

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**BOARD OF DIRECTORS REGULAR MEETING AGENDA
MARCH 8, 2002 (Second Friday of Each Month)
SCMTD ENCINAL CONFERENCE ROOM
370 ENCINAL STREET, SUITE 100
SANTA CRUZ, CALIFORNIA
9:00 a.m. – 11:00 a.m.**

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
 - a. Carol Bullard RE: Paratransit
 - b. April Axton RE: Bikes Inside Buses
 - c. Scott Bugental, E&D TAC RE: Bikes Inside Buses
 - d. Donald/Edith Edwards RE: Paratransit
 - e. Deborah Lane/Kasandra Fox, RE: Bikes Inside Buses
MASTF
 - f. Richard Bayne, Lift Line RE: Paratransit
 - g. Ted Clausen RE: Paratransit
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 2/8/02 and 2/15/02
Minutes: Attached
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
Report: Attached
- 7-3. ACCEPT AND FILE FEBRUARY RIDERSHIP REPORT
Report: Page 1 to be included in the Add-On Packet
Balance of report is attached

* Please note: Location of Meeting Place

- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the claim of: Mercury Insurance Company; Deny parts of proposed claim of Deborah Lane & Joshua Loya
Claim: Attached
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 2/14/02
Minutes: Attached
- 7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 2/13/02
Minutes: Attached
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2002 AND APPROVAL OF BUDGET TRANSFERS
Staff Report: Attached
- 7-8. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR JANUARY 2002
Staff Report: Attached
- 7-9. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY 2002
Staff Report: Attached
- 7-10. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
Staff Report: Attached
- 7-11. ACCEPT AND FILE STATUS REPORT ON CALL STOP ISSUE PROGRESS
Staff Report: Attached
- 7-12. CONSIDERATION OF APPROVAL OF RENEWAL OF EMPLOYMENT PRACTICES LIABILITY INSURANCE
Staff Report: Attached
- 7-13. CONSIDERATION OF AMENDING MISSION LINEN & UNIFORM SERVICE CONTRACT
Staff Report: Attached
- 7-14. CONSIDERATION OF WHETHER IT IS IN THE BEST INTERESTS OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT TO SELL THE PROPERTY LOCATED AT 617 REDWOOD DRIVE, FELTON, CALIFORNIA, AND ALLOW A COMPETITIVE PROCESS FOR ITS SALE
Staff Report: Attached
- 7-15. CONSIDERATION OF AMENDING DAY WIRELESS SYSTEMS CONTRACT
Staff Report: Attached

REGULAR AGENDA

8. CONSIDERATION OF PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Sheryl Ainsworth, Chairperson
Staff Report: Attached
9. CONSIDERATION OF APPROVAL OF FY 02-03 PRELIMINARY LINE ITEM BUDGET FOR REVIEW AND CLAIMS PURPOSES
Presented by: Elisabeth Ross, Finance Manager
Staff Report: Attached
10. CONSIDERATION OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY 2003 STATE TRANSIT ASSISTANCE (STA) AND TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIMS
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
11. CONSIDERATION OF CALL STOP AUDIT REPORT AND PROPOSED ACTION PLAN
Presented by: Bryant Baehr, Operations Manager
Staff Report: Attached
12. CONSIDERATION TO USE FEDERAL GRANTS PROGRAMMED FOR PURCHASE OF BUSES TO INSTEAD PURCHASE TALKING BUS SYSTEM
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
13. CONSIDERATION OF ELIMINATING BIO-DIESEL AS A FUELING OPTION FOR FY 02/03
Presented by: Elisabeth Ross, Finance Manager
Staff Report: Attached
14. CONSIDERATION OF ADDITIONAL SERVICE TO THE 100-YEAR CELEBRATION OF BIG BASIN STATE PARK
Presented by: Bryant Baehr, Operations Manager
Staff Report: Attached
15. CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE TRANSIT CENTER
Presented by: Bryant Baehr, Operations Manager
Staff Report: Attached
16. CONSIDERATION OF RESULTS OF 2000 CENSUS AND COUNTY CLERK'S NOTIFICATION OF A NEED FOR BOARD OF DIRECTOR REAPPORTIONMENT
Presented by: Margaret Gallagher, District Counsel
Staff Report: Attached

17. CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING FASTENERS AND ELECTRICAL TERMINALS
Presented by: Tom Stickel, Fleet Maintenance Manager
Staff Report: Attached
18. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
19. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
 - a. Agency Negotiator: Bryant Baehr

Employee Organization: United Transportation Union (UTU), Local 23
2. CONFERENCE WITH LEGAL COUNSEL - THREATENED LITIGATION
Pursuant to Government Code Section 54957.5. (§ 54956.9 (b)(3)(C).)
 - a. Proposed Claim of Deborah Lane & Joshua Loya

SECTION III: RECONVENE TO OPEN SESSION

20. REPORT OF CLOSED SESSION

ADJOURN

NOTICE TO PUBLIC

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

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**BOARD OF DIRECTORS REGULAR MEETING AGENDA
MARCH 15, 2002 (Third Friday of Each Month)
CITY HALL COUNCIL CHAMBERS
809 CENTER STREET
SANTA CRUZ, CALIFORNIA
9:00 a.m. - Noon**

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
 - a. Carol Bullard RE: Paratransit
 - b. April Axton RE: Bikes Inside Buses
 - c. Scott Bugental, E&D TAC RE: Bikes Inside Buses
 - d. Donald/Edith Edwards RE: Paratransit
 - e. Deborah Lane/Kasandra Fox,
MASTF RE: Bikes Inside Buses
 - f. Richard Bayne, Lift Line RE: Paratransit
 - g. Ted Clausen RE: Paratransit
 - h. Wilson Fieberling, City of SC RE: Bikes Inside Buses
 - i. Manuel Osorio, Cabrillo College RE: Preserving Service
 - j. Laura Marcus, Human Care Alliance RE: Paratransit
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 2/8/02 and 2/15/02
Minutes: Attached
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
Report: Attached

* Please note: Location of Meeting Place

- 7-3. ACCEPT AND FILE FEBRUARY RIDERSHIP REPORT
Report: Page 1 to be included in the Add-On Packet
Balance of report is attached
- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the claim of: Mercury Insurance Company; Deny parts of proposed claim that are timely and sufficient of Deborah Lane & Joshua Loya, Reject those parts of the proposed claim that are untimely, Reject those parts of the proposed claim that are insufficient
Claim: Attached
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 2/14/02
Minutes: Attached
- 7-6. ACCEPT AND FILE MINUTES OF MUG COMMITTEE MEETING OF 2/13/02
Minutes: Attached
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2002 AND APPROVAL OF BUDGET TRANSFERS
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Staff Report: Attached
- 7-13. CONSIDERATION OF AMENDING MISSION LINEN & UNIFORM SERVICE CONTRACT
Staff Report: Attached
- 7-14. DELETED - DEFERRED TO APRIL 19, 2002 BOARD MEETING**
- 7-15. CONSIDERATION OF AMENDING DAY WIRELESS SYSTEMS CONTRACT
Staff Report: Attached

- 7-16. CONSIDERATION OF APPROVAL OF FY 02-03 PRELIMINARY LINE ITEM BUDGET FOR REVIEW AND CLAIMS PURPOSES
Staff Report: Attached
(Moved to Consent Agenda at the 3/8/02 Board Meeting. Staff Report retained original numbering as Item #9)
- 7-17. CONSIDERATION OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY 2003 STATE TRANSIT ASSISTANCE (STA) AND TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIMS
(Moved to Consent Agenda at the 3/8/02 Board Meeting. Staff Report retained original numbering as Item #10)
- 7-18. CONSIDERATION OF ELIMINATING BIO-DIESEL AS A FUELING OPTION FOR FY 02/03
(Moved to Consent Agenda at the 3/8/02 Board Meeting. Staff Report retained original numbering as Item #13)
- 7-19. CONSIDERATION OF ADDITIONAL SERVICE TO THE 100-YEAR CELEBRATION OF BIG BASIN STATE PARK
(Moved to Consent Agenda at the 3/8/02 Board Meeting. Staff Report retained original numbering as Item #14)
- 7-20. CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE TRANSIT CENTER
(Moved to Consent Agenda at the 3/8/02 Board Meeting. Staff Report retained original numbering as Item #15)
- 7-21. CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING FASTENERS AND ELECTRICAL TERMINALS
(Moved to Consent Agenda at the 3/8/02 Board Meeting. Staff Report retained original numbering as Item #17)

REGULAR AGENDA

8. CONSIDERATION OF PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Sheryl Ainsworth, Chairperson
Staff Report: Attached
9. **MOVED TO CONSENT AGENDA AS ITEM #7-16**
10. **MOVED TO CONSENT AGENDA AS ITEM #7-17**

11. CONSIDERATION OF CALL STOP AUDIT REPORT AND PROPOSED ACTION PLAN
Presented by: Bryant Baehr, Operations Manager
Staff Report: Attached
12. CONSIDERATION TO USE FEDERAL GRANTS PROGRAMMED FOR PURCHASE OF BUSES TO INSTEAD PURCHASE TALKING BUS SYSTEM
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: Attached
13. **MOVED TO CONSENT AGENDA AS ITEM #7-18**
14. **MOVED TO CONSENT AGENDA AS ITEM #7-19**
15. **MOVED TO CONSENT AGENDA AS ITEM #7-20**
16. **DELETED – DEFERRED TO APRIL 19, 2002 BOARD MEETING**
17. **MOVED TO CONSENT AGENDA AS ITEM #7-21**
18. **CONSIDERATION OF POSSIBLE ACTIONS TO TAKE CONCERNING THE ADA PARATRANSIT REQUEST FOR PROPOSAL AS A RESULT OF THE BOARD'S ACCEPTANCE OF THE WITHDRAWING OF ONE OF THE PROPOSERS**
Presented by: Mark Dorfman, Assistant General Manager
Staff Report: To be included in the Add-On Packet
19. **a. CONSIDERATION OF AN AMENDMENT TO THE MARKET SPACE LEASE AGREEMENT WITH BOB TOTT, D/B/A METROPOLITAN MARKET AND SANTA CRUZ METRO TO AMEND CERTAIN SECTIONS CONCERNING PAYMENT OF RENT**

b. CONSIDERATION OF THE TRANSFER OF THE LEASE AGREEMENTS WITH BOB TOTT, D/B/A METROPOLITAN MARKET FOR THE MARKET AND OFFICE SPACE, TO WALID AND WINONA SUB LABAN, AT THE SANTA CRUZ METRO CENTER, EFFECTIVE MARCH 18, 2002
Presented by: Margaret Gallagher, District Counsel
Staff Reports: To be included in the Add-On Packet
20. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
21. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Pursuant to Subdivision (1) of Section 54956.9)
 - a. Name of Case: Gary Shirk vs. Santa Cruz Metropolitan Transit District
 - b. Name of Case: Guillermo Chavez vs. Santa Cruz Metropolitan Transit District
 - c. Name of Case: Lisa Gonzales vs. Santa Cruz Metropolitan Transit District
(Workers' Compensation claims)
 - d. Name of Case: Guillermo Chavez vs. Santa Cruz Metropolitan Transit District
(Workers' Compensation claims)

SECTION III: RECONVENE TO OPEN SESSION

22. REPORT OF CLOSED SESSION

ADJOURN

NOTICE TO PUBLIC

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: General Manager
SUBJECT: ADDITIONAL MATERIAL TO THE MARCH 15, 2002 BOARD MEETING AGENDA

SECTION 1:

ADD TO ITEM #2 ORAL AND WRITTEN COMMUNICATIONS:

- h. Wilson Fieberling, City of SC RE: Bikes Inside Buses
- i. Manuel Osorio, Cabrillo College RE: Preserving Service
- j. Laura Marcus, Human Care Alliance RE: Paratransit

(Insert written communication as Items h, i, and j)

CONSENT AGENDA:

ADD TO ITEM #7-3 ACCEPT AND FILE FEBRUARY RIDERSHIP REPORT
(Insert Page 7-3.1)

DELETE ITEM #7-14 CONSIDERATION OF WHETHER IT IS IN THE BEST INTERESTS OF SANTA CRUZ METROPOLITAN TRANSIT DISTRICT TO SELL THE PROPERTY LOCATED AT 617 REDWOOD DRIVE, FELTON, CALIFORNIA, AND ALLOW A COMPETITIVE PROCESS FOR ITS SALE
(Deferred to April 19, 2002 Board Meeting)

REGULAR AGENDA:

ADD TO ITEM #9 CONSIDERATION OF APPROVAL OF FY 02-03 PRELIMINARY LINE ITEM BUDGET FOR REVIEW AND CLAIMS PURPOSES
(Replace Pages 9-A-33 and 9-A -34)

ADD TO ITEM #11 REVISED-CONSIDERATION OF CALL STOP AUDIT REPORT AND PROPOSED ACTION PLAN
(Replace Pages 11-1, 11-2, and 11-B-1)
(Insert Supplemental to Consideration of Call Stop Audit Report and Proposed Action Plan)

DELETE ITEM #16 CONSIDERATION OF RESULTS OF 2002 CENSUS AND COUNTY CLERK'S NOTIFICATION OF A NEED FOR BOARD OF DIRECTOR REAPPORTIONMENT
(Deferred to April 19, 2002 Board Meeting)

ADD TO ITEM #18

CONSIDERATION OF POSSIBLE ACTIONS TO TAKE CONCERNING THE ADA PARATRANSIT REQUEST FOR PROPOSAL AS A RESULT OF THE BOARD'S ACCEPTANCE OF THE WITHDRAWING OF ONE OF THE PROPOSERS
(Insert Staff Report)

ADD TO ITEM #19

a. CONSIDERATION OF AN AMENDMENT TO THE MARKET SPACE LEASE AGREEMENT WITH BOB TOTT, D/B/A METROPOLITAN MARKET AND SANTA CRUZ METRO TO AMEND CERTAIN SECTIONS CONCERNING PAYMENT OF RENT
(Insert Staff Report)

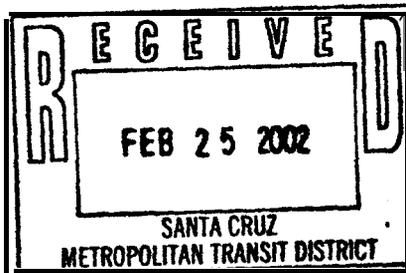
b. CONSIDERATION OF THE TRANSFER OF THE LEASE AGREEMENTS WITH BOB TOTT, D/B/A METROPOLITAN MARKET FOR THE MARKET AND OFFICE SPACE, TO WALID AND WINONA SUB LABAN, AT THE SANTA CRUZ METRO CENTER, EFFECTIVE MARCH 18, 2002
(Insert Staff Report)

2/22/02

Santa Cruz Metro Transit District
370 Encinal St. Suite 100
Santa Cruz, Ca. 95060

attn: Metro Board / Dale Can

Please don't discontinue
yellow Cab from giving
Gift Line recipients rides.
They are wonderful drivers
9x's out of 10 they are
on time + very kind.
I would hate to loose
them.

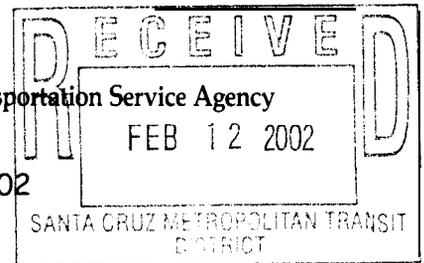


Sincerely
Carol Bullard

LIFT LINE

Santa Cruz County's Consolidated Transportation Service Agency

Feb 09, 2002



Hello Emily,

I chose to write this suggestion to you, because I know from the Board meetings that you follow up with issues, and seem more concerned with people than with the political maneuvering. Also because you chair many of the meetings.

My name is April Axton, and I think I may have a plausible solution for the 'Bikes on Buses' issue.

I work at Lift Line, and attend many of the Metro board meetings. At the meeting on Feb 8th, I was alarmed at the emotions getting out of hand, concerned by the idea that the disabled persons space was the space being targeted, (not to mention how bad it would make them feel to displace another person off the bus entirely) and that there has to be a solution.

I work in Aptos so I am not an everyday Metro rider (four hours a day on the bus is too much), but my husband and my two daughters are regular Metro bus riders. My son was a frequent rider when he lived with us. We live in Boulder Creek, Route 35, one of the routes that recurrently doesn't have enough bike storage for the riders. My husband, Ken, uses a bicycle during nice weather to get around. He has had difficulty at times getting home in a timely manner, because of having to wait for the next bus with room for bike storage.

We, the Axton family, lived in a school bus for ten years, six years of which, our bus was regular school bus size, the next four years, we enjoyed expansion with the addition of a sleeping loft. During those ten years, we became fairly adept at utilizing our space to our best advantage. One of the major spaces that is not used on the Metro buses is the overhead compartment space, and my proposal for bike storage involves using this space.

I am starting with the idea that the bikes are already okayed to be inside the bus, and that the loading and all is a settled matter, not part of the concern at this time. Securement is the issue here.

Attached to this letter are the drawings and the full gist of the storage idea. I tried it in our school bus with my bike, and the feasibility for the idea is very strong. The bicycle seat/handlebars barely encroached in the aisle way, and did not enter the aisle enough to make it difficult for me to go around it. It was easier for me to go around the bike when it was hanging vertical, than it is for one person to pass another in the bus aisle, which people do all the time when boarding and disembarking the bus. I have often passed down the bus aisle around persons who are further in the aisle than the bike goes. I am 5ft 10 inches, so I figured my bike would be representative of an average size. With the high maneuverability of a bicycle, especially when it is raised up on its back wheel, it makes the idea of



LIFT **LINE**

Santa Cruz County's Consolidated Transportation Service Agency

loading of two bikes next to each other feasible. The ceiling in our bus is 6 ft 2 inches, and the bike was 4 inches short of 6 ft, so there is ample ceiling to floor space. I think the Metro buses may have even more ceiling to floor space than we do.

See attached drawings.

Advantages:

Disabled persons, or persons who would have difficulty navigating around the bikes would have the opportunity to sit in the front of the bus, and not have to even deal with the issue. They would not feel like they were responsible for having another person kicked off the bus.

Bicycle riders are used to lifting their bikes, they have to do it to get the bike onboard the bus in the first place, and to mount their bikes in the front bike rack also. So this would not be a hardship on them. All bags and such that persons hang off their bikes could be easily removed and kept on the person of the bike owner.

For persons worried about others messing with their bikes, there could be a clear Lucite wall that would make it very obvious if a person was messing with a bike, and difficult for them to do so.

It would be very easy for a bike rider to disembark straight out the back exit with their bike, and not have to take the bike through a crowded aisleway to the front door.

The Metro buses have a fairly square juncture between the ceiling and the wall, so it would be simple to build within that space. (As opposed to curved ceiling/wall juncture like in our schoolbus, which is a pain to build into). The bar that runs along the ceiling could have the section that is where the bikes are, replaced with a bar that curves out a little, if necessary.

The Metro drivers could easily decide if a bike were going to be too cumbersome to be loaded inside, say, if the bike had a basket in the front and one in the back, all full o'stuff, and have the rider load that bike on the outside rack.

Visibility outside the vehicle would not be impacted, nor would there be additional parameter alerts for the driver to watch out for.

Able-bodied persons have a choice of whether to stand or to sit, where a disabled person does not have that luxury. So use the space (two seats) of the person with a choice, and even then, if there are not disabled persons in the seats in the front of the bus, the **abled-bodied** persons could sit there as a backup measure. Leave the decision to the rider when the Metro bus shows up and is full, 'do you want to stand and ride, or wait for the next bus?' The riders are used to that already. And remember, that the Metro buses are often not full.



LIFT LINE

Santa Cruz County's Consolidated Transportation Service Agency

Several of the issues that were brought up in the last Metro board meeting would be addressed with this solution.

Mr. Keogh would not have to wonder about persons getting transfers, that whole system could remain dormant here. The whole fleet could be fitted with vertical type bike securements at no huge cost to Metro.

John Daughtery would not feel beleaguered by the feeling that he is threatened with not having seating, unless he is displacing another.

Ride statistics would not have to be run concerning the probability of conflicts, and Mr. Bahr wouldn't have to work so hard so fast.

And the bike riders would know that although all bikes were not going to be able to be secured on the bus, that the Metro Board did their best to accommodate what they could.

Disadvantages:

Visibility would be down somewhat for the driver within the vehicle, but perhaps placing a mirror in a strategic spot would alleviate that.

Mis-stepping into the stairwell while securing the bike.

There are certainly improvements and refinements that could make this idea even better, but I ask you to have the measuring done to see how fine a fit it could be, and to keep in mind that people are adaptable. There are options for backup with this idea, and flexibility in seating, especially for the disabled, would be preserved.

Thank you very much,

April Axton

Lift Line Scheduling Dept Manager

Wk: 688.8840 x245

Hm: 338.7680

Email: musselhead@aprila.com

W k : _aprila@cbridges.org

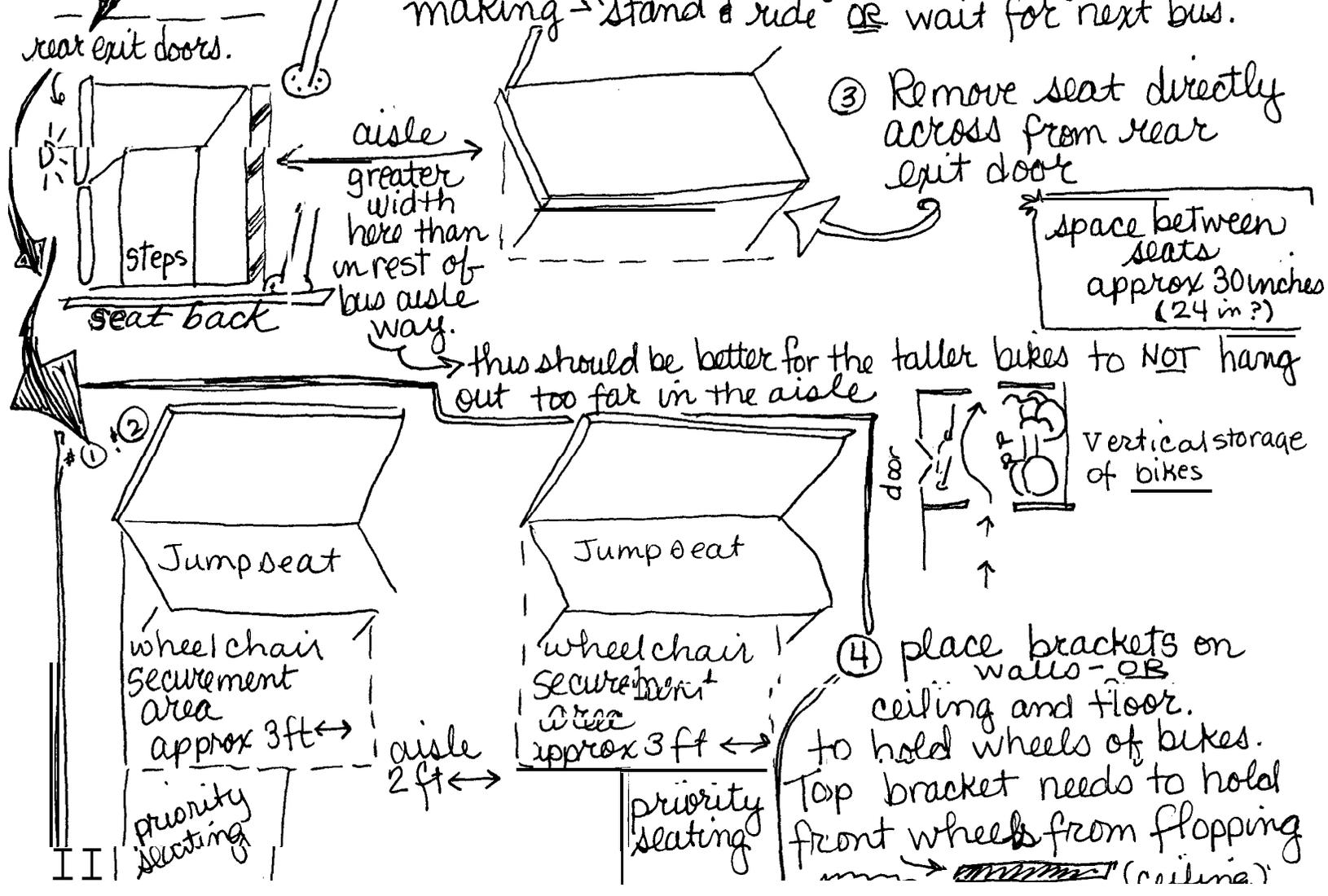


- ① floor to ceiling of bus = ?
- ② width of bus = 8 ft.

bike length 68 inches
 (4m < 6 ft.)
 handlebars 40 inches tall = 3 ft 4m
 48 inches tall = 4 ft
 bus seats → approx 3 ft ↔

Possible Solution to "Bikes on buses"

- ① leave priority seating as it is.
- ② leave securement area as it is.
 - A) No displacement by wch persons.
 - B) No "usual" displacement of able-bodied persons -
 - No seat, No displacement, no transfers.
 - rider makes choice they are already used to making → 'stand & ride' OR wait for next bus.



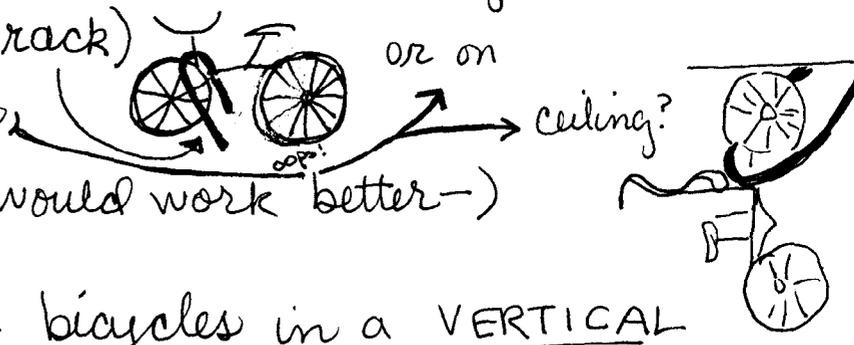
③ Remove seat directly across from rear exit door

space between seats approx 30 inches (24 in?)



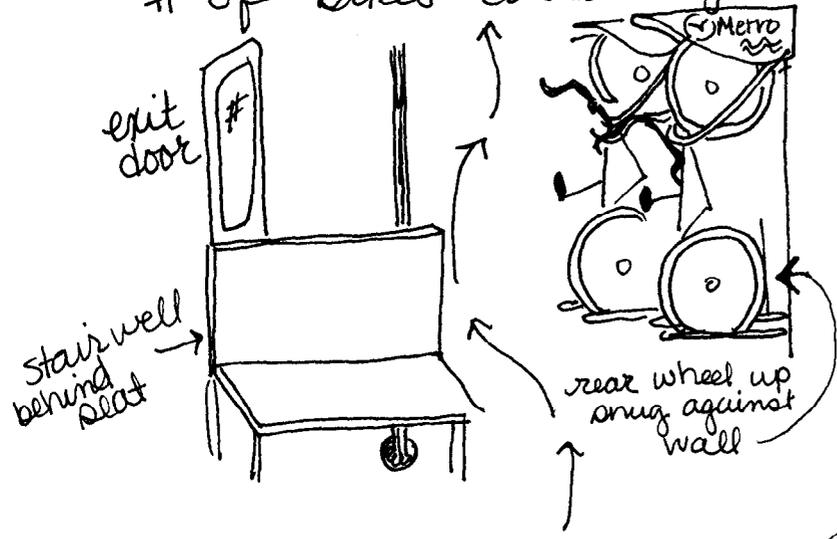
④ place brackets on walls - OR ceiling and floor. to hold wheels of bikes. Top bracket needs to hold front wheels from flopping

⑤ Securement device (similar to one already used on "front of the bus" bike rack) mounted on floor or wall of bus or on ceiling?



(I am not sure which would work better-)

⑥ Load and secure the bicycles in a VERTICAL direction. This will accommodate 2 bikes - Doubling # of bikes currently carried.

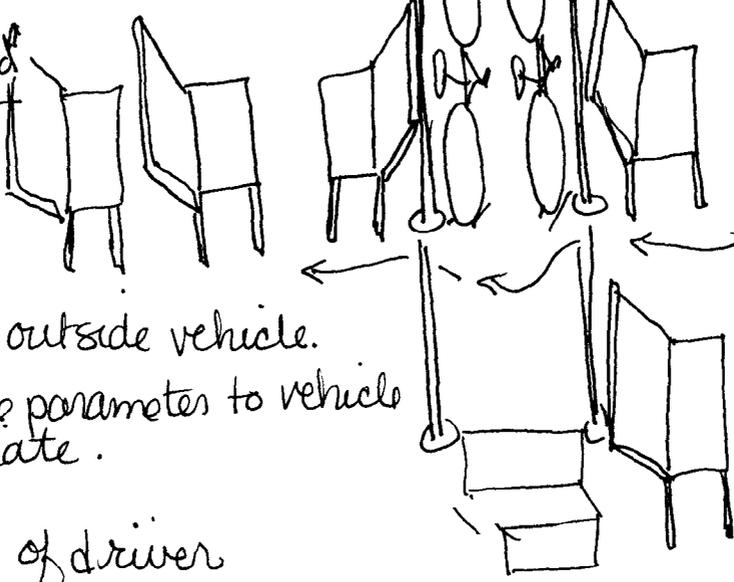


A) the floor bracket of one securement could be a tiny ramp - so it would offset handle bars of 2nd bike of same size in other securement.

B) Maybe you could turn around the seat BEHIND the bike securement area.

Advantages:

- o Wch would not be impacted at all Bikes would maneuver around wch, not vice-versa.
- o Simple securement system
- o Could outfit the whole fleet -
- o No reduced visibility outside vehicle.
- o No additional outside parameters to vehicle for driver to negotiate.



Disadvantages:

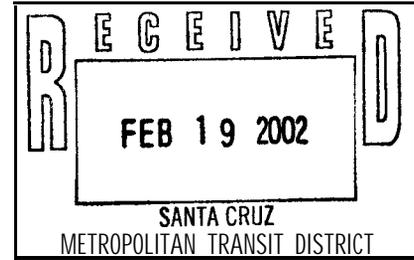
- o lessened visibility of driver towards passengers onboard.

④ there could be poles installed - like around exit door - to keep persons from bumping heads on brackets and for riders to hold onto if standing.

February 14, 2002

SERVICE AUTHORITY
FOR FREEWAY
EMERGENCIES
(SAFE)

Sheryl Ainsworth, Chair
Santa Cruz Metropolitan Transit District
370 Encinal Street, #100
Santa Cruz, CA 95060



RAIL/TRAIL
AUTHORITY

RE: Bikes on Buses

COMMUTE
SOLUTIONS

Dear Chair Ainsworth:

At the February meeting of the Elderly & Disabled Transportation Advisory Committee (E&D TAC), attendees approved the following motion:

TRANSPORTATION
POLICY WORKSHOP

The E&D TAC requests that the Santa Cruz Metropolitan Transit District not to allow bicycles on buses in wheelchair and priority seating areas on any additional routes. However, we encourage Metro to look at alternate methods of accommodating bicycles on buses, such as modification of the non-priority seating areas.

BUDGET &
ADMINISTRATION
PERSONNEL
COMMITTEE

Thank you for your consideration of this important issue

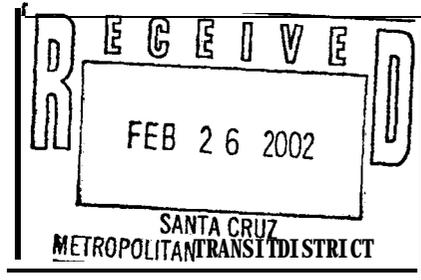
INTERAGENCY
TECHNICAL
ADVISORY
COMMITTEE

Sincerely


Scott Bugental, Chair
Elderly & Disabled Transportation Advisory Committee

BICYCLE COMMITTEE

ELDERLY & DISABLED
TRANSPORTATION
ADVISORY COMMITTEE



Feb 24, 2002

Mr. Carr

Have been using the services of
Left fine for about four years. Four noon times
a week I have lunch wife Edith Catherine
my one and only girl friend of 70 years. The most
beautiful lady in all the world. My one and only
wife of 67 years at the age of 90 still the most
beautiful lady

I prefer local drivers

1. Usually arrive on time, even a little early
2. Make sure I am sealed properly in the car and
my seat belt is hooked

3. Check my destination is correct. In my case
always Deftwood Health Care Center Santa Cruz
My dear wife and I are both 90 years old still enjoy
living Keep up the excellent service
Donald & Edith Edwards



METRO

ACCESSIBLE SERVICES TRANSIT FORUM

920 Pacific Avenue, Suite 21, Santa Cruz, CA 95060

February 27, 2002

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

Attention: Sheryl Ainsworth, Chair

Re: BICYCLES INSIDE BUSES

Dear Ms. Ainsworth and Board,

This letter is to advise you of the position taken by MASTF regarding the issue of bicycles inside our buses.

As you may know, MASTF passed a Motion at our last meeting generally opposing the expansion of METRO's Bikes Inside Buses program, and particularly opposing the use of the securement areas and priority seating – which were designed for seniors and persons with disabilities -- for the purpose of carrying bicycles.

Our opposition is based on the fact that it is impossible to predict when the persons for whom they are designated by the Americans with Disabilities Act will need the priority seating and securement areas. Putting bicycles in those areas when they happen to be empty is foolish, because at the very next bus stop you may find wheelchair users or people with other sorts of disabilities that warrant use of the securement and priority seating areas (such as persons using crutches, the visually impaired, mentally impaired or, of course, seniors, many of whom cannot or should not try to stand in a moving bus).

As you may imagine, each time an operator has to stop and unload bicycles in order to load those persons, the bus schedule will be slowed.

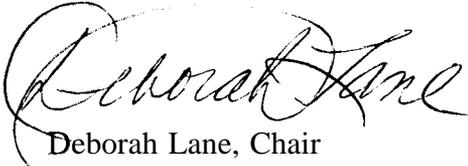
Our position is that Metro buses are designed for people, not for bicycles.

We do want to advise you that we would not object to the placing of bicycles in the regular seating areas, which could be done by hinging certain seats.

Our last suggestion is that Metro might arrange for secure bike lockers or other facilities at strategic points around the county. We make this suggestion without any consideration for the cost of such a project, and we want you to know we are quite fully aware of the present budget problems you are facing.

Sincerely,

METRO ACCESSIBLE SERVICES TRANSIT FORUM



Deborah Lane, Chair

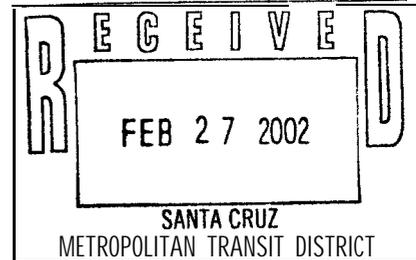


Kasandra Fox, Bus Service Chair

CC: Scott Bugental, Elderly & Disabled Transportation Advisory Committee Chair

5593 Old San Jose Rd
Soquel, CA 95073
February 26, 2002

Administrative Services Coordinator
Santa Cruz Metropolitan Transit District
370 Encinal
Suite 100
Santa Cruz, CA 95060



Dear Board Members:

I have been a driver with Lift-Line/Community Bridges for over eight years and previously with Care-A-Van/AMR for seven years. I have Emergency Medical Technician certification and do non-emergency medical transport for area hospitals as well as ADA paratransit rides.

I am happy to work for a non-profit, local, public services agency like Community Bridges and want to continue supporting it. Community Bridges relies on the ADA paratransit federal funding (our tax dollars) to provide specialized transportation as well as to provide other needed services in our community (e.g., WIC, Elderday, Adelante). All the revenue brought into Community Bridges through ADA stays within our community, supporting our community. Community Bridges administrators are paid very modest salaries; and the organization--unlike many non-profits--is not top heavy with administrators.

Privatizing ADA paratransit in Santa Cruz County, in contrast, will create a revenue drain out of Santa Cruz to the share holders on the London Stock exchange. ATC is a subsidiary of National Express Group out of the UK, a multinational transportation corporation, traded on the London Stock Exchange. The main reason they want to come here to Santa Cruz, we can safely assume, is to create a monopoly on ADA paratransit and make a profit from our tax dollars. Also, Multisystems, the company that did the audit on Lift-Line last year is also part of National Express Group. Go figure.

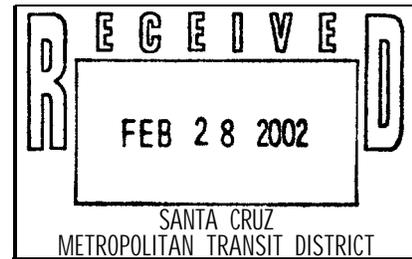
Do not be fooled by their flashy, slick presentation! The quality of service will diminish with ATC, as . . .
they pressure drivers to go faster, pack more people in, and generate more revenue while treating people like means to an end, like objects.

Respectfully,

Richard L Bayne
Driver

February 26, 2002

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



It is my understanding that the District is considering awarding a contract for the operation of paratransit transportation in Santa Cruz County to a private concern, ATC-NEC, and I am writing to urge you to avoid the privatization of that public service and to continue to employ a local organization for service delivery.

Currently, paratransit transportation is operated by Community Bridges, a local non-profit organization which has been working to serve diverse needs in Santa Cruz County for many years. Although I willingly join the call for improved social services, I believe it is an error to grant a local public service monopoly to any private operator with the expectation that service will somehow be improved thereby. The recent California Energy Crisis is a prime example of how private operators will use a monopoly position to their own advantage at the expense of the public. It is an old lesson which has been forgotten, it seems, in the midst of the modern privatization trend.

It is reasonable to assume that the first priority of a large corporate entity will be to seek opportunities for profit and that it will be capable of presenting a polished sales pitch in pursuit of that goal. My recommendation to the Board is to choose to work with the non-profit, public service Community Bridges organization whose first priority really is local service.

Sincerely,

TED CLAUSEN

Ted Clausen

2120 North Pacific Ave. #65
Santa Cruz, CA 95060



PUBLIC WORKS DEPARTMENT

809 Center Street, Room 201, Santa Cruz, CA 95060 • 831 420-5160 • Fax: 831 420-5161 • citypw@ci.santa-cruz.ca.us

February 25, 2002

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

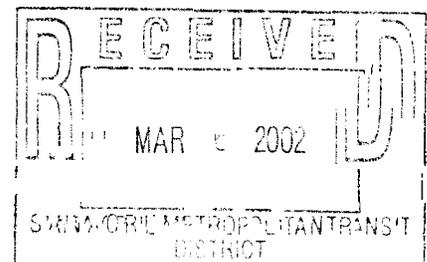
Dear Mr. White,

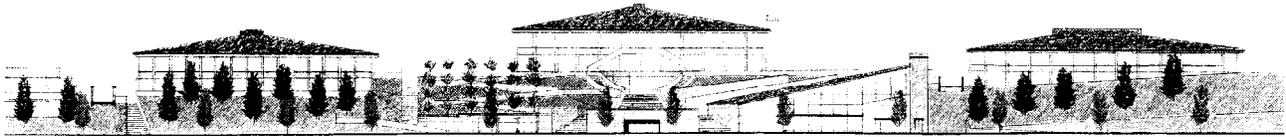
The Bicycle/Pedestrian Subcommittee of the City Transportation Commission has seen the Draft Policy for Bicycles Inside Buses (BIB) being submitted by Batya Kagan and Ron Goodman. As you know, we have approached the Transit District in the past to lobby for greater provision for bicycles on Metro buses. We feel that the policy being submitted by Ms. Kagan and Mr. Goodman addresses the needs of the disabled community while at the same time addresses the needs of bicyclists using the buses.

We feel this policy would add even greater success to the bikes on buses program and strongly encourage its adoption by the Metropolitan Transit District.

Sincerely,

Wilson Fieberling, Chair
Bicycle/Pedestrian Subcommittee
City Transportation Commission





Cabrillo College . **Celebrating 40 Years of Excellence**

March 6, 2002

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



RE: SCMTD Service Reductions

Dear Ms. Ainsworth:

Over the past year, Cabrillo College administration, faculty, staff and students have worked together with community transportation professionals to craft a transportation management plan, with an emphasis on sustainable transportation. The plan was adopted in May 2001 by the Board of Trustees. In order to implement this plan, Cabrillo College contracted with the Santa Cruz Area TMA to assist with planning, implementation and evaluation of the adopted plan. This first year of implementation focuses on the promotion of transit options. Some of these efforts include:

- Increasing the parking fee to **\$40/semester**, while the price of a bus pass remains at **\$30/semester**;
- Coordinating publication and distribution of Come & Go Cabrillo, an abbreviated transit schedule targeted to the Aptos and Watsonville campuses;
- Removing the requirement to re-certify a student bus pass mid-semester;
- Providing free bus passes (on an experimental basis) to staff and faculty who already have a parking permit;
- Renewing TMA dues, making such programs as the Emergency Ride Home available to staff and faculty;
- The TMA director and the Vice President of Student Services met with the staff and faculty of Cabrillo's departments and divisions to impress upon them the availability of bus passes, parking permits and TMA programs.

Unfortunately, these efforts come at a time of economic troubles throughout the state, with impacts falling on both the transit district and Cabrillo College. I have been informed that SCMTD faces a probable \$3.6 million deficit, and the distinct possibility of 10% service cuts effective in Fall 2002.

I am writing to ask that the SCMTD Board of Directors to consider preserving service on heavily-utilized routes, such as those that travel between Santa Cruz and Watsonville, thus serving Cabrillo College students.

Although I will be unable to attend the transit district board meetings this month, Carolyn O'Donnell of the Santa Cruz Area TMA will be present and will be able to answer questions related to Cabrillo College transportation issues. Or, please feel free to contact me directly at 479-6317.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Osorio', with a stylized flourish at the end.

Manuel Osorio
Vice President, Student Services

Human Care Alliance

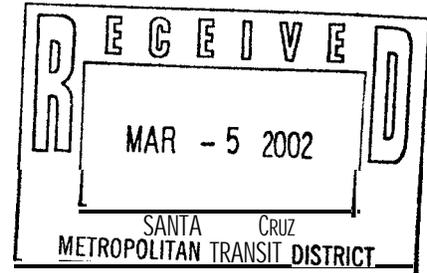
A Consortium of Santa Cruz County Nonprofit Human Service Providers

234 Santa Cruz Avenue Aptos, CA 95003 831-688-8066 Fax: 831-688-1225 hca@cruzio.com

Beth Love,
President
Survivors
Healing Center

Santa Cruz Metropolitan
Transit District Board
370 Encinal Street
Santa Cruz CA 95060

March 4, 2002



Susan True,
Vice President
court
Appointed
Special
Advocates

Re: Para-transit Contract RFP Procedure

Dear Santa Cruz Transit District Metro Board Members,

Marie Cubillas,
Secretary
Big Brothers/
Big Sisters

The Human Care Alliance is concerned that the RFP procedures in regards to a contract for Para-transit services for Santa Cruz County seem flawed and need revisiting. We understand that the SCMTD is considering contracting with a large for-profit concern, ATC, a subsidiary of the international transportation conglomerate National Express Group, PLC (U.K.). The result of this contract would be the elimination of what has been an effectively managed transportation system operated by Community Bridges, a part of our social service safety net since 1992, planned and developed in consultation with the community. The recommendations of a recent audit, as you know, were that the current system is the most efficient and best-integrated model for our local needs.

Sheila Vaughn,
Treasurer
Doran Center
for the Blind

Key reasons a move to change providers seems unwise:

Clay Kempf
Seniors Council

- The ATC bid is \$700,000 higher than the Community Bridges bid.
- ATC, a for-profit concern, is budgeting \$180,000 profit and \$180,000 overhead, which are monies better spent within the existing social service system.
- Community Bridges has consistently worked to guarantee services for clients by collaborating with the other social service agencies in the "safety net".
- Unnecessary redundancy in a time of tight budgets (adding new infrastructure and vehicles to our community when an efficient system already exists).
- Upsetting union agreements and threatening jobs and salaries.
- Disrupting services to the most vulnerable members of our community.
- The RFP process and ranking *system* appears to lack an appreciation for community values, public participation and a fair ranking system.

Michelle Lewis
SC AIDS
Project

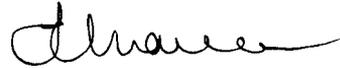
Theresa
Ontiveros
Planned
Parenthood

It is the mission of the Human Care Alliance to increase human care services in Santa Cruz County, educate the public about the necessity of human care services, and promote mutual assistance among nonprofit service providers.

The Human Care Alliance recommends a revisiting of the RFP procedures surrounding this Par-a-transit contract decision. Our member agencies have worked many years to build the unique and effective safety net of human service organizations which serve Santa Cruz County. The decision to privatize a key element of this system, at a higher cost and with a less integrated model, would not be in the community's best interest.

Thanks for your time and consideration in this matter.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Laura Marcus". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Laura Marcus
Executive Director
Human Care Alliance

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

February 8, 2002

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, February 8, 2002 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice-Chairperson Reilly called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Tim Fitzmaurice
Michelle Hinkle
Mike Keogh
Ana Ventura Phares
Emily Reilly
Pat Spence

DIRECTORS ABSENT

Sheryl Ainsworth (arrived at 9:10)
Jeff Almquist (arrived at 9:13)
Jan Beautz (arrived at 9:04)
Christopher Krohn
Dennis Norton
Ex-Officio Mike Rotkin (arrived at 9:46)

STAFF PRESENT

Bryant Baehr, Operations Manager
Kim Chin, Planning & Marketing Manager
John Daugherty, Access. Svcs. Coord.
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
Robyn Slater, Interim H.R. Manager
Judy Souza, Base Superintendent
Tom Stickel, Fleet Maint. Manager
Leslie R. White, General Manager

EMPLOYEES AND MEMBERS OF THE PUBLIC WHO INDICATED THEY WERE PRESENT

Jim Bosso, S. C. Transportation
Scott Bugental, Seniors Council
Linda Clayton, SEA
Dianna Dunn, SEIU
Kassandra Fox, MASTF
Debra Lane, MASTF
Jeff LeBlanc, Rider

Steve Marcus, UTU
Carolyn O'Donnell, TMA
Kathy O'Mara, Schedule Analyst
Will Regan, VMU
Sam Storey, Community Bridges
Candace Ward, UCSC
Linda Wilshusen, SCCRTC

2. ORAL AND WRITTEN COMMUNICATION

Oral:

Vice Chairperson Reilly introduced the newest Board Member, Ana Ventura Phares, representing Watsonville.

Director Spence stated that due to limitations with using paratransit service to get to and from the Board meetings, she would schedule her pickup at 11:30 from the first Board meeting of the month, and at 12:15 from the second Board meeting. Arrangements will be made for Director Spence to wait in the City Hall Council Chambers for her scheduled ride, when necessary.

Vice Chairperson Reilly stated that upon completion of the City Hall Council Chambers renovation, there will be a room available behind the Chambers where the Board could conduct Closed Sessions.

Written:

- | | | |
|----|--|------------------------------|
| a. | J. R. Whiteagle | RE: Paratransit Service Area |
| b. | Lorraine Washington, City of Watsonville | RE: Appointment to Board |

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

The following documents were provided at the meeting:

- | | |
|----------|----------------------------------|
| Item 7-1 | Minutes of 1/18/02 Board Meeting |
| Item 7-9 | ADA Report |
| Item 17 | Staff Report |
| Item 18 | Staff Report |
| Item 19 | Staff Report |

CONSENT AGENDA

7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 1/11/02 and 1/18/02

No questions or comments.

7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS

No questions or comments.

7-3. ACCEPT AND FILE JANUARY 2002 RIDERSHIP REPORT

No questions or comments.

7-4. CONSIDERATION OF TORT CLAIMS: Deny the claim of: Marcos Hernandez, Enedina Santos, Brian Hernandez, Brandon Hernandez

District Counsel Gallagher informed the Board that she had been informed by Counsel for the claimants that because the insurance policy of the people at fault in this case not being great enough, the Claimants are pursuing METRO for payment of medical bills, loss of wages and pain and suffering. Ms. Gallagher has not received any medical records of the alleged claimants.

7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 1/17/02

No questions or comments.

7-6. MINUTES OF MUG COMMITTEE MEETING: No Meeting in January due to lack of quorum

No questions or comments.

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

Elisabeth Ross explained the “non transportation revenue” category of the Revenue and Expense Report. This amount is an adjustment to the projected overhead costs from Community Bridges. It also reflects reimbursement to METRO for the multiple billing problem and METRO’s waiving of administrative fees to provide medical coverage for Community Bridges employees. Mr. White added that the next contract would not contain this type of calculation and rebate.

7-8. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE

Bryant Baehr stated that the UCSC ridership figures are down for December due to the holiday structure which affects the number of school days. Mr. Baehr, Mark Dorfman and Larry Paegler meet to reconcile these figures each month.

7-9. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR DECEMBER 2001

No questions or comments.

7-10. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR DECEMBER 2001

It was confirmed that these figures are for December. The number of cars on Highway 17 were down as well.

7-11. ACCEPT AND FILE STAFF REPORT ON THE INVESTIGATION OF BIO-DIESEL AS AN INTERIM FUEL

Les White reported that Staff would return to the Board in March with a recommendation. Staff is working with Devco Oil regarding their installation of a supplemental tank of either biodiesel/green diesel blend or a straight green diesel fuel by July 1, 2002 for METRO to use. Staff is working to find sources for both green and biodiesel if it is affordable and desirable.

7-12. ACCEPT AND FILE UPDATE ON STATUS OF CALL STOP ISSUE

Director Fitzmaurice asked why this item isn't in Closed Session and was informed that if the discussions went into any detail, it would be. This is a report on the Call Stop Issue rather than on the litigation.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR AINSWORTH

Move this item to Closed Session for the Board meeting of February 15, 2002.

Motion passed unanimously.

Margaret Gallagher clarified to the Board that she spoke with FTA's chief counsel's office who provided her with information that goes to the intent of the writers of the regulation regarding the major transfer point issue. Director Spence asked Bryant Baehr for an update on the survey regarding compliance and was informed that the Board would receive a report in March on this issue.

7-13. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF ASSETS: NINE GILLIG BUSES; ONE BASE STATION; 108 CLEVELAND FAREBOXES, 183 VAULTS AND RELATED PARTS

The old fareboxes will be placed on e-Bay for possible sale and will also be advertised to the transit industry. The brass components may be of interest to someone. Kathy O'Mara suggested offering them to the KUSP auction. Director Almquist suggested that these might be of interest to METRO bus operator retirees.

7-14. CONSIDERATION OF AUTHORIZATION FOR GENERAL MANAGER TO EXECUTE ADDENDUM TO STATE OF CALIFORNIA PURCHASE CARD PROGRAM MASTER SERVICE AGREEMENT

No questions or comments.

7-15. ACCEPT AND FILE NOTICE OF ACTION IN REGARD TO SETTLEMENT OF THE CHRISTIAN FLORIN V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT CASE

No questions or comments.

