. The "paratransit experience" will involve two weekends and the fee of \$2.00 will need to be paid up front.

Mark Hartunian of Lift Line assured the Board that he would take data from this experience and use it to improve paratransit service.

15. **MOVED TO CONSENT AGENDA AS ITEM #7-24.**

16. **MOVED TO CONSENT AGENDA AS ITEM #7-25.**

17. **DELETED**

18. **MOVED TO JULY 20TH MEETING**

19. **MOVED TO CONSENT AGENDA AS ITEM #7-26.**

20. **CONSIDERATION OF LEASING A TROLLEY REPLICIA SPECIALTY VEHICLE FOR DEMONSTRATION PROJECT ON THE SANTA CRUZ BEACH SHUTTLE**

Summary:

Les White reported that using a trolley replica specialty vehicle would expand the visibility of the Beach Shuttle. There is nothing in the budget for FY 01-02 to fund this trolley. Staff recommends that the Board direct Staff to seek vendors who could lease this type of vehicle and to find sponsors for funding the lease.

Discussion:

Director Krohn asked for the cost of running the Capitola trolley and the ridership figures. It was noted that Santa Cruz Transportation operates the Capitola trolley and that when it operated on Labor Day weekend, it surpassed the Beach Shuttle ridership. A 32-passenger vehicle is the largest that can be run locally. In addition to Santa Cruz Transportation, El Dorado Bus Co. also runs this service. Director Beautz expressed concern that a considerable amount of funds would be spent to promote a "free" shuttle. Mr. White added that since leasing of equipment would be necessary, the District's normal participation of 23% of the operating cost would not apply.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR GABRIEL

Authorize Staff to seek vendors to lease a trolley replica shuttle vehicle for use on the Santa Cruz Beach Shuttle and to seek financial sponsors to offset the associated costs.

Director Krohn commented that he would like to approach the Santa Cruz City Council to contribute to this if there is a cost sharing. Ex Officio Director Rotkin added that he would like a discussion with other agencies prior to committing District funds. Director Fitzmaurice inquired as to why the regular-route buses that are used for the Beach Shuttle do not specify that this service is free. Les White responded that the buses used for the Beach Shuttle would have signage stating that the service is "free" by this weekend. Mr. White commented that the Board should look into possibly investing more funds into this shuttle and look at ways to maximize this service. Director Reilly added that the Beach Shuttle should be better advertised to local residents. Director Gabriel asked whether the trolley would have lifts and stated that his preference is a ramp rather than hydraulics. Mr. White will look into low-floor trolleys. Wally Brondstatter expressed concern that the shuttle lane might not exist next year and added that Staff needs to make sure there is a lane that will always be there.

Staff will obtain statistics for the Capitola Shuttle before and after the trolley replica was implemented. Les White discussed an alternative fuel trolley and informed the Board that the District would have to purchase one, rather than lease one. The District could have this built but there is no alternate fuel trolley available on a 3-4 month lease basis. Director Almquist asked Staff to research the number of injuries that have taken place on trolleys that are not enclosed like buses.

Motion passed unanimously with Director Lopez and Norton absent.

21. CONSIDERATION OF AUTHORIZING STAFF TO NEGOTIATE WITH FOOD AND NUTRITION SERVICES FOR THE ASSIGNMENT OF PARATRANSIT VANS FOR THE PROVISION OF COMPLIMENTARY ADA PARATRANSIT SERVICE

Summary:

Les White stated that in the past the paratransit vans have been leased to the providers. Staff's recommendation is that the vehicles are attached to the contract for paratransit services and that Staff enters into negotiations with Food and Nutrition Services for these vehicles to be in place to assist in paratransit service. Seven new paratransit vehicles have been received and five additional vehicles will be received in the Fall of 2001. The current provider could operate these paratransit vehicles themselves or subcontract them to the taxi companies. However, there would be a restriction that no taxi meters are placed in the paratransit vehicles and that METRO signage is placed on all of these vehicles.

Discussion:

Ex Officio Director Rotkin inquired if the contractor would have maintenance standards and was informed that they would have this responsibility. Director Almquist was informed that there

would be a full indemnity clause whereby operators would need to defend the District in a legal action.

ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR FITZMAURICE

Authorize Staff to enter into negotiations with Food and Nutrition Services for the assignment of twelve new paratransit vans for use in providing complimentary ADA paratransit service.

AMENDMENT:

Direct Staff to move forward to identify these twelve paratransit vehicles, as well as other vehicles used by Lift Line, with METRO signage. The signage is to designate that the ADA service being provided by each of these vehicles is funded by METRO.

Sharon Barbour stated that MUG supported this recommendation. She added that there are people who need lift equipped vans who are not ADA eligible. Mr. White responded that the FTA 5311 program provides assistance and the Transportation Commission is another source for additional equipment. Mark Hartunian informed Director Beautz that an "unscheduled ride" is merely an open-ended return or "will call" return. Mr. Hartunian also stated that no rides were denied last month.

Motion passed unanimously with Director Lopez and Norton absent.

22. CONSIDERATION OF AMENDING THE SCOPE OF WORK FOR THE ENVIRONMENTAL IMPACT REPORT FOR THE METROBASE PROJECT

Summary:

Les White explained that the materials in the Add-On Packet came in towards the end of the Scoping Process. These materials were given to Staff and Denise Duffy and Associates, however, they were not included with the other materials in the Board Packet for the May 23rd Special Meeting. There were no new issues for the EIR in these additional materials. Mr. White commented that the consideration of 100 units would be removed from the Scope of Work and that Scott Kennedy's comments regarding the design considerations for MetroBase are in the current Scope of Work.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR GABRIEL

Reaffirm the existing scope for the Environmental Impact Report (EIR)/Environmental Impact Statement (EIS).

Ex Officio Director Rotkin confirmed that Staff had these additional documents before them prior to completion of the Scope of Work. There was nothing overlooked from the public in the EIR process. Director Fitzmaurice added that there was nothing new in these comments that were not available when the original determination was made for the Scope of Work.

Motion passed unanimously with Director Lopez and Norton absent.

23. a. **CONSIDERATION OF AMENDING BYLAWS THROUGH APPROVAL OF RESOLUTION NO. 69-2-1 TO SET REGULAR BOARD MEETINGS TO BEGIN AT 9:00 A.M., TO ADD ENDING TIMES TO THE REGULAR BOARD MEETINGS, AND TO ENSURE BI-LINGUAL INTERPRETERS ARE PRESENT AT PUBLIC HEARINGS, WHEN APPROPRIATE**
Action Taken on Meeting Times at the June 8, 2001 Meeting

Summary:

Margaret Gallagher commented that there were questions raised about the language regarding the bilingual interpreter, and that it should be specified that this is "Spanish" interpreting. A memo was provided with pricing details for this interpreter. Costs quoted were \$65/hour for the first two hours with the third hour being billed in increments of 15 minutes. To acquire an interpreter for less than two hours, the rate would be \$70 for the first hour.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR GABRIEL

Approve Spanish interpreter for a minimum of one hour for the second Board Meeting of each month.

Ex Officio Director Rotkin suggested that Staff negotiate with City Hall staff about contributing to the maintenance of their translation equipment.

Motion passed unanimously with Director Lopez and Norton absent.

- b. **CONSIDERATION OF ALTERNATE MEETING LOCATIONS AND NIGHT MEETINGS FOR THE REGULAR BOARD MEETING**

Margaret Gallagher stated that both MUG and MASTF prefer that the Board Meetings take place in Santa Cruz and during the daytime.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR KROHN

Continue this item for one month.

Motion passed unanimously with Director Lopez and Norton absent.

24. **CONSIDERATION OF A REQUEST TO CONSTRUCT ONE KIOSK AT THE WATSONVILLE TRANSIT CENTER**

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR BEAUTZ

Continue this item for one month.

Motion passed unanimously with Director Lopez and Norton absent.

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

Margaret Gallagher stated that there would be a conference with the Real Property Negotiator regarding McDonald's lease in the current restaurant space in the lobby of the Watsonville Transit Center regarding rent and terms of payment. There will also be a conference with the Labor Negotiator regarding labor negotiations with SEIU and UTU. Lastly, there will be a conference with Legal Counsel regarding existing litigation -- Claim of Matthew Smith.

26. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

Patti Korba of SEA asked that the Board consider the extra duties being asked of the Vehicle Service Workers with regard to the new fareboxes and the revenue collection that is currently being done by the security staff. Ms. Korba stated that she hopes in the future that the Vehicle Service Workers would be compensated with a 5% increase.

SECTION II: CLOSED SESSION

Chairperson Ainsworth adjourned to Closed Session at 11:29 a.m. and reconvened to Open Session at 12:47.

SECTION III: RECONVENE TO OPEN SESSION

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

ADJOURN

There being no further business, Chairperson Ainsworth adjourned the meeting at 12:47 p.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

May 23, 2001

A Special Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Wednesday, May 23, 2001 at the County Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA.

Chairperson Ainsworth called the meeting to order at 7:06 p.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist
Jan Beautz
Bruce Gabriel
Michelle Hinkle
Mike Keogh
Christopher Krohn
Dennis Norton
Emily Reilly
Ex-Officio Mike Rotkin

DIRECTORS ABSENT

Tim Fitzmaurice (arrived at 7:50 p.m.)
Rafael Lopez (arrived at 8:40 p.m.)

STAFF PRESENT

Mark Dorfman, Asst. General Manager
Margaret Gallagher, District Counsel
Leslie R. White, General Manager

Chairperson Ainsworth reviewed the agenda and stated that an e-mail from Doug Deitch and twenty-six additional letters regarding the Scoping Process were received and distributed to the Board of Directors.

ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR BEAUTZ

Move Item #4 up on the agenda with a specific timeframe for discussion.

Motion passed unanimously with Directors Fitzmaurice and Lopez absent.

4. CONSIDER DIRECTING STAFF TO INVESTIGATE THE FEASIBILITY OF USING BIO-DIESEL AS AN ALTERNATE TO GREEN DIESEL TO MEET THE INTERIM FUEL REQUIREMENTS OF THE CALIFORNIA AIR RESOURCE BOARD

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR ALMQUIST

Direct Staff to investigate bio-diesel.

Motion passed unanimously with Directors Fitzmaurice and Lopez absent.

Discussion:

Jess Berge made a presentation regarding bio-diesel and urged the Board to use any percentage of bio-diesel in the buses.

Chairperson Ainsworth informed the audience that there was a Spanish interpreter available for anyone who wanted to utilize her services.

2. REVIEW AND CONSIDER INPUT RECEIVED DURING THE SCOPING PERIOD FOR THE PROPOSED METROBASE PROJECT AND DETERMINE ISSUES AND ALTERNATIVES TO BE INCLUDED IN THE ENVIRONMENTAL IMPACT REPORT/ENVIRONMENTAL IMPACT STATEMENT (EIR/EIS) ON THE METROBASE CONSOLIDATED FACILITY PROJECT

Summary:

Les White referred to the Staff Report and reiterated Staff's recommendation. Director Reilly pointed out that there are 103 separate items to be reviewed, 38 of which are new and were received during the Scoping Meetings.

At this point the Board listened to testimony from forty-two speakers regarding the MetroBase facility. Please refer to the verbatim transcript or the video tape of the meeting for specific testimony. A petition and a newspaper article were handed in by speakers for the Board's review. These handouts are attached to these Minutes.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR KROHN

Adopt Denise Duffy & Associates' recommendation for the issues and alternatives to be included in the scope of the MetroBase EIR/EIS; Downsize the MetroBase preferred alternative to include only those properties owned by Hinshaw, Goodwill and Pinn Brothers Partnership with bus parking expansion limited to the River Street property owned by the Transit District.

Motion passed unanimously.

3. CONSIDER AUTHORIZATION FOR PREPARATION OF A FINANCIAL FEASIBILITY AND IMPACT REPORT FOR PROPOSED METROBASE PROJECT INCLUDING ANALYSIS OF THE LAND PURCHASE, POTENTIAL RELOCATION AND CONSTRUCTION COSTS AND ADJACENT PROPERTY IMPACTS FOR THE PREFERRED METROBASE SITE.

ACTION: MOTION: DIRECTOR GABRIEL SECOND: DIRECTOR FITZMAURICE

Authorize the General Manager to negotiate a Change Order to the contract with WaterLeaf Architecture and Interiors for the preparation of a Financial Feasibility and Impact Report for the proposed MetroBase Project. Direct Staff to work closely with Goodwill Industries and other businesses in Harvey West and the Harvey West Association who would be impacted.

Discussion:

Director Almquist referred to correspondence received from Mr. Davidson and Doug Deitch regarding eastern access to the University of California, Santa Cruz. He reported that the City of Santa Cruz and the University reached an agreement that this access does not need to be stated in the master plan. The eastern access issue can be disregarded as having an impact on the MetroBase facility.

Motion passed unanimously.

**ACTION: MOTION: DIRECTOR FITZMAURICE
 SECOND: DIRECTOR ALMQUIST**

Continue this meeting until 10:30 p.m.

Motion passed unanimously.

Les White will bring the following items back to the Board in June:

- 1) Listing of the questions taken from the "32 question list submitted by Harvey West Area Assn., Santa Cruz Area Chamber of Commerce and Local Property and Business Owners in Harvey West Industrial Park" which Staff feels are pertinent to the project.
- 2) The cost of examining these "32" issues
- 3) Timeframe as to when a report will be submitted to Staff.

ADJOURN

There being no further business, Chairperson Ainsworth adjourned the meeting at 10:10 p.m.

Respectfully submitted,

DALE CARR
Administrative Services Coordinator

NOTE: A verbatim transcript and video of this meeting are available for review at the District's Administration Office, 370 Encinal St., Suite 100, Santa

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 06/01/01 THRU 06/30/01

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
3699	06/01/01	678.90	PACIFIC BELL/SBC	73901	MAY PHONES MIS	338.45	
				73902	MAY PHONE MIS	338.45	
3700	06/01/01	9,094.20	VISION SERVICE PLAN	74063	JUNE VSP INSURANCE	9,094.20	
3701	06/01/01	752.82	MID VALLEY SUPPLY	73903	VEH CLEANING SUPPLY	752.82	
3702	06/01/01	3,155.10	NEW FLYER INDUSTRIES LIMITED	73904	REV VEH PARTS 3074	3,073.50	
				73905	REV VEH PARTS 82	81.60	
3703	06/01/01	1,737.19	CAPITOL CLUTCH AND BRAKE INC	73906	REV VEH PARTS	1,675.99	
				73907	REV VEH PARTS	22.84	
				73908	REV VEH PARTS	38.36	
3704	06/01/01	955.75	EVERGREEN	73909	HAZ WASTE DISPOSAL	955.75	
3705	06/01/01	32,230.79	UNUM	74064	JUNE LTD INSURANCE	32,230.79	
3706	06/01/01	738.08	MOHAWK MFG. & SUPPLY CO.	73912	REV VEH PARTS 705	705.44	
				73913	REV VEH PARTS 53	32.64	
3707	06/01/01	4,250.00	ITT HARTFORD	74065	JUNE LIFE INSURANCE	4,250.00	
3708	06/01/01	163,523.03	FOOD & NUTRITION SERVICES, INC	74049	MARCH ADA PARATRAN.	163,523.03	
3709	06/01/01	751.09	ALDRAN CHEMICAL, INC	73914	VEH CLEANING SUPPLY	751.09	
3710	06/01/01	5,796.41	BAY STAFFING	73915	TEMPS W/E 5/14 FLEET	1,362.00	
				73916	TEMPS W/E 5/14 FLEET	952.56	
				73917	TEMPS W/E 5/7 ADMIN	448.00	
				73918	TEMPS W/E 4/30 FLEET	940.80	
				73919	TEMPS W/E 4/30 FLEET	1,068.40	
				73920	TEMPS W/E 5/7 HRD	832.65	
				73921	TEMPS W/E 5/7 HRD	252.00	
3711	06/01/01	13.45	LRP PUBLICATIONS	74050	RETURN TO WORK STRAT	13.45	
3712	06/01/01	495.72	HALL KINION	73922	TEMPS W/E 5/4 LEGAL	495.72	
3713	06/01/01	323.85	BOWMAN & WILLIAMS	73923	OPS PAVING	323.85	
3714	06/01/01	131.16	COSTCO	73924	PHOTO PROCESS OPS	77.19	
				73925	PHOTO PROCESS OPS	23.97	
				73926	PHOTO PROCESS OPS	30.00	
3715	06/01/01	1,692.75	BAY EQUIPMENT & REPAIR	73927	OUT REPAIR REV VEH	1,692.75	
3716	06/01/01	40.00	CONFLICT RESOLUTION PROGRAM	73928	MEDIATION SVCS-OPS	40.00	
3717	06/01/01	3,250.34	SSI CORP.	73929	REPAIRS/MAINT.	3,250.34	
3718	06/01/01	88.24	STAPLES CREDIT PLAN	73930	OFFICE SUPPLY PLANNG	88.24	
3719	06/01/01	2,596.59	CINCO GROUP, INC.	73931	REV VEH PARTS	2,596.59	
3720	06/01/01	1,402.50	SCOTT, CELIA	74066	1/24-5/10 PROF SVCS	1,402.50	
3721	06/01/01	790.00	HARTSELL & OLIVIERI	74051	TRANSCRIPTS	790.00	
3722	06/01/01	1,429.90	HIGHLAND GRAPHICS	73932	PRINTING	1,429.90	
3723	06/01/01	177.11	NORTHERN SAFETY CO., INC.	73933	SAFETY SUPPLIES 168	177.11	
3724	06/01/01	1,000.00	UNITED STATES POSTAL SERVICE	74052	POSTAGE - ADMIN	1,000.00	
3725	06/01/01	1,800.00	RDP	73934	REPAIRS/MAINT.	1,800.00	
3726	06/01/01	500.00	FREEDOM SHEET METAL, INC.	73935	OUT REPAIR BLDG/IMP	500.00	
3727	06/01/01	696.90	ERIK'S DELICAFE, INC.	73936	BID CHANGE LUNCHEON	696.90	
3728	06/01/01	453.69	IMPACT PRODUCTIONS	73937	PROMO ITEMS-PLANNING	453.69	
3729	06/01/01	32.00	DEPARTMENT OF JUSTICE	73938	APRIL FINERPRINTING	32.00	
3730	06/01/01	449.19	CDW GOVERNMENT, INC.	73939	OFFICE SUPPLY-MIS	449.19	
3731	06/01/01	7.00	SAN JOSE POLICE DEPARTMENT	74053	REPORT FEE	7.00	
3732	06/01/01	253.80	IOS CAPITAL	73940	5/22-6/21 COPIER	253.80	
3733	06/01/01	300.00	TRUCK-TRAILER-TRANSIT	73941	REV VEH PARTS 300	300.00	
3734	06/01/01	8,288.53	WATERLEAF ARCHITECTURE	73942	PROF SVCS TO 4/27/01	8,288.53	
3735	06/01/01	19.50	PITNEY BOWES CREDIT CORP	73943	EQUIPT RENTAL	19.50	

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CHECK NUMBER	CHECK DATE	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
3736	06/01/01	1,934.24	002713	SANTA CRUZ AUTO TECH. INC	73944	REPAIR VEH #9600	1,934.24
3737	06/01/01	641.35	009	PACIFIC GAS & ELECTRIC	73945	4/12-5/12 KINGS VLG	11.35
					73946	4/12-5/12 KINGS VLG	65.47
					73947	4/12-5/12 KINGS VLG	488.73
					73948	4/14-5/16 PAUL SWEET	62.35
					73949	3/31-4/30 CNG GAS	13.42
3738	06/01/01	1,094.46	013	MCI SERVICE PARTS, INC.	73950	REV VEH PARTS	111.69
					73951	REV VEH PARTS	982.77
3739	06/01/01	2,270.42	018	SALINAS VALLEY FORD SALES	73952	REV VEH PARTS	2,270.42
3740	06/01/01	480.19	020	ADT SECURITY SYSTEMS.	73953	JUNE ALARM - MOF	87.54
					73954	JUNE ALARM - OPS	40.33
					73955	JUNE ALARM - SVTC	29.36
					73956	JUNE ALARMS - MMF	48.29
					73957	JUNE ALARM - WTC	32.08
					73958	JUNE ALARM - SMC	44.31
					73959	JUNE ALARM - DUBOIS	32.08
					73960	REPAIR MOF SYSTEM	166.20
3741	06/01/01	45.25	021	WHOLY WATER PURIFICATION SERV.	73961	OUT REPAIR EQUIPT	45.25
3742	06/01/01	5,325.39	023	PACIFIC TRUCK PARTS, INC.	73962	REV VEH PARTS	3,380.68
					73963	REV VEH PARTS	1,944.71
3743	06/01/01	37.71	051	SANTA CRUZ FIRE EQUIPMENT	73964	SAFETY SUPPLIES	37.71
3744	06/01/01	3,011.88	057	U.S. BANK	74067	4251-2400-0574-2697	349.15
					74068	4251-2400-0554-7229	2,662.73
3745	06/01/01	2,473.51	061	REGISTER PAJARONIAN	73965	ADVERTISING- ADMIN	2,473.51
3746	06/01/01	373.64	067	ROTO-ROOTER SEWER/PLUMBING	73966	OUT REPAIR BLDG/IMP	176.14
					73967	OUT REPAIR BLDG/IMP	197.50
3747	06/01/01	117.13	083	THYSSENKRUPP ELEVATOR - 942	74054	MAY SERVICE	117.13
3748	06/01/01	16,756.20	085	DIXON & SON, INCORPORATED	73968	APRIL TIRES/TUBES	16,756.20
3749	06/01/01	198.25	090	CRYSTAL SPRINGS WATER co.	73969	APRIL WATER - FLEET	198.25
3750	06/01/01	173.03	104	STATE STEEL COMPANY	73970	PARTS & SUPPLIES	153.74
					73971	REPAIRS/MAINTENANCE	19.29
3751	06/01/01	6,489.56	117	GILLIS CORPORATION	73972	REV VEH PARTS	218.49
					73973	REV VEH PARTS	135.66
					73974	REV VEH PARTS	3,179.86
					73975	REV VEH PARTS	2,956.50
3752	06/01/01	146.50	123	BAY PHOTO LAB INC	73976	PHOTO PROCESS-PLANG	146.50
3753	06/01/01	1,880.28	130	WATSONVILLE CITY WATER DEPT.	73977	4/2-5/1 SAKATA LANE	67.27
					73978	4/2-5/1 SAKATA LANE	12.45
					73979	4/2-5/1 RODRIGUEZ	8.80
					73980	3/1-5/1 RODRIGUEZ	55.82
					73981	3/1-5/1 RODRIGUEZ	69.09
					73982	CONT. - RODRIGUEZ	1,162.00
					73983	3/1-5/1 RODRIGUEZ	504.85
3754	06/01/01	7,773.30	134	DAY WIRELESS SYSTEMS	73984	OUT REPAIR EQUIPT	7,773.30
3755	06/01/01	18.00	136	DANCING MAN IMAGERY	73985	PHOTO SUPPLY/PROCESS	18.00
3756	06/01/01	1,155.62	148	ZEP MANUFACTURING COMPANY	73986	CLEANING SUPPLY	1,155.62
3757	06/01/01	859.50	166	HOSE SHOP, INC.,THE	73987	REV VEH PARTS/SUPPLY	859.50
3758	06/01/01	906.51	170	TOWNSEND'S AUTO PARTS	73988	REV VEH PARTS	906.51
3759	06/01/01	5,390.99	180	MANPOWER TEMPORARY SERVICE INC	73989	TEMPS W/E 4/22 ADMIN	684.13
					73990	TEMPS W/E 5/6 HRD	1,923.45

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					73991	TEMPS W/E 4/29 ADMIN	461.89	
					73992	TEMPS W/E 4/29 HRD	792.00	
					73993	TEMPS W/E 5/6 ADMIN	697.20	
					73994	TEMPS W/E 4/29 HRD	832.32	
3760	06/01/01	920.82	BOWMAN DISTRIBUTION		73995	PARTS & SUPPLIES 896	920.82	
3761	06/01/01	1,663.91	LABOR READY, INC.		73996	TEMPS W/E 5/3 FAC	527.71	
					73997	TEMPS W/E 5/4 FAC	478.40	
					73998	TEMPS W/E 4/25 FAC	657.80	
3762	06/01/01	424.40	VEHICLE MAINTENANCE PROGRAM		73999	REV VEH PARTS 424	424.40	
3763	06/01/01	59.26	MISSION PRINTERS		74000	BUSINESS CARDS - OPS	59.26	
3764	06/01/01	64.00	SANTA CRUZ GLASS CO., INC.		74001	REPAIRS/MAINTENANCE	64.00	
3765	06/01/01	727.69	GRAINGER INC. W. W.		74002	REPAIRS/MAINTENANCE	63.36	
					74003	REPAIRS/MAINTENANCE	53.35	
					74004	REPAIRS/MAINTENANCE	253.42	
					74005	REPAIRS/MAINTENANCE	357.56	
3766	06/01/01	1,120.61	ANDY'S AUTO SUPPLY		74006	APRIL PARTS/SUPPLIES	1,120.61	
3767	06/01/01	1,577.00	JB ASSOCIATES		74007	APRIL PROF SVCS	1,577.00	
3768	06/01/01	47.08	FEDERAL EXPRESS		74055	FREIGHT CHARGES	47.08	
3769	06/01/01	1,855.17	STEWART & STEVENSON		74008	REV VEH PARTS	721.20	
					74009	REV VEH PARTS	115.75	
					74010	REV VEH PARTS	38.91	
					74011	REV VEH PARTS/SUPPLY	382.23	
					74012	MACHINERY & EQUIPT	597.08	
3770	06/01/01	89.69	JOHN'S ELECTRIC MOTOR		74013	MECHANICAL SUPPLY	89.69	
3771	06/01/01	1,937.88	TRANSIT INFORMATION PRODUCTS		74014	REVIEW HEADWAYS	1,937.88	
3772	06/01/01	2,560.14	NEOWARE SYSTEMS, INC.		74015	COMPUTER SUPPLIES	2,560.14	
3773	06/01/01	1,792.00	EXPRESS PERSONNEL SERVICES		74016	TEMPS U/E 5/6 HRD	896.00	
					74017	TEMPS W/E 4/29 HRD	896.00	
3774	06/01/01	116.14	WEST GROUP PAYMENT CTR		74056	APR INTERNET ACCESS	116.14	
3775	06/01/01	45.00	RUNFOROFFICE.COM		74018	APRIL-JUNE SVCS	45.00	
3776	06/01/01	933.34	VULTRON INC.		74019	REV VEH PARTS	466.75	
					74020	OUT REPAIR REV VEH	466.59	
3777	06/01/01	149.23	BRENTON SAFETY, INC.		74021	SAFETY SUPPLIES	149.23	
3778	06/01/01	157.00	AMERICAN PUBLIC TRANSIT ASSOC.		74022	APTA PASSENGER TRANS	157.00	
3779	06/01/01	146,080.04	PUBLIC EMPLOYEES'		74069	JUNE MEDICAL INS.	146,080.04	
3780	06/01/01	2,790.00	KION TV		74023	AD AIRTIME 3/26-4/29	2,790.00	
3781	06/01/01	3,924.90	SKYLIGHT PLACE, THE		74024	OUT REPAIR BLDG/IMP	3,924.90	
3782	06/01/01	510.63	WEST-LITE SUPPLY CO., INC.		74025	ELECTRICAL SUPPLY	510.63	
3783	06/01/01	122.52	CALISTOGA SPRING WATER CO.		74026	OFFICE SUPPLY-PLANG	122.52	
3784	06/01/01	500.00	BAY EQUIPMENT & REPAIR		74027	DEDUCTIBLE PAYMENT	500.00	
3785	06/01/01	458.99	LAB SAFETY SUPPLY INC.		74028	SMALL TOOLS-FAC 450	453.99	
3786	06/01/01	493.95	FRASER, VICKI C.S.R.		74029	TRANSCRIPT SVCS	493.95	
3787	06/01/01	250.00	AMERICAN LEAK DETECTION		74057	OUT REPAIR BLDG/IMP	250.00	
3788	06/01/01	139.15	BFI BENFARE		74030	FAREBOX KEYS	139.15	
3789	06/01/01	32.50	HAWKING TRAFFIC SAFETY SPLY		74031	NO PARKING SIGNS	32.50	
3790	06/01/01	131.95	CITY OF SCOTTS VALLEY		74032	3/15-5/15 KINGS VLG	131.95	
3791	06/01/01	47.50	SANTA CRUZ DODGE		74033	REV VEH PARTS	47.50	
3792	06/01/01	100.00	AINSWORTH, SHERYL		74034	MAY BOARD MEETINGS	100.00	
3793	06/01/01	50.00	ALQUIST, JEFF		74035	MAY BOARD MEETINGS	50.00	
3794	06/01/01	100.00	BEAUTZ, JAN		74036	MAY BOARD MEETINGS	100.00	

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
3795	06/01/01	100.00	B004 FITZMAURICE, TIM	74037		MAY BOARD MEETINGS	100.00	
3796	06/01/01	100.00	B005 SABRIEL, BRUCE	74038		MAY BOARD MEETINGS	100.00	
3797	06/01/01	100.00	B006 HINKLE, MICHELLE	74039		MAY BOARD MEETINGS	100.00	
3798	06/01/01	100.00	B007 KEOGH, MICHAEL	74040		MAY BOARD MEETINGS	100.00	
3799	06/01/01	100.00	B008 KROHN, CHRISTOPHER	74041		MAY BOARD MEETINGS	100.00	
3800	06/01/01	50.00	B009 LOPEZ, RAFAEL	74042		MAY BOARD MEETINGS	50.00	
3801	06/01/01	100.00	B010 NORTON, DENNIS	74043		MAY BOARD MEETINGS	100.00	
3802	06/01/01	100.00	B011 REILLY, EMILY	74044		MAY BOARD MEETINGS	100.00	
3803	06/01/01	20.25	E002 STICKEL, TOM	74058		EXPENSES CARB MTG	20.25	
3804	06/01/01	64.00	E182 LOGIUDICE, JASON	74045		DMV RENEWAL FLEET	64.00	
3805	06/01/01	34.00	E244 KEETON, BYRON	74046		DMV FEES - FLEET	34.00	
3806	06/01/01	200.00	E404 WILSON, BONNIE	74047		BID CHANGE LUNCHEON	200.00	
3807	06/01/01	53.71	E522 CARR, DALE	74048		BOARD MTG EXPENSES	53.71	
3808	06/01/01	325.43	R034 ENTERPRISE RENT-A-CAR	74059		SETTLEMENT OF CLAIM	325.43	
3809	06/01/01	102.77	R034A ENTERPRISE RENT-A-CAR	74060		SETTLEMENT OF CLAIM	102.77	
3809P	06/01/01	-102.77	R034A ENTERPRISE RENT-A-CAR	74415		VOID CHECK	-102.77	PRE-PAID
3810	06/01/01	1,783.56	R345 PEARSON AUTOMOBILE COMPANY	74061		SETTLEMENT OF CLAIM	1,783.56	
3811	06/01/01	513.25	R346 RONNIE'S AUTO BODY	74062		SETTLEMENT OF CLAIM	513.25	
3812M	06/04/01	240.00	001600 DIAMOND LINK FENCE CO.	74071		REMOVE/REPLACE FENCE	240.00	MANUAL
3813M	06/04/01	112.58	E016 MANGINI, LAURA	74072		EMPLOYEE INCENTIVE	112.58	MANUAL
3814	06/15/01	5,696.88	001063 NEW FLYER INDUSTRIES LIMITED	74073		REV VEH PARTS 5697	5,696.88	
3815	06/15/01	1,326.28	001119 MACERICH PARTNERSHIP, LP, THE	74074		JULY-CAPITOLA MALL	1,326.28	
3816	06/15/01	5,048.21	001230 CAPITOLCLUTCH AND BRAKE, INC	74077		REV VEH PARTS	795.21	
				74078		REV VEH PARTS	331.65	
				74079		REV VEH PARTS	2,962.28	
				74080		REV VEH PARTS	958.07	
3817	06/15/01	111.95	001315 WASTE MANAGEMENT OF S C	74081		KINGS VILLAGE-MAY	111.95	
3818	06/15/01	94,972.88	001316 DEVCO OIL	74082		MAY FUEL	94,972.88	
3819	06/15/01	742.70	001379 SAFETY-KLEEN CORP	74083		HAZ WASTE DISPOSAL	742.70	
3820	06/15/01	595.15	001433 MOORE MATERIAL HANDLING GROUP	74084		OUT REPAIR EQUIPT	595.15	
3821	06/15/01	234.90	001636 GUENTHER COMPUTER PRODUCTS	74085		OFFICE SUPPLY MIS	234.90	
3822	06/15/01	39.67	001648 STEVE'S UNION	74086		MAY FUEL	30.67	
3823	06/15/01	522.57	001683 WEBB ENTERPRISES	74087		PD FORMS	522.57	
3824	06/15/01	307.35	001704 SURTEC SYSTEM, INC	74088		CLEANING SUPPLY	307.35	
3825	06/15/01	150,052.18	001762 FOOD & NUTRITION SERVICES, INC	74203		APR ADA PARATRANSIT	150,052.18	
3826	06/15/01	900.00	001887 HUMPHREY, YVONNE A.	74089		JULY - VERNON ST LOT	900.00	
3827	06/15/01	736.40	001936 WORLD COM TECHNOLOGIES, INC.	74090		MAY LONG DISTANCE	736.40	
3828	06/15/01	60.00	001962 LEAGUE OF CALIFORNIA CITIES	74204		CA MUNICIPAL LAW	60.00	
3829	06/15/01	1,008.00	001991 BAY STAFFING	74075		TEMPS W/E 5/20 ADMIN	448.00	
				74076		TEMPS W/E 5/13 ADMIN	560.00	
3830	06/15/01	1,325.98	002005 TRANSIT RESOURCES, INC.	74091		REV VEH PARTS	1,325.98	
3831	06/15/01	450.89	002006 IMSI	74092		TURBOCAD PLUS UPGRAD	450.89	
3832	06/15/01	1,059.63	002063 COSTCO	74093		PHOTO PROCESS OPS	21.79	
				74094		U SHAPE DESK- OPS	873.98	
				74095		HIGH BACK CHAIR-OPS	163.86	
3833	06/15/01	514.80	002069 A TOOL SHED, INC.	74295		EQUIPT RENTAL	514.80	
3834	06/15/01	28,761.47	002116 HINSHAW, EDWARD & BARBARA	74096		JULY-120 DUBDIS	5,861.19	

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				74097	JULY- 370 ENCINAL	22,200.28	
3835	06/15/01	10,173.30	002117 IULIANO, NICK	74098	JULY- 111 DUBOIS	10,173.30	
3836	06/15/01	500.00	002119 LEWIS TREE SERVICE, INC.	74099	CLEAN PARK BRIDE LOT	500.00	
3837	06/15/01	34.75	002162 ALEXANDER HAMILTON	74206	OFFICE SUPPLY - HR	34.75	
3838	06/15/01	505.00	002168 DSL.NET	74100	JUNE CENTREX LINE	505.00	
3839	06/15/01	4,121.55	002192 BAY EQUIPMENT & REPAIR	74101	OUT REPAIR REV VEH	4,121.55	
3840	06/15/01	2,000.00	002267 SHAW & YODER	74102	MAY PROF SERVICES	2,000.00	
3841	06/15/01	5,247.55	002292 CINCO GROUP, INC.	74103	REV VEH PARTS	5,247.55	
3842	06/15/01	156.19	002307 EWING IRRIGATION PRODUCTS	74104	REPAIRS & MAINT	156.19	
3843	06/15/01	3,750.00	002346 CHANEY, CAROLYN & ASSOC., INC.	74105	JUNE PROF SERVICES	3,750.00	
3844	06/15/01	134.69	002380 MOBILE STORAGE GROUP, INC.	74106	5/7-6/4 EQUIPT RENT	134.69	
3845	06/15/01	295.00	002415 SOLARI RANCH	74107	OUT REPAIR BLDG/IMP	295.00	
3846	06/15/01	197.01	002433 IMPACT PRODUCTIONS	74207	ADS - DISTRICT PROMO	197.01	
3847	06/15/01	386.72	002474 ELECTRICAL DISTRIBUTORS CO.	74108	ELECTRICAL SUPPLIES	279.17	
				74109	REV VEH PARTS	107.55	
3848	06/15/01	2,217.30	002610 FREDERICK ELECTRONICS CORP.	74110	JULY - 375 ENCINAL	2,217.30	
3849	06/15/01	1,176.12	002626 NELSON NYGAARD	74111	PROF SVCS TO 4/27/01	1,176.12	
3850	06/15/01	1,752.63	002627 CDW GOVERNMENT, INC.	74112	COMPUTER SUPPLIES	1,752.63	
3851	06/15/01	630.00	002634 PITNEY BOWES PURCHASE POWER	74208	POSTAGE METER-PLANG	630.00	
3852	06/15/01	253.80	002643 IDS CAPITAL	74209	6/22-7/21 COPIER	253.80	
3853	06/15/01	96.59	002689 B & B SMALL ENGINE REPAIR	74210	SMALL TOOLS - FAC	96.59	
3854	06/15/01	9,694.00	002705 PACIFIC TRANSIT MANAGEMENT	74113	TRANSIT SURVEY SVCS	9,694.00	
3855	06/15/01	802.00	002720 METRO SANTA CRUZ NEWSPAPER	74114	AD 5/16 ISSUE	246.00	
				74211	5/23-30 EDITION ADS	556.00	
3856	06/15/01	31.11	004 NORTH BAY FORD LINC-MERCURY	74115	REV VEH PARTS	31.11	
3857	06/15/01	136.83	007 UNITED PARCEL SERVICE	74116	FREIGHT OUT	136.83	
3859	06/15/01	7,713.59	009 PACIFIC GAS & ELECTRIC	74117	4/30-5/31 RIVER ST	84.75	
				74118	5/1-6/1 ENCINAL ST	2,173.85	
				74119	5/1-6/1 ENCINAL ST	104.80	
				74120	4/26-5/29 SAKATA	10.50	
				74121	4/26-5/29 SAKATA LN	10.80	
				74122	4/30-5/31 RIVER ST	1,461.50	
				74123	5/1-6/1 DUBOIS ST	320.49	
				74124	5/1-6/1 111 DUBOIS	719.45	
				74125	4/30-5/30 RODRIGUEZ	952.50	
				74126	4/30-5/30 RODRIGUEZ	40.33	
				74127	4/30-5/31 BEACH ST	86.36	
				74128	4/30-5/31 GOLF CLUB	1,290.39	
				74129	4/20-6/1 HARVEY WEST	32.38	
				74130	4/30-5/31 GOLF CLUB	425.49	
3860	06/15/01	1,200.32	013 MCI SERVICE PARTS, INC.	74131	REV VEH PARTS	326.44	
				74212	REV VEH PARTS	873.89	
3861	06/15/01	8,228.43	018 SALINAS VALLEY FORD SALES	74132	REV VEH PARTS	1,643.04	
				74133	REV VEH PARTS	378.68	
				74134	REV VEH PARTS	89.31	
				74135	REV VEH PARTS	366.18	
				74136	OUT REPAIR REV VEH	5,731.22	
3862	06/15/01	98.47	036 KELLY-MOORE PAINT CO INC.	74213	REPAIRS/MAINT FAC	98.47	
3863	06/15/01	4,375.46	039 KINKO'S INC.	74214	MAY PRINTING/COPIES	4,375.46	
3864	06/15/01	2,094.43	041 MISSION UNIFORM	74215	MAY UNIFORMS/LAUNDRY	333.21	

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				74216	MAY UNIFORMS/LAUNDRY	1,761.22	
3865	06/15/01	430.45	ROYAL WHOLESALE ELECTRIC	74217	ELECTRICAL SUPPLIES	430.45	
3866	06/15/01	453.63	BATTERIES U.S.A. INC.	74137	REV VEH PARTS	453.63	
3867	06/15/01	447.07	UNITED LABORATORIES	74138	REPAIRS & MAINT	447.07	
3868	06/15/01	67.76	KENVILLE & SONS LOCKSMITH	74218	MAY KEYS	67.76	
3869	06/15/01	974.36	COAST PAPER & SUPPLY INC.	74219	PARTS & SUPPLIES	974.36	
3870	06/15/01	881.97	KAR PRODUCTS	74139	PARTS & SUPPLIES	515.02	
				74140	REV VEH PARTS	366.95	
3871	06/15/01	20,215.74	DIXON & SON, INCORPORATED	74141	MAY TIRES & TUBES	20,215.74	
3872	06/15/01	859.95	SCOTTS VALLY BANNER/	74142	ADS 5/16, 5/23 ISSUE	859.95	
3873	06/15/01	1,010.27	SAN LORENZO LUMBER CO., INC.	74220	MAY PARTS/SUPPLIES	564.05	
				74221	MAY PARTS/SUPPLIES	446.22	
3874	06/15/01	2,100.00	TRANSMART	74143	JULY CUSTODIAN SVCS	2,100.00	
3875	06/15/01	10,436.39	GILLIS CORPORATION	74144	REV VEH PARTS	923.56	
				74145	REV VEH PARTS	108.00	
				74146	REV VEH PARTS	191.84	
				74147	REV VEH PARTS	146.54	
				74148	REV VEH PARTS	3,897.67	
				74149	REV VEH PARTS	908.16	
				74150	REV VEH PARTS	59.37	
				74151	REV VEH PARTS	28.68	
				74152	REV VEH PARTS	4,419.99	
3876	06/15/01	1,552.62	SANTA CRUZ AUTO PARTS, INC.	74222	MAY PARTS & SUPPLIES	1,552.62	
3877	06/15/01	263.78	ZEE MEDICAL SERVICE	74223	SAFETY SUPPLIES	263.78	
3878	06/15/01	1,875.28	ZEP MANUFACTURING COMPANY	74224	REV VEH PARTS	1,875.28	
3879	06/15/01	225.00	U.C. REGENTS	74153	FEB, MAR, APR ROOMS	225.00	
3880	06/15/01	258.60	PRINT GALLERY, THE	74154	PRINTING	258.60	
3881	06/15/01	4,218.60	HOSE SHOP, INC., THE	74155	REV VEH PARTS	1,984.22	
				74225	REV VEH PARTS/SUPPLY	2,234.38	
3882	06/15/01	904.36	TOWNSEND'S AUTO PARTS	74226	REV VEH PARTS	904.36	
3883	06/15/01	339.13	WILSON, GEORGE H., INC.	74156	PLUMBING SUPPLIES	339.13	
3884	06/15/01	779.30	GOLDEN GATE PETROLEUM	74157	MAY FUELS	779.30	
3885	06/15/01	211.04	IKON OFFICE SOLUTIONS	74158	6/1-7/1 MAINTENACE	211.04	
3886	06/15/01	1,650.19	LABOR READY, INC.	74159	TEMPS W/E 5/10 FAC	527.71	
				74160	TEMPS W/E 5/15 FAC	598.00	
				74161	TEMPS W/E 5/17 FAC	524.48	
3887	06/15/01	452.33	OFFICE MAX	74162	COPY PAPER- 20 BOXES	452.33	
3888	06/15/01	552.15	MUNCIE RECLAMATION & SUPPLY	74163	REV VEH PARTS	552.15	
3889	06/15/01	1,474.28	ANDY'S AUTO SUPPLY	74164	MAY PARTS/SUPPLIES	1,474.28	
3890	06/15/01	788.00	GOOD TIMES	74227	MAY ADVERTISING	788.00	
3891	06/15/01	8,326.54	GOODWIN, EILEEN	74228	PROF SVCS 4/1-5/31	8,326.54	
3892	06/15/01	374.86	JB ASSOCIATES	74165	APR SVCS-BALANCE DUE	374.86	
3893	06/15/01	556.70	WATSONVILLE AUTO SUPPLY	74229	REV VEH PARTS	556.70	
3894	06/15/01	111.44	POWR-FLITE	74166	CLEANING SUPPLY	111.44	
3895	06/15/01	227.02	FEDERAL EXPRESS	74167	MAY MAILING CHARGES	227.02	
3896	06/15/01	356.00	AIRTEC SERVICE	74168	OUT REPAIR BLDG/IMP	356.00	
3897	06/15/01	3,232.28	TRANSIT INFORMATION PRODUCTS	74169	TRANSIT FAIR SIGNS	81.66	
				74170	GRAPHIC SERVICES	2,319.60	
				74171	GRAPHIC SERVICES	891.02	
3898	06/15/01	896.00	EXPRESS PERSONNEL SERVICES	74172	TEMPS W/E 5/13 HRD	896.00	

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3899	06/15/01	2,062.00	AMPAC BUILDING MAINTENANCE		74230	MAY CONST. SVCS-SVTC	2,062.00	
3900	06/15/01	260.83	VERIZON WIRELESS MESSAGING		74173	JUNE PAGERS	132.10	
					74174	MAY PAGER CHARGES	128.73	
3901	06/15/01	1,567.12	SAFETY ENVIRONMENTAL CONTROL		74175	GLOVES - FLEET MAINT	1,567.12	
3902	06/15/01	6,306.06	DIESEL MARINE ELECTRIC		74176	REV VEH PARTS	3,614.47	
					74177	REV VEH PARTS	2,691.59	
3903	06/15/01	160.00	PIED PIPER EXTERMINATORS, INC.		74231	MAY PEST CONTROL	160.00	
3904	06/15/01	161,426.44	COMPLETE COACH WORKS		74178	INSTALL ENGINES	161,426.44	
3905	06/15/01	194.87	ASCOM HASLER LEASING		74179	POSTAGE METER-ADMIN	194.87	
3906	06/15/01	251.78	LUMINATOR		74180	OUT REPAIR REV VEH	251.78	
3906P	06/15/01	-251.78	LUMINATOR		74416	VOID CHECK	-251.78	PRE-PAID
			VOID CHECK					
3907	06/15/01	4,451.33	NECX DIRECT		74232	COMPUTER SUPPLIES	2,479.06	
					74233	COMPUTER SUPPLIES	1,972.27	
3907P	06/15/01	-4,451.33	NECX DIRECT		74418	VOID CHECK	-2,479.06	PRE-PAID
					74419	VOID CHECK	-1,972.27	
			VOID CHECK					
3908	06/15/01	186.75	WEST-LITE SUPPLY CO., INC.		74181	ELECTRICAL SUPPLY	186.75	
3909	06/15/01	1,044.75	JACUA OF CALIFORNIA		74182	CONCRETE BENCH ENDS	1,044.75	
3910	06/15/01	469.50	HOMWOOD SUITES HILTON		74183	HOTEL - 7/22-7/27	469.50	
3911	06/15/01	5,739.84	SOUTHWEST OFFSET PRINTING		74234	PRINTING -PLANNING	5,739.84	
3912	06/15/01	99.54	YENGLF PATRICIA		74184	TRANSLATION 5/14/01	45.36	
					74185	TRANSLATION 5/23/01	54.18	
3913	06/15/01	1,055.11	MATJACK - INDIANAPOLIS		74186	MACHINERY & EQUIPT	1,055.11	
3914	06/15/01	38,496.51	FRUDENTIAL HEALTHCARE		7423s	JUNE DENTAL INS	38,496.51	
3915	06/15/01	53.69	A.L. LEASE COMPANY, INC.		74187	REPAIRS & MAINT.	53.69	
3915	06/15/01	13.00	ASPESI, JOHN		74236	PARKING FEE	13.00	
3917	06/15/01	200.00	RODRIGUEZ, VAL		74188	CONFERENCE 6/25-29	200.00	
3919	06/15/01	60.55	DORFMAN, MARK		74237	APTA TRAVEL EXPENSES	60.55	
3919	06/15/01	44.00	MILBURN, PETER		74189	DMV/VTT FEES OPS	44.00	
3920	06/15/01	66.48	BAEHR, BRYANT		74238	APTA TRAVEL EXPENSES	66.48	
3921	06/15/01	31.81	CARR, DALE		74239	OFFICE SUPPLIES	39.81	
3922	06/15/01	130.00	HORTON, JOSEPH		74190	JULY MEDICAL PREMIUM	130.00	
3923	06/15/01	130.00	BACKLEY, EARL		74191	JULY MEDICAL PREMIUM	130.00	
3924	06/15/01	65.00	WYANT, JUDI		74192	JULY MEDICAL PREMIUM	65.00	
3925	06/15/01	65.00	PORTILLA, EARLENE		74193	JULY MEDICAL PREMIUM	65.00	
3926	06/15/01	65.00	ROSS, EMERY		74194	JULY MEDICAL PREMIUM	65.00	
3927	06/15/01	169.00	VAN DER ZANDE, ED		74175	JULY MEDICAL PREMIUM	169.00	
3928	06/15/01	122.00	BLAIR-ALWARD, GREGORY		74196	JULY MEDICAL PREMIUM	122.00	
3929	06/15/01	122.00	CAMPOS, ARVILLA		74197	JULY MEDICAL PREMIUM	122.00	
3930	06/15/01	339.00	FREEMAN, MARY		74198	JULY MEDICAL PREMIUM	339.00	
3931	06/15/01	122.00	SHORT, SLOAN		74199	JULY MEDICAL PREMIUM	122.00	
3932	06/15/01	46.00	LAWSON, LOIS		74200	JULY MEDICAL PREMIUM	46.00	
3933	06/15/01	46.00	ROSE, JACK		74201	JULY MEDICAL PREMIUM	46.00	
3934	06/15/01	38.00	JAHNKE, EILEEN		74202	JULY MEDICAL PREMIUM	38.00	
3935	06/15/01	240.00	HARRELL, LAURA		74240	JUNE FDP INSURANCE	240.00	
3936	06/15/01	679.58	ACKERMAN, JOHN		74241	SETTLEMENT OF CLAIM	679.58	
3937	06/15/01	5,000.00	SARCIA, IRENE		74242	SETTLEMENT OF CLAIM	5,000.00	
3938M	06/21/01	847.00	STATE BOARD OF EQUALIZATION		74365	USE TAX PRE-PAY	847.00	MANUAL
			MAY USE TAX PRE-PAY					

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3939	06/27/01	2,590.90	622 LEVITZ FURNITURE		74414	FURNITURE - OPS	2,590.90	MANUAL
3940	06/29/01	3,393.41	001 PACIFIC BELL/SAC		74243	JUNE PHONE LINE-MIS	338.45	
					74244	JUNE PHONE LINE-MIS	338.45	
					74245	JUNE SUMMARY BILL	2,716.51	
3941	06/29/01	22,071.65	001063 NEW FLYER INDUSTRIES LIMITED		74246	REV VEH PARTS 2141	2,140.90	
					74247	REV VEH PARTS 4055	4,055.03	
					74248	REV VEH PARTS 2108	2,107.82	
					74249	REV VEH PARTS 1226	1,226.18	
					74250	REV VEH PARTS 708	708.48	
					74251	REV VEH PARTS 9861	9,860.84	
					74366	REV VEH PARTS 624	624.00	
					74366	REV VEH PARTS 1348	1,348.40	
3942	06/29/01	243.75	001091 LONGORIA, MAURICIO		74253	BILINGUAL TESTING	243.75	
3943	06/29/01	110.22	001112 BRINK 'S TROPHY SHOPPE		74254	NAMEPLATES - ADMIN	88.89	
					74255	ENGRAVE DRIVER BADGE	21.33	
3944	06/29/01	479.30	001230 CAPITOL CLUTCH AND BRAKE , INC		74256	REV VEH PARTS	479.30	
3945	06/29/01	681.00	001257 DOMINICAN HOSPITAL OF S C		74257	PROF /TECH SVCS-MAY	681.00	
3946	06/29/01	421.10	001263 ABBOTT STREET RADIATOR		74258	REPAIR RADIATOR NF	421.10	
3947	06/29/01	273.61	001407 RED WING SHOE STORE		74259	MAY BOOTS-FLEET	273.61	
3948	06/29/01	4,632.00	001523 SANTA CRUZ MEDICAL CLINIC		74367	12/4-5/3 EXAMS	330.00	
					74368	12/4-5/3 EXAMS	2,652.00	
					74369	12/4-5/3 EXAMS	1,650.00	
3949	06/29/01	201.96	001565 OLIVE SPRINGS QUARRY, INC.		74260	REPAIRS/MAINT-FAC	201.96	
3950	06/29/01	1,122.70	001711 HAWK MF6. & SUPPLY CO.		74261	REV VEH PARTS 619	619.36	
					74262	REV VEH PARTS 172	171.92	
					74370	REV VEH PARTS	331.42	
3951	06/29/01	5,950.00	001774 EOS CLAIMS SERVICES, INC.		74371	6/24-7/23 WC SV FEE	5,950.00	
3952	06/29/01	304.76	001800 THERMO KING OF SALINAS, INC		74263	REV VEH PARTS	304.76	
3953	06/29/01	139.46	001837 VIKING OFFICE PRODUCTS		74264	OFFICE SUPPLY - FAC	139.46	
3954	06/29/01	197.07	001856 BAY COMMUNICATIONS		74372	MAY PHONE REPAIRS	197.07	
3955	06/29/01	604.69	001976 SPORTWORKS NORTHWEST , INC.		74265	REV VEH PARTS 595	604.69	
3956	06/29/01	8,383.98	001991 BAY STAFFING		74266	TEMPS W/E 6/10 ADMIN	769.30	
					74267	TEMPS W/E 5/27 FLEET	995.48	
					74268	TEMPS W/E 6/3 ADMIN	627.20	
					74269	TEMPS W/E 5/20 FLEET	260.40	
					74270	TEMPS W/E 5/27 HRD	2,007.60	
					74271	TEMPS W/E 5/27 ADMIN	784.00	
					74373	TEMPS W/E 6/10 HRD	1,881.60	
					74374	TEMPS W/E 6/10 FLEET	1,058.40	
3957	06/29/01	3,661.72	002005 TRANSIT RESOURCES, INC.		74272	REV VEH PARTS	2,517.07	
					74273	REV VEH PARTS	1,144.65	
3958	06/29/01	1,398.75	002035 BOWMAN & WILLIAMS		74274	4/26-5/25 PROF SVCS	1,398.75	
3959	06/29/01	1,372.77	002063 COSTCO		74275	PHOTO PROCESSING OPS	13.62	
					74276	SUMMER BID CHANGE	587.59	
					74277	PHOTO PROCESSING	13.87	
					74278	PHOTO PROCESSING	21.83	
					74279	FALCON CHAIRS 6 EA	124.48	
					74375	DESK/CHAIR LEGAL	600.85	
					74376	PHOTO PROCESS LEGAL	10.53	

