

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA  
June 10, 2005 (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.

THE BOARD AGENDA PACKET CAN BE FOUND ONLINE AT [WWW.SCMTD.COM](http://WWW.SCMTD.COM)

**NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER**

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

## CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF MAY 13 AND MAY 27, 2005  
Minutes: **THE MAY 27, 2005 MINUTES WILL BE INCLUDED IN THE JUNE 24, 2005 BOARD PACKET**
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF MAY 2005  
Report: Attached
- 5-3. ACCEPT AND FILE MAY 2005 RIDERSHIP REPORT  
Report: Attached  
**PAGE 1 OF THE MAY RIDERSHIP REPORT WILL BE INCLUDED IN THE JUNE 24, 2005 BOARD PACKET**
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF MAGDALENA IBARRA, CLAIM #05-0015
- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR JUNE 15, 2005 AND MINUTES OF APRIL 20, 2005  
Agenda/Minutes: Attached

- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR APRIL 2005 AND APPROVAL OF BUDGET TRANSFERS  
Staff Report: **WILL BE INCLUDED IN THE JUNE 24, 2005 BOARD PACKET**
- 5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR APRIL 2005  
Staff Report: Attached
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF MARCH 2005  
Staff Report: Attached
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF APRIL 2005  
Staff Report: Attached
- 5-10. ACCEPT AND FILE METROBASE STATUS REPORT  
Staff Report: Attached
- 5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE MAY 2005 MEETINGS  
Staff Report: Attached
- 5-12. CONSIDERATION OF RENEWAL OF PROPERTY INSURANCE COVERAGE FOR FY 05-06  
Staff Report: **WILL BE INCLUDED IN THE JUNE 24, 2005 BOARD PACKET**
- 5-13. CONSIDERATION OF RENEWAL OF LIABILITY AND PHYSICAL DAMAGE INSURANCE COVERAGE FOR FY 05-06  
Staff Report: **WILL BE INCLUDED IN THE JUNE 24, 2005 BOARD PACKET**
- 5-14. CONSIDERATION OF RENEWAL OF CONTRACT WITH FOLGER GRAPHICS FOR GRAPHIC DESIGN SERVICES FOR HEADWAYS  
Staff Report: Attached

#### REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS  
Presented by: Chair Keogh  
Staff Report: Attached  
**THIS PRESENTATION WILL TAKE PLACE AT THE JUNE 24, 2005 BOARD MEETING**

7. CONSIDERATION OF ADOPTION OF **RESOLUTION** APPROVING FY 05-06 FINAL BUDGET  
Presented By: Elisabeth Ross, Finance Manager  
Staff Report: Attached
8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A LEASE AMENDMENT WITH COLLEEN CROSBY AND BRONSON BAKER D/B/A BREW BAR FOR A KIOSK SPACE AT PACIFIC STATION  
Presented By: Margaret Gallagher, District Counsel  
Staff Report: Attached
9. ORAL ANNOUNCEMENT: NOTIFICATION OF SCOTTS VALLEY TRANSIT CENTER REDEDICATION CEREMONY: JUNE 10, 2005 AT 12:00 P.M.  
Presented By: Vice Chair Rotkin  
Staff Report: Oral Announcement – No documentation
10. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
11. 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: Mark Dorfman, Assistant General Manager
    1. Employee Organization: Service Employees International Union (SEIU), Local 415
  - b. Agency Negotiator: Mark Dorfman, Assistant General Manager
    1. Employee Organization: United Transportation Union (UTU), Local 23

## **SECTION III: RECONVENE TO OPEN SESSION**

12. REPORT OF CLOSED SESSION

**ADJOURN**

**NOTICE TO PUBLIC**

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

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

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

The Santa Cruz Metropolitan Transit District does not discriminate on the basis of disability. The Encinal Conference Room is located in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, please contact Cindi Thomas at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting METRO regarding special requirements to participate in the Board meeting.

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**

**Minutes- Board of Directors**

**May 13, 2005**

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, May 13, 2005 at the District's Administrative Office, 370 Encinal Street, Santa Cruz, CA.

Vice Chair Rotkin called the meeting to order at 9:09 a.m.