REGULAR AGENDA

8. CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY 01-02 BUDGET

Summary:

Elisabeth Ross discussed the revenue shortfall due to the drop in sales tax. Farebox revenues are down by 1%. Farebox revenues of other Bay Area transit systems are down 9%. The TDA funds are also short since they are sales tax driven. Interest rates have lowered and are being revised downward. Ms. Ross reported that the State believes that the sales tax will drop 3.5% - 4% for the rest of the year. An expense adjustment of \$50,000 needs to be made and Staff is using operating accounts to make the adjustment. Ms. Ross reviewed the capital funding. The Metro Center renovation is grant funded from the State. Staff will defer purchase of non-revenue vehicles and these funds will be transferred back into the operating budget. These and other steps taken add up to a balanced budget. Ms. Ross added that she is looking to the Board for advisement on the Employee Incentive Program and how to spend these funds.

9. CONSIDERATION OF REVISING POLICY REGARDING BIKES INSIDE BUSES

Summary:

Bryant Baehr reported that this item was prompted by a letter received on December 12, 2001 asking the Board to consider revising the bikes on buses policy in regards to Route 35. Currently, bikes are allowed on buses for Routes 40, 41 and 42 in addition to the last departure point for Highway 17 buses. Statistics were provided to the Board on the total number of riders, wheelchair and bike users for November and December of 2001. A survey of other transit districts in the area and what their policy is on bikes on buses was also provided.

Discussion:

To Mr. Baehr's knowledge, there have been no conflicts between wheelchair users and bike users. Concerns expressed were: statistics are from winter months, not higher ridership months, seats in front of bus are reserved for the disabled and seniors, how will the bike user get to his destination if he is deboarded in the middle of a route. Mr. Baehr will include these concerns in his report to the Board at the February 15th meeting. He will also provide data from July, August, September and October of 2001. Both MUG and MASTF will address this issue at their meetings next week and will report to the Board on February 15th. Linda Wilshusen added that the Transportation Commission would support modifying this policy to allow bikes inside buses. Kasandra Fox appealed to the Board to not allow bikes in the securement areas. Steve Marcus of UTU stated that the union would make a comment regarding this issue at the February 15th meeting. Director Keogh asked if a bike user would receive a pass to ride another bus if he/she is displaced for a wheelchair user. Director Reilly asked for information of any

occurrences where a wheelchair user was refused a ride due to a bike being on the bus. Lastly, John Daugherty pointed out that numerous seats are taken out of commission to allow for bikes in the securement area. Loss of guaranteed seats to seniors and the disabled may affect their willingness to move from paratransit to fixed route service.

Scott Bugental of E&D TAC asked that METRO staff attend their meeting next Tuesday to present this issue. Several Directors requested information on Route 35 only rather than on the entire system. It was suggested that bike riders who use the bus receive an orientation from “People Power” on the proper procedures.

Mr. Baehr was directed to write a letter to Batya Kagan informing her that the Board has discussed this and invite her to attend the Board meeting.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR FITZMAURICE

Limit discussion to potential changes on Route 35 and continue this matter to the March Board meeting.

Director Reilly suggested that Deborah Lane write a letter to the Board with her suggestions for bike lockers.

Motion passed with Director Keogh voting no.

10. CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE TRANSIT CENTER

Summary:

METRO currently has an agreement with the City of Watsonville to share a security officer between the parking garage and the Watsonville Transit Center. METRO pays \$16,000 for this service. The Watsonville Police Dept. requested and received permission to terminate this agreement due to vandalism allegedly occurring when the officer leaves the parking garage to patrol the Transit Center. Out-of-pocket cost to METRO to provide a security officer 40 hours a week, 52 weeks per year would be \$19,000 above the \$16,000 which was paid to the City of Watsonville for a total of \$35,000. METRO does not currently have security at the Watsonville Transit Center.

Discussion:

Director Almquist asked if a direct line to the Police Dept. could be installed at the Transit Center. Bryant Baehr will propose this to the City of Watsonville. Director Ainsworth asked for the cost of this direct line. According to District staff, Ali of Transmart reported that the gangs have returned to the Transit Center.

**11. CONSIDERATION OF AMENDMENT TO WARRANTY SECTION OF REPOWER CONTRACT 00-07 WITH COMPLETE COACH WORKS
ACTION REQUIRED ON 2/8/02**

Summary:

Tom Stickel reported that METRO has a contract with Complete Coach Works to repower forty-two (42) diesel buses with new engines. This project is nearly completed. Over the last six months, METRO has generated approximately \$17,000 in warranty claims. Complete Coach offered to paint four buses at a value of \$5,000 each in exchange for the warranty claims. This would be both a monetary and time savings to the District. The estimated time of completion of the painting of four buses is one month.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR ALMQUIST

Authorize the General Manager to execute a contract amendment to amend the warranty section of Contract 00-07.

Motion passed unanimously.

12. CONSIDERATION OF AMENDING BYLAWS TO DELETE REQUIREMENT FOR OFF-CITY ROTATION FOR BOARD REPRESENTATIVE TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

Summary:

Margaret Gallagher reported that in the past METRO would provide the City with representation to the Commission. Since the law changed, all cities have representation and there is no need for this requirement. Staff recommends deleting the language from the Bylaws in this regard.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR ALMQUIST

Move this item to the Consent Agenda.

Motion passed unanimously.

13. CONSIDERATION OF REAPPORTIONMENT TO THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S BOARD OF DIRECTORS AS A RESULT OF THE FINDINGS OF THE COUNTY CLERK

Summary:

A letter was received from the County Clerk outlining the results of the 2000 census. Once the Board is alerted by the County Clerk of the need to reapportion, it must be done.

Discussion:

There were several comments about discrepancies in the population figures provided by the County Clerk. Les White responded that Staff would ask Mr. Bedal for an updated report.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR BEAUTZ

Defer this item to the March Board meeting.

Motion passed with Directors Ainsworth and Keogh voting no.

Margaret Gallagher will research how similar transit districts compose their Board. Director Keogh asked if the Enabling State Law is specific to the census data or to the population data and was informed that it relates to the official census.

14. **CONSIDERATION OF APPLICATIONS TO PARTICIPATE ON THE METRO USERS GROUP (MUG) COMMITTEE UNDER THE MEMBERSHIP CATEGORY OF “TRANSIT USER”**
ACTION REQUIRED ON 2/8/02

Summary:

Mark Dorfman outlined the composition of the Metro Users Group. These two applicants would be filling two of the six vacancies in the category of “transit users”.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR KEOGH

Appoint Shelly Day and Virginia Kirby to the Metro Users Group.

Motion passed unanimously.

15. **CONSIDERATION OF A RESOLUTION AUTHORIZING AN APPLICATION TO CALTRANS FOR FY2002 NON-URBANIZED AREA OPERATING ASSISTANCE**

Summary:

Mark Dorfman reported that there are two forms of operating assistance METRO is eligible for. The Non-Urbanized Areas funding assistance is available for some areas of METRO’s system which qualify. The amount available is \$46,701.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR KEOGH

Move this item to the Consent Agenda and include a waiver of the roll call vote for the resolution.

Motion passed unanimously.

16. CONSIDERATION OF NOMINATION AND ELECTION OF DIRECTORS TO SERVE AS ALTERNATE REPRESENTATIVES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE YEAR 2002

Summary:

Les White stated that the alternates to the Transportation Commission were not nominated at the last Board meeting.

Discussion:

Director Beautz made the following nominations and Director Almquist seconded them:

Director Ana Venture Phares	-	1 st Alternate
Director Michelle Hinkle	-	2 nd Alternate
Director Christopher Krohn	-	3 rd Alternate

Linda Wilshusen added that it is important for METRO's Transportation Commission appointees to contact Les White's office if they cannot attend a meeting. METRO's administrative staff will contact the alternates in order of 1st, 2nd, and 3rd to ensure a representative is at the Commission meeting.

17. CONSIDERATION OF HOW TO PROVIDE TRANSIT SERVICE TO THE BEACH FLATS AFFORDABLE HOUSING PROJECT

Summary:

Les White stated that METRO staff was contacted by Mercy Housing and also by Director Fitzmaurice regarding the Beach Flats Affordable Housing Project. The concern is that with the implementation of this project, a current bus stop, which is the only one in this area, would be removed. In order to qualify for tax credits, Mercy Housing requires a letter from the District stating that there will be a bus stop within 500' of the project. Staff is suggesting a bus stop on either Beach Street, Park Place and/or two stops on Third Street. Staff is asking the Board for their advice on which stop/stops would be most prudent; and for authorization for a letter of support to be written for Mercy Housing subject to whatever assistance is required from the City of Santa Cruz and/or the developer of the project.

Discussion:

Les White stated that the new bus stops are held to a higher standard than the existing stops. There was discussion of problems with some of the suggested stops, such as sidewalks and loading zones. Director Spence would like to see a recommendation that there are marked crosswalks wherever the bus stop is located. Staff suggests a bus stop on Third Street and one by the Boardwalk. Ian McFadden informed Director Spence that the proposed stop on Park Place has bike amenities, which would give it an advantage over the other proposed stops. Director Spence asked Staff to mark the proposed bus stops as A, B, C, D. Director Hinkle expressed concern about the public being made aware of this change and asked how people in

the area are being notified. Construction of the housing project should begin in June or July of 2002.

ACTION: MOTION: DIRECTOR AINSWORTH SECOND: DIRECTOR BEAUTZ

Continue the meeting past 11:00 a.m.

Motion passed unanimously.

Ian McFadden added that there are three disabled passengers for whom Staff makes stops. The Board will be hearing from these passengers as the proposed new stop would be a block away from these pickups.

18. CONSIDERATION OF PROPOSAL FROM CITY OF SANTA CRUZ TO PURCHASE ONE RUBBER-TIRED TROLLEY

Summary:

Mark Dorfman stated that in the past Board members expressed interest in the District acquiring a trolley. Staff is currently in the procurement process to acquire buses. The grant in place would allow Staff to switch out one 35' bus for a CNG trolley. METRO could piggyback onto an existing contract of Oklahoma City Transit District. Total cost of trolley is \$366,800 with a Federal Share of \$293,415 and a local share of \$73,354. The City of Santa Cruz would provide a local match on a 3-year payback basis. Estimated delivery time for the trolley would be August or September 2002.

Discussion:

Director Reilly confirmed that this trolley would be available for use by surrounding cities. Will Regan expressed concern about the level of maintenance that would be required to maintain the brass and wood on this trolley. Mr. Dorfman responded that the vehicle would be in a garage or under a tent which would minimize the maintenance. Director Keogh asked what the age and mileage is on the bus that this trolley would replace. Mr. Dorfman will supply this information at next week's meeting. Director Fitzmaurice offered to talk with the City regarding a place to store the trolley.

19. CONSIDERATION OF STATUS REPORT ON AMERICANS WITH DISABILITIES (ADA) PARATRANSIT PROCUREMENT

Summary:

As required by law every five years, METRO issued a Request For Proposal (RFP) for provision of ADA services. A study of rider registrations and certifications was conducted and verified that there are close to 9,000 users in the current system. A separate audit was conducted to look at the operation of the system. Out of five companies who attended the pre-bid conference, two proposals were received in response to the RFP. They were: Community Bridges and American Transit Corporation (ATC). The two proposers were ranked ATC as number one and Community Bridges as number two.

District Staff received a letter of protest from Community Bridges in response to the procurement. There needs to be a recommendation to the Board on the award of contract prior to responding to the letter of protest. This item was a report on the status only.

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

Margaret Gallagher informed the Board that they would be discussion the case of Sonya McClure v. METRO.

21. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Vice Chairperson Reilly adjourned to Closed Session at 11:33 a.m. and reconvened to Open Session at 11:44 a.m.

SECTION III: RECONVENE TO OPEN SESSION

22. REPORT OF CLOSED SESSION

Margaret Gallagher stated that there was nothing to report.

ADJOURN

There being no further business, Vice-Chairperson Reilly adjourned the meeting at 11:44 a.m.

Respectfully submitted.

DALE CARR
Administrative Services Coordinator

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

February 15, 2002

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, February 15, 2002, at the City Hall Council Chambers, 809 Center Street, Santa Cruz, California.

Chairperson Ainsworth called the meeting to order at 9:00 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Sheryl Ainsworth
Jeff Almquist
Jan Beautz
Tim Fitzmaurice
Michelle Hinkle
Mike Keogh
Christopher Krohn
Dennis Norton
Ana Ventura Phares
Emily Reilly
Ex-Officio Mike Rotkin
Pat Spence

DIRECTORS ABSENT

None

STAFF PRESENT

Bryant Baehr, Operations Manager
Mark Dorfman, Asst. General Manager
Terry Gale, IT Manager
Margaret Gallagher, District Counsel
Tom Hiltner, Grants/Legis. Analyst
David Konno, Fac. Maint. Manager
Ian McFadden, Transit Planner

Kathy O'Mara, Schedule Analyst
Elisabeth Ross, Finance Manager
Robyn Slater, Interim H.R. 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

April Axton, Lift Line
Jim Bosso, S. C. Transportation
Richard Camperud, Courtesy Cab
Linda Clayton, SEA
Dianna Dunn, SEIU
Ron Goodman, MUG

Carmen Magdaleno, Interpreter
Gillian McGlaze, PSA
Larry Paegler, UCSC
Steve Paulsen, UTU
Wes Scott, UCSC
Linda Wilshusen, SCCRTC

2. ORAL AND WRITTEN COMMUNICATION

Written:

- | | | |
|----|--|------------------------------|
| a. | J. R. Whiteagle | RE: Paratransit Service Area |
| b. | Lorraine Washington, City of Watsonville | RE: Appointment to Board |
| c. | T. Anand | RE: Highway 17 Increase |
| d. | Piet Canin | RE: Bikes Inside Buses |

Oral:

Wes Scott, Transportation and Parking Director at UCSC, asked that the university service be kept in tact if it is necessary to implement service reductions. Faculty and Staff ridership has increase 20% this last year. Student transit fees will increase by \$3, however, student support for this increase will be difficult if service were cut. He supplied a letter in this regard which will be attached to these Minutes as Attachment A.

Ron Goodman, bicycle advocate for the MUG Committee, stated that the letter to the Board from Batya Kagen should not have been sent on “People Power” letterhead. In his capacity as a MUG representative, Mr. Goodman requested that the Board withdraw the issue of Bikes Inside Buses from the March agenda. He also stated that MUG will continue its plan to outreach to MASTF and E&D TAC on this issue. Mr. Goodman supplied a letter to the Board which is attached to these Minutes as Attachment B. He anticipates a recommendation will be made from MUG to the Board in June or July.

ACTION: MOTION: DIRECTOR FITZMAURICE SECOND: DIRECTOR REILLY

Move consideration of bikes inside buses back to the MUG Committee for suitable conversations and bring a position back to the Board in June or July.

Motion passed unanimously.

Batya Kagen apologized to the Board for the confusion of using the People Power letterhead and withdrew her request for the Route 35 bus to be considered for bikes inside. She is now working with Ron Goodman on this issue.

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

Director Spence, representing MASTF, read the following Motions made at the February 14th meeting.

The following Motion to METRO Board and Management was approved during the MASTF meeting today:

MASTF opposes extension of METRO's "bikes inside buses" program because the proposed arrangement would result in loss of needed priority seats and wheelchair spaces in the securement and priority seating areas required under the Americans with Disabilities Act (ADA). MASTF supports consideration of bike storage in other bus seating areas and at facilities (such as bike lockers) outside of buses.

The following three Motions to the METRO Board were also approved by MASTF:

1) MASTF acknowledges the quality and professionalism of past METRO paratransit activities including:

- a. The audit and re-certification Requests For Proposals (RFP) and the resulting reports and findings;
- b. The RFP for a new contract for the paratransit service provider;
- c. The submitted proposals and selection process; and
- d. MASTF supports any provider that negotiates and is awarded the contract that will provide the service standards for people with disabilities contained in the METRO ParaCruz Customers Guide and Policies and Procedures.

2) MASTF opposes buying a trolley in place of a bus.

3) MASTF recommends that the METRO Board consider the proposal to purchase two less transit buses than currently programmed to purchase a talking bus system for the entire system.

Les White confirmed that the trolley would be wheelchair accessible and equipped with a lift and a farebox. Use of the trolley for special events vs. regular service will be at the determination of the Board. The trolley will have wooden seats, which may make it uncomfortable for a long route such as to Watsonville.

6. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

SECTION 1:

ADD TO ITEM #2

ORAL AND WRITTEN COMMUNICATIONS:

- c. T. Anand RE: Highway 17 Increase
 - d. Piet Canin RE: Bikes Inside Buses
- (Insert written communication as Items c and d)**

CONSENT AGENDA:

ADD TO ITEM #7-1

**APPROVE REGULAR BOARD MEETING MINUTES OF 1/11/02
AND 1/18/02
(Insert Minutes of 1/18/02)**

- **Distributed to Board at February 8, 2002 meeting**

- ADD TO ITEM #7-3** ACCEPT AND FILE JANUARY 2002 RIDERSHIP REPORT
(Will be distributed at the 2/15/02 Board Meeting)
- ADD TO ITEM #7-4** CONSIDERATION OF TORT CLAIMS: Deny the Claim of: Ted Lahti
(Insert Claim)
- ADD TO ITEM #7-9** ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR DECEMBER 2001
(Insert Report)
- **Distributed to Board at February 8, 2002 meeting**

REGULAR AGENDA:

- ADD TO ITEM #8** CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY 01-02 BUDGET
(Replace Page 8-A-2)
- DELETE ITEM #9** CONSIDERATION OF REVISING POLICY REGARDING BIKES INSIDE BUSES
(Deferred to March 15, 2002 Board Meeting)
- ADD TO ITEM #10** CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE TRANSIT CENTER
(Insert Attachment to Staff Report)
- DELETE ITEM #11** CONSIDERATION OF AMENDMENT TO WARRANTY SECTION OF REPOWER CONTRACT 00-07 WITH COMPLETE COACH WORKS
(Action taken at Board Meeting of February 8, 2002)
- DELETE ITEM #13** CONSIDERATION OF REAPPORTIONMENT TO THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S BOARD OF DIRECTORS AS A RESULT OF THE FINDINGS OF THE COUNTY CLERK
(Deferred to March 15, 2002 Board Meeting)
- DELETE ITEM #14** CONSIDERATION OF APPLICATIONS TO PARTICIPATE ON THE METRO USERS GROUP (MUG) COMMITTEE UNDER THE MEMBERSHIP CATEGORY OF "TRANSIT USER"
(Action taken at Board Meeting of February 8, 2002)
- ADD TO ITEM #17** CONSIDERATION OF HOW TO PROVIDE TRANSIT SERVICE TO THE BEACH FLATS AFFORDABLE HOUSING PROJECT
(Insert Staff Report)
- **Distributed to Board at February 8, 2002 meeting**

- ADD TO ITEM #18** CONSIDERATION OF PROPOSAL FROM CITY OF SANTA CRUZ TO PURCHASE ONE RUBBER-TIRED TROLLEY
(Insert Staff Report)
- **Distributed to Board at February 8, 2002 meeting**
- ADD TO ITEM #19** CONSIDERATION OF STATUS REPORT ON AMERICANS WITH DISABILITIES (ADA) PARATRANSIT PROCUREMENT
(Insert Staff Report)
- **Distributed to Board at February 8, 2002 meeting**
- ADD TO ITEM #20** CONSIDERATION TO USE FEDERAL GRANTS PROGRAMMED FOR PURCHASE OF BUSES TO INSTEAD PURCHASE TALKING BUS SYSTEM
(Insert Staff Report)
- ADD TO ITEM #21** CONSIDERATION OF A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE CALIFORNIA ENERGY COMMISSION FOR CAPITAL ASSISTANCE TO BUILD THE COMPRESSED NATURAL GAS (CNG) FUELING STATION
(Insert Staff Report)

In addition to these items, there were letters from Wes Scott and Jim Bosso.

CONSENT AGENDA

- 7-1. APPROVE REGULAR BOARD MEETING MINUTES OF 1/11/02 and 1/18/02
- 7-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS
- 7-3. ACCEPT AND FILE JANUARY 2002 RIDERSHIP REPORT
- 7-4. CONSIDERATION OF TORT CLAIMS: Deny the claim of: Marcos Hernandez, Enedina Santos, Brian Hernandez, Brandon Hernandez
- 7-5. ACCEPT AND FILE MINUTES OF MASTF COMMITTEE MEETING OF 1/17/02
- 7-6. MINUTES OF MUG COMMITTEE MEETING: No Meeting in January due to lack of quorum
- 7-7. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR DECEMBER 2001, APPROVAL OF BUDGET TRANSFERS
- 7-8. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE
- 7-9. ACCEPT AND FILE STATUS REPORT ON ADA PARATRANSIT PROGRAM FOR DECEMBER 2001
- 7-10. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR DECEMBER 2001
- 7-11. ACCEPT AND FILE STAFF REPORT ON THE INVESTIGATION OF BIO-DIESEL AS AN INTERIM FUEL
- 7-12. MOVED TO CLOSED SESSION AT THE 2/8/02 BOARD MEETING
- 7-13. CONSIDERATION OF AUTHORIZATION FOR DISPOSAL OF ASSETS: NINE GILLIG BUSES; ONE BASE STATION; 108 CLEVELAND FAREBOXES, 183 VAULTS AND RELATED PARTS

**7-14. CONSIDERATION OF AUTHORIZATION FOR GENERAL MANAGER TO EXECUTE
ADDENDUM TO STATE OF CALIFORNIA PURCHASE CARD PROGRAM MASTER
SERVICE AGREEMENT**

**7-15. ACCEPT AND FILE NOTICE OF ACTION IN REGARD TO SETTLEMENT OF THE
CHRISTIAN FLORIN V. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT CASE**

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR HINKLE

Approve the Consent Agenda

Motion passed unanimously.

REGULAR AGENDA

8. CONSIDERATION OF ADOPTION OF RESOLUTION REVISING FY 01-02 BUDGET

Summary:

Elisabeth Ross stated that sales tax and farebox revenues are down and the budget needs to be adjusted to accommodate this downturn. Expense adjustments were also made to cover the revenue shortfall. Ms. Ross outlined the sales tax projections from the State Board of Equalization through the second quarter of 2002. A reduction to the sales tax was made in the amount of \$700,000 and this revised page was distributed to the Board. TDA funds were also reduced since these are based on sales tax revenue. Ms. Ross recommended that the Board revise the employee incentive plan as well.

Discussion:

Mr. White added that Staff would approach the Board in March with a set of service reductions to be implemented as early as the summer bid along with one wave in the fall bid.

ACTION: MOTION: DIRECTOR SPENCE SECOND: DIRECTOR ALMQUIST

Adopt the Resolution revising the FY 01-02 budget in accordance with Exhibit A of the Staff Report and revise the employee incentive program.

Motion passed unanimously by a roll call vote.

9. CONSIDERATION OF REVISING POLICY REGARDING BIKES INSIDE BUSES

As outlined under Oral Communications, this item has been deferred to June or July 2002.

10. CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE TRANSIT CENTER

Summary:

Bryant Baehr asked the Board to defer this item to the March meeting to allow him time to compile proposals from different security firms. He also advised the Board that the cost of a direct phone line to the Watsonville Police Dept. would be \$450, however, Netcom has not yet accepted this.

ACTION: MOTION: DIRECTOR ALMQUIST SECOND: DIRECTOR BEAUTZ

Continue this item to the March Board meeting.

Ex-Officio Director Rotkin asked that Mr. Baehr keep track of the kinds of reports received without having security. There was further discussion regarding the phone: have a phone programmed to dial 911 rather than a direct line; no maintenance costs added to the cost of a direct dial phone, structure to protect phone yet make it accessible. Director Phares suggested that Mr. Baehr talk with the Watsonville Police Dept. in this regard.

Motion passed unanimously.

11. DELETED

12. MOVED TO CONSENT AGENDA AS ITEM 7-16

13. DELETED – DEFERRED TO MARCH 15, 2002 BOARD MEETING

14. DELETED

15. MOVED TO CONSENT AGENDA AS ITEM 7-17

16. CONSIDERATION OF NOMINATION AND ELECTION OF DIRECTORS TO SERVE AS ALTERNATE REPRESENTATIVES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE YEAR 2002

Summary:

Les White stated that the Board elected representatives to the Regional Transportation Commission, and the Chair for MUG at last month's meeting. The Board did not identify and elect members of the Board to serve as alternates for the Regional Transportation Commission. The following Directors were nominated as alternates at the February 8th Board meeting: Director Phares, Director Hinkle, Director Krohn.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR FITZMAURICE

Elect the following Directors to be alternates on the Santa Cruz County Regional Transportation Commission: Ana Ventura Phares as 1st alternate, Michelle Hinkle as 2nd alternate, and Christopher Krohn as 3rd alternate.

Motion passed unanimously.

17. CONSIDERATION OF HOW TO PROVIDE TRANSIT SERVICE TO THE BEACH FLATS AFFORDABLE HOUSING PROJECT

Summary:

Mark Dorfman reported that Staff received a request from Mercy Housing to provide a letter of support for a project in Beach Flats. The letter would state that there would be a bus stop within 500' of the project. This would provide Mercy Housing with \$600,000 in tax credit. The current stop on Leibrandt Street is being eliminated because of the project. Staff is working with the City of Santa Cruz on various options, which were presented to the Board. The Board would identify the preferred location(s) and the Board's Chairperson would write the letter to Mercy Housing contingent on approval of the stops by the City of Santa Cruz.

Discussion:

Director Fitzmaurice stated that the City of Santa Cruz is looking for ways to help fund the new bus stops. He will make a recommendation to the City in this regard and move forward with the accompanying letter from the City Council. It was confirmed that the new stop(s) would be highly illuminated and patrolled by the City police. Mr. White added that the cost of installing these stop(s) would be no more than \$10,000 per stop.

ACTION: MOTION: DIRECTOR KEOGH SECOND: DIRECTOR REILLY

Direct Staff to work with City staff to establish two bus stops: one stop on Beach Street and one on Third Street. Direct Staff to request funds from the City and from the project developer to pay for the Staff.

AMENDMENT: DIRECTOR ALMQUIST

Direct Staff to write a letter of support to Mercy Housing for the Chair's signature.

Motion and Amendment passed unanimously.

18. CONSIDERATION OF PROPOSAL FROM CITY OF SANTA CRUZ TO PURCHASE ONE RUBBER-TIRED TROLLEY

Summary:

Mark Dorfman stated that the Board has indicated an interest in buying a rubber-tired trolley. Grant funding is in place for the purchase of 18 35-foot buses and up to 14 40-foot buses. The grant allows METRO to switch out one bus for a rubber-tired trolley. Staff could piggy-back the trolley onto another transit district's order which would alleviate a long delivery time. Cost of the

trolley is \$367,000 with grant funds for 80% and the remaining 20% being paid by the City of Santa Cruz split over a 3-year period. This trolley would be available for the Beach Shuttle route, Capitola Art & Wine Festival and for the Watsonville Holiday Shopper Shuttle.

Discussion:

Jim Bosso of Santa Cruz Transportation submitted a letter regarding a possible violation by METRO of the California Public Utilities Code by replacing private services with this trolley. Ex-Officio Director Rotkin pointed out that METRO would not be replacing a particular service. The Board discussed the various uses for this trolley on a year-round basis and the possibility of using it on regular routes. Mr. White cautioned the Board that the hard wooden seats would not be suitable for a route that runs 30 or more minutes. There was discussion of wheelchair accessibility and a bike rack which the trolley would have.

ACTION: MOTION: DIRECTOR NORTON SECOND: DIRECTOR KROHN

Approve purchase of the trolley in the allotted three bus purchase and run service all year round and not just for summer use.

Motion passed with Directors Keogh and Spence voting no.

It was confirmed that there would be no advertising on this trolley.

19. CONSIDERATION OF STATUS REPORT ON AMERICANS WITH DISABILITIES (ADA) PARATRANSIT PROCUREMENT

Summary:

Mark Dorfman stated that this item is informational only. In October 2001 a Request for Proposal (RFP) was sent out for the provision of ADA services. Two proposals were received. The evaluation rankings were provided to the Board. A letter of protest was received from Community Bridges. The letter of protest will be held until Staff makes its recommendation to the Board for the contract award which should be at the March 15, 2002 Board meeting.

20. CONSIDERATION TO USE FEDERAL GRANTS PROGRAMMED FOR PURCHASE OF BUSES TO INSTEAD PURCHASE TALKING BUS SYSTEM

Summary:

Mark Dorfman reported that there are currently ten Highway 17 buses and up to thirty-two regular route buses on order.

DIRECTOR FITZMAURICE LEFT THE MEETING.

Of the thirty-two regular route buses, eight of them will be low-floor, CNG and equipped with the talking bus system. All buses out to bid will also be required to have this system. Through an FTA budget amendment Staff would be allowed to move funds from the low-floor bus acquisition

to allow for the purchase of the remaining talking bus units. Reallocating these funds would mean that METRO would purchase two less buses.

Discussion:

Mr. White informed the Board that Staff looked at every other source for funding. The federal formula funds are being used to balance the operating budget. The bid award needs to be finalized while METRO still has the funding available. He further added that he will aggressively go after the unobligated funds at the upcoming Sacramento meeting. There was discussion regarding Next Bus and AVL systems.

Director Almquist referred to the UTU union's request for increased salary to the bus operators when the new fareboxes were installed. He suggested that Staff obtain a concession from the union since the drivers would no longer need to call out the stops themselves. Les White talked about the Reauthorization process and the funds that would be available through supplemental formula funding, however, these funds would not be available for at least two years.

Mark Dorfman assured the Board that the talking bus system would meet the ADA requirements. Staff will work with the disabled community to identify stops to be programmed into the system. There is a question as to what constitutes a major transfer point. All of these will be incorporated into the system.

Director Reilly also expressed concern over the bus operators not calling out the stops and that METRO has to purchase technology to do what the operators will not do. Mr. White added that Staff has been auditing call stop compliance and will return to the Board in March with specific numbers.

ACTION: MOTION: DIRECTOR BEAUTZ SECOND: DIRECTOR PHARES

Continue this item for one month.

Motion passed unanimously with Director Fitzmaurice absent.

21. CONSIDERATION OF A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE CALIFORNIA ENERGY COMMISSION FOR CAPITAL ASSISTANCE TO BUILD THE COMPRESSED NATURAL GAS (CNG) FUELING STATION

Summary:

Mark Dorfman stated that Tom Hiltner, Grant Analyst, identified a funding source to assist in the building of the CNG fueling station. These funds would allow a more robust fueling station to be built to bring the fueling time down from ten hours to six hours.

ACTION: MOTION: DIRECTOR NORTON SECOND: DIRECTOR HINKLE

Authorize the General Manager to submit a grant application to the California Energy Commission to assist funding the CNG fueling station.

Motion passed by a roll call vote with Directors Fitzmaurice and Keogh absent.

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

Margaret Gallagher reported that Existing Litigation of ten claimants would be discussed. The proposed claim of Deborah Lane and Joshua Loya would be discussed. The performance evaluation of District Counsel would be conducted as well.

23. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

None

SECTION II: CLOSED SESSION

Vice Chairperson Reilly adjourned to Closed Session at 10:48 a.m. and reconvened to Open Session at 12:45 p.m.

SECTION III: RECONVENE TO OPEN SESSION

26. REPORT OF CLOSED SESSION

Margaret Gallagher reported that no final agreements were rendered, therefore, nothing was required to be reported at this time.

ADJOURN

There being no further business, Chairperson Ainsworth adjourned the meeting at 12:45 p.m.

Respectfully submitted

DALE CARR
Administrative Services Coordinator

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

DATE: 02/01/02 THRU 02/28/02

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
3170	02/20/02	-100.00	B005	GABRIEL, BRUCE VOID CHECK - LOST	774 3	VOID CHECK - LOST	-100.00	PRE-PAID
4683	02/01/02	-46.70	E0 2	ASPESI, JOHN VOID CHECK	77235	VOID CHECK	-46.70	PRE-PAID
4926	02/20/02	-50.00	B004	FITZMAURICE, TIM VOID CHECK-LOST	77411	VOID CHECK-LOST	-50.00	PRE-PAID
5908	02/01/02	25,731.21	002104	SELF-INSURANCE PLANS	77069	CA W/C FEE ASSESMNT	25,731.21	
5909	02/01/02	3,302.39	057	U.S. BANK	77067	4251-2400-0554-7229	1,387.38	
					77068	4251-2400-0574-2697	1,915.01	
5910	02/08/02	9,305.08	001043	VISION SERVICE PLAN	77070	FEB VISION INS.	9,305.08	
5911	02/08/02	4,427.65	001230	CAPITOL CLUTCH AND RAKE, NC	77071	REV VEH PARTS	3,745.20	
					77072	REV VEH PARTS	639.98	
					77073	REV VEH PARTS	42.47	
5912	02/08/02	180.00	001257	DOMINICAN HOSPITAL OF S C	77074	NOV EXAMS	180.00	
5913	02/08/02	128.35	001315	WASTE MANAGEMENT OF S C	77075	JAN MT HERMON/KINGS	16.40	
					77076	JAN KINGS VILLIAGE	111.95	
5914	02/08/02	58,667.75	001316	DEVCO OIL	77077	JANUARY FUEL	58,667.75	
5915	02/08/02	36,904.53	001616	UNUM	77078	FEB LTD INSURANCE	36,904.53	
5916	02/08/02	4,136.15	001745	ITT HARTFORD	77079	FEB LIFE/AD&D INS	4,136.15	
5917	02/08/02	194,932.77	001762	COMMUNITY BR DGES	77080	JAN DISPATCH FEE	43,710.00	
					77081	DEC ADA PARATRASIT	151,222.77	
5918	02/08/02	41,795.00	001774	EDS CLAIMS SERVICES, INC.	77206	EXCESS W/C POLICY	41,795.00	
5919	02/08/02	1,484.00	001812	KURTT INTERNATIONAL TRUCKS	77082	REV VEH PARTS	70.17	
					77083	REV VEH PARTS	49.50	
					77084	REV VEH PARTS	116.68	
					77085	REV VEH PARTS	1,247.65	
5920	02/08/02	160.00	001817	SOCIETY FOR HUMAN RESOURCE	77086	MEMBERSHIP DUES	160.00	
5921	02/08/02	70.00	001856	BAY COMMUNICATIONS	77087	DEC PHONE REPAIRS	70.00	
5922	02/08/02	705.54	001900	AM-SAFE COMM. PRODUCTS INC	77088	REV VEH PARTS 688	705.54	
5923	02/08/02	373.69	001976	SPORTWORKS NORTHWEST, INC.	77089	REV VEH PARTS 364	373.69	
5924	02/08/02	2,386.76	002005	TRANSIT RESOURCES INC.	77090	REV VEH PARTS	2,386.76	
					77091	REV VEH PARTS	228.23	
					77092	REV VEH PARTS	224.89	
5925	02/08/02	1,375.20	002021	HALL KINION	77093	TEMPS W/E 1/20 HRD	1,375.20	
5926	02/08/02	1,626.48	002028	WESTCOAST LEGAL SERVICE	77094	PRDF SVCS - DEC	1,626.48	
5927	02/08/02	47.54	002063	COSTCO	77095	PHOTO PROCESS-OPS	47.54	
					77096	PHOTO PROCESS-LEGAL	1.53	
5928	02/08/02	1,559.40	002117	IULIANO NICK	77207	2001 UTILITIES	1,559.40	
5929	02/08/02	9,917.00	002123	GIRO, INC.	77097	SOFTWARE MAINTENANCE	9,917.00	
5930	02/08/02	71.84	002161	APPLIED INDUSTRIAL TECH	77098	REPAIRS/MAINT	71.84	
5931	02/08/02	2,126.03	002192	BAY EQUIPMENT & REPAIR	77099	OUT REPAIR OTHER VEH	2,126.03	
5932	02/08/02	9,613.99	002287	CALIFORNIA SERVICE EMPLOYEE	77100	JUNE-AUG ADJUST.	613.99	
					77208	FEB MEDICAL INS	9,022.80	
5933	02/08/02	372.41	002323	NORTHERN SAFETY CO., INC.	77209	SAFETY SUPPLIES 360	372.41	
5934	02/08/02	922.75	002363	BATTERIES PLUS	77101	BATTERIES - FLEET	922.75	
5935	02/08/02	135.00	002380	MOBILE STORAGE GROUP, INC.	77102	1/14-2/11 CONTAINER	135.00	
5936	02/08/02	52.00	002388	DOBHERRA'S	77210	OUT REPAIR OTHER VEH	52.00	
5937	02/08/02	235.00	002448	CLEARVIEW WINDOWS	77103	WINDOW CLEANING WTC	235.00	
5938	02/08/02	1,166.29	002609	CLEANSOURCE	77104	CLEANING SUPPLY	161.44	
					77105	CLEANING SUPPLIES	1,166.29	

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5939	02/08/02	25,262.70	002686	WATERLEAF ARCHITECTURE	77106	PROF SVCS TO 12/28	25,262.70
5940	02/08/02	5,017.13	002713	SANTA CRUZ AUTO TECH, INC	77107	REPAIR VEH #8025	81.26
					77108	REPAIR VEH #8110	288.52
					77109	REPAIR VEH #8015	271.32
					77110	REPAIR VEH #8022	3,432.44
					77111	REPAIR VEH #9951	179.46
					77112	REPAIR VEH #8015	136.66
					77113	REPAIR VEH #8025	569.27
					77114	OUT REPAIR REV VEH	58.00
5941	02/08/02	147.69	007	UNITED PARCEL SERVICE	77115	REPLENISH ACCOUNT	147.69
5942	02/08/02	1,535.79	009	PACIFIC GAS & ELECTRIC	77116	12/29-1/30 RODRIGUEZ	1,298.46
					77117	12/29-1/30 BEACH ST	87.18
					77118	12/29-1/30 RODRIGUEZ	47.93
					77119	12128-1/28 SAKATA	10.80
					77120	12/13-1/14 PAUL SWT	80.92
					77121	12/28-1/28 SAKATA	10.50
5943	02/08/02	204.00	014	CABRILLO COLLEGE	77122	JAW FINGERPRINTING	204.00
5944	02/08/02	529.89	020	ADT SECURITY SYSTEMS.	77123	REPAIR PIV SWITCH	206.20
					77124	FEBRUARY ALARMS	323.69
5945	02/08/02	199.93	036	KELLY-MOORE PAINT CO INC.	77212	JAN SUPPLIES	199.93
5946	02/08/02	2,655.61	041	MISSION UNIFORM	77211	JAN UNIFORMS/LAUNDRY	577.98
					77213	JAN UNIFORMS/LAUNDRY	2,077.63
5947	02/08/02	590.73	042	ORCHARD SUPPLY HARDWARE	77125	SAFETY SUPPLIES	63.58
					77126	JAN SUPPLIES	527.15
5948	02/08/02	2,406.00	043	PALACE ART & OFFICE SUPPLY	77214	OFFICE SUPPLY PLANG	21.41
					77215	OFFICE SUPPLY ADMIN	142.08
					77216	OFFICE SUPPLY ADMIN	276.42
					77217	OFFICE SUPPLY HRD	183.61
					77218	OFFICE SUPPLY OPS	49.51
					77219	OFFICE SUPPLY ADMIN	183.00
					77220	OFFICE SUPPLY FIN	171.67
					77221	OFFICE SUPPLY FAC	174.99
					77222	OFFICE SUPPLY FLEET	308.10
					77223	OFFICE SUPPLY FLEET	128.51
					77224	OFFICE SUPPLY LEGAL	321.24
					77225	OFFICE SUPPLY PLANG	178.04
					77226	OFFICE SUPPLY PLANG	267.41
5949	02/08/02	254.87	045	ROYAL WHOLESALE ELECTRIC	77127	JAN REPAIRS/MAINT	254.87
5950	02/08/02	969.75	059	BATTERIES U.S.A. INC.	77128	REV VEH PARTS	969.75
5951	02/08/02	601.29	061	REGISTER PAJARDNIAN	77129	DISPLAY AD - ADMIN	127.89
					77130	DISPLAY AD - PLANGS	473.40
5952	02/08/02	239.43	074	KENVILLE & SONS LOCKSMITH	77131	DEC/JAN KEYS	239.43
5953	02/08/02	607.50	075	COAST PAPER & SUPPLY INC.	77132	JAN CLEANING SUPPLY	607.50
5954	02/08/02	17,625.02	085	DIYON & SON, INCORPORATED	77133	OUT REPAIR REV VEH	850.36
					77134	JAN TIRES & TUBES	16,774.66
5955	02/08/02	115,536.19	101	EGS CLAIMS SERVICES, INC.	77227	JAN TRUST ACCT	115,536.19
5956	02/08/02	655.82	107	SAN LORENZO LUMBER CO., INC.	77135	JAN REPAIRS/MAINT	655.82
5957	02/08/02	11,344.35	117	GILLIG CORPORATION	77136	REV VEH PARTS	2,315.77
					77137	REV VEH PARTS	1,273.54
					77138	REV VEH PARTS	1,655.95

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				77139	REV VEH PARTS	110.47	
				77140	REV VEH PARTS	1,561.84	
				77141	REV VEH PARTS	143.15	
				77142	REV VEH PARTS	727.40	
				77143	REV VEH PARTS	1,131.08	
				77144	REV VEH PARTS	567.23	
				77145	REV VEH PARTS	1,256.90	
5958	02/08/02	1,067.65	135 SANTA CRUZ AUTO PARTS, INC.	77146	REV VEH PARTS	1,067.65	
5959	02/08/02	155.52	144 BOSS MANUFACTURING CO.	77147	SAFETY SUPPLIES	155.52	
5960	02/08/02	1,173.29	166 HOSE SHDR INC.,THE	77148	REPAIRS/ MAINT	20.62	
				77149	REV VEH PARTS/SUPPLY	1,132.41	
				77150	REPAIRS/MAINT SUPPLY	20.26	
5960P	02/08/02	-1,173.29	166 HOSESHOP,INC.,THE VOIDCHECK	77415	VOID CHECK	-1,173.29	PRE-PAID
5961	02/08/02	1,237.25	170 TOWNSEND'S AUTO PARTS	77151	REV VEH PARTS/SUPPLY	1,237.25	
5962	02/08/02	1,648.64	180 MANPOWER TEMPORARY SERVICE INC	77152	TEMPS W/E 1/13 HRD	1,648.64	
5963	02/08/02	10.24	186 WILSON, GEORGE H., INC.	77153	REPAIRS/MAINT	10.24	
5964	02/08/02	179.40	216 LABOR READY, INC.	77154	TEMPS W/E 1/25 FAC	179.40	
5965	02/08/02	2,020.20	221 VEHICLE MAINTENANCE PROGRAM	77155	REV VEH PARTS 2020	2,020.20	
5966	02/08/02	46.00	271 CARLSON, BRENT D., M.D., INC.	77156	DEC EXAMS TO 12/21	46.00	
5967	02/08/02	380.55	288 MUNCIE RECLAMATION & SUPPLY	77157	REV VEH PARTS	380.55	
5968	02/08/02	375.00	292 NORTH COUNTY RECOVERY & TOWING	77158	GUT REPAIR REV VEH	375.00	
5969	02/08/02	533.95	316 WATSONVILLE AUTO SUPPLY	77159	REV VEH PARTS	533.95	
5970	02/08/02	54.85	372 FEDERAL EXPRESS	77160	JAN MAILINGS	54.85	
5971	02/08/02	8,508.51	378 STEWART & STEVENSON	77161	REV VEH PARTS	113.54	
				77162	PARTS CATALOGS	241.36	
				77163	REV VEH PARTS	446.43	
				77164	GUT REPAIR REV VEH	7,767.18	
5972	02/08/02	494.64	389 KENS AUTO PARTS, INC.	77165	REV VEH PARTS	494.64	
5973	02/08/02	202.00	394 APPLIED DIGITAL SOLUTIONS	77166	PRINTER MAINT,	202.00	
5974	02/08/02	69.69	400 OFFICE DEPOT, INC.	77167	POLAROID FILM-PLANS	69.69	
5975	02/08/02	80.50	434 VERIZON WIRELESS-PAGERS	77168	FEBRUARY PAGERS	80.50	
5976	02/08/02	150.00	434A VERIZON WIRELESS	77169	FEBRUARY ANTENNA	150.00	
5977	02/08/02	130.13	436 WEST GROUP PAYMENT CTR	77170	PEG ACCESS CHARGES	118.28	
				77171	CA CODES 2002 EDIT.	11.85	
5978	02/08/02	834.08	461 VULTRON INC.	77172	REV VEH PARTS	336.08	
5979	02/08/02	160.00	481 PIED PIPER EXTERMINATORS, INC.	77173	JAN PEST CONTROL	160.00	
5980	02/08/02	160,415.40	502 PUBLIC EMPLOYEES'	77174	FEE; MEDICAL INS.	160,415.40	
5981	02/08/02	1,170.94	511 LUMINATOR	77175	REV VEH PARTS 1166	1,170.94	
5982	02/08/02	380.11	526 STELTOR, INC.	77176	SOFTWARE MAINTENANCE	380.11	
5983	02/08/02	400.00	533 LINDSKOG P, E., ROBERT	77177	PROF SVCS TO 1/3	400.00	
5984	02/08/02	1,503.95	565 WEST-LITE SUPPLY CO., INC.	77178	REPAIRS & MAINT	1,503.95	
5985	02/08/02	268.20	570 SCHTD PETTY CASH - PLANNING	77228	PETTY CASH PLANNING	268.20	
5986	02/08/02	1,824.75	587 JAGUAR DESIGN STUDIO	77179	REPRINT COME & GO	1,824.75	
5987	02/08/02	1,135.00	650 CENTRAL COAST LANDSCAPE	77180	JAN LANDSCAPE	1,135.00	
5988	02/08/02	131.95	667 CITY OF SCOTTS VALLEY	77181	11/15-1/15 KINGS VLB	131.95	
5989	02/08/02	622.10	711 DELTA AUTO GLASS	77182	REPAIR VEH #201	398.63	
				77183	REPLACE WINDSHIELD	423.47	
5990	02/08/02	73.10	715 GEMPLER'S INC.	77184	SAFETY SUPPLIES 64	73.10	
5991	02/08/02	306.25	718 BOOSTER, KOBAYASHI & ASSOC, INC	77185	PROF SVCS TO 12/12	306.25	

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5992	02/08/02	750.00 719	FODEN, CHERYL & ASSOCIATES	77186	PROF SVCS TO 12/17	750.00
5993	02/08/02	119.25 720	LAW OFFICES ELIEZER BEN-SHMUEL	77187	PROF SVCS TO 10/17	119.25
5994	02/08/02	750.00 721	D & H ADVERTISING	77188	AD - DISTRICT PROMO	750.00
5995	02/08/02	3,025.00 722	JETER, GRADY L.	77189	PROF SVCS 12/13	3,025.00
5996	02/08/02	498.00 723	COUNCIL ON EDUCATION IN	77229	SEMINAR 3/25-26	498.00
5997	02/08/02	32,728.68 782	BLMYER ENGINEERS, INC	77190	CONSTRUCTION MNGMNT	11,498.58
				77191	CONSTRUCTION MNGMNT	6,780.73
				77192	CONSTRUCTION MNGMNT	6,949.13
				77193	CONSTRUCTION MNGMNT	7,500.24
5998	02/08/02	178.61 932	A.L. LEASE COMPANY, INC.	77194	WATER HEATER-METRO	178.61
5999	02/08/02	210.82 973	SANTA CRUZ DODGE	77195	REV VEH PARTS/MANUAL	210.82
6000	02/08/02	46.70 E012	ASPESI, JOHN	77236	FAREBOX TRAINING	46.70
6001	02/08/02	14.00 E050	CONTRERAS, HARVEY	77196	COBRA VISION INS	14.00
6002	02/08/02	63.59 E227	MCFADDEN, IAN	77230	COMPUTER CLASS REG.	63.59
6003	02/08/02	64.00 E248	SEDA, DELVIS	77197	DMV/VTT FEES OPS	64.00
6004	02/08/02	64.00 E249	KELLY, JENNIFER	77198	DMV/VTT FEES - OPS	64.00
6005	02/08/02	64.00 E250	COWELL, RICHARD	77199	DMV/VTT FEES - OPS	64.00
6006	02/08/02	64.00 E251	BARTHOLOMEW, JON	77200	DMV/VTT FEES - OPS	64.00
6007	02/08/02	64.00 E252	MCHALE, BRIAN	77201	DMV/VTT FEES - OPS	64.00
6008	02/08/02	64.00 E253	ARELLANO, MARIO	77202	DMV/VTT FEES - OPS	64.00
6009	02/08/02	64.00 E254	HERNANDEZ, MARGARITO	77231	DMV FEES - FLEET	64.00
6010	02/08/02	54.68 E323	GALE, TERRY	77203	NIPS COMPUTER	54.68
6011	02/08/02	160.00 E323A	GALE, TERRY	77232	APTA 2/19-21 CONF.	160.00
6012	02/08/02	404.50 E421	DOLLENTE, RICHARD	77204	MEDICAL INS.	404.50
6013	02/08/02	242.00 M014	HARRELL, LAURA	77233	FEB MEDICAL INS	242.00
6014	02/08/02	839.79 R368	SMITH, CLAIRDENE MARY K.	77205	SETTLEMENT - CLAIM	839.79
6015	02/08/02	155.00 R369	TREPAGNIER, NOEL	77234	SETTLEMENT - CLAIM	155.00
6016	02/22/02	3,069.01 001	PACIFIC BELL/SAC	77237	FEB PHONE LINE-MIS	620.72
				77238	FEB SUMMARY BILL	1,904.55
				77357	FEB PHONE LINE - IT	66.02
				77358	FEB PHONE LINES - IT	238.86
				77359	FEB PHONE LINES - IT	238.86
6017	02/22/02	7,158.85 001063	NEW FLYER INDUSTRIES LIMITED	77239	REV VEH PARTS 1015	1,086.30
				77240	REV VEH PARTS 317	317.46
				77241	REV VEH PARTS 58	58.15
				77242	REV VEH PARTS 960	960.35
				77243	REV VEH PARTS 2766	2,766.11
				77244	REV VEH PARTS 499	499.00
				77245	REV VEH PARTS 3	2.95
				77246	REV VEH PARTS 149	148.96
				77247	REV VEH PARTS 1609	1,635.88
				77248	REV VEH PARTS 263	262.60
				77249	REV VEH PARTS	407.46
				77360	REV VEH PARTS <986>	-986.37
6018	02/22/02	1,366.07 001119	MACERICH PARTNERSH P, LP, THE	77361	MARCH CAPITOLA MALL	1,366.07
6019	02/22/02	1,284.00 001257	DOMINICAN HOSPITAL OF S C	77250	DEC DRUG TESTING	684.00
				77268	DEC MEDICAL EXAMS	600.00
6020	02/22/02	16,580.81 001346	CITY OF SANTA CRUZ	77251	JUL-DEC OFFICER 1/2	16,580.81
6021	02/22/02	344.32 001503	SAFELITE GLASS CORP.	77252	OUT REPAIR REV VEH	344.32
6022	02/22/02	1,368.71 001800	THERMO KING OF SALINAS, INC	77253	REV VEH PARTS	1,368.71