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3960	06/29/01	1,250.00	002080	CHRISTOPHER, BROOKE		74280	METRO ART EXHIBITS	1,250.00	
3961	06/29/01	6,606.75	002192	DAY EQUIPMENT & REPAIR		74281	OUT REPAIR REV VEH	6,606.75	
3962	06/29/01	178.58	002245	STAPLES CREDIT PLAN		74282	OFFICE SUPPLIES	178.58	
3963	06/29/01	1,016.66	002323	NORTHERN SAFETY CO., INC.		74283	SAFETY SUPPLIES 1017	1,016.66	
3964	06/29/01	1,050.00	002361	SANTA CRUZ COUNTY SHERIFF		74377	SIGN PAINTING	1,050.00	
3965	06/29/01	134.69	002380	MOBILE STORAGE GROUP, INC.		74378	6/4-7/2 CONTAINER	134.69	
3966	06/29/01	39.95	002411	BIG O TIRE		74284	OUT REPAIR OTHER VEH	39.95	
3967	06/29/01	545.00	002448	CLEARVIEW WINDOWS		74285	WINDOW CLEANING	545.00	
3968	06/29/01	544.96	002458	EASTERDAY JANITORIAL SUPPLY CO		74286	CUSTODIAL SUPPLIES	544.96	
3969	06/29/01	174.46	002474	ELECTRICAL DISTRIBUTORS CO.		74287	REV VEH PARTS	174.46	
3970	06/29/01	30.00	002536	SANTA CRUZ COUNTY FAIR		74379	PASSES/COUNTY FAIR	30.00	
3971	06/29/01	160.00	002567	DEPARTMENT OF JUSTICE		74288	MAY FINGERPRINTING	160.00	
3972	06/29/01	590.86	002639	NEXTEL COMMUNICATIONS		74380	MAY STATEMENT	590.86	
3973	06/29/01	2,750.74	009	PACIFIC GAS & ELECTRIC		74289	5/7-6/6 PACIFIC AVE	202.63	
						74290	5/7-6/6 PACIFIC AVE	48.32	
						74291	5/7-6/6 PACIFIC AVE	1,074.48	
						74292	5/7-6/6 PACIFIC AVE	73.33	
						74293	5/7-6/6 PACIFIC AVE	561.23	
						74294	5/12-6/13 KINGS VLG	670.97	
						74295	5/12-6/13 KINGS VLG	11.24	
						74296	5/12-6/13 KINGS VLG	17.41	
						74297	5/16-6/15 PAUL SWEET	77.71	
						74298	4/30-5/31 CNG	13.42	
3974	06/29/01	996.49	013	MCI SERVICE PARTS, INC		74299	REV VEH PARTS	996.49	
3975	06/29/01	51.00	014	CABRILLO COLLEGE		74381	FINGERPRINTING	51.00	
3976	06/29/01	49.00	014A	CABRILLO COLLEGE		74382	FINGERPRINT SCAN	49.00	
3977	06/29/01	11,462.44	018	SALINAS VALLEY FORD SALES		74300	OUT REPAIR REV VEH	5,731.22	
						74301	OUT REPAIR REV VEH	5,731.22	
3978	06/29/01	30.80	042	ORCHARD SUPPLY HARDWARE		74302	REPAIRS & MAINT	30.80	
3979	06/29/01	5,220.34	043	PALACE ART & OFFICE SUPPLY		74383	JUNE STATEMENT	5,220.34	
3980	06/29/01	3,579.15	057	U.S. BANK		74384	4251-2400-0574-2697	370.23	
						74385	4251-2400-0554-7229	3,208.92	
3981	06/29/01	241.14	067	ROTO-ROOTER SEWER/PLUMBING		74303	OUT REPAIR BLDG/IMP	241.14	
3982	06/29/01	38.89	079	SANTA CRUZ MUNICIPAL UTILITY		74304	MAY LANDFILL	38.89	
3983	06/29/01	401.96	087	RECOGNITION SERVICES LTD.		74305	EMPLOYEE INCEN 402	401.96	
3984	06/29/01	256.25	090	CRYSTAL SPRINGS WATER CO.		74306	MAY WATER FLEET	256.25	
3985	06/29/01	58,508.16	101	EDS CLAIMS SERVICES, INC.		74307	MAY TRUST ACCOUNT	58,508.16	
3986	06/29/01	421.62	117	BILLIS CORPORATION		74308	REV VEH PARTS	134.13	
						74309	REV VEH PARTS	287.49	
3987	06/29/01	90.64	130	WATSONVILLE CITY WATER DEPT.		74310	5/1-6/1 SAKATA LANE	69.39	
						74311	5/1-6/1 RODRIGUEZ	8.80	
						74312	5/1-6/1 SAKATA LANE	12.45	
3988	06/29/01	2,539.90	134	DAY WIRELESS SYSTEMS		74313	OUT REPAIR EQUIPT	2,539.90	
3989	06/29/01	577.81	148	ZEP MANUFACTURING COMPANY		74314	CLEANING SUPPLIES	577.81	
3990	06/29/01	4,253.84	149	SANTA CRUZ SENTINEL		74386	MAY ADVERTISING	4,253.84	
3991	06/29/01	73.70	161	OCEAN CHEVROLET INC		74315	REV VEH PARTS	73.70	
3992	06/29/01	190.50	166	HOSE SHOP, INC., THE		74316	REPAIRS & MAINT	190.50	
3993	06/29/01	14.00	172	CENTRAL WELDERS SUPPLY, INC.		74387	NEW CYLINDERS	14.00	
3994	06/29/01	205.84	175	CROWN TOOL AND SUPPLY INC.		74317	PARTS & SUPPLIES	205.84	
3995	06/29/01	3,896.16	180	MANPOWER TEMPORARY SERVICE INC		74318	TEMPS W/E 5/20 ADMIN	277.20	

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

DATE: 06/01/01 THRU 06/30/01

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
					74319	TEMPS W/E 5/13 ADMIN	697.20	
					74320	TEMPS W/E 5/13 HRD	2,921.76	
3996	06/29/01	74.80	186 WILSON, GEORGE H., INC		74321	PLUMBING SUPPLIES	74.80	
3997	06/29/01	1,215.80	191 GOLDEN GATE PETROLEUM		74322	FUELS & LUBRICANTS	1,215.80	
3998	06/29/01	46.53	204 RADIO SHACK		74322	ANSWERING MACHINE	46.53	
3999	06/29/01	399.67	211 BOWMAN DISTRIBUTION		74323	PARTS & SUPPLIES 375	399.67	
4000	06/29/01	4,419.20	216 LABOR READY, INC.		74323	TEMP W/E 5/9	717.60	
					74324	TEMP W/E 6/7	598.00	
					74325	TEMP W/E 5/30	1,196.00	
					74326	TEMP W/E 5/31	1,180.00	
					74327	TEMP W/E 6/8	717.60	
4001	06/29/01	10,444.34	221 VEHICLE MAINTENANCE		74324	REV VEH PARTS 4549	4,548.46	
					74324	REV VEH PARTS 5661	5,895.88	
4002	06/29/01	119.86	260 SANTA CRUZ GLASS CO., INC.		74325	REPAIRS & MAINT	119.86	
4003	06/29/01	476.00	271 CARLSON, BRENT D., INC.		74326	MAR-MAY EXAMS-HRD	476.00	
4004	06/29/01	1,151.50	292 NORTH COUNTY RECOVERY & TOWING		74327	OUT REPAIR REV VEH	937.50	
					74328	2 PPT SIGNS	214.00	
4005	06/29/01	351.44	339 ACCESS HARDWARE SUPPLY		74328	REPAIRS & MAINT	351.44	
4006	06/29/01	60.00	345 SANTA CRUZ COUNTY OFFICE OF		74329	FINGERPRINTING SVCS	60.00	
4007	06/29/01	668.76	346 GLOBAL COMPUTER SUPPLIES		74330	OFFICE SUPPLY - MIS	668.76	
4008	06/29/01	91.16	372 FEDERAL EXPRESS		74396	MAY MAILINGS	91.16	
4009	06/29/01	1,463.37	378 STEWART & STEVENSON		74331	REV VEH PARTS/SUPPLY	670.10	
					74332	REV VEH PARTS/SUPPLY	793.27	
4010	06/29/01	264.42	387 KENS AUTO PARTS, INC.		74333	PARTS & SUPPLIES	264.42	
4011	06/29/01	1,149.22	410 TRANSIT INFORMATION PRODUCTS		74397	TRANSIT POSTERS	1,149.22	
4012	06/29/01	1,952.13	422 IMAGE SALES INC.		74334	PHOTO PROCESSING	172.11	
					74335	FILM-PHOTO ID	1,780.02	
4013	06/29/01	1,612.80	432 EXPRESS PERSONNEL SERVICES		74336	TEMPS W/E 5/20 HR	896.00	
					74398	TEMP W/E 6/3 HRD	716.80	
4014	06/29/01	100.58	436 WEST GROUP PAYMENT CTR		74397	MAY ACCESS CHARGE	100.58	
4015	06/29/01	578.35	447 FERRIS HOIST & REPAIR INC.		74397	OUT REPAIR EQUIPT	578.35	
4016	06/29/01	1,044.11	461 VULTRON INC.		74338	REV VEH PARTS	1,044.11	
4017	06/29/01	1,135.00	478 BEE CLENE		74339	CUSTODIAL SERVICES	1,135.00	
4018	06/29/01	24,081.20	500 PAISE'S SECURITY SERVICES, INC		74340	MAY SECURITY	24,081.20	
4019	06/29/01	161,426.44	508 COMPLETE COACH WORKS		74341	OUT REPAIR REV VEH	161,426.44	
4020	06/29/01	213.76	511 LUMINATOR		74342	OUT REPAIR REV VEH	213.76	
4021	06/29/01	56.69	521 NECX DIRECT		74343	PRINTER COVER	56.69	
4022	06/29/01	100.74	546 GRANITE ROCK COMPANY		74344	REPAIRS/MAINTENANCE	100.74	
4023	06/29/01	723.05	565 WEST-LITE SUPPLY CO., INC.		74400	FLUORESCENT TUBES	723.05	
4024	06/29/01	63.65	566 CALISTOGA SPRING WATER CO.		74345	MAY WATER PLANNING	63.65	
4025	06/29/01	2,111.56	579 LAB SAFETY SUPPLY INC.		74346	SUPPLIES 1206	1,291.39	
					74347	REPAIRS/MAINT 803	820.17	
4026	06/29/01	2,500.00	606 TRANSIT DYNAMICS		74348	AMBER LED 2500	2,500.00	
4027	06/29/01	4,387.58	607 TROXELL COMMUNICATIONS, INC.		74349	PROJECTOR	4,387.58	
4028	06/29/01	29,330.88	618 CITY OF WATSONVILLE		74350	SECURITY 6/99-4/01	29,330.88	
4029	06/29/01	1,115.04	619 INTERSTATE PLASTICS		74351	ACRYLIC SHEETS	1,115.04	
4030	06/29/01	840.00	620 KGBW-TV		74352	AIR-TIME	840.00	
4031	06/29/01	565.20	621 MID-COUNTY POST		74401	DISPLAY AD 5/22	565.20	
4032	06/29/01	6.00	708 CALIFORNIA HIGHWAY PATROL		74402	POLICE REPORT	6.00	
4033	06/29/01	185.90	794 MCBRIDE & ASSOCIATES		74403	COPY OF TRANSCRIPT	185.90	

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

DATE: 06/01/01 THRU 06/30/01

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
4034	06/29/01	1,035.00	STATE OF CALIFORNIA-DEPT OF	74404	MANIFEST FEE	1,035.00	
4035	06/29/01	277.48	A.L. LEASE COMPANY, INC.	74353	PLUMBING SUPPLIES	277.48	
4036	06/29/01	224.64	SANTA CRUZ DODGE	74354	REV VEH PARTS	224.64	
4037	06/29/01	100.00	AINSWORTH, SHERYL	74355	JUNE BOARD MEETINGS	100.00	
4038	06/29/01	100.00	ALMQUIST, JEFF	74356	JUNE BOARD MEETINGS	100.00	
4039	06/29/01	100.00	BEAUTZ, JAN	74357	JUNE BOARD MEETINGS	100.00	
4040	06/29/01	100.00	FITZMAURICE, TIM	74358	JUNE BOARD MEETINGS	100.00	
4041	06/29/01	100.00	GABRIEL, BRUCE	74359	JUNE BOARD MEETINGS	100.00	
4042	06/29/01	100.00	HINKLE, MICHELLE	74360	JUNE BOARD MEETINGS	100.00	
4043	06/29/01	100.00	KEOGH, MICHAEL	74361	JUNE BOARD MEETINGS	100.00	
4044	06/29/01	50.00	KROHN, CHRISTOPHER	74362	JUNE BOARD MEETINGS	50.00	
4045	06/29/01	100.00	REILLY, EMILY	74363	JUNE BOARD MEETINGS	100.00	
4046	06/29/01	225.00	FLAGS, PAULA R.	74406	EMPLOYEE INCENTIVE	225.00	
4047	06/29/01	200.00	ASPESI, JOHN	74364	TSI BUS OP CONFD.	200.00	
4048	06/29/01	23.81	DANIEL, REBECCA	74405	MILEAGE	23.81	
4049	06/29/01	52.74	CARR, DALE	74407	CABLES	52.74	
4050	06/29/01	58.89	ENTERPRISE RENT-A-CAR	74408	SETTLEMENT OF CLAIM	58.89	
4051	06/29/01	2,954.40	ESENGIL, ERDEM	74409	SETTLEMENT OF CLAIM	2,954.40	
4052	06/29/01	785.00	BAROUSSE, GREG	74410	SETTLEMENT OF CLAIM	785.00	
4053	06/29/01	3,528.25	ROBERTS, MICHAEL	74411	SETTLEMENT OF CLAIM	3,528.25	
4054	06/29/01	896.30	GIGUIERE, DEBORAH	74412	SETTLEMENT OF CLAIM	896.30	
4055	06/29/01	6,077.57	BAY EQUIPMENT AND REPAIR	74413	REPAIR VEH #9700	6,077.57	
4056	06/29/01	235.54	LUMINATOR	74417	KEYBOARD REPAIR 210	235.54	
4057	06/29/01	4,273.02	NECX DIRECT	74420	COMPUTER SUPPLY 2301	2,300.75	
				74421	COMPUTER SUPPLY	1,972.27	
TOTAL		1,588,121.81	COAST COMMERCIAL BANK		TOTAL CHECKS	361	1,588,121.81

GOVERNMENT TORT CLAIM



RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Victoria Balsa Received: 07/02/01 Claim #: 01-0016
Date of Incident: 1/4/01 Occurrence Report No.: SC 01-01-01

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

- 1. Deny the claim.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Approve the claim in the amount of \$___ and reject it as to the balance, if any.

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: July 3, 2001

I, Dale Carr, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of _____, 2001.

Dale Carr
Recording Secretary

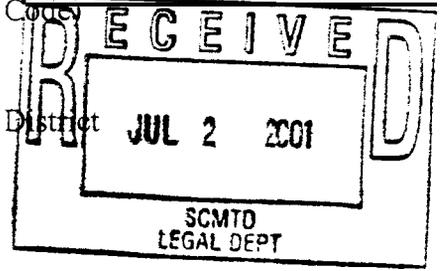
Date

MG/___

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # _____



TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: Victoria Balsa

Claimant's Address/Post Office Box: 2037 Pajaro Lane Unit #3103
- Watsonville CA 95076

Claimant's Phone Number: 831-763-9230 (contact 1761-0671)

2. Address to which notices are to be sent: 813 East Lake Ave
Watsonville CA 95076

3. Occurrence: _____

Date: 1/04/01 Time: 1-1:30 PM Place: Main Street Bus Stop, Watsonville

Circumstances of occurrence or transaction giving-rise to claim: Claimant boarded the bus. While ascending the second step the driver proceeded forward before claimant could take a seat. Claimant fell backwards becoming lodged between the step and the door and remained there until extricated by paramedics and taken to the hospital.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: See Attached

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

6. Amount claimed now	\$ 3256.69
Estimated amount of future loss, if known	\$ 2500.00
TOTAL	\$ 5756.69

7. Basis of above computations: See Attached

Victoria Balsa
CLAIMANT'S SIGNATURE OR
COMPANY REPRESENTATIVE'S SIGNATURE OR
PARENT OF MINOR CLAIMANT'S SIGNATURE

June 29, 2001
DATE

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

June 29, 2001

Attachment responding to questions #4 & #7

Question #4

Victoria was known in her community for her spunk, energy and independent spirit. The considerable pain and suffering that created not only a distressful time for her; but in fact immobiized her to the point that she suffered further depression and visions of death.

Question #7

See attached support documents

Watsonville Community Hospital	\$901 .00
Watsonville Community Hospital	500.00
Dr Jeffrey Solinas	353.00
American Medical Response	677.41
Dr. Melissa Lopes-Bermejo	65.00
Wellness & Rehabilitation Center	500.00
Wellness & Rehabilitation Center	218.00
Prescriptions	42.28
Subtotal	\$3256.69
Anticipated Future Medical/Physical Therapy Expenses	2500.00
Total	\$5756.69

CC: Rafael Lopez
Board of Supervisors/Metro Transit District Board of Directors

GOVERNMENT TORT CLAIM



RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Ronald F. Chinitz Received: 07/02/01 Claim #: 01-0017
Date of Incident: 06/10/01 Occurrence Report No.: MISC 0 1- 12

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

- 1. Deny the claim.
- 2. Deny the application to tile a late claim.
- 3. Grant the application to tile a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Approve the claim in the amount of \$___ and reject it as to the balance, if any.

BY: Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: July 5, 2001

I, Dale Carr, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of _____, 2001.

Dale Carr
Recording Secretary

Date

MG/___

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

Claim # 01-0017

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: RONALD F. CHINITZ

Claimant's Address/Post Office Box: 113 FOURTH AVE
SANTA CRUZ 95062

Claimant's Phone Number: 420-1899

2. Address to which notices are to be sent: ABOVE

3. Occurrence: _____

Date: 6-10-01 Time: 10:30 A.M. Place: WATER ST & SODIUM AVE

Circumstances of occurrence or transaction, giving rise to claim: BUS SPEED INTO INTERSECTION AFTER I
WAS ALREADY IN SAID INTERSECTION, I HAD TO
MAKE A SUDDEN STOP IN ORDER NOT COME
INTO CONTACT WITH BUS.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: MY CAR FLIP IN AFB HAD TO BE
CLEANED, DUE TO SPILLED COFFEE, CAUSED BY
SUDDEN STOP.

5. Name or names of public employees or employees causing injury, damage, or loss, if known: PLEASE REFER TO MR JOHN CHEN FOR DETAILS
423-6613

6. Amount claimed now \$ 22.50
Estimated amount of future loss, if known \$ 0
TOTAL \$ 22.50

7. Basis of above computations: _____

Ronald F. Chinitz

CLAIMANT'S SIGNATURE OR
COMPANY REPRESENTATIVE'S SIGNATURE OR
PARENT OF MINOR CLAIMANT'S SIGNATURE

6-28-01

DATE

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

GOVERNMENT TORT CLAIM



RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Sheri Cooper
Date of Incident: 05/23/01

Received: 06/27/01 Claim #: 01-0015
Occurrence Report No.: SC 05-O 1-13

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

- 1. Deny the claim.
- 2. Deny the application to file a late claim.
- 3. Grant the application to file a late claim.
- 4. Reject the claim as untimely filed.
- 5. Reject the claim as insufficient.
- 6. Approve the claim in the amount of \$___ and reject it as to the balance, if any.

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

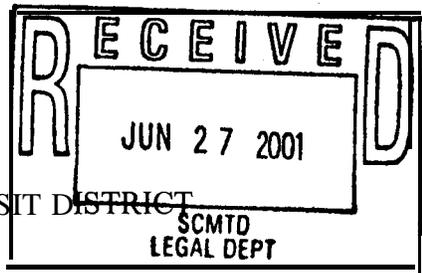
Date: July 5, 2001

I, Dale Carr, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of _____, 2001.

Dale Carr
Recording Secretary

Date

MG/rjd



CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
(Pursuant to Section 910 et Seq., Government Code)
Claim # 01-0015

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: Sheri Jane Cooper

Claimant's Address/Post Office Box: P.O. Box 701
Boulder Creek, CA 95006

Claimant's Phone Number: (831) 338-7172

2. Address to which notices are to be sent: P.O. Box 701
Boulder Creek, CA 95006

3. Occurrence: Bus hit us - he crossed over into
our lane - when we were stop sign

Date: 5/23/01 Time: 12:30 Place: Pasatiempo & Hwy 17

Circumstances of occurrence or transaction giving rise to claim: When bus
hit us, my back immediately started hurting &
continued to cause me pain & discomfort.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: Back injury

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

6. Amount claimed now.....	<u>\$ 65.00</u>
Estimated amount of future loss, if known (Future medical).....	<u>\$ 2,000.00</u>
TOTAL.....	<u>\$ 2,065.00</u>

7. Basis of above computations: x-rays, medications &
Doctor visits

Sheri J Cooper
CLAIMANT'S SIGNATURE OR
COMPANY REPRESENTATIVE'S SIGNATURE OR
PARENT OF MINOR CLAIMANT'S SIGNATURE

6/14/01
DATE

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

METRO ACCESSIBLE SERVICES TRANSIT FORUM (MASTF)*

(* An official Advisory group to the Metro Board of Directors
and the ADA Paratransit Program)

MINUTES

The Metro Accessible Services Transit Forum met for its monthly meeting on June 14, 2001 in Room 223 of the University Town Center, 1101 Pacific Avenue, Santa Cruz CA.

MASTF MEMBERS PRESENT: Sharon Barbour, Jim Bosso, Ted Chatterton, Connie Day, Shelley Day, Michael Edwards, Kasandra Fox, Mark Hartunian, Michelle Hinkle, Ed Kramer, Deborah Lane, Jeff LeBlanc, John Mead, Brad Neily, Thom Onan, Pop Papadopulo, Barbara Schaller, Laura Scribner, Patricia Spence, John Wood and Lesley Wright.

METRO STAFF PRESENT:

Bryant Baehr, Operations Department Manager
Kim Chin, Planning and Marketing Department Manager
John Daugherty, Accessible Services Coordinator
David Konno, Facilities Maintenance Department Manager
Ian McFadden, Transit Planner
Steve Paulson, UTU Representative
Tom Stickel, Fleet Maintenance Department Manager
Les White, General Manager

BOARD MEMBERS PRESENT:

Michelle Hinkle

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

- 1) That we receive proposed (bus service) changes in the MASTF packet. That (changes) come to MASTF for review. That our suggestions and changes go to the Service Planning and Review Committee for potential incorporation. That the finalized plans come to us and then go to the Board.
- 2) MASTF thanks the Board and Management for installation of No Smoking signs.
- 3) MASTF recommends to the Board that METRO Board meetings stay at the same place (Santa Cruz) during daylight hours.
- 4) MASTF recommends to the Board and Management:
 - 1) The (paratransit) service area needs to be redefined or reformulated by the Board and Management according to existing fixed route schedules.
 - 2) Any new extended paratransit service areas need to be identified.
 - 3) During the re-certification process any rider who does not live in the service area should be identified and offered other alternatives.
 - 4) Make sure destinations outside the service area will be automatically identified in the computer at the time the ride is booked with the service provider.
 - 5) Apply the service areas, ride rules and policies equally and uniformly to all passengers at all times.

RELEVANT ATTACHMENTS: A

***MASTF MOTIONS RELATED TO METRO MANAGEMENT**

- 1) That (MASTF) receive proposed (bus service) changes in the MASTF packet. That (changes) come to MASTF for review. That our suggestions and changes go to the Service Planning and Review Committee for potential incorporation. That the finalized plans come to us and then go to the Board.
- 2) MASTF thanks the Board and Management for installation of No Smoking signs.
- 3) MASTF recommends to the Board and Management:
 - 1) The (paratransit) service area needs to be redefined or reformulated by the Board and Management according to existing fixed route schedules.
 - 2) Any new extended paratransit service areas need to be identified.
 - 3) During the re-certification process any rider who does not live in the service area should be identified and offered other alternatives.
 - 4) Make sure destinations outside the service area will be automatically identified in the computer at the time the ride is booked with the service provider.
 - 5) Apply the service areas, ride rules and policies equally and uniformly to all passengers at all times.

I. CALL TO ORDER AND INTRODUCTIONS

Chairperson Kasandra Fox called the meeting to order at 2:06 p.m. She announced that the MASTF Executive Committee had appointed Michael Edwards the "Sergeant-At-Arms" for the group. Mr. Edwards would monitor a three-minute time limit for each speaker. Ms. Fox also reiterated the rule noted during previous meetings: That each person wishing to speak on an item would have one turn before a speaker is recognized a second time to speak.

II. APPROVAL OF THE MAY 17, 2001 MASTF MINUTES

Patricia Spence offered one correction: Under item 5.1a, "MASTF Recommendations: Watsonville and South County Bus Service", the reference to "the three to four mile round trip between her home and Longs Drugs in Watsonville" should be changed to "three to four square mile trip" to be accurate.

MASTF Motion: That the May 17, 2001 MASTF Minutes be approved as corrected.

M/S/PU: Schaller, Edwards

III. AMENDMENTS TO THE AGENDA

Ms. Spence asked what the group wanted to do about the absence from this Agenda of the "Call Stops and Talking Signs" item that was tabled during the meeting last month. John Daugherty shared that the item had been left off this Agenda because the METRO Board was reviewing it. He noted that the MASTF Executive Committee had approved the Agenda for today during its meeting last week.

Lesley Wright requested that the "Elderly and Disabled Transportation Advisory Committee (E&D TAC) Report" be moved up the Agenda. It was placed after Oral Communication and Correspondence.

IV. ORAL COMMUNICATION AND CORRESPONDENCE

Jeff LeBlanc noted that the Sol Train – a solar powered train demonstrated to the public by the Santa Cruz County Regional Transportation Commission (SCCRTC) – had been presented last Saturday in Felton at a site only accessible by automobile. He stated that it was “ironic that they were demonstrating a solar powered vehicle that you could only get to by using a petrol powered vehicle.” He noted that use of a shuttle van could have been considered. He shared that he was considering writing letters to the E&D TAC and the *Sentinel* on the issue.

Ms. Fox announced that METRO Management is setting up a “blue ribbon committee” to “expedite the Call Stop question.” Ms. Fox and Deborah Lane shared that Michael Edwards and Ed Kramer had been appointed to represent MASTF on this committee. More details were shared after separation between two Agenda items was discussed and three other Oral Communications were presented.

Ms. Spence introduced John Mead and read aloud her recent letter (Attachment A) to Jim Bosso that describes how Mr. Mead’s driving prevented an accident. Mr. Mead was the driver of one Santa Cruz Transportation Company vehicle dispatched to Ms. Spence for a paratransit trip. “... We missed getting hit by only 10-15 feet before the tire went into the median,” Ms. Spence wrote, “John had noticed the wheel wobbling and did an excellent job of defensive driving and anticipating potential hazards. After a big whew, I gave John a pat on the shoulder and said, “Good job, John!” He replied, “I guess all those years of drag racing paid off.” This vast prior driving experience prepared him to prevent the closest call I’ve ever, ever had.”

Mr. Mead spoke briefly – and confirmed that he had drag racing experience – before leaving the meeting to return to work. Applause followed his remarks.

Sharon Barbour shared that the weekly *Parade Magazine* had recently profiled a new cartoon series. Both the series creator and lead character (Attachment B) is a person using a wheelchair.

Ms. Fox noted that due to her difficulty hearing what was being said, she would delegate the responsibility to Chair the meeting to Ms. Lane. Ms. Fox shared that her hearing aid was being fixed and that a working model was due in a week or so.

Bryant Baehr explained the background of the committee noted by Ms. Fox to the group. He noted that two issues related to Call Stops were in one staff report being reviewed by the METRO Board. The first issue was the staff recommendation to retrofit 30 *Low Floor Flyer* buses and 42 “repowered” buses in the fleet with Talking Sign technology. Funds for this retrofit would need to be secured by staff.

The second issue, Mr. Baehr explained, is review of what METRO now does with Call Stops and “make it better.” Mr. Baehr also noted that the committee would consist of representatives from MASTF, the METRO Board, the United Transportation Union (UTU) Local 23, the Metro Users Group (MUG) and METRO staff. He explained that the committee would meet four times and report its findings to the METRO Board. He shared that issues covered would include what stops are to be called and the identifiers between stops. He added that a person would be hired to facilitate the meetings to “maximize what the group can do.”

Ms. Fox and Ms. Lane asked if compliance with the Americans with Disabilities Act (ADA) was included in the committee's work. Mr. Baehr responded that the committee would review what METRO does now and look to "make it better." Mr. LeBlanc asked if the list of Call Stops drivers are expected to announce and the separate list of stops announced by current Talking Signs would be affected. Mr. Baehr noted that the committee would have to "sift its way through" that issue.

Karena Pushnik announced that the Regional Transportation Plan (RTP) was available for public review. She noted that the RTP was a 25-year plan for transportation improvements throughout the county. She invited input on the plan and shared that two public hearings (Attachment C) were scheduled.

Ian McFadden reported that substantial bus service changes are being planned for this fall. Highlights of changes include:

- 1) Routes serving the University (UCSC) would be renumbered to support the new bi directional service on campus. Mr. McFadden explained that numbers 10 through 20 might be used, with even numbers indicating one direction and odd numbers indicating another direction.
- 2) Bus service between UCSC and the Holiday Inn was being planned since the Holiday Inn has become a UCSC "dorm of sorts."
- 3) The Route 69A would replace the Route 81 on weekdays.
- 4) The Route 59 would replace two Routes (Route 60 and Route 51) on weekdays.

Mr. McFadden suggested that proposed bus services changes (Attachment D) be placed on the Agenda for the next MASTF meeting. Mr. LeBlanc suggested that the three-minute speaker limit be waived for METRO staff making reports. Mr. McFadden explained that METRO staff were trying to get service ideas to MASTF in a timely fashion so that comments could be brought back to the Service Planning and Review Committee and then MASTF "would have one more shot to look at it." His report today was "an effort to head in that direction."

V. ONGOING BUSINESS

5.1 Elderly and Disabled Transportation Advisory Committee Report

Ms. Pushnik explained that the E&D TAC is an advisory committee to the SCCRTC. Every two or three years the SCCRTC reviews the effectiveness of its committees. E&D TAC members were reviewing the By Laws of E&D TAC and going over survey results from persons who provided feedback on the committee.

Highlights of discussion included:

- 1) Brad Neily shared his concern that one By Law revision was the addition of METRO as one of the groups advised by E&D TAC. He noted that MASTF, a "creation of the disability community", has been officially recognized by the METRO Board as its advisory body.

- 2) “ I believe what the E&D TAC is doing is a clear threat to MASTF,” Ms. Lane stated, “and it needs to be addressed.” She noted her concern that E&D TAC members view MASTF as a “duplicative” advisory body. She recalled that during the E&D TAC meeting on June 12th a Motion was made supporting language that separated the roles of E&D TAC and MASTF. The Motion – made by Ms. Barbour and seconded by Mr. Daugherty – failed.
- 3) Ms. Spence noted that discussion was causing division between E&D TAC and MASTF. She suggested that representatives from both groups agree to sit down and talk over the issues.
- 4) Ms. Pushnik was concerned by the “antagonistic stand” she saw being taken. “I think both groups are trying their very hardest to further accessible transportation in the community,” she stated. She noted that E&D TAC advises on funding issues and “the spectrum of accessible transportation services.”
- 5) Ted Chatterton shared that he attends both MASTF and E&D TAC meetings. “My simple feelings (are) that E&D TAC is a group of providers. MASTF is a group of users. In that sense, they are both valid.”

The following Motion emerged from discussion:

MASTF Motion: MASTF requests that a MASTF sub committee (including members of its Executive Committee) and a sub committee of E&D TAC meet to iron out issues raised in today’s discussion.

M/S/C: Kramer, Edwards (13 votes in favor, none opposed, no abstentions)

5.2 Status of Ridership Survey and Prioritization of Changes for Watsonville Bus Service

Kim Chin reported that METRO was proceeding with the study discussed last month. He noted that the survey requested by MASTF is part of a larger study. He explained that METRO is looking at “not so much what people are doing now, but what people would like to do in the future.” Studying “latent demand” includes review of how buses transport people within Watsonville. Mr. Chin noted that he would be working with Ms. Spence and other persons on this project, which could receive grant funding within 60 to 90 days.

Ms. Spence shared that she is “happily looking forward” to getting a power wheelchair in the next few months. She noted that there are no curb ramps between her home and its nearest bus stop. She wondered if Ms. Pushnik might be able to provide assistance with planning for curb ramp construction in Watsonville.

5.3 Metro Base: How Can We Help?

Les White reported that the METRO Board approved moving forward with the Environmental Impact Report for the Harvey West location on May 23rd. He noted that the Board would receive reports on the work scope and financial impacts during July.

“The revised schedule with this site is now moving forward,” he stated, “I think the fact that many of you came to that May 23rd meeting and expressed your concerns regarding METRO’s ability to continue to provide bus service without a Metro Base, and what they could do with a Metro Base, was very significant and critical to the Board making that decision. So I want to thank all of you for being there. I think it made all the difference in the world.”

Ms. Lane expressed appreciation to METRO Management for “not packing their bags” due to the developments on this issue. Mr. LeBlanc noted that it has been a “stressful” year and presented the following Motion to the group:

MASTF Motion: MASTF directs the Chairperson to write a letter of appreciation to METRO Management.

M/S/PU: LeBlanc, Barbour

5.4 MASTF Membership Drive

Ms. Fox shared that she expected to have a brochure ready for review next month. Pop Papadopulo noted that MASTF has a budget that might help with publication cost. He also noted the need to reach out to families of persons with disabilities. Sharon Barbour and Ms. Lane suggested the use of Community Television and a group that assists in the development of 30-second promotional spots. Mr. Chin noted that the next series of commercials promoting METRO will include “product specific advertising” such as description of METRO’s Mobility Training program and user groups. Mr. Neily noted the need for outreach to “populations we usually don’t think of “ such as Spanish language speakers.

VI NEW BUSINESS

6.1 Metro Bus Procurement Trade-Offs

Mr. Baehr reported on the status of bus procurement and then answered questions from the group. He noted that last Friday the METRO Board approved the purchase of eight buses that are fueled by Compressed Natural Gas (CNG). A June deadline to spend Moyer funds for the buses pressed METRO to commit to the purchase by signing a contract. “That allows use to use the Moyer money,” Mr. Baehr pointed out, “If we didn’t, we’d we would have lost eight buses. And right now, I need eight buses. Really I do.”

Mr. Baehr explained that the purchase of other buses METRO needed was being worked on. He noted that other buses would have diesel engines that would be converted to use CNG when the engines were ready for their first build out. He pointed out that METRO needed new facilities – Metro Base – to handle the CNG fueling of more than eight buses. He added that two specifications supported by MASTF members – a two-stage ramp and wider entryway – were part of the bus order. “The funding is there,” he shared, “What we’ve done with the two stage ramp and the wider entryway is we’ve held off on buying buses until they (manufacturers) can engineer something that they can actually bid on what we want. We didn’t want to go out and buy a bus we didn’t like.”

6.2 MASTF Recommendations: Proposed Changes in Time and Place for METRO Board Meetings

Mr. Baehr and Mr. White explained that the Board had invited MASTF input on possible new locations for Board meetings. The group debated various locations. As a person who works, Mr. Neily noted, "having an occasional evening meeting would be a benefit." Several persons – including Barbara Schaller and Connie Day – noted that nighttime travel on buses could be difficult.

The following Motion to the Board emerged from discussion:

MASTF Motion: MASTF recommends to the Board that METRO Board meetings stay at the same place (Santa Cruz) during daylight hours.

M/S/C: Barbour, C. Day (9 votes in favor, 1 opposed, no abstentions)

6.3 MASTF Recommendation: New Kiosk at Watsonville Transit Center

Mr. Baehr reported that the owner of the TransMart at the Watsonville Transit Center had asked for permission to build an extension to a kiosk to create space for a restaurant. He noted that staff recommended that the request be denied due to a potential loss of bicycle parking and concerns about the financial viability of another restaurant at the Transit Center. No formal action was taken by MASTF on this item.

6.4 MASTF Proposal: Americans with Disabilities Act (ADA) Celebration & Summer Party in July

Ms. Lane suggested that MASTF include a cake and festive spirit in its July meeting to celebrate the 11th Anniversary of the signing of the ADA. Ms. Spence noted that a report from the MultiSystems' consultants was anticipated during the July MASTF meeting.

Mr. Chin explained that the consultants requested 15 to 30 minutes on the July MASTF Agenda to get feedback on paratransit policies and procedures material that would be reviewed by the Board in July. He noted that he had received correspondence from Ms. Spence (Attachment E) requesting that copies of materials be distributed to MASTF members in advance of the July MASTF meeting. Mr. Chin noted that materials would be provided before the July MASTF meeting.

The following Motion emerged from discussion:

MASTF Motion: MASTF approves of an ADA Celebration and summer party during its July meeting.

M/S/C: Fox, Edwards (7 votes in favor, none opposed, no abstentions)

MASTF COMMITTEE REPORTS

6.5 Training and Procedures Committee Report (Pop Papadopulo)

Mr. Papadopulo reported that METRO would hire a new class of bus operator trainees during July. Mr. Daugherty announced that the next sensitivity training of new bus operators was scheduled for August 2, 2001. The training would occur at 370 Encinal Street in Santa Cruz from 1 to 4 p.m.

6.6 Bus Service Committee Report (Sharon Barbour)

Ms. Barbour reported on three items:

- 1) She noted that METRO Management had responded to requests from MASTF and MUG for representation on the Service Planning and Review Committee. Management had proposed a new process that included two opportunities for MASTF and MUG to advise on bus service proposals.

She shared that MUG endorsed the proposal. She presented the proposal to the group. After discussion, the following Motion to the METRO Board and Management was approved:

MASTF Motion: That we receive proposed (bus service) changes in the MASTF packet. That (changes) come to MASTF for review. That our suggestions and changes go to the Service Planning and Review Committee for potential incorporation. That the finalized plans come to us and then go to the Board.

M/S/C: Barbour, Schaller (11 votes in favor, none opposed, no abstentions)

- 2) “When we talk about cutting routes,” Ms. Barbour shared, “I am concerned about the paratransit service that corresponds to those routes. I would like MASTF to keep an eye out that we don’t cut off service that people are accustomed to because we have cut or changed certain fixed routes.”
- 3) She noted that installation of No Smoking signs at bus stops had been completed. The following Motion was forwarded to the METRO Board and Management:

MASTF Motion: MASTF thanks the Board and Management for installation of No Smoking signs.

M/S/C: Barbour, Fox (10 votes in favor, none opposed, no abstentions)

6.7 Bus Stop Improvement Committee Report (Pop Papadopulo)

Mr. Papadopulo reported that the outbound bus stop at Brommer Street and 30th Avenue had been improved. He also encouraged people to use the yellow “Metro Wants to Know” comment forms to report when bus operators do call out required Call Stops.

David Konno reported that METRO staff would be meeting with Capitola Mall officials to discuss how the Transit Center at the Mall could be made to comply with ADA requirements. Mr. Papadopulo suggested that the Capitola Mall be an item on the August MASTF Agenda since the meeting noted by Mr. Konno may not occur for a month.

a) MASTF Recommendations: Colors for Bus Shelters

Mr. Chin reported that the Bus Stop Advisory Committee (BSAC) was studying the possibility of new colors for bus shelters. With the current brown color, he noted, “It looked old, even though the (shelter) was new.” No formal action was taken by MASTF on this item.

6.8 Paratransit Services Committee Report (Pat Spence)

Ms. Spence reported that the METRO Board would vote on MASTF's Paratransit Awareness Training Proposal tomorrow.

She also noted that last Friday the Board had discussed the provision of paratransit service outside defined service areas in the county. Her concern prompted the following Motion that was approved and forwarded to the Board and Management:

MASTF Motion: MASTF recommends to the Board and Management:

- 1) **The (paratransit) service area needs to be redefined or reformulated by the Board and Management according to existing fixed route schedules.**
- 2) **Any new extended paratransit service areas need to be identified.**
- 3) **During the re-certification process any rider who does not live in the service area should be identified and offered other alternatives.**
- 4) **Make sure destinations outside the service area will be automatically identified in the computer at the time the ride is booked with the service provider.**
- 5) **Apply the service areas, ride rules and policies equally and uniformly to all passengers at all times.**

M/S/C: Spence, LeBlanc (8 in favor, none opposed, no abstentions)

- a) MASTF Recommendations: Paratransit Awareness Training Proposal Outline (Paratransit Living Experience)

Ms. Spence requested that the Training Proposal being considered by the Board tomorrow (Attachment F) be included in the July MASTF meeting packet.

OTHER REPORTS

6.9 Paratransit Update

- a) ADA Paratransit Update (Mark Hartunian)

Before the report from Mark Hartunian, a Motion was approved to extend the meeting time by 15 minutes.

MASTF Motion: To extend the time for the meeting by 15 minutes.

M/S/C: Barbour, Spence (8 in favor, none opposed, no abstentions)

Mr. Hartunian reported:

- 1) He offered congratulations to all persons working on the process of improving paratransit service. For example, he noted that Jim Bosso has been "extremely cooperative" as work to install computers at the Santa Cruz Transportation Company has progressed.
- 2) He also shared that the METRO Board may release seven vehicles for paratransit use tomorrow. He noted that the vehicles would help from a "capacity standpoint." Currently over 600 paratransit trips are delivered daily.

b) Transportation Advocacy (Thom Onan)

No report.

6.10 Elderly and Disabled Transportation Advisory Committee Report

This item was addressed after Oral Communications and Correspondence.

6.11 U.T.U. Report (Steve Paulson)

Steve Paulson reported:

- 1) UTU Local 23 is in negotiations with Mr. Hartunian on behalf of staff it now represents. He shared that, "I think you're going to see a better product... and much happier drivers because they are going to have better working conditions and a living wage."
- 2) He spoke of "UTU leadership's ongoing advocacy for our operators to do a better job with Call Stop announcements. We are working with Management and MASTF so that there (are) fewer issues out there. We are making sure that the drivers get the word that (Call Stops) are not optional, it's required."

Mr. Hartunian observed that negotiations with the UTU are "extraordinarily positive."

6.12 S.E.I.U. Report

No report.

6.13 Next Month's Agenda Items

Noted during the meeting: Status of (Watsonville) Ridership Survey, Review of Service Planning proposals, ADA Celebration, Presentation from MultiSystems and report on MASTF and E&D TAC meeting.

VII ADJOURNMENT

The meeting was adjourned at 4:10 p.m.

M/S/C: Edwards, Neily

NOTE: NEXT MAST MEETING IS: Thursday July 19, 2001 from 2:00-4:00 p.m., in Room 223 of the University Town Center, 1101 Pacific Avenue, Santa Cruz, CA.

NOTE: NEXT S.C.M.T.D. BOARD OF DIRECTORS MEETING IS: Friday July 13, 2001 at 9:00 a.m. at the S.C.M.T.D. Administrative Offices, 370 Encinal Street in Santa Cruz, CA.

NOTE: THE FOLLOWING S.C.M.T.D. BOARD OF DIRECTORS MEETING IS: Friday July 20, 2001 at 9:00 a.m. at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Santa Cruz Metropolitan Transit District

Minutes-Metro Users Group

June 13, 2001

The Santa Cruz Metropolitan Transit District Metro Users Group met at 2:17 p.m., Wednesday, June 13, 2001, at the District's Encinal Conference Room, 370 Encinal Street, Suite 100, Santa Cruz.

MEMBERS PRESENT

Bruce Gabriel, Chair
Sharon Barbour, MASTF
G. Ted Chatterton, Transit User
Connie Day, Transit User
Michelle Hinkle, Alternate Board Member
David Moreau, UTU
Barbie Schaller, Seniors Council

VISITORS PRESENT

None

SCMTD STAFF PRESENT

John Aspesi, Fleet Maint. Supervisor
Bryant Baehr, Operations Manager
Kim Chin, Planning & Marketing Mgr.
Tom Stickel, Fleet Maint. Manager

MUG RESOLUTIONS TO METRO BOARD OF DIRECTORS

1. MUG recommends that the twelve (12) new paratransit vans remain with the contract, that they are dedicated to paratransit service and that each van is identified with the METRO logo and signage.
 2. MUG supports Staff's recommendation to deny the request to construct one kiosk at the Watsonville Transit Center.
 3. MUG supports Staff's recommendation that both MUG and MASTF Committees have an opportunity to offer input into the Service Planning and Review Committee process preliminarily and again at a final review stage.
 4. MUG supports Staff's recommendation regarding the additional part-time police officer position.
-

MUG RESOLUTIONS TO METRO MANAGEMENT

None.

1. CALL TO ORDER AND INTRODUCTION

Chairperson Gabriel introduced Cindi Thomas as the new Administrative Secretary who will be taking MUG Minutes going forward and the new Transit Planner, Ian McFadden.

2. ADDITIONS AND DELETIONS TO THE AGENDA

The Paratransit Operating Policy will be added under 5a.

3. ORAL AND WRITTEN COMMUNICATIONS AND ANNOUNCEMENTS

Chairperson Gabriel moved the two written communications regarding the Watsonville Transit Center kiosk to 5a. On-Going Items - Review of Board Agenda Items.

4. CONSENT AGENDA

- a) Receive and Accept April Meeting Minutes:
(Attached)
- b) Monthly Attendance Report
(Attached)
- c) Review of Minutes of Board of Directors Meeting
(Attached)
- d) Review of Board meeting Agenda Items:
 - 1. Quarterly Performance Report

ACTION: MOTION: Sharon Barbour SECOND: Connie Day

Approve Consent Agenda

Motion passed unanimously.

5. ON-GOING ITEMS

5a) Review of Board Agenda Items

Chairperson Gabriel reviewed the request for a buildout to an existing kiosk at the Watsonville Transit Center. The cost to modify this kiosk would be approximately \$5,000; Mr. Gharahgozloo requested that the cost be added to his lease payment each month and paid out over the term of the lease. The kiosk is currently being used to house bicycles and to support the taxi stands.

**ACTION: MOTION: BARBIE SCHALLER
SECOND: TED CHATTERTON**

Support Staff's recommendation to deny the request to construct one kiosk at the Watsonville Transit Center.

Motion passed unanimously.

Bryant Baehr discussed the new paratransit vans and Staff's recommendation that these vans stay with the contract. The contract is currently with Food and Nutrition Services, however, it may be awarded to another contractor next year and subsequently, the vans would go to the new contractor at that time. Staff further recommends that the paratransit vans be dedicated solely to the paratransit service and that the District logo and signage be affixed to each van.

ACTION: MOTION: Barbie Schaller SECOND: Connie Day

MUG supports Staff's recommendation that the paratransit vans stay with the contract, that they are used only for paratransit service, and that the District's logo and signage be displayed on each paratransit van.

Motion passed unanimously.

Bryant Baehr also stated that consultants would approach the MUG and MASTF Committees for input in developing the paratransit policy guideline booklet. Sharon Barbour asked that it be clarified that paratransit service is available to people under the age of 18 and that John Daugherty does offer training to this under 18 age group. Mr. Baehr will inform Kim Chin of this.

5b) Review of *Headways* Redesign Issues

Ms. Barbour made the following suggestions regarding the *Headways*:

- ◆ That the wording in the Mobility Training section of the *Headways* be changed to read, "Metro Mobility Training provides free instruction to seniors and people of all ages with disabilities who want to ride the bus."
- ◆ Ms. Barbour further suggested that the Mobility Training brochure be included in the *Headways*.
- ◆ On the Route Locator it states that the #36 goes to the Scotts Valley Transit Center, but it doesn't. This should be deleted. The *Headways* also states that the #36 goes to the Government Center, however, the bus stops at the intersection of Ocean/Water instead of in front of the Government Center.
- ◆ The bus stop at Harbor High School is not listed.

- ◆ Ms. Barbour noted that the red cover of the Headways, which denotes the Spanish version, is more easily recognizable than the previous blue cover.

5c) Service and Planning Update

Bryant Baehr reported that MUG and MASTF had made the request to include a representative from each of these committees on the Service Planning Committee. Staff recommended against doing this. Mr. Baehr added that the MUG and MASTF committees carry more weight with the Board as advisory committees. Les White proposed to the Board that both MUG and MASTF be approached for input initially and again prior to the final approval of the Board.

ACTION: MOTION: SHARON BARBOUR SECOND: BARBIE SCHALLER

MUG supports Staff's recommendation that both MUG and MASTF Committees have an opportunity to offer input into the Service Planning and Review Committee process preliminarily and again at a final review stage.

Motion passed unanimously.

Ian McFadden reviewed the plans for route changes beginning in September. A copy of these changes is attached to these Minutes. MUG and MASTF will each have an opportunity to add their input regarding these changes.

Sharon Barbour inquired about what is being done to contribute to service in Watsonville and was informed that a survey of the Watsonville residents would take place to determine where service is lacking. Ms. Barbour requested that more service planning information be included in the MUG agenda packet each month. Mr. McFadden further reported that three extra shuttles have been added to transport seniors to the July 4th barbecue at Harvey West Park. It is possible that the day after Thanksgiving will be taken down to Sunday level service and those funds will be utilized for the July 4th service.

5d) Marketing

Kim Chin reported that he has received very positive feedback on the METRO commercials, especially from South County. The District will be exhibiting at the Business Expo sponsored by the Pajaro Chamber of Commerce on June 21st from 11:00 a.m. to 8:00 p.m. Staff's goal is to network with South County businesses. Mr. Chin will have free passes to this Expo available.

5e) Cabrillo College

There was nothing to report on this issue.

5f) Bus Procurement

Bryant Baehr reported that Staff has put out a bid for forty fixed-route buses and ten Highway 17 buses. There are funds to buy eight CNG vehicles. The funds for these buses need to be spent by June 30, 2001. The District will piggyback onto Pierce Transit's order to purchase these vehicles. Staff is working on acquiring single axle buses for the Highway 17 route to ensure that they have sufficient power to traverse the "hill". New Flyer does not make a CNG bus that also has a two-stage lift. Mr. Baehr prioritized the bus purchase as follows: CNG buses, Highway 17 repower, local service.

5g) Metro Center

Kim Chin reported that Staff is working with the Redevelopment Agency on how to reconfigure Metro Center. There has been no progress at the current time.

Staff is moving ahead on the EIR for the MetroBase facility. An updated report will be provided at the July MUG meeting.

Chairperson Gabriel discussed the Staff Report to the Board regarding expansion of the security service from Metro Center to the teen center. Bryant Baehr stated that Staff contacted the Santa Cruz Police Dept. who responded that they would supply another officer to patrol that area if this service was paid for. The cost of a part-time officer would be between \$38,000-\$39,000/year. Staff placed this issue on the Consent Agenda for the upcoming Board Meeting and recommended to the Board that this request be denied.

ACTION: MOTION: TED CHATTERTON SECOND: CONNIE DAY

MUG supports Staff's recommendation regarding the additional part-time police officer position.

Motion passed unanimously.

6. UPDATES

6a) ADA Recertification/Audit

District Counsel will discuss this at the July meeting.

6b) Bus Stop Signs

Some of the "No Smoking" signs have fallen off the bus shelters. More signs will be posted at these shelters.

6c) MetroBase

Nothing to report at this time.

7. NEW BUSINESS

None at this time.

8. OPEN DISCUSSION

9. ADJOURNMENT

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

DALE CARR

Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Elisabeth Ross, Manager of Finance
SUBJECT: MONTHLY BUDGET STATUS REPORT FOR MAY 2001, AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors approve the budget transfers for the period of June 1 - 30, 2001.

II. SUMMARY OF ISSUES

- Operating revenue for the year to date totals \$28,496,429 or \$116,595 over the amount of revenue expected to be received during the first eleven months of the fiscal year, based on the budget revised in April.
- Total operating expenses for the year to date, including grant programs, in the amount of \$23,775,479, are at 76.7% of the revised budget. Day to day operating expenses total \$23,410,650 or 78.3% of the revised budget.
- A total of \$2,323,163 has been expended through May 31st for the FY 00-01 Capital Improvement Program.

III. DISCUSSION

An analysis of the District's budget status is prepared monthly in order to apprise the Board of Directors of the District's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year. The attached monthly revenue and expense report represents the status of the District's FY 00-01 budget as of May 31, 2001. The fiscal year is 91.7% elapsed.

A. Operating Revenues

Revenues are \$116,595 over the amount projected to be received for the period, based on the budget revised in April. Variances are explained in the notes following the report.

B. Operating Expenses

Day to day operating expenses for the year to date (excluding grant-funded programs, capital transfers and pass-through programs) total \$23,410,650 or 78.3% of the revised budget, with 91.7% of the year elapsed. Variances are explained in the notes following the report.

C. Capital Improvement Program

For the year to date, a total of \$2,323,163 has been expended on the Capital Improvement Program. The largest expense has been the farebox replacement at a cost of \$884,806. Federal funding for the purchase has been received in the amount of \$707,981.