**SECTION 1: OPEN SESSION**

**1. ROLL CALL:**

**DIRECTORS PRESENT**

Jan Beautz (arrived after roll call)  
Stephanie Harlan  
Michelle Hinkle  
Emily Reilly  
Mike Rotkin  
Dale Skillicorn  
Pat Spence  
Mark Stone  
Marcela Tavantzis

**DIRECTORS ABSENT**

Dene Bustichi  
Mike Keogh  
Ex-Officio Wes Scott

**STAFF PRESENT**

Frank Cheng, MetroBase Project Manager  
Mark Dorfman, Assistant General Manager  
Terry Gale, IT Manager  
Margaret Gallagher, District Counsel  
Steve Paulson, Paratransit Administrator

Elisabeth Ross, Finance Manager  
Robyn Slater, Human Resources Manager  
Judy Souza, Base Superintendent  
Tom Stickel, Fleet Maintenance Manager

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

Piet Canin, Santa Cruz Area TMA  
Jim Danaher, Sierra Club  
Jeff Le Blanc, MAC

Will Regan, VMU  
Bob Yount, MAC/MASTF/E&D TAC

**2. ORAL AND WRITTEN COMMUNICATION**

Oral:

Vice Chair Rotkin announced that action was requested today on Item #5-12.

5-1.1

3. **LABOR ORGANIZATION COMMUNICATIONS**

None.

4. **ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**

None.

**CONSENT AGENDA**

5-1. **APPROVE REGULAR BOARD MEETING MINUTES OF APRIL 8 AND 22, 2005**

No questions or comments.

5-2. **ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS**

No questions or comments.

5-3. **ACCEPT AND FILE APRIL 2005 RIDERSHIP REPORT**

Page 1 of the April Ridership Report will be included in the May 27, 2005 Board Packet.  
No questions or comments.

5-4. **CONSIDERATION OF TORT CLAIMS: None**

5-5. **ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR MAY 18, 2005 AND MINUTES OF MARCH 16, 2005**

Director Harlan asked if there were any Capitola residents on the MAC. Mark Dorfman responded saying there currently were none and that former Director Norton had appointed Paul Marcelin-Sampson, who resides the City of Santa Cruz. There are two vacancies on the MAC and Staff will forward a MAC application to Director Harlan. Jeff Le Blanc commented that a woman of color would be preferred.

5-6. **ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR MARCH 2005 AND CONSIDERATION OF BUDGET TRANSFERS**

No questions or comments.

5-7. **ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MARCH 2005**

Director Reilly asked how the public is made aware of bicycle parking for those that may want to leave their bike downtown and take the Highway 17. Mark Dorfman replied that Staff would contact the City of Santa Cruz regarding the City's enclosed lockers and make sure that the information is available at METRO's Customer Service and info booth.

5-1.2

**5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF FEBRUARY 2005**

Vice Chair Rotkin pointed out that the operating efficiency numbers are improving. Jeff Le Blanc suggested that this information be included as part of the response to the SCCRTC regarding the PCTF recommendations.

**5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF MARCH 2005**

Mark Dorfman reported that Staff had made changes to this report to make it more accurate. The charts now reflect only school-term days for Students and only weekdays for Faculty /Staff.

Director Reilly asked if METRO has access to the database of student addresses in order to determine if bus service is accurately reflecting where students live. Mr. Dorfman said he thought Larry Pageler had that information and a geographical map that Staff could try to layer with the map of current routes to see where the stops line up with the addresses.

**5-10. ACCEPT AND FILE METROBASE STATUS REPORT**

No questions or comments.

**5-11. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE APRIL 2005 MEETING**

No questions or comments.

**5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH VEHICLE MAINTENANCE CONTRACT, INC. FOR BUS ENGINE FILTERS**

**Summary:**

Tom Stickel reported that this is a Regional Transit Coordinating Council (RTCC) purchase agreement that has been awarded to Vehicle Maintenance Program, which has been the provider in the past. The two-year contract is for air, fuel and oil filters.

**ACTION: MOTION: DIRECTOR STONE SECOND: DIRECTOR REILLY**

**Authorize the General Manager to execute a two-year, firm fixed price contract with Vehicle Maintenance Program, Inc. for bus air, fuel and oil filters.**

**Motion passed unanimously with Directors Beautz, Bustichi and Keogh being absent.**

5-1.3

**5-13. CONSIDERATION OF APPROVAL OF CHANGES TO THE CLASS SPECIFICATION (JOB DESCRIPTION) FOR FLEET MAINTENANCE SUPERVISOR AND FACILITIES MAINTENANCE SUPERVISOR**

**Discussion:**

Director Tavantzis reported that the City of Watsonville had just updated its job descriptions which now include the physical requirements as required by the ADA and commented that she did not see them in these two descriptions.