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6023	02/22/02	900.00	001887 HUMPHREY, YVONNE A.	77362	MARCH VERNON STREET	900.00	
6024	02/22/02	570.48	001936 WORLD COM TECHNOLOGIES, INC.	77254	JAN LONG DISTANCE	570.48	
6025	02/22/02	56.90	001944 SANTA CRUZ COUNTY LAW LIBRARY	77363	COPIES LEGAL	56.90	
6026	02/22/02	1,008.00	001991 BAY STAFFING	77255	TEMPS W/E 1/20 PLANG	560.00	
				77256	TEMPS W/E 1/27 PLANG	448.00	
6027	02/22/02	550.08	002021 HALL KINION	77257	TEMPS W/E 2/3 HRD	550.08	
6028	02/22/02	134.37	002063 COSTCO	77258	VHS TAPES - OPS	52.52	
				77259	EMPLOYEE INCENTIVE	49.13	
				77260	PHOTO PROCESS - OPS	32.72	
6029	02/22/02	101.80	002069 a TOOL SHED, INC.	77261	CARPET CLEANER	5.00	
				77262	TOWABEMAN LIFT	96.80	
6030	02/22/02	28,966.61	002116 HINSHAW, EDWARD & BARBARA	77364	MARCH 370 ENCINAL	22,900.28	
				77365	MARCH 120 DUBOIS	6,066.33	
6031	02/22/02	10,529.37	002117 IULIANO, NICK	77366	#ARCH1110DUBOIS	10,529.37	
6032	02/22/02	4,050.00	002119 LEWIS TREE SERVICE, INC.	77263	OUTREPAIRBLDG/IMP	4,050.00	
6033	02/22/02	183.77	002136 COAST LOCK & SAFE INC	77264	REKEY VEH #8022	183.77	
6034	02/22/02	8,930.87	002192 BAY EQUIPMENT & REPAIR	77265	OUT REPAIR REV VEH	8,930.87	
6035	02/22/02	2,190.40	002267 SHAW & YODER INC.	77266	DEC LEGISLATIVE SVC	2,190.40	
6036	02/22/02	3,750.00	002346 CHANEY, CAROLYN & ASSOC., INC.	77267	FEE LEGISLATIVE SVC	3,750.00	
6037	02/22/02	500.00	002399 FREEDOM SHEET METAL, INC.	77269	QTRLY MAINT SVC	500.00	
6038	02/22/02	37.17	002447 SETON IDENTIFICATION PRODUCTS	77270	NAME PLATES	37.17	
6039	02/22/02	904.42	002458 EASTERDAY JANITORIAL SUPPLY CO	77271	SEAT COVERS - METRO	904.42	
6040	02/22/02	1,774.00	002607 CTC ANALYTIC 91 SERVICES INC.	77272	OUT REPAIR REV VEH	1,774.00	
6041	02/22/02	2,328.16	002610 FREDERICK ELECTRONICS CORP.	77367	MARCH 375 ENCINAL	2,328.16	
6042	02/22/02	1,000.00	002634 PITNEY BOWES PURCHASE POWER	77368	POSTAGE METRO CENTER	1,000.00	
6043	02/22/02	679.96	002639 NEXTEL COMMUNICATIONS	77273	DEC/JAN PHONES	679.96	
6044	02/22/02	253.80	002643 IOS CAPITAL	77274	2/22-3/21 COPIER	253.80	
6045	02/22/02	688.63	002713 SANTA CRUZ AUTO TECH, INC	77275	REPAIR VEH #908	114.35	
				77276	REPAIR VEH #905	435.73	
				77277	REPAIR VEH #909	137.55	
6046	02/22/02	1,517.56	004 NORTH BAY FORD LINC-MERCURY	77278	REPAIR VEH #8109	1,211.71	
				77279	REPAIR VEH #201	126.52	
				77280	REV VEH PARTS/MANUAL	179.33	
6048	02/22/02	12,040.46	009 PACIFIC GAS & ELECTRIC	77281	1/5-2/4 PACIFIC AVE	1,325.81	
				77282	1/5-2/4 PACIFIC AVE	539.98	
				77283	1/5-2/4 PACIFIC AVE	245.00	
				77284	1/2-1/31 GOLF CLUB	1,515.69	
				77285	1/2-1/31 RIVER ST	244.00	
				77286	1/2-1/31 RIVER ST	1,610.14	
				77287	1/2-1/31 GOLF CLUB	872.37	
				77288	1/3-2/1 HARVEY WEST	29.40	
				77289	1/3-2/1 111 DUBOIS	618.47	
				77290	1/3-2/1 111 DUBOIS	1,705.62	
				77291	1/3-2/1 ENCINAL ST	1,833.64	
				77292	1/3-2/1 ENCINAL ST	635.88	
				77293	1/11-2/11 KINGS VLG	560.64	
				77294	1/11-2/11 KINGS VLG	11.23	
				77295	1/11-2/11 KINGS VLG	89.61	
				77369	12/31-1/31 CNG	202.68	
6049	02/22/02	178.92	013 NCI SERVICE PARTS, INC.	77296	REV VEH PARTS	92.44	

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6050	02/22/02	3,203.31	018 SALINAS VALLEY FORD SALES		77297	REV VEH PARTS	86.48	
					77298	REV VEH PARTS	388.11	
					77299	REV VEH PARTS	1,115.11	
					77300	REV VEH PARTS	1,700.09	
6051	02/22/02	86.49	923 PACIFIC TRUCK PARTS, INC.		77301	PARTS/SUPPLIES	86.40	
6052	02/22/02	1,336.54	039 KINKO'S INC.		77370	JAN STATEMENT	1,336.54	
6053	02/22/02	1.80	060A CITY OF SANTACRUZ		77302	6/1-12/1 POLICE REPT	1.80	
6054	02/22/02	497.30	061 REGISTER PAJARONIAN		77371	DISPLAY ADS	407.30	
6055	02/22/02	72.30	061A REGISTER PAJARONIAN		77303	CLASSIFIED ADS	72.30	
6056	02/22/02	230.00	067 ROTO-ROOTER SEWER/PLUMBING		77304	OUT REPAIR BLDG/IMP	230.00	
6057	02/22/02	947.00	080 STATEBOARD OF EQUALIZATION		77305	JAN TAX PREPAY	947.00	
6058	02/22/02	120.00	083 THYSSENKRUPP ELEVATOR -042		77306	ELEVATOR MAINT. FEB	120.00	
6059	02/22/02	274.75	090 CRYSTAL SPRINGS WATER CO.		77307	JAN WATER FLEET	274.75	
6060	02/22/02	166.47	104 STATE STEEL COMPANY		77308	PARTS & SUPPLIES	155.56	
					77309	REPAIRS/MAINT	10.91	
6061	02/22/02	198.72	107 S A N LORENZO LUMBER CO., INC.		77310	PARTS & SUPPLIES	198.72	
6062	02/22/02	2,238.60	110 TRANSMART		77372	MARCH CUSTODIAN	2,238.60	
6063	02/22/02	7,415.40	134 DAY WIRELESS SYSTEMS		77311	OUT REPAIR EQUIPT	7,415.40	
6064	02/22/02	1,189.46	148 ZEP MANUFACTURING COMPANY		77312	CLEANING SUPPLY	579.15	
					77313	CLEANING SUPPLY	79.93	
					77314	PARTS & SUPPLIES	530.38	
6065	02/22/02	204.88	149 SANTACRUZ SENTINEL		77373	JAN ADVERTISING	204.88	
6066	02/22/02	1,800.00	158 DLD TRW STRAPS, INC.		77315	REV VEH PARTS 1800	1,800.00	
6067	02/22/02	181.36	161 OCEAN CHEVROLET INC		77316	REV VEH PARTS	181.36	
6068	02/22/02	1,153.03	166 HOSE SHOP, INC., THE		77416	REPAIRS/MAINT	20.62	
					77417	REV VEH PARTS/SUPPLY	1,132.41	
6069	02/22/02	881.10	172 CENTRAL WELDERS SUPPLY, INC.		77317	PARTS & SUPPLIES	89.10	
					77374	CYLINDER LEASE	792.00	
6070	02/22/02	1,854.72	180 MANPOWER TEMPORARY SERVICE INC		77318	TEMPS W/E 1/27 HRD	1,854.72	
6071	02/22/02	112.45	192 ALWAYS UNDER PRESSURE		77319	REPAIRS & MAINT	112.45	
6072	02/22/02	864.40	210 HOLIDAY MUFFLER SERVICE		77320	REPAIR VEH #8014	770.00	
					77321	REPAIR VEH #8022	94.40	
6073	02/22/02	534.76	211 BOWMAN DISTRIBUTION		77322	PARTS & SUPPLY 500	534.76	
6074	02/22/02	211.20	215 IKON OFFICE SOLUTIONS		77323	2/1-3/1 COPIER MAINT	211.20	
6075	02/22/02	884.24	282 GRAINGER INC, W. W.		77324	SERVICE CART FLEET	79.27	
					77325	CLEANING SUPPLY	581.65	
					77326	REPAIR & MAINT.	223.32	
6076	02/22/02	1,315.08	288 MUNCIE RECLAMATION & SUPPLY		77327	REV VEH PARTS	279.42	
					77328	REV VEH PARTS	190.99	
					77329	REV VEH PARTS	767.46	
					77330	REV VEH PARTS	42.35	
					77331	REV VEH PARTS	34.88	
6077	02/22/02	423.96	294 ANDY'S AUTO SUPPLY		77332	REV VEH PARTS/SUPPLY	423.76	
6078	02/22/02	40.00	347 HAMM, SCOTT		77333	BACKFLOW TEST	40.00	
6079	02/22/02	308.00	373 DAYTECH MFG, INC.		77334	SPRAY, PAINT 288	306.00	
6080	02/22/02	266.00	382 AIRTEC SERVICE		77335	REPAIR THERMOSTAT	266.00	
6081	02/22/02	667.41	395 APPLIED GRAPHICS, INC.		77336	PRINTING - OPS	124.91	
					77337	PRINTING - ADMIN	451.89	
					77338	PRINTING - HRD	90.61	
6082	02/22/02	61.96	405 JOHN'S ELECTRIC MOTOR		77339	OUT REPAIR EQUIPT	61.96	

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

DATE: 02/01/02 THRU 02/28/02

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	TRANSACTION COMMENT
6083	02/22/02	746.44	410 TRANSIT INFORMATION PRODUCTS	77340	MACHINERY/EQUIPT	746.44	
6084	02/22/02	320.00	413 COLUMBIA EQUIPMENT COMPANY INC	77341	REPAIRS & MAINT 320	320.00	
6085	02/22/02	2,062.00	433 AMPAC BUILDING MAINTENANCE	77342	JAN CUSTODIAL SVT	2,062.00	
6086	02/22/02	45.00	440 RUNFOROFFICE.COM	77343	JAN LOBBY REPORT	45.00	
6087	02/22/02	877.89	447 FERRIS HOIST & REPAIR INC.	77344	INSPECTION OF LIFTS	877.89	
6088	02/22/02	211.13	458 AZZIE'S STORAGE	77345	1/17-2/28 CONTAINER	211.13	
6089	02/22/02	416.02	459 MOUNTAIN CABLE &	77346	17" SONY MONITOR	416.02	
6090	02/22/02	6,037.12	480 DIESEL MARINEELECTRIC	77347	REV VEH PARTS	3,920.86	
				77348	REV VEH PARTS	1,630.26	
				77349	REV VEH PARTS	486.00	
6091	02/22/02	22,251.14	500 PAIGE'S SECURITY SERVICES. INC	77350	SECURITY SERVICES	22,251.14	
6092	02/22/02	336,918.20	508 COMPLETE COACH WORKS	77351	OUT REPAIR REV VEH	134,767.28	
				77352	OUT REPAIR REV VEH	202,150.92	
6093	02/22/02	152.23	566 CALISTOGA SPRING WATER CO.	77353	JAN WATER - ADMIN	152.23	
6094	02/22/02	1,044.75	575 JAQUA OF CALIFORNIA	77354	CONCRETE BENCH LEGS	1,044.75	
6095	02/22/02	130.00	635 MAGDALENO, CARMEN	77375	INTERPRET SVCS 1/18	130.00	
6096	02/22/02	760.88	664 BAY COUNTIES PITCOCK PETROLEUM	77355	FUELS & LUBRICANTS	760.88	
6097	02/22/02	214.05	776 CANNON, HARRY A.	77376	PROF SVCS	214.05	
6098	02/22/02	80.00	777 KCBA TV	77377	DUBS VHS	80.00	
6099	02/22/02	36.20	792 DAVENPORT 'S UNION 76	77356	OUT REPAIR REV VEH	36.20	
6100	02/22/02	100.00	B001 AINSWORTH, SHERYL	77378	FEB BOARD MTGS	100.00	
6101	02/22/02	100.00	B002 ALMQUIST, JEFF	77379	FEB BOARD MTGS	100.00	
6102	02/22/02	100.00	B003 BEAUTZ, JAN	77380	FEB BOARD MTGS	100.00	
6103	02/22/02	150.00	B004 FITZMAURICE, TIM	77381	FEB BOARD MTGS	100.00	
				77412	9/21/01 BOARD MTG	50.00	
6104	02/22/02	100.00	B005 GABRIEL, BRUCE	77414	BOD MTGS 3/9/01	100.00	
6105	02/22/02	50.00	B006 HINKLE, MICHELLE	77382	FEB BOARD MTGS	50.00	
6106	02/22/02	100.00	B007 KEOGH, MICHAEL	77383	FEB BOARD MTGS	100.00	
6107	02/22/02	50.00	B008 KROHN, CHRISTOPHER	77384	FEB BOARD MTGS	50.00	
6108	02/22/02	50.00	B010 NORTON, DENNIS	77385	FEB BOARD MTGS	50.00	
6109	02/22/02	100.00	B011 REILLY, EMILY	77387	FEB BOARD MTGS	100.00	
6110	02/22/02	100.00	B012 SPENCE, PAT	77388	FEB BOARD MTGS	100.00	
6111	02/22/02	100.00	B013 VENTURA PHARES, ANA	77386	FEB BOARD MTGS	100.00	
6112	02/22/02	40.32	E205 CILIBERTO, ANTHONY	77389	REINS DENTAL INS	40.32	
6113	02/22/02	56.79	E239 SLATER, ROBYN	77390	WORKERS COMP REVIEW	56.79	
6114	02/22/02	160.00	E271 BAUER, FRANK	77391	TRAVEL ADVANCE TSI	160.00	
6115	02/22/02	41.98	E522 CARR, DALE	77392	BOD REGS/UN/OFFICE	41.98	
6116	02/22/02	160.00	E882 FERRICK, MARY	77393	TRAVEL ADVANCE TSI	160.00	
6117	02/22/02	306.00	M001 HORTON, JOSEPH	77394	MEDICAL INS PREMIUM	306.00	
6118	02/22/02	306.00	M002 RACKLEY, EARL	77395	MEDICAL INS PREMIUM	306.00	
6119	02/22/02	153.00	M003 WYANT, JUDI	77396	MEDICAL INS PREMIUM	153.00	
6120	02/22/02	153.00	M005 ROSS, EMERY	77397	MEDICAL INS PREMIUM	153.00	
6121	02/22/02	397.00	M006 VAN DER ZANDE, ED	77398	MEDICAL INS PREMIUM	397.00	
6122	02/22/02	298.00	M007 BLAIR-ALWARD, GREGORY	77399	MEDICAL INS PREMIUM	298.00	
6123	02/22/02	298.00	M008 CAMPDS, ARVILLA	77400	MEDICAL INS PREMIUM	298.00	
6124	02/22/02	567.00	M009 FREEMAN, MARY	77401	MEDICAL INS PREMIUM	567.00	
6125	02/22/02	170.00	M010 SHORT, ELGAN	77402	MEDICAL INS PREMIUM	170.00	
6126	02/22/02	178.00	M011 LAUSON, LOIS	77403	MEDICAL INS PREMIUM	178.00	
6127	02/22/02	178.00	M012 ROSE, JACK	77404	MEDICAL INS PREMIUM	178.00	
6128	02/22/02	170.00	M013 JAHNKE, EILEEN	77405	MEDICAL INS PREMIUM	170.00	

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

DATE: 02/01/02 THRU 02/28/02

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
6129	02/22/02	50.00	M015	HETH, KATHRYN		77406	MEDICAL INS PREMIUM	50.00	
6130	02/22/02	25.00	M016	HICKLIN, DONALD		77407	MEDICAL INS PREMIUM	25.00	
6131	02/22/02	25.00	M017	PORTILLA, EARLENE		77408	MEDICAL INS PREMIUM	25.00	
6132	02/22/02	25.00	M018	SANDRETTI, ALFRED		77409	MEDICAL INS PREMIUM	25.00	
6133	02/22/02	342.00	M019	WILLIAMS, ROBERT		77410	MEDICAL INS PREMIUM	342.00	
TOTAL		1,350.14.09		COAST COMMERCIAL BANK			TOTAL CHECKS	229	1 350 114.09

Santa Cruz METRO
February Ridership Report

ROUTE	REVENUE	RIDERSHIP	Revenue/		UC		UC Staff		S/D		S/D		Monthly
			Passenger		Student	Faculty	Day Pass	Riders	W/C	Day Pass	Cabrillo	Bike	
10	\$ 1,677.61	27,517	\$ 0.06		22,517	1,773	30	45	15	16	248	486	1,394
13	\$ 741.07	16,771	\$ 0.04		14,710	871	17	14	-	8	99	264	394
15	\$ 2,185.35	44,695	\$ 0.05		38,182	1,991	51	53	3	20	535	914	1,920
16	\$ 4,492.75	65,647	\$ 0.07		55,268	2,797	73	77	14	37	643	1,353	2,612
19	\$ 1,436.59	24,083	\$ 0.06		20,166	1,073	24	46	8	39	219	526	1,249
2	\$ 1,910.14	6,304	\$ 0.30		1,999	238	88	47	7	50	334	185	2,054
3A	\$ 1,100.97	3,687	\$ 0.35		346	128	53	90	5	50	272	79	1,741
3B	\$ 1,951.86	4,820	\$ 0.40		661	138	89	89	33	27	313	147	1,931
3N	\$ 215.50	780	\$ 0.28		171	19	-	7	1	-	98	66	276
4	\$ 853.09	4,033	\$ 0.21		144	12	20	139	62	57	206	74	2,802
6	\$ 941.22	2,535	\$ 0.37		674	95	51	40	14	11	131	41	809
7	\$ 840.83	2,889	\$ 0.29		360	231	39	69	22	57	140	27	1,618
7N	\$ 1,416.21	3,010	\$ 0.47		438	37	9	28	7	5	301	126	838
8	\$ 1,007.06	4,109	\$ 0.24		530	91	51	75	23	62	185	61	2,470
9	\$ 39.78	111	\$ 0.36		2	-	-	4	-	-	10	12	59
12A	\$ 259.78	6,568	\$ 0.04		5,699	502	10	21	1	1	26	143	108
12B	\$ 189.13	4,219	\$ 0.04		3,718	209	2	3	1	1	12	35	98
20	\$ 288.75	7,998	\$ 0.04		6,630	744	7	4	1	1	36	133	314
22	\$ 280.37	6,050	\$ 0.05		5,322	273	6	-	-	3	40	154	148
25	\$ 22.15	1,359	\$ 0.02		1,283	37	-	1	-	-	3	32	34
30	\$ 2,168.64	4,362	\$ 0.50		130	32	47	43	26	26	180	130	1,963
31	\$ 838.35	1,712	\$ 0.49		91	42	14	9	3	29	63	57	728
33	\$ 393.96	801	\$ 0.49		2	-	2	-	-	-	7	14	406
34	\$ 344.34	689	\$ 0.50		1	-	5	-	-	1	5	9	350
35	\$ 22,977.79	45,484	\$ 0.51		1,103	301	778	575	67	309	2,017	1,506	20,783
36	\$ 390.00	1,226	\$ 0.32		294	22	24	12	3	1	150	46	419
40	\$ 1,061.01	1,965	\$ 0.54		64	43	30	11	5	4	57	103	818
41	\$ 894.98	1,770	\$ 0.51		178	34	20	10	2	6	101	115	606
42	\$ 422.73	775	\$ 0.55		75	10	-	6	3	-	64	74	210
52	\$ 874.63	2,271	\$ 0.39		60	24	24	71	23	24	165	10	1,174
54	\$ 3,247.56	8,430	\$ 0.39		144	35	118	228	61	87	2,474	225	2,750
58	\$ 58.34	277	\$ 0.21		-	-	3	-	-	-	24	3	203
59	\$ 419.44	958	\$ 0.44		25	11	21	44	5	26	69	16	472
60	\$ 251.25	437	\$ 0.57		2	-	13	13	4	6	31	13	174
61	\$ 133.90	343	\$ 0.39		6	-	2	6	-	2	27	7	186
63	\$ 799.77	1,482	\$ 0.54		19	14	38	61	92	54	99	24	647
65	\$ 4,217.99	10,327	\$ 0.41		577	111	144	282	104	114	730	247	4,937
66	\$ 8,130.66	16,698	\$ 0.49		1,083	231	323	232	101	158	1,134	394	6,817
67	\$ 5,093.50	10,748	\$ 0.47		1,327	182	196	131	84	67	507	247	4,070
69	\$ 5,516.95						237	273	63	99	836	420	5,945
69A	\$ 9,878.87	15,990	\$ 0.62		1,961	311	282	301	71	181	904	541	7,553
69N	\$ 1,443.53	3,771	\$ 0.38		550	59	2	31	22	2	652	173	1,065
69W	\$ 13,826.98	27,318	\$ 0.51		1,188	236	299	379	125	166	3,971	677	8,757
70	\$ 2,458.08	6,949	\$ 0.35		204	43	68	76	43	46	2,436	223	1,960
71	\$ 43,042.02	91,029	\$ 0.53		2,406	635	851	1,561	381	618	11,171	2,274	25,440
72	\$ 4,587.87	7,624	\$ 0.60		17	36	98	187	15	102	266	124	2,965
73	\$ 4,315.49	6,222	\$ 0.69		9	23	76	202	44	98	181	43	1,881
75	\$ 5,900.75	8,334	\$ 0.71		14	22	145	185	12	84	261	122	2,461
77	\$ 117		\$ 0.74		-	-	3	7	1	3	1	4	38
78	\$ 1,611.36	2,902	\$ 0.56		7	10	42	166	21	108	135	42	1,210
91	\$ 4,483.70	9,009	\$ 0.50		751	260	157	73	25	24	1,693	292	2,185
Unknown	\$ 78.75	-411	\$ 0.19		224	18	3	1	7	-	12	13	85
TOTAL	\$ 172,989.67	535,870	\$ 0.32		192,467	14,010	4,663	6,010	1,646	2,690	34,974	13,046	132,197

ROUTE	REVENUE	RIDERSHIP	Revenue/Passenger	MTA/SC Day Pass	CT/CalTrain Day Pass	S/D Riders	W/C	None	ECO Pass	Bike	Monthly Pass	
17	\$ 12,574.34	13,194	\$ 0.95	18	23	201	341	10	43	587	498	9,318

RIDERSHIP	
Shuttles	-
TOTAL	-

January Ridership	549,064
January Revenue	\$185,564.01

ACCESS IN AND OUT

FEBRUARY 2002

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

VEHICLE CATEGORY	TOTAL BUSES	AVG # DEAD IN GARAGE	AVG #AVAIL. FOR SERVICE	AVG # IN SERVICE	AVG # SPARE BUSES	AVG # LIFTS OPERATING	% LIFTS WORKING ON PULL-OUT BUSES
FLYER	63	14	49	47	2	47	100%
GILLIG	46	11	37	24	13	24	100%
GMC	a	1	7	4	3	4	100%
CHAMPION	2	1	1	1	0	1	100%

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

VEHICLE CATEGORY	TOTAL BUSES	AVG # DEAD IN GARAGE	AVG #AVAIL. FOR SERVICE	AVG # IN SERVICE	AVG # SPARE BUSES	AVG # LIFTS OPERATING	% LIFTS WORKING ON PULL-OUT BUSES
FLYER	63	N/A	N/A	45	N/A	45	100%
GILLIG	48	N/A	N/A	14	N/A	14	100%
GMC	a	N/A	N/A	3	N/A	3	100%
CHAMPION	2	N/A	N/A	1	N/A	1	100%

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF FEBRUARY, 2002

DATE	DAY	BUS #	REASON
02/03/02	SUNDAY	8087F	No power to lift
02/03/02	SUNDAY	8088F	No power to lift
02/04/02	MONDAY	8060G	The barrier is not working
02/04/02	MONDAY	8915G	Doesn't raise from kneel with out full tanks of air
02/05/02	TUESDAY	8906G	Lift won't go back into steps
02/06/02	WEDNESDAY	8080F	Lift is not working
02/06/02	WEDNESDAY	9831G	Lift will not extend
02/08/02	FRIDAY	6061 G	W/C lift not working properly
02/08/02	FRIDAY	8908G	W/C lift is broken, stops and starts
02/08/02	FRIDAY	6911 G	Dead lift
02/09/02	SATURDAY	6061 F	Coach will not stay in "kneel" position
02/10/02	SUNDAY	8088F	Lift power comes and goes
02/11/02	MONDAY	9836G	Cannot get lift to work
02/12/02	TUESDAY	8080F	Lift having trouble stowing
02/12/02	TUESDAY	8917G	Lift will not lower
02/12/02	TUESDAY	9826LF	Lift not working, had to manually operate
02/13/02	WEDNESDAY	6061 G	Lift will not deploy down to the ground
02/13/02	WEDNESDAY	8907G	Kneel comes up very slowly, have to jiggle switch
02/13/02	WEDNESDAY	8920G	Kneel beep is too loud
02/14/02	THURSDAY	8083F	No W/C lift
02/15/02	FRIDAY	8060G	Problem with lift
02/15/02	FRIDAY	8085F	Lift will not stow. (Dead per mechanics)
02/15/02	FRIDAY	8094F	Kneel releases on it's own. Kneel won't stay down
02/17/02	SUNDAY	9840G	Lift would not lower
02/18/02	MONDAY	8082F	No power to lift
02/19/02	TUESDAY	8913G	Problem with lift
02/19/02	TUESDAY	9836G	Kneel switch doesn't always work
02/20/02	WEDNESDAY	8906G	Lift don't operate properly
02/20/02	WEDNESDAY	9836G	Lift deploys but won't go down on the ground
02/21/02	THURSDAY	8065G	Forward barrier doesn't reach to floor of bus
02/21/02	THURSDAY	8905G	Lift not working
02/21/02	THURSDAY	8919G	No power to lift
02/22/02	FRIDAY	8079F	Passenger lift doesn't work
02/22/02	FRIDAY	6911 G	Outer barrier would not go down to let lift passenger deboard
02/24/02	SUNDAY	8080F	Lift has difficulty stowing
02/25/02	MONDAY	6915LF	Lift will not raise with passenger loaded
02/26/02	TUESDAY	8097F	Lift will not stow from lower position
02/26/02	TUESDAY	8906G	W/C lift barrier won't go down
02/27/02	WEDNESDAY	8079F	Top barrier does not come down
02/27/02	WEDNESDAY	8081F	Will not stay in kneel without switch being held down
02/28/02	THURSDAY	8062G	Lift not working

F New Flyer
 G Gillig
 GR Grumman
 C Champion
 LF Low Floor Flyer
 GM GMC

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

FEBRUARY 2002

printed 03/01/2002

SERVICE INTERRUPTION SUMMARY REPORT
L I F T P R O B L E M S
02/01/2002 TO 02/28/2002

DATE	BLOCK ROUTE	TIME	DIRBUS	REASON	N:BUS	A:BUS	HR:MN	MILE	LOST	DELRY
							00:00	00.00		
					AM Peak		00:00	00.00		
					Midday		00:00	00.00		
					PM Peak		00:00	00.00		
					Other		00:00	00.00		
					Weekday		00:00	00.00		
					Saturday		00:00	00.00		
					Sunday		00:00	00.00		



GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

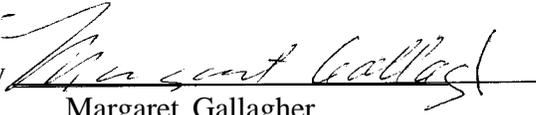
TO: Board of Directors

FROM: District Counsel

RE: Claim of: Mercury Insurance Company Received: 01/31/02 Claim #: 02-0005
Date of Incident: 12/02/01 Occurrence Report No.: SC 12-01-03

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
DISTRICT COUNSEL

Date: February 11, 2002

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 March 8, 2002.

Dale Carr
Recording Secretary

Date

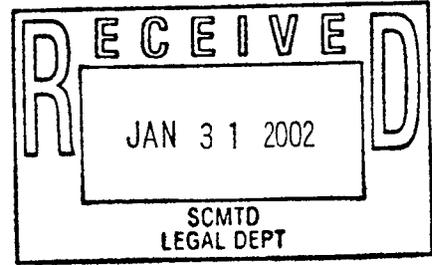
MG/hp



MERCURY INSURANCE COMPANY
 P.O. BOX 997 195
 SACRAMENTO CA 95899

14-3773

01/28/2002



Mailed To: SANTA CRUZ METRO TRANSIT DSTR
 370 ENCINAL ST
 SANTA CRUZ CA 95060

YOUR FILE NO:
 YOUR INSURED: SANTA CRUZ METRO TRANSIT
 DATE OF LOSS: 12/02/2001
 OUR FILE NO: UN007 128-80
 OUR INSURED: NANCY K RIVERS
 MED PAY CLAIMANT: NANCY RIVERS
ATTN: Herbert Palacios

Dear NANCY RIVERS

According to the terms of our policy we have a reimbursement agreement with the medical payments claimant on this file. We understand that you are handling the liability claim made by this person, and upon your settlement, we will have a reimbursement due from him or her.

Please advise us of the status of your claim by returning the copy of this letter and if you have already settled, please so indicate and state the date of the settlement. If the case is still pending, please suggest a diary date for our follow-up. A prepaid envelope is enclosed for your convenience in replying.

Thank you for your assistance..

Sincerely,

JOEY ZANE
 (916) 636-1534 Ext 2305

CASE SETTLED ON _____

CASE NOT SETTLED. SUGGESTED DIARY DATE _____

COMMENTS: _____

DATE _____ BY _____

Please complete and return in the enclosed envelope. Please retain copy for your records.



MERCURY INSURANCE COMPANY
 P.O. BOX 997 195
 SACRAMENTO CA 95899

14-3773

01/28/2002

Mailed To: SANTA CRUZ METRO TRANSIT DSTR
 370 ENCINAL ST
 SANTA CRUZ CA 95060

YOUR FILE NO:
 YOUR INSURED: SANTA CRUZ METRO TRANSIT
 DATE OF LOSS: 12/02/2001
 OUR FILE NO: UN0071 28-80
 OUR INSURED: NANCY K RIVERS
 MED PAY CLAIMANT: NANCY RIVERS

Dear NANCY RIVERS

According to the terms of our policy we have a reimbursement agreement with the medical payments claimant on this file. We understand that you are handling the liability claim made by this person, and upon your settlement, we will have a reimbursement due from him or her.

Please advise us of the status of your claim by returning the copy of this letter and if you have already settled, please so indicate and state the date of the settlement. If the case is still pending, please suggest a diary date for our follow-up. A prepaid envelope is enclosed for your convenience in replying.

Thank you for your assistance.

Sincerely,

JOEY ZANE
 (916) 636-1534 Ext 2305

CASE SETTLED ON _____

CASE NOT SETTLED. SUGGESTED DIARY DATE _____

COMMENTS: _____

DATE _____ BY _____

Please complete and return in the enclosed envelope. Please retain copy for your records.

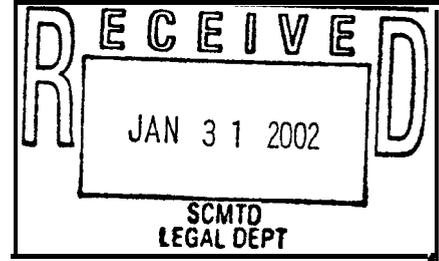


MERCURY INSURANCE COMPANY

P.O. BOX 997 195
SACRAMENTO CA 95899

14-3773

01/28/2002



Mailed To: SANTA CRUZ METRO TRANSIT DSTR
370 ENCINAL ST
SANTA CRUZ CA 95060

YOUR FILE NO:
YOUR INSURED: *SC Metro Transit*
DATE OF LOSS: 12/02/2001
OUR FILE NO: UN007 128-80
OUR INSURED: NANCY K RIVERS

Dear NANCY K RIVERS

Under the terms of a policy issued to the above named insured, we have paid for damage to our insured's property in the amount of \$ 2,161.34 .

Our information indicates that the damage resulted from your insured's negligence. Therefore, we are expecting you to honor our subrogation claim for the above stated amount. Please return one copy of this letter with your payment.

Enclosed for your review is a copy of our repair bill(s) and settlement draft(s).

A supplement has been received in the amount of \$ _____ and the new total is \$ _____

Our insured's version of the loss is as follows:
IV AND CV (METRO BUS) COLLIDED WHILE
PASSING HEAD ON. DIV SAYS CV WAS CLEARLY
OVER YELLOW LINE.

Please call me if you have any questions. Thank you for your cooperation.

Sincerely,

JOEY ZANE
(916) 636-1534 Ext 2305



MERCURY INSURANCE COMPANY

P.O. BOX 997 195
SACRAMENTO CA 95899

14-3773

01/28/2002

Mailed To: SANTA CRUZ METRO TRANSIT DSTRT
370 ENCINAL ST
SANTA CRUZ CA 95060

YOUR FILE NO:
YOUR INSURED:
DATE OF LOSS: 12/02/2001
OUR FILE NO: UN007 128-80
OUR INSURED: NANCY K RIVERS

Dear NANCY K RIVERS

Under the terms of a policy issued to the above named insured, we have paid for damage to our insured's property in the amount of \$ 2,161.34 .

Our information indicates that the damage resulted from your insured's negligence. Therefore, we are expecting you to honor our subrogation claim for the above stated amount. Please return one copy of this letter with your payment.

Enclosed for your review is a copy of our repair bill(s) and settlement draft(s).

c | A supplement has been received in the amount of \$ _____ and the new total is \$ _____

Our insured's version of the loss is as follows:
IV AND CV (METRO BUS) COLLIDED WHILE
PASSING HEAD ON. DIV SAYS CV WAS CLEARLY
OVER YELLOW LINE.

Please call me if you have any questions. Thank you for your cooperation.

Sincerely,

JOEY ZANE
(916) 636-1534 Ext 2305

Date: 1/ 9/02 11:21 AM
 Estimate ID: UN007128-80
 Estimate Version: 0
 Preliminary
 Profile ID: CUSTOMKED

Mercury Insurance Group
 16360 MONTEREY ST SUITE 190 MORGAN HILL, CA 95037
 (408) 201-7209
 Fax: (408) 201-7210

Adjuster: JOEY ZANE
 (916) 636-1534

Type of Loss: Collision
 Date of Loss: 12/ 2/01
 Deductible: 100.00
 Policy No: APO3122739

Claim Number: UN00712880

Insured: NANCY K RIVERS
 Address: 202 E HILTON DRIVE BOULDER CREEK, CA 95006
 Telephone: Work Phone: (800) 2204435 Home Phone: (831) 3389424

Mitchell Service: 913130

Description: 1994 Honda Civic DX
 Body Style: 4D Sed
 VIN: 1HGEG8640RL029781
 Mileage: 137,146
 OEM/ALT: 0
 Color: WHITE

Drive Train: 1.5L Inj 4 Cyl A
 License: 3HKA748 CA

Search Code: None

Line Item	Entry Number	Labor Type	Operation	Line Item Description	Part Type/ Part Number	Dollar Amount	Labor Units
1	301970	BDY	OVERHAUL	FRT COVER ASSY			2.0
2	302010	BDY	REMOVE/REPLACE	FRT BUMPER COVER	71101-SR4-000ZZ	183.95	INC
3	AUTO	REF	REFINISH	FRT BUMPER COVER			C 1.9
4	302090	BDY	REMOVE/REPLACE	R FRT BUMPER GROMMET	71144-SR3-A00	0.98	INC
5	302100	BDY	REMOVE/REPLACE	L FRT BUMPER GROMMET	71144-SR3-A00	0.98	INC
6	302330	BDY	CHECK/ADJUST	HEADLAMPS			0.4
7	302400	BDY	REMOVE/REPLACE	L H/LAMP ASSEMBLY	33150-SR3-A01	98.33	0.3 #
a	302820	BDY	REMOVE/REPLACE	L SIGNAL/MKR LAMP ASSEMBLY	33350-SR4-A02	39.38	INC #
9	303120	BDY	REPAIR	HOOD PANEL	Existing		1.0*
10	AUTO	REF	REFINISH	HOOD OUTSIDE			c 3.0
11	303360	BDY	REMOVE/INSTALL	FRT HOOD SEAL	Existing		0.2*
12	304960	BDY	REMOVE/INSTALL	L FENDER SIDE MLDG			INC #
13	305040	BDY	REMOVE/REPLACE	L FENDER PANEL	60261-SR4-A00ZZ	215.67	1.8 #
14	AUTO	REF	REFINISH	L FENDER OUTSIDE			c 1.9
15	AUTO	REF	REFINISH	L FENDER EDGE			c 0.5
16	300417	BDY	REMOVE/REPLACE	L FENDER CLIP	75305-SM4-A01	1.77	
17	305140	BDY	REMOVE/REPLACE	L FENDER SKIRT	74151-SR3-000	52.38	INC
18	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
19	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
20	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
21	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
22	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
23	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
24	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
25	305210	BDY	REMOVE/REPLACE	L FENDER CLIP	91512-SM4-003	0.22	
26	300103	BDY	REMOVE/REPLACE	WHEEL COVER	ORDER FROM DEALER	81.67	0.3 #
27	307810	MCH	ALIGN	FRONT SUSPENSION	-M		1.3
28	316070	BDY	REMOVE/INSTALL	R W/SHIELD WASHER NOZZLE	Existing		0.2*
29	316080	BDY	REMOVE/INSTALL	L W/SHIELD WASHER NOZZLE	Existing		0.2*
30	300240	REF	BLEND	L FRT DOOR OUTSIDE.			C 0.9
31	300262	BDY	REMOVE/INSTALL	L FRT DOOR MIRROR			INC
32	300264	BDY	REMOVE/INSTALL	L FRT BELT MLDG			0.5 #
33	320770	BDY	REMOVE/INSTALL	L FRT DOOR MOULDING			0.3 #
34	300272	BDY	REMOVE/INSTALL	L FRT DOOR TRIM PANEL			INC

ESTIMATE RECALL NUMBER: 1/ 8/02 15:57:40 UN00712880

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Mitchell Data Version: DEC_01_A
 UltraMate Version: 4.7.007

35	300274	BDY	REMOVE/INSTALL	L FRT DOOR HANDLE								
36	936012		ADD'L COST	HAZARDOUS WASTE DISPOSAL					3.00	•		
37	936013		ADD'L COST	SPCL PAINT MATERIALS					8.00	•		
38	AUTO	REF	ADD'L OPR	CLEAR COAT							2.0	
39	933003	REF	ADD'L OPR	TINT COLOR							0.5'	
40	933005	BDY	ADD'L OPR	RESTORE CORROSION PROTECTION					10.00	•	0.3*	
41	933018	REF	ADD'L OPR	MASK FOR OVERSPRAY					5.50	•		
42	AUTO		ADD'L COST	PAINT/MATERIALS					256.80	•		

* - Judgement Item
 # - Labor Note Applies
 C - Included in Clear Coat Calc

I. Labor Subtotals		Units	Rate	Add'l Labor Amount	Sublet Amount	Totals	II. Part Replacement Summary		Amount
Body		8.1	56.00	10.00	0.00	463.60 T	Taxable Parts		676.87
Refinish		10.7	56.00	5.50	0.00	694.70 T	Sales Tax @ 8.000%		54.15
Mechanical		1.3	56.00	0.00	0.00	72.80 T	Total Replacement Parts Amount		731.02
Taxable Labor						1,141.10			
Labor Summary		20.1				1,141.10			
III. Additional Costs						Amount	IV. Adjustments		Amount
Taxable Costs						267.80	Insurance Deductible		100.00-
Sales Tax @ 8.000%						21.42	Customer Responsibility		100.00-
Total Additional Costs						289.22			
							I. Total Labor:		1,141.10
							II. Total Replacement Parts:		731.02
							III. Total Additional Costs:		289.22
							Gross Total:		2,161.34
							IV. Total Adjustments:		100.00-
							Net Total:		2,061.34

This is a preliminary estimate.
Additional changes to the estimate may be required for the actual repair.

Inspection Site: ROSSIBODY SHOP
 Address: 203 CAPITOLA ROAD EXT.
 SANTA CRUZ, CA
 Inspection Date: 1/9/02

Body Shop: ROSSIBODY SHOP
 Address: 203 CAPITOLA ROAD EXT.
 SANTA CRUZ, CA 95062
 Work Phone: (831) 475-7359

THE WRITING OF THIS ESTIMATE DOES NOT CONFIRM COVERAGE OR GUARANTEE OR IMPLY ACCEPTANCE OF LIABILITY. THIS ESTIMATE IS FOR THE REPAIR OF DAMAGE CLAIMED BY THE OWNER OF THE VEHICLE. AND THIS ESTIMATE IS NOT AN ADMISSION THAT THE DAMAGE RESULTED FROM THE ALLEGED ACCIDENT.

NO SUPPLEMENTS WILL BE HONORED WITHOUT PRIOR APPROVAL. ON

ESTIMATE RECALL NUMBER: 1/ 8/02 15:57:40 UN007128-80

Date: 1/9/02 11:21 AM
Estimate ID: UN007128-80
Estimate Version: 0
Preliminary
Profile ID: CUSTOMIZED

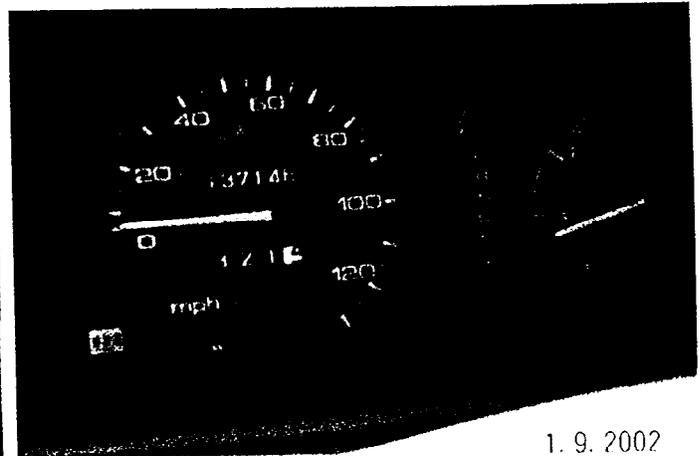
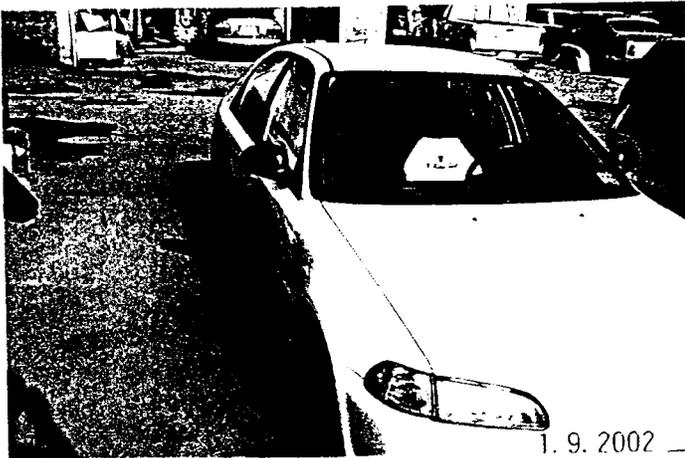
PROPERTY DAMAGE CLAIMS PLEASE COLLECT. ALL PAYMENTS FROM VEHICLE
OWNER.

ESTIMATE RECALLNUMBER: 1/8/02 15:57:40 utd007128.80

Mitchell Data Version:
UltraMate Version:

DEC_01_A
4.7.007

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Mercury Insurance Company

555 W. Imperial Hwy
Brea CA 92821

Phone (714) 671-6700 Fax (714) 671-6703

Claim No UN007128-801
Owner RIVERSNANCY
D/Loss 12/2/0 1

Adjuster JZANE
Appraiser SALLEN
DRP No 03668

VIN 1HGETG8640RL029781 1994 Honda Civic

Insured RIVERSNANCY

3520910



MERCURY INSURANCE GROUP
MERCURY INSURANCE COMPANY

BANK OF AMERICA
Commercial Disbursement Account
Northbrook, IL

14-3773

23307048 70-07

CLAIM NO: UN007 128-80
INSURED: NANCY K RIVERS

POLICY NO: APO3 122739

93

JANUARY 10, 2002

JOEY ZANE BENEFITANT: NANCY RIVERS

JAN 11 2002

PAY TWO THOUSAND SIXTY ONE AND 34/100

\$ ****2,061.34

(NOT VALID AFTER 6 MONTHS.)

CLAIMS

TO THE ORDER OF

ROSSI'S BODY SHOP & TOWING
AND NANCY RIVERS
20 3 CAPITOLA ROAD EXT.
SANTA CRUZ, CA 95062

IN FULL SETTLEMENT OF CN CLAIM(S)
ARISING OUT OF INCIDENT ON 12/02/2001

K. BARKER

JAN 11 2002

CLAIMS 93

NOT NEGOTIABLE

SIGNATURE

AGENT NAME

AGENT CODE

4767

*BATTISTINI & CANFIELD INS

PAYEE TYPE: 1

VENDOR CODE: 004910

COVG	PYMT TYPE	GROSS AMOUNT	FEDERAL TAX	NET AMOUNT	ADJ	SUBRO
CN	F	2,061.34		2,061.34	3668	

FILE COPY



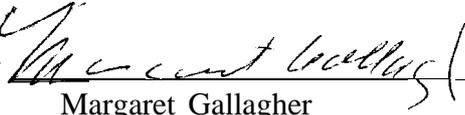
GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors
FROM: District Counsel
RE: Claim of: Lane, Deborah & Loya, Joshua Received: 01/17/02 Claim #: 01-0025
Date of Incident: 05/18/01 and Previously Occurrence Report No.: MISC 01-10

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

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

By 
Margaret Gallagher
DISTRICT COUNSEL

Date: March 4, 2002

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 March 8, 2002.

Dale Carr
Recording Secretary

Date

MG/hp

FOX & ROBERTSON, P.C.

ATTORNEYS AT LAW
910 - 16TH STREET
SUITE 610
DENVER, CO 80202

INTERNET: WWW.FOXROB.COM
E-MAIL: TFOX@FOXROB.COM

TIMOTHY P. FOX
AMY F. ROBERTSON*
MICHAEL W. BRESKIN, COUNSEL*

VOICE: 303.595.9700
TTY 303.595.9703
FAX: 303.595.9705

* NOT LICENSED IN CALIFORNIA

January 14, 2002

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

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

*Re: Claims of Deborah A. Lane and Joshua E. Loya
Pursuant to California Government Code § 910, et seq.*

*Injury to Civil Rights, Emotional Distress, and Violations **of** Civil Rights Laws
Pertaining to the Rights **of** People with Disabilities*

*Notice of Alleged Violations **of** Consumers Legal Remedies Act
Pursuant to California Civil Code § 1782*

Dear Ms. Gallagher:

We are sending these notices directly to you, as we know that you represent the Santa Cruz Metropolitan Transit District ("METRO") in connection with our clients' public transportation problems. Please provide a copy of this claim to the Metro Board or any other person or entity that you believe appropriate.

1. Claimants DEBORAH A. LANE and JOSHUA E. LOYA (hereafter "LANE" or "LOYA" respectively, or CLAIMANTS collectively), by and through their counsel Fox & Robertson, P.C., hereby submit the following Public Entity Claim against METRO pursuant to Cal. Gov't Code § 910, et seq., and notice of alleged violations of the Consumers Legal

Remedies Act pursuant to Cal. Civ. Code § 1782.

2. CLAIMANTS names and addresses:

Deborah A. Lane
417 Cliff St. #10
Santa Cruz, CA 95060

Mr. Joshua Loya
210 Locust St., #3
Santa Cruz, CA 95060

CLAIMANTS may be contacted through their counsel as follows:

Timothy P. Fox, Esq.
Fox & Robertson, P.C.
910 - 16th Street, Suite 610
Denver, CO 80202
Telephone: (303) 595-9700
Facsimile: (303) 595-9705
E-mail: tfox@foxrob.com

3. CLAIMANTS seeks damages in an amount that exceeds \$10,000 for violations of their right to be free of discrimination on the basis of disability and unfair and deceptive business practices under California and federal civil rights statutes, and for civil rights and emotional distress injuries resulting from such violations. Consequently, jurisdiction over these claims rests in the Superior Court. Jurisdiction may also rest in U.S. District Court pursuant to supplemental jurisdiction afforded under 28 U.S.C. § 1367(a) for state law claims so related to federal claims that they form part of the same case or controversy.

4. CLAIMANTS are residents of Santa Cruz, California.

5. Claimant LANE has multiple sclerosis, and multiple, congenital foot, leg and spinal deformities. She also has end-stage, traumatic arthritis in both feet, requiring adaptive shoes with braces. In addition, her right ankle has been amputated, and she requires the use of a Canadian crutch for mobility. As a result of her multiple sclerosis, she has, among other difficulties, periodic bouts of double vision. Claimant LOYA was born with a visual impairment. Thus, at birth, he had congenital folds, making him more prone to retinal detachment. He lost the ability to see in his right eye when he was approximately two years old and lost the ability to see in his left eye at the age of 15. Mr. Loya is now blind. Among other things, he requires the use of a white cane for mobility.

6. METRO operates a public transportation system that is available to, and advertised as being available to, the general public.

7. CLAIMANTS rely on METRO's public transportation system as their principal means of transportation.

8. CLAIMANTS, on numerous and repeated occasions, have encountered discrimination on the basis of disability and unfair and deceptive business practices throughout METRO's public transportation system, including but not limited to bus operator failure to announce bus stops; failure to announce stops in an intelligible and audible manner; and failure to identify the route driven at bus stops serving more than one route.

9. As a result of the above-referenced discriminatory, unfair, and deceptive business practices, METRO has been and continues to be in violation of California civil rights and other statutes, including, but not limited to, Cal. Bus. & Prof. Code § 17200, et seq.; Cal. Civ. Code § 51, et seq.; Cal. Civ. Code § 54, et seq.; Cal. Civ. Code § 1770; Cal. Civ. Code § 3345; Cal. Gov't Code § 814, et seq.; and Cal. Gov't Code § 11135, et seq. As a result of the above-referenced discriminatory, unfair and deceptive business practices, METRO has been and continues to be in violation of federal civil rights statutes including, but not limited to, the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101, et seq., and Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794. As a result of the above-referenced discriminatory, unfair and deceptive business practices, METRO has also subjected and continues to subject CLAIMANTS to emotional distress and civil rights injuries in violation of California common law.