IV. FINANCIAL CONSIDERATIONS

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

V. ATTACHMENTS

Attachment A: Revenue and Expense Report for May 2001, and Budget Transfers

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING REVENUE - MAY 2001**

Operating Revenue	FY 00-01 Budgeted for	FY 00-01 Actual for Month	FY 00-01 Budgeted YTD	FY 99-00 I Y T D	FY 00-01 Actual YTD	YTD Variance B u d g e t e c	
Passenger Fares	\$ 293,166	\$ 275,578	\$ 2,916,981	\$ 2,823,139	\$ 2,904,181	\$ (12,800)	
Paratransit Fares	\$ 21,929	\$ 17,178	\$ 214,621	\$ 168,870	\$ 168,416	\$ (46,205)	
Special Transit Fares	\$ 162,052	\$ 185,435	\$ 1,543,833	\$ 1,534,537	\$ 1,609,921	\$ 66,088	
Highway 17 Revenue	\$ 70,781	\$ 77,340	\$ 755,680	\$ 691,954	\$ 796,929	\$ 41,249	
Subtotal Passenger Rev	\$ 547,928	\$ 555,531	\$ 5,431,115	\$ 5,218,500	\$ 5,947,447	\$ 48,332	See Note 1
Advertising Income	\$ 14,000	\$ 14,000	\$ 142,000	\$ 120,000	\$ 142,000	\$	
Other Aux Transp Rev	\$ 917	\$ 891	\$ 10,083	\$ 10,901	\$ 11,101	\$ 1,018	
Rent Income	\$ 11,151	\$ 14,714	\$ 127,049	\$ 100,203	\$ 130,368	\$ 3,319	
Interest - General Fund	\$ 92,658	\$ 95,305	\$ 1,090,156	\$ 745,712	\$ 1,104,220	\$ 14,064	See Note 2
Non-Transportation Rev	\$ 533	\$ 219	\$ 5,867	\$ 47,147	\$ 7,297	\$ 1,430	
Sales Tax Income	\$ 1,310,100	\$ 1,310,200	\$ 14,649,840	\$ 13,159,488	\$ 14,649,940	\$ 100	
TDA Funds	\$ 1,720,303	\$ 1,720,303	\$ 6,410,211	\$ 4,674,062	\$ 6,410,211	\$	
MBUAPCD Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$	
Other Local Funding	\$ -	\$ -	\$ 16,534	\$ -	\$ 16,534	\$	
State Guideway Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$	
Other State Funding	\$ -	\$ -	\$ -	\$ 63,993	\$ -	\$	
FTA Op Asst - Sec 5303	\$ -	\$ -	\$ -	\$ 30,015	\$ -	\$	
FTA Op Asst - Sec 5307	\$ -	\$ -	\$ 505,614	\$ 505,614	\$ 505,614	\$	
FTA Op Asst - Sec 5311	\$ -	\$ -	\$ 39,697	\$ 36,604	\$ 39,697	\$	
Other Federal Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$	
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$	
Total Operating Revenue	\$ 3,697,589	\$ 3,711,163	\$ 28,428,166	\$ 24,712,239	\$ 28,496,429	\$ 116,595	

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING EXPENSE SUMMARY - MAY 2001**

	FY 00-01 Final Budget	FY 00-01 Revised Budget	FY 99-00 Expended YTD	FY 00-01 Expended YTD	Percent Expended of Budget	
PERSONNEL ACCOUNTS						
Administration	\$ 586,021	\$ 545,781	\$ 376,765	\$ 437,833	80.2%	
Finance	\$ 526,041	\$ 510,663	\$ 361,398	\$ 404,462	79.2%	
Planning & Marketing	\$ 799,773	\$ 842,785	\$ 625,350	\$ 622,052	73.8%	
Human Resources	\$ 419,954	\$ 392,454	\$ 316,613	\$ 295,004	75.2%	
Information Technology	\$ 346,012	\$ 346,112	\$ 190,469	\$ 281,751	81.4%	
District Counsel	\$ 294,577	\$ 271,776	\$ 155,953	\$ 196,787	72.4%	
Facilities Maintenance	\$ 955,338	\$ 919,838	\$ 721,727	\$ 726,477	79.0%	
Operations	\$ 1,785,628	\$ 1,676,628	\$ 1,369,840	\$ 1,484,479	88.5%	
Bus Operators	\$ 10,088,130	\$ 10,721,858	\$ 8,248,896	\$ 9,291,886	86.7%	
Fleet Maintenance	\$ 3,371,075	\$ 3,494,425	\$ 2,354,033	\$ 2,683,633	76.8%	
Retired Employees Benefits	\$ 354,602	\$ 354,602	\$ 234,967	\$ 360,208	101.6%	See Note 3
Total Personnel	\$ 19,527,151	\$ 20,076,924	\$ 14,956,011	\$ 16,784,572	83.6%	
NON-PERSONNEL ACCOUNTS						
Administration	\$ 539,600	\$ 571,405	\$ 445,833	\$ 476,191	83.3%	
Finance	464,325	\$ 463,960	\$ 285,380	\$ 289,995	62.5%	
Planning & Marketing	\$ 188,425	\$ 202,483	\$ 155,158	\$ 148,315	73.2%	
Human Resources	\$ 92,740	\$ 136,960	\$ 85,851	\$ 81,453	59.5%	
Information Technology	\$ 95,925	\$ 125,796	\$ 99,570	\$ 102,274	81.3%	
District Counsel	\$ 311,405	\$ 184,405	\$ 121,829	\$ 84,692	45.9%	
Facilities Maintenance	\$ 201,791	\$ 280,144	\$ 188,378	\$ 197,707	70.6%	
Watts TC Operation	\$ 89,244	\$ 94,044	\$ 62,514	\$ 61,089	67.7%	
Santa Cruz Metro Center	\$ 253,030	\$ 271,080	\$ 204,200	\$ 214,058	79.0%	
Scotts Valley TC	\$ 122,535	\$ 107,035	\$ 87,600	\$ 77,825	72.7%	
Paratransit Program	\$ 3,244,666	\$ 3,3013,336	\$ 1,887,506	\$ 2,176,081	65.8%	See Note 4
Operations	\$ 201,891	\$ 258,457	\$ 601,984	\$ 177,236	68.6%	
Bus Operators	\$ 6,000	\$ 6,000	\$ 2,762	\$ 5,565	92.8%	See Note 5
Fleet Maintenance	\$ 2,747,222	\$ 3,267,644	\$ 1,988,266	\$ 2,529,520	77.4%	
Op Prog/SCCIC	\$ 1,300	\$ 8,284	\$ 80	\$ 6,205	74.9%	
Reserve for Service Additions	\$ 150,000	\$ -	\$ -	\$ -	0.0%	
Reserve for New Positions	\$ -	\$ 73,498	\$ -	\$ -	0.0%	
Reserve for Repower Project	\$ -	\$ 462,000	\$ -	\$ -	0.0%	
Pre-Paid Exp Adj/Incurred W/C	\$ -	\$ -	\$ (9,729)	\$ (5,128)		See Note 6
Total Non-Personnel	\$ 8,710,099	\$ 9,822,131	\$ 6,207,182	\$ 6,626,078	67.5%	
Subtotal Operating Expense	\$ 28,237,250	\$ 29,899,055	\$ 21,163,193	\$ 23,410,650	78.3%	
Grant Funded Studies/Programs	\$ 43,750	\$ 97,496	\$ 43,703	\$ 36,995	37.9%	
Transfer to/from Cap Program	\$ -	\$ 533,449	\$ 430,308	\$ 300,835	56.4%	
Pass Through Programs	\$ 450,000	\$ 480,000	\$ -	\$ 27,000	5.6%	See Note 7
Total Operating Expense	\$ 28,731,000	\$ 31,010,000	\$ 21,637,204	\$ 23,775,479	76.7%	
YTD Operating Revenue Over YTD Expense				\$ 4,720,950		

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING EXPENSE SUMMARY - MAY 2001**

	FY 00-01 Final Budget	FY 00-01 Revised Budget	FY 99-00 Expended YTD	FY 00-01 Expended YTD	% Exp YTD of Budget	
LABOR						
Operators Wages	\$ 5,275,946	\$ 5,618,731	\$ 4,470,038	\$ 4,864,206	86.6%	
Operators Overtime	\$ 687,958	\$ 841,378	\$ 712,683	\$ 860,017	102.2%	See Note 8
Other Salaries & Wages	\$ 5,551,026	\$ 5,333,946	\$ 3,939,911	\$ 4,318,651	81.0%	
Other Overtime	\$ 211,271	\$ 271,271	\$ 267,989	\$ 230,976	85.1%	
	\$ 11,726,200	\$ 12,065,326	\$ 9,390,621	\$ 10,273,850	85.2%	
FRINGE BENEFITS						
Medicare/Soc Sec	\$ 96,120	\$ 115,727	\$ 79,536	\$ 95,778	82.8%	
PERS Retirement	\$ 855,952	\$ 878,067	\$ 633,983	\$ 700,648	79.8%	
Medical Insurance	\$ 1,858,621	\$ 1,943,838	\$ 1,354,222	\$ 1,770,424	91.1%	
Dental Plan	\$ 501,187	\$ 523,466	\$ 354,326	\$ 421,382	80.5%	
Vision Insurance	\$ 122,065	\$ 127,470	\$ 91,255	\$ 106,908	83.9%	
Life Insurance	\$ 64,318	\$ 66,295	\$ 45,799	\$ 50,572	76.3%	
State Disability Ins	\$ 106,904	\$ 112,047	\$ 44,625	\$ 75,770	67.6%	
Long Term Disability Ins	\$ 444,702	\$ 458,425	\$ 247,212	\$ 379,176	82.7%	
Unemployment Insurance	\$ 27,692	\$ 28,895	\$ 26,759	\$ 26,580	92.0%	See Note 9
Workers Comp/Incurred WC	\$ 1,373,821	\$ 1,436,541	\$ 997,964	\$ 945,674	65.8%	
Absence w/Pay	\$ 2,325,929	\$ 2,325,929	\$ 1,671,854	\$ 1,919,730	82.5%	
Other Fringe Benefits	\$ 23,640	\$ 24,898	\$ 17,855	\$ 18,080	72.6%	
	\$ 7,800,951	\$ 8,041,598	\$ 5,565,389	\$ 6,510,721	81.0%	
SERVICES						
Acctng/Admin/Bank Fees	\$ 413,210	\$ 413,010	\$ 159,749	\$ 281,020	68.0%	
Prof/Legis/Legal Services	\$ 284,475	\$ 429,801	\$ 181,453	\$ 193,954	45.1%	
Temporary Help	\$ 12,534	\$ 217,826	\$ 131,453	\$ 189,426	87.0%	
Uniforms & Laundry	\$ 38,497	\$ 43,997	\$ 35,549	\$ 35,951	81.7%	
Security Services	\$ 297,843	\$ 324,843	\$ 255,040	\$ 258,556	79.6%	
Outside Repair - Bldgs/Eqmt	\$ 160,444	\$ 167,098	\$ 107,199	\$ 136,668	81.8%	
Outside Repair - Vehicles	\$ 245,000	\$ 223,450	\$ 176,805	\$ 155,058	69.4%	
Waste Disp/Ads/Other	\$ 163,855	\$ 150,245	\$ 120,686	\$ 119,963	79.8%	
	\$ 1,615,858	\$ 1,970,270	\$ 1,167,934	\$ 1,370,597	69.6%	
CONTRACT TRANSPORTATION						
Contract Transportation	\$ 400	\$ 400	\$ -	\$ 176	44.0%	
Paratransit Service	\$ 3,033,966	\$ 3,033,966	\$ 1,887,506	\$ 1,997,137	65.8%	See Note 4
Hwy 17 Service	\$ -	\$ -	\$ 412,827	\$ -	0.0%	
	\$ 3,034,366	\$ 3,034,366	\$ 2,300,333	\$ 1,997,314	65.8%	
MOBILE MATERIALS						
Fuels & Lubricants	\$ 1,190,637	\$ 1,627,807	\$ 835,002	\$ 1,081,518	66.4%	
Tires & Tubes	\$ 150,000	\$ 150,000	\$ 140,168	\$ 132,124	88.1%	
Body/Upholstery Supplies	\$ 7,500	\$ 8,500	\$ 2,403	\$ 5,500	64.7%	
Revenue Vehicle Parts	\$ 603,885	\$ 603,885	\$ 506,315	\$ 618,484	102.4%	See Note 10
Inventory Adjustment			\$ (93,614)			
	\$ 1,952,022	\$ 2,390,192	\$ 1,390,274	\$ 1,837,626	76.9%	

MONTHLY REVENUE AND EXPENSE REPORT
OPERATING EXPENSE SUMMARY - MAY 2001

	FY 00-01 Final Budget	FY 00-01 Revised Budget	FY 99-00 Expended YTD	FY 00-01 Expended YTD	% Exp YTD of Budget	
OTHER MATERIALS						
Postage & Mailing/Freight	\$ 17,100	\$ 17,225	\$ 14,066	\$ 15,552	90.3%	
Printing	\$ 86,411	\$ 95,750	\$ 66,074	\$ 70,095	73.2%	
Office/Computer Supplies	\$ 68,318	\$ 77,316	\$ 59,999	\$ 63,171	81.7%	
Safety Supplies	\$ 17,928	\$ 17,828	\$ 15,048	\$ 12,635	70.9%	
Cleaning Supplies	70,400	\$ 54,400	\$ 57,977	\$ 47,973	88.2%	
Repair & Maint Supplies	\$ 72,780	\$ 119,140	\$ 69,480	\$ 89,888	75.4%	
Parts, Non-Inventory	\$ 50,000	\$ 50,000	\$ 47,827	\$ 52,475	105.0%	See Note 11
Tools/Tool Allowance	\$ 19,780	\$ 21,738	\$ 16,438	\$ 16,382	75.4%	
Photos/Mktg/Other Supplies	\$ 15,862	\$ 16,512	\$ 6,110	\$ 9,844	59.6%	
	\$ 418,579	\$ 469,909	\$ 353,019	\$ 378,015	80.4%	
UTILITIES						
	\$ 312,079	\$ 330,629	\$ 238,966	\$ 240,367	72.7%	
CASUALTY & LIABILITY						
Insurance - Prop/PL & PD	\$ 175,000	\$ 175,000	\$ 110,436	\$ 121,818	69.6%	
Settlement Costs	\$ 250,000	\$ 100,000	\$ 43,583	\$ 34,431	34.4%	
Repairs to Prop	\$ 11,750	\$ 11,750	\$ (28,607)	\$ (9,278)		See Note 12
Prof/Other Services	\$ 30,500	\$ 30,500	\$ 35,138	\$ 12,044	39.5%	
	\$ 467,250	\$ 317,250	\$ 160,549	\$ 159,015	50.1%	
TAXES						
	\$ 41,872	\$ 44,272	\$ 32,884	\$ 33,370	75.4%	
MISC EXPENSES						
Dues & Subscriptions	\$ 50,564	\$ 47,423	\$ 34,604	\$ 37,679	79.5%	
Media Advertising	\$ 46,400	\$ 59,900	\$ 16,783	\$ 11,602	19.4%	
Employee Incentive Program	\$ 15,000	\$ 15,135	\$ 11,383	\$ 11,145	73.6%	
Training	\$ 42,170	\$ 45,490	\$ 23,266	\$ 28,690	63.1%	
Travel & Local Meetings	\$ 61,025	\$ 70,975	\$ 54,430	\$ 49,972	70.4%	
Other Misc Expenses	\$ 13,500	\$ 11,286	\$ 10,751	\$ 14,447	128.0%	See Note 13
	\$ 228,659	\$ 250,209	\$ 151,216	\$ 153,534	61.4%	
OTHER EXPENSES						
Leases & Rentals	\$ 533,164	\$ 547,032	\$ 455,710	\$ 493,236	90.2%	
Service Reserve	\$ 150,000		\$ -	\$ -	0.0%	
New Position Reserve	\$ -	\$ 73,498	\$ -	\$ -	0.0%	
Repower Project Reserve	\$ -	\$ 462,000	\$ -	\$ -	0.0%	
Transfer to Capital	\$ -	\$ 533,449	\$ 430,308	\$ 300,835	56.4%	
Pass Through Programs	\$ 450,000	\$ 480,000	\$ -	\$ 27,000	5.6%	
	\$ 1,133,164	\$ 2,095,979	\$ 886,018	\$ 821,071	39.2%	
Total Operating Expense	\$ 28,731,000	\$ 31,010,000	\$ 21,637,204	\$ 23,775,479	76.7%	

**MONTHLY REVENUE AND EXPENSE REPORT
FY 00-01 CAPITAL IMPROVEMENT PROGRAM**

CAPITAL PROJECTS	Program Budget	Expended in	
		May	YTD Expended
Grant Funded Projects			
Consolidated Operating Facility	\$ 8,104,770	\$ 28,568	\$ 185,255
Urban Bus Replacement	\$ 7,600,591		\$ 160,653
Engine Repower Project	\$ 3,037,000	\$ 161,426	\$ 161,426
ADA Paratransit Vehicles	\$ 436,500	\$ (448)	\$ 255,294
Farebox Replacement	\$ 1,000,000		\$ 884,806
Computer System	\$ 152,500	\$ 8,764	\$ 65,859
Benches with Bike Storage (MBUAPCD)	\$ 30,000		\$ 19,164
Non-Revenue Vehicle Replacement CNG	\$ 130,000		
Talking Bus	\$ 4,500		\$ 4,500
	\$ 20,495,861		
District Funded Projects			
Purchase of Buses	\$ 299,780		\$ 128,518
Bus Stop Improvements	\$ 452,100		\$ 73,099
Yield Signs for Buses	\$ 56,000		\$ 55,332
IT Projects	\$ 225,000		
Bike Racks for Buses	\$ 4,500		\$ 3,885
Scotts Valley Transit Center Construction	\$ 9,000		
Metro Center Repairs	\$ 22,348		\$ 22,065
Facilities Repair & Improvements	\$ 255,860	\$ 4,249	\$ 38,557
Machinery/Equipment Repair/Impr	\$ 99,350	\$ 597	\$ 95,083
Non-Revenue Vehicle Replacement	\$ 160,000		\$ 158,248
Office-Equipment	\$ 22,429		\$ 11,419
	\$ 1,606,367		
TOTAL CAPITAL PROJECTS	\$ 22,102,228	\$ 203,157	\$ 2,323,163
CAPITAL FUNDING SOURCES			
	Budget	Received in	
		M a y	YTD Received
Federal Capital Grants	\$ 14,679,489		\$ 707,981
State Capital Grants			
STA Funding	\$ 787,198		\$ 413,419
Local Capital Grants	\$ 60,481		\$ 481
Transfer from Operating Budget	\$ 533,449		\$ 300,835
Interest Income	\$ 50,750		\$ 50,750
District Reserves	\$ 5,742,361	\$ 203,157	\$ 849,697
Transfer from Bus Stop Improvement Reserve	\$ 248,500		
TOTAL CAPITAL FUNDING	\$ 22,102,228	\$ 203,157	\$ 2,323,163

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

1. Passenger fares (farebox and pass sales) are \$12,800 or 0.4% under the revised budget amount for the year to date. Paratransit fares are \$46,205 or 21% under budget for the period because ridership is below projected levels. Special transit fares (contracts) are \$66,088 or 4% over the budgeted amount. Highway 17 Express revenue is \$41,249 or 5% over the year to date budgeted amount. Together, all four passenger revenue accounts are over the budgeted amount for the first eleven months of the fiscal year by a net \$48,332 or 0.9%.
2. Interest income is \$14,064 over the revised budget for the year to date due to higher interest rates and a higher treasury balance than anticipated due to expenditure delays.
3. Retired employee benefit expense is at 101.6% of the budget due to more retirees this year than projected, and because June premiums are included in this report.
4. Paratransit program expense is only at 65.8% of the budget because the May contractor billing was not available by the report deadline. If this payment were included, year-to-date expense would be closer to 71% of the budget, which is still low because ridership is well below projections for the year.
5. Bus Operator non-personnel expense is at 92.8% of the budget due to annual payments for uniform patches.
6. Pre-paid expense adjustment provides for allocating large annual payments, such as casualty and liability insurance, over the entire year so that the total expenses District-wide for the month and year to date are not skewed.
7. Pass through program expense is only at 5.6% of the budget since the largest project, fixed guideway studies, in the amount of \$450,000, has been delayed. This was a project budgeted on behalf of the Transportation Commission wherein revenues completely offset any expenses.
8. Bus Operator overtime is at 102.2% of the revised budget because overtime has been paid to cover shifts of several operators on long-term absence. The District is currently training additional Bus Operators. Total payroll for Bus Operators is within budget.
9. Unemployment insurance is at 92% of the budget due to additional hiring and turnover.
10. Revenue vehicle parts expense is at 102.4% of the budget due to purchase of replacement engines, and necessary parts to keep the aging fleet operational.
11. Non-inventory parts expense is at 105.0% of the budget due to purchase of parts to keep the aging fleet operational.

12. Repairs to property is a casualty and liability account to which repairs to District vehicles and property are charged when another party is liable for the damage. All collections made from other parties for property repair are applied to this account to offset the District's repair costs. Collections have been applied for the year to date, but some repairs have yet to be charged to the account.
13. Other miscellaneous expense is at 128% of the budget due to write-offs of uncollectable debts. However, this represents an overrun of only \$3,161.

FY 00-01 BUDGET TRANSFERS

6/1/01 - 6/30/01

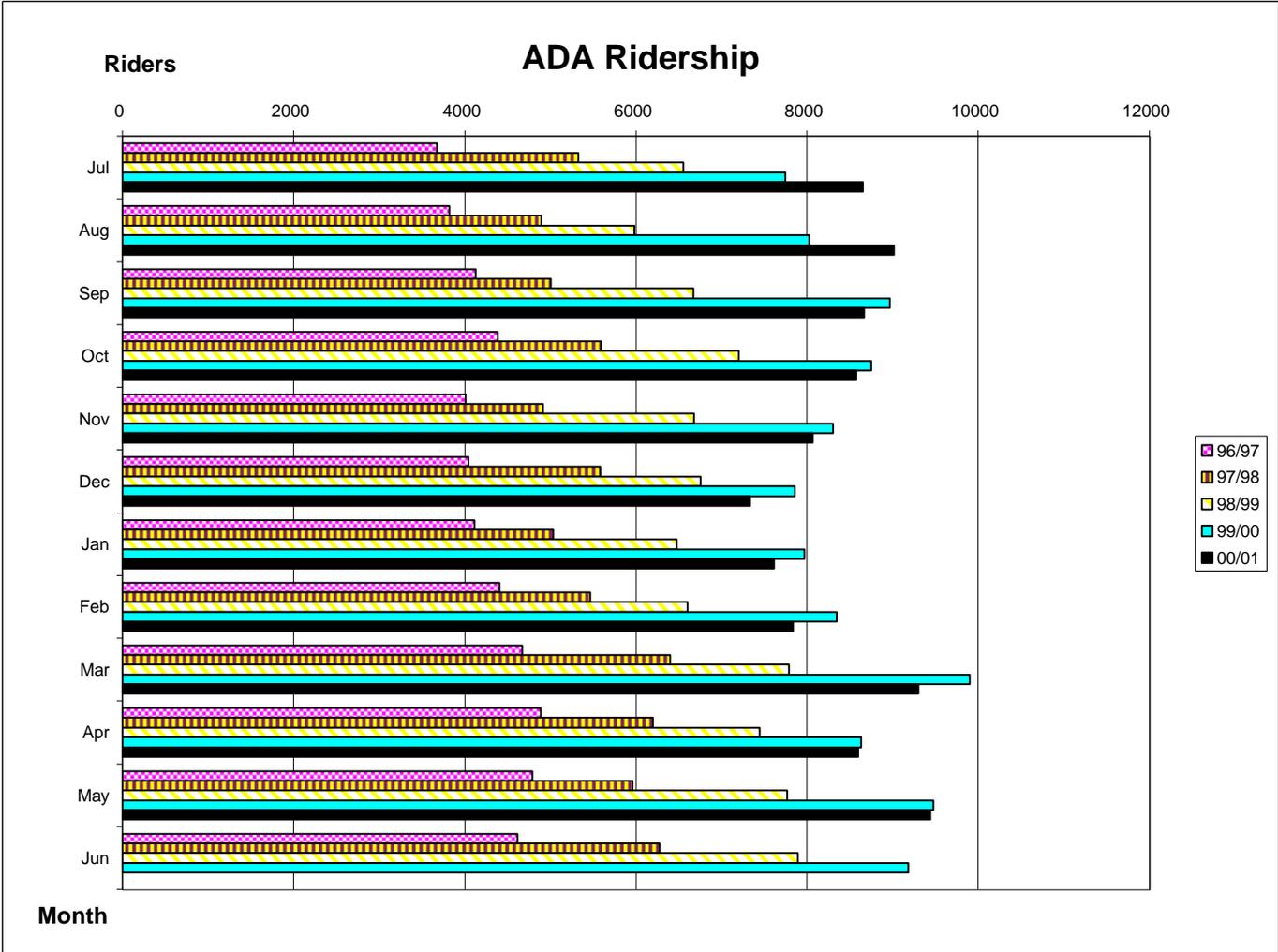
	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # 01-077			
TRANSFER FROM:	1500-504011	Fuels & Lubricants	\$ (110)
TRANSFER TO:	1500-504211	Postage & Mailing	\$ 110
REASON:	To cover account overrun in Postage & Mailing for the IT Department.		
TRANSFER # 01-078			
TRANSFER FROM:	1 100-50431 1	Office Supplies	\$ (1,300)
TRANSFER TO:	1 100-503222	Legal Ads	\$ 1,300
REASON:	To cover legal/display ads for the Administration Dept. through the remainder of the fiscal year.		
TRANSFER # 01-079			
TRANSFER FROM:	1500-503031	Professional/Technical	\$ (3,320)
TRANSFER TO:	1500-509121	Employee Training	\$ 3,320
REASON:	To cover account overrun in the IT Department.		
TRANSFER # 01-080			
TRANSFER FROM:	1 100-504311	Office Supplies	\$ (304)
TRANSFER TO:	1100-5042 15	Printing	\$ 304
REASON:	To cover account overrun in the Administration Dept. through the remainder of the fiscal year.		
TRANSFER # 01-081			
TRANSFER FROM:	3200-504211	Postage & Mailing	\$ (58)
TRANSFER TO:	3200-504511	Small Tools	\$ 58
REASON:	To cover cost of tools for Supervisors vans for the Operations Department.		
TRANSFER # 01-082			
TRANSFER FROM:	1400-501021	Other Salaries	\$ (7,000)
	1400-504011	Fuels & Lubricants	\$ (500)
	1400-505031	Telecommunications	\$ (1,000)
			<u>\$ (8,500)</u>
TRANSFER TO:	1400-503041	Temporary Help	\$ 7,000
	1400-504311	Office Supplies	\$ 1,500
			<u>\$ 8,500</u>
REASON:	To cover account overruns in the Human Resources Department.		

**FY 00-01 BUDGET TRANSFERS
6/1/01 - 6/30/01**

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # 01-083			
TRANSFER FROM:	1100-501021	Other Salaries	\$ (3,140)
TRANSFER TO:	1100-503041	Temporary Help	\$ 3,140
REASON:	To cover account overrun in the Administration Dept. through the remainder of the fiscal year.		
TRANSFER # 01-084			
TRANSFER FROM:	1100-509127	Board Fees	\$ (214)
TRANSFER TO:	1100-504215	Printing	\$ 214
REASON:	To cover account overrun for District letterhead paper for the Administration Department.		
TRANSFER # 01-085			
TRANSFER FROM:	2200-504319	Custodial Supplies	\$ (1,500)
	2500-503363	Haz Waste Disposal	\$ (1,200)
	2600-512061	Equipment Rental	\$ (100)
			<u>\$ (2,800)</u>
TRANSFER TO:	2500-504319	Custodial Supplies	\$ 1,500
	2200-503363	Haz Waste Disposal	\$ 1,200
	2600-505031	Telecommunications	\$ 100
			<u>\$ 2,800</u>
REASON:	To cover expected expenditures for remainder of fiscal year for the Facilities Maintenance Department.		
TRANSFER # 01-086			
TRANSFER FROM:	1300-501021	Other Salaries	\$ (15,988)
	1300-504215	Printing	\$ (1,366)
	3100-504211	Postage & Mailing	\$ (52)
			<u>\$ (17,406)</u>
TRANSFER TO:	1300-503041	Temporary Help	\$ 15,988
	1300-512061	Equipment Rental	\$ 1,366
	3100-504215	Printing	\$ 52
			<u>\$ 17,406</u>
REASON:	To cover account overruns for the Planning & Marketing Department and Paratransit Program.		

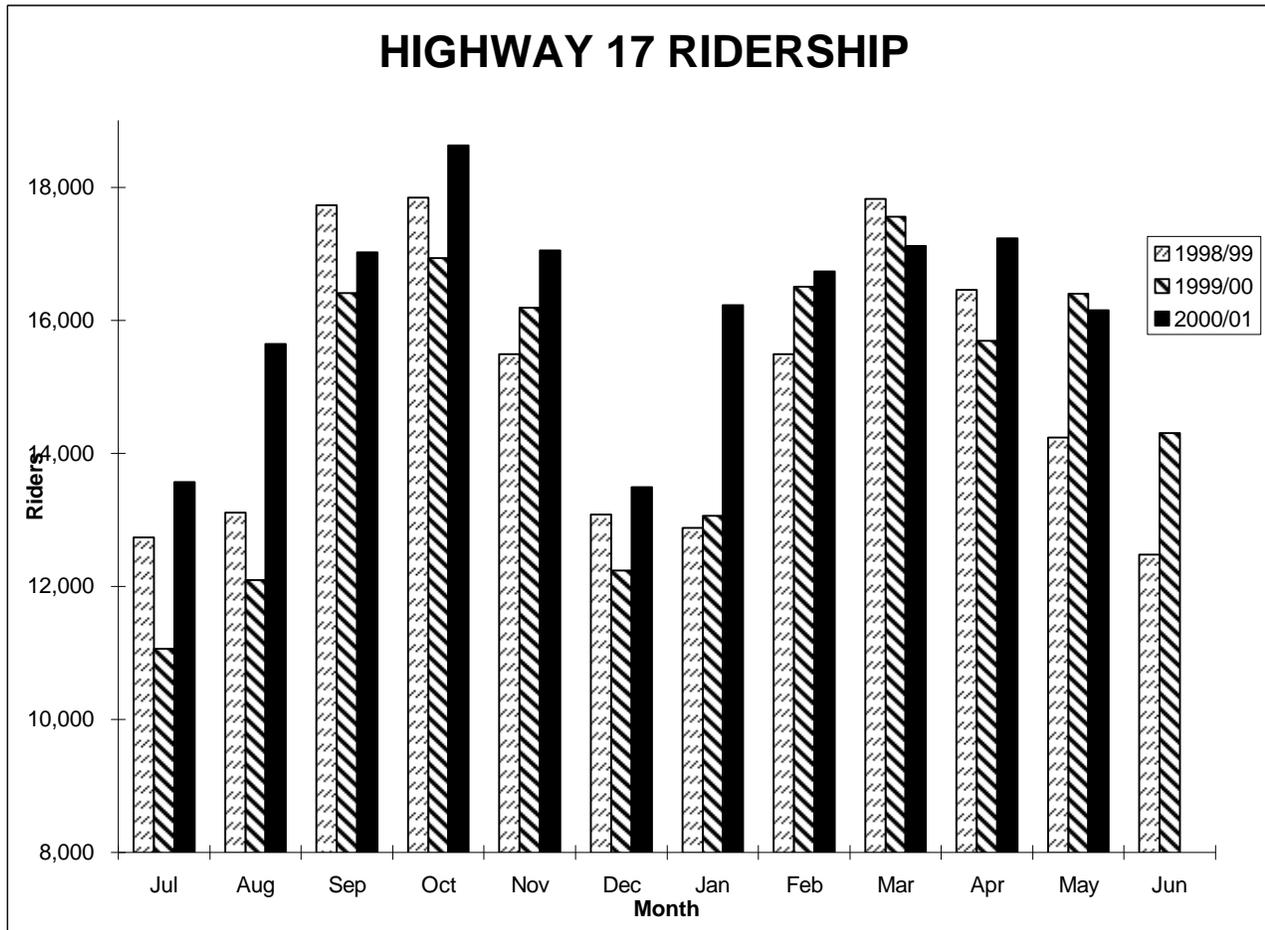
**ADA Paratransit Program
Monthly Status Report**

	This May	Last May	% Change	This YTD	Last YTD	% Change
Cost	\$ 229,401	\$ 210,202	9.1%	\$2,182,960	\$ 2,058,567	6.0%
Revenue	\$18,874	\$18,932	-0.3%	\$186,046	\$187,802	-0.9%
Subsidy	\$210,527	\$191,270	10.1%	\$1,996,914	\$1,870,765	6.7%
Passengers	9,437	9,466	-0.3%	93,023	93,901	-0.9%
Cost/Ride	\$24.31	\$22.21	10.4%	\$23.47	\$ 21.92	7.8%
Subsidy/Ride	\$22.31	\$20.21	10.4%	\$21.47	\$19.92	7.8%
Operating Ratio	8.2%	9.0%	-8.6%	8.5%	9.1%	-6.6%
% Rides on Taxi	65.6%	72.7%	-9.7%	67.5%	71.1%	-5.0%
Program Registrants	8,650	7,342	17.8%	8,650	7,342	17.8%
Rides/Registrant	1.1	1.3	-15.4%	10.8	12.8	-15.9%



HIGHWAY 17 - MAY 2001

	May			YTD		
	2000/01	1999/00	%	2000/01	1999/00	%
FINANCIAL						
Cost	\$ 116,507	\$ 101,973	14.3%	\$ 1,175,658	\$ 1,188,721	(1.1%)
Farebox	\$ 34,713	\$ 35,530	(2.3%)	\$ 394,397	\$ 381,129	3.5%
Operating Deficit	\$ 78,335	\$ 63,478	23.4%	\$ 758,126	\$ 782,106	(3.1%)
Santa Clara Subsidy	\$ 39,167	\$ 26,754	46.4%	\$ 379,063	\$ 348,434	8.8%
METRO Subsidy	\$ 39,167	\$ 36,724	6.7%	\$ 379,063	\$ 555,193	(31.7%)
San Jose State Subsidy	\$ 3,459	\$ 2,966	16.6%	\$ 23,135	\$ 25,485	(9.2%)
STATISTICS						
Passengers	16,148	16,403	(1.6%)	178,846	164,145	9.0%
Revenue Miles	32,918	29,925	10.0%	350,123	350,123	0.0%
Revenue Hours	1,280	1,164	10.0%	13,616	13,616	0.0%
PRODUCTIVITY						
Cost/Passenger	\$ 7.21	\$ 6.22	16.1%	\$ 6.57	\$ 7.24	(9.2%)
Revenue/Passenger	\$ 2.15	\$ 2.17	(0.8%)	\$ 2.21	\$ 2.32	(5.0%)
Subsidy/Passenger	\$ 5.07	\$ 4.05	25.0%	\$ 4.37	\$ 4.92	(11.2%)
Passengers/Mile	0.49	0.55	(10.5%)	0.51	0.47	9.0%
Passengers/Hour	12.61	14.09	(10.5%)	13.13	12.05	9.0%
Recovery Ratio	29.8%	34.8%	(14.5%)	33.5%	32.1%	4.6%



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: UNIVERSITY OF CALIFORNIA - SANTA CRUZ SERVICE UPDATE

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Year to date student billable trips are up by 6.1%.
- Year to date faculty / staff billable trips are up by 12.7%

III. DISCUSSION

Full school-term transit service to the University of California – Santa Cruz started on September 18, 2000. Attached are charts detailing student and faculty / staff billable trips. A summary of the results is as follows:

- Student billable trips of the month of April 2001 were 158,721 vs. 140,471 for April 2000.
- Faculty / staff billable trips for the month of April 2001 were 13,502 vs. 10,648 for April 2000.
- Year to date, student billable trips are up 6.1% and faculty billable trips are up by 12.7%. May 2001 posted the highest faculty / staff ridership in history.

Bi-directional service is expected to start in fall quarter - September 2001. Bus stop and road construction began in June 2001 and the initial results are very positive.

The Mission Street Widening Project will begin construction of Stage 2 - from Otis to Bay Street - in early May, with completion anticipated during August. Traffic delays caused by construction may result in longer travel times for SCMTD routes traveling along this corridor, including those to UCSC: Routes 1L, 1W, 2, 3, 12, 40, 41, 42 and the 91. The majority of this work coincides with UCSC's Summer Session, and all Stage 2 work is expected to be completed before the start of UCSC's Fall 2001 academic quarter.

IV. FINANCIAL CONSIDERATIONS

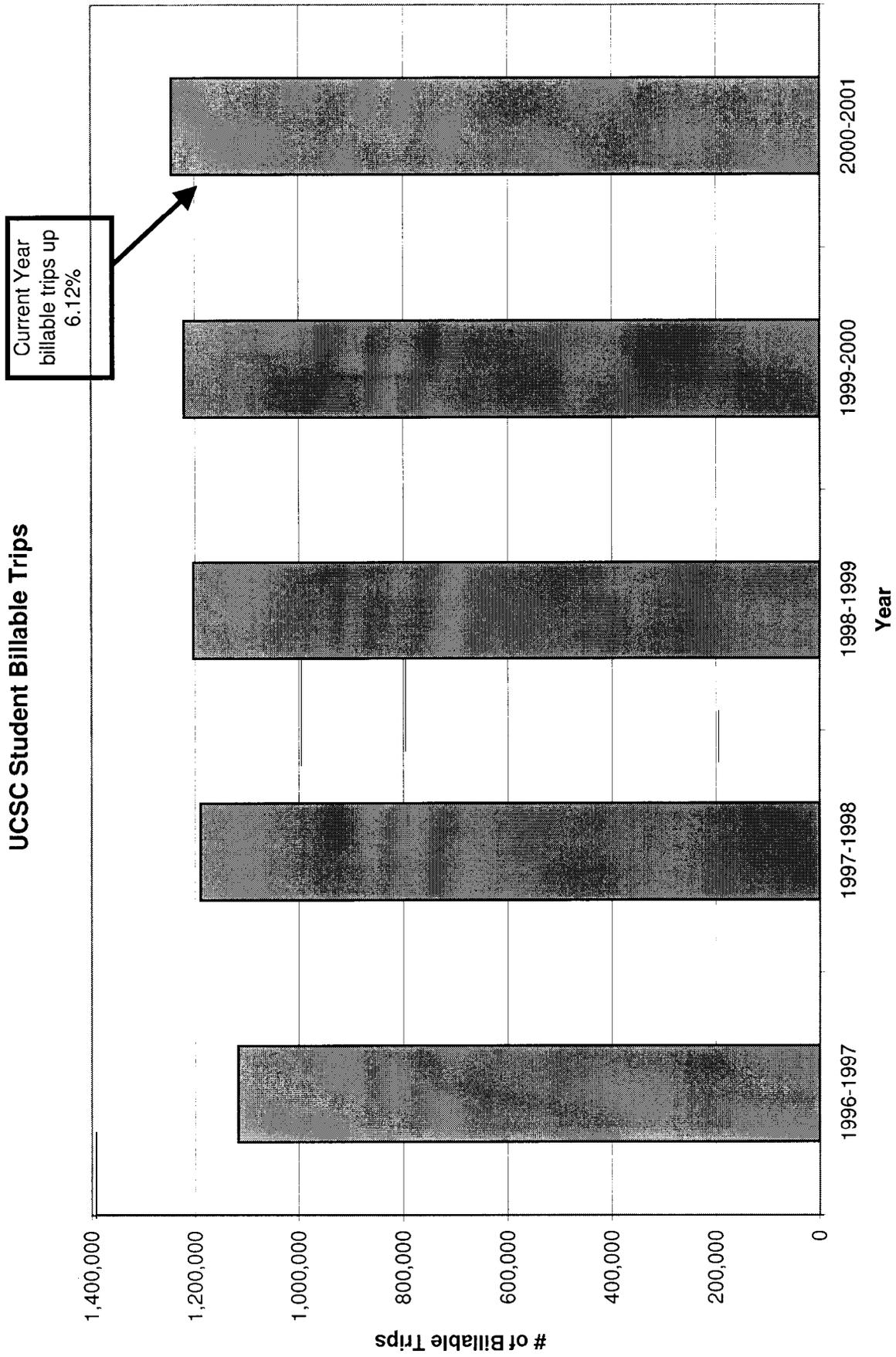
NONE

V. ATTACHMENTS

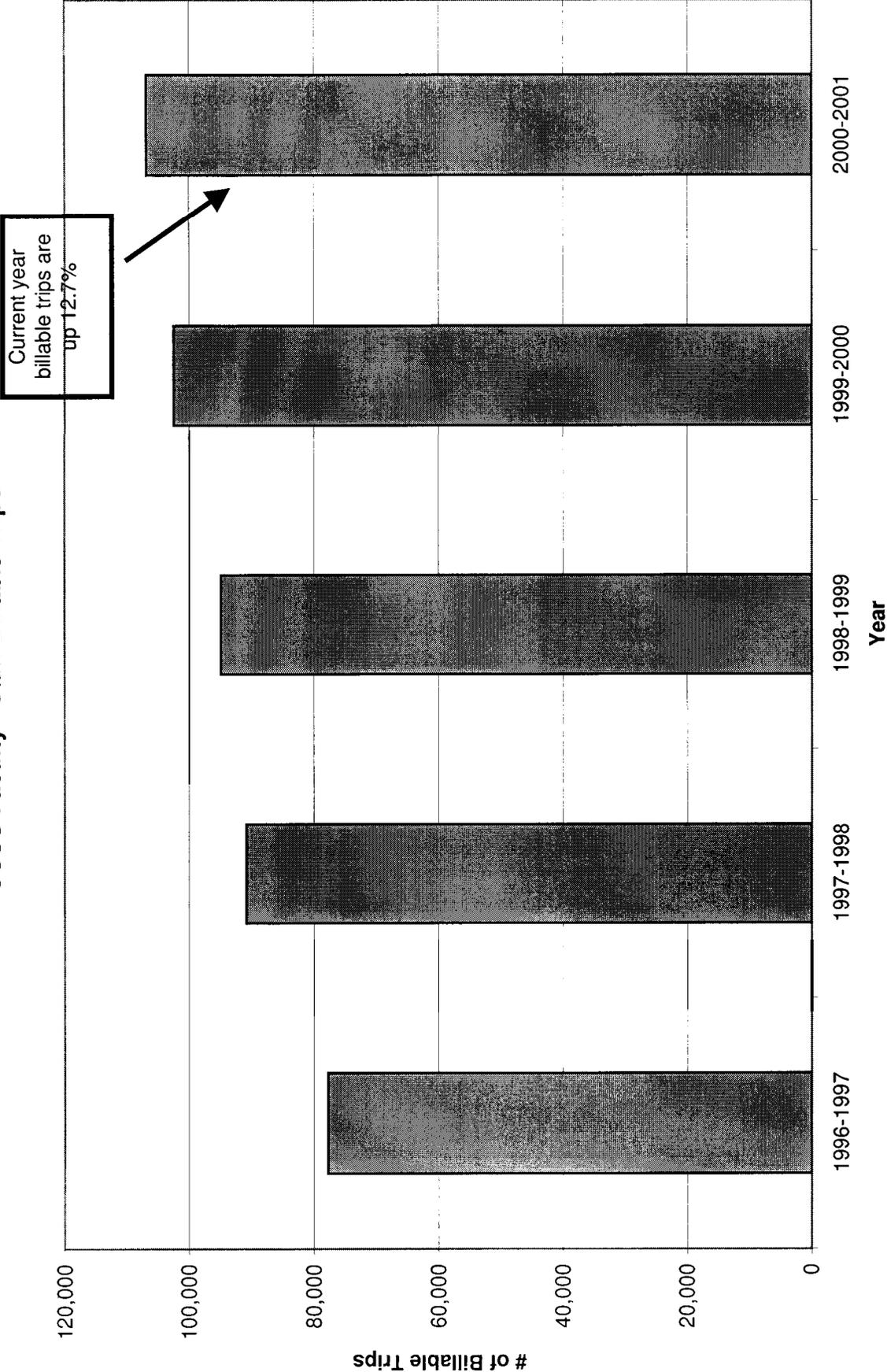
Attachment A: UCSC Student Billable Trips

Attachment B: UCSC Faculty / Staff Billable Trips

UCSC Student Billable Trips



UCSC Faculty • Staff Billable Trips



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 15, 2001

TO: Board of Directors

FROM: Elisabeth Ross, Manager of Finance

**SUBJECT: RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS FOR
MERCHANT BANK CARD SERVICES**

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors adopt the attached resolution authorizing the Secretary/General Manager and/or Finance Manager to execute documents required by Nova Information Systems, Inc., for merchant bank card services.

II. SUMMARY OF ISSUES

- Over the years, the District has received numerous requests from passengers to purchase bus passes using bank cards such as VISA and MasterCharge.
- The District can offer bank card services for pass purchases through Nova Information Systems, Inc., at a fairly low cost, to accommodate the public.
- Since pass sales continue to increase, particularly for the Highway 17 Express, this service would be a benefit to the public.
- In order to proceed with the program, a resolution is required by Nova Information Services, Inc., and Coast Commercial Bank.

III. DISCUSSION

The District has always sold bus passes at Metro Center and through its outlets on a cash basis only. Over the years, passengers have requested that the District allow them to purchase the passes by credit card. Passengers often use the ATM at Metro Center to obtain cash, then go to the Information Booth to purchase a pass. Credit cards would be easier for many people.

District staff contacted Coast Commercial Bank, the District's bank for the fares account, to research the cost of such a program. Nova Information Systems, Inc., handles merchant bank card services for Coast Commercial Bank customers. The District would implement the type of program where a credit card is swiped at the terminal at the Information Booth. No telephone orders would be accepted due to staffing levels. The company would train the Customer Service Representatives in use of the system.

IV. FINANCIAL CONSIDERATIONS

The set-up cost for the system at Metro Center is approximately \$700 and the monthly cost is estimated at \$20 to \$30.

V. ATTACHMENTS

Attachment A: Resolution Authorizing Secretary/General Manager and/or Finance Manager to Execute Documents Required by Nova Information Systems, Inc., for Merchant Bank Card Services

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

Resolution No. _____
On the Motion of Director: _____
Duly Seconded by Director: _____
The Following Resolution is Adopted:

**RESOLUTION AUTHORIZING SECRETARY/GENERAL MANAGER AND/OR FINANCE
MANAGER TO EXECUTE DOCUMENTS REQUIRED BY NOVA INFORMATION
SYSTEMS, INC., FOR MERCHANT BANK CARD SERVICES**

WHEREAS, the Santa Cruz Metropolitan Transit District desires to establish bank card services for the benefit of its passengers for purchase of bus passes; and

WHEREAS, the Santa Cruz Metropolitan Transit District may enter into an arrangement with Nova Information Systems, Inc, the merchant bank card provider for the District’s bank, Coast Commercial Bank, to provide such services.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that this Board does hereby authorize the Secretary/General Manager and/or the Finance Manager to execute any documents which may be required by Nova Information Systems, Inc., now or in the future, to effect such a program; and

BE IT FURTHER RESOLVED, that this resolution shall remain in full force and effect until written notice of its amendment or rescission shall have been received by Nova and that receipt of such notice shall not affect any action taken by Nova or Bank prior thereto; and

BE IT FURTHER RESOLVED, that the Secretary/General Manager be, and hereby, is authorized and directed to certify to Nova and the Bank, the foregoing resolution and the provision thereof, are in conformity with the by-laws of the District.

PASSED AND ADOPTED this 15th day of June 2001, by the following vote:

- AYES:** Directors -
- NOES:** Directors -
- ABSTAIN:** Directors -
- ABSENT:** Directors -

APPROVED _____
SHERYL AINSWORTH
Chairperson

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
SUBJECT: CONSIDERATION OF DECLARING CERTAIN PARATRANSIT VEHICLES AND VEHICLE #902 EXCESS PROPERTY

I. RECOMMENDED ACTION

Declare certain Vehicles, as set forth in Attachment A, excess property and allow for disposal of such vehicles.

II. SUMMARY OF ISSUES

- Paratransit Vehicle Numbers 911, 912, 913, 9530 and 9531 have expired leases with Santa Cruz Transportation/Yellow Cab of Santa Cruz and Courtesy Cab of Watsonville.
- Both Yellow Cab and Courtesy Cab have expressed a desire to purchase these Paratransit vans. Both companies have also expressed a desire to continue to use these vans in the Paratransit program with Community Bridges, (formerly Food and Nutrition Services).

III. DISCUSSION

The Santa Cruz Metropolitan Transit District leased Paratransit Vans 911, 912, 913 and 9531 to Yellow Cab of Santa Cruz. The Santa Cruz Metropolitan Transit District also leased Paratransit Van 9530 to Courtesy Cab of Watsonville.

Since the expiration of these leases, the vehicles have continued to be used by Yellow Cab and Courtesy Cab in paratransit services, although at least two of the vehicles are no longer in service. The vans have been altered to create paratransit vehicles, removing the seats and flooring to allow for the maneuvering and transportation of wheelchairs.

The Transit District itself has no need for these vans in its own service. The Transit District has a need to dispose of these vans whose leases have expired. The procedure for disposal of property is detailed in Regulation No. AR-2020. According to this Regulation, when an item is not repairable or too costly to repair, worn out or obsolete, it can be determined to be ready for disposal. If the Board of Directors determines that these vans should be disposed of, purchasing will advertise them for sale. According to

the Federal Transit Administration, Circular 5010.1C provides that minimum normal service life of these vehicles is four years or 100,000 miles. Clearly these vehicles have exhausted their useful life.

Additionally, Fleet Maintenance Manager, Tom Stickel, has advised that a District owned 1989 Chevrolet sedan is in poor condition and is ready for disposal.

IV. FINANCIAL CONSIDERATIONS

The Transit District will receive sale proceeds for these vehicles in an amount to be determined by the fair market value and the best offer received. For these five vehicles, the Transit District should expect to receive between \$2,500.00 and \$10,000.00 total for the vehicles.

V. ATTACHMENTS

Attachment A: Table Detail Of Vehicles To Be Declared Excess Property

TABLE DETAIL OF VEHICLES
TO BE DECLARED EXCESS PROPERTY

Asset Tag #	Acquisition Date	Acquisition Cost	Accumulated Depreciation	Net Book Value	Market Value ¹	Reason For Disposal	Vehicle Identification Number	Mileage
B0911 SCT	8/30/92	\$32,633.75	\$32,633.75	\$0	\$1,375.00	Outlived Useful Life	1B4GH44R1NX224378	192,473
B0912 SCT	8/30/92	\$32,633.75	\$32,633.75	\$0	\$-0-	Poor, Operable	1B4GH44R3NX224379	328,767
B0913 SCT	8/30/92	\$32,633.75	\$32,633.75	\$0	\$-0-	Poor, Operable	1B4GH44RXNX224380	270,190
B9530 CCW	5/30/95	\$35,966.68	\$35,966.68	\$0	\$-0-	Poor, Operable	1B4GH44R9SX617749	311,583
B9531 SCT	5/30/95	\$35,966.68	\$35,966.68	\$0	\$2,600.00	Outlived Useful Life	1B4GH44R5SX617750	267,132
C0902.00A	6/22/89	\$11,762.86	\$11,762.86	\$0	\$300.00	Poor, operable	3G1AW51R7KS532623	212,545

¹ Does not take into account the fact that the vans have been modified for paratransit use.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: ADOPTION OF THE ANNUAL DBE PARTICIPATION RATE OF 15% FOR FEDERALLY FUNDED PROCUREMENTS IN FY 2002.

I. RECOMMENDED ACTION

Adopt the annual DBE participation rate of 15% for Fiscal Year 2002.

II. SUMMARY OF ISSUES

- The Department of Transportation requires the District to establish an annual goal for its Disadvantaged Business Enterprise (DBE) Program to ensure that small, minority- and women-owned businesses are not discriminated against in District procurements.
- The District solicited public comment on the proposed goal in national and local publications. No comments were received.
- The Annual DBE Program Goal for FY2002 establishes a goal of 15% for DBE participation based upon the number of willing and able DBE firms who would be expected to participate in METRO procurements in the absence of discrimination.

III. DISCUSSION

In 1983, the United States Congress enacted the first Disadvantaged Business Enterprise statutes to end discrimination in the award of federally-funded procurements. As required by the Department of Transportation since then, the Santa Cruz Metropolitan Transit District annually establishes a goal and tracks DBE participation in its own procurement activities. The intent of the goal is to attain the same rate of participation by small, minority and women-owned business in procurements which could be expected in the absence of discrimination. The District's DBE goals established since 1993 ranged from 10%-15%.

As part of the annual goal-setting process, the District solicits public comment for 45 days after calculating a new goal. Public comments and the District's response would be included in the annual goal statement submitted to the Federal Transit Administration for ultimate approval. Staff initiated outreach and public participation efforts on June 1 and will receive comments through July 15, 2001. The adopted goal may be revised, if necessary, to address public comments.

The attached *Annual DBE Program Goals for Fiscal Year-2002* discusses the method used to set the DBE participation rate at 15%. Adopting the goal commits the District's procurement efforts to attain a DBE participation rate of at least 15%.

III. FINANCIAL CONSIDERATIONS

Adopting the *Annual DBE Program Goals for Fiscal Year 2002* has no financial impact; however, contracts funded with FTA assistance will be monitored for DBE goal achievement.

V. ATTACHMENTS

Attachment A: *Santa Cruz Metropolitan Transit District Annual DBE Program Goals, Fiscal Year 2001-2002*

Santa Cruz Metropolitan Transit District

Annual DBE Program Goals

Fiscal Year 2002

July, 2001

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Introduction

The Santa Cruz Metropolitan Transit District (METRO) has maintained a Disadvantaged Business Enterprise (DBE) Program in accordance with the U.S. Department of Transportation (DOT) as required in 49 CFR Part 23. The purpose of the METRO DBE program is to ensure that small firms competing for DOT sponsored contracts were not disadvantaged by unlawful discrimination. Initially, the program applied to minority owned businesses. In 1987, Congress expanded the DBE program to include small women-owned businesses as well.

In February 1999, the U.S. Congress passed a new regulation for Disadvantaged Business Enterprises in response to the Supreme Court's 1995 opinion (*Adarand vs. Pena*) that affirmative action programs must be narrowly tailored to serve a compelling government interest. In order to streamline DBE program administration and to incorporate the new rules, the Department of Transportation codified the revised DBE requirements in a new section, 49 CFR 26.

The *Santa Cruz Metropolitan Transit District DBE Program - 49 CFR Part 26* contains the complete DBE program including policies, requirements, remedies, and records except for the amount of DBE participation to be determined each year. The *Program* conforms to *Participation by Disadvantaged Business Enterprises in Department of Transportation Programs; Final Rule* as published in the Federal Register of February 2, 1999. The SCMTD Board of Directors adopted the *Program* on July 21, 2000 and submitted it to the Federal Transit Administration for approval on July 25, 2001. The complete *Program* is available upon request from District's DBE Liaison Officer at the address listed on the last page of this *Annual Update*.

The *Santa Cruz Metropolitan Transit District Annual DBE Program Goals FY2002* comprises part of the comprehensive *DBE Program* and is updated annually. Each year, the Santa Cruz Metropolitan Transit District will review its goal accomplishment for Disadvantaged Business Enterprise participation in DOT assisted contracts and recalculate the goal for the coming year, if indicated, based upon demonstrable evidence relevant to the District's marketplace. This document presents the annual goal, describes the methodology behind it and discusses race-neutral and race-conscious measures that the District anticipates using to reach the goal.

Declarations

The Santa Cruz Metropolitan Transit District receives Federal financial assistance from the Department of Transportation, and, as a condition of receiving this assistance, has signed an assurance that it will comply with 49 CFR Part 26. The Santa Cruz Metropolitan District will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE Program, the Santa Cruz Metropolitan Transit District will not, directly or through contractual or other arrangements use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Annual Goal Methodology

The SCMTD annual goal-setting methodology follows the prescribed two-step method described in 49 CFR 526.45 and draws upon relevant market data particular to the geographic area in which SCMTD typically contracts. Step one uses the US Bureau of Census Women/Minority-owned business surveys and the County Business Patterns database. Appropriate historical data maintained as part of SCMTD's ongoing DBE Program is evaluated in Step two to adjust census data to local conditions and experience with DBE participation in DOT assisted contracts.

STEP 1: ESTABLISHING THE BASE FIGURE

In order to identify DBE availability relative to all business enterprises, staff first categorized previous contracting results into the Standard Industrial Classification System codes (SIC) revised in 1987¹. Minority and women-owned business firms could then be compared with all firms by SIC and by geographic area using US Census Data. Examination of METRO's previous DOT assisted contracts revealed that contract work occurs in construction, paratransit service, wholesale procurement and business services. The SIC corresponding to these areas are: 15) Construction; 16) Heavy Construction; 17) Special trade contractors; 41) Transportation, passenger transit; 50) Wholesale trade, durable goods; 51) Wholesale trade, non-durable goods; 60) Fire, Insurance and Real Estate; 73) Business services; and 87) Engineering and management services. These SICs are used throughout the analysis across all geographic areas for the sake of consistency.

Next, staff established a benchmark of national DBE availability against which local DBE estimates could be measured. National DBE availability calculated from Census Bureau surveys and County Business Patterns would establish the most general measure of DBE availability in DOT-assisted contract categories. The benchmark estimates could also be used to validate local data from other sources or to estimate proportional allocation of firms to SICs within the broader major industrial classifications used by surveys of the US Bureau of the Census. Table 1 calculates the percentage of DBE firms nationwide in the 9 target SICs relative to all firms nationwide.

¹ www.census.gov/epce/www.sic.html

Table 1. DBEs Available Nationally

Industry Group:	Construct.	Trans.	Wholesale	Services	US Firms	US Firms
SIC:	15.16.17	41	50.51	60.73.87	in SICs	All SICs
DBE Firms: National						
Minority Owned(1)	166,411	33,207	44,841	494,582	739,041	2,149,184
Women Owned(2)	183,695	15,230	154,542	1,800,336	2,153,803	5,888,883
-Minority Women Owned	-16,251	-4,402	-14,564	-193,514	-228,731	-717,435
Minority+Women Owned	333,855	44,035	184,819	2,101,404	2,664,113	7,320,632
# Firms in US(1)	1,829,620	85,188	538,339	5,044,690	7,497,837	17,253,143
%DBE Firms	18.2%	51.7%	34.3%	41.7%	35.5%	42.4%
% of all US Firms in SIC	10.6%	0.5%	3.1%	29.2%	15.4%	

In the four areas with contracting opportunities during the year: Construction; Transportation; Wholesale Trade; and Services, DBE firms nationwide represent 18%, 51%, 34% and 42%, respectively, of all firms in those SICs. Nationally, DBEs constitute approximately 42% of all firms.

According to geographic characteristics of the Survey of Minority- and Women-owned Businesses, California has the fourth largest proportion of minority firms behind Hawaii, Washington D.C. and New Mexico. To further refine the benchmark figures for California, staff next calculated the relative proportion of minority-and women-owned firms in state. As expected, the proportion of DBE firms in each SIC is higher in California than nationally.

Table 2. DBEs Available in California²

Industry Group:	Construct.	Trans.	Wholesale	Services	CA Firms	CA Firms
SIC:	15.16.17	41	50.51	60.73.87	in SICs	All SICs
Minority Owned	36,739	2,803	14,325	155,832	209,699	541,414
Women Owned	18,581	1,947	20,980	276,181	317,689	801,487
-Minority Women owned	-3,588	-372	-4,653	-60,972	-69,584	-190,330
Minority+Women Owned	48,144	4,378	26,000	310,068	388,591	1,152,571
# Firms in CA(3)	190,538	8,551	69,173	730,325	998,587	2,259,327
%DBE	25.3%	51.2%	37.6%	42.5%	38.9%	51.0%

In the next step, staff obtained US Bureau of Census County Business Patterns to calculate the relative availability of DBEs within the geographically delimited marketplace within which METRO typically contracts. The METRO market area is defined to include all of Alameda, Contra Costa, Monterey, San Francisco, Santa Clara and Santa Cruz Counties. Within this area lie the second and fourth largest cities in the State, San Jose and San Francisco. It seems logical to assess DBE availability within this defined region even if a fraction of contracts lie outside this area since, according to the national data, DBE firms constitute a larger percentage of firms within this area than in the nation as a whole. Table 3 calculates DBE availability for all firms within the defined market area.