10. The above-referenced discriminatory, unfair and deceptive business practices have been ongoing, including, but not limited to, the time period covering the previous six months. CLAIMANTS seek declaratory and injunctive relief and damages based on the legal violations herein alleged. The injury and damages sustained by CLAIMANTS include: denial of their civil rights; interference with their ability to access benefits to which they are entitled; injury and risk of injury to health and safety; and inconvenience, annoyance, distress, and humiliation. These injuries and damages are ongoing due to the continuing legal violations described above.

11. CLAIMANTS do not know the names of all of the specific public employees who are responsible for the above-described legal violations. Ultimate authority and responsibility for these violations rests with METRO.

12. CLAIMANTS demand that METRO correct or otherwise rectify the services that are in violation of Cal. Civ. Code § 1770.

13. All notices and communications concerning this claim should be sent to

Margaret Gallagher, Esq.
January 14, 2002
Page 4

CLAIMANTS' attorneys at the contact information set out above.

14. CLAIMANTS respectfully request your prompt attention to this matter.

Sincerely,

FOX & ROBERTSON, P.C.

A handwritten signature in black ink, appearing to read 'Timothy P. Fox'. The signature is written in a cursive style with some capital letters and a large 'F' at the end.

Timothy P. Fox

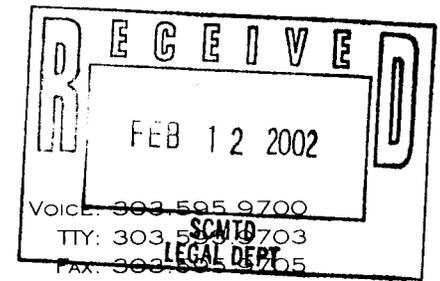
cc: Ms. Deborah A. Lane (via first class mail)
Mr. Joshua E. Loya (via first class mail)

Fox & ROBERTSON, P.C.

ATTORNEYS AT LAW
910 - 16TH STREET
SUITE 610
DENVER, CO 80202

INTERNET: WWW.FOXROB.COM
E-MAIL: TFOX@FOXROB.COM

TIMOTHY P. FOX
AMY F. ROBERTSON*
MICHAEL W. BRESKIN, COUNSEL*



* NOT LICENSED IN CALIFORNIA

February 7, 2002

VIA FACSIMILE AND CERTIFIED MAIL
RETURN RECEIPT REQUESTED

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

*Re. Claims of Deborah A. Lane and Joshua E. Loya
Pursuant to California Government Code § 910, et seq.*

*Injury to Civil Rights, Emotional Distress, and Violations of Civil Rights Laws
Pertaining to the Rights of People with Disabilities*

*Notice of Alleged Violations of Consumers Legal Remedies Act
Pursuant to California Civil Code § 1782*

Dear Ms. Gallagher:

This letter responds to your letter dated January 28, 2002.

With respect to a description of the occurrences giving rise to the claims, the purpose of the California Tort Claims Act (CTCA) is to provide a public entity with sufficient information to allow it to investigate and settle a matter, if possible, without litigation. Ovando v. City of Los Angeles, 92 F. Supp. 2d 1011, 1021 (C.D. Cal. 2000). Our notice informed the Santa Cruz Metropolitan Transit District ("Metro") that on numerous and repeated occasions, claimants have encountered discrimination on the basis of disability throughout Metro's public transportation system, including, but not limited to, bus operator failure to announce bus stops; failure to announce stops in an intelligible and audible manner; and failure to identify the route driven at

bus stops serving more than one route. In light of the fact that Metro has been repeatedly informed of these continuing and systemic problems over the course of many years, Metro has ample information from which to investigate this matter. A few (but not all) examples of Metro's knowledge of these problems include:

- On September 15, 1989, Metro received a document prepared by the Metro Accessible Services Task Force ("MASTF") -- a committee officially approved by Metro as an advisory group on issues relating to persons with disabilities -- stating that operators should "announce all stops on their routes."
- In February 1995, MASTF informed Scott Galloway (Metro's General Manager at the time) that operators often were not calling out stops, and that this was a serious problem that needed to be addressed. Mr. Galloway agreed.
- In January 1999, a consultant hired by Metro to evaluate Metro's compliance with the ADA found that only two operators called out streets, and neither of those two operators used the public address system.
- This problem has been discussed at numerous Metro Board meetings and hearings.
- My letters to you dated August 24, 2001, and September 4, 2001, which are incorporated herein by reference, provided Metro with further information about these problems.

Although our notice adequately described Metro's systemic and continuing discriminatory pattern and practice, it would be a waste of everyone's time and resources to fight about this issue. Therefore listed below are examples of this pattern and practice:

- a. On or about January 17, 2002, Ms. Lane was a passenger on a Route 7 outbound bus, traveling from the Metro Transit Center to the stop at Second and Main Streets. The bus operator failed to announce any stops.
- b. Ms. Lane was a passenger on a Route 7 outbound bus from the Metro Transit Center to the stop at Second and Main Streets on or about January 6, 2002, and the bus operator did not announce any stops.
- c. On or about December 6, 2001, a bus operator failed to announce any stops on a Route 7 outbound bus on which Ms. Lane was riding. She had boarded the bus at the Metro Transit Center and got off the bus at the stop at Second and Main Streets.
- d. Ms. Lane traveled on a Route 66 outbound bus from the Metro Transit Center to the River Street Extension stop on or about December 4, 2001, and the bus

operator did not announce any stops.

- e. On or about November 28, 2001, Ms. Lane was a passenger on a Route 54 inbound bus from Cabrillo College to the stop before the Capitola mall, and the bus operator announced no stops.
- f. Ms. Lane was a passenger on a Route 65 inbound bus from the Capitola Mall to the Metro Transit Center on or about October 23, 2001. The bus operator failed to announce any stops.
- g. On or about October 23, 2001, Mr. Loya was traveling on a Route 71 bus from the Metro Transit Center heading east toward the Soquel Avenue and Frederick bus stop, waiting to hear that stop announced. The bus operator did not announce that stop or others that Mr. Loya had heard other operators announce on that route. The operator stopped the bus at a stop that Mr. Loya thought might be near his destination, although the operator did not announce the stop. Mr. Loya asked a passenger sitting near him the identity of the stop. Upon hearing her response, he realized that he had reached his destination, and he got off the bus.
- h. Ms. Lane traveled on a Route 7 outbound bus from the Metro Transit Center to the stop at Second and Main Streets on or about September 28, 2001, and the bus operator did not announce any stops.
- i. On or about September 27, 2001, Ms. Lane rode a Route 69A inbound bus from the Capitola Mall to the Metro Transit Center, and the bus operator failed to announce any stops.
- j. Ms. Lane was a passenger on a Route 67 inbound bus from the Capitola Mall to the Metro Transit Center on or about September 26, 2001, and the bus operator did not announce any stops.
- k. On or about September 22, 2001, Ms. Lane was traveling on a Route 65 outbound bus from the Metro Transit Center, and the bus operator failed to announce any stops.
- l. A Metro bus operator failed to announce any stops on or about September 16, 2001, on a Route 7 outbound bus in which Ms. Lane was a passenger from the Metro Transit Center to the stop at Second and Main Streets.
- m. On or about August 21, 2001, Ms. Lane was traveling on a Route 67 outbound bus from the Metro Transit Center to the Capitola Mall. The bus operator failed to announce any stops.
- n. Ms. Lane traveled on a Route 7 outbound bus from the Metro Transit Center to the stop at Second and Main Streets on or about August 16, 2001, and the bus

operator did not announce any stops.

- o. Ms. Lane was a passenger on a Route 69L outbound bus from the Metro Transit Center to the Capitola Mall on or about June 11, 2001. The bus operator failed to announce any stops.
- p. Mr. Loya took classes at Cabrillo College in 1998, 1999, 2000, and 2001, and he used Metro to travel to and from Cabrillo College. Bus operators often did not announce the Cabrillo College stop.
- q. Even when Mr. Loya asked operators to announce the Cabrillo College stop, operators frequently failed to do so.
- r. For example, in approximately February of 2001, Mr. Loya was attempting to travel on Metro to Cabrillo College. He was traveling on the Route 71 bus from the Metro Transit Center, and the bus operator failed to announce the bus stop for Mr. Loya. As a result, he had to travel past Cabrillo College to Watsonville, California and wait there until the bus back to Cabrillo College could leave for the college from Watsonville. He was more than 45 minutes late for class.
- s. On or about August 16, 2000, Mr. Loya boarded a Metro bus at the Metro Transit Center and told the bus operator that he needed to get off at the Crown-Merril stop. The bus operator failed to announce any stops, resulting in Mr. Loya being late for his performance on a radio station. When Mr. Loya noted that he had missed his stop, the bus operator yelled at Mr. Loya, stating that it was not the bus operator's responsibility to call out stops.
- t. On or about April 26, 2000, Ms. Lane rode on a Route 67 outbound bus from the Metro Transit Center to the Jade Street stop in Capitola, and the bus operator failed to announce any stops.
- u. Ms. Lane was a passenger on or about April 24, 2000, on a Route 67 outbound bus from the Metro Transit Center to the Begonia Plaza stop, and the bus operator did not announce any stops.
- v. Plaintiffs Lane and Loya have ridden many other buses on which operators did not properly announce stops.
- w. On numerous occasions, bus operators have failed to announce stops in a volume and/or manner that could be understood by passengers.
- x. On or about January 6, 2002, a bus operator failed to announce the route number of the Route 66 bus he was driving. Although the bus operator had ample time to announce the route number of the bus to enable Mr. Loya to know if it was the

bus for which he had been waiting, he had to ask the operator to identify the route number. At the time of this incident, Mr. Loya was on Front Street at the Soquel Avenue and Front Street bus stop.

- y. A bus operator, on or about December 23, 2001, failed to announce the route number of the bus the operator was driving. Mr. Loya, who had been waiting for the Route 71 bus at the Metro Transit Center, heard the bus operator start up the bus. As Mr. Loya started walking toward it, the bus pulled away, prompting Mr. Loya to yell for the bus operator to wait for him. Shortly after the bus operator drove away, another bus operator, who was driving a Route 69 bus, told Mr. Loya that the bus operator who had pulled away was driving a Route 71 bus. The operator of the Route 69 bus also said that he had talked to other operators about the incident and that they planned to talk about it with the Route 71 bus operator, who had left without allowing Mr. Loya aboard.
- z. On or about December 4, 2001, a bus operator failed to announce the route number of the Route 71 bus that he was driving, despite having more than 10 seconds to do so before Mr. Loya reached the door of the bus to ask the operator the route the bus was traveling. Mr. Loya was on Front Street at the Soquel Avenue and Front Street bus stop at the time of this incident.
- aa. Mr. Loya missed the Route 70 bus he was trying to ride on or about September 19, 2000, because the bus operator failed to call out the route number of the bus he or she was driving. Mr. Loya was waiting in Lane 4 of the Metro Transit Center at the time.
- bb. On or about September 18, 2000, the bus operator of a Route 70 bus that Mr. Loya was trying to ride failed to call out the route number of the bus. When Mr. Loya, who was at the Metro Transit Center at the time, heard the bus being started a minute earlier than it was scheduled to depart, he ran to try to catch it. In the process, he ran into a concrete support wall. After the bus departed, Mr. Loya asked another passenger the identity of the bus that had departed, and he learned that it was the bus that he was trying to ride.
- cc. On numerous other occasions, bus operators have failed to announce their route numbers at stops serving more than one route.

I want to emphasize that the incidents described above are simply examples of Metro's systemic and continuing pattern and practice of discrimination. There have been other instances of discrimination in the past, and there likely will be additional instances in the future.

With respect to your assertion that occurrences that took place more than six months ago are barred, we believe that your analysis is incorrect under relevant legal authority.

Margaret Gallagher, Esq.
February 7, 2002
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Finally, these claims would not be a limited civil case.

Please call me if you have any questions.

Sincerely,

FOX & ROBERTSON, P.C.

A handwritten signature in black ink that reads "Tim Fox" in a cursive style, with "FOX" written in a slightly more formal, blocky cursive.

Timothy P. FOX

cc: Ms. Deborah A. Lane (via first class mail)
Mr. Joshua E. Loya (via first class mail)

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 February 14, 2002 in Room 223 of the University Town Center, 1101 Pacific Avenue, Santa Cruz CA.

MASTF MEMBERS PRESENT: April Axton, Sharon Barbour, Scott Bugental, Richard Camperud, Ted Chatterton, Bonita Cramer, Connie Day, Shelley Day, Kasandra Fox, Ron Goodman, Michelle Hinkle, Batya Kagan, Ed Kramer, Brad Neily, Thom Onan, Karena Pushnik, Barbie Schaller, Patricia Spence and Adam Tomaszewski.

METRO STAFF PRESENT:

Bryant Baehr, Operations Department Manager
A. John Daugherty, Accessible Services Coordinator
Peggy Gallagher, District Counsel
Eileen Hiltner, SEA/SEIU Representative
David Konno, Facilities Maintenance Department Manager
Steve Marcus, UTU Representative
Tom Stickel, Fleet Maintenance Department Manager
Les White, General Manager

BOARD MEMBERS PRESENT:

Michelle Hinkle
Patricia Spence

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

- 1) MASTF opposes extension of METRO's "bikes inside buses" program because the proposed arrangement would result in loss of needed priority seats and wheelchair spaces in the securement and priority seating areas required under the Americans with Disabilities Act (ADA).
- 2) MASTF supports consideration of bike storage in other bus seating areas and at facilities (such as bike lockers) outside of buses.
- 3) MASTF acknowledges the quality and professionalism of past METRO paratransit activities including:
 - * The audit and re-certification Requests For Proposals (RFP) and the resulting reports and findings.
 - * The RFP for a new contract for the paratransit service provider
 - * The submitted proposals and selection process
 - * MASTF supports any provider that negotiates and is awarded the contract that will provide the service standards for people with disabilities contained in the METRO ParaCruz Customers Guide and Policies and Procedures.

- 4) MASTF opposes buying a trolley in place of a bus.
- 5) MASTF recommends that the METRO Board consider the proposal to purchase two less transit buses than currently programmed to purchase a talking bus system for the entire system.

RELEVANT ATTACHMENTS FORWARDED TO THE BOARD:

***MASTF MOTIONS RELATED TO METRO MANAGEMENT**

MASTF opposes extension of METRO's "bikes inside buses" program because the proposed arrangement would result in loss of needed priority seats and wheelchair spaces in the securement and priority seating areas required under the Americans with Disabilities Act (ADA). MASTF supports consideration of bike storage in other bus seating areas and at facilities (such as bike lockers) outside of buses.

I. CALL TO ORDER AND INTRODUCTIONS

Vice Chairperson Sharon Barbour called the meeting to order at 2:03 p.m.

II. APPROVAL OF THE JANUARY 17, 2002 MASTF MINUTES

John Daugherty reported that MASTF member Gary Peterson had sent corrections to the Minutes via email to Mr. Daugherty that morning. Mr. Peterson wrote that one sentence under Section 5.1 in Ongoing Business, "Status of Ridership Survey and Prioritization of Changes for Watsonville Bus Service", needed clarification and correction. The sentence in the Minutes reads:

"Mr. Peterson, noting that he worked for the San Andreas Regional Center (SARC), offered office space and other assistance with the customer outreach portion of the plan."

The correction in the email from Mr. Peterson states:

"Please note:

I would be able to extend the above offer only under the following conditions:

1. Obtaining permission from my immediate supervisor and possibly other administrative staff.
2. Only after being sure that there were people there who were consumers of San Andreas Regional Center.

Thank you – Gary"

**MASTF Motion: That the January 17, 2002 MASTF Minutes be approved as amended.
M/S/PU: Fox, Schaller**

III. AMENDMENTS TO THE AGENDA

Ms. Barbour noted that she had received a request that the one New Business Agenda item, “ MASTF Response: Request for Bikes inside Buses on Route 35”, be moved up the Agenda and follow Oral Communication and Correspondence. She asked if there were any objections to the move. There were none.

Mr. Daugherty reported that the MASTF Executive Committee had revised the Agenda last week. Two Ongoing Business Agenda Items – “Status of Ridership Survey and Prioritization of Changes for Watsonville Bus Service” and “Approval of MASTF Brochure and Flyer” – were tabled until next month. Two Action Items were added to New Business on the Agenda: “Bus Stop Advisory Committee (BSAC) Report: Retaining Bus Shelters” and “Process to Select Paratransit Service Contract Provider.”

Patricia Spence requested that two New Business items be added to the Agenda as emergency action items. She noted that both items – “Consideration to Request Trolley” and “Proposal to Purchase Two Less Transit Buses to Obtain Talking Bus Technology” – would be discussed and voted upon by the METRO Board tomorrow.

The following Motion emerged from discussion:

MASTF Motion: To add two Agenda items to New Business – Consideration to Request Trolley and Proposal to Purchase Two Less Transit Buses to Obtain Talking Bus Technology – as emergency action items

M/S/C: Schaller, Fox (3 votes in favor, 2 votes opposed)

IV. ORAL COMMUNICATION AND CORRESPONDENCE

Mr. Daugherty reported that MASTF had received a letter from Lloyd Longnecker, METRO District Buyer. The letter (Attachment A) is dated January 30, 2002, titled “Notice of Request For Proposals” and describes a pre proposal conference for bidders on a contract to provide an ADA eligibility screening program.

Kasandra Fox shared that she had spoken with John Wood earlier today. He offered his regrets for being unable to attend the MASTF meeting. Ms. Fox also shared that a family matter was keeping MASTF Chairperson Deborah Lane away from the meeting today.

Ms. Spence described two recent newspaper articles on public transit issues. One article, published February 10th, described how funds are being reallocated from two projects (Harkins Slough interchange in Watsonville and Metro Base) to bolster depleted funds to work on merge lanes at the FishHook in Santa Cruz. The second article, published today, describes a press conference at the Santa Cruz Metro Center to inform people about the benefits to public transportation of State Proposition 42. Ms. Spence encouraged people to support Proposition 42, which could extend past the year 2008 the dedication of a portion of sales tax for public transit and roadwork.

V. ONGOING BUSINESS

5.1 MASTF Response: Request for Bikes Inside Buses on Route 35

Bryant Baehr reported that the initial staff recommendation – responding to a letter from Batya Kagan of *People Power* that requests that bicycles be allowed inside Route 35 buses – was to allow bicycles inside buses serving all bus routes. Mr. Baehr noted that last Friday the METRO Board requested more in depth information on allowing bicycles into Route 35 buses only.

Ms. Fox then introduced a Motion to the group. Highlights of discussion included:

- 1) Adam P. Tomaszewski asked, “What happens to senior seats when bikes are put on buses?” Mr. Tomaszewski noted that when one securement area is opened up for a wheelchair or bicycle, two to six seats are lost. He noted that information presented should “completely and totally address” the needs of seniors and other people with disabilities. He also expressed concern about what could happen on buses that travel routes such as Route 71 that are used by thousands of people with disabilities and seniors.
- 2) Batya Kagan shared that she and another person had a proposal that “would make sure these conflicts won’t happen.” She described two elements of the proposal – a “permit system” and review of “which routes would be approachable” for bikes inside buses.

She stated that the Route 71 “is one of those routes that would absolutely not be appropriate because of the numbers of disabled and senior people who use those buses. But there are other buses that are very rarely used by those constituents and are much more heavily used by bicycles (sic). And they need to get to work, they need to get to home, they need to get to doctors’ appointments, just like anyone else.” Ms. Kagan also noted that traveling during nighttime with bicycles was dangerous. She asked people to “consider the possibility of working together.”

- 3) Scott Bugental circulated copies of a letter (Attachment B) from the Elderly and Disabled Transportation Advisory Committee (E&D TAC) to METRO. He noted that the letter contained a Motion approved by E&D TAC that opposed allowing bicycle placement in “wheelchair” and “priority seating” areas “on any additional routes.” Mr. Bugental emphasized the second part of the Motion that states: “(We) encourage Metro to look at alternate methods of accommodating bicycles on buses, such as modification of the non-priority seating areas.” Mr. Bugental also noted that this issue “keeps coming up” and he expressed hope that it could move forward.
- 4) Brad Neily recalled history of this issue. He noted that after MASTF had cooperated with requests to allow bikes inside buses serving Route 41 (Bonny Doon). The group had then looked to the METRO Board for a commitment that “this was it.” He also noted that he had concerns about current proposals. Mr. Neily stated that he was “very worried about the infringement ... within priority seating.” He believed that further discussion of alternatives had merit. He also asked why staff had recommended that bikes be allowed inside buses serving all bus routes.
- 5) Ron Goodman shared that he had been a member of the original Bikes Inside Buses Task Force and that he has worked with fellow members of the Metro Users Group (MUG) on this issue. “I wanted to have a conversation about how we could accommodate more bicycles inside buses,” he stated.

He explained that he had no specific recommendations about how that would occur. The staff recommendation from METRO “wasn’t actually what we wanted.” Mr. Goodman explained that he wanted a “more measured” approach to the issue. He said that due to circumstances beyond his control the issue had been “railroaded on the fast track.” He described principles in the proposal he was working on and offered to provide copies of the proposal (Attachment C) for the next MASTF packet.

- 6) Les White stated: “Irrespective of what you just heard, the reason that this came before the Board at this time was because members of this group started calling members of the Board of Directors one on one at home demanding that it be on the Agenda. And therefore the Board directed staff to bring it forward. It was not at staff’s initiative.”

Several other persons also contributed to discussion. The following Motion closed debate:

Procedural Motion: To Call the Question
M/C (Spence, 8 votes in favor, 4 other votes available)

Then the following Motion to METRO Board and Management was approved:

MASTF Motion: MASTF opposes extension of METRO's "bikes inside buses" program because the proposed arrangement would result in loss of needed priority seats and wheelchair spaces in the securement and priority seating areas required under the Americans with Disabilities Act (ADA). MASTF supports consideration of bike storage in other bus seating areas and at facilities (such as bike lockers) outside of buses.

M/S/C: Fox, Neily (6 votes in favor, 4 votes opposed)

Ms. Barbour described a second Motion that supported the use and METRO sponsorship of folding bicycles inside buses. Highlights of discussion included:

- 1) Mr. Goodman appreciated the discussion of alternatives. He noted that the previous Motion of the group frustrated him because he believed his proposal has not been considered.
- 2) Mr. White noted that METRO would continue to explore options to assist bicyclists. He also shared an overview of the budget situation for METRO. He explained that there are “major budget problems” that require staff presentation of potential service cuts and employee layoffs to the METRO Board next month. He stated that staff would recommend that somewhere between 10% to 20% of service cuts “off the street” be implemented during the summer and fall service bids. “We are looking at employee layoffs in the magnitude of 40 to 50 employees,” he added, “This is happening at every transit system in the Bay Area.” He also noted that he would like to meet with the MASTF Executive Committee and discuss these issues further at the next MASTF meeting.

The following Motion failed:

MASTF Motion: That METRO investigate the possible use of folding bikes inside buses and possible METRO subsidy to help persons acquire folding bikes.

M/S/F: Schaller, Fox (1 vote in favor, 3 votes opposed)

5.2 Adoption of MASTF Goals for 2002

Ms. Barbour read aloud the ten proposed MASTF Goals for 2002 that were presented at the MASTF meeting last month. Discussion of the Goals included the suggestion from Ms. Spence and Barbie Schaller that MASTF consider adoption of long range (five years, for example) goals.

The following Motion emerged from discussion:

MASTF Motion: MASTF adopts these (proposed) Goals for 2002.

M/S/PU: Kramer, C. Day

Note: The list of adopted Goals (Attachment D) will be included in the MASTF March meeting packet.

VI NEW BUSINESS

6.1 Metro Base: How Can We Help?

Mr. White reported that consultant studies revealed that the preferred site for Metro Base – the Harvey West area – “is not affordable.” He noted that METRO is looking at other options. He expected that the Board would receive a report during April. He noted that MASTF would be kept informed of developments.

Mr. White stated that service cuts and employee layoffs proposed next month are “the price we are going to pay” for not having needed facilities now. “We really have to, in this next 12 month period of time, come to grips with whether or not we want a full fledged transit system in this community,” he stated, “Or whether or not we’ll allow it to continue to attrition (sic), atrophy and die. So that when you get to the year 2012 you will have no buses that are legal to operate in the State of California.”

6.2 MASTF Response: Request for Bikes Inside Buses on Route 35

This item was moved up the Agenda and followed Oral Communication and Correspondence.

6.3 Bus Stop Advisory Committee (BSAC) Report: Retaining Bus Shelters – Action Item (Ed Kramer)

Ed Kramer reported on new business brought to BSAC last month. He explained that vandalism, specifically “tagging”, of bus shelters in the Live Oak area, was prompting removal of plexiglass panels at the shelters. He noted that METRO staff were trying perforated metal slats and other means to preserve the shelters since funds were not available to replace the plexiglass panels. Mr. Kramer expressed concern that removal of damaged shelters may become an option.

David Konno explained that the metal slats and other means to preserve heavily damaged shelters (such as “kick plates”) are part of a demonstration project. Mr. Konno noted that results from the demonstration project would be presented to the METRO Board during March. Mr. Kramer believed that action on this item should be postponed until next month.

6.4 Process to Select Paratransit Service Contract Provider –Action Item (Patricia Spence)

Ms. Spence described a “MASTF Statement of Support” that she wanted the group to consider. She noted that last month the METRO Board approved a contract for paratransit eligibility software. She noted that the software would “score” the functional ability of a person to use METRO ParaCruz services. Looking to the future, she shared that starting in July a new contract for paratransit/METRO ParaCruz services begins. She also shared that re certification of current ADA paratransit users could also begin in July.

Ms. Barbour noted that a statement of support would need to become a Motion to be considered by MASTF.

The following Motion to the METRO Board emerged from discussion:

MASTF Motion: MASTF acknowledges the quality and professionalism of past METRO paratransit activities including:

- * The audit and re-certification Requests For Proposals (RFP) and the resulting reports and findings.**
- *The RFP for a new contract for the paratransit service provider**
- *The submitted proposals and selection process**
- *MASTF supports any provider that negotiates and is awarded the contract that will provide the service standards for people with disabilities contained in the METRO ParaCruz Customers Guide and Policies and Procedures.**

M/S/PU: Spence, Schaller

6.5 Consideration to Request Trolley

Ms. Spence described the two Agenda items the METRO Board would review and possibly act upon tomorrow. The trolley request garnered the first Motion. Discussion included Connie Day’s observation that a bus was more necessary than a trolley. Mr. White noted that the City of Santa Cruz was interested in creating a special identity for the summer Beach Shuttle with the use of a trolley. He also noted that METRO staff was prepared to recommend that METRO rescind further financial support of shuttle services since regular bus service faced cuts.

The following Motion to the Board concluded discussion:

MASTF Motion: MASTF opposes buying a trolley in place of a bus.

M/S/PU: C. Day, Kramer

6.6 Proposal to Purchase Two Less Transit Buses to Obtain Talking Bus Technology

Ms. Spence noted that another item on the Board Agenda tomorrow was consideration of a proposal to purchase two fewer transit buses in order to obtain Talking Bus Technology for the existing bus fleet. Discussion on this topic included the observation by Mr. White and Mr. Kramer that Talking Bus technology is transferable equipment that could be retrofit to one bus and placed in another bus later if necessary.

The following Motion to the Board emerged from discussion:

MASTF Motion: MASTF recommends that the METRO Board consider the proposal to purchase two less transit buses than currently programmed to purchase a talking bus system for the entire system.

M/S/PU: Kramer, C. Day

MASTF COMMITTEE REPORTS

6.7 Training and Procedures Committee Report

Mr. Daugherty shared that the next sensitivity training of new bus operators takes place on Thursday, February 28, 2002 from 1 to 4 p.m. at 370 Encinal Street in Santa Cruz.

6.8 Bus Service Committee Report (Kassandra Fox)

a) Bus Services Changes for Spring 2002 Bid Change – Action Item

Mr. Baehr noted that the earliest MASTF will be presented with possible bus service “shrinkage” is next month. In response to questions from Ms. Spence, he also noted that METRO will first look to cut routes that “are not producing.”

6.9 Bus Stop Improvement Committee Report (Ed Kramer)

Mr. Tomaszewski asked what the status was for road improvements at Via Pacifica and Seascape Boulevard. Mr. Konno responded a County official told him that road improvement (including sidewalk) are expected to occur later this year.

6.10 Paratransit Services Committee Report (Patricia Spence)

No report on this Agenda item.

OTHER REPORTS

6.11 Paratransit Update

a) ADA Paratransit Report (April Axton)

April Axton reported:

- 1) Community Bridges has worked to take care of out of service area (OSA) clients. These clients have pick up or destination points that are outside of the ¾ mile from bus route service area used for METRO ParaCruz/ADA paratransit service. Ms. Axton noted that three clients regained ParaCruz trip eligibility after property maps were checked. Other clients have medical rides (trips) covered by other services.

- 2) Deana Davidson was successful in acquiring two grants: One grant paid for Mobile Data Computers (MDC) for Lift Line vehicles. The second grant helped acquire a minivan used to help transition people who are OSA clients.
- 3) If tomorrow ends without an accident, Ms. Axton noted, Lift Line will have completed two months of service “accident free.”
- 4) Ms. Axton also noted that attendance at the Stroke Center has increased. She noted that some persons were receiving travelling there four times a week, instead of once or twice.

b) CCCIL Transportation Advocacy (Thom Onan)

Thom Onan reported that he has received no complaints or negative comments this past month.

6.12 UTU Report (Steve Marcus)

No report on this Agenda item.

6.13 SEA/SEIU Report (Eileen Hiltner)

Eileen Hiltner shared that, as the new SEA/SEIU representative, she saw her role as being a “conduit” to bring concerns and information back to her fellow represented employees. Ms. Hiltner noted that Olivia Diaz, METRO’s Ticket and Pass Specialist, had made a special trip during registration week for Stroke Center students to sell the prepaid paratransit coupons. She noted that this ticket sale was part of ongoing outreach.

6.14 Next Month’s Agenda Items

Karena Pushnik reported that the State required survey of unmet transit and paratransit needs was progressing. She suggested that MASTF could provide input on unmet needs next month.

VII ADJOURNMENT

The meeting was adjourned at 3:52 p.m.

M/S/PU: Schaller, C. Day

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

NOTE: NEXT MASTF MEETING IS: Thursday March 14, 2002 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 March 8, 2002 at 9:00 a.m. at the S.C.M.T.D. Administrative Offices, 370 Encinal Street, Santa Cruz, CA.

NOTE: THE FOLLOWING S.C.M.T.D. BOARD OF DIRECTORS MEETING IS: Friday March 15, 2002 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

February 13, 2002

The Santa Cruz Metropolitan Transit District Metro Users Group met at 2:20 p.m., Wednesday, February 13, 2002, at the District's Encinal Conference Room, 370 Encinal Street, Suite 100, Santa Cruz.

MEMBERS PRESENT

G. Ted Chatterton, Transit User
Connie Day, Transit User
Schelley Day, Transit User
Ron Goodman, Bicycle/Transit User
Michelle Hinkle, Board Member
Virginia Kirby, Transit User
Carolyn O'Donnell, Cabrillo, S.C. TMA
Barbara Schaller, Seniors Council

VISITORS PRESENT

Piet Canin, Bike to Work
Batya Hagen, Transit User

SCMTD STAFF PRESENT

Bryant Baehr, Operations Manager
David Konno, Facility Maint. Manager
Tom Stickel, Fleet Maint Manager

MUG MOTIONS TO METRO BOARD OF DIRECTORS

None.

MUG MOTIONS TO METRO MANAGEMENT

None.

1. CALL TO ORDER AND INTRODUCTION

New MUG members introduced themselves:

Schelley Day, Transit User
Virginia Kirby, Transit User

2. ORAL AND WRITTEN COMMUNICATIONS AND ANNOUNCEMENTS

None.

3. ADDITIONS AND DELETIONS TO THE AGENDA

None.

4. CONSENT AGENDA

Receive and Accept:

- a) January MUG Meeting Minutes - No meeting in January.
- b) Monthly Attendance Report - No meeting in January.
- c) Minutes of January Board of Directors Meeting

ACTION: MOTION: Barbie Schaller SECOND: Connie Day

APPROVE CONSENT AGENDA

Motion passed unanimously.

5. ON-GOING ITEMS

5a) Review of Current Board Agenda Items

1. Bryant Baehr reported that he submitted his Call Stop Committee update to the Board regarding refresher training for ADA call stop requirements and auditing of operator compliance. The District Counsel has been corresponding with FTA regarding the meaning of transfer point, without resolution. The request for proposal for Talking Bus funding has gone out and a price quote should be available to go before the Board in April.
2. Bryant Baehr reported that the Board received his staff report regarding the Bikes on Buses issue. The staff's recommendation was to allow bikes on every bus. However, the Board decided to direct staff to look only at Route 35 and to do an in-depth trip-by-trip analysis relating to total passengers, total wheelchair users, total bike users, and total senior and disabled passes sold. The results will be presented to the Board in March.

Piet Canin of Bike to Work, Carolyn O'Donnell of the Santa Cruz Area TMA, and Ron Goodman, MUG Bicycle/Transit User introduced themselves.

Ron Goodman stated that he would like to know the feasibility of expanding bikes on buses to other routes other than Routes 40, 41,

and 42. He also reported that he and visitor Batya Kagen, had written a proposal regarding allowing bikes on Route 35, which they would like to have brought before the Board. This proposal is available online at www.santacruzhub.org/pp/BikesInBuses.htm. Ron Goodman stated that despite the Board's decision to analyze only Route 35, he would like MUG to discuss their proposal and in addition propose it to the Board. Bryant Baehr suggested that MUG could either take the information up in March when the Board item comes up, make a recommendation after considering the information, or not discuss it at all. Michelle Hinkle stated that the proposal would be discussed after all MUG members had a chance to read it at their leisure.

5b) Review of Headways Redesign Issues

There were no issues to be discussed.

5c) Service and Planning Update

Due to the poor economy, and to the fact that District funding is sales tax driven, there is no new service going on the street.

5d) Marketing

Nothing new to report.

5e) Cabrillo College

Carolyn O'Donnel passed around the newly printed Cabrillo Come and Go campus schedule brochures and bookmarks with student pass advertisement. They both will be available at the Cabrillo library and bookstore. Carolyn also reported that many members of Cabrillo staff and faculty expressed interest in receiving both a parking permit and bus pass at no cost. For this semester only, TMA will be paying for bus passes for staff and faculty who already possess parking permits on a trial basis and to get feedback. Carolyn O'Donnel also stated that she would check into the status of Cabrillo identification cards being issued without valid bus pass stickers.

5f) Bus Procurement

Tom Stickel reported that Requests for Proposals have gone out for 10 Highway 17 high-floor buses with high back seats and for 38-40 low-floor regular transit route buses. Request for approval for the high floors have been completed and the request for approval for the low floors are currently being worked on. Bryant Baehr reported that the District should receive the 8 new CNG buses in July 2002. Bryant Baehr also stated that the District is building a temporary CNG fueling station at the Operations yard at 1200 River Street. The Board will also be reviewing the consideration to trade the purchase of one bus for a trolley.

6. UPDATES

6a) Paratransit Issues

Bryant Baehr reported that the RFP for Paratransit services has gone out. One bid was received from Community Bridges and another bid was received from ATC Vancom. A committee made up of members of the community and of the Board reviewed the proposals and selected ATC Vancom. It is hopeful that the Board will be able to review a contract by March for ATC Vancom to provide Paratransit services with a startup date of July 1, 2002.

6b) Bus Stop Signs

David Konno reported that the District purchased two 14" transit tubes that he displayed a demo of at the December MUG meeting. Marketing is having their graphic artists prepare the inserts with bus schedules. The tubes will also be embossed with Braille. They will be deployed at Cabrillo College - one inbound and one outbound for a trial test. The smaller demo transit tube may eventually be installed at the METRO Center.

6c) MetroBase

Bryant Baehr reported that both the Environmental Impact Report (EIR) and Financial Impact Report (FIR) are still ongoing. The report should be going before the Board within the next two to three months.

7. NEW BUSINESS

7a) Membership in MUG.

Michelle Hinkle reported that there were two new members in MUG. (Schelley Day and Virginia Kirby)

7b) Capitola Mall

Nothing to report.

8. OPEN DISCUSSION

Nothing to discuss.

9. ADJOURNMENT

Chair adjourned the meeting at 3:15 p.m.

Respectfully submitted,

FRANCISCO DEVILLIRES
Administrative Secretary

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
SUBJECT: MONTHLY BUDGET STATUS REPORT FOR JANUARY 2002, AND APPROVAL OF BUDGET TRANSFERS

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors approve the budget transfers for the period of February 1 – 28, 2002.

II. SUMMARY OF ISSUES

- Operating revenue for the year to date totals \$16,322,425 or \$163,603 over the amount of revenue expected to be received during the first seven months of the fiscal year, based on the budget revised in February.
- Total operating expenses for the year to date, in the amount of \$15,997,294, are at 51.9% of the revised budget, with 58.3% of the year elapsed.
- A total of \$2,247,160 has been expended through January 31st for the FY 01-02 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 01-02 budget as of January 31, 2002. The fiscal year is 58.3% elapsed.

A. Operating Revenues

Revenues are \$163,603 or 1% over the amount projected to be received for the period. 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 \$15,997,294 or 52% of the revised budget, with 58.3% 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 \$2,247,160 has been expended on the Capital Improvement Program. The largest expenditure to date is for the Engine Repower Project in the amount of \$1,729,415.

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 January 2002, and Budget Transfers

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING REVENUE - JANUARY 2002**

ATTACHMENT A

Operating Revenue	FY 01-02 Budgeted for Month	FY01-02 Actual for Month	FY 01-02 Budgeted YTD	FY 00-01 Actual YTD	FY 01-02 Actual YTD	YTD Variance from Budgeted
Passenger Fares	\$ 259,637	\$ 262,713	\$ 1,821,826	\$ 1,872,929	\$ 1,827,619	\$ 5,793
Paratransit Fares	\$ 16,507	\$ 16,012	\$ 113,256	\$ 69,764	\$ 106,579	\$ (6,677)
Special Transit Fares	\$ 202,991	\$ 201,655	\$ 950,263	\$ 888,177	\$ 949,377	\$ (886)
Highway 17 Revenue	\$ 72,277	\$ 68,946	\$ 514,071	\$ 497,972	\$ 511,841	\$ 2,230
<i>Subtotal Passenger Rev</i>	\$ 551,412	\$ 549,326	\$ 3,399,416	\$ 3,328,842	\$ 3,395,416	\$ (4,000): See Note 1
Advertising Income	\$ 15,000	\$ 15,000	\$ 99,000	\$ 86,000	\$ 99,000	\$ -
Other Aux Transp Rev	\$ 1,000	\$ 619	\$ 7,000	\$ 7,462	\$ 6,303	\$ (697)
Rent income	\$ 10,691	\$ 10,691	\$ 79,518	\$ 80,790	\$ 83,821	\$ 4,303
Interest - General Fund	\$ 47,986	\$ 49,657	\$ 504,834	\$ 701,706	\$ 506,503	\$ 1,669
Non-Transportation Rev	\$ 150	\$ 308	\$ 1,050	\$ 5,025	\$ 45,548	\$ 44,498 . See Note 2
Sales Tax Income	\$ 841,300	\$ 841,300	\$ 9,040,799	\$ 9,362,082	\$ 9,152,278	\$ 121,829 See Note 3
TDA Funds	\$ -	\$ -	\$ 3,023,206	\$ 2,969,606	\$ 3,023,206	\$ -
MBUAPCD Funding						
Other Local Funding	\$ -		\$ -	\$ 16,534		\$ -
State Guideway Funding	\$ -		\$ -			\$ -
Other State Funding						
FTA Op Asst - Sec 5303	\$ -		\$ -			\$ -
FTA Op Asst - Sec 5307	\$ -	\$ -	\$ -		\$ -	\$ -
FTA Op Asst - Sec 5311	\$ -	\$ -	\$ -			\$ -
Other Federal Grants						
Other Revenue						
Total Operating Revenue	\$ 1,467,539	\$ 1,466,901	\$ 16,154,823	\$ 16,558,047	\$ 16,322,425	\$ 163,603

**MONTHLY REVENUE AND EXPENSE REPORT
OPERATING EXPENSE SUMMARY - JANUARY 2002**

	FY 01-02 Final Budget	FY 01-02 Revised Budget	FY 00-01 Expended YTD	FY 01-02 Expended YTD	Percent Expended of Budget	
PERSONNEL ACCOUNTS						
Administration	\$ 590,330	\$ 575,705	\$ 284,504	\$ 303,880	52.8%	
Finance	\$ 544,423	\$ 524,266	\$ 256,351	\$ 275,664	52.6%	
Planning & Marketing	\$ 928,464	\$ 912,584	\$ 393,920	\$ 477,250	52.3%	
Human Resources	\$ 472,659	\$ 314,727	\$ 197,574	\$ 221,847	70.5%	See Note 4
Information Technology	\$ 355,728	\$ 343,361	\$ 178,187	\$ 190,773	55.6%	
District Counsel	\$ 317,568	\$ 301,987	\$ 109,924	\$ 154,249	51.1%	
Facilities Maintenance	\$ 1,033,696	\$ 1,031,082	\$ 471,429	\$ 552,270	53.6%	
Paratransit Program	\$ 147,345	\$ 39,618	\$ -	\$ -	0.0%	See Note 5
Operations	\$ 1,883,433	\$ 1,872,384	\$ 956,181	\$ 1,037,458	55.4%	
Bus Operators	\$ 11,273,632	\$ 11,328,538	\$ 5,797,410	\$ 6,441,825	56.9%	
Fleet Maintenance	\$ 3,883,760	\$ 3,718,093	\$ 1,702,821	\$ 1,952,638	52.5%	
Retired Employees Benefits	\$ 433,892	\$ 430,801	\$ 194,956	\$ 234,964	54.5%	
Total Personnel	\$ 21,864,930	\$ 21,393,146	\$ 10,543,257	\$ 11,842,818	55.4%	
NON-PERSONNEL ACCOUNTS						
Administration	\$ 604,207	\$ 587,875	\$ 296,399	\$ 304,027	51.7%	
Finance	\$ 524,400	\$ 512,665	\$ 236,435	\$ 288,036	56.2%	
Planning & Marketing	\$ 219,901	\$ 233,493	\$ 66,128	\$ 140,306	60.1%	See Note 6
Human Resources	\$ 105,117	\$ 172,117	\$ 46,262	\$ 85,904	49.9%	
Information Technology	\$ 122,125	\$ 134,725	\$ 68,497	\$ 85,988	63.8%	See Note 7
District Counsel	\$ 159,405	\$ 219,405	\$ 68,071	\$ 85,834	39.1%	
Facilities Maintenance	\$ 489,234	\$ 511,426	\$ 310,947	\$ 250,129	48.9%	
Paratransit Program	\$ 3,445,805	\$ 3,445,915	\$ 1,215,447	\$ 1,396,042	40.5%	See Note 8
Operations	\$ 435,240	\$ 485,445	\$ 104,733	\$ 222,841	45.9%	
Bus Operators	\$ 6,040	\$ 6,442	\$ 2,872	\$ 2,363	36.7%	
Fleet Maintenance	\$ 3,633,153	\$ 3,073,653	\$ 1,728,174	\$ 1,350,860	43.9%	
Op Prog/SCCIC	\$ 2,445	\$ 2,695	\$ 2,728	\$ 597	22.2%	
Prepaid Expense	\$ -	\$ -	\$ (44,587)	\$ (58,451)	0.0%	See Note 9
Total Non-Personnel	\$ 9,747,070	\$ 9,385,854	\$ 4,102,106	\$ 4,154,476	44.3%	
Subtotal Operating Expense	\$ 31,612,000	\$ 30,779,000	\$ 14,645,363	\$ 15,997,294	52.0%	
Grant Funded Studies/Programs	\$ 70,000	\$ 70,000	\$ 9,995	\$ -	0.0%	
Transfer to/from Cap Program	\$ -	\$ -	\$ 299,780	\$ -	0.0%	
Pass Through Programs	\$ -	\$ -	\$ 27,000	\$ -	0.6%	
Total Operating Expense	\$ 31,682,000	\$ 30,849,000	\$ 14,982,141	\$ 15,997,294	51.9%	
YTD Operating Revenue Over YTD Expense				\$ 325,131		

**CONSOLIDATED OPERATING EXPENSE
JANUARY 2002**

	FY 01-02 Final Budget	FY 01-02 Revised Budget	FY 00-01 Expended YTD	FY 01-02 Expended YTD	YTD of Budget	
LABOR						
Operators Wages	\$ 5,838,840	\$ 6,038,840	\$ 3,044,605	\$ 3,444,762	57.0%	
Operators Overtime	\$ 1,001,812	\$ 1,001,812	\$ 510,423	\$ 641,826	64.1%	See Note 10
Other Salaries & Wages	\$ 6,297,182	\$ 5,738,584	\$ 2,711,219	\$ 3,100,561	54.0%	
Other Overtime	\$ 254,900	\$ 368,147	\$ 151,134	\$ 187,720	51.0%	
	\$ 13,392,734	\$ 13,147,383	\$ 6,417,380	\$ 7,374,869	56.1%	
FRINGE BENEFITS						
Medicare/Soc Sec	\$ 124,935	\$ 131,935	\$ 59,823	\$ 74,772	56.7%	
PERS Retirement	\$ 954,700	\$ 929,648	\$ 446,601	\$ 499,994	53.8%	
Medical Insurance	\$ 2,056,360	\$ 2,035,025	\$ 1,017,264	\$ 1,127,174	55.4%	
Dental Plan	\$ 507,311	\$ 463,272	\$ 266,661	\$ 234,230	50.3%	
Vision Insurance	\$ 114,499	\$ 112,991	\$ 61,662	\$ 65,335	57.8%	
Life Insurance	\$ 60,639	\$ 60,639	\$ 29,547	\$ 31,069	51.2%	
State Disability Ins	\$ 137,494	\$ 149,994	\$ 35,988	\$ 76,647	51.1%	
Long Term Disability Ins	\$ 499,190	\$ 483,193	\$ 219,177	\$ 248,101	51.3%	
Unemployment Insurance	\$ 27,692	\$ 27,692	\$ 19,222	\$ 1,886	6.8%	See Note 11
Workers Comp	\$ 1,438,541	\$ 1,298,541	\$ 631,623	\$ 662,387	51.0%	
Absence w/Pay	\$ 1,511,416	\$ 2,522,426	\$ 1,324,470	\$ 1,433,457	56.8%	
Other Fringe Benefits	\$ 28,408	\$ 28,408	\$ 13,841	\$ 12,895	45.4%	
	\$ 8,472,195	\$ 8,245,762	\$ 4,125,878	\$ 4,467,948	54.2%	
SERVICES						
Acctng/Admin/Bank Fees	\$ 325,220	\$ 287,586	\$ 233,125	\$ 131,545	45.7%	
Prof/Legis/Legal Services	\$ 376,400	\$ 395,097	\$ 104,173	\$ 116,198	29.4%	
Temporary Help	\$ 19,340	\$ 128,642	\$ 92,043	\$ 100,529	78.1%	See Note 12
Uniforms & Laundry	\$ 34,496	\$ 34,496	\$ 19,841	\$ 18,957	55.0%	
Security Services	\$ 277,438	\$ 327,438	\$ 142,270	\$ 143,847	43.9%	
Outside Repair - Bldgs/Eqmt	\$ 195,261	\$ 196,261	\$ 77,736	\$ 103,544	52.8%	
Outside Repair - Vehicles	\$ 272,600	\$ 252,600	\$ 89,327	\$ 135,071	53.5%	
Waste Disp/Ads/Other	\$ 168,947	\$ 201,847	\$ 69,976	\$ 101,381	50.2%	
	\$ 1,669,702	\$ 1,823,967	\$ 828,494	\$ 851,072	46.7%	
CONTRACT TRANSPORTATION						
Contract Transportation	\$ 300	\$ 300	\$ 22	\$	0.0%	
Paratransit Service	\$ 3,297,605	\$ 3,297,605	\$ 1,051,657	\$ 1,342,572	40.7%	See Note 8
	\$ 3,297,905	\$ 3,297,905	\$ 1,051,680	\$ 1,342,572	40.7%	
MOBILE MATERIALS						
Fuels & Lubricants	\$ 1,881,130	\$ 1,372,130	\$ 712,486	\$ 522,416	38.1%	
Tires & Tubes	\$ 160,000	\$ 155,000	\$ 61,479	\$ 91,530	59.1%	See Note 13
Other Mobile Supplies	\$ 8,500	\$ 8,500	\$ 1,115	\$ 3,339	39.3%	
Revenue Vehicle Parts	\$ 745,000	\$ 695,000	\$ 371,009	\$ 307,781	44.3%	
Inventory Adjustment	\$ -	\$ -	\$ 173,933	\$ -	0.0%	
	\$ 2,794,630	\$ 2,230,630	\$ 1,320,023	\$ 925,066	41.5%	

**CONSOLIDATED OPERATING EXPENSE
JANUARY 2002**

	FY 01-02 Final Budget	FY 01-02 Revised Budget	FY 00-01 Expended YTD	FY 01-02 Expended YTD	% Exp YTD of Budget	
OTHER MATERIALS						
Postage & Mailing/Freight	\$ 19,522	\$ 19,822	\$ 8,611	\$ 11,317	57.1%	
Printing	\$ 113,031	\$ 116,231	\$ 35,744	\$ 53,422	46.0%	
Office/Computer Supplies	\$ 76,495	\$ 74,995	\$ 37,051	\$ 41,050	54.7%	
Safety Supplies	\$ 31,713	\$ 31,713	\$ 7,374	\$ 14,072	44.4%	
Cleaning Supplies	\$ 86,556	\$ 70,556	\$ 26,168	\$ 28,375	40.2%	
Repair/Maint Supplies	\$ 77,404	\$ 77,404	\$ 49,548	\$ 35,714	46.1%	
Parts, Non-Inventory	\$ 58,000	\$ 58,000	\$ 31,859	\$ 28,901	49.8%	
Tools/Tool Allowance	\$ 23,467	\$ 27,467	\$ 4,544	\$ 8,384	30.5%	
Promo/Photo Supplies	\$ 19,355	\$ 21,379	\$ 6,525	\$ 9,057	42.4%	
	\$ 505,543	\$ 497,567	\$ 207,423	\$ 230,291	46.3%	
UTILITIES	\$ 335,310	\$ 332,929	\$ 147,942	\$ 178,548	53.6%	
CASUALTY & LIABILITY						
Insurance - Prop/PL & PD	\$ 215,200	\$ 215,200	\$ 85,760	\$ 104,730	48.7%	
Settlement Costs	\$ 100,000	\$ 100,000	\$ 28,169	\$ 19,323	19.3%	
Repairs to Prop	\$ 11,750	\$ 11,750	\$ (4,625)	\$ (1,406)	0.0%	See Note 14
Prof/Other Services	\$ 30,000	\$ 90,000	\$ 7,683	\$ 55,151	61.3%	See Note 15
	\$ 356,950	\$ 416,950	\$ 116,988	\$ 177,799	42.6%	
TAXES	\$ 45,280	\$ 45,280	\$ 25,843	\$ 26,148	57.7%	
MISC EXPENSES						
Dues & Subscriptions	\$ 46,093	\$ 58,593	\$ 28,203	\$ 33,633	57.4%	
Media Advertising	\$ 50,000	\$ 37,476	\$ 4,724	\$ 21,356	57.0%	
Employee Incentive Program	\$ 15,892	\$ 10,992	\$ 7,738	\$ 5,878	53.5%	
Training	\$ 45,615	\$ 51,615	\$ 20,625	\$ 13,212	25.6%	
Travel & Local Meetings	\$ 74,354	\$ 68,354	\$ 27,519	\$ 19,986	29.2%	
Other Misc Expenses	\$ 13,500	\$ 13,500	\$ 10,373	\$ 5,271	39.0%	
	\$ 245,454	\$ 240,530	\$ 99,180	\$ 99,336	41.3%	
OTHEREXPENSES						
Leases & Rentals	\$ 566,298	\$ 570,098	\$ 314,531	\$ 323,644	56.8%	
Transfer to Capital	\$ -	\$ -	\$ 299,780	\$ -	0.0%	
Pass Through Programs	\$ -	\$ -	\$ 27,000	\$ -	0.0%	
	\$ 566,298	\$ 570,098	\$ 641,311	\$ 323,644	56.8%	
Total Operating Expense	\$ 31,682,000	\$ 30,849,000	\$ 14,982,142	\$ 15,997,294	51.9%	

**MONTHLYREVENUEANDEXPENSEREPORT
FY 00-01 CAPITAL IMPROVEMENT PROGRAM**

CAPITAL PROJECTS	Program Budget	Expended in January	YTD Expended
Grant Funded Projects			
Consolidated Operating Facility	\$ 7,948,083	\$ 25,263	\$ 68,447
Urban Bus Replacement	\$ 8,246,472		\$ 23,020
Engine Repower Project	\$ 3,037,000	\$ 289,735	\$ 1,729,415
ADA Paratransit Vehicles	\$ 149,000		
Computer System	\$ 115,000		
CNG Facilities for SCM, Ops	\$ 632,000	\$ 32,729	\$ 41,228
Farebox Replacement (CO)	\$ 60,000		\$ 63,751
	\$ 20,187,555		
District Funded Projects			
Bus Stoo Imorvements	\$ 375,622	\$ 27,540	\$ 53,038
ADA Recertification Program	\$ 65,000		
Ridecheck Upgrade Project	\$		
Facilities Repair & Improvements	\$ 229,950		\$ 157,236
Machinery/Equipment Repair/Impr	\$ 66,500		\$ 24,378
Non-Revenue Vehicle Replacement	\$ 147,000		\$ 54,644
Office Equipment	\$ 5,000		\$ 3,179
IT Projects	\$ 90,000		\$ 28,825
Automated Telephone Info System	\$ 35,000		
Foothill Bus Improvements	\$ 85,143		
SVTC Tenant Improvements	\$		
Metro Center Improvements	\$ 25,000		
Reserve for CNG Conversion	\$		
Contingency for District Funded Projects	\$ 1,070		
Transfer to Ooperating Budaet	\$ 735,280		
	\$ 1,860,565		
TOTAL CAPITAL PROJECTS	\$ 22,048,119	\$ 375,266	\$ 2,247,160
CAPITAL FUNDING SOURCES			
	Budget	Received in January	YTD Received
Federal Caoital Grants	\$ 14,561,939	\$ 51,108	\$ 307,080
State Capital Grants	\$		
STA Funding	\$ 1,540,466		\$ 351,912
Local Capital Grants	\$ 719,631		
District Reserves	\$ 4,977,583	\$ 324,158	\$ 1,588,168
Transfer from Bus Stop Improvement Reserve	\$ 248,500		
TOTAL CAPITAL FUNDING	\$ 22,048,119	\$ 375,266	\$ 2,247,160

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

1. Passenger fares (farebox and pass sales) are \$5,793 or 0.3% over the revised budget amount for the year to date. Paratransit fares are \$6,677 or 6% under budget for the period due to fewer rides for the year to date than projected. Special transit fares (contracts) are \$886 under the budgeted amount. Highway 17 Express revenue is \$2,230 or 0.2% under the year to date budgeted amount. Together, all four passenger revenue accounts are under the budgeted amount for the first seven months of the fiscal year by a net \$4,000 or 0.1%.
2. Non-transportation revenue is \$44,498 over budget largely due to a refund from Community Bridges for last fiscal year in the amount of \$36,268.
3. Sales tax income is \$121,829 or 1.3% over the revised budget amount due to a higher advance payment than projected.
4. Human Resources personnel expense is at 70.5% of the budget since the budget was reduced to reflect staff vacancies from January forward.
5. Paratransit program personnel expense is at zero for the year-to-date since program staff has not yet been hired.
6. Planning & Marketing non-personnel expense is at 60.1% of the budget due to one-time expenses for graphic services.
7. Information Technology non-personnel expense is at 63.8% of the budget due to purchase of computer supplies and computer maintenance services.
8. Paratransit program expense is only at 40.5% of the budget because the January billing information was not available by the report deadline and no paratransit personnel costs have been incurred to date.
9. 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.
10. Operators’ overtime is at 64.1% of the budget due to extensive employee medical absences. Overall, Bus Operator payroll expense is within budget.
11. State unemployment insurance is only at 6.8% of the budget because the payment is capped when each employee reaches \$7,000 in gross wages, beginning January 1st. Most of these costs are expended in January – March of each year.
12. Temporary help is at 78.1% of the budget due to hire of temporary workers during recruitment of new employees in the departments of Human Resources and Facilities Maintenance and during employee absences in the Planning & Marketing Department. Savings in wage and benefit accounts will off-set this expense.