Table 3. METRO Market Area DBE Availability*
All SICs

County	Minority	Women	Less 33% Wom.Min.	County #DBE	ALL Firms	County %DBE
Alameda	4,983	4,422	-1,644	7,761	33,574	23.1%
Contra Costa	1,836	2,881	-606	4,111	20,535	20.0%
Monterey	890	1,110	-294	1,706	8,132	21.0%
San Francisco	4,631	3,728	-1,528	6,831	30,013	22.8%
Santa Clara	5,287	4,880	-1,745	8,422	39,682	21.2%
Santa Cruz	511	968	-169	1,310	6,492	20.2%
Total	18,138	17,989	-5,986	30,141	138,428	21.8%

Because the CBP data did not categorize minority business owners by gender, 33% of the number of minority-owned firms, the national average, was assumed to represent the proportion of firms owned by minority women. Since minority women business owners are also included in the survey of women-owned firms, subtracting 33% of the minority-owned businesses from the sum of women-owned and minority-owned businesses yields an estimated number of DBEs available in each county.

According to the County Business Patterns data for 1993 (Table 3), the percentage of DBE firms available in all SICs in the METRO market place (21.8%) is substantially lower than the percentage of DBEs available in all SICs in either the nation (42.4%) or in the State of California (51.0%). Furthermore, Tables 1 and 2 show that the percentage of DBEs available nationally (35.5%) and statewide (38.9%) in the SICs in which METRO typically contracts is somewhat lower than the combined percentage of DBEs available in all SICs nationally (42.4%) and statewide (51.0%). To derive a base figure of DBE firms available in the METRO marketplace, then, the total number of firms in the SICs in which METRO contracts is multiplied by ratio (.218/.510) of DBE vendors in the market area to the DBE vendors available statewide. This calculation yields the estimate of willing and able DBEs available in the METRO marketplace shown in Table 4.

² U.S. Bureau of the Census
 Survey of Minority-Owned Business Enterprises, 1992, U.S. GPO, 1996
 Survey of Women-Owned business Enterprises, 1992, U.S. GPO, 1996

**Table 4. METRO Market Area (4)
 by SIC**

County	Construction 15,16,17	Transport. 41	Wholesale 50,51	Services 60,73,87	#Firms in SICs	ALL Firms
Alameda	2,626	54	3,188	6,855	12,723	33,574
Contra Costa	2,170	33	1,201	5,385	8,789	20,535
Monterey	760	17	529	1,425	2,731	8,132
San Francisco	1,333	88	2,015	8,603	12,039	30,013
Santa Clara	3,148	71	3,396	9,550	16,165	39,682
Santa Cruz	785	7	274	1,128	2,194	6,492
Total	10,822	270	10,603	32,946	54,641	138,428
% all firms	7.82%	0.20%	7.66%	23.80%	39.47%	100.00%

Market Area County	DBEs in SIC 15,16,17	Construction 41	Transport. 50,51	Wholesale 60,73,87	Services SUM DBEs	%Market
Alameda	283	12	511	1,242	2,049	6.10%
Contra Costa	234	7	193	976	1,410	6.87%
Monterey	82	4	85	258	429	5.27%
San Francisco	144	19	323	1,559	2,045	6.81%
Santa Clara	340	16	545	1,731	2,630	6.63%
Santa Cruz	85	2	44	204	335	5.15%
Total	1,167	59	1,701	5,970	8,897	6.43%
%DBE in SIC group	10.8%	21.9%	16.0%	18.1%	16.3%	

(4)Source: US Bureau of the Census, County Business Patterns, 1993, U.S. GPO, 1995

This estimate, based upon reasonable assumptions and data from the 1993 County Business Patterns and from the U.S. Bureau of the Census Survey of Minority/Women-Owned Business Enterprises, indicates the proportion of DBE firms which could be assumed willing and able to participate in DOT-assisted procurements in the METRO marketplace. From the last row of Table 4, then, the percentage of DBE participation which could be expected in each of the four SIC groups in the absence of discrimination would be: 10.8% for construction trades (SIC 15, 16, 17); 2.19% for contract transportation services (SIC 41); 16.0% for wholesale goods (SIC 50, 51); and 18.1% for services (SIC 60,73,87). The base rate and dollar amounts for DOT assisted contracts will be calculated using this estimate of DBE participation.

Table 5 derives the base figure for the overall METRO DBE participation goal by first distributing the operating budget available for procurement across the four SIC groups as shown beneath the Table. The ratio of funds available for procurement to the total operating budget is then applied to the amount of FTA operating assistance in order to calculate FTA dollars available for DBE vendor contracting. Given 24.9% of the entire operating budget for contract procurement, and given \$1,332,311 in FTA Operating Assistance for FY2002, \$331,249 could be spent with DBE vendors. The \$331,249 in FTA contract funds was then divided among the SICs in the same proportion as the overall procurement budget.

Second, the entire amount of FTA funds available for non-vehicle procurement were then distributed across the SICs according to the capital improvement program, assuming that all capital dollars could be contracted by a DBE vendor. These dollar amounts were then added to the operating assistance amounts and entered into the respective SIC column in Table 5.

Third, the percentage of all FTA assistance in each of the four areas was then multiplied by the estimated percentage of available DBEs from Table 4 to yield a percentage participation rate in each SIC grouping. Finally these four percentages are added to arrive at an overall goal in accordance with 26 CFR §26.45. This method obtains a base figure of 16.88% for DBE participation in FY 2002.

Table 5: Base DBE Contract Goal

Available DBEs	Construction	Transport.	Wholesale	Services	SUM
	15,16,17	41	50,51	60,73,87	TOTAL
METRO Market Area	10.78%	21.85%	16.04%	18.12%	
Amount FTA Capital for ROW Purchase				\$6,483,816	
Federal Contract \$ FY02	\$0	\$64,098	\$901,711	\$45,001	\$1,010,810
% of FTA Funds	0.00%	6.34%	89.21%	4.45%	
% Contracts * %DBE	0.00%	1.39%	14.31%	0.81%	16.50%
DBE \$	\$ -	\$ 888	\$ 129,047	\$ 363	\$ 130,298

METRO Ops. Procurement:	\$8,531,109 FTA Ops.:	\$6,180,622 FTA Cap	\$845,000
METRO Ops Budget:	\$3,180,000 Contract:	26.83% FTA Op	\$165,810
% Contracts	26.8% FTA amt:	\$165,810 Total FTA	\$1,010,810
		ops	cap
construct 15,16,17			\$0
trans. 4100	3,297,905	0.39	\$64,098
whole/dur50,51	2,917,829	0.34	\$56,711
services 60,73,87	2,315,375	0.27	\$45,001
	8,531,109		\$165,810
			\$845,000
			\$1,010,810

STEP 2: ADJUSTMENT TO THE BASE DBE CONTRACT GOAL

In reviewing the FY2001 contracting results, DBE vendor participation in durable and non-durable wholesale goods procurement is lower than would be expected given the preceding demographic analysis. Apparently, the market area has fewer DBE vendors in Wholesale supplies than the estimate suggests. In order to narrowly tailor the DBE goal to the METRO market characteristics, the participation rate for DBEs in Wholesale procurement is reduced from 14.3 1% to 12.8 1%. The overall goal, therefore, is adjusted from 16.50% to 15%.

Table 6: Adjusted DBE Contract Goal

Available DBEs	Construction	Transport.	Wholesale	Services	SUM
	15,16,17	41	50,51	60,73,87	TOTAL
METRO Market Area	10.78%	21.85%	16.04%	18.12%	
Amount FTA Capital for ROW Purchase				\$6,483,816	
Federal Contract \$ FY01	\$0	\$64,098	\$901,711	\$45,001	\$1,010,810
% of FTA Funds	0.00%	6.34%	89.21%	4.45%	
% Contracts * %DBE	0.00%	1.39%	12.81%	0.81%	15.00%
DBE \$	\$	-	\$ 888	\$ 115.509	\$ 363 \$ 116.760

Annual Goal

Santa Cruz Metropolitan Transit District’s overall goal for FY 2002 is to extend 15% of the Federal financial assistance we receive to Disadvantaged Business Enterprises in DOT-assisted contracts, excluding FTA funds used to purchase rolling stock. During FY2002, Santa Cruz Metropolitan Transit District expects to let \$1,010,810 in contracts using Federal Transit Administration funding. With a DBE participation rate of 15%, METRO will spend \$116,760 with DBE vendors during the fiscal year.

Breakout of Estimated Race-Neutral and Race-Conscious Measures

The U.S. DOT Regulations require that the maximum feasible portion of the DBE overall annual goal be met by using race-neutral methods. Race neutral methods include efforts made to assure that bidding and contracting requirements facilitate participation by DBE’s and other small businesses by unbundling large contracts to make them more accessible, encouraging prime contractors to subcontract portions of the work, and providing technical assistance, outreach and communications programs. Race-neutral DBE participation includes any time a DBE wins a prime contract through customary competitive procurement procedures, a DBE is awarded a subcontract on a prime contract that does not carry a DBE goal, or a DBE wins a subcontract, even if there is a DBE goal, from a prime contractor that did not consider its DBE status in making the award.

Because last year’s effort exceeded the established DBE goal, METRO will not use race-conscious measures or contract goals in FY2002. Assuming that the DBE goal can be reached with race neutral measures, contract goals would not be necessary in the DOT assisted procurement effort. Since DBE vendor participation in durable and non-durable wholesale goods contracting fell below the rate which would be expected in the absence of discrimination, however, goals may be used in this largest segment of METRO procurement whenever a contract has sub-contracting opportunities. METRO purchasing personnel will adjust the goal amount for each wholesale goods procurement contract based upon the DBE participation at the

time in an effort to improve contract awards to DBEs in durable and non-durable goods procurement.

METRO will monitor its progress toward reaching its DBE participation goal during the course of the year. As it reaches or approaches the overall spending goal for the year, METRO Purchasing personnel will eliminate the use of contract goals.

Process

Santa Cruz Metropolitan Transit District will review the previous year's DBE achievement and submit an overall goal for the upcoming year to the DOT each year.

METRO will publish a notice of the proposed annual DBE goal to inform the public that the proposed goal and its rationale are available for inspection for 30 days following the date of the notice. METRO will accept comments on the goals for 45 days from the date of the notice. This notice will be published in the Santa Cruz Sentinel newspaper and in Passenger Transport. For FY 2002, this notice was published on June 1, 2001, and public comments will be accepted through July 15, 2001. The goal and methodology will be available at the Main Branch of the Santa Cruz Public Library and during business hours at 370 Encinal Street, Suite 100, Santa Cruz, California.

METRO's annual goal submission to the Federal Transit Administration will include a summary of comments received during this public participation process and METRO's responses.

We will begin using our overall goal on October 1 of the year in which the goal was adopted, unless we have received other instructions from DOT.

Comments

Please direct comments on the Annual DBE Goals or the SCMTD DBE Program to:

Mark J. Dorfman, Assistant General Manager
Santa Cruz Metropolitan Transit District
370 Encinal, Suite 100
Santa Cruz, CA 95060
83 1-426-6080
mdorfman@scmttd.com

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF A REQUEST OF A WATSONVILLE TRANSIT CENTER TENANT, FLOR BELLA, TO SELL GOURMET AND ESPRESSO-TYPE COFFEES

I. RECOMMENDED ACTION

Approve a request of a Flor Bella to sell gourmet and espresso-type coffees.

II. SUMMARY OF ISSUES

- Mr. Eulalio Abrego, currently a tenant, d.b.a. Flor Bella at the Watsonville Transit Center, has formally requested permission to sell gourmet and espresso-type coffees at his business instead of selling children's clothing.

III. DISCUSSION

Mr. Abrego, currently a tenant at the Watsonville Transit Center, is requesting an amendment to his lease to sell gourmet and espresso-type coffees. Apparently, a Metro bus driver suggested this to him. It has been pointed out that Java Blue, a gourmet and espresso coffee shop, went out of business within a short period of time after it opened at the Watsonville Transit Center. Mr. Abrego says that sales of the children's clothing are slow and that he hopes if he is allowed to sell coffees that he can do better. He believes that there were other reasons, personal to Java Blue, that caused it to go out of business.

A memo dated May 30, 2001 was distributed to all the Watsonville Transit Center tenants notifying them of the request of Mr. Abrego detailed above, and asking for input regarding this request.

No written responses were received from any of the Watsonville Transit Center tenants regarding this request. Ali Gharahgozloo, the owner of Transmart, did orally advise that he was against the request.

Currently, there are two restaurant establishments at the Center: a Mexican Tacqueria and McDonald's. Additionally, snacks and beverages can be purchased at the Transmart. McDonald's, the Tacqueria and Transmart sell coffee, but not gourmet or espresso-type coffees.

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

None.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF AMENDMENT TO AGREEMENT FOR PARATRANSIT SERVICE BETWEEN SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AND FOOD AND NUTRITION SERVICES, INC. TO PROVIDE FOR A NAME CHANGE FOR FOOD AND NUTRITION SERVICES, INC. TO "COMMUNITY BRIDGES" AS A RESULT OF A CORPORATE NAME CHANGE

I. RECOMMENDED ACTION

Amend Agreement for Paratransit Service between Santa Cruz Metropolitan Transit District and Food and Nutrition Services, Inc. to provide for a name change for Food and Nutrition Services, Inc. to "Community Bridges" as a result of a Corporate Name Change.

II. SUMMARY OF ISSUES

- Food and Nutrition Services, Inc. has requested an amendment to the Agreement for Paratransit Service between the Santa Cruz Metropolitan Transit District and Food and Nutrition Services, Inc. indicating a change in their legal, corporate name to "Community Bridges."

III. DISCUSSION

On January 1, 1998 Santa Cruz Metropolitan Transit District and Food and Nutrition Services, Inc. entered into a contract for the provision of paratransit services. On March 1, 2001, that contract was amended to include a rate increase and other modifications.

On June 27, 2001 the Santa Cruz Metropolitan Transit District received a letter from Food and Nutrition Services, Inc. requesting an amendment to the Agreement for Paratransit Services indicating a change to their legal, corporate name to "Community Bridges."

Also received was a copy of the Certificate of Amendment of Articles of Incorporation filed in the Office of the Secretary of State of California on November 28, 2000 amending Article I of the articles changing the name of the corporation from Food and Nutrition Services, Inc. to Community Bridges.

According to Michael Robins, Contracts Manager for Community Bridges (formerly Food and Nutrition Services, Inc.) the reason for the name change is the following:

There has been for some time a recognition that the name "Food & Nutrition Services" no longer adequately describes the services, mission, and scope of this agency. During a strategic planning process involving staff, clients, board and community members, a new name was selected to more accurately reflect this agency's dedication to seniors, disabled, children, families, and the community at large. The name "Community Bridges" was chosen to provide a short and sharply focused statement of who we are. This new name is also explained in a new mission statement: "Community Bridges is committed to strengthening our diverse community through innovative human services. 'Building Bridges Eliminating Barriers.'"

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

- Attachment A:** Letter dated June 22, 2001 from Food and Nutrition Services, Inc.
- Attachment B:** Certificate of Amendment of Articles of Incorporation from Bill Jones, Secretary of State
- Attachment C:** Amendment to Contract for Paratransit Services incorporating Name Change

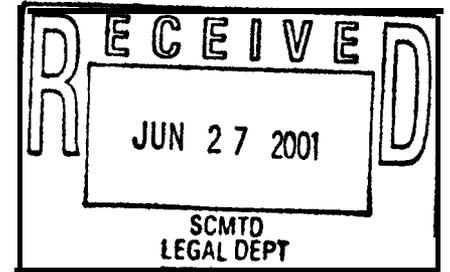


FOOD & NUTRITION SERVICES, INC.

Family Services Senior Services Transportation Services

June 22, 2001

Margaret Gallagher
District Counsel
SC Metropolitan Transit District
370 Encinal Street, Suite 100
Santa Cruz, CA 95060



RE: Contract for Paratransit Services
SUBJECT: Name Change

Dear Ms. Gallagher:

Please note that as of July 1, 2001 Food & Nutrition Services will be changing our legal, corporate name to "Community Bridges." An amendment to our corporate charter has already been filed with the California Secretary of State, a copy of which is attached.

As you may know, federal law does not require a new Employer Identification number as a result of a corporate name change, so our current EID number will remain in effect.

Please provide an amendment to our Agreement for Paratransit Service indicating this change, at your earliest convenience.

If you have questions or require further information please contact me at (808)688-8840, x204 or email miker@foodnut.org.

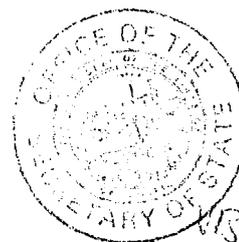
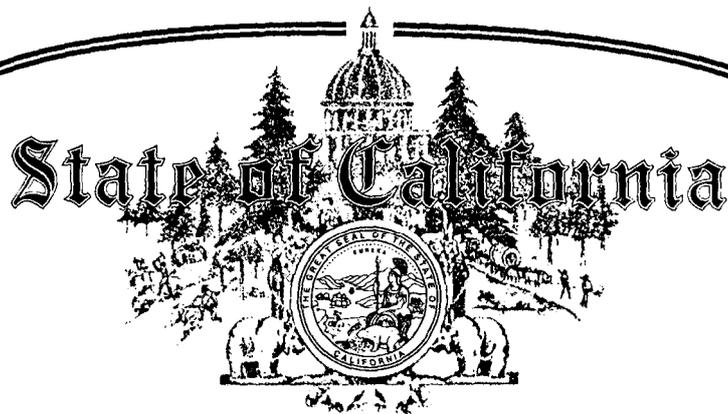
Thank you for your assistance.

Sincerely,

Michael Robins
Contracts Manager

Cc: Mark Hartunian

ATTACHMENT A



SECRETARY OF STATE

I, *BILL JONES*, Secretary of State of the State of California, hereby certify:

That the attached transcript of 1 page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of



DEC 1 8 2000

Secretary of State

ATTACHMENT B- Page 1 of 2

A0557020

ENDORSED - FILED
IN THE OFFICE OF THE
SECRETARY OF STATE
OF THE STATE OF CALIFORNIA
NOV 28 2000
BILL JONES, SECRETARY OF STATE

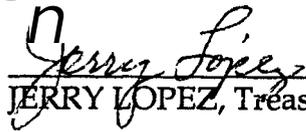
CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION

Judith Panick and Jerry Lopez certify that:

1. They are the President and Treasurer, respectively, of Food & Nutrition Services, a California Corporation.
2. Article I of the articles of incorporation of this corporation is amended to read as follows:
The name of this corporation is:
COMMUNITY BRIDGES
3. The foregoing amendment of articles of incorporation has been duly approved by the Board of Directors.
4. The corporation has no members.



JUDITH PANICK, President



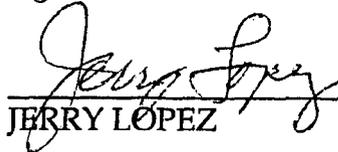
JERRY LOPEZ, Treasurer

The undersigned declare under penalty of perjury that the matters set forth in the foregoing certificate are true of their own knowledge.

Executed at Aptos, California, on November 7, 2000.



JUDITH PANICK



JERRY LOPEZ



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
SECOND AMENDMENT TO AGREEMENT FOR PARATRANSIT SERVICES
PROVIDED BY FOOD & NUTRITION SERVICES, INC.**

EFFECTIVE August 1, 2001, THIS SECOND AMENDMENT TO THE PARATRANSIT SERVICES CONTRACT between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, 370 Encinal Street, Suite 100, Santa Cruz, California, a political subdivision of the State of California, hereinafter called "District"; and COMMUNITY BRIDGES (formerly FOOD & NUTRITION SERVICES, INC.) hereinafter called "Contractor" is entered into by the parties who agree as follows:

I. RECITALS

- 1.1 District and Contractor entered into a Contract, hereinafter "Contract" on January 1, 1998, whereby Contractor agreed to fulfill District's obligation to provide paratransit services pursuant to the American with Disabilities Act and in accordance with the District's Paratransit Plan.
- 1.2 The purpose of this Second Amendment is to amend the Contract in the following manner:
 - a. To change Contractor's name from Food and Nutrition Services, Inc., to Community Bridges.

II. AUTHORITY

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

IN WITNESS THEREOF, this Second Amendment to the Paratransit Service Contract is executed by the District and the Contractor has affixed his or her signature the day and year first hereinabove written.

[SIGNATURES ON FOLLOWING PAGE]

COMMUNITY BRIDGES (formerly Food And Nutrition Services, Inc.)

BY: _____
Sam Storey, Executive Director

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BY: _____
Leslie White, General Manager

Approved as to form:

BY: _____
Margaret Gallagher, District Counsel

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Paul Chandley, Human Resources Manager
SUBJECT: PRESENTATION OF ANNIVERSARY AWARDS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

ATTACHMENT A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EMPLOYEE RECOGNITION

TEN YEAR

Bonnie Wilson, Administrative Secretary/Supervisor

FIFTEEN YEARS

None

TWENTY YEARS

None

TWENTY-FIVE YEARS

Andres Polanco, Bus Operator
Miguel Urizarri, Bus Operator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Mark Dorfman, Assistant General Manager

SUBJECT: PRESENTATION OF THE URBANIZED AREA FORMULA PROGRAM AND THE NEEDS OF SMALL TRANSIT INTENSIVE CITIES STUDY AND APPROVAL OF A LEGISLATIVE POSITION IN SUPPORT OF ITS FINDINGS

I. RECOMMENDED ACTION

Staff is requesting that the Board of Directors support a Legislative position that will increase the funding available to Small Transit Intensive Cities.

II. SUMMARY OF ISSUES

- The District directed staff in May of 1997 to support language in the Transportation Equity Act for the 21st Century that would address the inequities of the Urbanized Area Formula Grants Program.
- The Transportation Equity Act for the 21st Century contained language (Section 3033) that required the Secretary of Transportation to conduct a study regarding the equity of the Urbanized Area Formula Grants Program and to report to Congress by December 1999.
- The Report has been completed and the enclosed staff report outlines some of the findings.
- The Report substantiated the claims of systems such as Santa Cruz that are unfairly treated by the existing Urbanized Area Formula Grants Program.
- Currently, the Transit Industry is holding discussions regarding the TEA-21 Reauthorization. District staff is requesting authorization to advocate for a position advantageous to the District.

III. DISCUSSION

In May of 1997, staff requested authority to lobby for mechanisms to deal with the inequities of the Urbanized Area Formula Grants Program, which is the formula funding source for federal funds to the Transit District. At that time we were unsuccessful in getting the formula changed, but we were successful in adding language to the Transportation Equity Act for the 21st Century, Section 3033, which required the Secretary of Transportation to conduct a study regarding the equity of the Urbanized Area Formula Grants Program and to report to Congress by December 1999.

The Urbanized Area Formula Grants Program is used to allocate funding for mass transit through a statutory formula, which is comprised of various tiers. For large urbanized areas, 200,000 or greater, funds are apportioned on potential need (population and population density) and existing need (bus passenger miles and bus vehicle revenue miles). In those urbanized areas below 200,000, the apportionment of funds is based strictly on potential need (population and population density). The Transit District is part of two distinct urbanized areas, Santa Cruz and Watsonville, neither passing the 200,000 population threshold.

The attached slides highlight some of the major findings of the study and show how the Santa Cruz Metropolitan Transit District compares very favorably with other transit systems in the nation. The report concludes that there are inequities in the current funding mechanism and that changes should be made.

A Task Force has been formed by the transit industry to begin discussions on the T-2 1 Reauthorization. Many different proposals are being proposed for potential changes in the program. One proposal under consideration is how to address the issues raised in this study. District staff is participating in this process. Staff is requesting Board support to advocate for a position that will benefit small transit intensive cities both on this task force and in the legislative program.

IV. FINANCIAL CONSIDERATIONS

Continuing to advocate for changes to the Urbanized Area Formula Grants Program may result in additional federal funds being made available to the Transit District.

V. ATTACHMENTS

Attachment A: The Urbanized Area Formula Program and the Needs of the Small Transit Intensive Cities

Attachment B: Summary Slides



U.S. Department
of Transportation
**Federal Transit
Administration**

The Urbanized Area Formula Program and the Needs of Small Transit Intensive Cities

Report to Congress



September 2000



U.S. Department
of Transportation
**Federal Transit
Administration**

Deputy Administrator

400 Seventh St., S.W.
Washington, D.C. 20590

September 29, 2000

Dear Colleague:

I am pleased to provide you with a copy of the Federal Transit Administration's (FTA) report on *The Urbanized Area Formula Program and the Needs of Small Transit Intensive Cities*, which we have prepared in accordance with Section 3033 of the Transportation Equity Act for the 21st Century (TEA-21). This report was approved by Secretary of Transportation Rodney E. Slater on September 29, 2000.

As required under TEA-21, this report is the product of a study to determine whether the needs of small urbanized areas with unusually high levels of transit service are reflected in the Urbanized Area Formula Program established by 49 USC §5307. The study concludes that sufficient issues exist to suggest that changes to the FTA formula program should be considered as part of the next reauthorization cycle; however, the basic formula apportionments should continue to reflect underlying transit needs.

If you have any questions regarding the content of this report, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Nuria I. Fernandez".

Nuria I. Fernandez
Acting Administrator

The Urbanized Area Formula Program and the Needs of Small Transit Intensive Cities

Report to Congress

September 2000

Report Number FTA-TBP 1 o-00-04

Prepared by:
Federal Transit Administration

Pursuant to:
Public Law 105-178, §3033

Available from:
Federal Transit Administration
Office of Policy Development, TBP-10
400 7th Street, SW, Room 93 10
Washington, DC 20590

<http://www.fta.dot.gov>

Cover photo courtesy of Santa Fe Trails Transit (FTA Public Transit Image Gallery)



THE SECRETARY OF TRANSPORTATION

WASHINGTON, D.C. 20590

SEP 29 2000

The Honorable Phil Gramm
Chairman, Committee on Banking,
Housing, and Urban Affairs
U.S. Senate
Washington, D.C. 205 10-6075

Dear Mr. Chairman:

The enclosed report, "The Urbanized Area Formula Program and the Needs of Small Transit Intensive Cities" completed through the Cooperative Research Program of the Transportation Research Board, is provided in accordance with Section 3033 of the Transportation Equity Act for the 21st Century. Section 3033 requires the Secretary to conduct a study of the Urbanized Area Formula Program established under Section 5307 of title 49, United States Code and the needs of small urbanized areas with unusually high levels of transit service.

The study concludes that sufficient issues exist suggesting that changes to the existing Urbanized Area Formula Grants Program should be considered as part of the FY 2004 and beyond reauthorization cycle. However, the formula apportionments should continue to reflect underlying transit needs.

Please call either me or Michael Frazier, Assistant Secretary for Governmental Affairs, at (202) 366-4573, if you have any questions. Identical letters are being sent to the Ranking Minority Member of the Senate Committee on Banking, Housing, and Urban Affairs, and the Chairman and Ranking Minority Member of the House Committee on Transportation and Infrastructure.

Sincerely,

A handwritten signature in black ink, which appears to read 'Rodney E. Slater', is written over the typed name.

Rodney E. Slater

Enclosure



THE SECRETARY OF TRANSPORTATION

WASHINGTON, D.C. 20590

SEP 29 2000

The Honorable Paul S. Sarbanes
Ranking Minority Member
Committee on Banking,
Housing, and Urban Affairs
U.S. Senate
Washington, D.C. 205 10-6075

Dear Senator Sarbanes:

The enclosed report, "The Urbanized Area Formula Program and the Needs of Small Transit Intensive Cities" completed through the Cooperative Research Program of the Transportation Research Board, is provided in accordance with Section 3033 of the Transportation Equity Act for the 21st Century. Section 3033 requires the Secretary to conduct a study of the Urbanized Area Formula Program established under Section 5307 of title 49, United States Code and the needs of small urbanized areas with unusually high levels of transit service and report the results to the Committee on Transportation and Infrastructure of the House of Representatives and the Committee on Banking, Housing, and Urban Affairs of the Senate by December 31, 1999.

The study concludes that sufficient issues exist suggesting that changes to the existing Urbanized Area Formula Grants Program should be considered as part of the FY 2004 and beyond reauthorization cycle. However, the formula apportionments should continue to reflect underlying transit needs.

Please call either me or Michael Frazier, Assistant Secretary for Governmental Affairs, at (202) 366-4573, if you have any questions. Identical letters are being sent to the Chairman of the Senate Committee on Banking, Housing, and Urban Affairs, and the Chairman and Ranking Minority Member of the House Committee on Transportation and Infrastructure.

Sincerely,

A handwritten signature in black ink, appearing to read "Rodney E. Slater", is written over a horizontal line. The signature is fluid and cursive.

Rodney E. Slater

Enclosure



THE SECRETARY OF TRANSPORTATION

WASHINGTON, D.C. 20590

SEP 29 2000

The Honorable Bud Shuster
Chairman, Committee on
Transportation and Infrastructure
U.S. House of Representatives
Washington, D.C. 205 15-6256

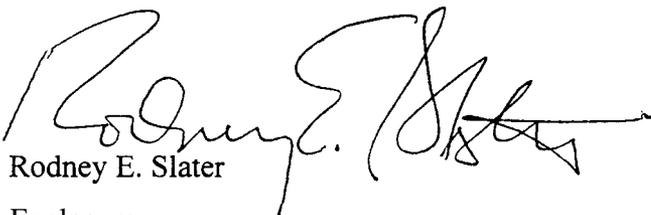
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Sincerely,



Rodney E. Slater
Enclosure



THE SECRETARY OF TRANSPORTATION

WASHINGTON, D.C. 20590

SEP 29 2000

The Honorable James L. Oberstar
Ranking Minority Member
Committee on Transportation and Infrastructure
U.S. House of Representatives
Washington, D.C. 205 15-6256

Dear Congressman Oberstar:

The enclosed report, "The Urbanized Area Formula Program and the Needs of Small Transit Intensive Cities" completed through the Cooperative Research Program of the Transportation Research Board, is provided in accordance with Section 3033 of the Transportation Equity Act for the 21st Century. Section 3033 requires the Secretary to conduct a study of the Urbanized Area Formula Program established under Section 5307 of title 49, United States Code and the needs of small urbanized areas with unusually high levels of transit service and report the results to the Committee on Transportation and Infrastructure of the House of Representatives and the Committee on Banking, Housing, and Urban Affairs of the Senate by December 31, 1999.

The study concludes that sufficient issues exist suggesting that changes to the existing Urbanized Area Formula Grants Program should be considered as part of the FY 2004 and beyond reauthorization cycle. However, the formula apportionments should continue to reflect underlying transit needs.

Please call either me or Michael Frazier, Assistant Secretary for Governmental Affairs, at (202) 366-4573, if you have any questions. Identical letters are being sent to the Chairman and Ranking Minority Member of the Senate Committee on Banking, Housing, and Urban Affairs, and the Chairman of the House Committee on Transportation and Infrastructure.

Sincerely,

A handwritten signature in black ink, appearing to read "Rodney E. Slater". The signature is fluid and cursive, with a large initial 'R' and 'S'.

Rodney E. Slater

Enclosure

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Foreword

Section 3033 of the Transportation Equity Act for the 21st Century (TEA-21) calls for a study of the Urbanized Area Formula Program administered by the Federal Transit Administration (FTA), focusing on the needs of small urbanized areas that provide unusually high levels of transit service. This Report to Congress fulfills that requirement.

The Urbanized Area Formula Program, authorized in Section 5307 of U.S.C. 49, allocates funding for mass transit through a statutory formula, which is comprised of multiple tiers. For small urbanized areas (under 200,000 in population), funds are apportioned based on potential needs (population and population density). For large urbanized areas (over 200,000 in population), funds are apportioned based on both potential needs and existing needs (current transit service levels).

While transit service in most small urbanized areas is minimal compared to larger cities, there are some “small transit intensive cities” where this is not the case. Since the formula apportionments for small urbanized areas do not depend on service levels, such cities receive smaller apportionments than they would if service levels were incorporated into the formula.

Two hypothetical changes to the urbanized area formula were analyzed, both of which involved applying service factors in calculating small urbanized area formula apportionments. In the first case, small urbanized areas remained a distinct tier (as in the current formula), while in the second case bus formula funds were allocated to all urbanized areas in a single tier. As is the case with any such formula-based allocation program, there would be a significant redistribution of formula apportionments, with transit intensive cities gaining significantly. Additionally, some small urbanized areas would gain even were they forced to compete with much larger urbanized areas in the same tier.

The study also analyzes a potential Federal transit funding change involving the Section 5309 Capital Investment Grants program. Other issues noted in the study include: the role of state governments, the 2000 Census of Population, and reporting requirements.

The study concludes that sufficient issues exist suggesting that changes to the existing Urbanized Area Formula Grants Program should be considered as part of the FY 2004 and beyond reauthorization cycle. However, the formula apportionments should continue to reflect underlying transit needs.

1 Introduction

This Report to Congress fulfills the requirements of Section 3033 of the Transportation Equity Act for the 21st Century (TEA-21), which called for a study of the Urbanized Area Formula Program administered by the Federal Transit Administration (FTA), focusing on the needs of small urbanized areas that provide unusually intensive transit service.

Specifically, Section 3033 directs the Secretary of Transportation to “conduct a study to determine whether the formula for apportioning funds to urbanized areas under section 5336 of title 49, United States Code, accurately reflects the transit needs of the urbanized areas and, if not, whether any changes should be made either to the formula or through some other mechanism to reflect the fact that some urbanized areas with a population between 50,000 and 200,000 have transit systems that carry more passengers per mile or hour than the average of those transit systems in urbanized areas with a population over 200,000.”

A Federal Register Notice announcing the study, along with a request for comments on its design, was published on July 9, 1999. Outreach sessions were held in Sacramento, CA, and Washington, DC, during that same month. Many helpful written and oral comments, received from parties interested in the study, have been incorporated into this report.

The first section of this report outlines the formula grant programs administered by the Federal Transit Administration. It is followed by a discussion of the existing and potential transit needs that cities have, and how the formula factors used relate to these needs. The third section characterizes small, transit intensive cities, which are the focus of the study, and some of the funding issues that they face.

The next two sections involve data analysis. The first disaggregates recent federal transit funding by urbanized area size, showing the differences among size categories in funding relative to population and service levels. The second analyzes potential changes to the formula and other funding alternatives that would result in small transit intensive cities receiving a greater share of federal funding.

The study also includes a discussion of other issues related to the urbanized area formula program, many of which were raised by commenters on the study. The report concludes with the findings and recommendations of FTA regarding the Urbanized Area Formula Program.

2 The Formula Grant Programs of the Federal Transit Administration

Formula Grant Programs comprise the largest assistance program administered by FTA, totaling \$3.0 billion in FY 2000. The programs provide assistance to local governments and transit operators for both operating and capital expenditures. The three formula

programs are authorized in Sections 5307, 5310, and 5311 of 49 U.S.C., which can be briefly summarized as follows:

2.1 Nonurbanized Area Formula Program (Section 5311)

The Nonurbanized Area Formula Program allocates funding to states to be used to support the operations and capital needs of transit operators serving residents outside of urbanized areas. The formula allocates funds to states based solely on their nonurbanized area population, using Census data. The Section 5311 program receives 6.37 percent of the funds available for formula programs.

2.2 Elderly and Persons with Disabilities Formula Program (Section 5310)

The Elderly and Persons with Disabilities Formula Program allocates funding to states to be used to provide capital assistance (including purchase of service arrangements) to providers of specialized transit services for the elderly and disabled. The funds are allocated based on each state's population of elderly persons and persons with disabilities. The Section 5310 program receives 2.4 percent of the funds available for formula programs.

2.3 Urbanized Area Formula Program (Section 5307)

The vast majority of funding for the formula programs, 91.23 percent, is dedicated for use in urbanized areas. The Urbanized Area Formula Grants Program, Section 5307 of Title 49 of the United States Code, allocates funds to urbanized areas for capital and planning costs associated with mass transit. Operating assistance is also available for urbanized areas under 200,000 in population. The actual apportionment formula for the program is found in 49 U.S.C. 5336. The formula allocates section 5307 funds through a series of hierarchical tiers. The first division establishes two separate tiers of urbanized areas:

- 1) 9.32% is allocated to small urbanized areas (population 50,000 to 199,999)
- 2) 90.68% is allocated to large urbanized areas (population 200,000 and above).

For small urbanized areas, the formula apportionments are based solely on two factors:

- 1) population
- 2) population times population density

For large urbanized areas, however, the formula is applied through multiple tiers:

A) The Fixed Guideway Tiers (33.29%)

- 1) Fixed **Guideway Incentive Tier** (4.39%). Allocated based on:
 - a) fixed **guideway** passenger miles weighted by passenger-miles per dollar of operating cost
- 2) Fixed **Guideway Non-incentive Tier** (95.61%). Allocated based on:
 - a) fixed **guideway** route miles
 - b) fixed **guideway** vehicle revenue miles

B) The Bus Tiers (66.71%).

- 1) Bus Incentive Tier (9.2%). Allocated based on:
 - a) bus passenger miles weighted by passenger-miles per dollar of operating cost
- 2) Bus Non-incentive Tier (90.8). This portion of the bus tier is segmented between urbanized areas above and below 1 million in population. Allocated based on:
 - a) population
 - b) population times population density
 - c) bus vehicle revenue miles

In sum, funding is allocated to urbanized areas under 200,000 solely on the basis of population and population density, while funding for areas over 200,000 includes factors related to the level of transit service provided.

There are two other important distinctions between small and large urbanized areas in the formula program. The first lies in the method of apportioning funds to the urbanized areas. In large urbanized areas, formula funds are apportioned directly to the urbanized area, through a designated recipient agency within the urbanized area. In small urbanized areas that are not in a transportation management area, however, formula funds attributable to the area are apportioned to the governor, who acts as the designated recipient for all of the small urbanized areas within the state. The governor may allocate these funds without FTA input or involvement. The second distinction between large and small urbanized areas is that formula funds for small urbanized areas may be used for operating costs, while this option is no longer available to larger urbanized areas since the passage of TEA-2 1.

3 Federal Formula Grant Assistance and Local Transit Funding Needs

The purpose of using a formula to allocate federal assistance for transit is to ensure that such funds are distributed in a fair, objective, and equitable manner. Fundamentally, this means that the formula should allocate more funds to areas that have proportionally greater transit needs. The factors used in the formula are intended to reflect these underlying needs while retaining some degree of simplicity and ease of measurement and reporting.¹ The formula is also intended to encourage cost effectiveness in the provision of transit services. In understanding how the formula reflects these needs, it is important to understand the difference between two kinds of need: potential need and existing need.

3.1 Existing Need

Urbanized areas within the United States vary considerably in their levels of mass transit service provision and usage, ranging from large systems utilizing multiple rail and non-rail modes, to simple bus and/or demand response systems, to no public transit service

¹It should be noted that no explicit needs assessment is made in allocating formula funding among urbanized areas. Instead, the formula factors used can be viewed as surrogates for the basic transit needs of local communities.

whatsoever. Areas that provide a high level of transit service will naturally have greater needs for both operating assistance (to make up for the gap between passenger fares and operating costs) and capital funding (to replace and rehabilitate vehicles, guideways, and support structures which deteriorate from use). Areas with high levels of vehicle utilization by transit passengers will have needs to expand their systems to relieve crowding and excessive wear and tear on their transit vehicles. High levels of existing transit service also typically reflect a local commitment to transit through both funding and land use planning, as well as local geographic and demographic factors. Federal assistance in this case can be seen as reinforcing such local commitment. Formula factors intended to reflect existing needs include route mileage and vehicle revenue miles (service provision) and passenger miles (service consumption).²

3.2 Potential Need

Urbanized areas also vary widely in their potential for mass transit usage. Larger cities tend to have more urban travel, some of which could be best served by mass transit. Cities with more compact land use have greater potential for effective and efficient public transit service as residential and activity locations are more concentrated, making mass transit an effective alternative to the private automobile. Federal assistance in such instances can be seen as helping local governments to tap into such potential needs. Many urbanized areas, particularly those that have grown rapidly in recent decades, lack a strong post-war local tradition of transit service. Federal assistance helps such areas to build and sustain a minimal transit service level, enabling them to build local support of and for mass transit to achieve the potential transit service that could be sustained in such areas. Many local governments also find that local funding sources for transit are limited by constitutional or legal factors, thereby increasing their reliance on federal assistance. Such potential transit needs are reflected in the formula by population and population density factors.

² One frequently expressed concern regarding needs-based federal subsidy programs is that they may encourage inefficiency in the provision of local public services. For example, it has often been argued that the inclusion of service provision factors in the formula encourages local transit operators to inefficiently run transit vehicles regardless of ridership. There are several ways in which this issue can be addressed. First, under TEA-2 1, operators in large urbanized areas (whose formula allocations are based in part on service levels) are no longer eligible for federal operating assistance, which had been declining in real terms for several years. Since the funds can only be used for capital and preventive maintenance expenditures, their effect on operations is limited. Second, the formula includes a so-called incentive tier, in which transit service consumption (passenger miles) is weighted by the average operating cost per passenger mile. This provides an incentive for efficient service provision, since an operator that provides service at a lower average operating cost can receive more federal capital assistance. Finally, it can be argued that a high level of transit service provision is a worthy public policy goal in its own right. **High-frequency** service, even in off-peak hours, provides a significant quality of life benefit to those who are dependent on public transit for their mobility needs. High frequency, reliable transit service also provides an incentive for efficient, transit-supportive land use. For these reasons, the socially optimal level of transit service provision may be higher than would be dictated by a strict economic efficiency calculation, and this is reflected in the formula's use of service level factors.

4 Small Transit Intensive Cities

The typical transit system serving a small urbanized area generally has somewhat different characteristics from those serving larger urbanized areas. In small cities, the focus is generally on providing basic mobility for residents, especially those whose access to auto transportation is limited by age, income, or disability. Modes provided are limited to bus and/or demand response services operating at relatively low frequency. Such low volume systems often have a significant need for operating assistance to pay for the costs of running the system. By contrast, mass transit in large cities will often play additional roles in providing relief from traffic congestion and encouraging efficient land use patterns. Schedule frequencies are high, and bus systems may be supplemented by high capacity, high-speed rail systems. The greatest funding needs are generally on the capital side, as transit systems need to replace large, heavily utilized vehicle fleets and fund service expansions as the urbanized area grows.

As with any such generalization, however, there are some small cities that differ significantly from such norms. Such cities provide a level of transit service far greater than their size and density characteristics would typically suggest. In fact, some of these so-called “small transit intensive cities” operate more vehicles and carry more riders than do other cities with much larger populations. These cities generally share one or both of the following characteristics:

- Special Populations. Many small transit intensive cities have special characteristics that encourage high transit usage. One example is college and university towns. The campus provides a high volume activity center for the community, and nearby parking may be limited. College students generally have below-average auto ownership and tend to live in high density housing. Such factors contribute to a higher level of transit usage than would be typically seen in a community of its size. Similar factors contribute to high transit usage in other small cities with special populations, such as resort destinations.
- High Levels of State and Local Transit Funding. States and local governments vary widely in their commitments to providing public funding for mass transit. In areas where mass transit is seen as a priority, capital and operating assistance from state and local governments may allow a transit operator to provide much more service than is typically provided in other small urbanized areas without such funding.

4.1 Measures of Transit Intensity

The language of Section 3033 of TEA-2 1 and the discussion above imply that small transit intensive cities should have certain measurable transit system characteristics. In order to understand just how extensive the issue of small transit intensive cities is, measures of transit service intensity were computed for transit operators in urbanized areas for the period 1996-98. The computed measures of transit service intensity can be grouped into four categories:

1) Vehicle Utilization

Transit intensive cities have transit systems with vehicles that are heavily utilized by the public. Measures of vehicle utilization include passenger miles per vehicle revenue mile and passenger miles per vehicle revenue hour. These measures are noted in the language of Section 3033 of TEA-2 1, which also makes reference to transit vehicle utilization levels in small urbanized areas that exceed the averages for such use by urbanized areas over 200,000 in population.

2) Service Provision

Transit intensive cities provide a high level of transit service to their citizenry. This can be measured by vehicle revenue miles per capita or vehicle revenue hours per capita. There are several small cities that can be classified as transit intensive by these measures.

3) Service Consumption

Transit intensive cities have a high rate of service consumption by their populations. This can be measured by passenger miles traveled per capita or unlinked passenger trips per capita.

4) Statistical Outliers

Transit intensive cities have service levels that are significantly greater than would be predicted given the urbanized area's population and population density. In the language of statistical modeling, such cities would be called "outliers." In the context of the above discussion of need, these are cities whose existing needs (reflected by service levels) are not captured by their potential needs (reflected by population and population density).

For purposes of measurement, small transit intensive cities were defined as small urbanized areas whose intensity measure exceed the average for larger urbanized areas (population between 200,000 and 1,000,000). Such a definition is in keeping with the language of Section 3033. Statistical outliers were defined as small urbanized areas with substantially greater service provision (vehicle revenue miles) and service consumption (passenger miles) than would be expected given their size and density, as determined by a regression analysis. Exhibit 1 lists the small urbanized areas that can be classified as transit intensive by one or more of the above criteria.

Exhibit 1

Small Transit Intensive Cities

Small Urbanized Areas Exceeding Large Urbanized Area Averages and Statistical Outliers

Urbanized Area	PMT per VRM	PMT per VRH	VRM per Capita	VRH Per Capita	PMT per Capita	PAX per Capita	Statistical Outlier: VRM	Statistical Outlier: PMT
Bremerton, WA								
Euclid-Springfield, OH								
Highland Park (Westland), WA								
San Diego, CA								
Channahon, IL								
Santa Barbara, CA	x	x	x	x	x	x		x
Seaside-Monterey, CA							x	x
Brockton, MA	x	x	x	x	x	x		
Laredo, TX	x	x	x	x	x	x		
Olympia, WA							x	x
Bellingham, WA								
Bojone, CO								
Davis, CA								
Edinburg, TX								
Palm Springs, CA								
Santa Rosa, CA	x	x	x	x	x			
Winston-Salem, NC		x	x	x	x	x		
Iowa City, IA			x	x	x	x		
Ithaca, NY			x	x	x	x		
New Bedford, MA			x	x	x	x		
Blairsville, NY								
Brownsville, TX								
DuPont, WV								
Haywardville, Springdale, AR								
Highland Park, Westland, WA								
Gainesville, FL			x	x		x		
Galveston, TX			x	x		x		
Hyannis, MA			x	x			x	
Lancaster-Palmdale, CA	x	x			x			
Lubbock, TX	x	x				x		

Exhibit 1

Small Transit Intensive Cities

Small Urbanized Areas Exceeding Large Urbanized Area Averages and Statistical Outliers

Urbanized Area	PMT per VRM	PMT per VRH	VRM per Capita	VRH Per Capita	PMT per Capita	PAX per Capita	Statistical Outlier: VRM	Statistical Outlier: PMT
Monroeville, PA								
Oshkosh, WI								
Port Huron, MI								
Salem, OR								
Santa Fe, NM								
Savannah, GA			X	X		X		
St. Cloud, MN			X	X		X		
State College, PA			X	X		X		
Tallahassee, FL			X	X		X		
Taunton, MA	X		X		X			
Bay City, MI								
Beaumont, TX								
Burlington, VT								
Charleston, WV								
Elmira, NY								
Erie, PA			X	X				
Jackson, MI			X	X				
Johnstown, PA				X		X		
Lafayette, LA	X	X						
Lafayette-West Lafayette, IN			X	X				
Lebanon, PA								
Madison, LA								
Middle, IN								
Myrtle Beach, SC								
Newark, NJ								
Newport, RI			X		X			
Pittsfield, MA			X	X				
Racine, WI			X	X				
Redding, CA			X	X				
Sheboygan, WI			X	X				

Exhibit 1

Small Transit Intensive Cities

Small Urbanized Areas Exceeding Large Urbanized Area Averages and Statistical Outliers

Urbanized Area	PMT per VRM	PMT per VRH	VRM per Capita	VRH Per Capita	PMT per Capita	PAX per Capita	Statistical Outlier: VRM	Statistical Outlier: PMT
Stamford, CT								
San Jose, CA								
Yonkers, NY								
Charlottesville, VA								
Dallas, TX			x					
Dover, DE			x					
Eau Claire, WI				x				
Kailua, HI	x							
La Crosse, WI-MN				x				
Logan, UT						x		
New Rochelle, NY								
New York, NY								
Portland, ME								
Portland, OR								
Springfield, IL								
Williamsport, PA						x		
York, PA				x				

Note: urbanized areas are sorted by the number of categories in which they qualify as transit intensive

PMT: passenger miles traveled

VRM: vehicle revenue miles

VRH: vehicle revenue hours

PAX: unlinked passenger trips

There are several important caveats in interpreting these measures. The most important concerns the area served by the transit operators based in each small city. Many transit operators in small urbanized areas also serve populations outside the primary urbanized area, either in other urbanized areas or in nonurbanized areas. Unlike transit operators serving large urbanized areas (over 200,000 in population), however, these transit operators are not required to break out their formula-related operating statistics (passenger miles and vehicle revenue miles) by urbanized area. Population figures, however, are for the primary urbanized area alone. Thus, the per capita intensity measures may be slightly inflated by service provided outside of the primary urbanized area. See Appendix A for more detail on the data and methodology used in these calculations.

4.2 Funding Issues

As currently constituted, the urbanized area formula for small urbanized areas includes demographic factors (population and population density) but not service factors (vehicle revenue miles, passenger miles, operating costs), as does the bus formula for large urbanized areas. In the context of the earlier discussion on needs, this means that the funding formula for small urbanized areas reflects potential needs but not existing needs. Small transit intensive cities, however, are precisely those that do offer high levels of transit service relative to their size. Thus, transit systems in such cities receive less federal formula funding than they would if the formula also used service levels.

According to commenters on this study, however, such systems were in the past often able to make use of other sources of federal transit funding whose availability has diminished in recent years. Among these sources were:

1) Discretionary Capital Grants

Because of their nature and the issues facing them, small transit intensive cities were often strong candidates for receiving discretionary funds through the Section 5309 Capital Investment Grants program. Increased congressional earmarking of these funds in recent years, however, has substantially reduced the availability of these funds on a discretionary basis.

2) Unused Governor's Apportionment

In some states, transit operators in small transit intensive cities were able to make use of portions of the Section 5307 Governor's Apportionment that would otherwise be unused. The two sources of this unused portion were the operating assistance cap and cities without transit service.

a) The operating assistance cap

Prior to TEA-2 1, urbanized area formula funds could be used for either operating or capital expenditures, subject to a cap on the amount that could be used for

operating assistance in each urbanized area.³ Many transit operators, especially in small cities, had funding needs that were primarily on the operations side, rather than capital needs. As a result, they were unable to use the full amount of the formula funding attributable to their particular area, and the “excess” was made available for reallocation to transit operators in other areas with capital needs. Many small transit intensive cities were able to obtain additional capital funding in this way. TEA-21, however, gave full flexibility to small urbanized areas on how formula funds could be allocated to capital or operating use. As a result, small urbanized areas with operating assistance needs are able to devote their full allocation to operations, and the excess is no longer available for redistribution.

b) Unserved urbanized areas

In some large states, there are small urbanized areas which do not have any transit service that is eligible for Section 5307 funding. Such states are able to redistribute the portion of the Governor’s Apportionment attributable to such areas among cities that do have transit service. As more small urbanized areas initiate service, however, these unallocated funds are reduced.⁴

The result of these reductions in available funding sources has left operators in small transit intensive cities with more limited resources for capital needs even as they face pressures from their communities and customers to expand and improve existing service.

5 Federal Transit Assistance for Large, Small, and Nonurbanized Areas

The Urbanized Area Formula Program, with its multiple tiers and formula factors, does not allocate funds on a strict per capita basis. The allocations are also targeted to urbanized areas, though the states do play a role in the allocations to urbanized areas under 200,000, as discussed above. This often raises questions about the shares of federal funding received by urbanized areas of different sizes. As discussed in the previous section, small transit intensive cities receive less formula funding relative to their service levels than do other small urbanized areas. More generally, however, how does funding for small urbanized areas compare to funding for large urbanized areas and to nonurbanized areas?

Exhibit 2 shows total FTA formula apportionments by urbanized area size for 1998-2000, including both the Section 5307 (Urbanized) and 53 11 (Nonurbanized) programs. The majority of FTA formula funding is clearly targeted to transit operators in major urbanized areas (population over 1 million), who receive approximately two-thirds of

³ While the operating assistance cap was only phased out under TEA-21, it had been raised in the years just prior such that the cap was rarely binding for small urbanized areas. Thus, this avenue of additional funding was primarily available in the more distant past (ca. 1995 and earlier).

⁴ Between 1996 and 1998, the number of small urbanized areas with a transit system reporting operational data increased from 196 to 206 (out of 281 total urbanized areas between 50,000 and 200,000 in population).

total formula funds. Other large urbanized areas (200,000-1 million), small urbanized areas (50,000-200,000), and nonurbanized areas (under 50,000) receive decreasingly smaller shares by population size.

Exhibit 2 also compares these funding levels relative to population and transit service levels.⁵ In FY 2000, major urbanized areas received \$21.27 per person in formula assistance, while small urbanized areas received \$9.95 per person and nonurbanized areas just \$2.09 per person. This great disparity in per capita funding, however, reflects the substantially greater transit service provision and usage in larger cities. On a service level basis, larger urbanized areas receive relatively less funding than do small urbanized areas.

Exhibit 2						
FTA Formula Apportionments by Urbanized Area Size 1998-2000						
		Section 5307			Section 5311	
	Fiscal Year	Over 1 million	200,000-1 million	50,000-200,000	Under 50,000	Total
Number of urbanized areas		34	91	281	n/a	406
Total Apportionments (millions of \$)	1998	1,692	386	226	135	2,438
	1999	1,869	428	244	178	2,718
	2000	2,026	469	268	193	2,956
Dollars Per						
Capita (1990 Census)	1998	17.76	10.10	8.37	1.46	9.65
	1999	19.62	11.19	9.05	1.93	10.76
	2000	21.27	12.28	9.95	2.09	11.71
Passenger Mile	1998	0.048	0.152	0.233		0.059
	1999	0.051	0.152	0.244		0.063
	2000	0.054	0.161	0.268		0.066
Unlinked Passenger Trip	1998	0.253	0.603	0.957		0.305
	1999	0.266	0.625	1.018		0.342
	2000	0.282	0.676	1.081	1.039	0.364
Vehicle Revenue Mile	1998	0.774	1.010	1.239		0.886
	1999	0.832	1.029	1.277		0.953
	2000	0.875	1.050	1.295		0.995

Major urbanized area apportionments in 2000 amounted to 87.5 cents per vehicle revenue mile, 28.2 cents per passenger trip, and 5.4 cents per passenger mile, while small urbanized area apportionments were \$1.30 per vehicle revenue mile, \$1.08 per passenger trip, and 26.8 cents per passenger mile. Nonurbanized areas received slightly less per passenger (\$1.04) than do small urbanized areas. For each size category, however, formula funding increased between 1998 and 2000, both in absolute dollar amounts and relative to population and service levels.

⁵ The service level data used in each fiscal year's formula apportionments are derived from data in the reporting year two years prior. The funding ratios reported in Exhibit 2 are calculated in the same way. Thus, FY 2000 apportionments use 1998 data, FY 1999 uses 1997 data, and so on.

5.1 Small Transit Intensive Cities

Small urbanized areas as a group, then, receive a relatively large share of federal transit funding compared to their service levels, but do relatively poorly on a per capita basis. The issue for small transit intensive cities, however, is that they are not like other small cities, as they provide more transit service and carry more passengers than even much larger cities. How well do these cities do relative to other small urbanized areas and to urbanized areas in general in the distribution of federal funding?