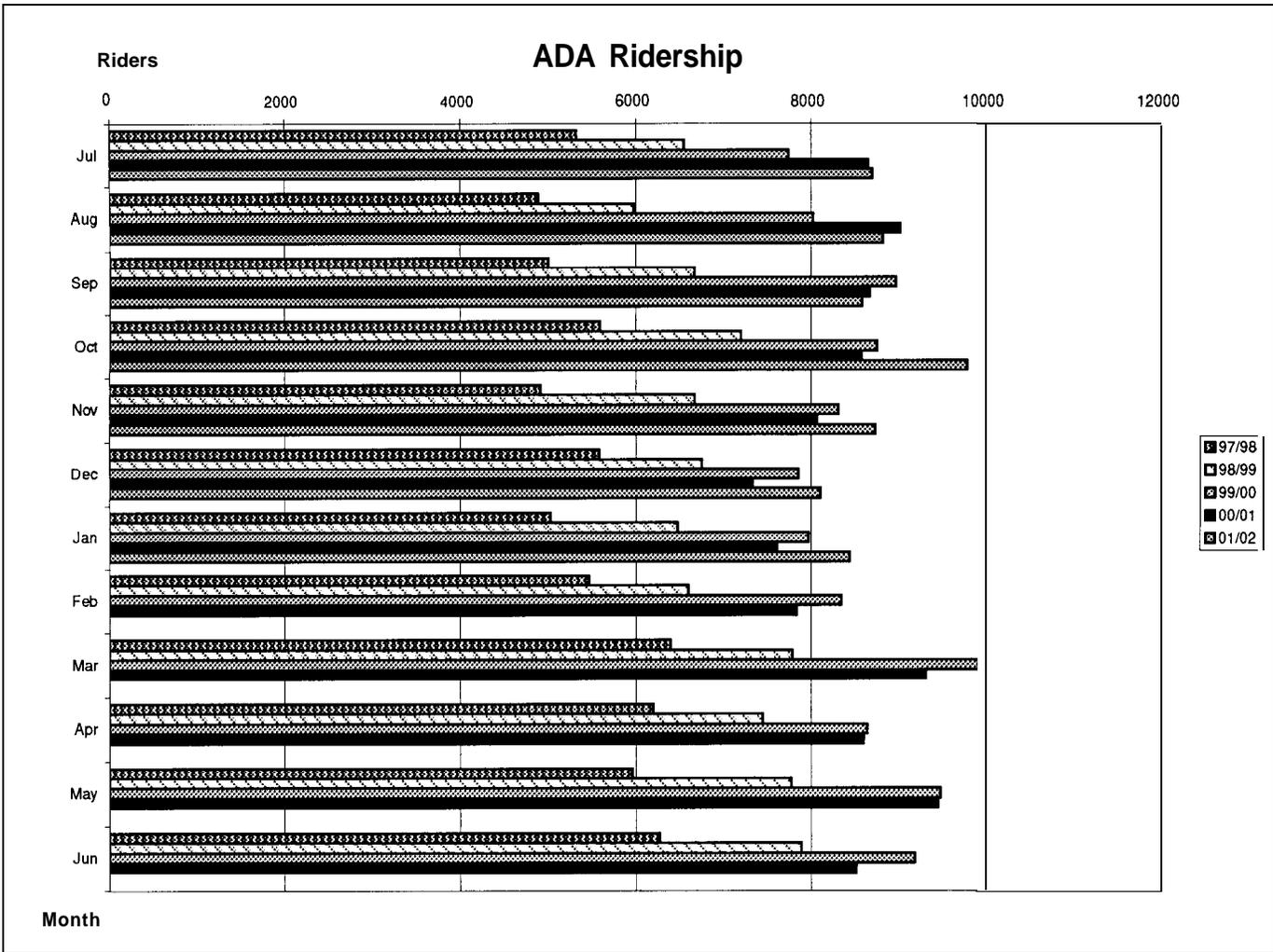
13. Tires and tubes expense is at 59.1% of the budget due to periodic purchases.
14. Repairs to property is a casualty and liability account to which repairs to District vehicles and property are charged when another party is liable for the damage. All collections made from other parties for property repair are applied to this account to offset the District's repair costs. Collections have been applied for the year to date, but some repairs have yet to be charged to the account.
15. Professional/other services for casualty and liability expense is at 61.3% of the budget due to unanticipated costs related to new lawsuits.

FY 00-01 BUDGET TRANSFERS
2/1/02 - 2/28/02

	ACCOUNT #	ACCOUNT TITLE	AMOUNT
TRANSFER # 02-034			
TRANSFER FROM:	501021-3200	Other Salaries	\$ (80,000)
TRANSFER TO:	501023-3200	Other Overtime	\$ 80,000
REASON:	To cover the cost of overtime for the Operations Department.		
TRANSFER # 02-035			
TRANSFER FROM:	501021-I 300	Other Salaries	\$ (2,000)
	504215-I 300	Printing	\$ (1,500)
	50431 I-I 300	Office Supplies	\$ (1,500)
			\$ (5,000)
TRANSFER TO:	501023-I 300	Other Overtime	\$ 2,000
	503352-I 300	Equip Repair - Outside	\$ 1,000
	504214-I 300	Promotional Items	\$ 2,000
			\$ 5,000
REASON:	To cover account overruns and expected expenditures for the Planning & Marketing Department.		
TRANSFER # 02-036			
TRANSFER FROM:	501021-1400	Other Salaries	\$ (10,000)
TRANSFER TO:	503041-1400	Temporary Help	\$ 10,000
REASON:	To cover expected expenditures for temporary help in the Human Resources Department during recruitment process.		

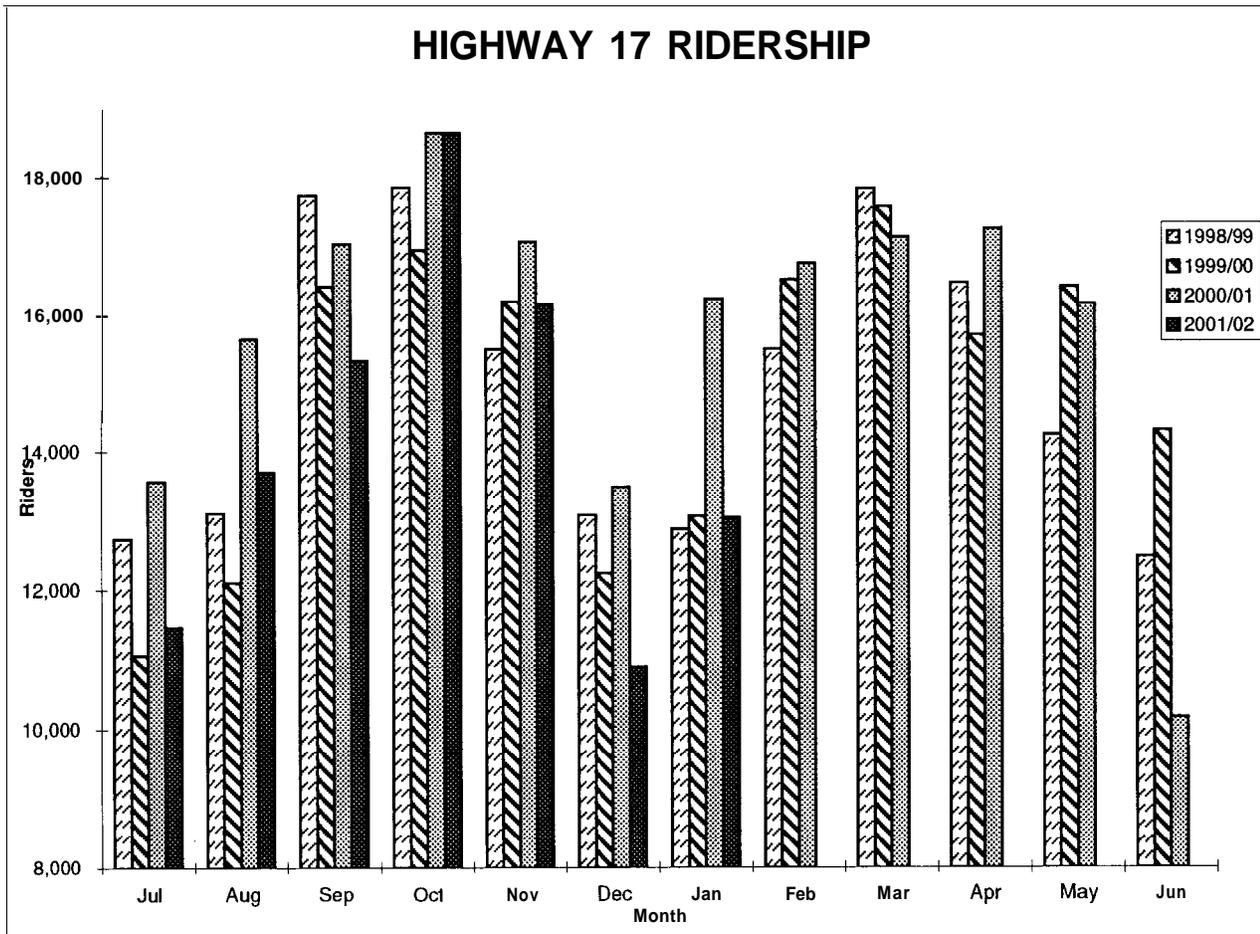
ADA Paratransit Program Monthly Status Report

	This January	Last January	% Change	This YTD	Last YTD	% Change
Cost	\$ 214,994	\$ 178,225	20.6%	\$ 1,513,262	\$ 1,339,206	13.0%
Revenue	\$16,870	\$15,210	10.9%	\$122,208	\$115,740	5.6%
Subsidy	\$198,124	\$163,015	21.5%	\$1,391,054	\$1,223,466	13.7%
Passengers	8,435	7,605	10.9%	61,104	57,870	5.6%
Cost/Ride	\$25.49	\$23.44	9.6%	\$24.77	\$ 23.14	7.7%
Subsidy/Ride	\$23.49	\$21.44	9.6%	\$22.77	\$21.14	7.7%
Operating Ratio I	7.8%	8.5%	-8.1%	8.1%	8.6%	-6.6%
% Rides on Taxi	69.7%	62.2%	12.0%	68.2%	68.4%	-0.3%
Program Registrants	9,173	8,175	12.2%	9,173	8,175	12.2%
Rides/Registrant	0.9195	0.9303	-1.2%	6.6613	7.0789	-5.9%



HIGHWAY 17 -JANUARY 2002

	January			YTD		
	2001/02	2000/01	%	2001/02	2000/01	%
COST						
	\$ 111,211	\$ 109,690	1.4%	\$ 783,773	\$ 737,913	6.2%
Farebox	\$ 29,290	\$ 33,993	(13.8%)	\$ 224,947	\$ 245,773	(8.5%)
Operating Deficit	\$ 80,725	\$ 75,582	6.8%	\$ 543,815	\$ 480,548	13.2%
Santa Clara Subsidy	\$ 40,362	\$ 37,791	6.8%	\$ 271,907	\$ 240,274	13.2%
METRO Subsidy	\$ 40,362	\$ 37,791	6.8%	\$ 271,907	\$ 240,274	13.2%
San Jose State Subsidy	\$ 1,196	\$ 115	939.9%	\$ 15,011	\$ 11,591	29.5%
STATISTICS						
Passengers	13,043	16,229	(19.6%)	99,200	111,620	(11.1%)
Revenue Miles	32,918	32,918	0.0%	224,438	222,941	0.7%
Revenue Hours	1,280	1,280	(0.0%)	8,729	8,670	0.7%
PRODUCTIVITY						
Cost/Passenger	\$ 8.53	\$ 6.76	26.2%	\$ 7.90	\$ 46.72	(83.1%)
Revenue/Passenger	\$ 2.25	\$ 2.09	7.2%	\$ 2.27	\$ 15.40	(85.3%)
Subsidy/Passenger	\$ 6.28	\$ 4.66	34.7%	\$ 5.63	\$ 31.33	(82.0%)
Passengers/Mile	0.40	0.49	(19.6%)	0.44	3.50	(87.4%)
Passengers/Hour	10.19	12.68	(19.6%)	11.37	90.10	(87.4%)
Recovery Ratio	26.3%	31.0%	(15.0%)	28.7%	33.3%	(13.8%)



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: UNIVERSITY OF CALIFORNIA - SANTA CRUZ SERVICE UPDATE

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Student billable trips for January 2002 increased by 15.4% versus January 2001. Year to date student billable trips have increased by 11.9%.
- Faculty / staff billable trips for January 2002 increased by 2.7% versus January 2001. Year to date faculty / staff billable trips have increased by 15.6%.
- Revenue received from UCSC for January 2002 was \$193,399 versus \$168,695 a 14.6% increase.

III. DISCUSSION

Full school-term transit service to the University of California – Santa Cruz started on September 19, 2001. Attached are charts detailing student and faculty / staff billable trips. A summary of the results is:

- Student billable trips for the month of January 2002 were 191,678 vs. 166,035 for January 2001 a increase of 15.4.
- Faculty / staff billable trips for the month of January 2002 were 11,391 vs. 11,095 for January 2001 a increase of 2.7%.
- Year to date Student billable trips increased by 11.9% and faculty / staff billable trips increased by 15.6%.
- In January 2002 the charge for service was \$193,399. The charge for January 2001 was \$168,695. This represents a 14.6% increase in revenue for January 2002 versus January 2001.

IV. FINANCIAL CONSIDERATIONS

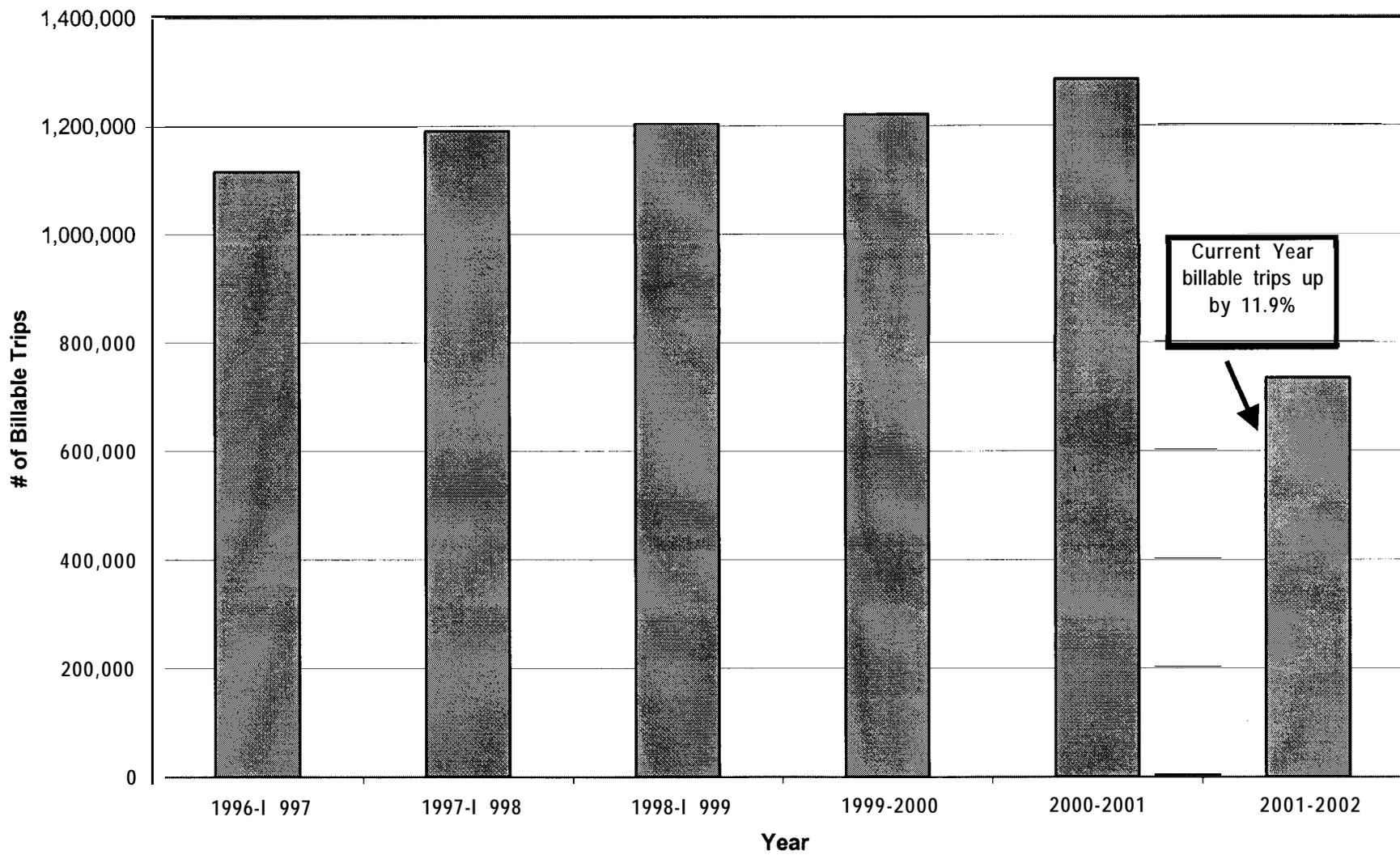
NONE

V. ATTACHMENTS

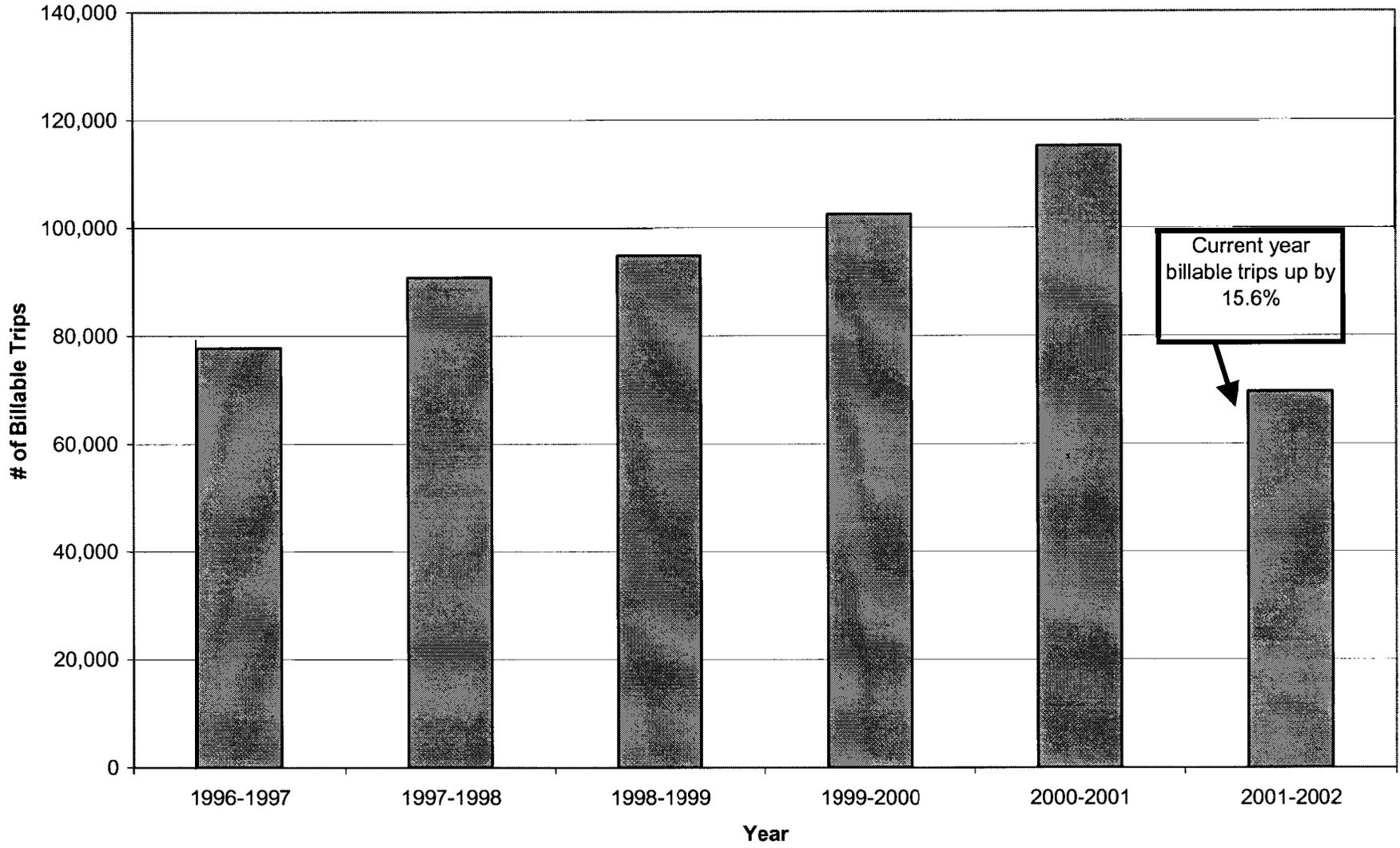
Attachment A: UCSC Student Billable Trips

Attachment B: UCSC Faculty / Staff Billable Trips

UCSC Student Billable Trips



UCSC Faculty / Staff Billable Trips



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 15, 2002
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: ACCEPT AND FILE STATUS ON CALL STOP ISSUE PROGRESS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- On August 17, 2001 the Board of Directors adopted a series of action items relating to call stops.
- Listed below is an update on each of the action items.

III. DISCUSSION

On August 17, 2001 the Board of Director adopted a series of action items relating to call stops. This report will detail the status of those items.

Action items:

Recommend that the Board of Directors move to obtain funding for and arrange for the purchase of the “Talking Buses” technology as soon as possible and provide a timeline for when the technology might be in place.

- The General Manager and Assistant General Manager are working on obtaining the funding. Several potential sources have been identified. Staff will report to the Board of Directors on a monthly basis and MASTF Executive Committee on a bi-monthly basis concerning funding progress and implementation schedule. Specifications for the “Talking Bus” have been developed and the Purchasing Department reports that the bid has been issued and responses are due by the end of February 2002.

Recommend that the expanded list of call stops be implemented as soon as possible, and that an assessment be arranged through FTA, or some other source, to ensure that the list meets the ADA requirements.

- The call stop list adopted by the Board of Directors on August 17, 2001 has been distributed to the bus operators with instructions on ADA compliance. District Counsel did receive confirmation from FTA that only major transfer points are required to be called.

Recommend that the public be informed of the changes to call stops and that the changes be advertised as soon as possible through Headways and other sources of advertising.

- **Completed.** The Marketing Department has completed the internal posters, notification of the press and the call stop list is now listed in “Headways.”

Recommend that the bus stop signage be delegated to the Bus Stop Advisory Committee with the request for participation from John Wood (Doran Center for the Blind) for input.

- **Completed.** The Bus Stop Advisory Committee has been advised to address this issue.

Recommend that a bus operator training program be implemented as soon as possible in order to create awareness of the need for ADA compliance.

- **Completed.** Bus Operators on extended leaves of absence will receive their training once they return to duty.
- An audit of bus operator call stop compliance was completed and the results are attached as a separate Board report.

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

Attachment A: NONE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
**SUBJECT: APPROVAL OF RENEWAL OF EMPLOYMENT PRACTICES
LIABILITY INSURANCE**

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors authorize renewal of employment practices liability coverage with U.S. Risk Underwriters, Inc. at a premium not to exceed \$40,000.

II. SUMMARY OF ISSUES

- Last year, the District obtained employment practices liability coverage with U.S. Risk Underwriters, Inc. through CalTIP's excess insurance broker, Aon Risk Services.
- The coverage includes discrimination, sexual harassment and wrongful termination. It covers the District, directors and officers, employees and former employees.
- Aon is offering renewal of the same coverage.

III. DISCUSSION

The District's current policy for employment practices liability coverage is expiring on March 26, 2002. Aon is in the process of obtaining a quotation for renewal of the policy. U.S. Risk has expressed interest in renewing the policy, and staff has submitted the required application documents.

IV. FINANCIAL CONSIDERATIONS

The premium cost is included in the FY 01-02 budget.

V. ATTACHMENTS

None.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: Tom Stickel, Manager of Fleet Maintenance
SUBJECT: CONSIDER AMENDING MISSION LINEN & UNIFORM SERVICE CONTRACT

I. RECOMMENDED ACTION

District staff is recommending that the Board of Directors authorize the General Manager to execute an amendment to the contract with Mission Linen & Uniform Service to extend the term of the contract for one (1) additional year.

II. SUMMARY OF ISSUES

- The District has a contract (#99-19) with Mission Linen & Uniform Service for uniform and laundry service.
- At the option of the District, this contract may be renewed for four (4) additional one-year terms under the same terms and conditions.
- Mission Linen & Uniform Service has indicated that they are interested in extending the contract an additional year to April 20, 2003.

III. DISCUSSION

The District's current contract (#99-19) with Mission Linen & Uniform Service for uniform and laundry service is due to expire on April 20, 2002. Mission Linen & Uniform Service has provided good service under this contract. An extension of the contract would be advantageous to the District. Section 3.02 of the contract allows the District the option to renew the contract under the same terms and conditions for four (4) additional one-year terms. Mission Linen & Uniform Service has also reviewed the contract and has indicated their desire to extend the contract. It is recommended that the Board of Directors authorize the General Manager to execute an amendment to the contract with Mission Linen & Uniform Service to extend the contract one (1) additional year.

IV. FINANCIAL CONSIDERATIONS

Funds are available in the Fleet & Facilities Maintenance budgets for this amendment.

V. ATTACHMENTS

Attachment A: Letter from Mission Linen & Uniform Service



Mission Linen Supply

MISSION LINEN & UNIFORM SERVICE

Attachment -A-

Santa Cruz Metropolitan
Transit District
120 Du Bois Street
Santa Cruz, CA 95060

Attn: Lloyd Longnecker

Dear Lloyd,

On behalf of Mission Uniform Service and myself I wish to thank you for your past and future business.

We are absolutely in agreement to extend the contract for an additional one-year period. There will be no modification at this time.

Please call me at **(831)** 424-1 707 if you have any questions.

Sincerely,

Dave Grider
Account Representative

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: March 8, 2002

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDER WHETHER IT IS IN THE DISTRICT'S BEST INTERESTS TO SELL THE PROPERTY LOCATED AT 617 REDWOOD DRIVE, FELTON, CALIFORNIA, AND ALLOW A COMPETITIVE PROCESS FOR ITS SALE

I. RECOMMENDED ACTION

Declare that it is in the District's best interests to sell the property located at 617 Redwood Drive, Felton, California, and allow for a competitive process to dispose of the property.

II. SUMMARY OF ISSUES

- On Friday, March 20, 1981 at its regularly scheduled Board of Directors' meeting, the Santa Cruz Metropolitan Transit District Board of Directors by a unanimous vote took action to accept a donation by Mr. Jun Lee a resident of Scotts Valley, of a 20X40 parcel of land located at 617 Redwood Drive in Felton for use as a bus stop. The General Manager, Scott Galloway, wrote a letter of explanation to the Board of Directors on March 13, 1981, which is attached as Attachment A . Page five of the March 20, 1981 Minutes of the Board of Directors Meeting is attached as Attachment B.
- On December 30, 1981 the Grant Deed for the property located at 617 Redwood Drive, Felton, CA, APN: 065-202-01 was recorded in the name of the Santa Cruz Metropolitan Transit District. The Deed is attached as Attachment C.
- The parcel was used as a bus stop until 1997, at which time, floods ravaged the unpaved road making it impassable for buses. Additionally, the County limited the pounds allowed on the deteriorating bridge and denied requests to upgrade the road or bridge.
- According to the Manager of Operations, the parcel is no longer necessary for use as a bus stop.

III. DISCUSSION

On January 25, 2002 District Counsel, Margaret Gallagher and Facilities Maintenance Manager, David Konno met with six neighbors of 617 Redwood Drive in Felton. These individuals have noticed over the past few years the deterioration of the property located at 617 Redwood Drive, in Felton and the bus shelter located on the property. (See

Attachment D, a letter dated February 26, 2002 from Nancy Wright) They are concerned that the property is an eyesore and also a prime target for possible vandalism. To avoid this, they are interested in purchasing the parcel to develop it into a neighborhood park for the use and enjoyment of residents on Redwood Drive.

According to the Manager of Operations, the property is not necessary as a bus stop and it is unlikely that it will ever be needed as a bus stop.

Buses cannot travel on Redwood Drive due to the deterioration of the roadway. At this time the road is restricted from allowing vehicles that weigh more than one ton from using the road. The bus routes utilize a road that is parallel to Redwood Drive.

According to the District's enabling statute the Board may sell any real property that it owns when in its judgment it is in the best interests of the District to do so. (Public Utilities Code §98233)

IV. FINANCIAL CONSIDERATIONS

Other than the liability insurance kept on the property, which is negligible, there are no financial considerations.

V. ATTACHMENTS

- Attachment A:** March 13, 1981 letter from Scott Galloway, General Manager
- Attachment B:** Page 5 of March 20, 1981 Minutes of the Board of Directors Meeting
- Attachment C:** Grant Deed Recorded December 30, 1981 by the Santa Cruz County Recorder's Office
- Attachment D:** February 26, 2002 letter from Nancy Wright

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

March 13 , 1981

TO: Board of Directors
FROM: General Manager
SUBJECT: Donation of Bus Shelter

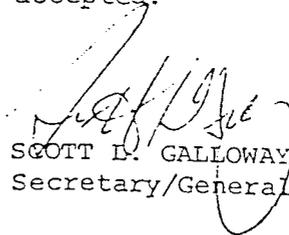
Mr. Jun Lee, who owns a parcel on Redwood Drive, (see attached map) has offered to donate the parcel to the District for use as a bus stop.

Investigation by Dhvid Konno, Field Maintenance Supervisor for the District reveals that there is a stone and wood shelter-like structure existing on the parcel. The structure is set back from the roadway, is dimly lighted, and its mode of construction is prone to vandalism. A stop is desirable at that location, hwever.

The District currently utilizes an encroachment permit process to acquire bench and shelter sites. Policy direction Will be required if the District is to accept a donation offered by Mr. Lee.

Additional liability insurance expense to cover District exposure on the parcel is negligible.

Staff recommends that the donation be accepted.


SCOTT B. GALLOWAY
Secretary/General Manager

SLG: jo

11. Approval of RFP's for Paratransit Study Consultant

The Board reviewed the Request for Proposals for Feasibility Study and Development of Implementation Plan for Establishment of a Paratransit Agency for Santa Cruz County. The Board also reviewed changes recommended by the District Finance Committee and the SCCTC. After discussion, Director Patton moved that the Board approve the Request for Proposal for Feasibility Study and Development of Implementation Plan for Establishment of a Paratransit Agency for Santa Cruz County as amended to include the changes recommended by the District Finance Committee and the SCCTC. Director McNeil seconded and the motion passed unanimously.

12. Request for Reclassification of SEA Positions

Director Patton moved to approve the Policy and Finance Committee recommendation that the reclassification requests be referred to the Personnel Committee for evaluation and recommendation. Director Rotkin seconded and the motion passed unanimously.

13. Donation of Bus Shelter

Staff reported that Mr. Jun Lee, who owns a parcel on Redwood Drive has offered to donate the parcel to the District for use as a bus stop. After discussion, Director Rotkin moved that the Board of Directors accept the Facilities Committee recommendation that the donation be accepted. Director Brickley seconded and the motion passed unanimously.

14. Report on Policy Committee

Spiro Mellis, Chairman of the Policy Committee, reported that the Policy Committee had met and discussed the function of the newly formed committee and key issues to be discussed in future meetings.

15. Status Report on Development of Disaster Preparedness and Emergency Services Plan

The Board discussed the Disaster Preparedness and Emergency Services Plan that is being prepared for review by the Board at a later date.

ORDER

APN

WHEN RECORDED MAIL TO

1

Name
Street
Address
City &
State

Santa Cruz Metropolitan Transit District
230 Walnut Avenue
Santa Cruz, California 95060

BOOK 3402 PAGE

617

57616

RECORDED AT REQUEST OF
JUN LEE
CAROL ANN LEE

DEC 30 1 32 PM '81

SANTA CRUZ COUNTY
CLERK OF COUNTY RECORDS

05765

ATTACHMENT C

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Grant Deed

The undersigned grantor(s) declare(s):

Documentary transfer tax is \$ None

- () computed on full value of property conveyed, or
- () computed on full value less value of liens and encumbrances remaining at time of sale.
- () Unincorporated area: () City of...
- () Realty not sold.

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

JUN LEE and CAROL ANN LEE, Husband and wife,

hereby GRANT(S) to

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

that property in Santa Cruz County, State of California, described as:

BEGINNING at the Northwesterly corner of Lot 54 as shown and designated on that certain Map entitled, "Subdivision Number 1, Felton Acres, being a part of Rancho Canada del Rincon and Zayante Rancho, Santa Cruz County, California, subdivided in June 1924 by Lloyd Bowman, County Surveyor", filed for record June 7, 1924 in Volume 18 of Maps, Page 47, Santa Cruz County Records, said point being on the Southerly line of Redwood Drive as shown on said Map; thence running along the Southerly line of Redwood Drive, North 75° 02' East 4.30 feet; thence North 81° 36' East 20.70 feet to the Northwesterly corner of the land conveyed to H. W. Bartlett, by Deed dated July 20, 1925 and recorded in Volume 52, Page 318, Official Records of Santa Cruz County; thence leaving said Redwood Drive, South 14° 20' East 85.42 feet to the Southerly bank of Shingle Mill Creek; thence along the Southerly bank of Shingle Mill Creek, South 66° 45' West 47.81 feet to a 10 foot easement as shown upon the aforementioned Map of Felton Acres; thence along the Easterly side of said 10 foot easement North 0° 16' East 93 feet, more or less, to the point of beginning.

Assessor's Parcel Number 065-202-01

Mail tax statements to Grantee at above address

Date December 16, 1981

STATE OF CALIFORNIA }
COUNTY OF Santa Cruz } ss.

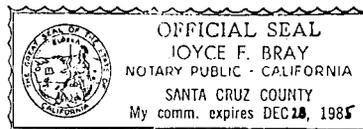
On December, 1981 before me, the undersigned, a Notary Public in and for said State, personally appeared Jun Lee and Carol Ann Lee

Jun Lee
Jun Lee

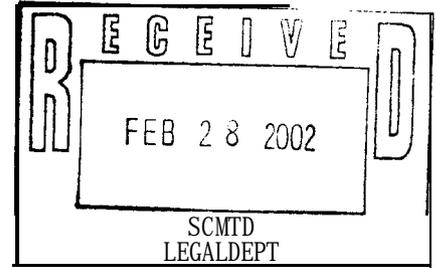
Carol Ann Lee
Carol Ann Lee

_____ known to me to be the person(s) whose name(s) are subscribed to the within instrument and at knowledge that they executed the same. WITNESS my hand and official seal.

Signature *Joyce F. Bray*
JOYCE F. BRAY
Name (Typed or Printed)



NANCY MOORE WRIGHT
 646 Redwood Drive
 Felton, CA 95018
 (831) 335-3878



February 26, 2002

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

RE: Property located at 617 Redwood Drive, Felton

Thank you for the opportunity to comment regarding the Transit District's interest in potentially disposing of the above referenced property.

We brought this to your attention after several years of noticing the decline of the property. The parcel was formerly a kiosk related to the historic summer resort activities of the surrounding parcels. Since my husband and I moved to our home over twenty years ago, the kiosk has suffered from age and various other damage. Our neighbors, Mike and Tama Malwaukie, Chris Zeiman and Kari Husmann join us in hoping for the restoration and maintenance of the kiosk.

It is our understanding that the property may be declared surplus by the Board of Directors. We would like to set forth some criteria which you may wish to consider as the Board moves forward.

- The property should be restored to a safe condition. There is an open test well that should be secured. Damage to the existing kiosk should be repaired with respect to the historic use.
- The future use of the property should be restricted so that no incidental uses would be permitted that might infringe on the neighborhood, such as parking, camping, etc.
- If the property is set for disposal, the appraisal should take into consideration the existing deteriorated condition and the cost to restore the historic structure.
- The process for disposition of the property should provide for open bids rather than sealed bids since there are few comparable properties with similar constraints. If the District elects not to restore the property prior to disposition, bidders should be able to relate their price to the problems associated with the current condition,

We will attend the meeting of March 8, 2002 to answer any questions the Board may have regarding our interest in the property.

Sincerely,

Nancy Moore Wright

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Tom Stickel, Manager of Fleet Maintenance

SUBJECT: CONSIDER AMENDING DAY WIRELESS SYSTEMS CONTRACT

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- The District has a contract (#99-10) with Day Wireless Systems for radio maintenance services.
- At the option of the District, this contract may be renewed for four (4) additional one-year terms under the same terms and conditions.
- Day Wireless Systems has indicated that they are interested in extending the contract an additional year to March 31, 2003.

III. DISCUSSION

The District's current contract (#99-10) with Day Wireless Systems for radio maintenance service is due to expire on March 31, 2002. Day Wireless Systems has provided excellent service under this contract. An extension of the contract would be advantageous to the District. Section 5.01 of the contract allows the District the option to renew the contract under the same terms and conditions for four (4) additional one-year terms. Day Wireless Systems has also reviewed the contract and has indicated their desire to extend the contract for one additional year. It is recommended that the Board of Directors authorize the General Manager to execute an amendment to the contract with Day Wireless Systems to extend the contract one (1) additional year.

IV. FINANCIAL CONSIDERATIONS

Funds are available in the Facilities Maintenance budget for this amendment.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: Robyn Slater, Interim Human Resources Manager
SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

ATTACHMENT A
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EMPLOYEE RECOGNITION

TEN YEAR

None

FIFTEEN YEARS

Pete Jussell, Bus Operator
Leopoldo Limas, Bus Operator
Jose V. Rodriguez, Mechanic III

TWENTY YEARS

Michael W. Regan, Mechanic III
Donald M. Toline, Lead Mechanic

TWENTY-FIVE YEARS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Elisabeth Ross, Finance Manager

SUBJECT: APPROVAL OF FY 02-03 PRELIMINARY LINE ITEM BUDGET FOR REVIEW AND CLAIMS PURPOSES

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors adopt the attached preliminary line item budget for FY 02-03, for review and TDA/STA claims purposes.

II. SUMMARY OF ISSUES

- The proposed FY 02-03 preliminary line item operating budget totals \$31,338,000.
- Major operating revenue assumptions in the budget include no increase in sales tax revenue; no increase in farebox revenue over current levels; and a decrease in advertising revenue.
- The projected amount for the TDA allocation reflects the amount adopted by the Santa Cruz County Regional Transportation Commission (SCCRTC).
- Balancing actions for the operating budget include the full use of Federal formula assistance for operating expenses, transfer of \$1,200,000 from reserves, and use of insurance reserves in the amount of \$100,000 to pay for settlement costs.
- To reduce operating expenses, \$1,000,000 in net service reductions is proposed and reductions in non-personnel operating costs and staff positions totaling \$1,408,358.
- The preliminary capital program is comprised of twelve projects totaling \$19,066,555, requiring a District share of \$3,308,615 from reserves and STA funding to fund local projects, as well as a \$1,000,000 transfer to the operating budget.
- Two meetings with Union representatives are planned for late March and early May to answer questions about the budget and obtain input from the employee organizations.
- During the budget process, staff will continue to refine revenue and expense projections as updated information becomes available. Staff will present a draft final budget to the Board in May, with specific information at that time regarding service reductions and positions recommended to be unfunded during FY 02-03.

III. DISCUSSION

A preliminary line item budget must be adopted by the Board of Directors in March of each year in order to allow submittal of the District's Transportation Development Act (TDA) and State Transit Assistance (STA) claims to the Santa Cruz County Regional Transportation Commission (SCCRTC) by the April 1st deadline.

A. Operating Revenues

Operating revenues total \$31,338,000 including transfers from reserves. All fare revenue accounts have been projected based on data through January 2002 and will be updated prior to presentation of the draft final budget in May.

Most fare revenue is projected at no increase over estimated FY 01-02 levels.

Advertising income in the amount of \$138,000 is projected based on the current contract with Obie Media, which ends mid-year, followed by an estimated monthly revenue of \$8,000 under a new contract.

Sales tax revenues have been projected at no increase over FY 01-02 projected receipts. The sales tax projection will be updated after the March 25th report from the State Board of Equalization which will detail the sales tax performance during the October – December 2001 sales period. Preliminary estimates by the State Department of Finance show a slight increase in sales tax revenue state-wide in FY 02-03.

TDA funding is budgeted in the amount of \$5,497,889 as adopted by the Santa Cruz County Regional Transportation Commission.

In order to balance the preliminary budget, Federal operating assistance has been utilized to the fullest extent. Federal assistance allocations under Sections 5307 and 5311 are based on preliminary communications from the President and Congress. However, the actual allocations for FY 02-03 will not be determined by Congress until October 2002.

To increase funding for the FY 02-03 operating budget, staff proposes using excess sales tax monies from the capital reserve fund in the amount of \$1,200,000, as well as \$100,000 from the insurance reserve to fund settlement costs.

B. Operating Expenses

Operating expenses by department are at or near FY 01-02 projected actual levels in most departments.

The paratransit contract transportation expense has been budgeted to allow for 120,000 trips during the year. Paratransit fares are budgeted at \$240,000 to reflect the \$2.00 fare per trip. Currently, the system is providing approximately 8,000 to 9,000 trips per month.

The preliminary budget amounts for casualty and liability insurance are estimates only, since the actual billings will not be received until May. The projected figures are higher than current year figures because the District received a rebate in FY 01-02 which reduced the premiums in the current year.

Since operating expenses exceed operating revenues (including transfers from reserves) in the amount of \$2,408,358, staff has added two balancing line items at the end of the operating expense summaries. One is in the amount of \$1,000,000 and represents net cost reductions from reducing service levels in two phases, one effective June 2002, and one effective September 2002. This will involve the reduction of Bus Operator positions and Fleet Maintenance positions.

The other balancing line item is in the amount of \$1,408,358, and is obtained from reducing non-personnel expenses in every department as well as eliminating funding in FY 02-03 for certain staff positions in the management and SEIU representation units. The positions would be reconsidered for funding in the next fiscal year, depending on the revenue situation. The total number of positions not funded in FY 02-03 from the management, SEIU and UTU representation units would be approximately thirty-five. Detailed recommendations on these reductions will be presented at a future Board meeting.

To potentially decrease the number of layoffs required, staff is researching enhancement of PERS retirement programs to encourage earlier retirement of eligible employees. This may require Board action at future Board meetings, and staff recommendations on this issue will be presented as part of the budget process.

C. Capital Improvement Program

The FY 02-03 capital improvement program contains twelve projects as shown in the capital budget at the end of Attachment A. The largest capital project, consolidated operating facility, requires a District share of \$1,589,617 for the work estimated to be performed beginning in FY 02-03. The second largest project, purchase of replacement buses, requires \$836,368 in District funding. The capital program will be updated prior to submittal to the Board in May.

IV. FINANCIAL CONSIDERATIONS

The preliminary line item budget must be approved this month in order for the District to submit claims for TDA and STA funding for FY 02-03 by the April 1st deadline.

V. ATTACHMENTS

Attachment A: FY 02-03 Preliminary Line Item Budget

ATTACHMENT A

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

FY 02-03

PRELIMINARY LINE ITEM BUDGET

MARCH 15, 2002

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY 02-03 PRELIMINARY BUDGET
OPERATING REVENUE**

REVENUE SOURCE	FEB REVISED BUDGET FY 01-02	PRELIM BUDGET FY 02-03	PERCENT CHANGE
1 Passenger Fares	\$ 3,106,966	\$ 3,106,451	0.0%
2 Special Transit Fares	\$ 1,823,327	\$ 1,824,080	0.0%
3 Paratransit Fares	\$ 228,770	\$ 240,000	4.9%
4 Highway 17 Revenue	\$ 915,728	\$ 915,728	0.0%
5 Commissions	\$ 12,000	\$ 12,000	0.0%
6 Advertising Income	\$ 174,000	\$ 138,000	-20.7%
7 Rent income - SC Metro Center	\$ 89,658	\$ 89,000	-0.7%
8 Rent income - Watsonville TC	\$ 46,509	\$ 47,000	1.1%
9 Rent Income - General	\$ 7,200	\$ 7,200	0.0%
10 Interest Income	\$ 737,000	\$ 746,000	1.2%
11 Other Non-Transportation Revenue	\$ 1,800	\$ 1,800	0.0%
12 Sales Tax	\$ 15,290,422	\$ 15,290,422	0.0%
13 Transp Dev Act (TDA) Funds	\$ 5,767,827	\$ 5,497,889	-4.7%
14 Special TDA Allocation	\$ 417,878	\$	-100.0%
15 Other Local Funding	\$	\$	0.0%
16 FTA Sec 5303 - Strategic Imp Plan	\$ 35,000	\$	-100.0%
17 FTA Sec 5303 - Cust Info Serv Plan	\$ 35,000	\$	-100.0%
18 FTA Sec 5307 - Op Assistance	\$ 1,229,934	\$ 2,075,729	68.8%
19 FTA Sec 5311 - Rural Op Assistance	\$ 46,701	\$ 46,701	0.0%
20 Transfer from Reserves	\$ 848,280	\$ 1,200,000	41.5%
21 Transfer from Insurance Reserves	\$ 35,000	\$ 100,000	185.7%
TOTAL OPERATING REVENUE	\$ 30,849,000	\$ 31,338,000	1.6%

Updated 2/28/02

**SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
DEPARTMENTALEXPENSES**

DEPARTMENT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE	
			FROM FY 01-02	% OF TOTAL FY 02-03
1100 Administration	1,163,580	1,235,473	6.2%	3.9%
1200 Finance	1,036,931	1,116,287	7.7%	3.6%
1300 Planning & Marketing	1,146,077	1,208,983	5.5%	3.9%
1400 Human Resources	486,844	596,536	22.5%	1.9%
1500 Information Technology	478,086	506,171	5.9%	1.6%
1700 District Counsel	521,392	362,566	-30.5%	1.2%
1800 Risk Management	-	269,455	0.0%	0.9%
2200 Facilities Maintenance	1,542,508	1,622,825	5.2%	5.2%
3100 Paratransit Program	3,485,533	3,770,082	8.2%	12.0%
3200 Operations	2,357,829	2,508,175	6.4%	8.0%
3300 Bus Operators	11,334,980	12,502,195	10.3%	39.9%
4100 Fleet Maintenance	6,791,746	7,552,751	11.2%	24.1%
9005 Retired Employee Benefits	430,801	491,460	14.1%	1.6%
Additional Operating Programs	2,695	3,400	26.2%	0.0%
District Grant Programs/Studies	70,000		-100.0%	0.0%
SUBTOTAL OPERATING EXPENSE	30,849,000	33,746,358	9.4%	107.7%
Service Reductions		(1,000,000)	0.0%	-3.2%
Staff Reductions/Other Reductions		(1,408,358)	0.0%	-4.5%
TOTAL OPERATING EXPENSES	30,849,000	31,338,000	1.6%	100.0%

**SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
CONSOLIDATED EXPENSES**

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501011 Bus Operator Pay	6,038,840	6,831,286	13.1%
501013 Bus Operator OT	1,001,812	1,007,047	0.5%
501021 Other Salaries	5,830,584	6,674,484	14.5%
501023 Other OT	286,147	295,427	3.2%
Totals	13,157,383	14,808,244	12.5%
FRINGE BENEFITS			
502011 Medicare/SS	131,935	160,575	21.7%
502021 Retirement	929,648	1,059,981	14.0%
502031 Medical Ins	2,035,025	2,194,675	7.8%
502041 Dental Ins	465,272	445,198	-4.3%
502045 Vision Ins	112,991	121,213	7.3%
502051 Life Ins	60,639	60,438	-0.3%
502060 State Disability	149,994	138,775	-7.5%
502061 Disability Ins	483,193	508,703	5.3%
502071 State Unemployment	27,692	28,070	1.4%
502081 Worker's Comp	1,298,541	1,431,552	10.2%
502101 Holiday Pay	281,745	307,431	9.1%
502103 Floating Holiday	56,600	61,600	8.8%
502109 Sick Leave	651,581	712,880	9.4%
502111 Vacation	1,381,397	1,481,480	7.2%
502121 Other Paid Absence	151,103	147,355	-2.5%
502251 Phys. Exam - Renewal	8,404	4,950	-41.1%
502253 Driver Lic Renewal	4,436	7,240	63.2%
502999 Other Fringe Benefits	15,568	17,308	11.2%
Totals	8,245,762	8,889,425	7.8%
SERVICES			
503011 Accting/Audit Fees	85,866	80,750	-6.0%
503012 Admin/Bank Fees	201,720	210,150	4.2%
503031 Professional/Technical & Fees	309,397	268,440	-13.2%
503032 Legislative Services	75,700	73,180	-3.3%
503033 Legal Services	10,000	67,000	570.0%
503034 Employment Exams	26,180	30,440	16.3%
503041 Temp Help	118,642	8,740	-92.6%
503161 Custodial Services	96,479	98,700	2.3%
503162 Uniforms/Laundry	34,496	42,500	23.2%
503171 Security Services	327,438	336,419	2.7%
503221 Classified/Legal Ads	24,950	33,250	33.3%
503225 Graphics Services	30,000	42,500	41.7%
503351 Building Repair - Out	25,680	34,400	34.0%
503352 Equip Repair - Out	169,581	177,430	4.6%
503353 Rev Veh Repair - Out	195,900	221,120	12.9%
503354 Other Veh Repair - Out	56,700	64,020	12.9%
503363 Haz Waste Disposal	24,238	41,250	70.2%
Totals	1,812,967	1,830,289	1.0%

**SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
CONSOLIDATED EXPENSES**

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
PURCHASED TRANSPORTATION			
503405 Contract Transp	300	300	0.0%
503406 Contract/Paratransit	3,297,605	3,474,485	5.4%
Totals	3,297,905	3,474,785	5.4%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	122,235	126,118	3.2%
504012 Fuels & Lubricants - Rev Veh	1,249,895	1,570,211	25.6%
504021 Tires & Tubes	155,000	166,000	7.1%
504161 Other Mobile Supplies	8,500	8,500	0.0%
504191 Rev Vehicle Parts	695,000	745,000	7.2%
504192 Inventory Adjustment			0.0%
Totals	2,230,630	2,615,829	-100.0%
OTHER MATERIALS & SUPPLIES			
504205 Freight Out	2,475	2,600	5.1%
504211 Postage & Mailing	17,347	19,990	15.2%
504214 Promotional Items	6,474	7,150	10.4%
504215 Printing	117,731	144,529	22.8%
504217 Photo Supp/Process	12,905	15,372	19.1%
504311 Office Supplies	76,495	82,765	8.2%
504315 Safety Supplies	31,713	27,853	-12.2%
504317 Cleaning Supplies	70,556	75,174	6.5%
504409 Repair/Maint Supply	77,404	60,555	-21.8%
504421 Non-Inventory Parts	58,000	58,000	0.0%
504511 Small Tools	14,557	14,207	-2.4%
504515 Employee Tools	4,000	4,000	0.0%
504517 Tool Allowance	8,910		-100.0%
Totals	498,567	512,195	2.7%
UTILITIES			
505011 Gas & Electric	171,476	163,100	-4.9%
505021 Water & Garbage	92,674	80,520	-13.1%
505031 Telecommunications	68,779	64,870	-5.7%
Totals	332,929	308,490	-7.3%
CASUALTY & LIABILITY COSTS			
506011 Insurance - Property	60,000	40,000	-33.3%
506015 Insurance - PL/PD	130,000	150,000	15.4%
506017 Ins - Vehicle Phys Damage	5,200	30,000	476.9%
506021 Insurance - Other	20,000	20,000	0.0%
506123 Settlement Costs	100,000	100,000	0.0%
506127 Repair - District Prop	11,750	11,000	-6.4%
506999 Other Casualty Exp'	90,000	55,000	-38.9%
Totals	416,950	406,000	-2.6%

**SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
CONSOLIDATED EXPENSES**

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
TAXES			
507051 Fuel Tax	9,984	10,542	5.6%
507201 Licenses & Permits	12,995	10,757	-17.2%
507999 Other Taxes	22,301	24,000	7.6%
Totals	45,280	45,299	0.0%
MISC EXPENSE			
509011 Dues/Subscriptions	58,593	56,555	-3.5%
509081 Advertising-Promo	37,476	37,500	0.1%
509101 Incentive Program	10,992	15,832	44.0%
509121 Employee Training	51,615	51,040	-1.1%
509123 Travel	57,495	70,125	22.0%
509125 Local Meeting Expense	10,859	9,555	-12.0%
509127 Board Fees	13,200	13,200	0.0%
509150 Contributions	300	300	0.0%
Totals	240,530	254,107	5.6%
LEASES & RENTALS			
512011 Facility Lease	548,649	575,722	4.9%
512061 Equipment Rental	21,449	25,973	21.1%
Totals	570,098	601,695	5.5%

**SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
CONSOLIDATED EXPENSES**

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
PERSONNEL TOTAL	21,403,145	23,697,669	10.7%
NON-PERSONNEL TOTAL	9,445,855	10,048,689	6.4%
DEPARTMENT TOTALS	30,849,000	33,746,358	9.4%
SERVICE REDUCTIONS		(1,000,000)	0.0%
STAFF REDUCTIONS/OTHER		(1,408,358)	0.0%
TOTAL OPERATING EXPENSE	30,849,000	31,338,000	1.6%

ADMINISTRATION

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Administration - 1100

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	373,524	403,926	8.1%
501023 Other OT	2,400	500	-79.2%
Totals	375,924	404,426	7.6%
FRINGE BENEFITS			
502011 Medicare/SS	6,360	6,968	9.6%
502021 Retirement	31,069	33,602	8.2%
502031 Medical Ins	33,673	30,790	-8.6%
502041 Dental Ins	9,031	6,431	-28.8%
502045 Vision Ins	1,898	1,993	5.0%
502051 Life Ins	1,247	1,247	0.0%
502060 State Disability	2,795	2,562	-8.3%
502061 Disability Ins	11,269	12,529	11.2%
502071 State Unemployment	516	516	0.0%
502081 Worker's Comp	30,987	30,987	0.0%
502101 Holiday Pay	4,746	5,184	9.2%
502103 Floating Holiday	10,600	11,200	5.7%
502109 Sick Leave	18,985	20,735	9.2%
502111 Vacation	32,981	35,986	9.1%
502121 Other Paid Absence	3,000	3,000	0.0%
502999 Other Fringe Benefits	624	936	50.0%
Totals	199,781	204,666	2.4%
SERVICES			
503012 Admin/Bank Fees	100	100	0.0%
503031 Professional/Technical & Fees	31,970	26,920	-15.8%
503032 Legislative Services	75,700	73,180	-3.3%
503041 Temp Help	5,040	2,240	-55.6%
503221 Classified/Legal Ads	9,450	13,750	45.5%
503352 Equip Repair - Out	7,000	7,500	7.1%
Totals	129,260	123,690	-4.3%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	530	365	-31.1%
Totals	530	365	-31.1%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	10,000	11,640	16.4%
504215 Printing	10,000	10,762	7.6%
504217 Photo Supp/Process	100	100	0.0%
504311 Office Supplies	9,308	10,953	17.7%
Totals	29,408	33,455	13.8%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Administration - 1100

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
UTILITIES			
505011 Gas & Electric	26,585	37,000	39.2%
505021 Water & Garbage	4,305	5,000	16.1%
505031 Telecommunications	7,960	6,000	-24.6%
Totals	38,850	48,000	23.6%
MISC EXPENSE			
509011 Dues/Subscriptions	31,900	29,986	-6.0%
509101 Incentive Program	730	7,432	918.1%
509123 Travel	53,845	66,325	23.2%
509125 Local Meeting Expense	8,659	6,655	-23.1%
509127 Board Fees	13,200	13,200	0.0%
Totals	108,334	123,598	14.1%
LEASES & RENTALS			
512011 Facility Lease	278,925	294,933	5.7%
512061 Equipment Rental	2,568	2,340	-8.9%
Totals	281,493	297,273	5.6%
 PERSONNEL TOTAL	 575,705	 609,092	 5.8%
 NON-PERSONNEL TOTAL	 587,875	 626,381	 6.6%
 DEPARTMENT TOTALS	 1,163,580	 1,235,473	 6.2%

FINANCE

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET

Finance - 1200

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	347,845	376,001	8.1%
501023 Other OT	1,000	500	-50.0%
Totals	348,845	376,501	7.9%
FRINGE BENEFITS			
502011 Medicare/SS	2,963	3,542	19.5%
502021 Retirement	29,226	31,546	7.9%
502031 Medical Ins	31,475	33,368	6.0%
502041 Dental Ins	10,883	8,935	-17.9%
502045 Vision Ins	2,219	2,325	4.8%
50205 1 Life Ins	1,571	1,409	-10.3%
502060 State Disability	3,727	2,989	-19.8%
502061 Disability Ins	10,765	11,678	8.5%
502071 State Unemployment	688	722	5.0%
502081 Worker's Comp	11,617	11,617	0.0%
502101 Holiday Pay	4,470	4,789	7.1%
502 103 Floating Holiday	6,700	7,500	11.9%
502109 Sick Leave	17,880	19,157	7.1%
502111 Vacation	37,414	40,005	6.9%
502121 Other Paid Absence	3,200	3,200	0.0%
502999 Other Fringe Benefits	624	624	0.0%
Totals	175,421	183,406	4.6%
SERVICES			
503011 Accting/Audit Fees	76,470	80,000	4.6%
503012 Admin/Bank Fees	201,600	210,000	4.2%
503031 Professional/Technical & Fees	5,000	15,500	210.0%
503041 Temp Help	1,000		-100.0%
503352 Equip Repair - Out	1,000	750	-25.0%
Totals	285,070	306,250	7.4%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	400	100	-75.0%
Totals	400	100	-75.0%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	200	150	-25.0%
504215 Printing	1,500	1,050	-30.0%
504311 Off ice Supplies	4,795	4,500	-6.2%
Totals	6,495	5,700	-12.2%
UTILITIES			
505031 Telecommunications	1,600	1,640	2.5%
Totals	1,600	1,640	2.5%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Finance - 1200

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
CASUALTY & LIABILITY COSTS			
506011 Insurance - Property	60,000	40,000	-33.3%
506015 Insurance - PUPD	130,000	150,000	15.4%
506017 Ins-Veh- Phys Damage	5,200	30,000	476.9%
506021 Insurance - Other	20,000	20,000	0.0%
Totals	215,200	240,000	11.5%
TAXES			
507051 Fuel Tax			0.0%
507201 Licenses & Permits	200	250	25.0%
507999 Other Taxes			0.0%
Totals	200	250	25.0%
MISC EXPENSE			
509011 Dues/Subscriptions	1,200	1,400	16.7%
509101 Incentive Program	2,000	540	-73.0%
509123 Travel	500	500	0.0%
Totals	3,700	2,440	-34.1%
PERSONNEL TOTAL	524,266	559,907	6.8%
NON-PERSONNEL TOTAL	512,665	556,380	8.5%
DEPARTMENT TOTALS	1,036,931	1,116,287	7.7%

PLANNING & MARKETING

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Planning & Marketing - 1300

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	560,995	606,030	8.0%
501023 Other OT	2,247	2,000	-11.0%
Totals	563,242	608,030	8.0%
FRINGE BENEFITS			
502011 Medicare/SS	5,174	6,602	27.6%
502021 Retirement	47,721	51,043	7.0%
502031 Medical Ins	66,154	66,107	-0.1%
502041 Dental Ins	18,826	17,379	-7.7%
502045 Vision Ins	4,745	4,982	5.0%
502051 Life Ins	2,569	2,569	0.0%
502060 State Disability	6,988	6,405	-8.3%
502061 Disability Ins	16,971	17,820	5.0%
502071 State Unemployment	1,290	1,290	0.0%
502081 Worker's Comp	70,810	70,810	0.0%
502101 Holiday Pay	6,994	7,705	10.2%
502103 Floating Holiday	3,700	4,000	8.1%
502109 Sick Leave	27,978	30,821	10.2%
502111 Vacation	63,110	74,624	18.2%
502121 Other Paid Absence	6,000	6,000	0.0%
502999 Other Fringe Benefits	312	312	0.0%
Totals	349,342	368,468	5.5%
SERVICES			
503031 Professional/Technical & Fees	22,500	24,220	7.6%
503041 Temp Help	15,702	3,000	-80.9%
503225 Graphics Services	30,000	35,000	16.7%
503352 Equip Repair - Out	1,800	2,500	38.9%
Totals	70,002	64,720	-7.5%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	325	325	0.0%
Totals	325	325	0.0%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	4,730	5,300	12.1%
504214 Promotional Items	6,024	6,500	7.9%
504215 Printing	69,900	73,900	5.7%
504217 Photo Supp/Process	6,100	6,150	0.8%
504311 Off ice Supplies	10,320	8,600	-16.7%
Totals	97,074	100,450	3.5%
UTILITIES			
505031 Telecommunications	6,600	7,000	6.1%
Totals	6,600	7,000	6.1%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Planning & Marketing - 1300

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
TAXES			
507201 Licenses & Permits	3,360	3,360	0.0%
Totals	<u>3,360</u>	<u>3,360</u>	<u>0.0%</u>
MISC EXPENSE			
509011 Dues/Subscriptions	13,856	14,170	2.3%
509081 Advertising-Promo	37,476	37,500	0.1%
509101 Incentive Program	300	300	0.0%
509150 Contributions	300	300	0.0%
Totals	<u>51,932</u>	<u>52,270</u>	<u>0.7%</u>
LEASES & RENTALS			
512061 Equipment Rental	4,200	4,360	3.8%
Totals	<u>4,200</u>	<u>4,360</u>	<u>3.8%</u>
PERSONNEL TOTAL	912,584	976,498	7.0%
NON-PERSONNEL TOTAL	233,493	232,485	-0.4%
DEPARTMENT TOTALS	<u><u>1,146,077</u></u>	<u><u>1,208,983</u></u>	<u><u>5.5%</u></u>

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Human Resources - 1400

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	141,904	301,862	112.7%
501023 Other OT	1,500	1,763	17.5%
Totals	143,404	303,625	111.7%
FRINGE BENEFITS			
502011 Medicare/SS	5,320	5,165	-2.9%
502021 Retirement	18,053	24,812	37.4%
502031 Medical Ins	25,949	11,545	-55.5%
502041 Dental Ins	6,142	9,393	52.9%
502045 Vision Ins	1,482	1,993	34.5%
502051 Life Ins	1,247	1,247	0.0%
502060 State Disability	2,795	2,562	-8.3%
502061 Disability Ins	8,647	9,079	5.0%
502071 State Unemployment	516	516	0.0%
502081 Worker's Comp	45,842	45,842	0.0%
502101 Holiday Pay	3,697	3,926	6.2%
502103 Floating Holiday	6,800	7,300	7.4%
502109 Sick Leave	14,787	15,703	6.2%
502111 Vacation	26,522	23,273	-12.3%
502121 Other Paid Absence	2,400	2,400	0.0%
502999 Other Fringe Benefits	11,124	11,404	2.5%
Totals	181,323	176,161	-2.8%
SERVICES			
503031 Professional/Technical & Fees	16,700	14,850	-11.1%
503034 Employment Exams	26,180	30,440	16.3%
503041 Temp Help	57,800	1,000	-98.3%
503221 Classified/Legal Ads	10,000	14,000	40.0%
503352 Equip Repair - Out	650	400	-38.5%
Totals	111,330	60,690	-45.5%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	1,000	700	-30.0%
Totals	1,000	700	-30.0%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	792	600	-24.2%
504215 Printing	3,920	8,450	115.6%
504217 Photo Supp/Process	600	600	0.0%
504311 Off ice Supplies	5,000	5,300	6.0%
Totals	10,312	14,950	45.0%
UTILITIES			
505031 Telecommunications	1,300	1,500	15.4%
Totals	1,300	1,500	15.4%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Human Resources - 1400

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
MISC EXPENSE			
509011 Dues/Subscriptions	2,960	2,470	-16.6%
509121 Employee Training	34,315	35,240	2.7%
509123 Travel	200	200	0.0%
509125 Local Meeting Expense	700	1,000	42.9%
Totals	38,175	38,910	1.9%
PERSONNEL TOTAL	324,727	479,786	47.8%
NON-PERSONNEL TOTAL	162,117	116,750	-28.0%
DEPARTMENT TOTALS	486,844	596,536	22.5%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Information Technology - 1500

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	238,563	265,790	11.4%
501023 Other OT	3,500	1,730	-50.6%
Totals	242,063	267,520	10.5%
FRINGE BENEFITS			
502011 Medicare/SS	4,372	4,572	4.6%
502021 Retirement	20,676	21,950	6.2%
502031 Medical Ins	12,559	19,486	55.2%
502041 Dental Ins	2,832	4,384	54.8%
502045 Vision Ins	1,213	1,329	9.6%
502051 Life Ins	922	922	0.0%
502060 State Disability	1,863	1,708	-8.3%
502061 Disability Ins	7,418	7,789	5.0%
502071 State Unemployment	344	344	0.0%
502081 Worker's Comp	1,739	1,739	0.0%
502101 Holiday Pay	3,167	3,457	9.2%
502 103 Floating Holiday	6,900	7,200	4.3%
502109 Sick Leave	12,668	13,829	9.2%
502111 Vacation	22,001	21,293	-3.2%
502121 Other Paid Absence	2,000	2,000	0.0%
502999 Other Fringe Benefits	624	624	0.0%
Totals	101,298	112,626	11.2%
SERVICES			
503031 Professional/Technical & Fees	10,473	2,000	-80.9%
503041 Temp Help	4,100		-100.0%
503171 Security Services		5,000	0.0%
503352 Equip Repair - Out	74,500	69,150	-7.2%
Totals	89,073	76,150	-14.5%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	500	325	-35.0%
Totals	500	325	-35.0%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	100	200	100.0%
504215 Printing	125	500	300.0%
504311 Office Supplies	14,000	19,000	35.7%
Totals	14,225	19,700	38.5%
UTILITIES			
505031 Telecommunications	17,027	17,600	3.4%
Totals	17,027	17,600	3.4%
MISC EXPENSE			
509011 Dues/Subscriptions	200	150	-25.0%
509121 Employee Training	13,500	12,000	-11.1%
509123 Travel	200	100	-50.0%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Information Technology - 1500

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
Totals	13,900	12,250	-11.9%
PERSONNEL TOTAL	343,361	380,146	10.7%
NON-PERSONNEL TOTAL	134,725	126,025	-6.5%
DEPARTMENT TOTALS	<u>478,086</u>	<u>506,171</u>	<u>5.9%</u>

District Counsel

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
District Counsel - 1700

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	198,001	217,186	9.7%
501023 Other OT	2,500	3,500	40.0%
Totals	200,501	220,686	10.1%
FRINGE BENEFITS			
502011 Medicare/SS	5,319	3,774	-29.0%
502021 Retirement	15,664	17,976	14.8%
502031 Medical Ins	25,585	31,440	22.9%
502041 Dental Ins	6,639	7,056	6.3%
502045 Vision Ins	1,135	1,329	17.1%
502051 Life Ins	785	785	0.0%
502060 State Disability	1,863	1,708	-8.3%
502061 Disability Ins	5,035	5,287	5.0%
502071 State Unemployment	344	344	0.0%
502081 Worker's Comp	2,742	2,742	0.0%
502101 Holiday Pay	2,587	2,785	7.7%
502103 Floating Holiday	5,400	5,600	3.7%
502109 Sick Leave	10,348	11,138	7.6%
502111 Vacation	15,727	18,096	15.1%
502121 Other Paid Absence	2,000	2,000	0.0%
502999 Other Fringe Benefits	312	312	0.0%
Totals	101,486	112,373	10.7%
SERVICES			
503031 Professional/Technical & Fees	2,000	1,100	-45.0%
503033 Legal Services	10,000	11,000	10.0%
503041 Temp Help	500	500	0.0%
503352 Equip Repair - Out	70	200	185.7%
Totals	12,570	12,800	1.8%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	230	460	100.0%
Totals	230	460	100.0%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	100	100	0.0%
504215 Printing	300	175	-41.7%
504217 Photo Supp/Process	500	72	-85.6%
504311 Office Supplies	2,100	2,400	14.3%
Totals	3,000	2,747	-8.4%
UTILITIES			
505031 Telecommunications	600	550	-8.3%
Totals	600	550	-8.3%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
District Counsel - 1700

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
CASUALTY & LIABILITY COSTS			
506123 Settlement Costs	100,000		-100.0%
506999 Other Casualty Expense	90,000		-100.0%
Totals	190,000		-100.0%
TAXES			
507201 Licenses & Permits	55		-100.0%
Totals	55		-100.0%
MISC EXPENSE			
509011 Dues/Subscriptions	7,000	7,000	0.0%
509121 Employee Training	3,800	3,800	0.0%
509123 Travel	2,150	2,150	0.0%
Totals	12,950	12,950	0.0%
PERSONNEL TOTAL	301,987	333,059	10.3%
NON-PERSONNEL TOTAL	219,405	29,507	-86.6%
DEPARTMENT TOTALS	521,392	362,566	-30.5%

Risk Management'

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Risk Management - 1800

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
SERVICES			
503031 Professional/Technical & Fees		57,350	0.0%
503033 Legal Services		56,000	0.0%
Totals		<u>113,350</u>	<u>0.0%</u>
 MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants		100	0.0%
Totals		<u>100</u>	<u>0.0%</u>
 OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing		100	0.0%
504215 Printing		375	0.0%
504217 Photo Supp/Process		200	0.0%
504311 Office Supplies		230	0.0%
Totals		<u>905</u>	<u>0.0%</u>
 CASUALTY & LIABILITY COSTS			
506123 Settlement Costs		100,000	0.0%
506999 Other Casualty Expense		55,000	0.0%
Totals		<u>155,000</u>	<u>0.0%</u>
 MISC EXPENSE			
509011 Dues/Subscriptions		100	0.0%
Totals		<u>100</u>	<u>0.0%</u>
 PERSONNEL TOTAL			0.0%
 NON-PERSONNEL TOTAL			0.0%
 DEPARTMENT TOTALS			0.0%
		<u><u>269,455</u></u>	<u><u>0.0%</u></u>

FACILITIES MAINTENANCE

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET Facilities Maintenance - 2200

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	614,641	674,327	9.7%
501023 Other OT	20,500	10,700	-47.8%
Totals	635,141	685,027	7.9%
FRINGE BENEFITS			
502011 Medicare/SS	5,120	11,898	132.4%
502021 Retirement	52,329	56,688	8.3%
502031 Medical Ins	102,271	111,290	8.8%
502041 Dental Ins	26,064	25,835	-0.9%
502045 Vision Ins	5,377	5,646	5.0%
502051 Life Ins	2,894	2,894	0.0%
502060 State Disability	7,920	7,259	-8.3%
502061 Disability Ins	18,303	19,218	5.0%
502071 State Unemployment	1,462	1,462	0.0%
502081 Worker's Comp	50,969	50,969	0.0%
502101 Holiday Pay	7,637	8,504	11.4%
502103 Floating Holiday	3,000	3,500	16.7%
502109 Sick Leave	30,546	34,018	11.4%
502111 Vacation	71,737	79,476	10.8%
502121 Other Paid Absence	10,000	10,000	0.0%
502999 Other Fringe Benefits	312	312	0.0%
Totals	395,941	428,969	8.3%
SERVICES			
503031 Professional/Technical & Fees	10,700	22,000	105.6%
503041 Temp Help	14,000	1,000	-92.9%
503161 Custodial Services	96,479	98,700	2.3%
503162 Uniforms/Laundry	7,956	12,000	50.8%
503171 Security Services	7,098	6,000	-15.5%
503351 Building Repair - Out	25,680	34,400	34.0%
503352 Equip Repair - Out	31,361	23,000	-26.7%
503363 Haz Waste Disposal	24,238	41,250	70.2%
Totals	217,512	238,350	9.6%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	909	200	-78.0%
Totals	909	200	-78.0%
OTHER MATERIALS & SUPPLIES			
504205 Freight Out	75	100	33.3%
504215 Printing	9,036	5,117	-43.4%
504217 Photo Supp/Process	155	200	29.0%
504311 Off ice Supplies	5,657	3,053	-46.0%
504315 Safety Supplies	14,068	16,078	14.3%
504317 Cleaning Supplies	41,456	46,074	11.1%
504409 Repair/Maint Supply	77,404	60,555	-21.8%
504511 Small Tools	7,457	4,107	-44.9%
Totals	155,308	135,284	-12.9%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Facilities Maintenance - 2200

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
UTILITIES			
505011 Gas & Electric	51,754	54,100	4.5%
505021 Water & Garbage	40,975	38,520	-6.0%
505031 Telecommunications	3,192	1,160	-63.7%
Totals	95,921	93,780	-2.2%
CASUALTY & LIABILITY COSTS			
506127 Repair - District Prop	1,750	1,000	-42.9%
Totals	1,750	1,000	-42.9%
TAXES			
507201 Licenses & Permits	9,250	6,607	-28.6%
507999 Other Taxes	22,301	24,000	7.6%
Totals	31,551	30,607	-3.0%
MISC EXPENSE			
509011 Dues/Subscriptions	404	300	-25.7%
509101 Incentive Program	340	340	0.0%
509123 Travel	200	200	0.0%
Totals	944	840	-11.0%
LEASES & RENTALS			
512061 Equipment Rental	7,531	8,768	16.4%
Totals	7,531	8,768	16.4%
PERSONNEL TOTAL	1,031,082	1,113,996	8.0%
NON-PERSONNEL TOTAL	511,426	508,829	-0.5%
DEPARTMENT TOTALS	1,542,508	1,622,825	5.2%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Paratransit Program - 3100

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	10,036	108,560	981.7%
501023 Other OT	500	200	-60.0%
Totals	10,536	108,760	932.3%
FRINGE BENEFITS			
502011 Medicare/SS	1,574	1,844	17.1%
502021 Retirement	1,625	8,886	446.8%
502031 Medical Ins	2,438	16,386	572.1%
502041 Dental Ins	897	3,528	293.3%
502045 Vision Ins	139	664	377.7%
502051 Life Ins	461	461	0.0%
502060 State Disability	932	854	-8.4%
502061 Disability Ins	2,829	3,250	14.9%
502071 State Unemployment	172	172	0.0%
502081 Worker's Comp	1,806	2,000	10.7%
502101 Holiday Pay	1,248	1,431	14.7%
502103 Floating Holiday	2,800	3,300	17.9%
503109 Sick Leave	4,993	5,725	14.7%
502111 Vacation	6,168	6,925	12.3%
502121 Other Paid Absence	1,000	1,000	0.0%
502999 Other Fringe Benefits		312	100.0%
Totals	29,082	56,737	95.1%
SERVICES			
503011 Accting/Audit Fees	8,646		-100.0%
503031 Professional/Technical & Fees	137,354	100,000	-27.2%
503225 Graphics Services		7,500	0.0%
Totals	146,000	107,500	-26.4%
PURCHASED TRANS.			
503406 Contract/Paratransit	3,297,605	3,474,485	5.4%
Totals	3,297,605	3,474,485	5.4%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants		200	-100.0%
Totals		200	-100.0%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	100	550	450.0%
504215 Printing	2,000	20,000	900.0%
504217 Photo Supp/Process		750	0.0%
504311 Office Supplies	210	1,100	423.8%
Totals	2,310	22,400	869.7%
PERSONNEL TOTAL	39,618	165,497	317.7%
NON-PERSONNEL TOTAL	3,445,915	3,604,585	4.6%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Paratransit Program - 3100

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
----- DEPARTMENT TOTALS	<u>3,485,533</u>	<u>3,770,082</u>	8.2%

OPERATIONS

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET

Operations - 3200

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501021 Other Salaries	1,177,310	1,238,866	5.2%
501023 Other OT	79,000	100,000	26.6%
Totals	1,256,310	1,338,866	6.6%
FRINGE BENEFITS			
502011 Medicare/SS	3,968	6,779	70.8%
502021 Retirement	99,288	112,141	12.9%
502031 Medical Ins	123,176	133,117	8.1%
502041 Dental Ins	32,131	30,912	-3.8%
502045 Vision Ins	7,275	7,639	5.0%
502051 Life Ins	4,303	4,004	-6.9%
502060 State Disability	11,181	9,821	-12.2%
502061 Disability Ins	34,683	36,417	5.0%
502071 State Unemployment	2,064	1,978	-4.2%
502081 Worker's Comp	54,455	54,455	0.0%
502101 Holiday Pay	14,546	15,845	8.9%
502103 Floating Holiday	7,000	7,600	8.6%
502109 Sick Leave	58,184	63,381	8.9%
502111 Vacation	149,356	164,316	10.0%
502121 Other Paid Absence	12,000	12,000	0.0%
502251 Phys. Exam - Renewal	924	924	0.0%
502253 Driver Lic Renewal	616	768	24.7%
502999 Other Fringe Benefits	924	1,448	56.7%
Totals	616,074	663,545	7.7%
SERVICES			
503031 Professional/Technical & Fees	200	2,000	900.0%
503162 Uniforms/Laundry	500	500	0.0%
503171 Security Services	320,340	325,419	1.6%
503352 Equip Repair - Out	4,200	4,200	0.0%
Totals	325,240	332,119	2.1%
PURCHASED TRANS.			
503405 Contract Transp	300	300	0.0%
Totals	300	300	0.0%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	200	200	0.0%
Totals	200	200	0.0%
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	800	800	0.0%
504214 Promotional Items	200	400	100.0%
504215 Printing	15,000	15,000	0.0%
504217 Photo Supp/Process	5,000	7,000	40.0%
504311 Off ice Supplies	13,205	15,000	13.6%
504315 Safety Supplies	500	500	0.0%
504317 Cleaning Supplies	100	100	0.0%

SANTA'CRUZ METRO FY 02-03 OPERATING BUDGET
Operations - 3200

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
504511 Small Tools	100	100	0.0%
Totals	34,905	38,900	11.4%
UTILITIES			
505011 Gas & Electric	19,200	27,000	40.6%
505021 Water & Garbage	24,000	20,000	-16.7%
505031 Telecommunications	11,000	11,000	0.0%
Totals	54,200	58,000	7.0%
MISC EXPENSE			
509011 Dues/Subscriptions			0.0%
509101 Incentive Program	4,100	4,100	0.0%
509123 Travel	200	200	0.0%
509125 Local Meeting Expense	100	100	0.0%
Totals	4,400	4,400	0.0%
LEASES & RENTALS			
512011 Facility Lease	62,100	63,845	2.8%
512061 Equipment Rental	4,100	8,000	95.1%
Totals	66,200	71,845	8.5%
PERSONNEL TOTAL	1,872,384	2,002,411	6.9%
NON-PERSONNEL TOTAL	485,445	505,764	4.2%
DEPARTMENT TOTALS	2,357,829	2,508,175	6.4%

BUS OPERATORS

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET

Bus Operators - 3300

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
LABOR			
501011 Bus Operator Pay	6,038,840	6,831,286	13.1%
501013 Bus Operator OT	1,001,812	1,007,047	0.5%
Totals	7,040,652	7,838,333	11.3%
FRINGE BENEFITS			
502011 Medicare/SS	70,873	83,757	18.2%
502021 Retirement	428,348	493,053	15.1%
502031 Medical Ins	931,705	998,288	7.1%
502041 Dental Ins	226,774	217,863	-3.9%
502045 Vision Ins	56,938	61,445	7.9%
502051 Life Ins	29,192	30,003	2.8%
502060 State Disability	83,842	78,995	-5.8%
502061 Disability Ins	302,127	317,233	5.0%
502071 State Unemployment	15,480	15,910	2.8%
502081 Worker's Comp	833,414	966,231	15.9%
502101 Holiday Pay	205,390	224,156	9.1%
502109 Sick Leave	342,317	373,594	9.1%
502111 Vacation	683,084	722,766	5.8%
502121 Other Paid Absence	69,503	65,755	-5.4%
502251 Phys. Exam - Renewal	5,280	2,640	-50.0%
502253 Driver Lic Renewal	3,520	6,072	72.5%
502999 Other Fringe Benefits	100	100	0.0%
Totals	4,287,886	4,657,862	8.6%
SERVICES			
503162 Uniforms/Laundry	4,040	4,000	-1.0%
Totals	4,040	4,000	-1.0%
MISC EXPENSE			
509101 Incentive Program	2,402	2,000	-16.7%
Totals	2,402	2,000	-16.7%
PERSONNEL TOTAL	11,328,538	12,496,195	10.3%
NON-PERSONNEL TOTAL	6,442	6,000	-6.9%
DEPARTMENT TOTALS	11,334,980	12,502,195	10.3%

FLEET MAINTENANCE

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET Fleet Maintenance - 4100

ACCOUNT	% CHANGE		
	FY 01-02 REVISED	FY 02-03 PRELIM	FROM FY 01-02
LABOR			
501021 Other Salaries	2,167,765	2,481,936	14.5%
501023 Other OT	173,000	174,534	0.9%
Totals	2,340,765	2,656,470	13.5%
FRINGE BENEFITS			
502011 Medicare/SS	20,892	25,675	22.9%
502021 Retirement	185,649	208,284	12.2%
502031 Medical Ins	309,499	306,744	-0.9%
502041 Dental Ins	83,982	77,082	-8.2%
502045 Vision Ins	17,610	18,600	5.6%
502051 Life Ins	9,219	9,219	0.0%
502060 State Disability	26,088	23,912	-8.3%
502061 Disability Ins	65,146	68,403	5.0%
502071 State Unemployment	4,816	4,816	0.0%
502081 Worker's Comp	194,160	194,160	0.0%
502101 Holiday Pay	27,263	29,649	8.8%
502103 Floating Holiday	3,700	4,400	18.9%
502109 Sick Leave	112,895	124,779	10.5%
502111 Vacation	273,297	294,720	7.8%
502121 Other Paid Absence	40,000	40,000	0.0%
502251 Phys. Exam - Renewal	2,200	1,386	-37.0%
502253 Driver Lic Renewal	300	400	33.3%
502999 Other Fringe Benefits	612	924	51.0%
Totals	1,377,328	1,433,153	4.1%
SERVICES			
503031 Professional/Technical & Fees	2,500	2,500	0.0%
503041 Temp Help	20,500	1,000	-95.1%
503162 Uniforms/Laundry	22,000	26,000	18.2%
503221 Classified/Legal Ads	5,500	5,500	0.0%
503352 Equip Repair - Out	49,000	69,730	42.3%
503353 Rev Veh Repair - Out	195,900	221,120	12.9%
503354 Other Veh Repair - Out	56,700	64,020	12.9%
Totals	352,100	389,870	10.7%
MOBILE MATERIALS & SUPPLIES			
504011 Fuels & Lubricants	118,141	123,143	4.2%
504012 Fuels & Lubricants - Rev Veh	1,249,895	1,570,211	25.6%
504021 Tires & Tubes	155,000	166,000	7.1%
504161 Other Mobile Supplies	8,500	8,500	0.0%
504191 Rev Vehicle Parts	695,000	745,100	7.2%
Totals	2,226,536	2,612,854	17.4%

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Fleet Maintenance - 4100

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
OTHER MATERIALS & SUPPLIES			
504205 Freight Out	2,400	2,500	4.2%
5042 11 Postage & Mailing	500	500	0.0%
504215 Printing	5,850	9,200	57.3%
504217 Photo Supp/Process	400	200	-50.0%
504311 Office Supplies	11,800	12,479	5.8%
504315 Safety Supplies	17,145	11,275	-34.2%
504317 Cleaning Supplies	29,000	29,000	0.0%
50442 1 Non-Inventory Parts	58,000	58,000	0.0%
504511 Small Tools	7,000	10,000	42.9%
504515 Employee Tools	4,000	4,000	0.0%
504517 Tool Allowance	8,910		-100.0%
Totals	145,005	137,154	-5.4%
UTILITIES			
505011 Gas & Electric	73,937	45,000	-39.1%
505021 Water & Garbage	23,394	17,000	-27.3%
505031 Telecommunications	19,500	18,420	-5.5%
Totals	116,831	80,420	-31.2%
CASUALTY & LIABILITY COSTS			
506127 Repair - District Prop	10,000	10,000	0.0%
Totals	10,000	10,000	0.0%
TAXES			
507051 Fuel Tax	9,984	10,542	5.6%
507201 Licenses & Permits	130	540	315.4%
Totals	10,114	11,082	9.6%
MISC EXPENSE			
509011 Dues/Subscriptions	1,073	979	-8.8%
509101 Incentive Program	1,120	1,120	0.0%
509123 Travel	200	200	0.0%
Totals	2,393	2,299	-3.9%
LEASES & RENTALS			
512011 Facility Lease	207,624	216,944	4.5%
512061 Equipment Rental	3,050	2,505	-17.9%
Totals	210,674	219,449	4.2%
PERSONNEL TOTAL	3,718,093	4,089,623	10.0%
NON-PERSONNEL TOTAL	3,073,653	3,463,128	12.7%
DEPARTMENT TOTALS	6,791,746	7,552,751	11.2%

Retirees

SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
Retired Employee Benefits - 9005

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
FRINGE BENEFITS			
502031 Medical Ins	370,541	436,114	17.7%
502041 Dental Ins	41,071	36,400	-11.4%
502045 Vision Ins	12,960	13,268	2.4%
502051 Life Ins	6,229	5,678	-8.8%
Totals	430,801	491,460	14.1%
PERSONNEL TOTAL	430,801	491,460	14.1%
NON-PERSONNEL TOTAL			0.0%
DEPARTMENT TOTALS	430,801	491,460	14.1%

SCCIC

**SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
SCCIC/COPS - 700**

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
SERVICES			
503011 Accting/Audit Fees	750	750	0.0%
503012 Admin/Bank Fees	20	50	150.0%
Totals	<u>770</u>	<u>800</u>	<u>3.9%</u>
OTHER MATERIALS & SUPPLIES			
504211 Postage & Mailing	25	50	100.0%
Totals	<u>25</u>	<u>50</u>	<u>100.0%</u>
TAXES			
507999 Other Taxes			0.0%
Totals			<u>0.0%</u>
MISC EXPENSE			
509123 Travel		250	0.0%
Totals		<u>250</u>	<u>0.0%</u>
PERSONNEL TOTAL			0.0%
NON-PERSONNEL TOTAL	795	1,100	38.4%
DEPARTMENT TOTALS	<u><u>795</u></u>	<u><u>1,100</u></u>	<u><u>38.4%</u></u>

MASTF

**SANTA CRUZ METRO FY 02-03 OPERATING BUDGET
MASTF - 9021**

ACCOUNT	FY 01-02 REVISED	FY 02-03 PRELIM	% CHANGE FROM FY 01-02
SERVICES			
503031 Professional/Technical & Fees			0.0%
Totals			0.0%
OTHER MATERIALS & SUPPLIES			
504214 Promotional Items	250	250	0.0%
504215 Printing	100		-100.0%
504217 Photo Supp/Process	50	100	100.0%
504311 Office Supplies	100	150	50.0%
Totals	500	500	0.0%
MISC EXPENSE			
509125 Local Meeting Expense	1,400	1,800	28.6%
Totals	1,400	1,800	28.6%
 PERSONNEL TOTAL			 0.0%
 NON-PERSONNEL TOTAL	 1,900	 2,300	 21.1%
 DEPARTMENT TOTALS	 1,900	 2,300	 21.1%

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
 FY 02-03 PRELIMINARY BUDGET
 CAPITAL IMPROVEMENT PROGRAM**

PROJECT	FEDERAL	STATE/ LOCAL	DISTRICT	TOTAL
<u>Grant-Funded Projects</u>				
Consolidated Operating Facility	\$ 6,358,466		\$ 1,589,617	\$ 7,948,083
Urban Bus Replacement	\$ 7,095,473	\$314,631	\$ 836,368	\$ 8,246,472
Computer System	\$ 35,000		\$ 80,000	\$ 115,000
CNG Facilities for SCM, Ops	\$ -	\$405,000	\$ 227,000	\$ 632,000
Metro Center Renovation Project		\$200,000		\$ 200,000
Subtotal				\$ 17,141,555
<u>District-Funded Projects</u>				
Bus Stop Improvements			\$ 503,000	\$ 503,000
ADA Recertification Capital Costs			\$ 65,000	\$ 65,000
Automated Telephone Info System			\$ 35,000	\$ 35,000
Facilities Repair & Improvements			\$ 65,000	\$ 65,000
Machinery/Equipment Repair & Improvements			\$ 24,000	\$ 24,000
Non-Revenue Vehicle Replacement			\$ 203,000	\$ 203,000
Office Equipment			\$ 30,000	\$ 30,000
Transfer to Operating Budget			\$ 1,200,000	\$ 1,200,000
Subtotal				\$ 2,125,000
TOTAL CAPITAL PROJECTS	\$ 13,488,939	\$919,631	\$ 4,857,985	\$ 19,266,555

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY 02-03 PRELIMINARY BUDGET
CAPITAL IMPROVEMENT PROGRAM**

CAPITAL PROGRAM FUNDING

Federal Grants	\$ 13,488,939
State/Local Grants	\$ 919,631
STA Funding	\$ 949,370
District Reserves	\$ 3,508,615
Transfer from Bus Stop Improvement Reserve	\$ 400,000

TOTAL CAPITAL FUNDING	\$ 19,266,555
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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Mark Dorfman, Assistant General Manager

SUBJECT: CONSIDERATION OF RESOLUTIONS AUTHORIZING SUBMITTAL OF FY2003 STA AND TDA CLAIMS

I. RECOMMENDED ACTION

Adopt resolutions authorizing staff to submit claims to the Santa Cruz County Regional Transportation Commission for FY2003 State Transit Assistance (STA) and Transportation Development Act (TDA) funds.

II. SUMMARY OF ISSUES

- METRO will claim \$5,497,889 in TDA funds and \$949,370 in STA funds for Santa Cruz County transit operations and capital improvements for FY 2003 based upon TDA revenue estimates for FY 2003 from the SCCRTC and the State Controller's Office.
- The TDA funds will be used for operating costs. The STA funds can only be used for capital improvement projects.
- The amount of STA/TDA funds available may change upon adoption of the California FY 2003 budget in July. If the amount changes, SCMTD will submit an amended claim.

III. DISCUSSION

The Santa Cruz County Regional Transportation Commission provided an estimate of FY 2003 Santa Cruz County TDA revenue from the State sales tax. METRO's allocation of the estimated revenue is \$5,497,889 in TDA funds and \$949,370 in STA funds.

Under existing law (PUC Section 99314.6), STA funds cannot be allocated for operating purposes unless the operator meets a set of efficiency standards relating to cost per revenue mile or cost per revenue vehicle hour. The SCMTD will claim the funds for capital purposes since the District cannot meet the qualifying criteria to utilize the money for operations in FY 2003.

Since California's statewide budget has not been approved, the actual amount of STA/TDA funds available for apportionment to transit operators may change. If the final budget amount of STA/TDA funds available for Santa Cruz County changes, the SCMTD will submit an amended claim to the SCCRTC.

IV. FINANCIAL CONSIDERATIONS

If the SCCRTC approves these claims, a total of \$6,447,259 in TDA and STA funds will be available to the SCMTD in FY 2003.

V. ATTACHMENTS

Attachment A: Resolution Authorizing Submittal of FY 2003 TDA Claim

Attachment B: Resolution Authorizing Submittal of FY 2003 STA Claim

**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:

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
AUTHORIZING A CLAIM TO THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
FOR TRANSPORTATION DEVELOPMENT ACT FUNDS**

WHEREAS, in accordance with Article 1, Section 99210 of the Public Utilities Code the Santa Cruz Metropolitan Transit District is a transit operator; and

WHEREAS, in accordance with Article 1, Section 99214 of the Public Utilities Code the Santa Cruz County Regional Transportation Commission is the Transportation Planning Agency for Santa Cruz County; and

WHEREAS, in accordance with Article 4, Section 99260(a) of the Public Utilities Code, claims may be filed with the transportation planning agency by transit operators for the support of public transportation systems; and

WHEREAS, in accordance with 6655 of the California Code of Regulations, the Transportation Planning Agency issues instruction to the County Auditor for payment to claimants,

NOW, THEREFORE, BE IT RESOLVED, that the General Manager of the Santa Cruz Metropolitan Transit District is authorized to submit a claim of up to \$5,497,889 to the Santa Cruz County Regional Transportation Commission for Transit Operations for the 2002-2003 fiscal year.

PASSED AND ADOPTED this 15th day of March 2002, 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

Resolution No. _____

On the Motion of Director: _____

Duly Seconded by Director: _____

The Following Resolution is:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT AUTHORIZING A CLAIM TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR STATE TRANSIT ASSISTANCE FUNDS

WHEREAS, the State Controller is authorized under Section 99313 of the Public Utilities Code to allocate State Transit Assistance (STA) funds to regional transportation planning agencies and county transportation commissions; and

WHEREAS, in accordance with the Sections 99313 and 99314 et al of the Public Utilities Code, the Santa Cruz Metropolitan Transit District is authorized to submit a claim for STA operating funds to the Santa Cruz County Regional Transportation Commission; and

WHEREAS, the Santa Cruz Metropolitan Transit District's proposed expenditures are in conformity with the Regional Transportation Plan; and

WHEREAS, the level of passenger fares and charges is sufficient to enable the Santa Cruz Metropolitan Transit District to meet the fare revenue requirements of Public Utilities Code Section 99268.2(b); and

WHEREAS, the Santa Cruz Metropolitan Transit District is not precluded by any contract entered into on or after June 28, 1979, from employing part-time drivers or from contracting with common carriers of persons operating under a franchise or license; and

WHEREAS, the sum of the Santa Cruz Metropolitan Transit District's allocations from the State Transit Assistance fund and from the Local Transportation Fund does not exceed the amount the Santa Cruz Metropolitan Transit District is eligible to receive during the 2002-2003 fiscal year. Such funding, however, shall not relieve the Santa Cruz Metropolitan Transit District of its responsibility pursuant to Section 6735 of the California Code of Regulations, Title 21, Chapter 3; and

WHEREAS, the Santa Cruz Metropolitan Transit District has made a reasonable effort to implement the productivity improvements recommended pursuant to Public Utilities Code Section 99244; and

WHEREAS, the Santa Cruz Metropolitan Transit District is making full use of federal funds available under the Intermodal Transportation Efficiency Act of the 21st Century, as amended:

NOW, THEREFORE, BE IT RESOLVED, that the General Manager of the Santa Cruz Metropolitan Transit District is authorized to submit a claim of up to \$949,370 in State Transit Assistance funds for FY 2002-2003.

PASSED AND ADOPTED this 15th day of March 2002 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: March 15, 2002
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: REVISED - CONSIDERATION OF CALL STOP AUDIT REPORT AND PROPOSED ACTION PLAN

I. RECOMMENDED ACTION

Staff is recommending that a continuing call stop compliance audit be completed on a random schedule identifying the bus operator.

Staff is also recommending that the Board of Directors adopt the attached disciplinary policy relating to call stop compliance.

II. SUMMARY OF ISSUES

- At the November 2001 Board of Directors meeting, staff was authorized to conduct a call stop compliance audit to determine the effectiveness of the call stop retraining which occurred in December 2001.
- Staff contacted VTA and MST to determine if supervisory staff could be used to accomplish the audit. VTA and MST both reported that staff shortages prevented them from successfully completing the audit.
- Staff contracted with Mr. Emillo Martinez, a private investigator, to conduct the audit. Mr. Martinez started the audit on January 22, 2002 with a completion date of February 14, 2002.
- Mr. Martinez reported that of the 245 call stops observed, 181 were successfully completed and 73 were not completed. That translates to a 71.3% call stop compliance rate.
- Staff is recommending that a random call stop compliance audit program be developed in conjunction with a progressive discipline program.

III. DISCUSSION

At the November 2001 Board of Directors meeting, staff was authorized to conduct a call stop compliance audit to determine the effectiveness of the call stop refresher training conducted in December 2001. Staff was asked to contact the Valley Transportation Authority and Monterey-Salinas Transit to determine if transit supervisors could be used to conduct this audit.

Staff contacted VTA and MST and both agencies stated that due to staff shortages that they would not be able to commit the resources necessary to successfully complete the audit. Staff then contacted Mr. Emillo Martinez a private investigator. Mr. Martinez was authorized 100 hours to conduct a survey at a cost of \$5,000.00. Mr. Martinez was instructed not to identify the bus operator involved

Mr. Martinez conducted a call stop compliance survey from January 22, 2002 through February 14, 2002. The results are as follows:

Call Stops observed	254
Call stops announced	181
Call stops not announced	73
Percent of call stops completed	71.3%
Percent of call stops not completed	28.7%

Mr. Martinez audited trips on the following routes:
3A,3B,4,6,7,8,9,12A,13,15,16,30,33,35,52,54,59,60,61,63,65,66,67,69W,70,71,72,73,78 and 79

Due to the low percentage of call stop compliance, staff is recommending that a permanent audit program be enacted that randomly checks to determine call stop compliance and identifies the bus operator involved. The auditor will be available to provide witness testimony as required by the labor / management agreement.