In order to examine this issue, it is useful to look at funding from both the Section 5307 program and the Section 5309 Capital Program. The latter program is another significant source of federal transit funding. For example, in FY 2000, funding for Section 5307 programs totaled \$2.77 billion, while Section 5309 funding totaled \$2.50 billion. While most of these funds are designated for fixed guideway system modernization and expansion, a significant portion⁶ is available for bus capital needs. Section 5309 Bus program funds are available for use in both urbanized and nonurbanized areas. Could this be an additional source of funding for small transit intensive cities?⁷

Exhibit 3 compares data for 20 small transit intensive cities to totals for small urbanized areas and for all urbanized areas based on population and density levels, transit service levels, and Federal Formula and Capital funding levels.⁸ Small urbanized areas as a group were also compared to urbanized areas as a whole on the same basis. Section 5309 data were tabulated using program obligations for the period 1995-99.⁹

Exhibit 3			
Small Transit Intensive Cities			
Shares of Transit Service, Population, and Federal Funding			
	20 Small Transit Intensive Cities		(Small Urbanized Areas
	Share among small urbanized areas	Share among all urbanized areas	Share among all urbanized areas
Population	9.0%	1.5%	16.8%
Population x Density	11.4%	1.2%	10.5%
Bus Vehicle Revenue Miles 1996-98	26.5%	2.7%	10.3%
Bus Passenger Miles 1996-98	39.3%	2.3%	5.8%
Section 5307 Urbanized Area Formula Program Bus Apportionments	10.2%	1.2%	12.3%
Section 5309 Bus Program Obligations 1995-99	23.6%	4.2%	17.7%

⁶ In FY 2000, funds for the Section 5309 Bus program totaled \$540 million. Section 5307 funding allocated to small urbanized areas and through the bus tiers totaled \$1.93 billion.

⁷ One of the comments submitted to this study, as noted above, was that increased earmarking of the Capital Program has reduced the availability of these funds to systems in small transit intensive cities.

⁸ The 20 cities examined were those that could be classified as transit intensive by at least 4 of the 8 criteria presented in Exhibit 1.

⁹ These tabulations used data from the annual Statistical Summaries of FTA's Grant Assistance Programs. Since appropriations under the Section 5309 program are generally less frequent and consistent than are formula program appropriations, a longer time frame was used in looking at capital program funding. Also note that obligations were used, rather than apportionments as in Exhibit 2. This is the only level at which capital program funding can be linked to particular urbanized areas.

The 20 small transit intensive cities represented 9 percent of the total population in small urbanized areas. Their share of the *population x density* factor used in the urbanized area formula is slightly higher, reflecting the greater average density of these cities. The net effect is that these 20 cities received 10.2 percent of Section 5307 funding for small urbanized areas in recent years.” Such cities have a much larger share of transit service in small urbanized areas, however, befitting their designation as transit intensive. The 20 cities had some 27 percent of vehicle revenue miles and 39 percent of passenger miles in small urbanized areas in 1996-98. The small transit intensive cities received just under 24 percent of capital program funding in 1995-99. Thus, the 20 cities’ share of capital funding is much closer to their share of transit service supply and consumption, though it is still slightly lower.

When compared to all urbanized areas, however, the small transit intensive cities do relatively well in receiving capital program funds. Their 4.2 percent share of capital program funding is well above both their population share (1.5 percent) and vehicle revenue mile and passenger mile shares (2.7 percent and 2.3 percent, respectively). This is due to the relative funding levels of small urbanized areas in general, whose share of capital program funding was close to their population share but well above their service level shares. This naturally raises the next question: what would be the result if formula funding for small urbanized areas were to be allocated in the same way as funding for large urbanized areas?

6 Analysis of Funding Alternatives

This section addresses the mandate in Section 3033 of TEA-21 to examine the effects of changes in the Section 5336 funding formulas or other funding mechanisms that would assist small transit intensive cities. Two categories of funding changes are addressed. The first illustrates how formula funding for each small urbanized area would be altered if the formula included service factors for small urbanized areas as well as large urbanized areas. The second, originating from members of the transit industry, briefly describes how the Section 5309 Bus program could be used to steer more funding toward small transit intensive cities

6.1 Applying Service Factors to Small Urbanized Area Formula Apportionments

In order to assess the effects of applying service factors to formula apportionments for small urbanized areas, two alternative scenarios for the FY 2000 apportionments were generated. In the first scenario, service factors were applied to small urbanized areas as a separate tier (9.32 percent of the total for Section 5307 funds). In the second, all urbanized areas were grouped together in a single Bus tier, and the formula was applied across the board. The service factors used were those from the current Bus incentive and Bus non-incentive tiers used in the large urbanized area apportionments.

¹⁰ Funding shares for the formula program, based on decennial census data, do not change year-to-year, nor does the small urbanized area share of the overall program, which is fixed in statute.

The same data caveats discussed above in the section on Small Transit Intensive Cities apply here. The data reported by operators in small urbanized areas may include service provided in nonurbanized areas and/or in other urbanized areas, thereby inflating the formula apportionments attributed to that urbanized area relative to what they would actually receive if the data were reported in the same way as it is for large urbanized areas. See Appendix A for more detail on the data and methodology used in this section.

6.1.1 Applying Service Factors to Small Urbanized Areas as a Group

Exhibit 4 shows the net effect on each small urbanized area's FY 2000 formula apportionment of applying service factors to small urbanized areas in their own tier. The urbanized areas are grouped and their apportionments totaled by state, as in FTA's annual funding notice.¹¹ As expected, urbanized areas with very high transit service levels would gain considerably under such an approach, while densely populated small urbanized areas with no currently reported transit service would see large decreases in Section 5307 funding. The 20 small transit intensive cities identified in the previous section would see their combined share of formula funding double, from \$26.2 million to \$52.4 million, and their share of formula funding among all small urbanized areas would rise from 10.17 percent to 20.34 percent.

6.1.2 Applying the Bus Formula to All Urbanized Areas in a Single Tier

Exhibit 5 shows what the effect on small urbanized areas would be if the current bus formula were applied to all urbanized areas as a single tier. As a group, small urbanized areas would receive \$33.5 million less in formula funding under this scenario than they actually did.¹² However, most small transit intensive cities would still gain, even when competing in the same pool as larger urbanized areas. Of the 20 small transit intensive cities, 17 would increase their funding levels, and their combined total would rise from \$26.2 million to \$41.1 million. Their overall share of bus formula money would rise from 1.4 percent to 2.1 percent.

¹¹ The state totals are the actual apportionments made by FTA to the governors. The actual formula funding allocated to each small urbanized area may or may not equal the totals listed here. Any minor differences between the amounts calculated here and those reported in the apportionments notice are due to rounding.

¹² Major urbanized areas over 1 million would gain \$74.8 million, while urbanized areas between 200,000 and 1 million in population would lose \$4 1.4 million. Incidentally, every major urbanized area would gain, while every other large urbanized area would lose. This is due to the current two-tier structure in the Bus Non-Incentive tier.

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
NATIONAL TOTAL	257,568,903	257,568,903	0
ALABAMA	3,354,691	4,985,155	(1,630,464)
Anniston, AL	218,307	480,853	(262,546)
Auburn-Opelika, AL	291,347	385,788	(94,441)
Decatur, AL	199,897	440,303	(240,405)
Dothan, AL	167,898	369,820	(201,922)
Florence, AL	494,014	515,217	(21,202)
Gadsden, AL	206,736	455,365	(248,629)
Huntsville, AL	1,169,629	1,445,530	(275,900)
Tuscaloosa, AL	606,861	892,280	(285,419)
ARIZONA	592,422	1,304,894	(712,472)
Flagstaff, AZ	233,060	513,348	(280,288)
Yuma, AZ-CA	359,362	791,546	(432,184)
ARKANSAS	1,604,002	1,904,687	(300,685)
Fayetteville-Springdale, AR	848,732	525,660	323,072
Fort Smith, AR-OK	324,867	715,567	(390,700)
Pine Bluff, AR	348,730	483,565	(134,835)
Texarkana, TX-AR	81,672	179,895	(98,223)
CALIFORNIA	31,281,969	29,175,483	2,106,486
Antioch-Fittsburg, CA	1,856,434	1,649,944	206,491
Chico, CA	625,881	720,399	(94,519)
Davis, CA	830,122	874,519	(44,397)
Fairfield, CA	1,046,979	1,062,135	(15,156)
Hemet-San Jacinto, CA	684,022	886,135	(202,113)
Hesperia-Apple Valley-Victorville, CA	1,385,386	1,130,450	254,937
Indio-Coachella, CA	243,263	535,822	(292,559)
Lancaster-Palmdale, CA	2,636,271	1,901,446	734,825
Lodi, CA	587,388	744,407	(157,019)
Lompoc, CA	352,387	457,181	(104,794)
Merced, CA	924,025	812,779	111,246
Napa, CA	859,999	849,265	10,734
Palm Springs, CA	1,707,974	1,058,042	649,931
Redding, CA	805,995	611,778	194,217
Salinas, CA	730,898	1,609,906	(879,009)
San Luis Obispo, CA	346,127	762,395	(416,267)
Santa Barbara, CA	2,955,688	2,490,601	465,087
Santa Cruz, CA	3,047,659	1,287,861	1,759,797
Santa Maria, CA	767,764	1,171,709	(403,945)
Santa Rosa, CA	2,860,126	2,271,814	588,312
Seaside-Monterey, CA	2,746,924	1,526,612	1,220,312
Simi Valley, CA	908,637	1,445,047	(536,410)
Vacaville, CA	398,271	877,250	(478,978)
Visalia, CA	999,547	1,002,011	(2,464)
Watsonville, CA	250,620	552,025	(301,406)
Yuba City, CA	722,159	880,815	(158,656)
Yuma, AZ-CA	1,424	3,136	(1,712)
COLORADO	5,863,988	5,375,868	488,119

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small
Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Boulder, CO	2,370,193	1,196,211	1,173,982
Fort Collins, CO	1,074,973	996,330	78,643
Grand Junction, CO	334,554	567,271	(232,717)
Greeley, CO	644,783	796,881	(152,098)
Longmont, CO	565,624	726,189	(160,565)
Pueblo, CO	873,861	1,092,986	(219,125)
CONNECTICUT	8,007,269	9,503,988	(1,496,719)
Bristol, CT	384,683	847,319	(462,636)
Danbury, CT-NY	1,068,398	920,575	147,823
New Britain, CT	1,171,424	1,586,597	(415,173)
New London-Norwich, CT	952,359	1,276,746	(324,387)
Norwalk, CT	1,214,664	1,094,124	120,540
Stamford, CT-NY	1,818,012	1,946,476	(128,464)
Waterbury, CT	1,397,729	1,832,150	(434,421)
DELAWARE	1,407,634	405,570	1,002,064
Dover, DE	1,407,634	405,570	1,002,064
FLORIDA	11,562,698	12,360,873	(798,174)
Deltona, FL	802,387	410,994	391,392
Fort Pierce, FL	851,569	984,528	(132,959)
Fort Walton Beach, FL	743,596	954,371	(210,775)
Gainesville, FL	1,583,890	1,223,088	360,803
Kissimmee, FL	258,633	569,676	(311,043)
Lakeland, FL	1,426,388	1,250,368	176,021
Naples, FL	373,602	822,912	(449,310)
Ocala, FL	250,966	552,788	(301,822)
Panama City, FL	818,009	829,583	(11,575)
Punta Gorda, FL	246,294	542,498	(296,204)
Spring Hill, FL	188,279	414,710	(226,432)
Stuart, FL	485,708	723,599	(237,892)
Tallahassee, FL	1,822,037	1,394,259	427,779
Titusville, FL	699,885	399,118	300,768
Vero Beach, FL	656,013	505,468	150,545
Winter Haven, FL	355,442	782,912	(427,470)
GEORGIA	5,179,441	5,411,902	(232,461)
Albany, GA	665,701	670,332	(4,631)
Athens, GA	659,845	642,694	17,151
Brunswick, GA	167,911	369,849	(201,937)
Macon, GA	545,466	1,201,466	(656,000)
Rome, GA	469,321	377,040	92,281
Savannah, GA	2,408,544	1,571,991	836,553
Warner Robins, GA	262,653	578,530	(315,878)
HAWAII	877,059	1,438,341	(561,282)
Kailua, HI	877,059	1,438,341	(561,282)
IDAHO	2,393,797	2,846,734	(452,937)
Boise City, ID	1,419,704	1,741,957	(322,253)
Idaho Falls, ID	518,536	624,457	(105,922)
Pocatello, ID	455,557	480,320	(24,763)

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Appbrtionment	Actual Apportionment	Net Change
ILLINOIS	12,104,205	13,039,476	(935,271)
Alton, IL	-585,451	704,693	(119,241)
Aurora, IL	1,533,358	1,973,637	(440,279)
Beloit, WI-IL	31,794	90,065	(58,271)
Bloomington-Normal, IL	944,290	1,135,262	(190,971)
Champaign-Urbana, IL	2,653,060	1,602,075	1,050,985
Crystal Lake, IL	560,415	643,251	(82,837)
Decatur, IL	911,724	901,814	9,911
Dubuque, IA-IL	7,348	21,007	(13,659)
Elgin, IL	1,329,144	1,423,686	(94,542)
Joliet, IL	1,507,617	1,646,194	(138,576)
Kankakee, IL	293,322	646,084	(352,762)
Round Lake Beach-McHenry, IL-WI	433,832	937,528	(503,697)
Springfield, IL	1,312,849	1,314,182	(1,333)
INDIANA	6,643,730	7,605,189	(961,458)
Anderson, IN	529,543	614,716	(85,172)
Bloomington, IN	837,852	917,307	(79,455)
Elkhart-Goshen, IN	632,459	919,374	(286,915)
Evansville, IN-KY	1,455,235	1,703,133	(247,897)
Kokomo, IN	416,787	619,041	(202,253)
Lafayette-West Lafayette, IN	1,324,812	1,230,688	94,124
Muncie, IN	990,064	904,711	85,353
Terre Haute, IN	456,977	696,219	(239,242)
IOWA	4,519,207	4,140,176	379,031
Cedar Rapids, IA	1,282,505	1,286,628	(4,124)
Dubuque, IA-IL	491,323	626,250	(134,927)
Iowa City, IA	1,154,257	741,322	412,935
Sioux City, IA-NE-SD	780,937	684,686	96,251
Waterloo-Cedar Falls, IA	810,185	801,290	8,895
KANSAS	1,579,657	2,010,184	(430,527)
Lawrence, KS	345,592	761,215	(415,623)
St. Joseph, MO-KS	2,932	6,283	(3,352)
Topeka, KS	1,231,134	1,242,686	(11,552)
KENTUCKY	644,639	1,584,354	(939,714)
Clarksville, TN-KY	82,047	193,324	(111,277)
Evansville, IN-KY	85,578	237,396	(151,819)
Huntington-Ashland, WV-KY-OH	168,193	473,409	(305,216)
Owensboro, KY	308,822	680,224	(371,402)
LOUISIANA	3,276,131	4,692,211	(1,416,080)
Alexandria, LA	310,866	684,727	(373,861)
Houma, LA	349,357	481,636	(132,279)
Lafayette, LA	1,022,620	1,184,744	(162,124)
Lake Charles, LA	432,065	951,685	(519,620)
Monroe, LA	941,254	904,907	36,348
Slidell, LA	219,969	484,512	(264,544)
MAINE	2,073,569	2,042,135	31,434
Bangor, ME	467,074	419,625	47,449

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small
Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Lewiston-Auburn, ME	519,615	487,597	32,018
Portland, ME	1,044,968	1,042,595	2,373
Portsmouth-Dover-Rochester, NH-ME	41,913	92,319	(50,406)
MARYLAND	1,934,727	2,270,953	(336,226)
Annapolis, MD	644,025	739,653	(95,627)
Cumberland, MD-WV	178,598	393,388	(214,790)
Frederick, MD	603,453	533,696	69,757
Hagerstown, MD-PA-WV	508,650	604,217	(95,566)
MASSACHUSETTS	11,403,157	8,994,013	2,409,144
Brockton, MA	2,301,973	1,642,939	659,034
Fall River, MA-RI	727,489	1,602,399	(874,910)
Fitchburg-Leominster, MA	1,483,937	649,363	834,574
Hyannis, MA	1,454,279	463,715	990,564
Lowell, MA-NH	1,610,026	2,033,701	(423,674)
New Bedford, MA	2,225,034	1,762,301	462,733
Pittsfield, MA	648,106	419,770	228,337
Taunton, MA	952,312	419,826	532,486
MICHIGAN	8,149,957	7,675,132	474,825
Battle Creek, MI	642,104	641,018	1,086
Bay City, MI	1,017,267	716,120	301,147
Benton Harbor, MI	442,267	517,989	(75,721)
Holland, MI	434,467	581,348	(146,881)
Jackson, MI	852,131	715,727	136,404
Kalamazoo, MI	1,585,035	1,545,579	39,456
Muskegon, MI	783,814	942,740	(158,925)
Port Huron, MI	1,167,648	620,436	547,213
Saginaw, MI	1,225,223	1,394,176	(168,954)
MINNESOTA	3,723,057	2,735,192	987,865
Duluth, MN-WI	1,445,535	665,591	779,944
Fargo-Moorhead, ND-MN	379,042	384,849	(5,807)
Grand Forks, ND-MN	32,014	84,346	(52,332)
La Crosse, WI-MN	20,122	41,318	(21,196)
Rochester, MN	818,168	750,719	67,449
St. Cloud, MN	1,028,176	808,369	219,807
MISSISSIPPI	1,880,791	2,348,218	(467,427)
Biloxi-Gulfport, MS	1,474,748	1,453,849	20,898
Hattiesburg, MS	205,717	453,122	(247,405)
Pascagoula, MS	200,326	44,124	(240,921)
MISSOURI	2,828,404	3,235,877	(407,472)
Columbia, MO	636,218	638,845	(2,627)
Joplin, MO	203,685	448,646	(244,961)
Springfield, MO	1,325,931	1,507,106	(181,175)
St. Joseph, MO-KS	662,571	641,280	21,291
MONTANA	2,021,774	2,154,127	(132,353)
Billings, MT	835,475	830,760	4,715
Great Falls, MT	608,975	774,700	(165,725)
Missoula, MT	577,324	548,667	28,657

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small
Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
NEBRASKA	2,057,165	2,394,728	(337,563)
Lincoln, NE	2,008,105	2,291,136	(283,031)
Sioux City, IA-NE-SD	49,060	103,592	(54,532)
NEW HAMPSHIRE	1,828,101	2,908,063	(1,079,962)
Lowell, MA-NH	2,136	5,952	(3,816)
Manchester, NH	825,478	1,219,106	(393,628)
Nashua, NH	678,999	974,879	(295,881)
Portsmouth-Dover-Rochester, NH-ME	321,489	708,126	(386,637)
NEW JERSEY	1,234,989	2,203,395	(968,406)
Atlantic City, NJ	721,016	1,588,141	(867,125)
Vineland-Millville, NJ	513,973	615,253	(101,281)
NEW MEXICO	1,978,437	1,199,868	778,569
Las Cruces, NM	604,795	666,532	(61,737)
Santa Fe, NM	1,373,642	533,336	840,306
NEW YORK	7,901,715	6,657,248	1,244,467
Binghamton, NY	2,078,234	1,670,995	407,240
Danbury, CT-NY	11,776	22,649	(10,873)
Elmira, NY	1,069,007	686,164	382,844
Glens Falls, NY	394,749	471,864	(77,115)
Ithaca, NY	937,735	476,242	461,493
Newburgh, NY	280,760	618,415	(337,654)
Poughkeepsie, NY	1,778,461	1,299,062	479,398
Stamford, CT-NY	65	154	(88)
Utica-Rome, NY	1,350,928	1,411,704	(60,776)
NORTH CAROLINA	8,278,666	10,807,410	(2,528,744)
Asheville, NC	820,315	834,195	(13,880)
Burlington, NC	274,732	605,137	(330,405)
Gastonia, NC	402,274	886,065	(483,792)
Goldensboro, NC	208,910	460,155	(251,245)
Greensboro, NC	1,626,658	1,905,751	(279,093)
Greenville, NC	240,538	529,819	(289,281)
Hickory, NC	229,407	505,301	(275,895)
High Point, NC	718,025	852,125	(134,100)
Jacksonville, NC	373,503	822,694	(449,191)
Kannapolis, NC	269,637	593,914	(324,277)
Rocky Mount, NC	215,542	474,762	(259,220)
Wilmington, NC	661,649	776,539	(114,890)
Winston-Salem, NC	2,237,474	1,560,950	676,524
NORTH DAKOTA	1,918,091	2,099,862	(181,771)
Bismarck, ND	614,104	605,512	8,592
Fargo-Moorhead, ND-MN	748,295	875,725	(127,430)
Grand Forks, ND-MN	555,693	618,625	(62,933)
OHIO	3,782,328	5,773,647	(1,991,319)
Hamilton, OH	541,786	1,193,362	(651,576)
Huntington-Ashland, WV-KY-OH	107,968	303,894	(195,926)
Lima, OH	296,103	652,210	(356,107)
Mansfield, OH	454,936	629,684	(174,748)

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small
Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Middletown, OH	502,173	820,501	(318,328)
Newark, OH	930,126	499,922	430,205
Parkersburg, WV-OH	33,608	74,027	(40,419)
Sharon, PA-OH	22,162	48,815	(26,653)
Springfield, OH	625,315	949,098	(323,782)
Steubenville-Weirton, OH-WV-PA	155,018	341,450	(186,432)
Wheeling, WV-OH	113,131	260,685	(147,553)
OKLAHOMA	407,981	898,637	(490,656)
Fort Smith, AR-OK	7,157	15,765	(8,608)
Lawton, OK	400,824	882,872	(482,048)
OREGON	8,637,188	4,686,368	3,950,820
Eugene-Springfield, OR	3,876,315	2,205,976	1,670,339
Longview, WA-OR	6,157	14,671	(8,513)
Medford, OR	752,181	681,748	70,432
Salem, OR	4,002,535	1,783,973	2,218,562
PENNSYLVANIA	12,080,092	12,250,999	(170,907)
Altoona, PA	732,346	836,913	(104,567)
Erie, PA	2,217,067	2,152,942	64,126
Hagerstown, MD-PA-WV	2,789	7,375	(4,586)
Johnstown, PA	833,239	771,765	61,474
Lancaster, PA	2,424,434	1,946,538	477,896
Monessen, PA	556,968	529,730	27,238
Pottstown, PA	228,219	502,685	(274,466)
Reading, PA	1,987,855	2,272,243	(284,388)
Sharon, PA-OH	159,775	351,927	(192,152)
State College, PA	807,264	732,444	74,821
Steubenville-Weirton, OH-WV-PA	1,161	2,558	(1,397)
Williamsport, PA	653,053	613,984	39,068
York, PA	1,475,921	1,529,894	(53,973)
PUERTO RICO	5,138,068	11,317,331	(6,179,263)
Aguadilla, PR	449,512	990,114	(540,602)
Arecibo, PR	420,013	925,138	(505,125)
Caguas, PR	1,099,953	2,422,805	(1,322,851)
Cayey, PR	325,215	716,333	(391,118)
Humacao, PR	281,468	619,973	(338,505)
Mayaguez, PR	604,733	1,332,011	(727,278)
Ponce, PR	1,345,712	2,964,123	(1,618,411)
Vega Baja-Manati, PR	611,463	1,346,835	(735,372)
RHODE ISLAND	1,091,321	720,380	370,941
Fall River, MA-RI	74,974	165,142	(90,167)
Newport, RI	1,016,347	555,238	461,108'
SOUTH CAROLINA	8,699,091	3,050,730	5,648,360
Anderson, SC	186,276	410,299	(224,023)
Florence, SC	5,146,960	422,024	4,724,936
Myrtle Beach, SC	897,760	442,572	455,189
Rock Hill, SC	213,342	469,916	(256,574)
Spartanburg, SC	976,122	819,167	156,955

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Sumter, SC	1,278,631	486,753	791,878
SOUTHDAKOTA	1,431,949	1,514,777	(82,828)
Rapid City, SD	409,742	482,434	(72,692)
Sioux City, IA-NE-SD	6,406	13,526	(7,120)
Sioux Falls, SD	1,015,801	1,018,817	(3,016)
TENNESSEE	2,054,001	2,344,390	(290,389)
Bristol, TN-VA	99,485	219,130	(119,645)
Clarksville, TN-KY	598,115	534,276	63,839
Jackson, TN	502,278	404,396	97,882
Johnson City, TN	486,941	616,431	(129,490)
Kingsport, TN-VA	367,182	570,156	(202,974)
TEXAS	17,578,506	21,706,887	(4,128,381)
Abilene, TX	721,458	770,125	(48,668)
Amarillo, TX	1,171,848	1,428,410	(256,562)
Beaumont, TX	899,448	982,435	(82,988)
Brownsville, TX	1,719,833	1,427,936	291,897
Bryan-College Station, TX	795,863	956,487	(160,624)
Denton, TX	419,047	516,668	(97,621)
Galveston, TX	1,274,300	548,067	726,233
Harlingen, TX	318,614	701,792	(383,178)
Killeen, TX	609,420	1,342,335	(732,915)
Laredo, TX	2,035,609	1,695,320	340,289
Lewisville, TX	270,788	596,449	(325,661)
Longview, TX	266,421	586,831	(320,410)
Lubbock, TX	2,188,053	1,671,261	516,792
Midland, TX	332,447	732,263	(399,816)
Odessa, TX	368,805	812,346	(443,541)
Port Arthur, TX	576,470	886,146	(309,676)
San Angelo, TX	578,940	761,463	(182,523)
Sherman-Denison, TX	396,590	381,161	15,428
Temple, TX	230,790	432,724	(201,934)
Texarkana, TX-AR	158,525	349,174	(190,649)
Texas City, TX	421,389	928,170	(506,781)
Tyler, TX	329,514	725,803	(396,288)
Victoria, TX	228,427	503,143	(274,716)
Waco, TX	868,991	1,096,112	(227,122)
Wichita Falls, TX	396,917	874,266	(477,349)
UTAH	451,290	433,852	17,437
Logan, UT	451,290	433,852	17,437
VERMONT	901,040	761,283	139,757
Burlington, VT	901,040	761,283	139,757
VIRGINIA	4,693,084	5,053,356	(360,272)
Bristol, TN-VA	70,826	156,005	(85,179)
Charlottesville, VA	793,373	726,621	66,751
Danville, VA	352,849	412,634	(59,785)
Fredericksburg, VA	219,937	484,443	(264,506)
Kingsport, TN-VA	8,375	29,453	(21,078)

Exhibit 4
Net Effect of Applying Service Factors to the Formula Apportionments to Small Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Lynchburg, VA	956,042	691,272	264,770
Petersburg, VA	615,938	876,343	(260,405)
Roanoke, VA	1,675,744	1,676,586	(841)
WASHINGTON	14,574,520	4,775,509	9,799,011
Bellingham, WA	1,455,456	562,649	892,807
Bremerton, WA	3,812,767	1,089,956	2,722,811
Longview, WA-OR	447,525	476,091	(28,567)
Olympia, WA	2,901,230	847,994	2,053,236
Richland-Kennewick-Pasco, WA	5,136,908	884,646	4,252,262
Yakima, WA	820,636	914,174	(93,538)
WEST VIRGINIA	4,307,496	3,670,219	637,276
Charleston, WV	2,280,135	1,476,469	803,667
Cumberland, MD-WV	8,017	17,659	(9,642)
Hagerstown, MD-PA-WV	1,686	4,460	(2,773)
Huntington-Ashland, WV-KY-OH	980,822	828,947	151,875
Parkersburg, WV-OH	242,036	533,119	(291,083)
Steubenville-Weirton, OH-WV-PA	104,135	229,371	(125,237)
Wheeling, WV-OH	690,664	580,194	110,470
WISCONSIN	10,949,318	10,047,371	901,947
Appleton-Neenah, WI	1,790,317	1,839,851	(49,534)
Beloit, WI-IL	344,889	394,376	(49,487)
Duluth, MN-WI	149,187	172,747	(23,560)
Eau Claire, WI	912,945	720,646	192,299
Green Bay, WI	1,556,183	1,397,379	158,804
Janesville, WI	488,892	530,354	(41,462)
Kenosha, WI	1,081,177	965,672	115,505
La Crosse, WI-MN	846,549	766,631	79,918
Oshkosh, WI	824,996	669,054	155,942
Racine, WI	1,636,895	1,491,481	145,414
Round Lake Beach-McHenry, IL-WI	117	559	(442)
Sheboygan, WI	720,394	630,370	90,024
Wausau, WI	596,777	468,252	128,525
WYOMING	686,493	1,051,862	(365,369)
Casper, WY	219,062	482,515	(263,453)
Cheyenne, WY	467,431	569,347	(101,915)

Exhibit 5
Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
NATIONAL TOTAL	224,094,365	257,568,903	(33,474,539)
ALABAMA	3,302,676	4,985,155	(1,682,479)
Anniston, AL	241,872	480,853	(238,980)
Auburn-Opelika, AL	287,779	385,788	(98,009)
Decatur, AL	222,634	440,303	(217,668)
Dothan, AL	192,653	369,820	(177,167)
Florence, AL	445,640	515,217	(69,576)
Gadsden, AL	236,274	455,365	(219,091)
Huntsville, AL	1,094,397	1,445,530	(351,133)
Tuscaloosa, AL	581,425	892,280	(310,854)
ARIZONA	594,348	1,304,894	(710,546)
Flagstaff, AZ	238,462	513,348	(274,885)
Yuma, AZ-CA	355,885	791,546	(435,661)
ARKANSAS	1,489,233	1,904,687	(415,454)
Fayetteville-Springdale, AR	713,758	525,660	188,098
Fort Smith, AR-OK	350,805	715,567	(364,762)
Pine Bluff, AR	337,608	483,565	(145,958)
Texarkana, TX-AR	87,061	179,895	(92,833)
CALIFORNIA	26,236,874	29,175,483	(2,938,609)
Antioch-Pittsburg, CA	1,595,060	1,649,944	(54,884)
Chico, CA	548,297	720,399	(172,102)
Davis, CA	670,923	874,519	(203,596)
Fairfield, CA	910,179	1,062,135	(151,956)
Hemet-San Jacinto, CA	623,549	886,135	(262,586)
Hesperia-Apple Valley-Victorville, CA	1,235,915	1,130,450	105,466
Indio-Coachella, CA	249,255	535,822	(286,566)
Lancaster-Palmdale, CA	1,956,797	1,901,446	55,351
Lodi, CA	518,960	744,407	(225,447)
Lompoc, CA	332,185	457,181	(124,996)
Merced, CA	792,845	812,779	(19,933)
Napa, CA	737,573	849,265	(111,692)
Palm Springs, CA	1,483,252	1,058,042	425,210
Redding, CA	717,720	611,778	105,942
Salinas, CA	701,913	1,609,906	(907,993)
San Luis Obispo, CA	324,686	762,395	(437,708)
Santa Barbara, CA	2,320,887	2,490,601	(169,714)
Santa Cruz, CA	2,368,295	1,287,861	1,080,434
Santa Maria, CA	697,134	1,171,709	(474,575)
Santa Rosa, CA	2,313,565	2,271,814	41,751
Seaside-Monterey, CA	2,168,202	1,526,612	641,590
Simi Valley, CA	848,836	1,445,047	(596,211)
Vacaville, CA	387,502	877,250	(489,748)
Visalia, CA	837,610	1,002,011	(164,401)
Watsonville, CA	250,322	552,025	(301,703)
Yuba City, CA	644,000	880,815	(236,814)
Yuma, AZ-CA	1,410	3,136	(1,726)
COLORADO	5,003,870	5,375,868	(371,998)

Exhibit 5
Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Boulder, CO	1,866,909	1,196,211	670,697
Fort Collins, CO	934,816	996,330	(61,514)
Grand Junction, CO	336,943	567,271	(230,328)
Greeley, CO	578,978	796,881	(217,903)
Longmont, CO	498,862	726,189	(227,327)
Pueblo, CO	787,362	1,092,986	(305,624)
CONNECTICUT	7,071,024	9,503,988	(2,432,964)
Bristol, CT	398,031	847,319	(449,288)
Danbury, CT-NY	952,666	920,575	32,091
New Britain, CT	1,043,615	1,586,597	(542,983)
New London-Norwich, CT	832,067	1,276,746	(444,679)
Norwalk, CT	1,056,926	1,094,124	(37,198)
Stamford, CT-NY	1,524,242	1,946,476	(422,234)
Waterbury, CT	1,263,476	1,832,150	(568,674)
DELAWARE	1,161,619	405,570	756,050
Dover, DE	1,161,619	405,570	756,050
FLORIDA	10,435,544	12,360,873	(1,925,329)
Deltona, FL	670,407	410,994	259,412
Fort Pierce, FL	801,261	984,528	(183,267)
Fort Walton Beach, FL	700,344	954,371	(254,027)
Gainesville, FL	1,352,780	1,223,088	129,692
Kissimmee, FL	260,768	569,676	(308,908)
Lakeland, FL	1,248,331	1,250,368	(2,037)
Naples, FL	391,238	822,912	(431,674)
Ocala, FL	267,526	552,788	(285,262)
Panama City, FL	751,046	829,583	(78,537)
Punta Gorda, FL	262,846	542,498	(279,651)
Spring Hill, FL	201,760	414,710	(212,951)
Stuart, FL	465,273	723,599	(258,326)
Tallahassee, FL	1,556,908	1,394,259	162,650
Titusville, FL	552,244	399,118	153,126
Vero Beach, FL	583,983	505,468	78,515
Winter Haven, FL	368,829	782,912	(414,084)
GEORGIA	4,669,895	5,411,902	(742,007)
Albany, GA	606,942	670,332	(63,391)
Athens, GA	589,112	642,694	(53,582)
Brunswick, GA	183,642	369,849	(186,207)
Macon, GA	562,815	1,201,466	(638,651)
Rome, GA	407,355	377,040	30,315
Savannah, GA	2,050,426	1,571,991	478,435
Warner Robins, GA	269,603	578,530	(308,928)
HAWAII	781,977	1,438,341	(656,363)
Kailua, HI	781,977	1,438,341	(656,363)
IDAHO	2,137,971	2,846,734	(708,763)
Boise City, ID	1,271,620	1,741,957	(470,336)
Idaho Falls, ID	466,709	624,457	(157,749)
Pocatello, ID	399,642	480,320	(80,678)

Exhibit 5
Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
ILLINOIS	10,536,649	13,039,476	(2,502,827)
Alton, IL	540,425	704,693	(164,268)
Aurora, IL	1,375,048	1,973,637	(598,589)
Beloit, WI-IL	29,668	90,065	(60,398)
Bloomington-Normal, IL	832,715	1,135,262	(302,547)
Champaign-Urbana, IL	2,046,267	1,602,075	444,193
Crystal Lake, IL	514,791	643,251	(128,460)
Decatur, IL	803,172	901,814	(98,642)
Dubuque, IA-IL	6,686	21,007	(14,321)
Elgin, IL	1,135,785	1,423,686	(287,901)
Joliet, IL	1,348,649	1,646,194	(297,544)
Kankakee, IL	292,529	646,034	(353,555)
Round Lake Beach-McHenry, IL-WI	457,458	937,528	(480,071)
Springfield, IL	1,153,457	1,314,182	(160,724)
INDIANA	5,928,933	7,605,189	(1,676,256)
Anderson, IN	493,486	614,716	(121,229)
Bloomington, IN	722,107	917,307	(195,200)
Elkhart-Goshen, IN	600,053	919,374	(319,321)
Evansville, IN-KY	1,314,484	1,703,133	(388,649)
Kokomo, IN	387,437	619,041	(231,604)
Lafayette-West Lafayette, IN	1,109,569	1,230,688	(121,120)
Muncie, IN	862,306	904,711	(42,405)
Terre Haute, IN	439,491	696,219	(256,728)
IOWA	3,957,922	4,140,176	(182,255)
Cedar Rapids, IA	1,130,674	1,286,628	(155,954)
Dubuque, IA-IL	447,073	626,250	(179,177)
Iowa City, IA	958,584	741,322	217,262
Sioux City, IA-NE-SD	681,425	684,686	(3,261)
Waterloo-Cedar Falls, IA	740,165	801,290	(61,125)
KANSAS	1,430,882	2,010,184	(579,302)
Lawrence, KS	339,996	761,215	(421,219)
St. Joseph, MO-KS	2,639	6,283	(3,644)
Topeka, KS	1,088,248	1,242,686	(154,438)
KENTUCKY	612,210	1,584,354	(972,143)
Clarksville, TN-KY	74,908	193,324	(118,416)
Evansville, IN-KY	77,300	237,396	(160,096)
Huntington-Ashland, WV-KY-OH	154,260	473,409	(319,149)
Owensboro, KY	305,742	680,224	(374,482)
LOUISIANA	3,074,657	4,692,211	(1,617,554)
Alexandria, LA	333,177	684,727	(351,550)
Houma, LA	339,755	481,636	(141,881)
Lafayette, LA	900,453	1,184,744	(284,291)
Lake Charles, LA	462,602	951,685	(489,082)
Monroe, LA	809,808	904,907	(95,098)
Slidell, LA	228,862	484,512	(255,650)
MAINE	1,896,483	2,042,135	(145,652)
Bangor, ME	419,897	419,625	273

Exhibit 5
Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Lewiston-Auburn, ME	482,392	487,597	(5,206)
Portland, ME	947,579	1,042,595	(95,015)
Portsmouth-Dover-Rochester, NH-ME	46,615	92,319	(45,704)
MARYLAND	1,770,380	2,270,953	(500,573)
Annapolis, MD	575,526	739,653	(164,127)
Cumberland, MD-WV	194,367	393,388	(199,021)
Frederick, MD	530,708	533,696	(2,988)
Hagerstown, MD-PA-WV	469,779	604,217	(134,438)
MASSACHUSETTS	9,564,431	8,994,013	570,418
Brockton, MA	1,868,264	1,642,939	225,325
Fall River, MA-RI	708,024	1,602,399	(894,375)
Fitchburg-Leominster, MA	1,188,633	649,363	539,270
Hyannis, MA	1,208,581	463,715	744,867
Lowell, MA-NH	1,447,875	2,033,701	(585,826)
New Bedford, MA	1,846,068	1,762,301	83,767
Pittsfield, MA	561,566	419,770	141,796
Taunton, MA	735,420	419,826	315,594
MICHIGAN	7,222,306	7,675,132	(452,826)
Battle Creek, MI	577,897	641,018	(63,122)
Bay City, MI	875,082	716,120	158,961
Benton Harbor, MI	407,579	517,989	(110,410)
Holland, MI	406,809	581,348	(174,538)
Jackson, MI	748,770	715,727	33,044
Kalamazoo, MI	1,401,875	1,545,579	(143,704)
Muskegon, MI	721,859	942,740	(220,881)
Port Huron, MI	981,502	620,436	361,067
Saginaw, MI	1,100,933	1,394,176	(293,243)
MINNESOTA	3,177,205	2,735,192	442,013
Duluth, MN-W I	1,229,893	665,591	564,302
Fargo-Moorhead, ND-MN	339,619	384,849	(45,230)
Grand Forks, ND-MN	27,975	84,346	(56,371)
La Crosse, WI-MN	17,559	41,318	(23,758)
Rochester, MN	699,425	750,719	(51,294)
St. Cloud, MN	862,733	808,369	54,364
MISSISSIPPI	1,773,300	2,348,218	(574,918)
Biloxi-Gulfport, MS	1,331,179	1,453,849	(122,670)
Hattiesburg, MS	223,379	453,122	(229,743)
Pascagoula, MS	218,742	441,246	(222,505)
MISSOURI	2,588,766	3,235,877	(647,110)
Columbia, MO	571,535	-638,845	(67,310)
Joplin, MO	222,233	448,646	(226,413)
Springfield, MO	1,198,588	1,507,106	(308,518)
St. Joseph, MO-KS	596,410	641,280	(44,869)
MONTANA	1,801,671	2,154,127	(352,456)
Billings, MT	741,591	830,760	(89,169)
Great Falls, MT	544,972	774,700	(229,728)
Missoula, MT	515,107	548,667	(33,559)

Exhibit 5

**Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000**

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
NEBRASKA	1,789,391	2,394,728	(605,337)
Lincoln, NE	1,746,583	2,291,136	(544,553)
Sioux City, IA-NE-SD	42,809	103,592	(60,784)
NEW HAMPSHIRE	1,750,025	2,908,063	(1,158,038)
Lowell, MA-NH	1,921	5,952	(4,031)
Manchester, NH	761,294	1,219,106	(457,812)
Nashua, NH	629,253	974,879	(345,626)
Portsmouth-Dover-Rochester, NH-ME	357,557	708,126	(350,568)
NEW JERSEY	1,243,427	2,203,395	(959,968)
Atlantic City, NJ	742,749	1,588,141	(845,393)
Vineland-Millville, NJ	500,678	615,253	(114,575)
NEW MEXICO	1,697,177	1,199,868	497,309
Las Cruces, NM	551,022	666,532	(115,510)
Santa Fe, NM	1,146,155	533,336	612,818
NEW YORK	6,752,114	6,657,248	94,867
Binghamton, NY	1,761,932	1,670,995	90,937
Danbury, CT-NY	10,500	22,649	(12,149)
Elmira, NY	902,639	686,164	216,476
Glens Falls, NY	362,575	471,864	(109,289)
Ithaca, NY	770,414	476,242	294,172
Newburgh, NY	294,711	618,415	(323,704)
Poughkeepsie, NY	1,444,411	1,299,062	145,348
Stamford, CT-NY	55	154	(99)
Utica-Rome, NY	1,204,877	1,411,704	(206,826)
NORTH CAROLINA	7,695,187	10,807,410	(3,112,222)
Asheville, NC	738,390	834,195	(95,805)
Burlington, NC	292,463	605,137	(312,674)
Gastonia, NC	433,536	886,065	(452,529)
Goldsboro, NC	226,384	460,155	(233,771)
Greensboro, NC	1,471,609	1,905,751	(434,143)
Greenville, NC	246,945	529,819	(282,873)
Hickory, NC	252,438	505,301	(252,863)
High Point, NC	663,196	852,125	(188,930)
Jacksonville, NC	398,240	822,694	(424,454)
Kannapolis, NC	292,637	593,914	(301,278)
Rocky Mount, NC	222,092	474,762	(252,671)
Wilmington, NC	610,595	776,539	(165,944)
Winston-Salem, NC	1,846,663	1,560,950	285,713
NORTH DAKOTA	1,708,434	2,099,862	(391,428)
Bismarck, ND	552,387	605,512	(53,125)
Fargo-Moorhead, ND-MN	670,467	875,725	(205,258)
Grand Forks, ND-MN	485,580	618,625	(133,046)
OHIO	3,565,567	5,773,647	(2,208,080)
Hamilton, OH	548,523	1,193,362	(644,839)
Huntington-Ashland, WV-KY-OH	99,023	303,894	(204,870)
Lima, OH	303,816	652,210	(348,394)
Mansfield, OH	434,539	629,684	(195,144)

Exhibit 5
Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Middletown, OH	492,519	820,501	(327,982)
Newark, OH	783,166	499,922	283,244
Parkersburg, WV-OH	33,838	74,027	(40,189)
Sharon, PA-OH	24,061	48,815	(24,755)
Springfield, OH	580,361	949,098	(368,736)
Steubenville-Weirton, OH-WV-PA	164,387	341,450	(177,063)
Wheeling, WV-OH	101,333	260,685	(159,352)
OKLAHOMA	418,732	898,637	(479,905)
Fort Smith, AR-OK	7,729	15,765	(8,036)
Lawton, OK	411,004	882,872	(471,869)
OREGON	6,413,731	4,686,368	1,727,363
Eugene-Springfield, OR	3,064,163	2,205,976	858,188
Longview, WA-OR	5,538	14,671	(9,133)
Medford, OR	662,366	681,748	(19,382)
Salem, OR	2,681,663	1,783,973	897,690
PENNSYLVANIA	10,466,545	12,250,999	(1,784,454)
Altoona, PA	647,789	836,913	(189,125)
Erie, PA	1,899,904	2,152,942	(253,038)
Hagerstown, MD-PA-WV	2,576	7,375	(4,800)
Johnstown, PA	733,811	771,765	(37,954)
Lancaster, PA	2,050,373	1,946,538	103,836
Monessen, PA	443,076	529,730	(86,655)
Pottstown, PA	234,654	502,685	(268,031)
Reading, PA	1,738,763	2,272,243	(533,480)
Sharon, PA-OH	173,462	351,927	(178,464)
State College, PA	684,901	732,444	(47,543)
Steubenville-Weirton, OH-WV-PA	1,232	2,558	(1,327)
Williamsport, PA	556,904	613,984	(57,080)
York, PA	1,299,100	1,529,894	(230,794)
PUERTO RICO	4,980,089	11,317,331	(6,337,242)
Aguadilla, PR	456,905	990,114	(533,209)
Arecibo, PR	422,429	925,138	(502,708)
Caguas, PR	1,063,443	2,422,805	(1,359,361)
Cayey, PR	311,871	716,333	(404,462)
Humacao, PR	280,566	619,973	(339,407)
Mayaguez, PR	590,708	1,332,011	(741,303)
Ponce, PR	1,256,749	2,964,123	(1,707,375)
Vega Baja-Manati, PR	597,418	1,346,835	(749,417)
RHODE ISLAND	906,375	720,380	185,995
Fall River, MA-RI	72,968	165,142	(92,173)
Newport, RI	833,407	555,238	278,169
SOUTH CAROLINA	6,858,771	3,050,730	3,808,041
Anderson, SC	-200,621	410,299	(209,678)
Florence, SC	3,777,982	422,024	3,355,958
Myrtle Beach, SC	762,364	442,572	319,792
Rock Hill, SC	228,385	469,916	(241,531)
Spartanburg, SC	838,823	819,167	19,656

Exhibit 5
Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Sumter, SC	1,050,596	486,753	563,843
SOUTH DAKOTA	1,287,869	1,514,777	(226,908)
Rapid City, SD	382,833	482,434	(99,601)
Sioux City, IA-NE-SD	5,590	13,526	(7,937)
Sioux Falls, SD	899,447	1,018,817	(119,370)
TENNESSEE	1,933,398	2,344,390	(410,992)
Bristol, TN-VA	109,865	219,130	(109,265)
Clarksville, TN-KY	546,075	534,276	11,799
Jackson, TN	433,820	404,396	29,423
Johnson City, TN	466,541	616,431	(149,890)
Kingsport, TN-VA	377,098	570,156	(193,059)
TEXAS	15,829,515	21,706,887	(5,877,372)
Abilene, TX	668,644	770,125	(101,481)
Amarillo, TX	1,068,776	1,428,410	(359,634)
Beaumont, TX	806,323	982,435	(176,113)
Brownsville, TX	1,267,628	1,427,936	(160,307)
Bryan-College Station, TX	736,736	956,487	(219,751)
Denton, TX	394,886	516,668	(121,782)
Galveston, TX	1,043,675	548,067	495,608
Harlingen, TX	332,484	701,792	(369,308)
Killeen, TX	621,876	1,342,335	(720,458)
Laredo, TX	1,608,028	1,695,320	(87,292)
Lewisville, TX	294,825	596,449	(301,624)
Longview, TX	288,316	586,831	(298,515)
Lubbock, TX	1,775,529	1,671,261	104,268
Midland, TX	356,335	732,263	(375,928)
Odessa, TX	407,130	812,346	(405,216)
Port Arthur, TX	563,896	886,146	(322,249)
San Angelo, TX	540,909	761,463	(220,554)
Sherman-Denison, TX	365,882	381,161	(15,279)
Temple, TX	242,139	432,724	(190,585)
Texarkana, TX-AR	168,985	349,174	(180,188)
Texas City, TX	463,479	928,170	(464,691)
Tyler, TX	341,497	725,803	(384,306)
Victoria, TX	236,601	503,143	(266,541)
Waco, TX	822,417	1,096,112	(273,695)
Wichita Falls, TX	412,516	874,266	(461,750)
UTAH	395,733	433,852	(38,120)
Logan, UT	395,733	433,852	(38,120)
VERMONT	772,354	761,283	11,071
Burlington, VT	772,354	761,283	11,071
VIRGINIA	4,200,348	5,053,356	(853,008)
Bristol, TN-VA	78,216	156,005	(77,789)
Charlottesville, VA	687,986	726,621	(38,635)
Danville, VA	334,089	412,634	(78,545)
Fredericksburg, VA	231,519	484,443	(252,924)
Kingsport, TN-VA	8,601	29,453	(20,852)

Exhibit 5
Net Effect on the Formula Apportionments to Small Urbanized Areas of Applying the
Bus Formula Uniformly to All Urbanized Areas
Fiscal Year 2000

Urbanized Area/State	Hypothetical Apportionment	Actual Apportionment	Net Change
Lynchburg, VA	810,248	691,272	118,976
Petersburg, VA	586,038	876,343	(290,305)
Roanoke, VA	1,463,651	1,676,586	(212,935)
WASHINGTON	11,221,115	4,775,509	6,445,605
Bellingham, WA	1,179,683	-562,649	617,034
Bremerton, WA	2,919,290	1,089,956	1,829,334
Longview, WA-OR	402,520	476,091	(73,571)
Olympia, WA	2,326,804	847,994	1,478,810
Richland-Kennewick-Pasco, WA	3,657,357	884,646	2,772,711
Yakima, WA	735,461	914,174	(178,713)
WEST VIRGINIA	3,803,412	3,670,219	133,193
Charleston, WV	1,920,805	11476,469	444,336
Cumberland, MD-WV	8,725	17,659	(8,934)
Hagerstown, MD-PA-WV	1,558	4,460	(2,902)
Huntington-Ashland, WV-KY-OH	899,569	828,947	70,622
Parkersburg, WV-OH	243,694	533,119	(289,426)
Steubenville-Weirton, OH-WV-PA	110,428	229,371	(118,943)
Wheeling, WV-OH	618,634	580,194	38,440
WISCONSIN	9,525,971	10,047,371	(521,400)
Appleton-Neenah, WI	1,557,842	1,839,851	(282,009)
Beloit, WI-IL	321,820	394,376	(72,556)
Duluth, MN-WI	126,932	172,747	(45,815)
Eau Claire, WI	784,179	720,646	63,533
Green Bay, WI	1,384,368	1,397,379	(13,011)
Janesville, WI	435,425	530,354	(94,929)
Kenosha, WI	927,590	965,672	(38,082)
La Crosse, WI-MN	738,754	766,631	(27,877)
Oshkosh, WI	701,164	669,054	32,110
Racine, WI	1,405,684	1,491,481	(85,797)
Round Lake Beach-McHenry, IL-WI	124	559	(435)
Sheboygan, WI	626,345	630,370	(4,025)
Wausau, WI	515,745	468,252	47,493
WYOMING	658,257	1,051,862	(393,605)
Casper, WY	226,276	482,515	(256,239)
Cheyenne, WY	431,981	569,347	(137,365)

6.2 Alternative Proposal: Targeting Section 5309 Bus Program Funding to Small Transit Intensive Cities

An alternative mechanism to changing the Section 5336 formula, suggested by commenters on this study, involves a **takedown** from the Section 5309 Bus Program. Such an approach would be consistent with the stated concerns of operators in small transit intensive cities that their needs are primarily on the capital side, rather than on the operating side. It would also have the advantage of only imposing new data reporting requirements on operators that would apply for the funding, rather than subjecting operators in all small urbanized areas to the same requirements faced by transit operators in large urbanized areas.

Some broad outlines for how such a program could be structured were suggested. First, funding would come from a **takedown** from the total amount available for the bus portion of Section 5309, which would be reserved exclusively for use in small urbanized areas. Two options for distributing this funding were suggested. In one, a formula, similar in spirit to the Fixed **Guideway** Modernization Program of Section 5309, would be applied to all small urbanized areas. The formula might include the service factor components of the Section 5336 formula, or something relating to vehicle utilization rates. Small transit intensive cities would obviously be the prime beneficiaries of such a formula. Another option for distributing the **takedown** funds would be through discretionary grants to a criteria-limited applicant pool. Such criteria might include minimum vehicle utilization or service intensity rates. Other criteria, such as the creation of a Transportation Management Area in the small urbanized area or minimum uses of flexible funding¹³ for mass transit (where applicable) might also be applied.

7 Other Issues

7.1 The Role of the States

State governments play a key role in providing public funding for mass transit, both in the administration of the Federal formula programs for small and nonurbanized areas and through their own transit assistance programs. The role played by the states has several features that are relevant to the discussion of the formula program.

7.1.1 The Governor's Apportionment

As noted in the description of the formula programs, one important difference between large urbanized areas (those over 200,000 in population) and small urbanized areas is that large urbanized areas receive their formula allocations directly, while the formula allocations attributable to small urbanized areas are apportioned to the Governor of the respective state. The exception for small urbanized areas occurs when they are part of a

¹³ Surface Transportation Program (STP) and Congestion Mitigation and Air Quality Program (CMAQ) funds.

designated Transportation Management Area. In this case, formula funds attributed to the area must be obligated within the small urbanized area. In practice, many states do simply “pass through” the formula allocations to the small urbanized areas, in part because the amounts attributable to each small urbanized area are published annually in the Federal Register. However, this is not required, and some states do allocate the Section 5307 Governor’s Apportionment at least in part according to their own discretion or formulas. As a result, some commenters raised the possibility that any formula change increasing the allocations attributable to small transit intensive cities would not necessarily flow through to the targeted area, but could instead be used by the state in other areas. An obvious solution to this possibility would be for the small urbanized area to create a Transportation Management Area.

7.1.2 The Nonurbanized Area Formula Program and State Transit Assistance

As noted above, states also receive federal formula funding under Section 53 11 based on their nonurbanized area population. Since these funds are not attributable to any specific sub-state region, states must develop their own mechanisms for transferring them to local operators. Many states also have their own transit assistance programs, focusing on both capital and operating needs. Such state programs are generally available for both urbanized and nonurbanized areas.

These state-administered transit assistance programs (both Section 53 11 and state programs) allocate funds on either a discretionary or formula basis. Under discretionary programs, transit operators are invited to compete for the available pool of funds by submitting proposals to a selection committee, which awards funds based on a variety of factors, including outstanding needs. State funding formulas show enormous variety in their scope and complexity, but typically include some measures of existing service levels and/or financial conditions. In either case, whether discretionary or formula-based, state allocations are based on factors in addition to population and population density. Examples of three formula-based state transit funding programs and state administration of Section 5307 and 53 11 programs are found in Appendix B.

7.2 The 2000 Census

The population figures used in the Section 5307 and 53 11 formula programs are drawn strictly from the decennial census figures. Urbanized areas are also defined by the Census Bureau based on the decennial census population counts. As a result, the population and population density figures used in the formula, as well as the location and number of urbanized areas eligible for Section 5307 funding, are updated only once every 10 years, and the resulting changes have a significant effect on the formula programs.

It is expected that population figures from the 2000 Census will be incorporated into the formula apportionments beginning in FY 2002. Relative changes in population and density among urbanized areas will cause significant changes in the shares of formula funds received by each urbanized area. Some urbanized areas which are now classified as small urbanized areas will have grown to exceed the 200,000 population threshold, and

will thus be subject to the formula provisions applied to large urbanized areas. Some of these will likely be areas that are now considered small transit intensive cities; the new census counts will push them into the higher category, allowing their formula apportionments to reflect the high levels of service that they provide. New urbanized areas will be created, increasing the number of potential recipients of Section 5307 funds and increasing the competition for those funds. At the same time, population growth may lead to some urbanized areas being combined together. This is particularly likely for small urbanized areas adjacent to major urbanized areas. Such combinations will create an entirely new structure for the way in which transit operators in these (currently) small urbanized areas receive and spend their formula allocations.^{14,15}

7.3 Reporting Requirements

The Federal Transit Administration is concerned about the reporting requirements that it imposes upon the recipients of federal transit assistance as the agency attempts to collect data to support the policy formation and decision-making process. Indeed, a review of the National Transit Database program is currently underway to determine what changes might be made to the information that local operators and agencies are required to report, with an eye toward limiting this burden. Any increase in the number of factors considered in the formula for small urbanized areas would lead to some additional reporting requirements that are not currently faced by operators in small urbanized areas, particularly small operators. This concern was raised by a number of commenters to the study. One advantage of using discretionary program funds to assist small transit intensive cities is that only the applicants for such funds would bear additional reporting requirements.