Staff is recommending that a policy similar to the call stop compliance policy at Utah Transit Authority be enacted at the District. The major difference between the Utah Transit Authority (UTA) and the proposed Transit District policy is the five (5) hour retraining provision. UTA has a larger staff than the Transit District and the capability to provide this extended training. The forty (40) minute retraining should be sufficient to provide instruction on the legal requirements under Title II - Section 37.167. The recommended policy is attached to this staff report along with a copy of Utah Transit Authority's policy. The staff recommended policy is designed in accordance with the existing labor / management agreement.

IV. FINANCIAL CONSIDERATIONS

A randomly conducted call stop compliance audit will cost approximately \$20,000 per year.

V. ATTACHMENTS

Attachment A: UTA's policy on call stops

Attachment B: Proposed District Call Stop Policy

Board of Directors meeting March 15, 2002

SUPPLEMENTAL TO CONSIDERATION OF CALL STOP AUDIT REPORT AND PROPOSED ACTION PLAN

At the March 08, 2002 Board of Directors meeting, the District's Accessible Services Coordinator asked the following questions:

Question

The first point notes that, "Operators will be surveyed at the discretion of the District." Will Customer Service Reports also be used as survey data? Will movement "up" steps in the disciplinary plan happen due to Customer Service Reports?

Response:

Customer service reports can be used for disciplinary purposes as per the existing labor / management agreement (page 88 – Article 16 # 16.06G) which states: "no adverse entry shall be placed in an Operator's file unless written and signed by the person making the charge or complaint. Hearsay evidence shall not be the basis for discipline or adverse entry in the Operator's record. Written declarations signed by the witness may be used as evidence. An Operator cannot be suspended as a result of a passenger complaint, unless the Operator has the right to face her accusers or witnesses in person. If the District suspends or discharges an Operator under the provision of 16.01B prior to the completion of the first or second level hearing, the Operator has the right to face her accusers or witnesses in person before the discipline is imposed."

Customer Service Complaints can be used for discipline and are applicable under the revised Call Stop Policy as long as they comply with the above provision. Staff intends to use an auditing firm that will employ persons who will sign witness statements and be available for in person interviews.

Question

Point three notes that "Operators shall call stops in an audible manner," Point four clarifies that "(if) the microphone or loudspeakers are not available or inoperable, operators shall call out stops in a voice loud enough to be heard by passengers in front of the bus."

To whom are call stops to be audible? The law does not state that persons must be in front of the bus to be able to hear a stop being called.

One comment on CFR 37.167 states: "If the vehicle is small enough so that the operator

can make himself or herself heard without a P.A. system, it is not necessary to use the system.”

Should the draft policy be changed to direct operators to call out stops in a voice loud enough to be heard throughout the bus?

Response:

Policy revised to reflect the Americans with Disabilities Act.

Question

The UTA guidelines have six steps, the last one being termination. The METRO draft has seven steps. Should the METRO policy also include six steps?

Response:

The Utah Transit Authority (UTA) uses an eight (8) step disciplinary policy. Step #3 has two (2) steps and Step #5 has two (2) steps. They are:

Step #3 - verbal reminder and five (5) hours of retraining
2nd Step #3 - verbal reminder and re-survey until in compliance.

Step #5 - one (1) Day Decision Making
2nd Step #5 – three (3) day suspension.



ADA 6 Steps – Effective March 28, 2001

- Step # 1: <STANDARD** Coaching (Operator will only be given one)
- Step # 2: <STANDARD** PC (Performance Counseling) ➔ **40 Minutes Training**
(If **40-Minutes Training** has not been administered and another survey comes in the survey will Not Count (NC) (invalidated))
- Step # 3: <STANDARD** Verbal Reminder ➔ **5 Hours Training**
 ➔ **2nd Verbal** re-survey until in compliance
 (If **5-Hours Training** has not been administered and another survey comes in the survey will Not Count (NC) (invalidated)]
- Step # 4: <STANDARD** Written Reminder
- Step # 5: <STANDARD** 1-Day Decision Making (paid) (only one “Decision Making Da!;” will be allowed for an infraction of ADA Policy, regardless of time frame. Supersedes 12 month rolling calendar).
 ➔ **2nd Step #5: 3-Day Suspension**
- Step # 6: <STANDARD** Termination
- ☆ Effective September 1, 1999, any operator with 25% or lower will be re-surveyed until in compliance. progressive discipline will be administer.
 - ☆ Repeated re-surveys when 12 months is near for continued non-compliance employees
 - ☆ Only one “Coaching” will be allowed for an infraction of ADA policy, regardless of time frame. Supersedes 12 month rolling calendar

Other information:

- Any survey from January 1 to July 31, 1999, will not count in this new discipline progression. (Decision to start new process was decided on in Managers Meeting held July 28, 1999).
- Any valid customer service complaints on ADA will be surveyed but not logged in on going ADA survey data but progressive discipline will administer.
- Mary Harris must receive all information/changes in percentages, discipline or other factors that would impact the on-going ADA surveys and must be notified if discipline is issued from valid customer service ADA violations. (Supervisors requesting surveys for customer complaints please make sure Roberta Mixon knows this is a separate survey and that it is identified as such)

Call Stop Policy (Revised)

1. Operators will be surveyed at the discretion of the District.
2. All call stops are required to be called
3. Operators shall call stops in an audible manner
4. Operators shall use the microphone and loudspeakers, if available, to call stops. If the microphone or loudspeakers are not available or inoperable, operators shall call stops in a voice loud enough to be heard.
5. Operators who fail to call stops will be subject to the following disciplinary action

Disciplinary plan

Step 1 – Verbal warning – One (1) hour of call stop training

Step 2 – Formal Counseling - continued monitoring until compliance is achieved

Step 3 – Letter of reprimand

Step 4 – One (1) day suspension

Step 5 – Three (3) day suspension

Step 6 – Five (5) day suspension

Step 7 – Subject to Termination

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: CONSIDERATION TO USE FEDERAL GRANTS PROGRAMMED FOR PURCHASE OF BUSES TO INSTEAD PURCHASE TALKING BUS SYSTEM

I. RECOMMENDED ACTION

The purpose of this staff report is to request that the Board of Directors consider a proposal to purchase two (2) less transit buses currently programmed to purchase a talking bus system for the entire system.

II. SUMMARY OF ISSUES

- The Board of Directors has previously indicated a desire for staff to bring a funding proposal to purchase the talking bus system for the entire fleet.
- Previously, the Board directed staff to include the talking bus feature on all new buses purchased.
- This approach will leave a substantial portion of the fleet that is not covered.
- The District currently has procurement on the street for the purchase of Highway 17 buses and for low-floor transit buses.
- Staff has identified that some of the funds for the low floor procurement can be reallocated through an FTA budget amendment to allow for the purchase of the remaining talking bus units.
- This is the time to take this action as once the buses are purchased the District will not have this flexibility with these funds for at least 8 months.

III. DISCUSSION

In the past year the Board of Directors has considered the inclusion of talking bus technology on future bus orders as well as retrofitting the existing fleet to achieve 100% of the fleet. Funding is in place for the new buses being purchased. The Board of Directors has requested that staff look into available grant funds.

Currently, the eight buses being built will have this technology, as well as the buses currently being procured at this time. This will leave a substantial portion of the fleet that will not have this technology. Staff has identified that some of the funds for the low floor procurement can be

reallocated through an FTA budget amendment to allow for the purchase of the remaining talking bus units. Staff is estimating that this can be accommodated by purchasing two less buses in the pending order. With the pending bus order, this opportunity exists to make the change now. It will be at least eight months before another opportunity such as this exists.

IV. FINANCIAL CONSIDERATIONS

The only impact to the District is the further delay of replacing buses. The grant funds have local matching funds whether they are used for talking bus units or for buses.

V. ATTACHMENTS

Attachment A: Previous Staff Report dated June 15, 2001

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: June 15, 2001

TO: Board of Directors

FROM: Bryant J. Baehr, Manager of Operations

SUBJECT: CONSIDERATION OF COMPLIANCE WITH FEDERAL REGULATIONS REGARDING BUS STOP ANNOUNCEMENTS (SUPPLEMENTAL II)

I. RECOMMENDED ACTION

Staff is recommending that the Board of Directors authorize the General Manager to retro-fit thirty (30) 1998 New Flyer Low Floor buses and the forty-two (42) re-powered New Flyer / Gillig buses with an automated announcement system.

II. SUMMARY OF ISSUES

- At the May 18, 2001 Board of Directors meeting, staff was asked to provide additional information concerning the reliability of the "Talking Bus" technology, additional cost information and how the District would ensure compliance with this technology.
- Several transit agencies that use the automated talking bus technology were contacted and overall they found the technology reliable. Houston Metro conducted an extensive pilot program with findings that showed a 99.9% reliability factor.
- Cost ranges vary based on manufacturer and options ordered. Estimates to retro-fit 30 New Flyer Low Floor buses range from \$235,000 to \$367,000. The estimates to retrofit 42 re-powered buses range from \$398,388 to \$548,072.
- There are several ways to monitor the system and bus operator compliance. They include: on-board supervisor evaluations, public outreach, MUG and MASTF involvement, operator controls and independent evaluations.

III. DISCUSSION

At the May 18, 2001 Board of Directors meeting, staff was asked to provide additional information concerning the reliability of the "Talking Bus" technology, additional cost information and how the District would ensure compliance with this technology.

Reliability of "Talking Bus" technology

There are two (2) companies that produce "Talking Bus" technology. They are Digital Recorders and Clever Devices. Each company was asked to submit a listing of clients with similar systems under consideration by the District. The following contacts were made:

Digital Recorders	Clever Devices
Miami – Dade Transit Agency	Dallas Area Rapid Transit
Metro Transit Authority of Harris County	Santa Monica
Charlotte Transit	Oahu Transit
San Francisco Muni	

Each system contacted reported that the system performed reliably. The contact for the Metro Transit Authority of Harris County reported that the “Talking Bus” system had 99.99% accuracy rate. Harris County conducted an extensive pilot program of the “Talking Bus” system detailing unit performance. Overall, the transit systems contracted were happy with the technology and reported that no major complaints were received concerning reliability.

Additional cost information for retrofitting thirty (30) New Flyer Low **floor** buses:

Description	Approximate Cost (variable based on vendor)
Recorder – computer	\$189,000 - \$276,000 (27 – 30 units at \$7,000 to \$9,200each)
Installation	\$22,000 to 35,000 (27 – 30 units at \$814 to \$1,166 per unit)
Portable Mapping Equipment	\$24,000 to 3 1,000
Recording Station	SO to \$25,000 (one (1) vendor recommended the unit the other did not)

The cost for retrofitting 30 low floor New Flyer buses will range from approximately \$235,000 to \$367,000. There would be a competitive procurement and costs may be lower, or higher, based on the options ordered. A complete specification would be developed detailing the components desired which will produce accurate costs. Detailed costs, should a Request for Proposal be completed, would be returned to the Board of Directors for award.

Additional cost information for retrofitting f&y-two (42) I-e-powered New **Flyer High Floor / Gillig** buses (these buses will remain in active service for a period **exceeding two** (2) years):

Description	Approximate Cost (variable based on vendor)
Recorder – computer	\$294,000 - \$386,400 (42 units at \$7,000 to \$9,200each)
Installation	\$80,388 to 105,672 (42 units at \$1,100 to \$1,350 per unit for speakers, microphone and amplifier) - (42 units at \$8 14 to \$ 1,166 per unit for Automated Announcement system)
Portable Mapping Equipment	\$24,000 to 3 1,000
Recording Station	SO to \$25,000 (one (1) vendor recommended the unit the other did not)

The cost for retrofitting forty-two (42) re-powered New Flyer and Gillig buses will range from \$398,388 to \$548,072. The cost is approximately \$1,100 to \$1,350 higher because these buses do not have internal /external speakers, microphone or an amplifier installed. These buses were produced prior to the Americans with Disabilities Act. There would be a competitive procurement and costs may be lower, or higher, based on the options ordered. A complete specification would be developed detailing the components desired which will produce accurate costs. Detailed costs, should a Request for Proposal be completed, would be returned to the Board of Directors for award.

Cost Summary:

Cost range for twenty-seven to thirty (27-30) Low Floor New Flyer buses:
\$235,000 to \$367,000
Cost range for forty-two (42) High-floor New Flyer / Gillig buses:
\$398,388 to \$548,072.

Compliance issues

Bus Operators are required to ensure that call stops are made, as detailed in the Americans with Disabilities Act, whether technology or the bus operator performs this function. Current methods of ensuring compliance are as follows:

On-board supervisor evaluations -

Supervisors ride the bus and ensure that call-stops are conducted along with other performance criteria.

Encouraging the public to report call stops compliance -

Providing internal signage that encourages customers to call if call stops are not made. Also encouraging customers to call when the job is performed well.

Working with user groups to audit call stop announcements -

Provide training to the user groups so information can be received concerning compliance. This includes positive and negative comments.

Wiring the control unit so the bus operator does not have the ability to turn off the automated announcement system -

Staff can work with the automated announcement vendor to investigate the possibility of not allowing the operator to turn off the announcement system.

Mystery riders or "Spotters" -

Hiring specifically trained individuals, or a company, to randomly ride buses documenting call stops announcement compliance and report the results to staff.

IV. FINANCIAL CONSIDERATIONS

Cost range for twenty-seven to thirty (27-30) Low Floor New Flyer buses:

\$235,000 to \$367,000

Cost range for forty-two (42) High-floor New Flyer / Gillig buses:

\$398,388 to \$548,072.

This is an un-funded project. Should the Board of Directors decide to proceed, staff will look for funding sources.

V. ATTACHMENTS

Attachment A: Consideration of Compliance with Federal Regulations regarding Bus Stop Announcements (Supplemental) – May 18, 2001

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: Tom Stickel, Manager of Fleet Maintenance
SUBJECT: CONSIDERATION OF ELIMINATING BIO-DIESEL AS A FUELING OPTION FOR FY 02/03

I. RECOMMENDED ACTION

That the Board of Directors select plain ultra low sulfur (15 ppm) diesel, and eliminate biodiesel as a fleet fuel for FY 02-03.

II. SUMMARY OF ISSUES

- In January, 2001, the Board of Directors selected the alternate fuel path in compliance with regulations issued by the California Air Resources Board (CARB).
- On May 23, 2001, the Board of Directors instructed staff to investigate the feasibility of using biodiesel as an interim fuel to meet CARB requirements.
- In June, 2001, District staff reported to the Board of Directors their initial findings regarding using biodiesel as an interim fuel.
- Devco will be converting their midgrade gasoline pumps to provide CARB mandated 15 ppm ultra low sulfur “green diesel”, to supply the District’s fueling needs.
- The cost of bio-diesel remains prohibitive at a rate of twice the price of diesel fuel, and additional logistical problems with distribution and storage negate its usage.

III. DISCUSSION

The January, 2001 decision by the METRO Board of Directors to pursue an alternate fuel path is an irrevocable choice to comply with the CARB mandated, Transit Fleet Rule. One of the requirements of these regulations is the July 1, 2002 implementation deadline for the use of 15 parts per million (ppm) ultra low sulfur diesel fuel, “green diesel”. Use of “green diesel” helps reduce diesel exhaust emissions, and is a required component for the successful use of phased-in exhaust after treatment devices, also required by the Transit Fleet Rule.

The Board of Directors instructed staff to investigate the use of biodiesel as a possible interim fuel to meet CARB regulations. Biodiesel is a blend of methyl/ethyl ester-based oxygenates, derived from a variety of sources, primarily soy, and mixed with petroleum diesel fuel. Biodiesel offers benefits in terms of reduced particulate matter (PM) emissions, as well as being derived from renewable resources. Blends in excess of 80% diesel and 20% biodiesel result in slightly higher levels of Nox emissions, which are also regulated by the CARB Transit Fleet Rule at 4.8 grams per brake horsepower hour (g/bhpr), for a fleet average. The

District will be able to meet this 4.8 g/bhpr level by the October 1, 2002 deadline, pending deployment of the eight CNG buses to be delivered this summer.

Since the new “green diesel” is only mandated for use by Transit at this time, and is higher priced than regular low sulfur diesel, Devco, the District’s fuel vendor, will be converting their midgrade gasoline pumps to supply “green diesel”. Biodiesel is available commercially in a 100% concentration, and must then be blended by the end user. Biodiesel must also be transported in vehicles that are essentially dedicated to that fuel, or in tanks have been thoroughly cleaned of any other fuel, before transport. The minimum tank loading at the distribution terminal is 5,000 gallons. This would require a 25,000+ gallon storage capability, to achieve an 80/20 blend. Devco, the District’s only resource for fueling at this time, does not have the storage capacity to support biodiesel.

Staff is recommending that biodiesel be eliminated as a fueling option for FY 02/03. Issues of cost, transport, blending and storage result in biodiesel being an additional expense, with unsupportable infrastructure requirements, and marginal benefits.

IV. FINANCIAL CONSIDERATIONS

Olympian, the northern California distributor for biodiesel, quoted a price of \$1.59 per gallon for B100 fuel, at their cardlock in San Francisco. The price of biodiesel is close to twice that of current regular diesel. At a blend of 80/20, the additional cost is approximately \$230,000 per year, above the cost of 100% “green diesel”. There is potential for additional costs related to either a dedicated transport vehicle, or vehicle tank cleaning.

V. ATTACHMENTS

NONE.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002
TO: Board of Directors
FROM: Bryant J. Baehr, Manager of Operations
SUBJECT: CONSIDERATION OF ADDITIONAL SERVICE TO THE 100 YEAR CELEBRATION OF BIG BASIN STATE PARK

I. RECOMMENDED ACTION

Staff is recommending that additional service be provided if the cost of the additional service is fully funded from sources other than the Transit District.

II. SUMMARY OF ISSUES

- On September 14 – 15, 2002 Big Basin State Park will celebrate its 100-year anniversary. It is expected that 4,000 people will attend the event.
- Parking at the event will be limited to emergency and transit vehicles.
- Additional transit service is being requested on the Route 35 at an anticipated net cost of \$14,652.00.
- The 2002 – 2003 Transit District budget does not provide for this additional service cost.

III. DISCUSSION

On November 12, 2001 the General Manager received a letter from Virginia Wright representing the Mountain Parks Foundation requesting that the Transit District provide additional service to the 100-year celebration of Big Basin State Park. This event is scheduled for September 14 – 15, 2002 and is from 10am to 7pm each day.

Staff contacted Ms. Wright to determine the service level needed and preliminary costs. In conjunction with Ms. Wright, it was determined that an additional sixteen (16) buses will be needed on the Route 35 for eight (8) service hours each bus. Parking at Big Basin will be limited to emergency and transit vehicles. There will be no private automobile parking at the event.

Using sixteen (16) additional buses on the Route 35 for eight (8) hours per day per bus at an overtime rate of sixty-seven (\$67) dollars per service hour equals a cost of \$8,576.00 per day. Two (2) days of service were requested. That represents \$17,152.00 in total gross operating cost for the event. It is anticipated that farebox revenue will be approximately \$2,500 making the total net operating cost of \$14,652.00.

This service will be open-door scheduled service. The Transit District is prohibited by federal regulations from providing closed-door charter services.

Ms. Wright reported that she would investigate the possibility of obtaining a funding source for the event, but asked that the Board of Directors consider funding the additional service in full or part.

IV. FINANCIAL CONSIDERATIONS

The anticipated net cost of this event is \$14,652.00. Currently there is no provision in the 2002 – 2003 budget for this expense. The Board of Directors has at times sponsored events of this nature at a 23% rate, however, revenues for the 2002 – 2003 are not expected to increase from the 2001 – 2002 budget.

V. ATTACHMENTS

Attachment A: Letter received from Virginia Wright



ph 831-335-3174 . fax 831-335-4295

525 North Big Tree5 Park Road • Felton, California 95218

November 12, 2001

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

Dear Mr. White,

Big Basin, California's oldest State Park, will be celebrating its 100 anniversary next year. Mountain Parks Foundation is working closely with California State Parks to honor this centennial with a number of events and programs throughout next summer. The largest of these will be the Centennial Festival on September 14 and 15th, 2002. The Festival begins at 10:00 AM and ends at 7:00 PM. We expect 4,000 people to attend the festival each of the two days.

There will be no parking at Big Basin except for volunteers, vendors, emergency vehicles and limited mobility visitors. Most of the 4,000 attendees will have to use public transportation.

I am writing to request additional buses on the Big Basin route for these two days. Parking lots will be available near Boulder Creek and Felton for both Santa Cruz and Santa Clara visitors. We also expect people to use the bus from many points in Santa Cruz, especially from the many stops along highway 9.

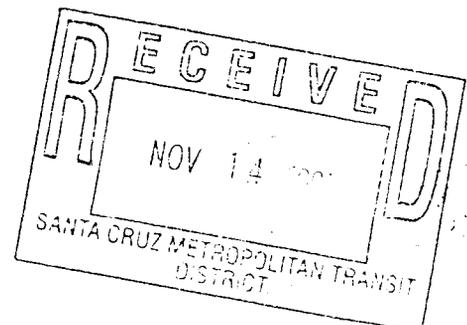
We expect that we would need extra buses in the morning hours 9 - 12 and then at the end of the day 5 - 8. We would also need buses to run the Boulder Creek route continuously all day both days.

If possible, we would like to use your new environmental vehicles. We could then advertise the use of these buses as part of our advertising the event. Perhaps we could work with you to jointly promote the use of public transportation as part of good environmental stewardship.

I have enclosed a brochure, press release and the numbers of people we intend to reach for this event. Please call me with any questions. I hope we are able to work together on creating an environmentally friendly way for people to get to the park, on this weekend and others.

Sincerely,

Virginia Wright
 Development and Marketing Director
 Big Basin Centennial Celebrations



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Bryant J. Baehr, Manager of Operations

SUBJECT: CONSIDERATION OF SECURITY ISSUES AT THE WATSONVILLE TRANSIT CENTER

I. RECOMMENDED ACTION

Staff is recommending that improved signage be installed at the Watsonville Transit Center to direct customers to payphones should emergency assistance be required.

Staff is recommending that due to budgetary constraints no security services be provided at the Watsonville Transit Center.

II. SUMMARY OF ISSUES

- Since 1994 the Transit District has contracted with the City of Watsonville for the provision of security services at the Watsonville Transit Center. The arrangement allowed for the security officer stationed at the Watsonville Parking Garage to patrol the Watsonville Transit Center every hour for 15 minutes from 7:00am to 10:00pm (M-F), 7:30am-8:00pm (Saturday) and 9:00am – 8:00pm (Sunday). For this agreement the Transit District paid the City of Watsonville \$16,000 per year.
- The Watsonville Police Department expressed concern about vandalism that may have occurred when the security officer left the parking garage for the transit center.
- In January 02 the Watsonville City Council voted to end the agreement with the Transit District effective January 31, 2002.
- At the February 15, 2002 Board of Directors meeting, staff was directed to look at security options and report those findings at the March 15, 2002 meeting.
- Staff is recommending that improved signage be placed at the Watsonville Transit Center that directs customers to the payphones so emergency services can be contacted and that no security services be provided.

III. DISCUSSION

Since 1994 the Transit District has contracted with the City of Watsonville for the provision of security services at the Watsonville Transit Center. This arrangement provided for a City of Watsonville contracted security officer stationed at the downtown Watsonville Parking Garage to transition to the Watsonville Transit Center once an hour for a period of fifteen (15) minutes

from 7:00am to 10:00pm (M-F), 7:30am-8:00pm (Saturday) and 9:00am – 8:00pm (Sunday). For this service the Transit District paid the City of Watsonville \$16,000 per year.

December 2001 the Transit District received notice from the City of Watsonville that they intended to terminate the security agreement. It is the desire of the Watsonville Police Department to keep the security officer at the parking garage due to the suspicion that vandalism is created when the security officer leaves for the Watsonville Transit Center. In January 2002 the Watsonville City Council voted to terminate the agreement with the Transit District effective January 31, 2002.

Staff contacted the owner of the property located across the street that contains the Longs Drug Store in an effort to see if there was interest in combining security functions. The owner of the property did not want to share security services with the Transit Center. The Watsonville Transit Center is open from 7am to 9pm Monday through Sunday and has two (2) businesses located inside the facility. They are McDonalds and a general market. Restrooms are available during the same hours. Customers who need immediate assistance can contact the Watsonville Police Department by calling 911 from pay phones located at the transit facility.

Staff contacted Captain Brown with the Watsonville Police Department concerning the placement of an emergency call box at the Watsonville Transit Center. Captain Brown responded that he did not feel that there would be a significant difference between a marked emergency call box versus signage leading someone to a payphone where they can call 911. Captain Brown reported that there are few incidents of reported crime at the Watsonville Transit Center. Four (4) weeks ago two (2) non-transit customers got into a fight on Transit Center which is the only significant incident in recent history to be reported.

Staff solicited cost proposals from First Alarm Security & Patrol, Burn's International, Monterey Bay Security Services, Paige's Security and National Security for the provision of security services at the Watsonville Transit Center. Security firms were asked to cost 20 minutes per hour of roving security services. Burn's International, Monterey Bay Security Services, Paige's Security and National Security did not submit proposals. Staff received a call from Monterey Bay Security Services and National Security stating that they were interested in providing a stationary security officer, however, they did not have the personnel in Watsonville to provide a roving security service. First Alarm Security & Patrol stated they had the personnel in the Watsonville area that were able to provide a roving security officer at a cost of \$3,995.83 per month or \$47,950.00 per year. Staff contacted First Alarm Security & Patrol and asked if ten (10) minutes of security services were provided would the cost be reduced by half. First Alarm and Security reported that the cost would be reduced by half should the District require only ten (10) minutes of security coverage per hour.

IV. FINANCIAL CONSIDERATIONS

Providing twenty (20) hours of security coverage per hour from the hours of 700am to 900pm Monday through Sunday, including holidays would have an annual cost of \$47,975.00 or a funding deficit of \$31,975.00

Providing ten (10) minutes of security coverage per hour from the hours of 700am to 900pm Monday through Sunday, including holidays would have an annual cost of \$23,987.50 or a funding deficit of \$7,987.50 per year.

Providing a dedicated phone, dialer, regular phone line (not direct line to Netcom) and an enclosure would have a first year cost of \$490.00 and an annual cost of \$240.00. This is not a funded expense.

V. ATTACHMENTS

Attachment A: NONE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 8, 2002

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: **CONSIDERATION OF RESULTS OF 2000 CENSUS AND COUNTY CLERK'S NOTIFICATION OF A NEED FOR BOARD OF DIRECTORS REAPPORTIONMENT**

I. RECOMMENDED ACTION

Consider the results of the 2000 Census and the County Clerk's Notification of a need for Reapportionment to the Santa Cruz Metropolitan Transit District's Board of Directors.

II. SUMMARY OF ISSUES

- On February 8, 2002 the Santa Cruz Metropolitan Transit District's Board of Directors considered reapportionment of the Board of Directors as a result of the findings of the County Clerk. The Board letter on this subject dated February 8, 2002 is attached as Attachment A.
- The Board asked for a clarification and review of the 2000 Census records to determine the need for reapportionment. The 2000 Census reports for the County of Santa Cruz as well as for each of the cities of Santa Cruz, Capitola, Scotts Valley and Watsonville are attached as Attachment B.

III. DISCUSSION

According to the Santa Cruz Metropolitan Transit District's enabling statute, the Board of Directors shall reapportion its membership based on the proportionate population of the appointing authorities when the County Clerk based on a review of the "latest official census" notifies the Board of Directors of the need to reapportion.

At the last Board meeting some Directors wanted County Clerk Richard Bedal to verify the figures that he used to make his determination of the need for reapportionment. After the Board meeting, I contacted Mr. Bedal and he advised that he used the figures that he obtained from the 2000 Census. He provided me with the Watsonville and Santa Cruz census figures that he obtained from the 2000 Census Website. My office obtained the rest of the Census figures from the 2000 Census website.

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

I thought it might be helpful to provide specific information regarding how some other transit agencies select their Board members. Attachment C, is a Chart depicting some California transit agencies, the number of Board members on each, as well as the different methods of selection.

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

Attachment A: Board Letter dated February 8, 2002

Attachment B: 2000 Census Records for County of Santa Cruz and each of the cities of Santa Cruz, Capitola, Scotts Valley and Watsonville.

Attachment C: Chart of some California Transit Agencies Board of Directors

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: February 8, 2002

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDER REAPPORTIONMENT OF THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT'S BOARD OF DIRECTORS AS A RESULT OF THE FINDINGS OF THE COUNTY CLERK

I. RECOMMENDED ACTION

Reapportion the Board of Directors' membership based upon the population distribution of the appointing authorities as set forth in a letter received from Richard Bedal, the Santa Cruz County Clerk.

II. SUMMARY OF ISSUES

- Santa Cruz Metropolitan Transit District's enabling statute creates a Board of Directors through appointments by the four cities (Capitola, Santa Cruz, Scotts Valley, and Watsonville) and the County of Santa Cruz. The number of appointments per entity, to a certain extent, is based on its proportionate population.
- The County Clerk issued a letter stating that the results of the 2000 Census indicated a need to reapportion the Board of Director membership.

III. DISCUSSION

You have inquired regarding what duties and obligations, if any, are required of the District's Board of Directors as a result of the Santa Cruz County Clerk, Richard Bedal's letter dated January 4, 2002 (Attachment A), which advised that the results of the 2000 census indicates a need for Board reapportionment. Mr. Bedal also provided the results of the 2000 census figures for the County of Santa Cruz and the four cities (Capitola, Santa Cruz, Scotts Valley, and Watsonville).

The District's enabling statute (Public Utilities Code Section 95000 et seq.) provides for the creation and operation of the District. These statutes provide that the District will be governed by a Board of Directors composed of representatives appointed by the four cities and the County of Santa Cruz. Specifically, Public Utilities Code §98 100 provides:

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

The district shall be governed by a Board of Directors of seven members, which may be increased to 9 or 11 members if the board find that an increase in the membership of the board is necessary to insure adequate representation to all of the areas in the County of Santa Cruz served by the district. The membership shall be composed of one member appointed by the City Council of Santa Cruz, one member appointed by the City Council of Capitola, one member appointed by the City Council of Scotts Valley, one member appointed by the City Council of Watsonville, one member appointed by the governing bodies of any other incorporated areas in the county within the district to represent those incorporated areas, one member appointed by the Board of Supervisors of the County of Santa Cruz, and other members to be appointed by the above entities in accordance with their proportionate population within the district. However, the membership of the board shall not exceed the number determined by the board. (emphasis added)

The apportionment shall be based upon the population distribution within the district, and the board shall reapportion its membership whenever any part of the district is excluded or new territory is added or unincorporated territory within the district incorporates, and, as a result of the exclusion, annexation, or incorporation, representation on the board no longer reflects the population distribution within the district. The board shall also reapportion whenever the county clerk advises the board that the latest official census indicates a need for reapportionment. (emphasis added)

The word “shall” as used in the statute constitutes a mandatory directive (Public Utilities Code Section 14). Therefore, because the Board has received Mr. Bedal’s letter, which indicates a need for reapportionment based on the latest official census, the Board is required to reapportion its membership. There is, however, no further statutory guidance provided.

Originally, Public Utilities Code Section 98 100 created a Board of Directors with seven members, the City of Santa Cruz appointed 4 representatives, the Board of Supervisors appointed 2 representatives and the City of Capitola appointed 1 representative. In 1972, the Board of Directors annexed Aptos-La Selva Beach area and, thereafter, sought an amendment to Section 98100, which allowed for the membership on the Board to increase to nine or eleven members depending on the population. The statute was amended in 1973 to allow for the expansion of the Board and has not been amended since that time.

In 1973, a Santa Cruz Metro Reapportionment Committee was formed in order to determine if the number of directors should be increased from seven and, if so, how to redistribute the appointments based on the population from each appointing authority. The Committee issued a report with recommendations on November 28, 1973 (Attachment B). On December 21, 1973, the Board of Directors approved a resolution (Attachment C) expanding its membership to nine members effective January 1, 1974. This occurred after the Watsonville Annexation became official. With the expansion of the Board, distribution of the representation was modified so that the City of Santa Cruz appointed 3 members; the City of Capitola appointed 1 member, the

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

County of Santa Cruz appointed 4 members and the City of Watsonville appointed 1 member. It appears that the decrease in appointments made by the City of Santa Cruz was made to coincide with the expiration of the term of one of the City of Santa Cruz' appointments on December 31, 1974, so no one was displaced (Attachment D).

On December 20, 1974, the Board of Directors approved Resolution 74-1 2-3 (Attachment E) which became effective January 1, 1975. It expanded the Boards' membership to 11 members with 5 members appointed by the Board of Supervisors, 3 members appointed by the City of Santa Cruz, one member appointed by each of the remaining cities, Watsonville, Capitola and Scotts Valley.

In 1984, Richard Bedal, the Santa Cruz County Clerk-Recorder reported to the Board of Directors the results of the 1980 Census although he made no recommendation at that time for reapportionment. (Attachment F).

The current Board membership is attached for your review and consideration (Attachment G).

IV. FINANCIAL CONSIDERATIONS

None

V. ATTACHMENTS

- Attachment A:** Letter dated January 4, 2002 from Richard Bedal, County Clerk
- Attachment B:** Reappointment Report, November 23, 1973
- Attachment C:** Resolution No. 73-1 2-2
- Attachment D:** Letter dated October 17, 1974 from Walter R. Keller
- Attachment E:** Resolution No. 74-1 2-3
- Attachment F:** Letter dated January 17, 1984 from Richard Bedal, County Clerk
- Attachment G:** Current Board Membership Terms Report



County of Santa Cruz

ELECTIONS DEPARTMENT

701 Ocean Street, Suite 210
Santa Cruz, CA 95060
(831) 454-2060

FAX: (831) 454-2445 TDD: (831) 454-2123
E-MAIL: gail.pellerin@co.santa-cruz.ca.us
Web Site: www.votescount.com

Richard W. Bedal
County Clerk-Recorder
Gail Pellerin
Elections Manager

January 4, 2003

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

Re: REAPPORTIONMENT

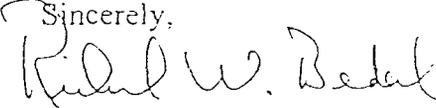
Dear Members of the Board,

The Mayor of the City of Watsonville has requested that this office provide your Board with the latest census figures as they relate to the apportionment of your membership. Section 98100 of the Public Utilities Code that governs the Santa Cruz Metropolitan Transit District provides as follows:

“The apportionment shall be based upon the population distribution within the district, and the board shall reapportion its membership whenever any part of the district is excluded or new territory is added or unincorporated territory within the district incorporates, and, as a result of the exclusion: annexation, or incorporation, representation on the board no longer reflects the population distribution within the district. The board shall also reapportion whenever the county clerk advises the board that the latest official census indicates a need for reapportionment.”

Attached to this letter is a table indicating the 2000 census figures for each of the cities and the unincorporated area of the county. Included are the current membership representation of your Board and the corresponding percentages. Unlike reapportionment for the county and other districts where district lines are moved to equalize the number of voters in each district, the transit district must reapportion its board membership to properly reflect population distribution. It is not an exact science.

The census figures, however, indicate a need for reapportionment. How your Board makes the changes is certainly in your discretion. If I can be of any assistance in this matter, please do not hesitate to contact me.

Sincerely,

Richard W. Bedal
County Clerk-Recorder

cc: Mayor Betty Bobeda

2-d.1

2000 Census Numbers for the County of Santa Cruz

Entity	Population	% Of total Population	Current Membership on SCMT Board	Current % Representation on SCMT Board
City of Capitola	10,033	3.9%	1	9.1%
City of Santa Cruz	54,593	31.4%	3	27.3%
City of Scotts Valley	11,355	4.5%	1	9.1%
City of Watsonville	44,265	17.3%	1	9.1%
Unincorporated county population	135,326	53%	5	45.5%
Total	255,602	100%	11	100%

2-d.2

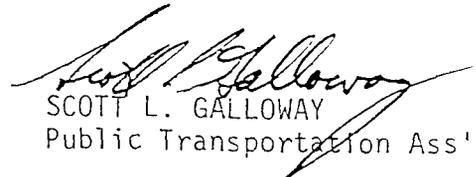
REAPPORTIONMENT COMMITTEE REPORT

A meeting of the Reapportionment Committee was held **at 10:00 a.m.** on November **28, 1973.** Directors Richard Werner **and** Dr. McKee Fisk were **in** attendance.

The Committee discussed **Transit District** Board size **and** apportionment of members. The following recommendations are **made:**

1. **That the number of Board members remain seven until the Watsonville Annexation becomes official. Upon completion of the annexation the membership should be increase to nine members.**
2. **That the apportionment of members be as submitted on the attached sheet.**
3. **That Staff preapre a report to the Board concerning the legal procedure with regards to filling the Board.**

The Committee discussed the lack of attendance of the Board Chairman and recommended no action be taken at this time.


SCOTT L. GALLOWAY
Public Transportation Ass't

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Distribution of Population

		Suggested Board Membership	
<i>City of Santa Cruz</i>	34,503	3	3
City of Capitola	7,150	1	1
County Area (Mid County)	38,350 (23,223)	3	3
(Aptos-LaSelva Beach)	(15,127)		
District Total	80,000	7	

7 member Board - 11,430 per Director

Watsonville Area	27,000		2
City of Watsonville	(16,000)		
County Area	(11,000)		
District Total	107,030		9

9 Member Board - 11,890 per Director

Note: Present Board has 4 members from the City of Santa Cruz,
1 from Capitola, and 2 from Mid County.

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

RESOLUTION NO. 73-12-2

On the motion of Director
duly seconded by Director
the following resolution is adopted:

A RESOLUTION ESTABLISHING A NINE-MEMBER BOARD OF DIRECTORS
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

WHEREAS, 1973-1974 Statutes, Chapter 615, will amend
Public Utilities Code Section 98100, and

WHEREAS, Public Utilities Code Section 98100 allows the
Santa Cruz Metropolitan Transit District to expand its board
of directors to nine members if the board of directors deter-
mines that such an increase in membership is necessary to
insure adequate representation to all areas in the County of
Santa Cruz served by the district, and

WHEREAS, the Santa Cruz Metropolitan Transit District
has determined that it is desirable to expand the membership
of the board of directors of Santa Cruz Metropolitan Transit
District to nine members;

NOW, THEREFORE, BE IT RESOLVED by the directors of the
Santa Cruz Metropolitan Transit District that the board of
directors be expanded to a nine-member board and that this
expansion be effective on January 1, 1974.

PASSED AND ADOPTED this 21st day of December, 1973, by
the following vote:

AYES: DIRECTORS **Fisk, Werner, Wicklund, Wood**
NOES: DIRECTORS **None**
ABSENT: DIRECTORS Findlay, Forbus, Mayer,

Loretta M. Wood
CHAIRMAN, Santa Cruz Metropolitan
Transit District Board of Directors

ATTEST: Walter R Keller
WALT KELLER, Acting Secretary
and General Manager

Approved as to form: ,

James M. Ritchey
JAMES M. RITCHEY
Assistant County Counsel

JMR: jg

SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

809 Center St. Room 201 Santa Cruz, California 95060
426-5000 Ext. 217

October -17, 1974

Dale H. Dawson, Chairman
Board of Supervisors
County Governmental Center
701 Ocean Street
Santa Cruz, Ca. 95060

Dear Mr. Dawson:

There will be an opening on the Board of Directors of the Santa Cruz Metropolitan Transit District created by expiration on December 10, 1974 of the term of Richard Werner. Mr. Werner was one of four appointees of the City of Santa Cruz. Because of reapportionment of the Board due to our recent annexations the City of Santa Cruz is now entitled to only three appointments.

The County of Santa Cruz is entitled to an additional appointee that should be a resident of the Cabrillo-LaSalva Beach area. It would be 'desirable if the appointment could be made prior to December 20, 1974. (Transit Board meeting date).

Very truly yours,

Walter R. Keller
WALTER R. KELLER, Acting
Secretary/General Manager

WRK/jm

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

Resolution No. 74-12-3

On the motion of Director
duly seconded by Director
the following resolution is adopted:

A RESOLUTION ESTABLISHING AN ELEVEN MEMBER BOARD OF DIRECTORS
FOR THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

WHEREAS, Public Utilities Code Section 98100 allows the Santa Cruz Metropolitan Transit District to expand its Board of Directors to eleven members if the Board or Directors determines that such an increase in membership is necessary to insure adequate representation to all areas in the County of Santa Cruz served by the District, and

WHEREAS, Public Utilities Section 98100 requires that apportionment of the Board of Directors be based upon Population distribution within the District, and

WHEREAS, the Santa Cruz Metropolitan Transit District has determined that it is desirable to expand the membership of the Board of Directors of Santa Cruz Metropolitan Transit District to eleven members;

NOW THEREFORE, BE IT RESOLVED by the Directors of the Santa Cruz Metropolitan Transit District that the Board of Directors be expanded to an eleven-member board, that this expansion be effective on January 1, 1975, and that said reapportionment shall be based upon Population data from the last official census.

BE IT FURTHER RESOLVED that the Board of Directors of the Santa Cruz Metropolitan Transit District be composed of five members appointed by the Board of Supervisors, three members appointed by the City of Santa Cruz, one member appointed by the City of Watsonville, one member appointed by the city of Capitola and one member appointed by the City of Scotts Valley.

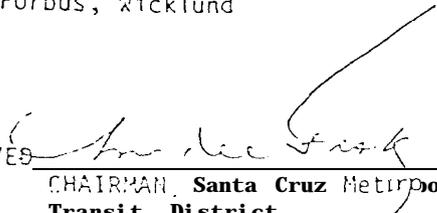
PASSED AND ADOPTED this 20th day of December, 1974, by the following vote:

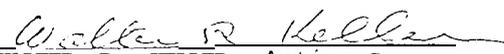
AYES: DIRECTORS Fisk, Wood, Morton, Forbus, Wicklund

NOES: DIRECTORS

ABSENT: DIRECTORS McNeil, Mello

APPROVED


CHAIRMAN, Santa Cruz Metropolitan
Transit District

ATTEST: 
WALTER R. KELLER, Acting Secretary
and General Manager

COUNTY CLERK



COUNTY OF SANTA CRUZ

GOVERNMENTAL CENTER

(408) 425-2171

RICHARD BEDAL
COUNTY CLERK

ROOM 110, 701 OCEAN STREET

SANTA CRUZ, CALIFORNIA 95060

January 17, 1984

Mayor Ron Graves
Chairman, Mayors' Selection Committee
City of Capitola
420 Capitola Avenue
Capitola. CA 95010

Re: Membership of the Santa Cruz Metropolitan Transit
District Board of Directors

Dear Mayor Graves.

At your meeting of December 15, 1983, the City Selection Committee requested a report on the membership of the Santa Cruz Metropolitan Transit District Board of Directors. In a letter dated January 10, 1984, George Newell advised your committee of the current allocation of appointments, and requested that I review the 1980 census and report on any need for reapportionment.

Section 98100 of the Public Utilities Code requires reapportionment whenever "representation on the board no longer reflects the population distribution within the district" because of specified changes in boundaries or whenever the "County Clerk advises the board that the latest official census indicates a need for reapportionment."

The most current official census for cities and counties to my knowledge, is the 1980 U.S. Census. The attached report is based on those figures. please accept and file this report. If I can be of any further assistance, please do not hesitate to contact me.

Sincerely,

Richard W. Bedal
County Clerk-Recorder

enclosure

cc: Michael Rotkin ✓
Chairman, Transit District

25-1

POPULATION DISTRIBUTION
 WITHIN THE
 SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

	*Population	% of Total Population	Present Allocation
City of Santa Cruz	41,483	22%	3
City of Watsonville	23,543	13%	1
City of Capitola	9,095	5%	1
City of Scotts Valley	<u>6,891</u>	4%	1
Total Incorporated	81,012	43%	6
Unincorporated Area	<u>107,129</u>	57%	5
Total Countywide Area	188,141	100%	11

*Population based on U.S. 1980 Census

and that such taking or acquisition will not unreasonably impair the ability of the railroad corporation involved to provide safe, adequate, economical, and efficient service.

(Amended by Stats.1975, c. 1176, p. 2900, § 10.)

Law Revision Commission Comment
1975 Amendment

The deleted portions of Section 96002 are superseded by provisions of the Eminent Domain Law. See Code Civ.Proc. §§ 1230.020 (uniform procedure), 1240.510 et seq. (compatible use), 1240.610 et seq. (more necessary

public use), 1250.210 and Comment thereto (identification of plaintiff). See also Code Civ.Proc. §§ 1235.070 ("property" defined) and 1240.110 (right to acquire any necessary right or interest in any type of property).

1975 Amendment. Substituted "may" in "shall have or" preceding "exercise the right to eminent domain" and substituted "to" for "in the manner provided by law for the condemnation of private property for public use. The district may" thereafter, and deleted the words following "part" in the first sentence and all of the second sentence in the first paragraph.

Operative effect of 1975 amendment, see note under § 25703.

Cross References

Eminent domain, see Code of Civil Procedure § 1230.010 et seq.

Library References

Eminent domain law. 13 Cal.L.Rev.Comm. Reports 1001 (1975).

ARTICLE 3

PURCHASES [REPEALED]

Article 3 was repealed by Stats.1982, c. 465, p. —, § 24.

§§ 96060 to 96062. Repealed by Stats.1982, c. 465, p. —, § 24.

See, now, Pub.Con.C. §§ 20281 to 20283.

ARTICLE 6 INDEBTEDNESS

§ 96151.1 Repealed by Stats.1979, c. 373, p. 1364, § 266

PART 10. SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

CHAPTER 3. INTERNAL ORGANIZATION OF DISTRICT

§ 98100. Board

The district shall be governed by a . . . board of directors . . . of . . . seven members, which may be increased to 9 or 11 members if the board finds that such an increase in the membership of the board is necessary to insure adequate representation to all of the areas in the County of Santa Cruz served by the district. The membership shall be composed of one member appointed by the City Council of . . . Santa Cruz, . . . one member appointed by the City Council of . . . Capitola, one member appointed by the governing bodies of any other incorporated areas in the county within the district to represent such incorporated areas, one member appointed by the Board of Supervisors of the County of Santa Cruz for the unincorporated areas of the county in the district, and other members to be appointed by the above entities in accordance with their proportionate population within the district. However, the membership of the board shall not exceed the number determined by the board.

. . . The apportionment . . . shall be based upon the population distribution within the district, and the board shall reapportion its membership whenever any part of the district is excluded or new territory is added or unincorporated territory within the district incorporates, and, as a result of such exclusion, annexation, or incorporation, representation on the board no longer reflects the population distribution within the district. The board shall also reapportion whenever the county clerk advises the board that the latest official census indicates a need for reapportionment.

(Amended by Stats.1973, c. 615, p. 1140, § 1.)

Underline indicates changes or additions by amendment

25-3

ATTACHMENT G

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

CURRENT BOARD MEMBERSHIP TERMS
1/02

	SEAT #	Appointing Authority	Term Began	Term Expires
Emily Reilly	1	City of Santa Cruz	12/00	11/04
Christopher Krohn	2	City of Santa Cruz	12/00	11/04
Patricia Spence	3	County of Santa Cruz	1/02	12/05
Tim Fitzmaurice	4	City of Santa Cruz	1/01	12/04
Mike Keogh	5	County of Santa Cruz	1/99	12/03
Jeff Almquist	6	County of Santa Cruz	1/01	12/04
Jan Beautz	7	County of Santa Cruz	1/98	12/05
Michelle Hinkle	8	County of Santa Cruz	1/99	12/02
Dennis Norton (completing term of Bruce Arthur)	9	City of Capitola	1/01	12/02
Ana Ventura Phares (completing term of Rafael Lopez)	10	City of Watsonville	2/01	12/04
Sheryl Ainsworth (completing term of Bart Cavallaro)	11	City of Scotts Valley	4/00	12/02
Mike Rotkin*	12	u c s c	1/01	12/01

*Interim Es-Officio Director from UCSC

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Quick Tables

DP-1. Profile of General Demographic Characteristics: 2000
 Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data
 Geographic Area: **Santa Cruz County, California**

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see <http://factfinder.census.gov/home/en/datanotes/expsf1u.htm>.

Subject	Number	Percent
Total population	255,602	100.0
SEX AND AGE		
Male	127,579	49.9
Female	128,023	50.1
Under 5 years	15,544	6.1
5 to 9 years	17,077	6.7
10 to 14 years	17,630	6.9
15 to 19 years	19,939	7.8
20 to 24 years	20,948	8.2
25 to 34 years	36,728	14.4
35 to 44 years	42,087	16.5
45 to 54 years	40,673	15.9
55 to 59 years	11,669	4.6
60 to 64 years	7,820	3.1
65 to 74 years	12,347	4.8
75 to 84 years	9,295	3.6
85 years and over	3,845	1.5
Median age (years)	35.0	(X)
18 years and over	194,861	76.2
Male	96,358	37.7
Female	98,503	38.5
21 years and over	180,520	70.6
62 years and over	29,805	11.7
65 years and over	25,487	10.0
Male	10,255	4.0
Female	15,232	6.0
RACE		
One race	244,431	95.6
White	191,931	75.1
Black or African American	2,477	1.0
American Indian and Alaska Native	2,461	1.0
Asian	8,789	3.4
Asian Indian	925	0.4
Chinese	1,969	0.8
Filipino	2,272	0.9
Japanese	1,897	0.7
Korean	662	0.3
Vietnamese	360	0.1
Other Asian ¹	704	0.3
Native Hawaiian and Other Pacific Islander	382	0.1
Native Hawaiian	165	0.1
Guamanian or Chamorro	48	0.0
Samoan	70	0.0
Other Pacific Islander ²	99	0.0

Subject	Number	Percent
Some other race	38,391	15.0
Two or more races	11,171	4.4
Race alone or in combination with one or more other races ¹		
White	201,777	78.9
Black or African American	3,771	1.5
American Indian and Alaska Native	5,296	2.1
Asian	11,916	4.7
Native Hawaiian and Other Pacific Islander	1,054	0.4
Some other race	43,921	17.2
HISPANIC OR LATINO AND RACE		
Total population	255,602	100.0
Hispanic or Latino (of any race)	68,486	26.8
Mexican	58,290	22.8
Puerto Rican	572	0.2
Cuban	232	0.1
Other Hispanic or Latino	9,392	3.7
Not Hispanic or Latino	187,116	73.2
White alone	167,464	65.5
RELATIONSHIP		
Total population	255,602	100.0
In households	246,574	96.5
Householder	91,139	35.7
Spouse	43,790	17.1
Child	68,922	27.0
Own child under 18 years	53,633	21.0
Other relatives	15,729	6.2
Under 18 years	5,132	2.0
Nonrelatives	26,994	10.6
Unmarried partner	7,062	2.8
In group quarters	9,028	3.5
Institutionalized population	2,174	0.9
Noninstitutionalized population	6,854	2.7
HOUSEHOLDS BY TYPE		
Total households	91,139	100.0
Family households (families)	57,132	62.7
With own children under 18 years	29,111	31.9
Married-couple family	43,790	48.0
With own children under 18 years	21,174	23.2
Female householder, no husband present	9,270	10.2
With own children under 18 years	5,605	6.1
Nonfamily households	34,007	37.3
Householder living alone	22,905	25.1
Householder 65 years and over	7,449	8.2
Households with individuals under 18 years	31,665	34.7
Households with individuals 65 years and over	18,173	19.9
Average household size	2.71	(X)
Average family size	3.25	(X)
HOUSING OCCUPANCY		
Total housing units	98,873	100.0
Occupied housing units	91,139	92.2
Vacant housing units	7,734	7.8
For seasonal, recreational, or occasional use	5,051	5.1
Homeowner vacancy rate (percent)	0.8	(X)
Rental vacancy rate (percent)	2.5	(X)

Subject	Number	Percent
HOUSING TENURE		
Occupied housing units	91,139	100.0
Owner-occupied housing units	54,681	60.0
Renter-occupied housing units	36,458	40.0
Average household size of owner-occupied unit	2.71	(X)
Average household size of renter-occupied unit	2.70	(X)

(X) Not applicable

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific islander alone, or two or more Native Hawaiian and Other Pacific islander categories.

³ In combination with one or more other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000 Summary File 1, Matrices Pl. P3, P4, P8, P9, P12, P13, P17, P18, P19, P20, P23, P27, P28, P33, PCT5, PCT8, PCT11, PCT15. HI. H3, H4, H5, HII, and H12.

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Tables

DP-1. Profile of General Demographic Characteristics: 2000
 Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data
 Geographic Area: **Santa Cruz city, California**

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see <http://factfinder.census.gov/home/en/datanotes/expsf1u.htm>.

Subject	Number	Percent
Total population	54,593	100.0
SEX AND AGE		
Male	27,180	49.8
Female	27,413	50.2
Under 5 years	2,664	4.9
5 to 9 years	2,563	4.7
10 to 14 years	2,619	4.8
15 to 19 years	5,054	9.3
20 to 24 years	7,751	14.2
25 to 34 years	9,343	17.1
35 to 44 years	8,458	15.5
45 to 54 years	8,028	14.7
55 to 59 years	2,067	3.8
60 to 64 years	1,383	2.5
65 to 74 years	2,196	4.0
75 to 84 years	1,764	3.2
85 years and over	703	1.3
Median age (years)	31.7	(X)
18 years and over	45,130	82.7
Male	22,328	40.9
Female	22,802	41.8
21 years and over	39,715	72.7
62 years and over	5,432	9.9
65 years and over	4,663	8.5
Male	1,839	3.4
Female	2,824	5.2
RACE		
One race	52,137	95.5
White	42,984	78.7
Black or African American	945	1.7
American Indian and Alaska Native	469	0.9
Asian	2,677	4.9
Asian Indian	344	0.6
Chinese	858	1.6
Filipino	507	0.9
Japanese	402	0.7
Korean	205	0.4
Vietnamese	119	0.2
Other Asian ¹	242	0.4
Native Hawaiian and Other Pacific Islander	72	0.1
Native Hawaiian	34	0.1
Guamanian or Chamorro	8	0.0
Samoan	10	0.0
Other Pacific Islander ²	20	0.0

Subject	Number	Percent
Some other race	4,990	9.1
Two or more races	2,456	4.5
Race alone or in combination with one or more other races ³		
White	45,123	82.7
Black or African American	1,383	2.5
American Indian and Alaska Native	1,130	2.1
Asian	3,593	6.6
Native Hawaiian and Other Pacific Islander	227	0.4
Some other race	5,877	10.8
HISPANIC OR LATINO AND RACE		
Total population	54,593	100.0
Hispanic or Latino (of any race)	9,491	17.4
Mexican	7,184	13.2
Puerto Rican	170	0.3
Cuban	77	0.1
Other Hispanic or Latino	2,060	3.8
Not Hispanic or Latino	45,102	82.6
White alone	39,304	72.0
RELATIONSHIP		
Total population	54,593	100.0
In households	49,959	91.5
Householder	20,442	37.4
Spouse	7,562	13.9
Child	10,841	19.9
Own child under 18 years	8,554	15.7
Other relatives	2,193	4.0
Under 18 years	583	1.1
Nonrelatives	8,921	16.3
Unmarried partner	1,954	3.6
In group quarters	4,634	8.5
Institutionalized population	373	0.7
Noninstitutionalized population	4,261	7.8
HOUSEHOLDS BY TYPE		
Total households	20,442	100.0
Family households (families)	10,401	50.9
With own children under 18 years	5,141	25.1
Married-couple family	7,562	37.0
With own children under 18 years	3,460	16.9
Female householder, no husband present	1,962	9.6
With own children under 18 years	1,205	5.9
Nonfamily households	10,041	49.1
Householder living alone	5,986	29.3
Householder 65 years and over	1,556	7.6
Households with individuals under 18 years	5,513	27.0
Households with individuals 65 years and over	3,433	16.8
Average household size	2.44	(X)
Average family size	2.98	(X)
HOUSING OCCUPANCY		
Total housing units	21,504	100.0
Occupied housing units	20,442	95.1
Vacant housing units	1,062	4.9
For seasonal, recreational, or occasional use	508	2.4
Homeowner vacancy rate (percent)	0.7	(X)
Rental vacancy rate (percent)	1.4	(X)

Subject	Number	Percent
HOUSING TENURE		
Occupied housing units	20,442	100.0
Owner-occupied housing units	9,528	46.6
Renter-occupied housing units	10,914	53.4
Average household size of owner-occupied unit	2.51	(X)
Average household size of renter-occupied unit	2.39	(X)

(X) Not applicable

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

³ In combination with one or more other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: US. Census Bureau, Census 2000 Summary File 1. Matrices PI, P3, P4, P8, P9, P12, P13, P17, P18, P19, P20, P23, P27, P28, P33, PCT5, PCT8, PCT11, PCT15, HI, H3, H4, H5, H11, and H12.

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DP-1. Profile of General Demographic Characteristics: 2000
 Data Set: [Census 2000 Summary File 1 \(SF 1\) 100-Percent Data](#)
 Geographic Area: **Capitola city, California**

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see <http://factfinder.census.gov/home/en/datanotes/expsf1u.htm>.

Subject	Number	Percent
Total population	10,033	100.0
SEX AND AGE		
Male	4,766	47.5
Female	5,267	52.5
Under 5 years	488	4.9
5 to 9 years	482	4.8
10 to 14 years	526	5.2
15 to 19 years	602	6.0
20 to 24 years	684	6.8
25 to 34 years	1,682	16.8
35 to 44 years	1,607	16.0
45 to 54 years	1,753	17.5
55 to 59 years	461	4.6
60 to 64 years	328	3.3
65 to 74 years	663	6.6
75 to 84 years	535	5.3
85 years and over	222	2.2
Median age (years)	38.4	(X)
18 years and over	8,187	81.6
Male	3,808	38.0
Female	4,379	43.6
21 years and over	7,822	78.0
62 years and over	1,602	16.0
65 years and over	1,420	14.2
Male	475	4.7
Female	945	9.4
RACE		
One race	9,562	95.3
White	8,412	83.8
Black or African American	117	1.2
American Indian and Alaska Native	57	0.6
Asian	401	4.0
Asian Indian	41	0.4
Chinese	96	1.0
Filipino	104	1.0
Japanese	63	0.6
Korean	28	0.3
Vietnamese	29	0.3
Other Asian ¹	40	0.4
Native Hawaiian and Other Pacific Islander	20	0.2
Native Hawaiian	6	0.1
Guamanian or Chamorro	0	0.0
Samoan	9	0.1
Other Pacific Islander ²	5	0.0

Subject	Number	Percent
Some other race	555	5.5
Two or more races	471	4.7
Race alone or in combination with one or more other races ³		
White	8,850	88.2
Black or African American	166	1.7
American Indian and Alaska Native	196	2.0
Asian	517	5.2
Native Hawaiian and Other Pacific Islander	45	0.4
Some other race	764	7.6
HISPANIC OR LATINO AND RACE		
Total population	10,033	100.0
Hispanic or Latino (of any race)	1,267	12.6
Mexican	949	9.5
Puerto Rican	35	0.3
Cuban	16	0.2
Other Hispanic or Latino	267	2.7
Not Hispanic or Latino	8,766	87.4
White alone	7,870	78.4
RELATIONSHIP		
Total population	10,033	100.0
In households	9,877	98.4
Householder	4,692	46.8
Spouse	1,553	15.5
Child	2,151	21.4
Own child under 18 years	1,697	16.9
Other relatives	373	3.7
Under 18 years	95	0.9
Nonrelatives	1,108	11.0
Unmarried partner	381	3.8
In group quarters	156	1.6
Institutionalized population	126	1.3
Noninstitutionalized population	30	0.3
HOUSEHOLDS BY TYPE		
Total households	4,692	100.0
Family households (families)	2,279	48.6
With own children under 18 years	1,062	22.6
Married-couple family	1,553	33.1
With own children under 18 years	642	13.7
Female householder, no husband present	521	11.1
With own children under 18 years	307	6.5
Nonfamily households	2,413	51.4
Householder living alone	1,738	37.0
Householder 65 years and over	594	12.7
Households with individuals under 18 years	1,138	24.3
Households with individuals 65 years and over	1,067	22.7
Average household size	2.11	(X)
Average family size	2.79	(X)
HOUSING OCCUPANCY		
Total housing units	5,309	100.0
Occupied housing units	4,692	88.4
Vacant housing units	617	11.6
For seasonal, recreational, or occasional use	425	8.0
Homeowner vacancy rate (percent)	1.5	(X)
Rental vacancy rate (percent)	3.0	(X)

Subject	Number	Percent
HOUSING TENURE		
Occupied housing units	4,692	100.0
Owner-occupied housing units	2,195	46.8
Renter-occupied housing units	2,497	53.2
Average household size of owner-occupied unit	2.10	(X)
Average household size of renter-occupied unit	2.11	(X)

(X) Not applicable

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

³ In combination with one or more other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000 Summary File 1. Matrices P1, P3, P4, P8, P9, P12, P13, P17, P18, P19, P20, P23, P27, P28, P33, PCT5, PCT8, PCT11, PCT15. HI, H3, H4, H5, H11, and H12.

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DP-1. Profile of General Demographic Characteristics: 2000
 Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data
 Geographic Area: **Scotts Valley city, California**

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see
<http://factfinder.census.gov/home/en/datanotes/expsf1u.htm>.

Subject	Number	Percent
Total population	11,385	100.0
SEX AND AGE		
Male	5,544	48.7
Female	5,841	51.3
Under 5 years	774	6.8
5 to 9 years	907	8.0
10 to 14 years	851	7.5
15 to 19 years	670	5.9
20 to 24 years	537	4.7
25 to 34 years	1,288	11.3
35 to 44 years	2,148	18.9
45 to 54 years	1,748	15.4
55 to 59 years	536	4.7
60 to 64 years	353	3.1
65 to 74 years	575	5.1
75 to 84 years	590	5.2
85 years and over	408	3.6
Median age (years)	38.3	(X)
18 years and over	8,446	74.2
Male	4,015	35.3
Female	4,431	38.9
21 years and over	8,036	70.6
62 years and over	1,768	15.5
65 years and over	1,573	13.8
Male	597	5.2
Female	976	8.6
RACE		
One race	10,983	96.5
White	10,090	88.6
Black or African American	55	0.5
American Indian and Alaska Native	46	0.4
Asian	526	4.6
Asian Indian	126	1.1
Chinese	139	1.2
Filipino	63	0.6
Japanese	79	0.7
Korean	56	0.5
Vietnamese	29	0.3
Other Asian ¹	34	0.3
Native Hawaiian and Other Pacific Islander	21	0.2
Native Hawaiian	3	0.0
Guamanian or Chamorro	1	0.0
Samoan	4	0.0
Other Pacific Islander ²	13	0.1

Subject	Number	Percent
Some other race	245	2.2
Two or more races	402	3.5
Race alone or in combination with one or more other races ³		
White	10,447	91.8
Black or African American	95	0.8
American Indian and Alaska Native	133	1.2
Asian	679	6.0
Native Hawaiian and Other Pacific Islander	56	0.5
Some other race	402	3.5
HISPANIC OR LATINO AND RACE		
Total population	11,385	100.0
Hispanic or Latino (of any race)	729	6.4
Mexican	476	4.2
Puerto Rican	27	0.2
Cuban	4	0.0
Other Hispanic or Latino	222	1.9
Not Hispanic or Latino	10,656	93.6
White alone	9,694	85.1
RELATIONSHIP		
Total population	11,385	100.0
In households	10,933	96.0
Householder	4,273	37.5
Spouse	2,493	21.9
Child	3,302	29.0
Own child under 18 years	2,800	24.6
Other relatives	281	2.5
Under 18 years	100	0.9
Nonrelatives	584	5.1
Unmarried partner	229	2.0
In group quarters	452	4.0
Institutionalized population	205	1.8
Noninstitutionalized population	247	2.2
HOUSEHOLDS BY TYPE		
Total households	4,273	100.0
Family households (families)	2,968	69.5
With own children under 18 years	1,555	36.4
Married-couple family	2,493	58.3
With own children under 18 years	1,244	29.1
Female householder, no husband present	337	7.9
With own children under 18 years	227	5.3
Nonfamily households	1,305	30.5
Householder living alone	1,001	23.4
Householder 65 years and over	495	11.6
Households with individuals under 18 years	1,627	38.1
Households with individuals 65 years and over	1,028	24.1
Average household size	2.56	(X)
Average family size	3.05	(X)
HOUSING OCCUPANCY		
Total housing units	4,423	100.0
Occupied housing units	4,273	96.6
Vacant housing units	150	3.4
For seasonal, recreational, or occasional use	52	1.2
Homeowner vacancy rate (percent)	0.7	(X)
Rental vacancy rate (percent)	3.4	(X)

Subject	Number	Percent
HOUSING TENURE		
Occupied housing units	4,273	100.0
Owner-occupied housing units	3,199	74.9
Renter-occupied housing units	1,074	25.1
Average household size of owner-occupied unit	2.661	(X)
Average household size of renter-occupied unit	2.271	(X)

(X) Not applicable

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories,

³ In combination with one or more other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000 Summary File 1, Matrices PI, P3, P4, P8, P9, P12, P13, P17, P18, P19, P20, P23, P27, P28, P33, PCT5, PCT8, PCT11, PCT15. HI. H3, H4, H5, H11, and H12.

U.S. Census Bureau

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Quick Tables

DP-1. Profile of General Demographic Characteristics: 2000
 Data Set: Census 2000 Summary File 1 (SF 1) 100-Percent Data
 Geographic Area: **Watsonville city, California**

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see <http://factfinder.census.gov/home/en/datanotes/expsf1u.htm>.

Subject	Number	Percent
Total population	44,265	100.0
SEX AND AGE		
Male	22,240	50.2
Female	22,025	49.8
Under 5 years	4,100	9.3
5 to 9 years	4,455	10.1
10 to 14 years	4,084	9.2
15 to 19 years	3,921	8.9
20 to 24 years	3,721	8.4
25 to 34 years	7,263	16.4
35 to 44 years	6,229	14.1
45 to 54 years	4,303	9.7
55 to 59 years	1,301	2.9
60 to 64 years	1,086	2.5
65 to 74 years	1,851	4.2
75 to 84 years	1,375	3.1
85 years and over	576	1.3
Median age (years)	27.4	(X)
18 years and over	29,228	66.0
Male	14,640	33.1
Female	14,588	33.0
21 years and over	26,922	60.8
62 years and over	4,425	10.0
65 years and over	3,802	8.6
Male	1,522	3.4
Female	2,280	5.2
RACE		
One race	41,974	94.8
White	19,036	43.0
Black or African American	334	0.8
American Indian and Alaska Native	768	1.7
Asian	1,455	3.3
Asian Indian	128	0.3
Chinese	200	0.5
Filipino	575	1.3
Japanese	457	1.0
Korean	18	0.0
Vietnamese	17	0.0
Other Asian ¹	60	0.1
Native Hawaiian and Other Pacific Islander	53	0.1
Native Hawaiian	33	0.1
Guamanian or Chamorro	6	0.0
Samoan	7	0.0
Other Pacific Islander ²	7	0.0

Subject	Number	Percent
Some other race	20,328	45.9
Two or more races	2,291	5.2
Race alone or in combination with one or more other races ³		
White	20,957	47.3
Black or African American	468	1.1
American Indian and Alaska Native	1,158	2.6
Asian	1,884	4.3
Native Hawaiian and Other Pacific Islander	138	0.3
Some other race	22,072	49.9
HISPANIC OR LATINO AND RACE		
Total population	44,265	100.0
Hispanic or Latino (of any race)	33,254	75.1
Mexican	29,953	67.7
Puerto Rican	39	0.1
Cuban	25	0.1
Other Hispanic or Latino	3,237	7.3
Not Hispanic or Latino	11,011	24.9
White alone	8,574	19.4
RELATIONSHIP		
Total population	44,265	100.0
In households	43,712	98.8
Householder	11,381	25.7
Spouse	6,405	14.5
Child	16,396	37.0
Own child under 18 years	12,533	28.3
Other relatives	6,125	13.8
Under 18 years	2,026	4.6
Nonrelatives	3,405	7.7
Unmarried partner	663	1.5
In group quarters	553	1.2
Institutionalized population	223	0.5
Noninstitutionalized population	330	0.7
HOUSEHOLDS BY TYPE		
Total households	11,381	100.0
Family households (families)	8,865	77.9
With own children under 18 years	5,598	49.2
Married-couple family	6,405	56.3
With own children under 18 years	4,108	36.1
Female householder, no husband present	1,871	16.4
With own children under 18 years	1,170	10.3
Nonfamily households	2,516	22.1
Householder living alone	2,005	17.6
Householder 65 years and over	1,021	9.0
Households with individuals under 18 years	6,248	54.9
Households with individuals 65 years and over	2,724	23.9
Average household size	3.84	(X)
Average family size	4.26	(X)
HOUSING OCCUPANCY		
Total housing units	11,695	100.0
Occupied housing units	11,381	97.3
Vacant housing units	314	2.7
For seasonal, recreational, or occasional use	33	0.3
Homeowner vacancy rate (percent)	0.6	(X)
Rental vacancy rate (percent)	2.91	(X)

Subject	Number	Percent
HOUSING TENURE		
Occupied housing units	11,381	100.0
Owner-occupied housing units	5,476	48.1
Renter-occupied housing units	5,905	51.9
Average household size of owner-occupied unit	3.551	(X)
Average household size of renter-occupied unit	4.111	(X)

(X) Not applicable

¹ Other Asian alone, or two or more Asian categories.

² Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

³ In combination with one or more other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000 Summary File 1. Matrices PI, P3, P4, P8, P9, P12, P13, P17, P18, P19, P20, P23, P27, P28, P33, PCT5, PCT8, PCT11, PCT15, HI, H3, H4, H5, H11, and H12.

CALIFORNIA TRANSIT AGENCIES
METHODS OF SELECTION OF BOARD OF DIRECTORS

TRANSIT PROPERTY	# of Board Members	Method of Selection of Board
AC Transit (Alameda-Contra Costa Transit District) (PUC §24501, et. seq.)	7-member Board	One director from each Ward and two at large are elected; Board fixes boundaries of wards for purposes of electing directors therefrom.
Contra Costa County Transit Authority (CCTA Bylaws)	11-member Board	The service area includes 10 cities and the unincorporated portion of Contra Costa County. One Board member and one alternate are selected from each of the member jurisdictions.
Fresno County Rural Transit Agency (JPA)	14-member Board	Thirteen rural incorporated cities and the County of Fresno comprise this Board. Each City appoints one member and the County Board of Supervisors appoints one member for a total of 14 Board members. However, for voting purposes, each City has one vote and the County has six votes.
Golden Empire Transit District (PUC §101000, et. seq.)	5-member Board	Two members appointed by Board of Supervisors; two members appointed by the City Council of Bakersfield; one member appointed by majority vote of other four members.
Marin County Transit District (PUC§70000)		Members of the Board of Supervisors and 2 members who shall be a mayor or councilman of a city selected by City selection committee.
North County Transit District (North San Diego County Transit Development Board) (PUC §125000, et. seq.)	9-member Board	There is one elected official from each of the 8 cities in the District plus the incumbant Fifth District County Supervisor.
Orange County Transit District (PUC §40000)	12-member Board	Members of Orange Co. Transportation Authority serve as the Board.
Sacramento Regional Transit District	Not less than 7-member Board;	Four members appointed by the Sacramento City Council; three

PUC = Public Utilities Code

CALIFORNIA TRANSIT AGENCIES
METHODS OF SELECTION OF BOARD OF DIRECTORS

TRANSIT PROPERTY	# of Board Members	Method of Selection of Board
(PUC §102000, et. seq.)	not more than 11-member Board; currently Board is seven members	members appointed by the County Board of Supervisors.
San Francisco Bay Area Rapid Transit District (BART) PUC §28500 et. seq.	9-member Board	Directors are elected by election districts. Boundaries of election districts shall be deferred so that the districts are as equal in population as practicable considering the following factors: 1. Community of interest of the population within an election district; 2. Cohesiveness, contiguity, integrity and compactness of territory; 3. Typography; 4. Geography
San Joaquin Regional Transit District (PUC §50000, et. Seq.)	5-member Board	Two appointed by Board of Supervisors; two appointed by City of Stockton; Fifth member elected by majority vote of members of Board of Supervisors and 5 City Council members
San Mateo County District (PUC §103000, et. Seq.)	9-member Board	Two members from Board of Supervisors; one appointed by Board of Supervisors and who have expertise in the field of transportation; three City Council members selected by City selection committee; three members one of whom shall be a resident of the coastal zone and all appointed by the other 6 Board members.
Santa Barbara Metropolitan Transit District (PUC §95000, et. Seq.)	5-member Board	Two members appointed by Board of Supervisor; two appointed by City of Santa Barbara; these four appoint a fifth
Santa Clara VTA (PUC §100000, et. Seq.)	5-member Board	Board of Supervisors of the County of Santa Clara
Southern California Rapid Transit District	11-member Board	Directors are appointed: 5 by Board of Supervisors; 2 by Mayor of City

PUC = Public Utilities Code

CALIFORNIA TRANSIT AGENCIES
METHODS OF SELECTION OF BOARD OF DIRECTORS

TRANSIT PROPERTY	# of Board Members	Method of Selection of Board
(PUC §30000, et. Seq.)		of Los Angeles subject to confirmation by City Council; 4 by the City Selection Committee (must be elected City official)
Yolo County Transportation District (PUC §60000, et. Seq.)	5-member Board	1 appointed by Yolo County Board of Supervisors; 1 appointed by City of Davis City Council; 1 appointed by West Sacramento; 1 appointed by City of Woodland; 1 appointed by City of Winters

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Tom Stickel, Manager of Fleet Maintenance

SUBJECT: CONSIDERATION OF AWARD OF CONTRACT FOR FURNISHING FASTENERS AND ELECTRICAL TERMINALS

I. RECOMMENDED ACTION

District staff is recommending that the Board authorize the General Manager to enter into a contract with TIFCO Industries, Inc. for the purchase of fasteners and electrical terminals.

II. SUMMARY OF ISSUES

- At the August 15, 1997 board meeting, the Board of Directors authorized the District's participation in the Regional Transit Coordinating Council (RTCC) cooperative purchase agreements.
- The RTCC Procurement Committee released an invitation for bid for fasteners and electrical terminals on November 27, 2001. The District is a participating transit agency in this procurement.
- Bids were opened on January 22, 2002.
- RTCC Contract No. 2002-RTCC-1 was awarded to TIFCO Industries, Inc. for the purchase of fasteners and electrical terminals.
- District staff recommends that the Board authorize the General Manager to enter into a contract with TIFCO Industries, Inc. for the purchase of fasteners and electrical terminals in reference to the RTCC contract.

III. DISCUSSION

In order to obtain the best prices by combining annual quantities from several participating transit agencies, the RTCC Procurement Committee actively participates in joint procurements for commodities that are commonly used by RTCC member agencies.

RTCC bid documents were prepared and mailed in November to prospective bidders. On January 22, 2002 five bids were opened. Bids were evaluated and a recommendation was approved that the contract be awarded to TIFCO Industries, Inc.

IV. FINANCIAL CONSIDERATIONS

The necessary funds for the procurement of fasteners and electrical terminals are contained within the Fleet Maintenance budget. Annual estimated budget for this procurement is \$25,000.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Mark J. Dorfman, Assistant General Manager

SUBJECT: CONSIDERATION OF POSSIBLE ACTIONS TO TAKE CONCERNING THE ADA PARATRANSIT REQUEST FOR PROPOSAL AS A RESULT OF THE BOARD'S ACCEPTANCE OF THE WITHDRAWING OF ONE OF THE PROPOSERS

I. RECOMMENDED ACTION

It is recommended that the Board of Directors direct staff to enter into negotiations with Community Bridges for the provision of ADA Paratransit Service. In addition it is recommended that staff provide to the Board of Directors those steps and timelines that would be required in order for the Santa Cruz Metropolitan Transit District to operate ADA Paratransit Service in-house.

II. SUMMARY OF ISSUES

- On October 22, 2001 the District issued a Request for Proposal (RFP) for the provision of ADA Paratransit Services.
- Two proposals were received in response to the RFP in November of 2001.
- An Evaluation Committee was formed to evaluate these proposals.
- As a result of interviews conducted on January 16, 2002, the evaluation committee ranked American Transit Corporation as the number one firm and Community Bridges as the number two firm.
- District staff entered into negotiations with American Transit Corporation.
- On March 6, 2002, American Transit Corporation withdrew its proposal.

III. DISCUSSION

For the past two years the Board of Directors has directed significant resources to addressing shortcomings in the ADA Paratransit Program. Two separate contracts were issued to:

- (1) Address the registration and certification of ADA Paratransit Riders, and
- (2) Address the operation and efficiency of the way the program had been operated.

As a result of these studies, the Board approved a complete re-certification program for all

ADA Riders, and also approved policies and procedures for re-bidding the service. On October 22, 2001, the District issued a Request for Proposal (RFP) for ADA Paratransit Service. On October 26, 2001, a pre-proposal conference was held to allow potential bidders to ask questions and request clarifications to the specifications. There were representatives from 5 firms that attended the pre-proposal meeting. On November 30, 2001, the District received proposals from Community Bridges and the American Transit Corporation (ATC).

As a result of interviews on January 16, 2002, ATC was ranked as the number one firm to provide ADA Paratransit Services to the District. Staff entered into negotiations with ATC. On March 6, 2002, American Transit Corporation withdrew its proposal. The Board of Directors at their March 8, 2002 meeting accepted its withdrawal.

As a result of the direction provided at the March 8, 2002 Board Meeting, staff is recommending that two directions be pursued with the results being brought back to the Board at the earliest time. First, direct staff to enter into negotiations with Community Bridges for the provision of ADA Paratransit Services subject to the same terms and conditions that were specified in the original Request for Proposal. This includes the Customer's Guide, the Policies and Procedures, and the Contract Performance Standards. This contract would be for the same three-year period that was specified in the RFP.

As a result of a public comment from UTU, a request was made to consider taking the service in-house. The second recommendation is for staff to outline those steps and timelines that would be necessary for the District to consider taking the ADA Paratransit service in-house. Both of these items will come back to the Board of Directors at the earliest time possible to allow for the Board of Directors to make an informed decision.

IV. FINANCIAL CONSIDERATIONS

There is no financial impact at this time.

V. ATTACHMENTS

Attachment A: NONE

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: CONSIDER AN AMENDMENT TO THE MARKET SPACE LEASE AGREEMENT WITH BOB TOTT, D/B/A METROPOLITAN MARKET AND SANTA CRUZ METRO TO AMEND CERTAIN SECTIONS CONCERNING PAYMENT OF RENT

I. RECOMMENDED ACTION

Authorize the Amendment of the Market Space Lease Agreement between Bob Tott d/b/a Metropolitan Market and Santa Cruz Metro to amend certain sections concerning payment of

II. SUMMARY OF ISSUES

- Bob Tott d.b.a. Metropolitan Market currently rents space at the Santa Cruz Metro Center to operate a market. This lease is set to expire on February 1, 2004.
- Mr. Tott is in the midst of selling the business and is asking the Santa Cruz Metropolitan Transit District for a Lease Assignment.
- Mr. Tott is requesting an Amendment to the current Lease Agreement to allow for a lump sum payment for rent and to delete the portion of the Agreement allowing for payment of rent based on percentage of gross sales, except with regard to the selling of a winning lottery ticket, in which case, Metro will obtain a percentage of the monies paid to the tenant by the State Lottery.

III. DISCUSSION

Bob Tott, d/b/a Metropolitan Market began leasing market space for his business at the Santa Cruz Metro Center over twelve years ago. His current lease has a five (5) year term, with two consecutive options to extend the term on all the provisions contained in the lease, except for minimum monthly rent, each for an additional two (2) year period. The rent has been subject to periodic cost of living adjustments each year. Currently the rent is \$927.40 per month with annual CPI adjustments.

Mr. Tott also pays a percentage rent. Pursuant to Section 4.4 of the market lease agreement, the percentage rent is calculated at 5% of the first \$200,000.00, 4% of the next \$200,000.00 and 3% thereafter of Tenant's gross sales. Metropolitan Market is a business that sells food and miscellaneous sundries to customers. This type of business has been very successful at the Metro Center.

Metropolitan Market's Percentage Rent totaled \$10,633.76 in 1999; \$13,156.76 in 2000; and \$14,698.09 in 2001. This averages for the last three years to \$1,069.13 per month. Current minimum monthly rent is \$927.40. This is a calculated total current rent paid of \$1,996.53. Mr. Tott is proposing a flat monthly rent of \$2,100.00 subject to CPI adjustment rate increases annually.

Mr. Tott's letter requesting the Amendment modifications to Article 4.1 and the deletion of Article 4.4 is attached hereto as Attachment A. The Lease Agreement is attached hereto as Attachment B.

This proposal has been presented to the Finance Manager for her review and input. She has stated that the amount proposed by Mr. Tott for a flat rate is comparable to the total monthly rent he is currently paying.

Mr. Tott believes that it will be easier for the buyer of his business to pay a flat rate than to calculate gross sales on a quarterly basis. He also feels that the monthly amount proposed is fair and equitable to what is currently being paid.

This rent amendment, if approved, will be executed on March 15, 2002 to be effective on April 1, 2002.

IV. FINANCIAL CONSIDERATIONS

Rent for the Market space is currently \$927.40 per month with annual CPI adjustments. Average monthly percentage rent for the last three years totals \$1,069.13.

V. ATTACHMENTS

Attachment A: Letter from Bob Tott dated March 6, 2002

920 Pacific Avenue
Suite 14
Santa Cruz, CA 95060

METROPOLITAN MARKET

March 6, 2002

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

Dear Margaret,

This letter of request concerns the February 1, 1997 Lease Agreement with The Santa Cruz Metropolitan Transit District and the Metropolitan Market as well as the subsequent extension of the Lease dated February 1, 2002.

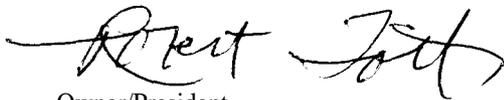
I respectfully request your indulgence to go before the Board of Directors on my behalf and secure an amendment to the above referenced lease with the following outlined provisions:

- 1. Article 4.1 shall be amended to read "Tenant shall pay Landlord a monthly rent of \$2,100.00."**
- 2. Article 4.4 shall be amended to read "Payment of Percentage Retailer Lottery Prize Winnings" and further say "Tenant shall pay to Landlord a sum equal to FIVE PERCENT (5%) of the first \$200,000.00, FOUR PERCENT (4%) of the next \$200,000.00, and THREE PERCENT (3%) thereafter of a Lottery Bonus to the retailer from the Lottery Commission as a result of selling a winning Lotto ticket (as defined in Section 4/8)."**

I further request that this change become effective immediately with appropriate historical gross percentage payment due and payable upon the signing of this amendment.

I look forward to hearing from you soon.

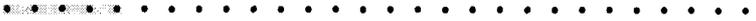
Robert Tott



Owner/President
Anton-Lewis, Inc.

TELEPHONE: 831-429-0124

FAX: 831-429-4005



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: March 15, 2002

TO: Board of Directors

FROM: Margaret Gallagher, District Counsel

SUBJECT: **CONSIDER THE TRANSFER OF THE LEASE AGREEMENTS WITH BOB TOTT, D/B/A METROPOLITAN MARKET FOR THE MARKET AND OFFICE SPACE, TO WALID AND WINONA SUB LABAN, AT THE SANTA CRUZ METRO CENTER, EFFECTIVE MARCH 18, 2002.**

I. RECOMMENDED ACTION

Authorize the transfer of the Market and Office Leases from Bob Tott, d/b/a Metropolitan Market, to Walid and Winona Sub Laban, at the Santa Cruz Metro Center, effective March 18, 2002.

II. SUMMARY OF ISSUES

- Bob Tott, dba Metropolitan Market, currently rents space at the Santa Cruz Metro Center. The lease began on February 1, 1997 and the current lease extension will terminate on February 1, 2004.
- Mr. Tott also rents additional office space at the Santa Cruz Metro Center. This lease began August 1, 1997 and was amended in December 1999 to extend the term to terminate on the same date as the market lease, which has currently been extended to February 1, 2004.
- Mr. Tott has entered into a Purchase Agreement for the buy-out of his business at the Santa Cruz Metro Center with Walid and Winona Sub Laban.
- The Sub Labans currently run an accounting business, providing several private businesses with maintenance of their accounting records. They maintain accounts payables, receivables and business inventory, compute sales tax and provide income tax returns and profit and loss statements. The Sub Labans also own a gas station and Beauty Salon in Wilcox, Arizona where they lease a 3-lot parcel.

III. DISCUSSION

Bob Tott, d/b/a Metropolitan Market began leasing market space for his business at the Santa Cruz Metro Center most recently on February 1, 1997. His lease has a five (5) year term, with two consecutive options to extend the term on all the provisions contained in the lease, except for minimum monthly rent, each for an additional two (2) year period. The rent was set at \$885.77 at the commencement of the lease on February 1, 1997. The rent has been subject to periodic cost of living adjustments each year. Effective February 1, 2002 the rent is \$969.13, with an additional percentage rent paid as well. If the Board approves the rent amendment that is on this agenda, then the rent will be \$2,100.00 per month. Metropolitan Market is a business that sells

food and miscellaneous sundries to customers. This type of business has been very successful at the Santa Cruz Metro Center.

Mr. Tott also rents office space at the Santa Cruz Metro Center. This lease began August 1, 1997 and was to terminate July 1, 1999 but was amended to extend the lease to terminate concurrent with the Market lease, which has been extended to February 1, 2004. The current rent for the office space effective February 1, 2002 is \$228.67.

The Sub Labans wish to take over both the Market and the Office Space leases, effective March 18, 2002.

They have been successfully running and operating an accounting business, providing several private businesses with maintenance of the business' accounting records. They maintain the accounts payables, receivables, and business inventory, compute sales tax, and provide income tax returns and profit and loss statements.

The Sub Labans also own a gas station and Beauty Salon in Wilcox, Arizona where they lease a 3-lot parcel.

The Finance Manager has reviewed the Sub Laban's Profit and Loss statement and income tax returns and has indicated they appear to be financially stable.

Article 12 of the lease requires the consent of the District for any lease transfer, which cannot be unreasonably withheld.

IV. FINANCIAL CONSIDERATIONS

Rent for the Market space is currently \$969.13 per month with annual CPI adjustments. Rent for the Office space is currently \$228.67 per month with annual CPI adjustments.

Pursuant to Section 4.4 of the market lease agreement, the tenant also pays percentage rent. Tenant pays 5% of the first \$200,000.00, 4% of the next \$200,000.00 and 3% of any gross sales thereafter.

If the Board of Directors approves the concurrent request to amend the rent amount herein, then the rent will be \$2,100.00 per month with annual CPI adjustments.

V. ATTACHMENTS

Attachment A: Purchase Agreement for Corporate Stock of Anton-Lewis, Inc.

Attachment B: Letter from Robert Tott requesting the Assignment of the Market and Office Leases

Purchase Agreement for Corporate Stock

INTRODUCTION This is an offer and agreement dated 1/18/2002

1. DEFINITIONS: The following definitions and designations shall apply regardless of number or gender:

CORPORATION:
Anton-Lewis, Inc. Phone 831 429 0124

BUSINESS:
Metropolitan Market-, Phone 429 83 124

BUYER
Walid Sublaban Phone 831 392 1111

SELLER
Robert Tott Phone 831 429 0124

SIGNING: Signing of this agreement by both buyer and seller.

CLOSING OK COE. Closing of the agreed escrow.

STOCK: All the outstanding stock of the corporation, which is now owned by seller and is to be purchased by buyer.

BALANCE SHEET AT SIGNING: Corporation's latest balance sheet disclosed to buyer prior to signing, dated __, which may be attached as Exhibit A.

BALANCE SHEET AT CLOSING: Corporation's balance sheet as of closing.

2. SALE OF STOCK: Seller hereby agrees to sell to buyer and buyer agrees to buy the stock from seller on the terms and conditions set forth below. Seller and buyer acknowledge that the transaction is in the form of a sale of stock in order to meet the needs of the parties and that such form has not been recommended by the broker.

3. CONSIDERATION: The total consideration, which includes all the assets and liabilities of the corporation, except as noted in Exhibit A, shall be _____ paid or credited as follows:

a. _____ as a deposit to be held by the broker and, if a check, cashed when this offer is accepted. This deposit will be a part of the down payment.

b. _____ additional deposit upon opening of escrow, also included in the down payment.

c. _____ balance of the down payment to be deposited by wire transfer or cashier's check before closing. (Estimated closing costs will also be deposited.)

d. _____ total down payment.
(a + b + c)

e. _____ the balance in the form of a promissory note, payable to Seller, secured by a security agreement on the assets of the business and a pledge agreement on the stock, with no right of offset and right to prepay without penalty at 8% payable at _____ per month for 12 months from close of escrow with no prepayment penalty.

f. _____ purchase price of the stock and any covenant not to compete and/or consulting or employment agreement.
(d + e)

g. \$0 _____ approximate credit to buyer for liabilities of the corporation remaining after closing. If the actual balance differs from this figure, any note to the seller shall be adjusted up or down accordingly.

h. _____ total consideration.
(f + g)

Initials WS Buyer RT Seller

4. **CONDITIONS:** This agreement is subject to the following **conditions:**
- a. **Buyer's inspection** of and reasonable satisfaction with the assets and financial and other **records**, contracts, and leases of the corporation, which shall promptly be made available for buyer's inspection.
 - b. Seller's reasonable satisfaction with buyer's qualifications to purchase and operate the business successfully and buyer's creditworthiness. If buyer is a corporation, the shareholders shall personally guarantee the obligations to the seller under this agreement. Adequate information shall be provided promptly to the seller.
- The parties satisfaction with items a and b respectively, shall be conclusively presumed unless contrary written notice is given to the escrow holder or broker within **5 days** from signing or upon COE if sooner.
- c. Review and approval of the buyer's and seller's attorneys. Such approval shall be conclusively presumed unless contrary written notice is given to the escrow holder or broker within **5 days** from signing or upon COE if sooner.
 - d. Other (liquor license, franchise agreement, etc.)
n/a
-
-

5. **ESCROW:** The purchase price and closing adjustments shall be paid through an escrow to be established with Reid P. Schantz, the escrow holder. Separate escrow instructions may be signed to define the duties of the parties and the escrow holder. All parties shall cooperate with the escrow holder in performing any acts and completing any papers necessary to complete this transaction. The broker is a party to the escrow as to the payment of any sales commissions and an assignee of the sales proceeds to the extent of such commissions.

6. **CLOSING DATE AND POSSESSION:** COE is to be on or before **2/14/ 2002**. Any extension of this date shall require the consent of both buyer and seller. Seller shall **deliver** possession of the business and stock to the buyer at closing.

7. **SELLER REPRESENTATIONS AND WARRANTIES:** *Except as noted in paragraph 7 i, on the next page*, seller represents and warrants as follows:

- a. **STATUS OF CORPORATION AND STOCK**
 - 1. **Corporation is a California corporation duly organized, validly existing, and in good standing with the State of California, and has all corporate powers and authority to conduct the business as it is now being conducted. All the stock is owned by the seller and is validly issued, fully paid, and non assessable. The corporation has no commitments to issue additional shares.**
 - 2. All restrictlons on the transfer of the stock will be duly complied with or effectively waived.
 - 3. This sale will not (a) cause the acceleration of any note balance or lease purchase obligation, (b) cause the landlord to modify or end the premises lease, or (c) end any financing or credit extended to the corporation by any third party.
- b. **FINANCIAL STATEMENTS**
 - 1. All the financial information and statements furnished to buyer are complete, accurate, and prepared in a manner consistent with prior statements, and they fairly present the financial condition of the business as of the dates stated on them
 - 2. Since the date of the last financial statements furnished, there have been no material adverse changes In the aggregate in the assets, liabilities, revenues, expenses, or any other items shown on such statements.
- c. **ASSETS OF THE BUSINESS**
 - 1. All assets currently used in the business are owned by the corporation free from liens and encumbrances.
 - 2. All assets are in good and operable condition **and conform** with all applicable building and zoning ordinances and regulations and other laws.
 - 3. All accounts receivable of the corporation arose from the normal course of business, none have been previously assigned and they are fully collectible.
 - 4. All resale inventory of the business is marketable and in good condition
 - 5. All leases and contracts relevant to the ownership and operation of the business are complete and in effect, and there are no undisclosed amendments.
 - 6. All Insurance policies and other agreements of the corporation are in full force and effect and seller is not In default as to any of their provisions.

Initials  Buyer  Seller

d. LIABILITIES

1. The financial and other information furnished to buyer includes a full disclosure of **all** liabilities of the corporation and all facts which might reasonably give rise to liability.
2. There are no daims or investigations existing which would affect the business or its assets or the transfer of good title, and all pending or threatened **litigation** involving the corporation has been disclosed.
3. There are no claims by distributors, sales representatives or customers because of defective products or services already delivered or rendered by corporation, arising either now or in the future, which will be asserted against the corporation. This warranty shall only apply so long as the corporation maintains liabilii insurance comparable to that presently in force.
4. Corporation will have no contracts or other commitments (including but not limited to **collective** bargaining agreements, employment contracts, pension or **profit** sharing plans) remaining effective after COE.
5. Seller shall remove the following liabilities from the corporation prior to COE: All current liabilities. (Attach Exhibit A)

e. COMPLIANCE

1. Corporation has all necessary permits and authority and is operating the business in compliance with all applicable laws and contracts. This compliance will not be violated by **this** sale. The business will pass all applicable inspections upon closing.
2. The business and its premises are in compliance with all applicable hazardous waste and other environmental regulations.

f. TAXES: All tax returns required to be made by corporation have been properly prepared, signed, and timely filed, and all tax liabilities have been paid.

g. EMPLOYEES

1. There **are** no material facts known to seller or corporation indicating employee or labor disputes which could adversely affect corporation's business operations.
2. Balance sheet at COE **will** reflect all accrued payroll, vacation, bonus, pension, **profit** sharing or other benefits accrued or owing to Employees.

h. SURVIVAL: All representations and warranties will be true at COE as if made then and will survive COE.

i. EXCEPTIONS:

1.) Checking account balance to be sufficient to cover open liabilities at close of escrow.

2.) Petty cash to be \$2,000 at close of escrow.

3.) Sale Price adjusted from difference between physical inventory and \$15,000 stated inventory.

8. SELLER COVENANTS: Seller and corporation covenant jointly and severally that from signing until COE:

- a. The corporation's **articles**, by-laws and ownership will not change in any way.
- b. The corporation will not incur or permit any additional encumbrances on the assets of the business or dispose of any such assets, except in the normal course of business.
- c. The corporation will not enter into any material or long term contracts or any other transactions except in the normal course of business, and will make no changes in its labor or employment agreements. Corporation will continue to operate the business in the usual way, protect its assets and goodwill, allow the buyer to make reasonable inspedions, and maintain good relations with suppliers, customers, and employees.
- d. The corporation will hold appropriate director and stockholder meetings and take all other steps necessary to legally perform this agreement.
- e. Prompt notice will be given to buyer of any event which materially alters the accuracy of the above Seller Representations, Warranties and Covenants

9. **SELLER INDEMNITY: Seller and corporation shall hold buyer harmless from any damage resulting from the falsity of the above Seller Representations and Warranties or the breach of the above Seller Covenants. Without in any way limiting the above Representations, Warranties and Covenants or the rights or remedies available to the buyer for their breach, seller and corporation hereby hold buyer harmless from all loss, liability, tax, or expense resulting directly or indirectly from the assertion against buyer or corporation of claims by government or any person or other entity based on facts existing before COE, except as provided herein.**

10. BUYER REPRESENTATIONS AND WARRANTIES: Buyer represents and warrants the following:

- a. Buyer has the full right, power, legal capacity, and authority to enter into and perform buyer's obligations under this agreement and buyer **is legally bound.**
- b. **Buyer has the financial ability to accomplish the purchase described in this agreement.**

Initials _____
Buyer _____ Buyer _____ Seller _____ Seller _____

11. BUYER COVENANTS: Buyer covenants that from signing until COE
 - a. Buyer will take all steps necessary to legally perform this agreement.
 - b. Prompt notice will be given to seller of any event which materially alters the accuracy of the above Buyer Representations, Warranties and Covenants.
12. BUYER INDEMNITY: Buyer shall hold seller harmless from any damage resulting from the falsity of the above Buyer Representations or the breach of the above Buyer Warranties and Covenants. Buyer shall indemnify, defend, protect, and **hold** harmless Seller and Robert Tott from any and all damage, loss, liability, costs, or expenses resulting **directly** or indirectly from ownership or operation of the business after the Close of **Escrow**.
13. FEES, EXPENSES AND REFUNDS:
 - a. Buyer shall pay any transfer or issue fees for permits, licenses, franchises and the like.
 - b. Buyer and seller shall pay equally all escrow fees and **costs**. Each party shall pay its own attorneys, accountants and other advisors.
 - c. Any federal, state or local income or other tax resulting from the operations or activities of corporation prior to COE shall be determined and paid by or charged against seller.
 - d. Buyer shall remit to seller upon receipt any refund of overpayments of worker's compensation premiums, taxes, trade payables or the like which relate to the period prior to COE and are not shown on the balance sheet at dosing.
14. BROKER: Business Team ("Broker") has earned a commission based on this and other agreements. If the sale is not completed because the buyer does not perform his obligations under this agreement, the buyer shall be responsible for and shall pay the Broker this commission immediately. Any amount the buyer has deposited with the escrow holder may be **applied** against the buyer's obligation under this paragraph.

Buyer acknowledges that the broker has not verified and will not verify the representations of seller, and buyer relies solely on seller's representations and buyer's own investigation of the business and not on broker. Seller acknowledges that broker has made no representations concerning the buyer's creditworthiness or ability to complete this transaction or to successfully operate the business, and relies solely on buyer's representations and not on broker. Should any such representations of buyer or seller be untrue, buyer and seller shall look solely to each other for relief and shall release, hold harmless, indemnify and defend the broker from any such claims.

15. TRAINING: Seller shall train buyer in the operation of the business for a period of 1 consecutive weeks from COE for 20 hours per week without additional cost to buyer.
16. **COVENANT NOT TO COMPETE: For a period of 5 consecutive years from COE, seller shall not directly or indirectly carry on a similar retail grocery business within a radius of 5 miles of the business being sold, nor assist anyone else except the corporation and buyer to do so within these limits; nor shall seller have any interest, directly or indirectly, in such business, except as an employee of the business being sold. Paragraph 19 will not prevent injunctive relief to enforce this covenant pending arbitration. Any part of the purchase price to be allocated to this covenant shall be agreed upon by the parties and submitted to escrow prior to COE.**
17. **CONDITIONS TO SELLER CLOSING:** Seller's obligations at COE are subject to the satisfaction of the following conditions:
 - a. As of COE, all the Buyer Representations and Warranties shall be true and all the Buyer Covenants shall be complied with and performed in all material respects.
 - c. All consents of third parties necessary to the performance of this agreement by seller shall have been received, including landlords consent of assignment and release of Robert **Tott**.
18. **CONDITIONS TO BUYER CLOSING:** Buyer obligations at COE are subject to the satisfaction of the following conditions:
 - a. As of COE, all the Seller Representations and Warranties shall be true and all the Seller Covenants shall be complied with and performed in all material respects.
 - b. All **consents** of third parties necessary to the performance of this agreement by buyer shall have been received.
19. **ARBITRATION:** Any dispute relating to this agreement by any party or the-broker shall be decided by binding arbitration as provided in the California Code of Civil Procedure, beginning at section 1260, and shall include full rights of discovery. In any suit or arbitration on this agreement, the prevailing party shall be entitled to reasonable attorney fees and **costs**.
20. **ACCEPTANCE:** This **offer** shall expire unless it is accepted in writing by seller and that acceptance is communicated to buyer by **11:59 p.m.** On **1/18/2001**. Any later acceptance shall be a counteroffer.
21. **SUMMARY:** **The entire agreement of the parties relating to the sale of the stock and any covenant not to compete and/or consulting or employment agreement is set forth in this agreement and can only be modified in writing signed by the parties. This agreement shall bind and benefit the parties and their legal successors. Captions in this agreement are for convenience only and shall not be considered in construing its meaning.**

Initials    
 Buyer Buyer Seller Seller

CONTINGENCY REMOVAL FORM

DATE. 1/22/02

TO WHOM IT MAY CONCERN:

We, the undersigned Purchasers of that certain business known as. _____

Metropolitan Market

located at: Pacific Ave., Santa Cruz

hereby remove the contingency on that certain Offer to Purchase dated:

1/11/02

which reads _____

Conditions 4a "Buyers inspection and reasonable satisfaction with assets and financial and other records."

Book check is complete to our satisfaction.

All other terms and conditions of the offer to purchase to remain the same.

Walter S. [Signature] 1/22/02
Buyer Date

Buyer Date

By: _____
Business Team

920 Pacific Avenue
Suite 14
Santa Cruz, CA 95060

METROPOLITAN MARKET

January 23, 2002

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

Dear Margaret,

I have decided to sell my Corporation, Anton-Lewis, Inc. to Walid and Winona Sub Laban. With this letter, I ask your indulgence to act on my behalf before the Board of Directors to exercise my right to assign my leases to them. I ask for this consent in accordance with Article 12 of our mutual February 1, 1997 Lease Agreement.

I would like to further request that my name be removed from the Lease Agreements, please. As the Sub Labans are purchasing Anton-Lewis, Inc., I expect that their names could be inserted where mine presently is.

At this point Walid and Winona have expressed an interest in keeping the office space that I currently lease. I would therefore request Consent of Assignment to them for this August 1, 1997 lease as well.

Herein please find a copy of the Purchase Agreement for Corporate Stock and their application.

Escrow Instructions are being drawn up with Reid Schantz, Attorney.

I look forward to hearing from you soon.

Robert Tott



Owner/President
Anton-Lewis, Inc.

TELEPHONE: 831-429-0124

FAX: 831-429-4005