7.4 Small Operators in Large Urbanized Areas

One commenter on the study noted that small transit operators in large urbanized areas have issues that are in some ways the reverse of those faced by small transit intensive cities. These small operators are frequently located in smaller population clusters near large cities that have grown together with the larger urbanized area. As noted above, recent urban growth patterns are likely to result in some currently small urbanized areas

¹⁴ A search of the Catalog of Domestic Federal Assistance found that the Section 5307 program is the only federal grant program apportioning funds to specific urbanized areas. Formula funding programs in other agencies, such as the Federal Highway Administration, Environmental Protection Agency, and the Department of Health and Human Services, allocate funds to states based on their urbanized area populations.

¹⁵ While FTA uses the urbanized area definitions created by the Census Bureau, it is not strictly bound to do so. In 49 U.S.C. 5302(a)(17), an urbanized area is defined as “(A) encompassing at **least** an urbanized area within a State that the Secretary of Commerce designates; and (B) designated as an urbanized area within boundaries fixed by State and local officials and approved by the Secretary [of Transportation].” Thus, for purposes of the formula programs, an urbanized area could be defined to encompass a larger area (and thus more population, but a lower overall population density) than the corresponding Census-defined urbanized area (but not a smaller area, per the statute). Such adjustments in urbanized area definitions are in fact made by the Federal Highway Administration, which uses its own “Federal Aid Urbanized Area” definitions rather than those designated by the Census Bureau.

becoming part of larger urbanized areas once 2000 Census figures have been incorporated into the formula apportionments.

The issue faced by many such operators is that their system and operating characteristics are more similar to those of small urbanized areas than they are to those of large urbanized areas. The formula apportionments that they receive, however, are based on and follow the restrictions of the large urbanized area formula program (e.g., the prohibition on using formula funds for operations). These small operators may also be disadvantaged by their size relative to other operators in the urbanized area when local decisions are made on the disbursement and uses of urbanized area formula funds. It should be noted, however, that the local decision-making process is strictly the province of state and local governments.

7.5 Large Operators in Nonurbanized areas

The issues faced by small transit intensive cities may also apply to some systems in non-urbanized areas. Such systems are typically found in resort areas with small year-round populations but substantial seasonal populations and transit usage. Such systems carry far more passengers and provide much more service than is typical for nonurbanized areas, but this is not captured by the strictly population-based allocation of Section 53 11 funds. The seasonal population variation also means that potential needs for such areas might not be well captured by census population statistics alone.

8 Conclusion

Sufficient issues exist to suggest that changes to the existing Urbanized Area Formula Grants Program should be considered in 2002-2003 as part of the FY 2004 and beyond reauthorization cycle, when population data from the 2000 Census and the resulting urbanized area redefinitions will be available.

The Section 5307, 53 10, and 53 11 formula apportionments should continue to reflect transit needs. Unlike many other interjurisdictional assistance programs of the federal government, existing and potential mass transit needs are not distributed evenly across the states, but instead tend to be much more concentrated. Any movement toward allocating federal transit formula funds on a basis unrelated to need would run counter to the purpose of the program.

As currently constituted, the Section 5307 formula program as applied to small urbanized areas reflects potential need but does not explicitly reflect existing need. This is in contrast to large urbanized areas--where existing needs are captured by the use of service level factors in the formula, and nonurbanized areas--where states allocate their apportionments on a discretionary or formula basis that does take account of existing need. This latter fact runs counter to the argument that only large cities (which generally have higher transit service levels) should have service factors applied in determining their allocations. The end result of the existing formula structure is that small transit intensive cities, which have above-average existing needs relative to their size, receive less formula funding than they would if the formula included service level factors.

The 2000 Census of Population will have a significant impact on the formula apportionments in both the urbanized and nonurbanized formula grants programs. These changes, likely effective in FY 2002, will lead into the discussion and debate surrounding the reauthorization of the federal transit program following the expiration of TEA-21 in 2003. FTA does not support reopening the current authorization and addressing formula program issues before then.

Some possible changes to federal transit assistance programs have been raised and analyzed in this report. The Federal Transit Administration views these proposals as a starting point for discussions of how to maintain a federal transit assistance program that continues to reflect and meet the needs of our Nation's mass transit systems. We welcome comments on this study and look forward to a continuing dialogue with Congress, the public transit industry, and the general public.

Appendix A

Data and Methodology

Operating data used in this report were drawn from the National Transit Database (NTD) for 1996-98. This data is required to be reported by all operators in urbanized areas with more than nine vehicles. Some of the measures used, such as unlinked passenger trips and vehicle revenue hours, are only available at the operator/mode level. In linking such data to particular urbanized areas, only the primary urbanized area served by the transit operator was used. Transit operators in large urbanized areas are further required to disaggregate data used for formula apportionment purposes, including passenger miles, vehicle revenue miles, and operating costs, by the urbanized area that is served, including both large urbanized areas and small urbanized areas.¹ Thus, the exact area to which the data applies may vary depending on which measure is being tabulated.

Data on formula funding levels were drawn from FTA statistics. Aggregate amounts by urbanized area size are based on the primary urbanized area served by the operator, as was the operating data used in the comparisons in Exhibit 2. Passenger data for nonurbanized areas were drawn from a recent FTA-commissioned survey.

The statistical outliers were identified by the use of multiple regression analysis. Linear regressions of passenger miles and vehicle revenue miles on urbanized area population and population density were performed using data for all small urbanized areas. The outliers were identified by examining the standardized residuals for each urbanized area from the regression; areas with a standardized residual greater than two were deemed outliers. While there are some technical statistical issues associated with this approach, it does help identify cities that have substantially greater transit service than would be predicted based on their population and density characteristics alone.

In tabulating the alternative formula funding levels for FY 2000, only bus, demand response, and vanpool operating statistics were used. All such data were classified as non-fixed guideway data for formula purposes. Were the formula to actually be applied in this way, however, it is possible that some of the fixed route bus miles for operations on HOV lanes would be attributed as fixed guideway operations, as is done in large urbanized areas. This would be particularly likely for small urbanized areas adjacent to large cities.

¹For example, the Denver Regional Transit District serves the urbanized areas of Denver (large) and Boulder and Longmont (small).

The actual service level measures used to identify small transit intensive cities in Exhibit 1 are shown in the following tables:

Exhibit A-I			
Small Transit Intensive Cities			
Vehicle Utilization			
Average Annual Passenger Miles Per Vehicle Revenue Mile and Per Vehicle Revenue Hour 1996-98			
Passenger Miles Per Vehicle Revenue Mile		Passenger Miles Per Vehicle Revenue Hour	
Average for urbanized areas		Average for urbanized areas	
200,000-1 million	7.29	200,000-1 million	95.54
Brownsville, TX	22.73	Lancaster-Palmdale, CA	346.53
Monessen, PA	17.105	Brownsville, TX	256.61
Lancaster-Palmdale, CA	12.84	Monessen, PA	242.50
Kailua, HI	12.82	Richland-Kennewick-Pasco, WA	182.13
Laredo, TX	11.55	Bremerton, WA	159.96
Santa Barbara, CA	10.73	Santa Cruz, CA	147.72
Champaign-Urbana, IL	10.52	Poughkeepsie, NY	141.72
Santa Cruz, CA	10.43	Santa Barbara, CA	140.57
Lubbock, TX	9.42	Lubbock, TX	131.84
Richland-Kennewick-Pasco, WA	9.20	Champaign-Urbana, IL	127.47
Davis, CA	9.13	Santa Rosa, CA	122.70
Boulder, CO	8.65	Laredo, TX	118.51
Stamford, CT-NY	8.61	Eugene-Springfield, OR	115.58
Lafayette, LA	8.50	Monroe, LA	111.98
Santa Rosa, CA	8.42	Seaside-Monterey, CA	110.59
Eugene-Springfield, OR	8.30	Brockton, MA	106.21
Taunton, MA	8.12	Winston-Salem, NC	104.78
Bremerton, WA	8.10	Palm Springs, CA	102.88
Brockton, MA	8.07	Lafayette, LA	100.62
New London-Norwich, CT	8.00	Stamford, CT-NY	100.16
Monroe, LA	7.92	Davis, CA	97.64
Beaumont, TX	7.62	Beaumont, TX	96.90

Exhibit A-2
Small Transit Intensive Cities
Transit Service Provision
Average Annual Vehicle Revenue Miles Per Capita 1996-98

Average for urbanized areas 200,000-1 million		11.13
Florence, SC	87.97	Dover, DE 16.39
Richland-Kennewick-Pasco, WA	46.23	Pittsfield, MA 15.72
Bremerton, WA	44.20	Oshkosh, WI 15.33
Olympia, WA	44.07	Port Huron, MI 15.32
Bellingham, WA	33.39	Redding, CA 15.28
Hyannis, MA	31.95	Taunton, MA 14.26
Santa Fe, NM	31.38	St. Cloud, MN 14.25
Boulder, CO	25.90	Racine, WI 14.09
Ithaca, NY	23.65	Savannah, GA 13.91
Sumter, SC	22.53	Brockton, MA 13.67
Santa Cruz, CA	22.23	Sheboygan, WI 13.35
Newark, OH	21.81	Fayetteville-Springdale, AR 13.35
Eugene-Springfield, OR	21.32	Gainesville, FL 13.09
Newport, RI	20.85	Santa Rosa, CA 12.89
Champaign-Urbana, IL	20.83	Tallahassee, FL 12.72
Fitchburg-Leominster, MA	20.65	Binghamton, NY 12.56
Seaside-Monterey, CA	20.63	Laredo, TX 12.19
Elmira, NY	20.38	Winston-Salem, NC 12.16
Myrtle Beach, SC	19.78	Santa Barbara, CA 12.14
Iowa City, IA	19.71	Erie, PA 12.04
Deltona, FL	17.84	Lancaster, PA 11.87
Duluth, MN-WI	16.90	Salem, OR 11.70
Bay City, MI	16.80	Vero Beach, FL 11.64
Charleston, WV	16.69	Jackson, MI 11.63
Galveston, TX	16.55	State College, PA 11.62
Palm Springs, CA	16.55	Muncie, IN 11.39
New Bedford, MA	16.48	Lafayette-West Lafayette, IN 11.28

Exhibit A-3
Small Transit Intensive Cities
Transit Service Provision
Average Annual Vehicle Revenue Hours Per Capita 1996-98

Average for urbanized areas 200,000+ million		0.770	
Florence, SC	3.793	Charleston, WV	1.021
Olympia, WA	2.860	New Bedford, MA	1.003
Bellingham, WA	2.407	Palm Springs, CA	1.001
Richland-Kennewick-Pasco, WA	2.335	Redding, CA	0.987
Bremerton, WA	2.239	Davis, CA	0.956
Santa Fe, NM	1.948	Sumter, SC	0.939
Iowa City, IA	1.794	Vero Beach, FL	0.929
Champaign-Urbana, IL	1.719	Santa Barbara, CA	0.926
Hyannis, MA	1.614	Fayetteville-Springdale, AR	0.919
Santa Cruz, CA	1.569	Myrtle Beach, SC	0.906
Eugene-Springfield, OR	1.531	Lafayette-West Lafayette, IN	0.902
Newark, OH	1.480	Springfield, IL	0.892
Fitchburg-Leominster, MA	1.444	Muncie, IN	0.888
Ithaca, NY	1.389	Santa Rosa, CA	0.885
Seaside-Monterey, CA	1.313	Johnstown, PA	0.865
Duluth, MN-WI	1.295	Burlington, VT	0.865
Port Huron, MI	1.230	Erie, PA	0.864
Galveston, TX	1.201	Lancaster, PA	0.854
Laredo, TX	1.187	Norwalk, CT	0.848
Elmira, NY	1.171	Winston-Salem, NC	0.845
Oshkosh, WI	1.125	Portland, ME	0.824
Sheboygan, WI	1.124	Pittsfield, MA	0.821
State College, PA	1.094	Salem, OR	0.812
Racine, WI	1.089	Binghamton, NY	0.810
Bay City, MI	1.083	Eau Claire, WI	0.804
Tallahassee, FL	1.078	Jackson, MI	0.803
St. Cloud, MN	1.057	York, PA	0.803
Savannah, GA	1.046	Charlottesville, VA	0.780
Brockton, MA	1.038	La Crosse, WI-MN	0.772
Gainesville, FL	1.030		

Exhibit A-4
Small Transit Intensive Cities
Transit Service Consumption
Average Annual Passenger Miles and Unlinked Passenger Trips Per Capita 1996-
98

Passenger Miles Per Capita		Unlinked Passenger Trips Per Capita	
Average for urbanized areas		Average for urbanized areas	
200,000-l million	81.14	200,000-l million	17.97
Richland-Kennewick-Pasco, WA	425.36	Champaign-Urbana, IL	77.94
Bremerton, WA	358.20	Iowa City, IA	70.64
Florence, SC	307.27	Bellingham, WA	49.52
Santa Cruz, CA	231.84	Bremerton, WA	47.95
Boulder, CO	223.92	Santa Cruz, CA	43.21
Champaign-Urbana, IL	219.16	Eugene-Springfield, OR	41.04
Olympia, WA	189.60	Davis, CA	40.00
Eugene-Springfield, OR	176.96	Olympia, WA	39.91
Bellingham, WA	164.19	Richland-Kennewick-Pasco, WA	39.58
Newport, RI	150.21	State College, PA	38.81
Seaside-Monterey, CA	145.22	Santa Barbara, CA	37.05
Laredo, TX	140.71	Laredo, TX	36.23
Brownsville, TX	140.08	Seaside-Monterey, CA	29.08
Monessen, PA	139.24	Duluth, MN-WI	25.66
Santa Barbara, CA	130.20	Tallahassee, FL	24.79
Taunton, MA	115.71	Ithaca, NY	24.74
New Bedford, MA	115.19	New Bedford, MA	24.68
Brockton, MA	110.27	Galveston, TX	24.67
Santa Rosa, CA	108.54	Palm Springs, CA	24.25
Fitchburg-Leominster, MA	105.06	Brockton, MA	22.77
Palm Springs, CA	102.99	Port Huron, MI	22.61
Ithaca, NY	101.97	St. Cloud, MN	22.45
Davis, CA	93.31	Salem, OR	22.21
Iowa City, IA	91.70	Williamsport, PA	21.34
Winston-Salem, NC	88.56	Fayetteville-Springdale, AR	21.14
Lancaster-Palmdale, CA	86.83	Gainesville, FL	20.04
		Logan, UT	19.87
		Binghamton, NY	19.76
		Lubbock, TX	19.00
		Oshkosh, WI	18.87
		Burlington, VT	18.53
		Johnstown, PA	18.21
		Winston-Salem, NC	18.12
		Savannah, GA	18.00

Appendix B

Examples of Formula-Based State Transit Funding Programs

Ohio

The State of Ohio assists local transit operators through the Ohio Public Transportation Grant Program. The program provides assistance to local transit operators to meet the local match requirements of Federal Transit Administration grants under the Section 5307, 5311, and 5309 programs. Funding for the program totaled \$38 million in FY2000, of which \$25.5 million was allocated on a formula basis, with the remainder allocated for discretionary capital grants.

Formula funds are first distributed by fixed percentages to five categories of transit systems: Large Rail/Bus, Large Bus Only, Intermediate Bus, Small Bus, and Non-urbanized Bus. Within each category, funds are allocated on a formula using 3 factors:

Ridership	50%
Revenue Service Miles	25%
Local Financial Support	25%

Within the Small Bus Systems category, there is significant diversity between fixed route bus and demand response systems. To account for this, ridership levels and revenue service miles for demand response systems are multiplied by 2.8 and 0.83, respectively. These ratios are based on historic state data on relative costs per rider and per revenue mile between demand response and fixed route bus service.

Iowa

The state of Iowa provides capital and operating assistance to local transit operators through its State Transit Assistance (STA) Program. STA provides assistance through both a formula and a discretionary special projects program. The formula program has separate tiers for regional (rural, multi-county) systems and urban systems (cities over 20,000 in population, which includes both urbanized areas and nonurbanized areas). Program funds are first divided between regional and urban systems on the basis of revenue miles. Within each group, funds are then allocated according to three formula factors:

Revenue miles per dollar of operating cost	25%
Ridership per dollar of operating cost	25%
Locally determined income	50%

The state also uses a formula to distribute the Governor's Apportionment for Section 5310 and Section 5311 funds. The Governor's Apportionment is first divided between regional and urban systems on the basis of the systems' total "Net Public Deficit." Funds

are then allocated according to ridership and revenue miles. The factor weights are different for rural and urban systems:

<u>Regional</u>		<u>Urban</u>	
Revenue miles	60%	Revenue miles	50%
Ridership	40%	Rider-ship	50%

Section 5307 funds for small urbanized areas are allocated on both a formula and discretionary basis. Eighty percent of the funds are allocated based on the federal formula apportionments for each small urbanized area, while the remaining 20 percent are allocated based on peer pool recommendations and on scoring through the state's Public Transportation Management System (PTMS).

New York

The State of New York provides operating assistance to local transit operators through the State Mass Transportation Operating Assistance (STOA) Program. STOA funds are allocated both to "Specified" systems (large systems whose funding is a specific line item in the state budget) and "Formula" systems (other, smaller systems receiving funding on the basis of a formula). The formula program has separate tiers for Downstate (New York City metropolitan region) and Upstate systems. Formula funding is based on a fixed amount per vehicle revenue mile and per passenger, and is adjusted quarterly. For the quarter from July-September 1999, the rates were \$0.405 per passenger and \$0.69 per vehicle mile. The formula also has components for costs related to the implementation of the Americans with Disabilities Act of 1990 (ADA) (based on passengers and population) and for bus systems that interline passengers with commuter rail operations (50 percent of the lost revenue due to free rail/bus transfers). New York State also provides capital assistance for local transit operators. Capital assistance for non-Metropolitan Transit Authority operators has two components. The first provides 50 percent of the local match for FTA-funded capital projects, while the second provides additional capital assistance to local operators based on a state assessment of transit capital needs.

The Urbanized Area Formula Program and the Needs of Small Transit Intensive Cities

Report to Congress
September 2000

Background of Study

- Section 3033 of the Transportation Equity Act for the 21st Century called for a study of the Urbanized Area Formula Program to specifically determine whether the formula for apportioning funds to urbanized areas accurately reflected transit needs



Formula Grant Program - FTA

- In FY 2000 = \$3.0 billion
- Used for operating and capital expenditures
- Study concentrated on Section 5307 – Urbanized Area Formula Program



Money Allocated in Two Tiers

- 9.32% to small urbanized areas (population 50,000 to 199,000)
- 90.68% to large urbanized areas (population 200,000 and above)



Small Urbanized Areas

- Criteria
 - Population
 - Population times population density
- Can be used for Operating



Large Urbanized Areas - Bus

- Criteria
 - Population
 - Population times population density
 - Bus vehicle revenue miles
 - Bus passenger miles weighted by passenger-miles per dollar of operating cost
- Cannot be used for Operating



Assumptions

- Formula used assumes that larger cities require more travel and therefore the funding level should be higher
- Small systems that choose to provide a “higher” level of service get no benefit as the criteria is population based



Measures of Transit Intensity

- Vehicle Utilization
- Service Provision
- Service Consumption
- Statistical Outliers



Vehicle Utilization

- Passenger Miles per Vehicle Mile
- Passenger Miles per Vehicle Revenue Hour



Service Provision

- Vehicle Revenue Miles per Capita
- Vehicle Revenue Hours per Capita



Service Consumption

- Passenger Miles Traveled per Capita
- Unlinked Passenger Trips per Capita



Statistical Outliers

- These are cities whose existing needs (reflected by service levels) are not captured by their potential needs (reflected by population and population density).



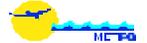
Transit Intensive Cities

- Defined as small urbanized areas whose intensity measure exceed the average for larger urbanized areas (population 200,000 to 1,000,000)
- 77 Small Urbanized Areas fit this definition in one of eight categories
- Only 4 exceeded every category



Impacted Cities

- Bremerton, WA
- Eugene-Springfield, OR
- Richland-Kennewick-Pasco, WA
- **Santa Cruz, CA**



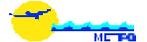
Funding Issues

- The funding formula for small urbanized areas reflects potential needs but not existing needs.
- Therefore, transit systems in these cities receive less federal formula than they would if the formula used service levels.
- Result is that these cities have more limited resources available for capital needs.



Funding Alternatives

- Apply Service Factors to Small Urbanized Areas as a Group
- Apply the Bus Formula to all Urbanized Areas in a Single Tier



Impact on Santa Cruz METRO

	Service Factors to Formula	Bus Formula to All Areas
Santa Cruz	\$1,759,797	\$1,080,434
Watsonville	\$(301,406)	\$(301,703)
	\$1,458,391	\$778,731



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Kim Chin, Manager of Planning and Marketing

SUBJECT: **CONSIDERATION OF ISSUES RELATING TO THE RIDER'S GUIDE/POLICIES AND PROCEDURES FOR PARATRANSIT OPERATIONS**

I. RECOMMENDED ACTION

Staff recommends that the Board consider issues related to the development of the Rider's Guide/Policies and Procedures for Paratransit Operations

II. SUMMARY OF ISSUES

- Currently Lift Line does not have a Policies and Procedures Guide from the District that guides the implementation of ADA paratransit services.
- Lift Line relies on the ADA Plan approved by the Board and the contract with the District that contains specifications for the operation of Paratransit.
- The ADA Plan and the contract specifications do not contain sufficient detail to guide the operator in implementing paratransit on a day-to-day basis.
- MultiSystems has been contracted to develop a Policies and Procedures Operating Manual that will be based on a Rider's Guide which details how paratransit services will be provided.
- Drafts of the Rider's Guide have been developed in conjunction with a working group comprising the Chair of the Metro User's Group, the Chair of Paratransit Services of MASTF, the Chair of the Elderly Disabled Technical Advisory Committee and METRO staff.
- The draft scope of the Rider's Guide is being presented to the Board for information. The completed Rider's Guide will be presented for Board approval in August, and will be incorporated into the Request for Proposals (RFP) for Paratransit Operations scheduled for release this Fall.

III. DISCUSSION

The Rider's Guide is the first step in developing the Policies and Procedures for paratransit operations. It will provide a clear and concise document to assist eligible paratransit passengers in booking, scheduling and canceling trips on the system. The guide is an important part in the creation of a detailed operating document that will specify how paratransit service will be delivered to eligible passengers.

The draft scope of the Rider’s Guide was developed with assistance from MUG, MA|STF and E&D TAC representatives. Additionally, an Open House was held on Friday, June 13, to provide members of the community to review drafts, ask questions and give input. The Guide was also presented to MUG and MASTF. At the MASTF meeting on Thursday, February 19, members of the community were also invited to provide input and comments.

The following is an outline of the draft scope for the Rider’s Guide:

SCMTD Paratransit Rider’s Guide - Table of Contents	
Meeting Our Customers’ Needs	
Improving Fixed Route Bus Service	
Paratransit Service	
How to Apply for ADA Paratransit Service	
Temporary Disabilities	
Service for Visitors	
The ADA Paratransit Service Area and Service Hours	
Weekday and Saturday Service	
Sunday Service	
Service Days and Hours	
Fares	
Scheduling Rides on Paratransit	
When to Reserve a Ride	
How to Reserve a Ride	
Your “Ready Time” and “Ready Window”	
Scheduling Multiple Trips	
“Subscription Trips”	
“Feeder Service”	
How to Change a Scheduled Ride	
If Your Appointment is Running Late	
How to Cancel a Scheduled Ride	
“No-Shows”	
When the Vehicle Arrives	
Driver Assistance	
Paying Your Fare	
To Check on Your Ride	
After Hours Emergencies	
Personal Attendants	
Guests/Companions	
Children	
Wheelchair and Other Mobility Aids	
Scooters	
Respirators and Portable Oxygen Equipment	

Service Animals	
Pets	
Safety Belts	
Packages and Personal Items	
Emergency Procedures	
Inclement Weather	
Rider Courtesy	
Suggestions and Comments	
Important Phone Numbers	

The draft scope is being presented to the Board for information at this time. No action is required.

IV. FINANCIAL CONSIDERATIONS

None at this time.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Kim Chin, Manager of Planning and Marketing
SUBJECT: **CONSIDERATION OF ISSUES RELATING TO THE SERVICE AREA SERVED BY ADA PARATRANSIT**

I. RECOMMENDED ACTION

Staff recommends that the Board consider issues related to the service area served by ADA paratransit.

II. SUMMARY OF ISSUES

- The Americans with Disabilities Act (ADA) of 1990 requires public transit systems to provide complementary paratransit services to eligible passengers. Paratransit services are complementary to fixed-route operations in that they operate within a pre-established corridor around bus routes, and with similar days and times of service.
- The ADA Plan identifies the METRO Paratransit service area generally to be a 3/4 mile corridor on each side of fixed-routes excluding the Highway 17 commuter service.
- In addition, the ADA Plan also identifies paratransit service to be available within 1 1/2 mile corridor of the fixed-routes that operate in four rural areas including Corralitos, Old San Jose Road, Branciforte/Glen Canyon Road and Lakeview Road.
- During the Comprehensive Operational and Financial Audit (COFA) of ADA paratransit services, it was noted that they were several instances in the past where ADA services operated by Lift Line picked up and/or dropped off passengers outside the designated ADA service area.
- As METRO moves forward to develop the Policies and Procedures for operating ADA paratransit in a new contract, it is timely for the Board to consider these issues and provide direction.

III. DISCUSSION

Current Situation

METRO operates a variety of fixed-route services within its service area. These include routes that serve the urban core areas, rural areas as well as commuter routes that carry passengers on Highway 17 into Santa Clara County. The majority or approximately 80% of the county's population live within the fixed-route service area.

The District's ADA plan identifies the paratransit service area to be within 3/4 mile of each fixed-route (excluding commuter service) and within 1 1/2 mile of four rural areas that have low population density. These four areas are:

- Corralitos (served by fixed-route 72)
- Old San Jose Road (served by fixed-route 60)
- Branciforte/Glen Canyon Road (served by fixed-route 8, 9)
- Lakeview Road (served by fixed-route 79)

The District held a number of public meetings in the early 1990's to establish the width of the ADA Service Corridor. On December 18, 1991, input was received from Lift Line and CCCIL that it would be desirable to include these four areas into the ADA service area. Lift Line and CCCIL representatives indicated that they were aware of disabled residents who lived in those areas, and that these areas were approximately 1 1/2 miles from fixed-routes that operated at that time. An excerpt of the meeting minutes is included as an attachment. There does not appear to be specific population density or development density criteria that was used in this determination.

In addition, complementary paratransit service is also provided to Big Basin State Park (served by fixed-route 35) during the spring, summer and fall months (weekends only) when fixed-route service is available.

Of the four paratransit areas that have low population density, all with the exception of Glen Canyon Road have a current fixed-route operating within 1 1/2 mile. In September of 1990, the District deleted Route 24 that served Glen Canyon Road due to low ridership. However, no adjustment was made at that time to the ADA service area to complement that fixed-route change.

The Americans with Disabilities Act of 1990 mandates that transit districts establish a minimum service area corridor of 3/4 mile of fixed-routes. Transit districts are permitted to expand that corridor to 1 1/2 miles of each currently operating fixed-route.

Trip Demand Impact Analysis

In considering METRO's ADA service area relative to the fixed-route system, it is helpful to understand the potential impact to registered passengers if adjustments are being contemplated. For each of the four exceptions that presently have a 1 1/2 mile corridor, the following is an impact analysis of trip demand and a detail map showing a 3/4 mile and the current 1 1/2 mile designation. The analysis indicates the number of registered ADA passengers, the number of trips taken during the past four quarters, the date of the last completed trip, and the number of trips that were taken outside the hours that fixed-route operates. It is important to bear in mind that the analysis is based on the current number of registrants in the system. During Recertification, it is anticipated that there may be a reduction in the number of eligible registrants and eligible trips.

BRANCIFORTE RIDERS

Metro ID #	TOTAL	Last Ride	I-TRIPS
1301	210	6/29/01	0
138	58	6/27/01	0
137	102	6/28/01	0
3903	184	7/1/01	99
TOTALS	554		99

LAKEVIEW RIDERS

Metro ID #	TOTAL	Last Ride	I-TRIPS
2895	16	5/30/01	0
2140	4	3/25/01	4
2809	32	5/22/01	0
1747	4	4/24/01	0
5266	3	4/24/01	0
553	60	1/26/01	0
8186	240	6/29/01	4
7135	6	7/11/00	0
8164	27	3/27/01	0
8516	15	5/10/01	0
	407		8

- Within 3/4 mile of service area
- On the edge of 3/4 mile border
- Between 3/4 mile and 1.5 miles
- Currently beyond 1.5 miles

OLD SAN JOSE RIDERS

Metro ID #	TOTAL	Last Ride	I-TRIPS
2922	31	6/28/01	3
2817	34	6/21/01	0
3145	7	9/22/00	1
859	22	4/18/01	2
5562	155	6/28/01	0
8328	11	3/22/01	4
8868	7	6/14/01	0
TOTAL	267		10

CORRALITOS RIDERS

Metro ID #	TOTAL	Last Ride	I-TRIPS
3626	12	6/28/01	1
3215	16	6/14/01	0
5762	4	10/2/00	0
6343	6	5/16/01	0
7610	3	8/23/00	0
7576	21	6/17/01	2
8379	47	6/29/01	0*
8381	18	6/18/01	0
T04 17 01	2	4/18/01	0
	129		3

I-TRIPS = Ineligible Trips

Key Considerations

During the public meetings with the community on the Comprehensive Operational and Financial Audit (COFA) of paratransit services and Recertification, input was received regarding the ADA service area. In addition, the MASTF Chair of Paratransit Services has indicated support for limiting paratransit trips for both origins and destinations to the ADA service area, and that these standards are applied uniformly and consistently to all eligible passengers. The Chair has also identified several issues and questions relating to the ADA service area for clarification (Copy of e-mail attached).

The following is a summary of the key issues and considerations:

Key Issue	Present Situation	Considerations
1. Definition of ADA Service Area	Confusion over boundaries.	Communicate ADA service area boundaries more clearly through informational materials, recertification procedures, paratransit operators, community outreach.
2. Distance Criteria -- 3/4 mile or 1 1/2 mile corridor for ADA service area?	3/4 mile for majority of fixed-routes, 1 1/2 mile for four exceptions.	<p>A. Review present Trapeze scheduling database to ensure accuracy of present corridors.</p> <p>B. Identify major origins/destinations outside 3/4 mile or 1 1/2 mile corridor.</p> <p>C. ADA service area Options</p> <ol style="list-style-type: none"> 1. 3/4 mile for the entire system. 2. 3/4 mile for the entire system, and evaluate feasibility of using TDA funds for out-of-service area trips. 3. 3/4 mile for urban core and 1 1/2 mile for 4 exceptions (present system).
3. Service Span Criteria -- should paratransit operate same days and hours that current fixed-routes operates?	Some paratransit service operated outside fixed-route service span.	<p>ADA Service Span Options</p> <ol style="list-style-type: none"> 1. Operate paratransit outside fixed-route service span (present system). 2. Operate paratransit same

		days and hours as fixed-route.
--	--	--------------------------------

Case Study -- Hampton Roads Transit

Hampton Roads Transit (HRT) in Hampton, Virginia operated ADA paratransit outside its 3/4 mile designated service area for many years. As HRT attempted to serve approximately 3,500 passengers outside the 3/4 mile corridor, it sometimes was unable to serve the 9,000 passengers who wanted to take trips within the 3/4 mile boundaries. The Department for Rights of Virginians with Disabilities has threatened to sue HRT, and HRT is now proposing to restrict its ADA service area to the 3/4 mile corridor required by the law. A copy of an article relating HRT's issues is attached to this staff report.

Trapeze Automated Reservations and Scheduling

Currently, Lift Line uses a computerized trip reservation and scheduling system called Trapeze to book and assign paratransit trips. Trapeze utilizes a series of polygons which determines if the requested trip is eligible relative to a variety of operational criteria such as the ADA service area, days and times of service. If the requested trip is ineligible, the trip is denied.

Lift Line has indicated that in the past, this function was not fully operational, and that some trips were assigned in which the scheduler compared the origin and destination to a physical map. However, Lift Line has also indicated that the polygon function is now fully activated and that Trapeze is now booking and assigning trips based on the computerized database. It is anticipated that the District will retain the use of the Trapeze computerized reservation and scheduling software. The Request for Proposals for Paratransit Operations will contain specifications that will require the successful bidder to operate service based on Board approved service area standards.

Trapeze allows users to designate the ADA service area in two ways. The first method involves importing the fixed-route system into the database and then requesting the system software to automatically "draw" the ADA service area and corridors. The second method is to manually "draw" the ADA service area and corridors for each route. Both methods allow users to "flex" the corridors for origins and destinations that may be slightly outside the 3/4 mile or 1 1/2 mile criteria. In addition, Trapeze also allows for supervisors to manually over ride the system in order to make exceptions.

IV. FINANCIAL CONSIDERATIONS

None at this time.

V. ATTACHMENTS

- A. Minutes of the Paratransit Service Steering Committee Meeting, December 18, 1991 (Excerpt)
- B. Area Detail Maps for ADA Service Area with 1 1/2 mile Corridors
- C. Email from Pat Spence, MASTF Chair of Paratransit Services
- D. Case Study -- Hampton Roads Transit (HRT)

duration trips, for example, from the West side of Santa Cruz to the University.

- c. Jerrold Clark stated that perhaps a zone system could be established to define whether a direct paratransit trip or transfer trip to fixed route transit would be preferable.
- d. Mike Molesky commented that the nature of the disability is a factor. The ability of a transit driver to provide services on a fixed route could be a determining criteria and whether or not a paratransit vehicle would be assigned.
- e. Greg Roubal commented that fatigue is also an issue, noting that for some passengers the need to transfer may fatigue the passenger and therefore, make fixed route transferring inaccessible.
- f. Marion Kaufman commented that she was aware of a demand for chemotherapy trips on a daily basis for a period of two weeks for many persons suffering from cancer. She asked whether or not these trips would be eligible. Mr. Galloway commented that a system in full compliance with ADA paratransit requirements would provide daily trips for such clients. However, he indicated that there may initial constraints established by the District for the first phases of implementation of the program.

6. SERVICE CORRIDOR WIDTH

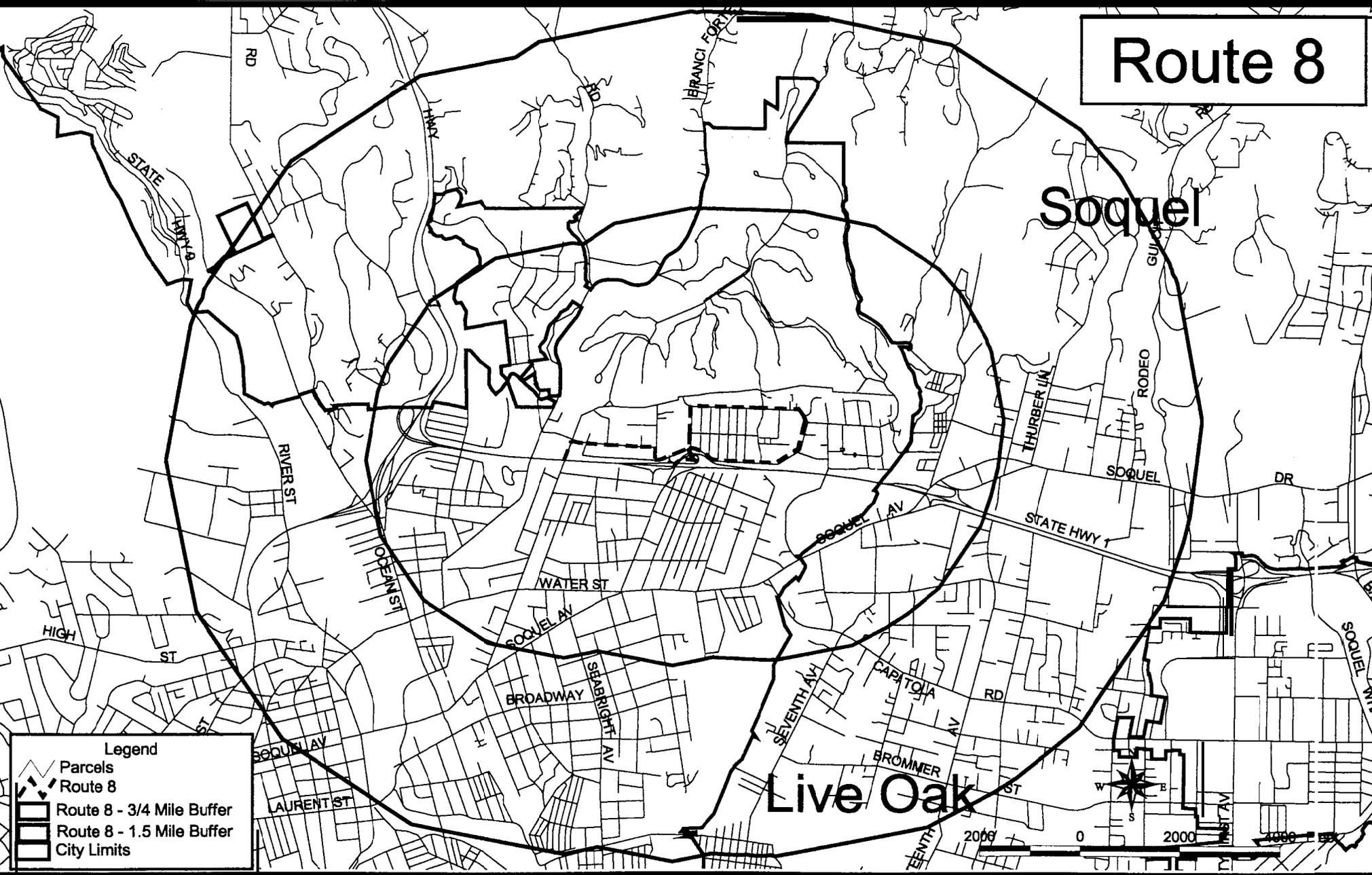
Mr. Galloway noted that the minimum requirement for service was 3/4 of a mile from existing routes, however, the District can expand services up to 1 1/2 miles from District routes. The following comments were received.

- a. Greg Roubal stated that the 3/4 mile service level is acceptable initially and if there is an additional demand, the District should expand the service area.
- b. Clay Kempf stated that as a result of the Paratransit Conference, he was under the impression that the issues were relatively clear cut. That most of the District's population lived within 3/4 mile of the District routes with the exception of persons residing on Branciforte Drive, Glen Canyon Road area, Old San Jose Road and Corralitos.
- c. Liz Sparks commented that she was aware of disabled residents who lived on the Lakeview area in Watsonville and that this area should also be served. She also stated that publicity for the program should stress that nothing is etched in stone and that the District may amend its initial plan at anytime in the future to expand services if required.

Route 8

Soquel

Live Oak



Legend

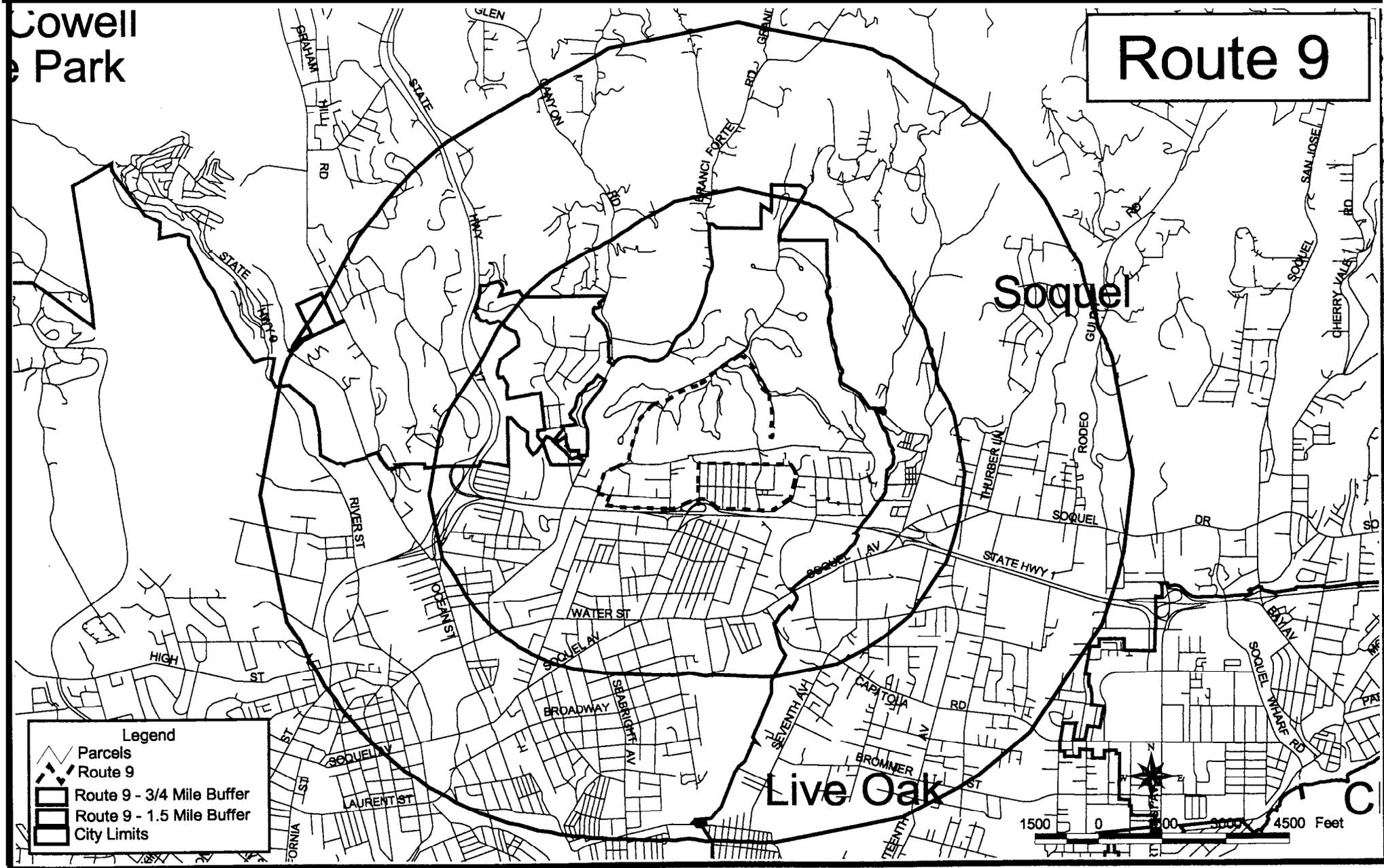
- Parcels
- Route 8
- Route 8 - 3/4 Mile Buffer
- Route 8 - 1.5 Mile Buffer
- City Limits

North Arrow

Scale: 0, 2000, 4000 Feet

Cowell
e Park

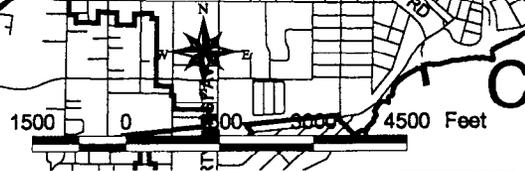
Route 9



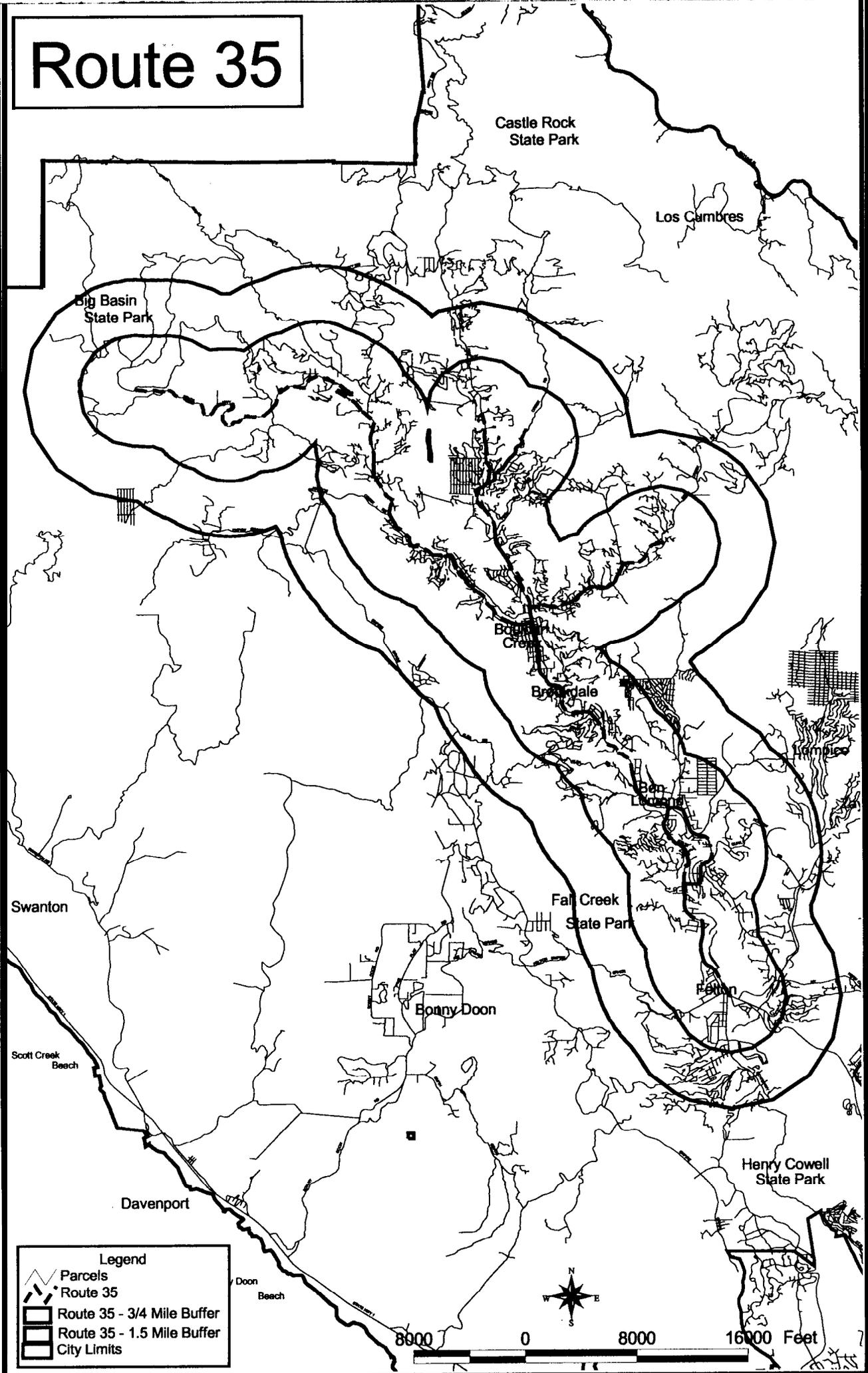
Soquel

Live Oak

- Legend**
- Parcels
 - Route 9
 - Route 9 - 3/4 Mile Buffer
 - Route 9 - 1.5 Mile Buffer
 - City Limits

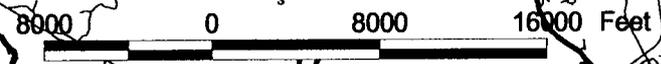


Route 35

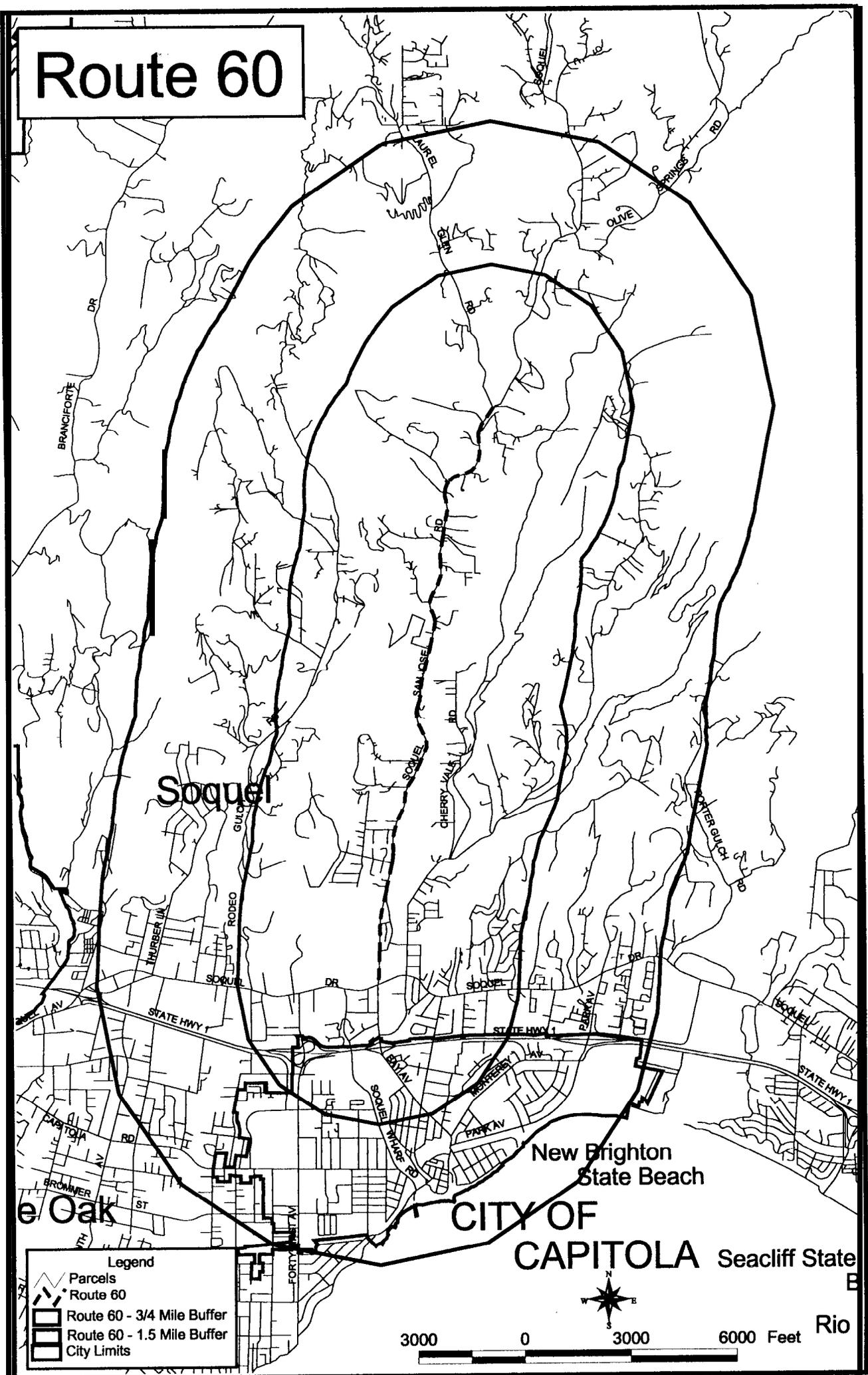


Legend

- Parcels
- Route 35
- Route 35 - 3/4 Mile Buffer
- Route 35 - 1.5 Mile Buffer
- City Limits



Route 60



Legend

- Parcels
- Route 60
- Route 60 - 3/4 Mile Buffer
- Route 60 - 1.5 Mile Buffer
- City Limits

3000 0 3000 6000 Feet

Rio

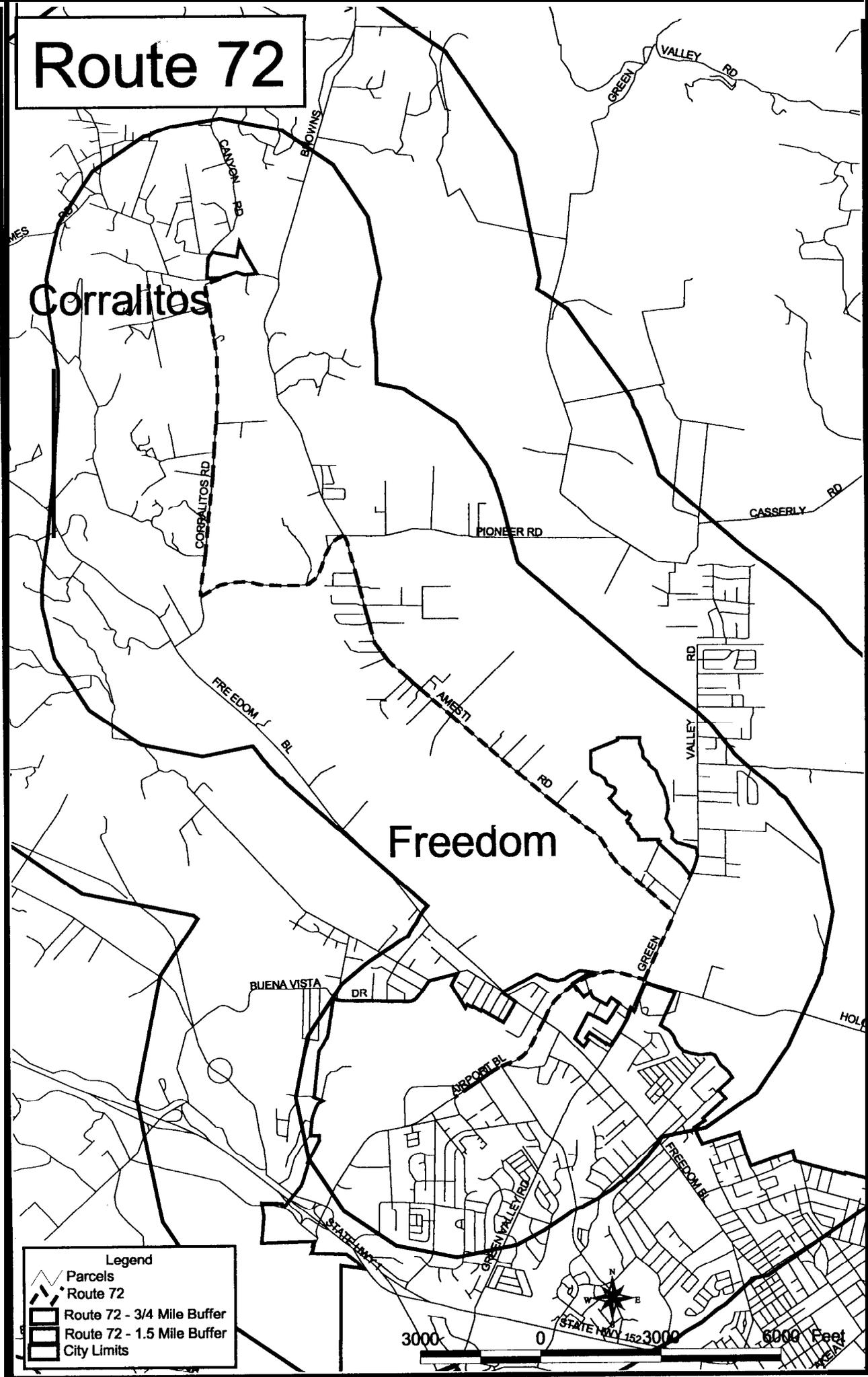
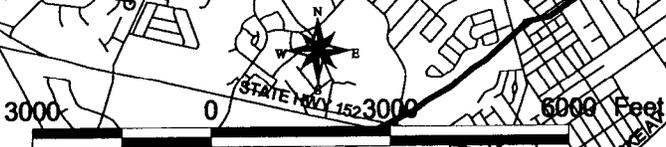
Route 72

Corralitos

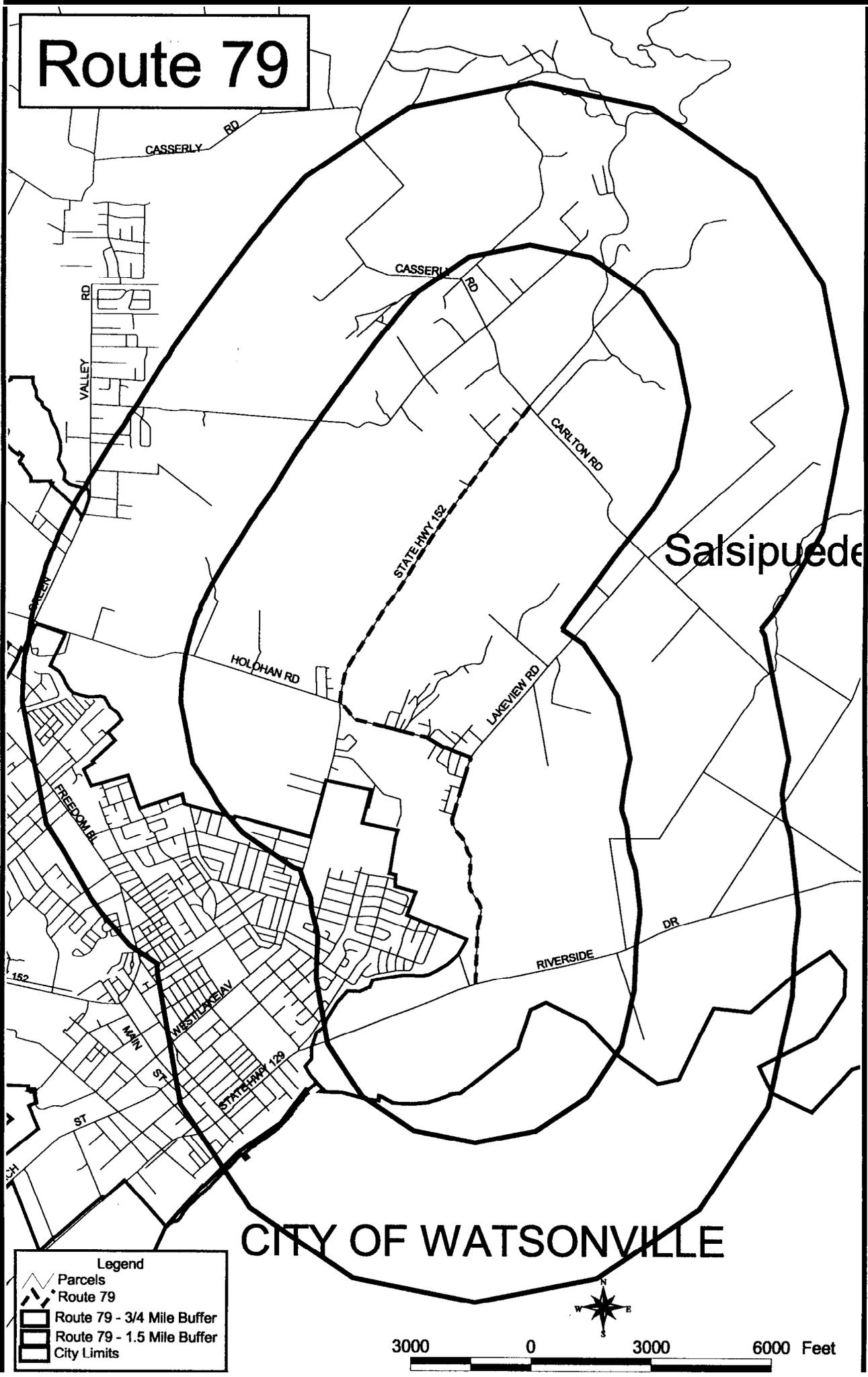
Freedom

Legend

- Parcels
- Route 72
- Route 72 - 3/4 Mile Buffer
- Route 72 - 1.5 Mile Buffer
- City Limits

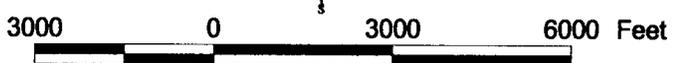


Route 79



Legend

- Parcels
- Route 79
- Route 79 - 3/4 Mile Buffer
- Route 79 - 1.5 Mile Buffer
- City Limits



June 10, 2001

Emily Reilly and Tim Fitzmaurice

I am sending this note to Emily's email because I have her address and not Mr. Fitzmaurice's. I would appreciate it if you would forward this to him.

Thought's on the service area:

- The service area needs be accurately stated in the Policies and Procedures to be written by Multisystems and due for presentation to the Board at the August 10th workshop.
- The service area now is poorly defined.
 1. As a lay person reading the current service areas, there are too many things that are open to individual interpretation and therefore a source for future conflict for potential passengers.
 2. Will the service area be redefined each time a new fixed route is added or removed?
 3. Is the service area only off the named street or "as the crow flies" for 3/4 mile in any direction even if off another street within the 3/4 mile area?
 4. There is no description as to the location of streets that have multiple names in the County; e.g. there are 4 -Lakeview Drives. 1 -Lakeview Avenue, and 1 Lakeview Road.

Lakeview Road

1. Lakeview Road, Watsonville is now served by route 79 from Highway 129 to College Road.
2. If Lakeview Road or any of the current exceptions were retained, would service be required for the entire length of the road for a 1 1/2 mile corridor each side of the road?
5. For Lakeview Road this would be for 1 1/2 miles around its entire length through and including Carlton Road making it a large area to be served by paratransit.

Branciforte, Glen Canyon

1. The same is true for the Branciforte, Glen Canyon service area. How far up these two roadways does the service area include? These are long roadways and a portion of the 1 1/2 mile of Glen Canyon area may come close to the Highway 17 express area that is now excluded.
2. If the rider database were able to give this type of information, it would be interesting to see if there are any present ADA eligible paratransit users in the Branciforte/Glen Canyon area or any of the present extended areas.

Old Jose Road

1. Old Jose Jose Road is now served by route 60, through to Mountain View according to the "Headways" schedule. (I was unable to locate Mountain View along the length of Old San Jose on any of my maps. The name of Laurel Glen Rd. changes to Mountain View, but this may not be the right one.)

Corralitos

1. I assume the extended area for service on the Corralitos route is 1 1/2 miles beyond the bus stop located at Corralitos and Browns Valley Roads.
 2. A roadway mileage marker could be identified as the furthestmost point in order to avoid future confusion.
- I fully support staff's recommendation on limiting both origin and destination rides to the service areas.
 1. However, this would be best be applied on a uniform basis with no preferential treatment to provide rides to certain people who are outside the service area but still being given rides. The current packet lists these people in #18B 1 and 2.
 2. Also listed in #18B 2 is the Dragonslayers, which is an animal based therapeutic facility, located on the Aptos Creek Road toward or in the Forrest of the Nisene Marks State Park. I have been unable to find the exact location, but have been told by drivers who have been here that it is well outside the 3/4 mile service area and the road is unimproved I believe.
 3. Mr. Whiteagle's church is 6 miles from the CDF station in Corralitos - 4 1/2 miles outside the service area. The Dragonslayers is equally as far outside the service area or at least more than the 3/4 mile limit now applied to that area.
 4. It is inequitable and discriminatory to apply the service area for any one rider and not to others who are also provided rides outside the service area.

5. The remedy:

- The service area needs to be redefined or reformulated by the Board and management according to existing, fixed route schedules.
- Any new extended service areas should be identified.
- During the re-certification process any rider who does not live in the service area should be identified and offer other alternatives.
- Make sure destinations areas outside the service area will be automatically identified in the computer at the time a ride is booked with the service provider
- Apply the service areas, ride rules and policies equally and uniformly to all passengers at all times.

Thanks, Pat Spence

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The Virginian-Pilot (Norfolk, Va.)
June 24, 2001 Sunday Final Edition

SECTION: COMMENTARY, Pg. J4

LENGTH: 338 words

HEADLINE: HRT HAS BEEN GOING TOO FAR OUT OF ITS WAY

BODY:

Hampton Roads Transit erred on the side of compassion for years. It provided trips for disabled people whom technically it was not required to serve, at \$3 each way.

Federal law requires the agency to provide disabled people with rides that originate and end within three-fourths of a mile of a bus route. HRT was serving about 9,000 disabled people taking rides within the federal boundary. But it also served about 3,500 disabled people going to or from points a greater distance from the routes.

As HRT attempted to serve the extra 3,500 riders, it sometimes overextended itself. As a result, disabled people who lived within the three-quarter-mile limit were sometimes stranded or left waiting for hours.

Now the state Department for Rights of Virginians with Disabilities, which successfully sued HRT in 1999, is threatening to sue again. The agency says service to the disabled within the federal boundaries has not improved.

Earlier this month, HRT proposed changes that would enable Handi-

Ride to comply with federal law, though at the cost of no longer serving current customers outside the federal limits. Public hearings on the matter will be held next month.

The Department for Rights of Virginians with Disabilities is a watchdog agency that should work to ensure adequate transportation for the disabled. But its threat to sue seems almost like showboating. It should work with HRT to solve the problem, one that HRT recognizes.

HRT can do only what its client cities pay for it to do. Cities could spring for additional money to ensure rides for the disabled at greater distances from bus routes. That seems unlikely, however, for cash-strapped cities.

Meanwhile, the obligation to serve all disabled living within the federal boundaries can't be neglected. Nor should the need to serve more non-disabled riders be forgotten.

One cost of sprawl is that adequate public transit for everyone becomes difficult or impossible to provide, especially when cities try to do it on the cheap.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Mark Dorfman, Assistant General Manager

**SUBJECT: CONSIDERATION OF APPROVAL OF CABRILLO COLLEGE
TRANSPORTATION MASTER PLAN AND AUTHORIZATION TO
ENTER INTO A BUS PASS PROGRAM AGREEMENT.**

I. RECOMMENDED ACTION

Approve the *Cabrillo College Transportation Management Plan* and authorize staff to enter into a bus pass program agreement.

II. SUMMARY OF ISSUES

- In February, 2000 the Board authorized District staff to apply for TDA Demonstration funds as the eligible claimant on behalf of Cabrillo College to develop a *Transportation Management Plan*.
- The Santa Cruz County Regional Transportation Commission (SCCRTC) awarded \$10,000 in May, 2000 through the District to Cabrillo College to develop the *Transportation Management Plan*.
- District staff participated in a committee that assisted in developing the *Plan*.
- On June 4, 2001, Cabrillo's governing Board adopted a *Transportation Management Plan*.
- Accepting the *Transportation Management Plan* enables the District to submit a final report to the SCCRTC and to request a final \$1,000 reimbursement for Cabrillo.
- The bus pass program with Cabrillo lapsed and based upon this *Plan*, staff recommends entering into a new contract for a one-year bus pass program.

III. DISCUSSION

Cabrillo College embarked upon major redevelopment of its Aptos and Watsonville Campuses in accordance with its 1999 long-range Facilities Master Plan to accommodate anticipated enrollment increases. The Environmental Impact Report for the *Cabrillo College the Facilities Master Plan* required implementing a transportation management plan to mitigate projected traffic impacts from the Aptos campus expansion.

In order to develop a Transportation Management Plan, Cabrillo College requested funding assistance from the Transportation Development Act (TDA) Demonstration

Program administered by the SCCRTC. Because Cabrillo College cannot receive TDA funds directly, the Board authorized the District to apply for and claim the TDA funds on behalf of Cabrillo College, which would lead the work effort. The SCCRTC awarded \$10,000 in TDA funds through the District to Cabrillo College to create a Transportation Management Plan.

Cabrillo College formed a Transportation Planning Committee of College administrators, student representatives and transportation professionals including Les White and Mark Dorfman to develop traffic mitigation strategies for the *Plan*. The *Transportation Management Plan* makes the following recommendations to reduce the traffic impacts from the Cabrillo College expansion:

- Increase parking fees to \$40 per semester while maintaining the student bus pass program at the current rate of \$30 per semester, making transit the lower-cost alternative.
- Limit parking space additions to a fraction of the estimated long-term need, with more spaces added only as demand increases.
- Create a centralized travel planning office in the student center to help students plan transit trips, coordinate vanpool and carpool formation and promote alternatives to single occupant commuting.
- Expand the College's distance-learning program.
- Establish a telephone-based class registration process and compress the academic calendar to reduce trips to campus.

In addition to the *Transportation Management Plan*, Cabrillo College improved mobility with its campus renovations. Larger bus turnouts and new shelters at both the lower and upper campuses connected to an improved sidewalk network enhance access by transit.

The *Transportation Master Plan* builds upon the campus renovations by promoting public transit and alternatives to solo commuting. Staff recommends accepting the Cabrillo College *Transportation Master Plan* as transit-oriented traffic mitigation.

The District had a bus pass program with Cabrillo in the past. The current contract lapsed, and staff awaited the results of this study before considering a new contract. Based upon the positive direction contained in the *Plan*, staff recommends entering into a new a one-year bus pass program with Cabrillo College.

IV. FINANCIAL CONSIDERATIONS

Approving the Transportation Management Plan will enable the District to request \$1,000 final reimbursement from SCCRTC for Cabrillo College. The one-year bus pass program will generate \$188,000 in revenue.

V. ATTACHMENTS

Attachment A: Cabrillo College Transportation Management Plan

Cabrillo College

Transportation Management Plan

May 29, 2001

Executive Summary

The need for a transportation plan for Cabrillo College grew out of the long range development plans for facilities construction and renovation and enrollment growth. A five-year planning process resulted in the adoption of the Cabrillo College Master Plan in 2000. The Environmental Impact Report (EIR) listed a transportation plan be adopted and implemented as a mitigation measure in the implementation of the master plan. In addition, changes in past campus bus pass and parking permit policies have resulted in increasing student parking in adjoining neighborhoods, and increasing complaints from property owners located near the Aptos campus. Funding through the Santa Cruz County Regional Transportation Commission's Transportation Development Act Demonstration Program provided Cabrillo College with the funding to develop a plan to address the EIR requirements and neighborhood concerns, as well as meet the transportation and access needs of students, faculty and staff.

Surveys of staff and faculty (conducted November 2000) and students (conducted February 2001) indicated that while most trips by Cabrillo students, staff and faculty are solo automobile trips, that carpooling and busing are the two most frequently used alternatives. Bus riding received the most interest as an alternative to solo commuting.

This Transportation Management Plan specifically addresses the ways students, staff and faculty travel to and from campus, and includes programs to help reduce use of single occupant vehicles for those trips. The strategies and programs included in this plan will help reduce demand on roadway capacity and parking facilities, and reduce the long term costs of building and maintaining more parking facilities.

Key elements of this transportation plan include:

- **Commuter Central:** centralized location for commute information, both physically in an office staffed with someone with transportation expertise, as well as virtually, on a centralized web site.
- **Dedicated staff:** dedicated program coordinator and student workers to implement and evaluate transportation programs, manages Commuter Central, and acts as liaison with other departments and college campuses, and agencies.
- **Marketing program:** information and promotional campaign to promote and integrate transportation programs and incentives that encourage the use of alternatives to a single-occupant vehicle to travel to and from Cabrillo College's campuses.

Cabrillo College

Transportation Planning Committee

Pat Dellin, Deputy Director

Santa Cruz County Regional Transportation Commission

Mark Dorfman, Assistant General Manager

Santa Cruz Metropolitan Transit District

Jane Gilbert, Student Trustee

Cabrillo College

Jing Luan, Director

Planning and Research Office, Cabrillo College

Rachel Mayo, Director

Watsonville Center, Cabrillo College

Cliff Nichols, Acting Dean

Student Services, Cabrillo College

Carolyn O'Donnell, Executive Director

Santa Cruz Area Transportation Management Association

Manuel Osorio, Vice President

Student Services, Cabrillo College

Larry Pageler, Transportation and Parking Services

University of California Santa Cruz

Stephanie Staley, Librarian

Library Services, Cabrillo College

Les White, General Manager

Santa Cruz Metropolitan Transit District

Terrence Willett, Research Technician

Planning and Research Office, Cabrillo College

Cabrillo College Trip Mitigation Progress

In 1998 voters passed a bond measure that allows Cabrillo College to implement the College Master Plan by rehabilitating and expanding the Aptos campus, as well as constructing additional facilities in downtown Watsonville and the Scotts Valley/San Lorenzo Valley area. The college adopted an Environmental Impact Report related to the expansion, and in the process made a commitment to develop a partnership with the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District to address related traffic congestion problems.

During approval of the EIR, the Cabrillo College Governing Board explicitly set a goal of mitigating increased traffic, directing efforts toward transportation alternatives for students, faculty and staff. At times transportation goals are in conflict – reducing trips to campus may reduce bus ridership – but the overall promotion of trip alternatives may ultimately result in increased ridership. Consistent with this goal, the College has taken the following actions to date:

- Initiated the Transportation Planning Committee to develop and implement a transportation management plan. The Santa Cruz County Regional Transportation Commission provided a demonstration grant of \$10,000 to assist in the development of the plan, with the Santa Cruz Metropolitan Transit District acting as the lead agency claimant for this grant.
- Planned College parking expansion is to be phased over a period of years. The College Facilities Master Plan identifies 1,260 additional parking spaces to be constructed, based on projected enrollments and state-recommended enrollment/parking space ratios. Currently, 286 of these spaces have been completed. The remaining 974 spaces will be added only as necessary after the college has implemented transportation management measures to increase the use of alternatives to driving alone.
- Implementing the College Facilities Master Plan has significantly facilitated bus circulation and drop-off/pick-up of students, employees and campus visitors. The addition of bus turnouts on Soquel Drive, an additional bus stop on the upper campus perimeter road, connection by elevator with the upper campus, removal of some parking from Soquel Drive, and other transit-related changes have been achieved.
- A Compressed Academic Calendar had been instituted, reducing both the length of the semester and the number of days per week many students are required to attend classes. This has led to a reduced number of trips to campus overall.
- College registration is gradually shifting to a telephone system, Hawk Talk. Remote registration options help reduce the number of trips to campus. It is a College goal to upgrade the marketing of the bus pass option through Hawk Talk. Additionally, the college has increased the amount of space allocated to bus pass promotion in the Schedule of Classes.

- Expansion of the Watsonville Center (opening Fall 2001) and growing enrollment and course offerings in the San Lorenzo Valley brings instruction closer to students' residences, thus helping to reduce traffic to and from the Aptos campus, particularly on the Highway 1 /Highway 17 corridors.
- The College is steadily increasing distance education capacity, offering more telecourses, Internet courses, and two-way interactive remote location courses. During the 1999-2000 academic year, over 1,000 Cabrillo students enrolled in distance education courses, an increase of 86% over the past three academic years. These instructional strategies also reduce student trips to campus.
- The college received a grant from the Monterey Bay Unified Air Pollution Control District to fund bicycle improvements on campus, including bicycle storage facilities. Funding for a traffic light coordination project is pending.
- Cabrillo College serves as a sponsor for Bike to Work, serving as a free breakfast site for bicyclists twice a year.
- The Cabrillo College Governing Board voted to increase parking fees from \$30.00 to \$40.00 (the maximum allowed) per semester, effective Fall 2001. Bus pass prices will remain at \$30.00 per semester. This fee increase will provide an economic incentive to use transit, or other transportation alternatives to driving alone.

1. Cabrillo College Transportation Management Plan

Introduction

The need for a transportation plan for Cabrillo College grew out of the long range development plans for facilities construction and renovation and enrollment growth. A five-year planning process resulted in the adoption of the Cabrillo College Master Plan in 2000. Capital improvements to facilitate the movement of students, faculty and staff are incorporated in the master site plans for each location. This Transportation Management Plan specifically addresses the ways students, staff and faculty travel to and from campus, and includes programs to help reduce use of single occupant vehicles for those trips. The strategies and programs included in this plan will help reduce demand on roadway capacity and parking facilities, and reduce the long term costs of building and maintaining more parking facilities.

The goals of this plan are to:

- Reduce number of single occupant vehicle trips by faculty, staff and students,
- Minimize traffic congestion growth as college grows,
- Reduce need for increased parking demand,
- Increase use of alternative transportation, including public transit, carpooling, vanpooling, bicycling and walking,
- Improve the local and regional air quality, and
- Enhance accessibility for students, staff and faculty.

The implementation element of this transportation management plan outlines initial steps to help Cabrillo College meet these goals, as well as the goals of the Master Plan.

Overview/Background

Initiated in 1995, the Cabrillo College Master Plan incorporated 5 years of research and planning, culminating in adoption by the Board of Trustees in 2000. During this process, mission, purpose and values statements were adopted as guiding statements for the college and the master planning process:

- **The mission of Cabrillo College** is to enhance the intellectual, cultural, and economic vitality of our diverse community by assisting all students in their quest for lifelong learning and success in an ever-changing world.
- **Our purpose** is to provide an accessible and effective learning environment which aids students in their pursuit of transfer, career preparation, personal fulfillment, job advancement, and retraining goals.
- **Our core values** are academic freedom, critical and independent thinking, and respect for all people and cultures. Our commitment is to encourage excellence, offer a balanced curriculum, promote teaching methods for diverse learning styles, and involve and enrich our community.

Additionally, the following goals were adopted:

1. Enable students' attainment of their educational goals, including degrees and certificates, transfer, job placement and advancement, basic skills, and lifelong learning.
2. Develop and implement curricula that respond to student learning needs, changes in technology, transfer education, the economy, and the workplace.
3. Foster a college environment, and strong connection to the community, that will attract and support a diverse and excellent faculty and staff.
4. Provide a college environment that attracts and supports students from our diverse community, increase enrollment, and increase success via access and retention.
- 5 . Continually update a flexible technology infrastructure and provide needed training.
6. Develop and manage human resources, physical and financial resources to effectively support the learning environment.

In September 2000, the college formed a Transportation Planning Committee, composed of college faculty, staff, administration and student representatives, as well as transportation planning professionals from regional agencies and organizations. Committee input helped guide the development of this transportation management plan. A Transportation Development Act Demonstration Project grant from the Santa Cruz County Regional Transportation Commission, sponsored by the Santa Cruz Metropolitan Transit District, funded the development of this plan.

In order to develop an effective plan, college-wide surveys were conducted to determine travel behavior patterns. The survey also tested attitudes about transportation and perceived barriers to using travel alternatives to the single occupant vehicle. Jing Luan and Terrence Willett from Cabrillo College's Office of Institutional Research developed two separate surveys in conjunction with the Transportation Planning Committee: one for students, and one for faculty/staff. The faculty/staff survey was administered in November 2000, and the student survey was administered in February 2001. A summary of the results of this transportation study can be found in the appendix of this plan.

This plan largely focuses on travel demand management measures, promoting the use of transportation alternatives, with activities physically focussed at a Commuter Central, which will be the nexus for transportation information and activities. In general, travel demand management measures are cost-effective transportation improvements that reduce the dependency on driving alone, and enhance opportunities for transit ridership, carpools, vanpools, and bicycle access. These measures reduce traffic congestion and the demand for road and parking space. As a result, the implementation of these measures reduces the need for more costly transportation investments, such as construction of additional parking facilities. Additionally, these measures can help reduce congestion on adjacent neighboring and regional roadways, minimize parking impacts outside the campus facilities, reduce vehicle emissions, and improve air quality.

Guiding Principles

In assembling this transportation management plan, several fundamental principles guided the development of programs and strategies:

- Implement low-cost and no-cost improvements with potentially great benefits as soon as possible. In addition to keeping initial expenditures to a minimum, this approach maximizes existing resources - i.e. parking, transit, staffing - while encouraging positive changes in travel habits.
- Recognize that many transportation improvements offer multiple benefits or are interdependent. For example, construction of a new pedestrian bridge may make for a more direct cross-campus walk, provide improved ADA accessibility and distribute parking demand along less-utilized parking facilities.
- Continue to monitor a variety of campus transportation parameters – parking permit sales, transit pass sales, parking lot utilization, transit ridership, etc. – on a regular and ongoing basis.
- Regular assessment of program effectiveness will allow periodic revisions and improvements in response to changing environmental, socioeconomic and political conditions. Measures will include ongoing evaluation of economic incentives designed to reduce the use of single occupant vehicles, and increase use of public transit. Milestones scheduled at the end of each implementation phase would provide an opportunity to measure the effectiveness of recent transportation improvements while informing campus decision-making concerning upcoming improvements; additional “course corrections” could revise cost estimates for future projects, funding projections and fee schedules.
- Maintain flexibility. This is particularly important where capital-intensive improvements are concerned. Improvements such as bridges, parking decks and parking structures are generally permanent – as well as expensive – and significantly constrain future development. Every consideration should be given to the long-term impacts of such improvements on the infrastructure, environment and character of the campus.
- Provide a variety of solutions. Like any system or community, the campus transportation system benefits from a variety of travel modes and alternatives. The diversity of individuals’ travel needs and desires – from transit-dependent individuals to cost-conscious carpoolers – are best served by a diversity of alternatives and environmentally friendly uses.
- Investigate ways to reduce costs and secure external funds. User fees, such as parking fees and fines, can provide ongoing revenue for transportation programs. However, every effort should be made to minimize their expense. Innovative use of existing resources can provide valuable new services at potentially low net cost. Similarly, external grants and funds should be sought to cover specific project expenses.

2. Programs

While this plan outlines the program and steps for implementation, the real work will begin once the plan is adopted and assigned to staff. This plan draws from interviews and surveys with students, faculty and staff at Cabrillo College, as well as best practices from similar programs and institutions in California. Once implementation is initiated, further refinements and adjustments will be necessary to maximize the effectiveness of the plan elements.

Dedicated staff assigned to the implementation, promotion and evaluation of the transportation programs will help ensure that the programs remain effective and relevant to the audiences they are meant to serve. Adequate program resources are also essential to implement an effective program. Additionally, ongoing coordination with other transportation agencies, community groups and local government agencies can help forestall future problems.

Promotion and marketing are critical, on-going processes for any travel demand management program and require adequate staffing to revise, refocus and refine materials and approaches to reach an ever-changing population. In an educational setting, new students arrive each semester who are unfamiliar with existing programs and policies. In the larger population, life-changes often result in individuals reconsidering their transportation choices due to shifting needs and responsibilities. Not only may programs and services need revisions in order to remain effective and relevant, but the may audience change over time.

This section is divided into 3 parts: A. College-wide Programs, B. Programs for Faculty/Staff, and C. Programs for Students. The College-wide Programs could be offered to all on campus, while targeted programs are specifically listed separately for Faculty/Staff and Students.

A. College-wide Programs

Commuter Support Services

-Commuter Central – A centralized place for commute information, both physically in an office staffed with someone with transportation expertise, as well as virtually, on a centralized web site. The office may also house a workstation dedicated to transportation information. Commuter Central would be the place for bus passes and transit info, personalized trip planning, bike maps, bike locker registration, emergency ride home registration, bike loan applications, bike loaner check-out, etc.

-Transportation Program Services - A dedicated person to implement and evaluate transportation programs: manages Commuter Central, and acts as liaison with other departments and college campuses, and agencies, such as SCCRTC, METRO, Community Traffic Safety Coalition, Commute Solutions, TMA, etc.

-Personal commute planning assistance – Assistance via phone, fax, e-mail or in person to help staff solve transportation and mobility problems.

-Expanded transportation section on website – Elevate transportation information on both internal and external web pages for easy access. Expand information available.

-Provide targeted bus schedules for each campus, and between campuses – Work with METRO to publish specialized bus schedules that show specific routes and hours from specific destinations, such as from Westside Santa Cruz to the Aptos campus, as well as travel specifically between the Aptos, Watsonville and San Lorenzo Valley campuses.

Outreach & Education

A key element for any program is to be sure that everyone is aware of the benefits available, and how to take advantage of those benefits. Some strategies include:

-Continue active role in countywide events – involvement in community-wide activities integrates the college with the greater community, and demonstrates commitment to helping solve a community problem.

Bike to Work: host breakfast site, promote events, provide support,

Commute Solutions: fall promotional event; 429-POOL

Electric Bike Commuter Incentive Program: host promotional event

-Ongoing and special promotions – An effective promotional effort is crucial to the acceptance, recognition and usage of commute options and support programs. These can include prizes, coupons for discount or free food or merchandise, challenges, and other incentives. This can also include departmental challenges to increase participation. Piggyback transportation information on current forms of communication.

-Set program goals, track results, celebrate successes – Tracking and publicizing positive results via newsletter, campus newspaper, e-mail, etc. from program participation tells participants that they are making a difference, and encourages others to participate.

Ridematching

-Promote the regional ridematch database system – Operated by Commute Solutions, registration for the database ridematch can be made available through Intranet access.

-Vanpool formation – Provide assistance in organizing vanpools, help interested drivers set up a program. The college may consider subsidizing vanpool costs for drivers and riders, or acquire vehicles for vanpools.

-Provide in-house, web-based ridematching that serves the Cabrillo College campuses, providing options to arrange shorter-term (semester) carpools.

Incentives

A wide range of incentives can be used to encourage alternative transportation, as well as disincentives to discourage driving alone. Examples of some of the possible measures include:

-Transit passes for all faculty/staff and students

-Discounted products or cafeteria services for using commute alternatives

-In-house prize drawings or promotions

-In-kind incentives and subsidies

-Parking charges for prime parking areas

- Prime parking places designated for carpools, vanpools
- Awards for carpools, vanpools, transit riders, bike riders
- Charge increased or tiered fees for a parking pass
- Increased parking fines

Facilities

- Designated preferred parking spaces for carpools and vanpools.
- Secure, covered parking for bicycles:
 - Bike lockers and bike cages in strategic locations throughout campus.
 - Utilize Bikes Secure program to expand bike parking facilities.
- Improved bus benches and shelters – well-lit, clean, with clear schedules posted.
- Shower and locker facilities available for bicycle and pedestrian commuters.
- On-site amenities: ATM, direct deposit of paychecks, postal services, childcare available.

B. Programs for Faculty/Staff

Outlined below are services and programs targeted to faculty and staff:

Commuter Support Services

- Transportation Management Association membership – Specialized program benefits that provide targeted transportation benefits, such as:
 - Emergency Bide Home – a free cab ride for those using an alternative commute and have an emergency that day.
 - Bike Loan Program – a 0%-interest loan for up to \$750 to purchase a commuter bike and accessories.
 - Commuter Club – discounts, incentive, and a cool commuter mug for any employee pledging to use an alternative commute at least one day per week.

Outreach & Education

- New employee orientation – Incorporate commute program information in new employee orientation materials **and activities**.

Ridematching

- In-house informal ridematching – An informal ridematch board can be set up in department offices, the human resources office, or online for staff and faculty.

Alternate Work Schedules

- Telecommuting options – Determine which staff positions may be able to accomplish their work from remote locations or home. Provide online services that would reduce the need to travel between campuses for non-teaching tasks.

-Nontraditional schedules – Determine which staff positions could be accomplished in flexible or nontraditional schedules, such as a 4/10 work schedule.

Incentives

-Financial incentives to decline a parking pass

Facilities

-Bicycle fleet for employees to use during the workday for nearby errands.

C. Programs for Students

Outlined below are services and programs targeted to students:

Outreach & Education

-New student orientation – Incorporate commute program information in new student orientation materials and activities, as well as all aspects of registration, including Schedule of Classes, Hawk Talk, Welcome to Cabrillo brochure, student orientation materials, and college website.

Ridematching

-In-house informal ridematching – An informal ridematch board can be set up in department offices, at Commuter Central, or an online bulletin board for students.

Alternate Learning Environments

-Remote classrooms – Provide classes through telecommunications technology, including teleconferencing, cable and broadcast television, and the Internet.

-Nontraditional schedules – Provide classes at times other than the traditional weekday semester: weekend, summer or winter-session intensive courses, etc.

3. Planning & Promotion

Some elements of this program will be easily implemented immediately. Other elements will require additional planning and information before they can be implemented. Outlined below are elements that are crucial to the successful implementation of this plan.

Program Implementation

In order to implement programs, including the needed planning, marketing, promotion, and evaluation activities, a committed, dedicated management level staff is key to ensuring that this transportation program is integrated into the overall college activities and programs. Delegating responsibility to a variety of departments and personnel will result in a fragmented program and marketing effort, defusing the benefits these efforts could produce for students, faculty and staff, as well as the community at large.

Marketing & Promotion

Information is crucial to implement the programs outlined in this plan. Students, faculty and staff need to be aware of the programs available, and how these programs benefit them, the college and the greater community. These efforts will need to focus on the benefits of the transportation program, saving time, money or providing other benefits to the users of the program.

Close Collaboration with Transportation Agencies

The Santa Cruz Metropolitan Transit District already provides a significant portion of transportation to Cabrillo College campuses. Improvements in service, such as route and schedule enhancements, can further increase the use of bus service. As the regional transportation planning organization, the Santa Cruz County Regional Transportation Commission can provide valuable technical expertise, and can integrate the needs of Cabrillo College in the overall regional transportation plans. It is imperative that Cabrillo College representatives seek and maintain seats, and actively participate on such advisory bodies as the transit district's Metro Users Group, and the regional transportation commission's Interagency Technical Advisory Committee, as well as establish close contact with policy makers with these transportation agencies.

GIS Mapping of Students, Faculty, Staff

Geographic Information Systems technology is an excellent tool to help fine tune programs, and help focus transportation program efforts. Geographically plotting student, faculty and staff residence locations can help identify potential new transit routes and improvements, as well as focus efforts to form vanpools and carpools.

4. Implementation Strategies

The Cabrillo College Master Plan has launched major college-wide renovations of facilities. Transportation and circulation were first among the elements studied in the environmental impact report for implementing the Master Plan. The mitigation measures studied in the EIR include:

1. Construction of a second pedestrian bridge over Soquel Drive.
2. Realignment of Soquel Drive/Cabrillo College Drive intersection/
3. Provision of additional parking spaces on campus.
4. Improvements to Soquel Drive.
5. Realignment of the road that provides access to the Sesnon House.
6. Construction of a Lower Perimeter Road.
7. Improvement to circulation to meet ADA requirements.

In addition to these measures, additional improvements incorporated into the construction project include the construction of new transit stop shelters and installation of 24 new bike lockers. These measures are currently installed or in the planning or construction phases, and will help to enhance the implementation of the travel demand management measures outlined in this plan.

Dedicated Staff

The staff responsible for program implementation is integral to success of a transportation program. Hiring a management level transportation program coordinator should be considered as one of the first steps to implement the program. This person's responsibilities would include oversight of the various transportation management programs. Student workers could be hired to staff Commuter Central and maintain and update the proposed website. Some of these staff functions include:

- Sell/distribute and promote bus passes, and midterm validations
- Oversee rental of bike lockers
- Promote transportation programs
- Serve as source of transportation information:
 - Provide presentations to various student, staff and faculty groups
 - Respond to phone calls, fax, e-mail and in-person queries about transportation programs
 - Maintain up-to-date information on ride matching, bus schedules, emergency ride home program, bike loan program, incentive programs, special events (such as Bike to Work), etc.
- Provide organizational and staff support for campus special events and promotions related to transportation.
- Attend regular meetings of other transportation-related agencies as it applies to Cabrillo College, such as Metro Users Group, Interagency Technical Advisory Committee, Santa Cruz County Regional Transportation Commission, Santa Cruz Metropolitan Transit District board, Community Traffic Safety Coalition.

Additionally, transportation liaisons should be designated at the Watsonville and San Lorenzo Valley campuses, as well as with other satellite locations, serving as the primary transportation contact at those sites, and working closely with the coordinator located at the Aptos campus.

Commuter Central

A central location in the new Student Center for transportation information and services would provide a one-stop location for all transportation programs. This facility could be established physically in an office staffed with someone with transportation expertise, as well as virtually, centralizing all Cabrillo College commuter information on a single web site. The office may also house a workstation or kiosk dedicated to transportation information. Commuter Central could be the place for bus passes and transit info, ride matching, bike maps, bike locker registration, emergency ride home registration, bike loan applications, bike loaner check-out, etc.

Recommended Actions for Implementation

The actions recommended for implementation are summarized in order of their recommended phasing and mode.

First Tier: for near-term implementation:

1. Implement parking fee increase recently approved by the Board of Trustees at \$40 per semester, with fee increase dedicated to transportation programs.
2. Recruit and hire transportation coordinator **to** implement the transportation plan.
3. Develop transit pass program, evaluating a variety of promotional options.
4. Develop and implement information program targeted for students, faculty and staff that outlines the elements and benefits of the transportation program. This program should include print and electronic media, including a centralized transportation web presence, and promote the benefits of using alternatives to driving alone.
5. Integrate the transportation program into the Cabrillo's Shared Governance process currently in existence.
6. Create a Commuter Central to serve as a central transportation resource. Center resources should be accessible **to** the maximum number of students, faculty and staff by providing appropriate and adequate training for staff, understandable materials, and scheduled to be open adequate hours.
7. Seek outside funding to support the development of transportation programs, materials and services.

Second Tier: for intermediate-term implementation:

8. Develop a commuter vanpool program.
9. Designate preferred parking for carpools and vanpools.
10. Develop an online ridematching program for student use for all sites.

11. Assess potential revisions in classroom scheduling and course offerings that can help reduce the need for inter-campus travel.
12. Implement an “early alert” mechanism to incorporate the Santa Cruz Metropolitan Transit District in planning efforts that may have potential changes in transit demand and ridership, such as changes in class schedule structure, expected enrollment, course offerings, etc.
13. Adopt college-wide policy supporting alternative work schedules and telecommuting options for staff.
14. Explore options with the transit district to expand and improve transit services, including inter-campus shuttles and express service to campuses.
15. Improve the campus bicycle facilities, including secure, covered bike parking in centralized locations and near shower facilities, and circulation improvements.
16. Survey existing and proposed pedestrian circulation system to ensure optimal access for pedestrians, connecting transit, parking and bicycle facilities to campus facilities.
17. Adopt increased parking fines, dedicating increased revenue to transportation programs.
18. Evaluate programs on a regular basis, and make adjustments as indicated.

Implementation Schedule

The following page illustrates a potential implementation schedule based on the assumption that the transportation management plan is adopted and implemented in June 2001. Once the transportation program coordinator is hired, this schedule can be adjusted to reflect actual implementation plans.

Cabrillo College Transportation Plan Implementation Schedule

	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning																		
Develop Transportation Coordinator Position	█	█																
Recruit, hire, train Trans. Coordinator			█	█	█	█												
Design Commuter- Central			█	█	█	█												
Program for Staff/Faculty																		
Join TMA/offer TMA programs		█	█	█	█	█												
Develop program promotion plan			█	█	█	█												
Develop in-house web page transportation info			█	█	█	█	█											
Develop in-house incentives						█	█	█	█									
Study telecommuting options/alternative schedules						█	█	█	█	█								
Test new transit pass program			█	█	█	█												
Program for Students																		
Develop program promotion plan				█	█	█	█											
Develop online ridematching program							█	█	█	█	█	█						
Explore potential TMA programs for students											█	█	█					
Facility Development																		
Construct Commuter Central							█	█	█	█								
Designate preferred parking for car/vanpools							█	█	█	█								
Install bike lockers instrategic locations				█	█	█												
Assess potential bike/pedestrian improvements										█	█	█	█	█				
Long Range Planning																		
GIS mapping project								█	█	█	█	█	█					
Collaborative planning with METRO				█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
Evaluation																		
Set up tracking program & schedule						█												
Interim report on progress								█	█	█								
Annual program evaluation/recommendations														█	█			

5. Funding Strategies

A variety of funding sources could build a stable funding base for transportation programs at Cabrillo College. The designated transportation staff should work closely with the Business Office to develop an optimal mix of revenues to fund activities. Some potential sources of funds include:

1. Parking Fees – Although governed by state legislation, parking permit fees can potentially provide a substantial portion of the funding for a transportation program. In the future, a tiered system may be considered that includes discounts for carpools and vanpools, and higher charges for prime parking locations. Additionally, increased parking fines not only provide a source of revenue, but also act as a deterrent to avoiding the purchase of a permit and parking in adjoining neighborhoods. Future fee increases could be dedicated to alternative transportation programs.
2. Bus Pass Revenues – Also governed by state legislation, this stream of revenue helps defray the costs of transit service. Programs that encourage transit ridership would result in increased revenues that could be rolled into improved transit service and potential subsidies for transit passes.
3. Grants – Several sources of transportation grants may also be considered for funding the start-up of transportation programs:
 - a. Bikes Secure – Santa Cruz County Regional Transportation Commission provides equipment subsidies for bike parking installations and improvements. Bikes Secure is the Commission’s bicycle parking subsidy program for bike racks, bike lockers, temporary bike parking facilities, and bike parking cages. \$20,000 in funds is still available for additional bicycle parking subsidies.
 - b. STP/CMAQ – The Surface Transportation Program/Congestion Mitigation Air Quality funds are federal funds distributed on a regional basis to projects and programs. These funds are awarded to projects on a multi-year basis, and are competitively judged through a highly competitive application process through the Santa Cruz County Regional Transportation Commission.
 - c. AB 2766 – In 1990, Assembly Bill 2766 became law, authorizing the Department of Motor Vehicles to collect motor vehicle registration surcharge fees for air pollution control districts. The revenues are then spent on projects that reduce air pollution from motor vehicle and related planning, monitoring, enforcement and technical studies to implement the California Clean Air Act. Locally, the Monterey Bay Unified Air Pollution Control District administers this program, making approximately \$1.6 million available annually in the tri-county Monterey Bay region on a competitive basis. Projects must be able to show emission reductions.
 - d. Miscellaneous – Additionally, there are a broad range of funds available via a number of state and federal agencies, including the State Office of Traffic Safety, Caltrans, US Department of Energy, US Environmental Protection Agency, and US Department of Transportation. Specific funding for projects may change over time, and may or may not be funded on an annual basis through the legislative budget process.

4. Private Sources – There may be additional opportunities for the college to seek private funding for programs and projects with the assistance of the college’s development office and foundation. These sources would require close and careful coordination so as not to interfere with other college fund raising activities and priorities.

6. Community Involvement

A number of public agencies and community organizations provide input and advise to the overall transportation planning process in Santa Cruz County and the Monterey Bay region. As a significant and respected member of the Santa Cruz County community, Cabrillo College can provide valuable input to these planning processes and public agencies. Some of the major agencies related to transportation include:

Santa Cruz County Regional Transportation Commission (SCCRTC)

The purpose of the SCCRTC is to:

1. Set priorities for major capital improvements to our transportation infrastructure, including highways, major roads, rail and alternative transportation facilities.
2. Pursue and allocate funding for all elements of our transportation system.
3. Adopt policies to improve mobility, access and air quality.
4. Plan for future projects and programs to improve the regional transportation system while improving the region's quality of life.
5. Inform businesses and the public about alternatives to driving alone and the need to better manage our existing transportation system.
6. Conduct programs to encourage the use of alternative transportation modes.

Santa Cruz County Regional Transportation Commission staff recently recommended that Cabrillo College be designated a permanent seat on the SCCRTC's Interagency Technical Advisory Committee. Additionally, Cabrillo College could provide input to the commission on regional projects such as the Regional Transportation Plan, acquisition of the Santa Cruz Branch rail line, and the construction of high occupancy vehicle lanes on Highway 1. Commute Solutions, a project of the SCCRTC, serves as the rideshare agency for the county, and can provide ridematching support.

Santa Cruz Metropolitan Transit District (METRO)

METRO is the agency providing fixed route transit services in Santa Cruz County. Additionally, METRO operates the Highway 17 Express in conjunction with the Valley Transportation Authority with service to downtown San Jose.

Cabrillo College is a designated member of the METRO Users Group (MUG), an advisory body to the METRO board of directors. Additionally, Cabrillo College could provide input on projects at METRO board meetings, including service improvements, and other transit enhancements such as magnetic card billings, and other operational efficiencies. Cabrillo College staff can work closely with METRO staff to implement and promote bus pass programs, monitor student usage patterns, and use GIS data to plan future service improvements.

Local Jurisdictions

Both the Planning and Public Works Departments of Santa Cruz County have influence over current and future improvements related to transportation at the Aptos and San Lorenzo Valley campuses, as well as the City of Watsonville for the Watsonville campus. Continuing current relationships with both staff and policy makers will enable Cabrillo College to provide input and influence on future land use decisions at and surrounding its campuses.

Commute Solutions

A project of the SCCRTC, Commute Solutions provides encouragement and information to commuters on the alternatives to driving alone, including car-pooling, vanpooling, bicycling, walking, taking public transit, and telecommuting. Commute Solutions also serves commuters travelling within, into, or out of Santa Cruz County by providing free customized matchlists of other commuters going to the same work or school location. Commute Solutions is linked with San Francisco/San Jose Bay Area and can assist commuters traveling into or out of Santa Cruz County. Commute Solutions also offers vanpool incentives and promotional events, as well as bike maps and other commuter information that promotes alternative transportation.

Community Traffic Safety Coalition

A program of the county's Health Services Agency, this coalition of public agencies, law enforcement and community interests addresses issues related to bicycle and pedestrian safety. Some of their projects include the "Share the Road" signs seen throughout the county, as well as a soon-to-be launched traffic school specifically for bicyclists who are issued tickets for traffic violations.

Santa Cruz Area TMA/Pajaro Valley TMA

The Santa Cruz Area Transportation Management Association (TMA) is a nonprofit membership organization of local employers and property owners working together to promote and encourage more efficient use of the transportation system with the goal of improving the quality of life and economic climate of Santa Cruz County. The Pajaro Valley TMA operates similarly south of Freedom Boulevard, delivering services to area employers. These public/private partnerships focus on developing and delivering innovative and cost-effective services to members, and providing an employer/business perspective on transportation policy. Membership in these agencies provides valuable programs for employees, as well as an employer voice at policy meetings.

Bike to Work

A program of the Santa Cruz Area TMA, Bike to Work offers two countywide events annually to promote bicycle commuting, as well as ongoing programs that support and encourage safe and responsible bicycle riding throughout the county.

UC Santa Cruz

The UCSC campus' Transportation and Parking Services (TAPS) department has overseen all transit, bike, TDM and parking programs since 1987. Accommodating the transportation and parking needs of a community of approximately 15,000 students, faculty and staff, UCSC TAPS has many years of experience in developing, implementing, marketing, managing and monitoring TDM and parking management programs. TAPS staff could be valuable advisors in developing plans for Cabrillo College.

7. Evaluation Strategies

Evaluation is a critical part of the Cabrillo Transportation Management Plan. A variety of measures, listed below, will give those responsible for implementing the program crucial information about the effectiveness of the program, and can illuminate additional issues and opportunities to help increase mobility and minimize growth in traffic congestion and parking demand.

- **Student Bus Pass Sales & Staff /Faculty Bus Pass Distribution & Sales:** Assess semester sales data for students and distribution data for staff. Track ridership trends against sales and mid-term validation requirements. Track trends compared to transit ridership data.
- **Transit Ridership Data:** Monthly billings from SCMTD will help monitor changing patterns in transit ridership. This data includes ridership on routes that serve the Aptos campus, as well as Cabrillo passes used in the rest of the system. This ridership data can also be compared against the bus pass sales data to determine trends and assess barriers and opportunities. Future farebox collection and reporting systems may allow differentiation between types, locations and travel patterns of Cabrillo riders. The most important factors measured here are trends, and how they change over time, thereby providing information on emerging transit service needs.
- **Student Parking Permit Sales & Staff /Faculty Parking Permit Distribution:** Compare trends in student permit sales, staff acquisition, and special use permits, such as carpool permits or single day use permits. Compare trends between permit sales and parking utilization studies.
- **Parking Utilization Studies:** Surveys of the parking lots are conducted for one week each semester at key time periods to count the number of vehicles present throughout the course of the day. The survey will differentiate use of faculty and student parking facilities, as well as those parked informally in non-permit areas.
- **Student & Staff /Faculty Surveys:** Periodic assessment of travel behavior, as well as testing acceptance of particular transportation options or programs. May be paper based, or electronic.
- **Special surveys:** These can include surveys to evaluate specific programs, or specific target audiences, and will be planned and implemented on an as-needed basis.
- **Modal Mix Studies:** Teams of people are placed at campus access points to count the number and character of vehicles entering and exiting the campus for at least one daylight period (usually 7: 00 a.m. to 7:30 p.m.), and potentially over several days. If done simultaneously with hose counts, the hose counts provide a check on the accuracy of the human counters. This type of count helps to characterize travel behavior and can be compared to survey data where students, staff and faculty report their travel behavior.

- Traffic Counts: The Santa Cruz County Regional Transportation Commission conducts traffic counts with mechanical hose counters once a year at 5-6 locations. These provide us with a direct measure of the number of vehicle trips passing in the vicinity of the campus. The trends in these counts over time can be compared against enrollment figures to provide a general, although not completely accurate, picture of traffic impacts of the college.

8. Resources

Cabrillo College

- Cabrillo College Master Plan
- Master Plan Draft Environmental Impact Report
- Comments on Master Plan Draft Environmental Impact Report
- Cabrillo College Fact Book 1999-2000
- Schedule of Classes: Fall 2000, Spring 2001
- Cabrillo College Transportation Surveys: November 2000, February 2001
- John Hurd, President
- Manuel Osorio, Vice President, Student Services
- Peggy Ard, Vice President, Business Services
- Cliff Nichols, Acting Dean, Student Services
- Michael Maas, Facilities Coordinator
- Jing Luan, Director, Planning and Research
- Terrence Willett, Research Technician, Planning and Research
- Rachel Mayo, Director, Watsonville Center
- Cabrillo College Transportation Planning Committee

Transportation and Planning Agencies and Consultants

- Linda Wilshusen, Executive Director, Santa Cruz County Regional Transportation Commission
- Pat Dellin, Deputy Director, Santa Cruz County Regional Transportation Commission
- Cory Irimes, Associate Planner, Program Manager, Commute Solutions
- Cathy Crowe, Senior Planner, Santa Cruz County Regional Transportation Commission
- Interagency Technical Advisory Committee, Santa Cruz County Regional Transportation Commission
- Les White, General Manager, Santa Cruz Metropolitan Transit District
- Mark Dorfman, Assistant General Manager, Santa Cruz Metropolitan Transit District
- Kim Chin, Planning and Marketing Manager, Santa Cruz Metropolitan Transit District
- Bryant Baehr, Operations Manager, Santa Cruz Metropolitan Transit District
- Service Review and Planning Committee, **Santa** Cruz Metropolitan Transit District
- METRO Users Group, Santa Cruz Metropolitan Transit District
- Dave Fairchild, Monterey Bay Unified Air Pollution Control District
- Larry Pageler, Transportation and Parking Services, University of California Santa Cruz
- Teresa Buika, Transportation and Parking Services, University of California Santa Cruz
- Candice Ward, Transportation and Parking Services, University of California Santa Cruz
- Sandra Coley, Pajaro Valley Transportation Management Association

Transuortation Print Resources

- 1995 Commuter Survey, Santa Cruz Area Transportation Management Association

- *Transportation Demand Management*, Erik Ferguson, American Planning Association Report #477
- *Unlimited Access*, Institute of Transportation Studies, School of Public Policy and Social Research, University of California, Los Angeles, April 2000
- 2000 Transportation Monitoring Report, Santa Cruz County Regional Transportation Commission
- Draft Transportation Plan, University of California Santa Cruz
- METRO Ridership Reports, Santa Cruz Metropolitan Transit District

Online Resources

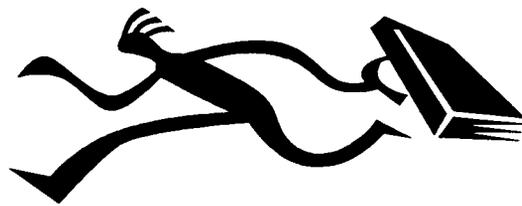
- Santa Cruz County Regional Transportation Commission Website: www.sccrtc.org
- Santa Cruz Metropolitan Transit District Website: www.scmttd.com
- Cabrillo College Website: www.cabrillo.cc.ca.us
- Online Transportation Demand Management Encyclopedia: Victoria Transportation Planning Institute: www.vtppi.org/tdm
- Transportation Demand Management Listserve Archives, Center for Urban Transportation, University of South Florida: cutrlist.eng.usf.edu/scripts/lyris.pl

Telephone/E-mail Interviews

- Dick Coulter, Seattle Central Community College, Seattle, WA
- Ann Fryslie, Santa Barbara City College; Santa Barbara, CA
- Barbara Laurencin, Nelson Nygaard, San Francisco, CA
- Nancy McKiddy, University of Montana, Missoula, Montana
- Joan Moulthrop, Santa Rosa Community College, Santa Rosa, CA
- Ann Davies-Nesbitt, Transportation and Parking Services, University of California Davis
- Lynn Osbom, Diablo Valley College, Contra Costa Commute Alternative Network, Pleasant Hill, CA
- Ben Ortiz, Denver Regional Council of **Governments, Denver, CO**
- Michael Tree, **Morongo Basin Transit Authority**, Copper Mountain Community College, **Joshua Tree, CA**
- Craig Van Kessel, ALTRANS (serving West Valley College), Saratoga, CA

Cabrillo College

Cabrillo College Transportation Study



PRO

Planning and Research Office

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Planning and Research Office

May 29, 2001

Cabrillo College Transportation Study

Summary

- Most trips by Cabrillo students, staff, and faculty are solo automobile commutes
- Car-pooling and bussing are the two most frequently used alternatives
- Buses seemed to receive the most interest as an alternative to solo driving
- Primary bus motivators were automatically receiving bus passes and making bus trips quicker, such as through express buses or more direct routings to reduce bus changes
- Increasing the number of bike lanes may encourage more bicycle riding
- Protecting the environment, reducing traffic congestion, and saving money were the reasons cited to consider **alternative transit**
- Distance traveled does not appear to influence the frequency of solo commuting.

Introduction

In 2000, Cabrillo College organized a Transportation Management Committee to review the existing transportation situation and develop and implement a plan with the goal of reducing single occupant automobile trips to and from the **College**. The committee consisted of representatives from **Cabrillo** College, UC Santa Cruz, the Santa Cruz Metropolitan Transit District, the Santa Cruz County Transportation Commission, and the Transit Management Agency. One step in reviewing the current state consisted of surveying the College students, staff, and faculty to assess their transportation behaviors and incentives and disincentives to alternative transportation. Cabrillo's Planning and Research Office (PRO) directed the design, implementation, and analysis of the survey. Results of the survey combined with other sources of information have been used to develop a transportation management plan and provide baselines with which to evaluate trip reduction strategies.

Methods

Survey Development

The Transportation Management Committee developed a series of survey questions designed to meet planning needs. Surveys from other agencies provided ideas for generating questions and anticipating results (National Personal Transportation Survey 1995, City of Boulder 2000, University of California at Santa Cruz 2000).

Faculty and Staff

Researchers attempted to provide all faculty and staff with an opportunity to respond to the survey. Surveys were distributed via the campus mail system and a series of email announcements from the College President, Vice-President of Student Services, and staff Union President informed faculty and staff of the study. A total of 229 faculty and staff members returned their completed surveys by mid-December, 2000. A roughly equal number of faculty and staff completed the surveys. Most of the faculty (67.5%) and staff (75.2%) who completed the surveys were full-time. Of all the survey respondents, 75.5% were women. Eight out of 10 of the respondents were white (84.6%).

Students

Out of 1939 enrollments representing 1790 individuals in 57 randomly selected sections, a total of 1291 students responded to in-class surveys between the 5th and the 10th of March 2001. Research assistants administered the survey in the randomly selected sections during class. The main campus students returned 1090 surveys while Watsonville Center students returned 131 surveys and the San Lorenzo Valley (SLV) site returned 70 surveys. Some of the students were also faculty (12% of respondents) or staff (13% of respondents).

Survey Representativeness

To evaluate how well the transportation survey respondents may represent all Cabrillo College faculty, staff, and students, we compared the gender, ethnicity, and age of respondents to the Cabrillo faculty, staff, and student population. If respondent characteristics mirror closely the overall population, it would strengthen the argument that survey respondents are representative of the population.

Data were obtained from the Cabrillo College Data Warehouse. Student data are from the current census while most of the employee data is from the 1998-1999 academic year with the exception of faculty ethnicity, which is from Fall 2000, and staff age, which is from the 1994-1995 academic year. Gender and ethnicity of employee respondents were compared to the population using Chi-square and ages of employee respondents were tested with a Z-test. Test statistics were not calculated for students as the margin of error in demographics due to non-responses overlaps with population data.

The case for a representative sample is stronger with staff than with faculty based upon just the demographic data. These differences between respondent and population demographics are especially of concern if there is some relation between responses and demographic variables. A Kohonen neural network was trained to see if responses could be effectively clustered by gender, ethnicity, or age. None of these demographics appeared to separate respondents into distinct groups. A confirmatory logistic regression showed that neither gender, ethnicity, or age could significantly predict the outcomes of several key responses. These findings indicate that the shortfall in demographic similarity of respondents to the population at least did not appear to relate strongly to survey responses, increasing the confidence in the **generalizability** of the results.

For student respondents, gender and ethnicity proportions appear similar to Cabrillo wide proportions by location within error due to unknowns. The average age of respondents appears lower than **Cabrillo** wide average ages by location. This **may** be due to section random selection being weighted by class size. Younger students were significantly more likely to be in larger classes ($p < 0.0005$), which could have resulted in the younger sample. In addition, younger students may be more likely to enroll in multiple sections and commute **with** more frequency to Cabrillo making a younger sample both more likely and more appropriate.

Table 1. Gender comparison of Transportation Survey respondents and all Cabrillo employees.

	Faculty		Staff	
	respondents	Cabrillo wide	respondents	Cabrillo wide
Female	83%	54%	68%	61%
Male	17%	46%	32%	39%
Total	109	188	107	444
Chi-square	36.48		2.47	
P	0.000		0.12	

Note: excludes unknowns

Table 2. Ethnic comparison of Transportation Survey respondents and all Cabrillo employees.

	Faculty		Staff	
	respondents	Cabrillo wide	respondents	Cabrillo wide
Hispanic	7%	9%	7%	15%
White	82%	87%	88%	77%
Other	12%	4%	6%	8%
Total	104	186	106	444
Chi-square	13.43		7.16	
P	0.001		0.03	

Note: excludes unknowns

Table 3. Age comparison of Transportation Survey respondents and all Cabrillo employees.

		Mean	sd	Median	count	z	p
Faculty	respondents	48	8	50	77	-2.45	0.007
	Cabrillo wide	50	9	52	193		
Staff	respondents	48	9	49	112	-1.34	0.090
	Cabrillo wide	49	10	49	221		

Note: Z calculated with finite population correction factor

Table 4. Gender comparisons of sampled sections to actual respondents to all Cabrillo students.

	sampled sections			respondents			Cabrillo wide		
	Main	SLV	WATS	Main	SLV	WATS	Main	SLV	WATS
Female	52%	57%	70%	52%	43%	56%	56%	57%	68%
Male	46%	43%	28%	40%	49%	34%	43%	42%	30%
Unknown	1%	0%	2%	8%	9%	10%	1%	1%	2%
Total	1688	70	181	1090	70	131	11376	223	900

Table 5. **Ethnicity** comparisons of sampled sections to actual respondents to all Cabrillo students.

	sampled sections			respondents			Cabrillo wide		
	Main	SLV	WATS	Main	SLV	WATS	Main	SLV	WATS
Hispanic	17%	7%	91%	13%	3%	81%	18%	8%	82%
Other	12%	4%	3%	15%	13%	5%	9%	8%	4%
Unknown	2%	3%	1%	13%	13%	9%	3%	2%	1%
White	69%	86%	6%	59%	71%	5%	70%	83%	14%
Total	1688	70	181	1090	70	131	11376	223	900

Table 6. Age comparisons of sampled sections to actual respondents to all Cabrillo students.

		Mean	sd	Median	Count
sampled sections	Main	25.9	9.8	21.9	1688
	SLV	29.4	11.9	23.4	70
	WATS	29.9	10.6	27.0	181
respondents	Main	25.7	9.9	22.0	891
	SLV	32.6	13.0	26.0	46
	WATS	28.9	10.7	26.0	103
Cabrillo wide	Main	30.2	12.4	25.0	11376
	SLV	30.4	12.6	24.0	223
	WATS	29.3	10.5	25.0	900

Results

Faculty and Staff

About a quarter (24.5%) of the faculty/staff live within 3 miles. Another 20.1% live between 4 to 6 miles. Seven out of 10 employees live within 10 miles to Cabrillo. About 1 in every 10 employees drops off family members or runs errands any day of the week. For most of them, this would add on 15 minutes of commute time. Except for the weekend, most of the employees arrive earlier than 8 or between 8 and 10 a.m. Most of the employees leave between 3 and 5 or after 5 p.m. About 6% of them leave the campus during lunch hour (12 – 1 p.m.). Over half of the employees who leave the campus during the day in any day of the week reported personal reasons (54.6%). Another 30.6% reported employment related reason. Only 9.3% reported education related reasons.

Close to 75% employees drive alone to work (Figure 1). Just as was found in Cabrillo's 1999 Campus Climate survey for students, the number of times per week that an employee drives solo to work is not significantly related to the distance traveled ($R^2 < 0.0005$, $p = 0.82$). Carpooling is the next most common mode. Almost everyone has a parking permit (95.5%); conversely, only 8.1% have bus passes. One in three (32.2%) of the Cabrillo employees believed part of their work can be completed via telecommuting. Only 10.2% of the employees were aware of the emergency taxi services offered by TMA.

Carpooling did not seem to appeal to staff and faculty who did not do so already. There did appear to be interest in increased express bus service. Further, staff and faculty indicated that automatically receiving a bus pass would make them more likely to ride the bus (Table 7, Figure 2). Increasing bike lanes and general bicycle safety were noted as motivators for bicycle commuting (Table 2, Figure 3). There was strong interest in walking provided the respondent lived close to Cabrillo. There did not seem to be a strong interest in motorcycle riding. Reducing environmental impacts and traffic congestion were the primary reasons for considering alternative transportation options. Inconvenience and increased travel time were the primary reasons for not considering alternative transit. Almost 7% of staff and faculty indicated that expanded on campus childcare would reduce their driving. 85% of respondents indicated they were generally satisfied with their commute to Cabrillo.

Students

About a fifth (21.88%) of main campus students live within 3 miles of the campus as compared to 39.1% of Watsonville Center students. Almost 60% of SLV students lived over 10 miles away from SLV. About 34% of main campus students drop off family members during their commute compared to 43% of Watsonville students and 27% of SLV students. For most of them, this would add on no more than 15 minutes of commute time for main campus and Watsonville students and no more than 30 minutes for SLV students.

Except for the weekend, most of the main campus students arrive earlier than 8 or between 8 and 10 a.m. and about one-third leave between 1 and 3. Watsonville students tend to show a concentration of arrivals and departures before 1 p.m. and after 5 p.m. SLV student arrivals and departures are generally after 5 p.m. Under half (41%) of the main campus students who leave the campus during the day in any day of the week reported educational reasons compared to 78.5% of Watsonville students and 63% of SLV students. For main campus students 35% left for personal reasons and only 11 % left for employment reasons.

The majority of all respondents indicated they drive alone at least once with carpools and buses being next most common modes (Figure 1). Just as with Cabrillo's 1999 Campus Climate Survey and with staff and faculty in this survey, there were not strong associations between distance traveled and number of solo commutes per week. There was a statistically significant but extremely weak linear relation between distance traveled to class and number of solo commutes per week for Main campus students ($R^2 < 0.007$, $p = 0.005$) and for Watsonville students ($R^2 = 0.007$, $p = 0.005$), and an insignificant relation for SLV students ($R^2 = 0.005$, $p = 0.564$). As statistical significance is a function of sample size, the effect size guides the interpretation that distance traveled does not relate to number of solo commutes. About three-quarters of main campus and Watsonville students have parking permits and about one in seven have bus passes. The majority of SLV students had neither.

Free parking passes for carpoolers appeared to appeal to all students. Bus riding received more consideration with convenience enhancements such as express service, automatically received bus passes, transfers, and close bus stops (Table 1, Figure 2). More bike lanes and bike lockers were often noted as incentives to cycling (Table 2, Figure 3). Saving money and the environment were noted as prime motivators for alternative transportation while inconvenience and time considerations were cited as main inhibitors for alternative transportation. About 10% of Main Campus students and 32% of Watsonville students indicated that expanded on campus childcare would reduce their driving. Most claimed to be relatively unaware of transportation options

especially for Watsonville and SLV students. 85% of respondents indicated they were generally satisfied with their commute to Cabrillo. 65% of Main Campus students, 49% of Watsonville students, and 58% of SLV students stated they were generally satisfied with their commute.

Discussion and Recommendations

Bus riding may be the most popular alternative transit option that can be affected by transportation management. The two strongest motivators to considering using the bus were more express buses and automatically receiving a bus pass. Both of these address reducing the inconvenience cited as a demotivator for alternative transit. While express buses are not practical for every route, there is the implied desire for bus trips to be quicker in general. Part of this may be accomplished through revising or adding routes that are more direct or reduce the need to change buses to reach a destination. In addition, promotional campaigns that noted the benefits of bus riding to the environment, reducing congestion, and saving money would align with respondents' primary reasons for considering alternative transportation.

Car-pooling in general did not appear to be an option subject to great influence by the motivators offered in the survey. On the other hand, bicycle riders indicated they would be motivated by an increase in the number of bike lanes. Portions of routes to Cabrillo that are currently lacking bike lanes, such as the Soquel Village, should be examined for the feasibility of adding bicycle lanes.

Other modes of transportation such as walking, skating, motorcycles, being dropped off, and vanpools were either used too infrequently or appeared too indisposed to proposed incentives warrant specific recommendations. However, they should continue to receive attention in future research and planning efforts.

Finally, for no group did the distance traveled relate to the number of solo commutes made per week. This suggests that distance may not be a factor with great influence in the commuting decisions of Cabrillo workers and students.

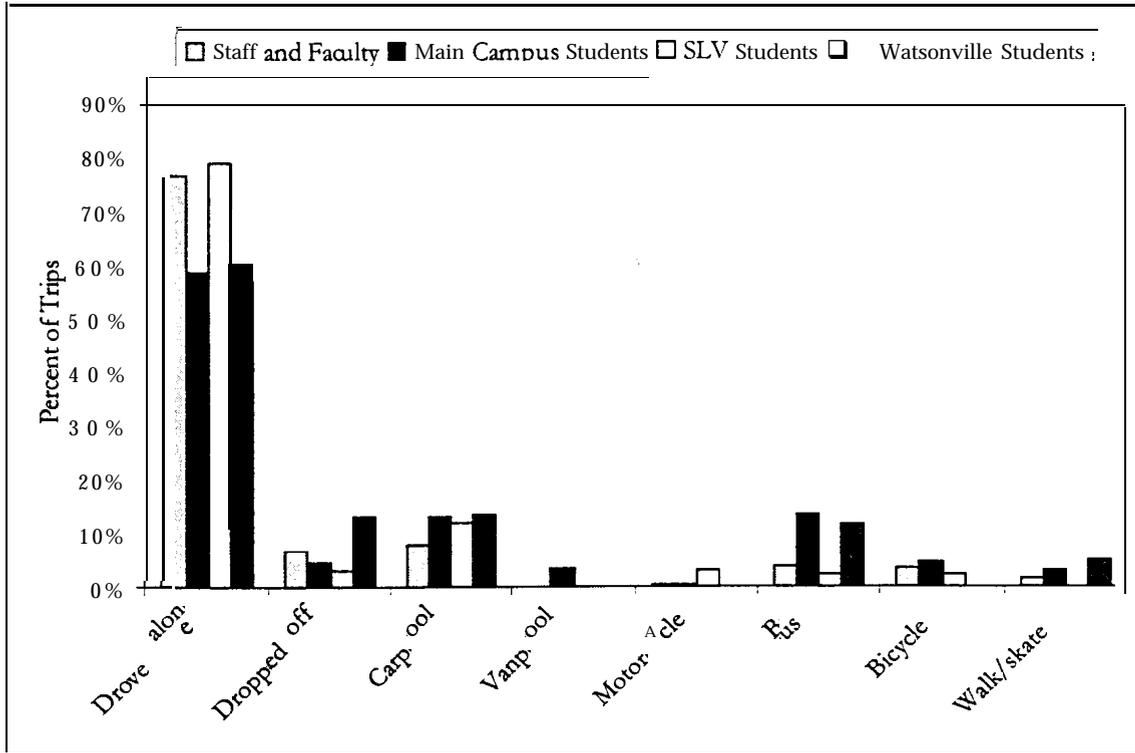


Figure 1. Mode of transit to Cabrillo and satellites by survey respondents.

Table 7. Survey Respondents Percent Agreements to Statements on Bus Riding

I would consider riding the bus more if:	Main			
	Staff and Campus Faculty	Campus Students	SLV Students	Watsonville Students
a bus stop was close to my departure	46.6	53.4	48.8	82.1
I could ride from my departure to Cabrillo w/o changing buses	57.5	60.5	52.2	68.6
buses had transfers so I can transfer w/o having to pay again	45.9	46.8	41.5	71.0
bus fares were lower	24.8	45.8	32.5	61.2
there was an express bus from my departure to Cabrillo	58.1	63.0	59.6	75.4
buses were less crowded	26.4	38.3	17.5	56.9
I automatically received a bus pass	47.0	54.7	40.0	68.1
the schedule was easier to read	27.7	36.8	20.0	65.6
my bus pass was also valid for Monterey County	20.0	30.3	17.1	55.6

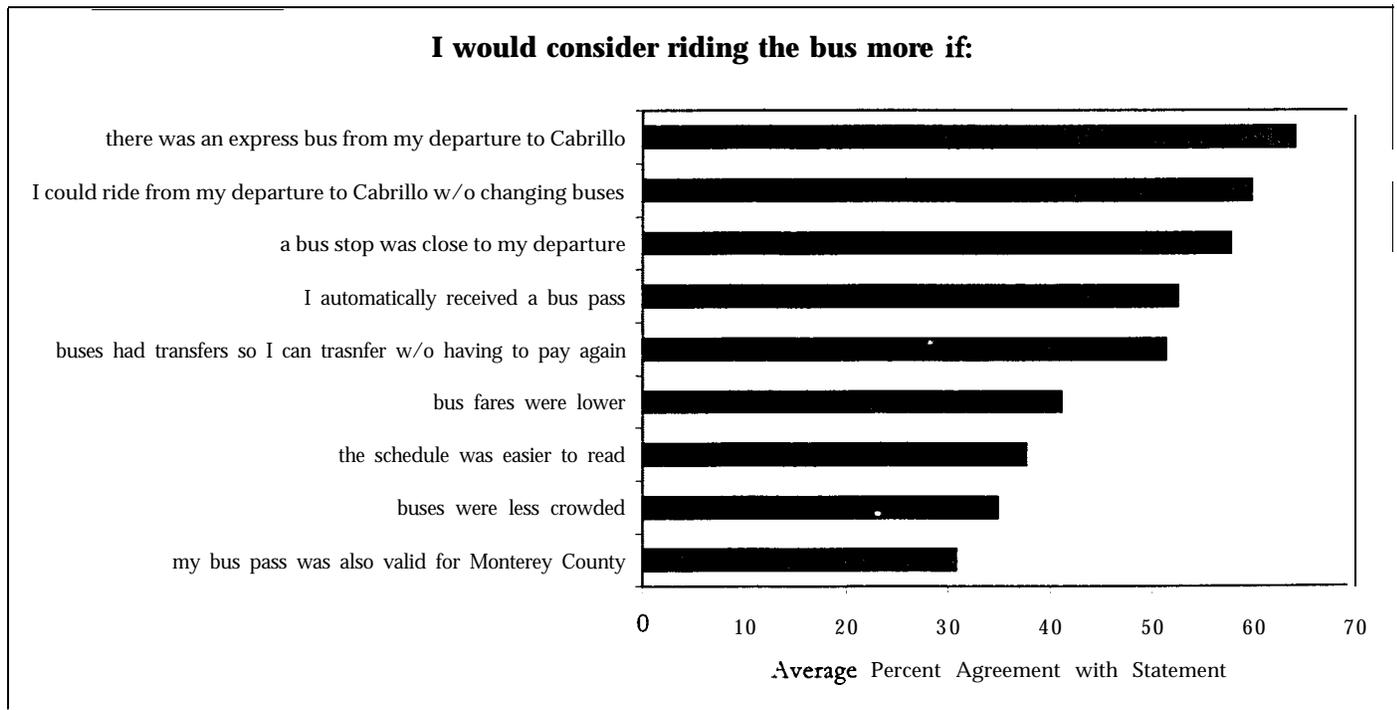


Figure 2. Survey Respondents Average Agreement to Bus Riding Statements.

Table 8. Survey Respondents Percent Agreements to Statements on Bicycle Riding

I would consider riding a bicycle more if:	Staff and Faculty	Main		
		Campus Students	SLV Students	Watsonville Students
there were more bike lanes	40.0	51.0	48.7	43.6
there was an east/west bikeway	36.0	48.4	29.7	39.6
parking in bike lanes on Soquel was eliminated near Cabrillo	32.0	30.6	27.0	38.3
more covered bike racks were available	35.0	50.7	42.1	50.9
bike lockers were available	37.0	51.3	40.5	52.9
if I had free access to a locker and shower	35.0	46.4	39.5	43.4
I felt safer riding a bicycle to Cabrillo	40.0	47.3	32.4	48.1
I had an electronic motor to assist on hills	30.0	37.7	27.0	23.4
I had a bike	21.0	47.5	40.6	52.1

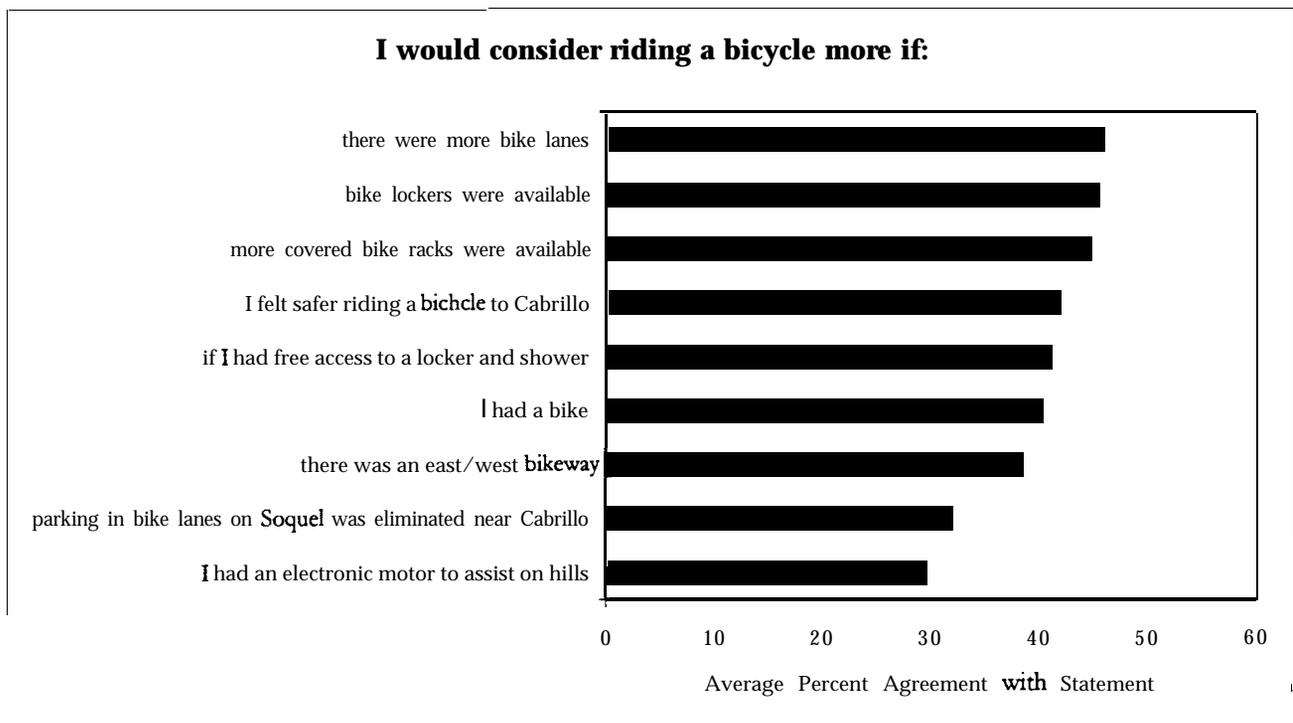


Figure 3. Survey Respondents Average Agreement to Bicycle Riding Statements.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Margaret Gallagher, District Counsel
SUBJECT: CONSIDER AMENDING DISTRICT BYLAWS TO SET ALTERNATE MEETING LOCATIONS FOR THE REGULAR BOARD MEETINGS

I. RECOMMENDED ACTION

Maintain current District Bylaws to keep meeting locations at the Santa Cruz City locations.

II. SUMMARY OF ISSUES

- Director Rafael Lopez suggested that it might be helpful to alternate the meeting locations to include the Watsonville City Council Chambers, as well as other meeting locations, in order to allow people from throughout the County of Santa Cruz greater access to the Board of Directors.
- Both MUG and MASTF Advisory Groups reported that they preferred to keep the present meeting locations for regular Board Meetings.
- The Board of Directors meeting held on the third Friday of the month will be televised commencing in July so people from all parts of the county will have easy access through their television sets.

III. DISCUSSION

The Santa Cruz Metropolitan Transit District's enabling statute provides that the Board of Directors shall establish rules for its proceedings (Public Utilities Code Section 98132). Towards this end, the Board of Directors has put into place Bylaws, which set forth rules for its meetings.

Government Code §54954 requires that legislative bodies of local agencies provide by ordinance, resolution, or bylaws or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings.

Currently, the regular Board meeting held on the second Friday of the month which is held in a workshop format is located at the Metro's administrative offices in Santa Cruz. The meeting held on the third Friday is at the Santa Cruz City Council Chambers. Metro has budgeted sufficient funds to televise this meeting for the fiscal year 01-02.

At an earlier Board meeting, Director Rafael Lopez suggested that it might be helpful to schedule the Board meetings at alternate meeting locations such as the Watsonville City Council Chambers, or the Capitola or Scotts Valley City Council Chambers. It was suggested that moving the meeting site to different locations might enable people from different parts of the county greater access to the Board of Directors.

Input from the Metro's advisory groups was solicited. MUG and MASTF both prefer that there be no changes to the meeting locations at this time.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Leslie R. White, General Manager

SUBJECT: CONSIDERATION OF PARTICIPATION IN THE AMERICAN PUBLIC TRANSPORTATION ASSOCIATIONS (APTA) PUBLIC TRANSPORTATION PARTNERSHIP FOR TOMORROW PROGRAM PT²

I. RECOMMENDED ACTION

That the Board of Directors approve the surcharge of \$12,500.00, in APTA dues necessary to support the PT² program.

II. SUMMARY OF ISSUES

- METRO is currently a member of the American Public Transportation Association (APTA).
- APTA has developed a national program to evaluate the public awareness and support for public transportation referred to as the Public Transportation Partnership for Tomorrow PT²
- Increased public awareness and support for public transit will be beneficial to a successful effort in Congress to reauthorize the Federal funding program for both transit and highway funding.
- The APTA PT² program is estimated to cost \$30 million over the next five years with public transit systems paying \$20 million and transit suppliers paying \$10 million.
- The dues assessment for METRO for the PT² program is \$12,500.00 for FY 2002. It is anticipated that the annual dues surcharge for METRO for this program will be \$12,500.00 in FY 2003 and \$25,000.00 per year for FY 2004, 2005 and 2006.

III. DISCUSSION

The Federal Transit Funding Program is provided for in multi-year authorization legislation. This legislation establishes program structure, delivery mechanisms and funding ceilings for both the transit and highway programs. The current authorizing legislation is the Transportation Equity Act for the 21st Century (TEA-21). The current legislation was enacted in 1998 and will expire in 2003. A Reauthorization Task Force has been established by the American Public Transportation Association to develop recommendations for the new legislation.

The TEA-21 recommendations were developed in 1996 and 1997. At that time, there was recognition within the American Public Transportation Association that the cyclical nature of

transit funding legislation was problematic. For a 24- month period of time, transit and highway funding needs received a great deal of attention and advocacy groups were very active. However, upon enactment of new legislation, the issues were shelved for 3-4 years until the next funding cycle. The profile of both highway and transit needs typically became relatively obscure. Within APTA it was agreed that the efforts and funding necessary to remobilize for each authorizing cycle would be better directed toward sustaining public awareness of the investment needs and benefits in the public transit program. It was also felt that a national effort to sustain awareness of public transit could have the benefit of facilitating expanded funding efforts at the state and local levels. Therefore, the APTA executive committee employed a consulting firm and appointed an oversight committee to develop a national program. The oversight committee and consultants were directed to use an inclusive process involving all stakeholders to develop a program which would be both effective and affordable. The process of developing the national program has taken over three years to finalize. The letter from APTA Chair, Ron Tober, attached to this staff report, outlines the program which has resulted from those efforts.

The Public Transportation Partnership for Tomorrow, PT² Program, is anticipated to cost \$30 million over the next 5 years. The financial support for this program is planned to be paid for by surcharges in the APTA dues to both transit systems and business members. The dues surcharge is based upon the operating budgets of the transit agencies and the gross sales for the transit suppliers. The dues surcharge schedule is outlined in the letter from APTA Chair, Ron Tober. The dues surcharge assigned to METRO for FY 2002 is \$12,500.00. Based upon anticipated budget levels, it is expected that the dues surcharges in the future will be \$12,500.00 for FY 2003 and \$25,000.00 per year for FY 2004, 2005 and 2006.

The PT² Program will provide for a series of national campaigns promoting the positive impacts that public transit service can have in communities. While certain critical markets will be targeted, the inclusion of cable networks, such as Fox, CNN, CNBC and others, means that advertisements will appear in all markets, including Santa Cruz. The PT² Program will provide a toolkit that can be used to compliment local advertising and marketing programs. The products from the PT² Program should compliment the *Don't Drive One in Five* program, which is currently being implemented by the Santa Cruz County Regional Transportation Commission. Both programs are multi-year efforts designed to raise the public awareness of using alternative transportation modes to increase system efficiency and environmental compatibility.

Should the Board of Directors decide to participate in the APTA PT² Program, the funding commitment will be for FY 2002 only. Each subsequent year of funding would be submitted to the Board of Directors for consideration as a part of the budget presentation. At that time, the benefits of the PT² Program to METRO will be evaluated to insure that METRO is receiving benefits in proportion with the dues surcharge being paid.

IV. FINANCIAL CONSIDERATIONS

The cost of participating in the APTA PT² Program will be \$12,500.00 for FY 2002. It is expected that the level of required funding in future years will be \$12,500.00 for FY 2003 and

\$25,00.00 for FY 2004, 2005 and 2006. Funding for the PT² Program dues surcharge will be paid from a FY 2002 Marketing budget at METRO.

V. ATTACHMENTS

Attachment A: Letter from Ron Tober, APTA Chair

LRW/ct



April 12, 2001



Chair
Ronald *J. Tober*

first Vice Chair
Peter M. *Cipolla*

Secretary-Treasurer
Richard A. White

Immediate Post Chair
John P. *Bartosiewicz*

Vice Chairs
Robert *I. Brownstein*
Research and Development
Victor *H. Burke*
Bus and Paratransit Operations
Peter A. *Cannito*
Commuter and Intercity Rail
George *F. Dixon, III*
Governing Boards
Richard *C. Ducharme*
Canadian Members
Carol *I. Ketcherside*
State Affairs
Stephanie *L. Pinson*
Business Member at Large
Robert *H. Prince, Jr.*
Rail Transit
Richard *L. Ruddell*
Government Affairs
Michael *J. Scanlon*
Marketing
Beverly A. *Scott*
Human Resources
Paul *P. Skoutelas*
Management and Finance
William *L. Volk*
Small Operations
Alan *C. Wulkan*
Business Members

President
William W. *Millar*

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

Dear Mr. White:

For more than three years, the public transportation industry has been seriously discussing the need to develop an education and advocacy program to build support for public transportation and to increase investment. This need is so important that it is the centerpiece of two strategic goals (Advocacy and Image) in the APTA Strategic Plan.

The industry has made great progress in recent years, but we still have a long way to go. National research conducted by the Transit Cooperative Research Program showed that only 36% of Americans support public transportation, another 31% oppose it and 33% are apathetic.

The question we need to consider: How can we expect elected officials to support public transit when only 36% of their constituents do?

With reauthorization of the Transportation Equity Act for the 21st Century (TEA 21) just two years away, now is the time to act to broaden support for public transportation.

In November, the APTA Executive Committee approved a program to do just that. The Public Transportation Partnership for Tomorrow, (PT)², is a nationwide education and outreach initiative designed to build support for public transportation among the public and local, state and federal officials in order to positively impact funding decisions.

The program has been developed from the comments and feedback received from APTA members during an extraordinary outreach effort that included listening sessions, presentations, surveys and individual meetings.

(PT)² has four goals:

- Increase federal funding for public transportation
- Increase support for public transportation at state and local levels
- Improve public perceptions of the value and benefits of public transportation
- Increase appreciation for public transportation's contributions to communities

To achieve these goals, the program has seven components:

- Policy Research
- Advocacy and Coalition Building
- Local Toolkits for Education and Outreach
- Enhanced Efforts to Educate Congress and the new Administration
- Communications/ Public Affairs
- National Advertising Geared to Activists and Opinion Leaders
- Reauthorization Implementation

Additional information on each of these components is attached. Together this integrated program will ensure that elected officials and those who shape public opinion are fully informed of public transportation's important benefits, as well as the investment needed.

Because of the importance of this program, the Executive Committee will oversee this program and a separate non-profit foundation is being established. Throughout the program we will be measuring its effectiveness and impact. Ongoing tracking surveys of the national research will be conducted to measure support and perceptions. And of course, the outcome of the reauthorization of TEA 21 will also be an important measure.

The goal is to distribute the local toolkits this fall with advocacy and coalition building materials, and to provide ready-to-use television, radio and print advertisements that can be localized with your logo. The national advertising is scheduled to be launched in January 2002.

To fund the program, the Executive Committee has approved a \$6 million annual program or \$30 million for the first five years. Of that amount, \$4 million annually will come from transit systems and other affiliated members through an assessment and \$2 million annually from business members through a gift giving campaign.

We have assembled an excellent Program Funding Cabinet led by Richard A. White, General Manager, Washington Metropolitan Area Transit Authority, John M. Dionisio, President, DMJM+Harris and Gary E. Griggs, President, Parsons Brinckerhoff Quade & Douglas.

The cabinet members include: John Bartosiewicz, General Manager, Fort Worth Transportation Authority; Shirley A. DeLibero, President/CEO, Metropolitan Transit Authority of Harris County; Sandra Foster, President, Metro (Akron) Regional Transit Authority; Celia Kupersmith, General Manager, Golden Gate Bridge and Transportation District; Jeffrey Nelson, General Manager, Rock Island (Il.) Metrolink; Stephanie Pinson, President/COO, Gilbert Tweed Associates; James Shappell, President, Parsons Transportation Group; Joshua Shaw, Executive Director, California Transit Association; and David Tumey, President and CEO of RTI: A DRI Company.

The (PT)² funding efforts are off to a running start! We have financial commitments from all the Executive Committee members and the Program Funding Cabinet.

The assessment schedule for transit systems approved by the Executive Committee is:

<u>Annual Operating Expenses</u>	<u>Annual Assessment</u>
Over \$1.5 Billion	\$300,000
\$400,000,001 to \$1.5 Billion	150,000
\$100,000,001 to \$400 Million	75,000
\$50,000,001 to \$100 Million	50,000
\$30,000,001 to \$50 Million	25,000
\$20,000,001 to \$30 Million	12,500
\$10,000,001 to \$20 Million	5,000
\$5,000,001 to \$10 Million	2,500
\$1,000,001 to \$5 Million	1,000
\$1 Million and Under	500

It is our goal to provide as much flexibility as possible in paying the assessment. To that end, we have attached a form for you to tell us what works best for you. Options include having the assessment as part of your dues bill; billing the assessment as a separate invoice or another option that you describe. The assessment will be sent out in May, with payment requested by August 31 if at all possible so that the program can be launched this fall.

Enclosed are more specifics about the program, including a case statement brochure and a sample presentation and video for your use in explaining the program. We are also available to make a presentation if necessary. In short, we want to assist in whatever manner necessary to ensure your organization's support for the program. Our goal is 100% participation from APTA members.

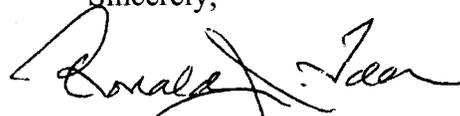
If you have any questions and comments, please contact any member of the Funding Cabinet or APTA President Bill Millar (202) 496-4820 or wmillar@apta.com or Rose Sheridan, Vice President, Communications & Marketing at (202) 496-4826 or rsheridan@apta.com.

I hope that you agree that this program is vital to our industry and you will fully support it. If we expect those who make decisions in Washington and in city halls and state capitals to invest more in public transportation, we must ensure that they are fully informed and supported.

We have an extraordinary opportunity. The future is in our hands. Together we can move our industry forward!

Thank you very much.

Sincerely,



Ronald J. Tober
APTA Chair

SANTA' CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
**SUBJECT: CONSIDERATION OF DISTRICT POSITION ON BEACH SHUTTLE
BUS LANE**

I. RECOMMENDED ACTION

The purpose of this report is to request approval of a letter to the City of Santa Cruz regarding the operation of the Beach Shuttle.

II. SUMMARY OF ISSUES

- This year the City of Santa Cruz Transportation Commission approved a pilot project to add a contraflow bike lane on Beach Street.
- The addition of this lane requires that one lane of traffic be eliminated.
- City staff has proposed that the exclusive lane currently utilized by the Beach Shuttle and emergency vehicles be eliminated.
- Implementation of this proposal was delayed until September to avoid any conflicts this year with summer traffic, but the pilot program will last one year, impacting the operation of the Beach Shuttle next year.
- Staff has a proposed letter to the City of Santa Cruz regarding this proposal.

III. DISCUSSION

Earlier this year City of Santa Cruz Public Works staff brought forward a proposal to the City Transportation Commission that would establish a one-year pilot project contraflow bike lane on Beach Street. This connection is an integral part of bike commuting from the Eastside to the Westside of Santa Cruz. The current routing works in one direction, but not the other. There is no dispute that this is a necessary connection for bicyclists in the City.

One of the unintended impacts of this proposal was that one lane of traffic was eliminated from Beach Street. City staff has proposed that it be the lane that is currently used for the Santa Cruz Beach Shuttle. This proposal creates a major problem for the efficient operation of the Beach Shuttle. City Public Works staff proposed a delay in the implementation of this pilot project to September of this year. The recommendation was made to avoid conflicts with summer traffic and to avoid the problems with the Beach Shuttle.

The delay in the implementation of the project delays the elimination of the shuttle lane. The problem will resurface next summer. The project is scheduled to be considered by the Santa Cruz City Council shortly. Staff is recommending that the District take a position that supports the contraflow bike lane and the Beach Shuttle by removing a regular lane of traffic. This position has the effect of making it more difficult to drive in the Beach area, and continuing the Beach Shuttle exclusive lane access to the Beach area. In addition, it allows for the operation of the Contraflow Bike Lane. The City should also consider other actions to further speed up the efficient operation of the Beach Shuttle as well as increasing the number of buses used for the shuttle to provide a convenient and easy system.

IV. FINANCIAL CONSIDERATIONS

There is no financial impact from this proposal.

V. ATTACHMENTS

Attachment A: Beach Shuttle Ridership

Attachment B: Proposed Letter

ATTACHMENT A

BEACH SHUTTLE RIDERSHIP

Date	2000	2001	%	2000 Cum	2001 Cum	Cum %
5/26/01	1288	785	- 64%	1288	785	- 64%
5/27/01	2286	998	- 129%	3574	1783	- 100%
5/28/01	878	620	- 42%	4452	2403	- 85%
6/2/01	1340	464	-189%	5792	2867	- 102%
6/3/01	1194	766	-56%	6986	3633	-92%
6/9/01	446	575	22%	7432	4208	-77%
6/10/01	376	419	10%	7808	4627	-69%
6/16/01	380	559	32%	8188	5186	-58%
6/17/01	463	649	29%	8651	5835	-48%
6/23/01	879	931	6%	9530	6766	-41%
6/24/01	634	608	-4%	10164	7374	-38%
6/30/01	651	753	14%	10815	8127	-33%
7/1/01	1348	971	-39%	12163	9098	-34%

ATTACHMENT B

July 20, 2001

Honorable Tim Fitzmaurice
Mayor
City of Santa Cruz
000
Santa Cruz, CA 95060

Dear Mayor Fitzmaurice:

It has come to the attention of the Board of Directors that the City of Santa Cruz is considering the implementation of a demonstration contraflow bike lane in the beach area. As the Transit District is involved in a partnership effort with the City of Santa Cruz for the operation of the Santa Cruz Beach Shuttle, I wanted to convey to you the position of the Transit District regarding this project. The Transit District fully supports the demonstration bike lane project, as this connecting link is necessary to allow for commuting from the Eastside of Santa Cruz to the Westside.

Our concern is with the continued successful operation of the Beach Shuttle. We are committed to operating the program with the support of the City. Our Board has asked staff to look into the procurement of a trolley to operate on this route to further make the service more attractive to area visitors. The success of this program depends on our ability to operate the Beach Shuttle in such a way as to make it a "more convenient" way to access the Beach. Having the exclusive shuttle lane along Beach Street contributes to our efficient operation of this route. If your staff cannot find an alternative to reducing the number of lanes, the District's position is that one general lane of traffic be reduced.

This approach will serve to further reduce the number of vehicles that can access the Beach area. By keeping the exclusive lane for the Beach Shuttle, the bus will be able to move through this area easier than the private cars. This will serve to reinforce the desirability of using the Beach Shuttle. Further, it would be advisable to remove parking from other areas along the Beach Shuttle routing to further facilitate the operation of the bus. This would have the positive impact of having the bus ride by cars stuck in traffic, creating the incentive to ride the bus. Our staff is willing to work with City staff to identify those bottleneck areas that slow down the operation of the Beach Shuttle. We look forward to working with you to make alternative transportation a real option in our community for our visitors.

Sincerely,

Sheryl Ainsworth
Chair

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: REQUEST FOR SHUTTLE SERVICE FROM RUDOLF F. MONTE FOUNDATION FOR FIREWORKS FUNDRAISER

I. RECOMMENDED ACTION

That the Board of Directors consider providing special shuttle service to the 2001 Fireworks Fundraiser as requested by the Rudolph F. Monte Foundation subject to funding being received from the SCCRTC.

II. SUMMARY OF ISSUES

- A request has been received from the Rudolph F. Monte Foundation requesting that the Transit District provide service to their 2001 Firework Fundraiser.
- Last year the Santa Cruz County Regional Transportation Commission provided a grant to the Monte Foundation to pay for the service.

III. DISCUSSION

Once again the District has received a request from the Rudolph F. Monte Foundation requesting that the District provide shuttle bus service for their 2001 Firework Fundraiser. Last year the District provided this service as a result of a grant from the Santa Cruz County Regional Transportation Commission. The Monte Foundation has applied for funds from the SCCRTC. The SCCRTC has not yet made their funding decision on grants.

The service requested from the Monte Foundation would operate from parking lots and Cabrillo College and shuttle people to the Fireworks. As this is not a regular route, it would be operated for the event only. The service will be priced at the District's variable cost rate of \$57. Due to the time required to plan for the event, it is recommended that the Board approve the service provided that funding is secured from the SCCRTC.

IV. FINANCIAL CONSIDERATIONS

There will be no impact to the District budget.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDERATION OF A REQUEST TO CONSTRUCT ONE KIOSK AT THE WATSONVILLE TRANSIT CENTER

I. RECOMMENDED ACTION

Deny the request to construct one kiosk at the Watsonville Transit Center.

II. SUMMARY OF ISSUES

- Mr. Ali Gharahgozloo, currently a tenant, d.b.a. Transmart at the Watsonville Transit Center, has formally requested an additional lease for the purpose of opening a Chinese food restaurant.
- According to Mr. Gharahgozloo, the Environmental Health Department requires 350 square feet to house the required equipment necessary to run the business. Unfortunately, the existing kiosks do not have enough square footage to comply with the regulation.
- Mr. Gharahgozloo has requested that the District build on an additional 130 square feet to an existing kiosk (220 square feet) to comply with the Environmental Health Department's regulation.
- Last month Mr. Gharahgozloo's request was considered at the June Board meetings. It was continued to July to allow Mr. Gharahgozloo an opportunity to present a petition of names in favor of his request.

III. DISCUSSION

Memos and letters were distributed to all the Transit District managers, Watsonville Transit Center tenants and special interest groups (including MUG, MASTF, UTU, Local 23 and SEIU, Local 415) notifying them of the request of Mr. Ali Gharahgozloo detailed above, and asking for input regarding the viability of an additional food service at the Watsonville Transit Center.

Responses were received and submitted at the June Board Meeting from David Konno, Facilities Manager, and from Ms. Valdivia, a tenant at the Watsonville Transit Center.

According to Mr. Konno, the work detailed in Mr. Gharahgozloo's request would cost approximately \$2,300.00 with an increase in the annual operating cost of the Transit Center by approximately \$600.00. While Mr. Gharahgozloo has offered to pay for the costs of the build-

out, he has requested that the Transit District pay for the initial costs and that he pay an additional base rent charge as a pay-off over the term of the lease.

At this time all the current kiosks are leased, so this request would require the actual build-out of a kiosk in addition to the additional square footage necessary to comply with the Environmental Health Department requirements.

Currently, there are two restaurant establishments at the Center: A Mexican Tacqueria and McDonald's. Additionally, snacks and beverages can be purchased at the Transmart. It is difficult to imagine that a new restaurant would be successful and not also have an adverse impact on the businesses already at the Center.

Mr. Gharahgozloo has submitted a petition of names in favor of his request to build the kiosk discussed above, attached hereto as Attachment D.

IV. FINANCIAL CONSIDERATIONS

Initial costs paid by the Transit District would be approximately \$2,300.00. This would be reimbursed on a monthly basis by the tenant. Additionally, the Transit District's operating costs would increase by \$600.

There is a question of the viability of an additional food service at the Watsonville Transit Center. If the business does not make a profit, the costs for the build-out would be a loss to the District. If the business does make a profit, the Transit District would realize an additional monthly rent of approximately \$450.00 for an annual financial increase of approximately \$5,400.00.

V. ATTACHMENTS

- Attachment A:** May 10, 2001 Request Letter from Mr. Ali Gharahgozloo
- Attachment B:** May 16, 2001 Memo from David Konno, Manager of Facilities Maintenance
- Attachment C:** May 30, 2001 letter from Taqueria El Dandy
- Attachment D:** 7-page petition of names in favor of Mr. Ali Gharahgozloo opening a Chinese Restaurant at the Watsonville Transit Center.

May 10, 2001

*Margaret Gallagher
Santa Cruz Metro Transit District
370 Encinal St. #100
Santa Cruz, CA. 95060*

Dear Ms. Gallagher;

Per our recent conversation, I am formally requesting that the Transit District lease one of the kiosks to me for an Asian food restaurant. Due to Environmental Health Department regulations, the minimum square footage requirement to house the required equipment is 350 square feet. Their regulations also require that this square footage be in one contiguous building.

My request is that the District build on an additional 130 SF +/- to an existing kiosk, (220 SF). I offer to pay for this buildout, but would prefer the payout to be a monthly amount paid over the term of the lease and added to the base rent charge.

Please review this request and let me know if the District is able to provide this buildout.

Sincerely,

*Ali Gharahgozloo
TransMart*

ATTACHMENT A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

M E M O R A N D U M

Date: May 29, 2001
To: Peggy Gallagher
From: David J. Konno
Subject: WTC kiosks

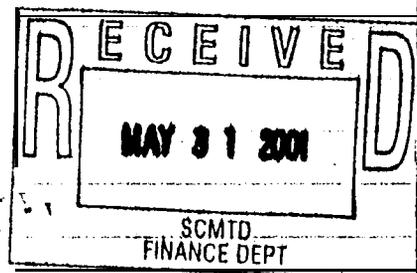
There are two shelters that could be built out to accommodate this request. Cost of construction in 1995-96 was approximately \$1800. The Shelter facing Rodriguez does not have a natural gas stub out while the one facing the bus lanes does. In speaking with Ali he has told me that he needs a gas line and would like to be in the Rodriguez facing location. Installation of a gas line to the Rodriguez shelter will be another additional \$400-600 cost. We will also be required to pump the grease trap more often increasing the annual operating cost of the Center by approximately \$600.

Both McDonald's and El Dandy have express that they are marginal operations and that the Transit Center will not support an additional food operation. However, if the Cabrillo College annex project and the Daycare facility are completed, another food service may be profitable. At this time I would doubt that we have the patronage to support another food provider.

Currently each site is being heavily used to park bicycles and the Rodriguez shelter is also being used to provide shelter for persons waiting for taxi services. Construction of the kiosk would require relocation of these two alternative transit services.

0 5-30- 01

Taqueria El Dandy
475 I Rodriguez
Watsonville Metro Center



According to the copy letter I received at May 15, 2001 I'm sending the Taqueria El Dandy's input. By our experience in Watsonville Metro business, I can assure that an additional food service in Watsonville Metro is a high risk to take for the Taqueria and it'll be a risk for the new food service too.

Eventhoug the Taqueria has a steady income there hasn't been enough profit to say we're no going out of business if our sales decreased

Sincerely
Maria Uribe
Juan R. Valdivia
M. de Lourdes Vidallivia

JUNE 20, 2001

I, ALI GHARAH GOZLOO, SUBMIT THIS SIGNED PETITION TO ATTEST THE FACT THAT A CHINESE RESTAURANT IS WANTED AND NEEDED HERE AT THE WATSONVILLE TRANSIT CENTER.

THANK YOU,

[Signature]
 Janie Gardner
[Signature]
 Domingo Nor
 Reynaldo Lorenzin
 Andrew Hopkins
 Kabele Gumpuk
 Felipe Sanchez
[Signature]
 Gary Blair 276
 GREAT FASH 447
 Angel A Sandoval 133
 Jose Solano 410
 Al Zelaya 292
 M Raker
 Robert Harris
 JUAN MARTINEZ B
 Joseph Haddad
 Resurrecion Sanchez 287
 Cecilia Sanchez 104
 Irene Phillip 402
 Francisco Tello
 Mary Kohama

NA CAB DRIVER
 702-9941 Bank of America
 761-3942.
 831 761-2709
 831-2470991
 831-7616404
 728-1126
 399 METRO
 (831) 761-9570
 METRO DRIVER
 METRO DRIVER
 METRO DRIVER
 METRO DRIVER
 831 239 5422
 724-2800
 763 2966
 724 7350
 7 METRO DRIVER
 104 METRO DRIVER
 METRO DRIVER
 724-1007-261-4398
 724-5080

JUNE 20, 2001

I, ALI GHARAH GOZLOO, SUBMIT THIS SIGNED PETITION TO ATTEST THE FACT THAT A CHINESE RESTAURANT IS WANTED AND NEEDED HERE AT THE WATSONVILLE TRANSIT CENTER.

THANK YOU,

Bob Siqueiras

N/A

John (METRO DRIVER 689 5078)

440-100-5

(METRO DRIVER)

474-6213

Stacy Collette

METRO DRIVER

Redwood #404

685-7315

Kenny Laska

761-8945

DIANE MOTANEZ

724-1766

Alma Davis

761-2016

Greg Becker

478-6250

Mark

INST

Mark

332-0501

EDUARDO MIRANDA

728-0145

Gloria Vener

985 METRO

Dennis Baldieri

300 METRO

Wanda

728-1788

C Carter

NA

MEINIA SHAMBER

435-5798

JESSE F. JONES

Metro

Koko Jones

757-9140

Otto Keys

15 West Lake Ave #473 wats

Steve Jones

17 West Beach #40 wats

Wanda

136 MARTINELLI ST. WATS

Wanda

Wanda

Wanda

Wanda

JUNE 20, 2001

I, ALI GHARAH GOZLOO, SUBMIT THIS SIGNED PETITION TO ATTEST THE FACT THAT A CHINESE RESTAURANT IS WANTED AND NEEDED HERE AT THE WATSONVILLE TRANSIT CENTER.

THANK YOU,

Edwin T. Jimenez	728-0244
Galina Santibañez	725-1358
Jose M. Castillo	763-3630
Jose Jimenez, DRIVER, SCMTS	4589365
Jesus Mendez	NA
Juan Serrato	DRIVER SCMTS
Gomez Juanito	464-9322
Jose Melendez	NA
Jose Z. Roldan	NA
Jose	NA
Patricia Morhel S	NA
Yolanda Rios	4320397
Victorico Trujillo	NA
Daniel Tapia	NA
Eduardo Sanchez	728-4719
Adana Figueroa	NA
Jose Flores	NA
Angelica Raymundo	NA
Liana Carralizo	NA
Caroline Coleman	NA
Rege Johnston	NA
Jose Castro	MS T driver

JUNE 20, 2001

I, ALI GHARAH GOZLOO, SUBMIT THIS SIGNED PETITION TO ATTEST THE FACT THAT A CHINESE RESTAURANT IS WANTED AND NEEDED HERE AT THE WATSONVILLE TRANSIT CENTER.

THANK YOU,

S. Fred Morales

724-8700

Janeth Morales

N/A

Sebastian Bedolla

N/A

Frank Flores

761-2221

Walter Flores

N/A

Alba Esteban

763-7650

Serenita

326

J. M. M.

(831) 324-0302

Emma Manojun

cell 234-0579

Reanna Anajel

728-5267

Jose Manojun

728-5267

Conception Mamos

cell 234-7635

Mercedes Marroquin

NO Phone

Erenesto Marroquin

Isaac Marroquin

Danny Marroquin

Ruth Marroquin

728-5267

Marcelo Escalante

~~728~~ 251-7072

Juan Kovacic

724-4230

Angela Rodriguez

465 08 04

Jeffrey

117 W. Bush St. Ukiah CA 95616 + 31

Kimberly R. Nied

SCIM

Don S. Matto

916-331-0120

JUNE 20, 2001

I, ALI GHARAH GOZLOO, SUBMIT THIS SIGNED PETITION TO ATTEST THE FACT THAT A CHINESE RESTAURANT IS WANTED AND NEEDED HERE AT THE WATSONVILLE TRANSIT CENTER.

THANK YOU

Sergio Barragan

724-4628-722-0382

RON DEAN 294

588-5980

Olivia Gray

728-51-69

Tom Bradford

425-5284

Mama Puello

724-706

Eligio Buello

763-9690

Catalina Jimenez

763-3337

Mano Martinez

728-1705

~~Walter~~

- N/A -

~~Walter~~

3 FE

Dora Jimenez

728-4246

Miguel Perez

JESUS BARRA

~~763-2281~~ 763-0249

Maribel Fernandez

763-2281

Luis Garcia

761-9511

Javier Gomez

722-3154

Carmen Cuervo

786-07-40

Gerardo Garcia

722-1228

Walter Jimenez

728-1705

Cynthia Martinez

728-1705

Carl Carrero

Metro Employ

Gerardo Jimenez

761-9199

Angela Jimenez

982-0921

JUNE 20, 2001

I, ALI GHARAH GOZLOO, SUBMIT THIS SIGNED PETITION TO ATTEST THE FACT THAT A CHINESE RESTAURANT IS WANTED AND NEEDED HERE AT THE WATSONVILLE TRANSIT CENTER

THANK YOU,

Pearly Pearson
 Francis Pearson
 [Signature]
 Frank Crisp
 Marc Klein
 [Signature]
 Keith Jones
 [Signature]
 [Signature]
 Brenda Macpherson
 [Signature]
 AL GACOSTA
 [Signature]
 Kevin M. Runney
 Lisa Verantour
 E. V. Elliott
 [Signature]
 Christopher Carbonell
 [Signature]
 [Signature]
 [Signature]
 [Signature]

394-7046
 469 S.C.M.T.D
 420 SCMTD
 347 S.C.M.T.D
~~725~~ 725-9209
 419-3634 SCMTD
 180 SC.SCM TD
 440-0706
 899-2555
 786-0208
 221 HERMAN AVE
 (831) 384-4569
 455 SCMTD
 728 6520
 Badge 401 SCMT,
 SCMT #461
 MST Driver
 MST Driver
 SCMT #440
 " #449
 SCMTD 36... 2
 Watsonville

JUNE 20, 2001

I, ALI GHARAH GOZLOO, SUBMIT THIS SIGNED PETITION TO ATTEST THE FACT THAT A CHINESE RESTAURANT IS WANTED AND NEEDED HERE AT THE WATSONVILLE TRANSIT CENTER.

THANK YOU,

Richard Schmetz

Leri Gouino

~~Chambers~~

Robert DelPo

~~W. J. H.~~

Ernie Gald

761-716

Mary A. Mellegatini

Carolyn C. (MATTI 232 driver)

Danny P. Alvarado

Ray Boland

Richard Tuttle

~~Raymond~~

~~Raymond~~

T. J. G. (831) 711-1111

FRANK TO CRUZ

Jed Gouino

~~John~~

John L. Mc Mahon

Chris Flynn

~~John~~

Tommy

Metro Driver # 370

metro driver # 303

" " # 171

" " # 123

(831) 765-7600

383 METRO DRIVE

MST DRIVER

GENIS 597 @apl.com

2251 Mattison Lane SC 29502

MST Driver 758-5538

SCMT

Andrew Driver (831) 394-5753

MST DRIVER

Francis Gald

443-6316 (831)

761-5364

462-0701

(831) 728-9569

Driver 267

(831) 394-1462

metro driver 373

462 9532

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: July 20, 2001
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: CONSIDERATION OF STATUS REPORT ON METRO SECURITY CONTRACT

I. RECOMMENDED ACTION

This item is for information only. No action is required

II. SUMMARY OF ISSUES

- Security officers are stationed at the Metro Center 24 hours per day, seven days a week except when the Metro Center is closed for a holiday. During holidays, the security officer patrols all District facilities.
- Security officers perform a number of functions including: security patrols, processing valuable lost and found, contacting customers who smoke at the Metro Center, assisting our customers and bus operators and contacting police / medical personnel, when necessary.

III. DISCUSSION

At the June 15, 2001 Board of Directors meeting, staff was asked to provide information to the Board of Directors concerning security services at the Metro Center. Currently, the Transit District contracts for security services with Paige's Security Service Inc. Paige's Security Service Inc. provides 24 hour, seven (7) days a week coverage at the Metro Center. The only exception is during major holidays when the Metro Center is closed. When the Metro Center is closed, the security officer patrols all the Transit District facilities.

Security officer responsibilities include: patrolling the Metro Center - being visible to our customers, alerting Transit District customers that smoking is not permitted at the Metro Center, assisting bus operators when requested, contacting vehicle owners who enter Metro Center property and safely directing them out of the bus traffic area, providing security for the customer information staff and assisting when needed, calling for medical / police assistance when needed and processing lost and found items of value and bicycles.

From January 2001 to June 30, 2001 security officers logged the following major activities:

Calls to the Police Department	65
Contact with customers concerning smoking	2,437
Contact with vehicle owners – entering the Metro Center	921
Calls to assist bus operators	657
Found property	174

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

Attachment A: NONE