Robyn Slater replied that she was not aware of such a requirement, but could provide that information if it was requested. Margaret Gallagher clarified that it was not a legal requirement that the essential functions of the job need to be included in the description, but in trying to defend in court any decisions that were made regarding reasonable accommodation for example, the court would look at the job description.

Director Harlan prefers that a job description not include a driver's license requirement unless it really is required to perform the job. Robyn Slater said it is required for these two positions

**REGULAR AGENDA**

**6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

This presentation will take place at the May 27, 2005 Board Meeting.

**7. PUBLIC HEARING ON FY 05-06 DRAFT FINAL BUDGET**

**Summary:**

Elisabeth Ross reported that last year the Board had adopted a 2-year budget. The FY 05-06 draft final budget is the updated version of the 2<sup>nd</sup> year. A budget review with Union representatives will be held next week to answer any questions line by line and the public will have an opportunity to comment at the Public Hearing on May 27<sup>th</sup>.

**Discussion:**

Director Reilly asked about the Cabrillo contract and suggested that there may be an opportunity for the new president to have a more enlightened attitude and approach to public transit on campus. Mark Dorfman offered to arrange a meeting to inform him of METRO's services.

5-1.4

8. **CONSIDERATION OF THE RECOMMENDATION FROM THE METRO ADVISORY COMMITTEE TO SUPPORT AN APPLICATION BY THE SANTA CRUZ AREA TRANSPORTATION MANAGEMENT ASSOCIATION TO THE MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT FOR FUNDS TO INITIATE A FOLDING BIKE/BUS PASS SUBSIDY PROGRAM AND TO CLARIFY THAT FOLDING BIKES UNDER 5 FEET IN LENGTH ARE ALLOWED TO BE TRANSPORTED INSIDE OF METRO BUSES**

**Discussion:**

Director Reilly commented that this seems to be a great idea that the Board should support and asked if there was any specific language that would be problematic. Mark Dorfman clarified that Staff is recommending avoiding that issue by simply saying it fits the current 5-foot maximum length requirement for baggage. The only concern he has heard is that the width is not defined. Mr. Dorfman explained that this is basically a pilot program to see if people will in fact use this type of incentive to go out and purchase a folding bike for commute purposes.

**DIRECTOR BEAUTZ ARRIVED**

Jeff Le Blanc reported that MAC had a demonstration and he supports this program as a commuter solution because the bikes fold up incredibly small, with some as small as a briefcase and almost all of them fold up smaller than a baby stroller.

Director Spence requested that something in writing be developed specifically for the folding bikes and where they would be stored inside the buses. Piet Canin offered to bring a videotape of the demonstration that MAC saw for the Board to view at its May 27<sup>th</sup> meeting. Mr. Canin encouraged the Board to support this program which would be limited to a total of only 175 people receiving subsidies for the bike purchases.

Jim Danaher added that in order to qualify for the subsidy, the recipient would have to purchase a bus pass. Director Spence asked for something in writing regarding this obligation.

9. **CONSIDERATION OF AUTHORIZING A JOINT GRANT APPLICATION WITH MONTEREY-SALINAS TRANSIT TO THE AIR DISTRICT FOR AB 2766 FUNDS FOR A BUS RAPID TRANSIT FEASIBILITY STUDY**

**Summary:**

Mark Dorfman reported that this would be a joint application with MST for \$80,000.00 in regional funds for a preliminary Bus Rapid Transit Feasibility Study with no local match required. METRO and MST would each designate one or two corridors in their local areas to conduct the study and possibly one joint corridor to see if it makes any sense to connect the two areas. METRO would propose evaluating Soquel Avenue between downtown Santa Cruz and Cabrillo College and/or Bay Street to UCSC as local corridors with potential for BRT service.

5-1.5

**Discussion:**

Directors Beautz and Harlan expressed concern and would not support the study if it means dedicating a lane of Soquel Avenue to buses or losing parking. Mr. Dorfman explained that the Air District encouraged METRO to participate in this very preliminary analysis that is just looking at the feasibility of doing the BRT study.

**Direction:** Directors Beautz, Reilly and Vice Chair Rotkin directed Staff to provide additional information describing what BRT means and what the study may include before the Board takes any action.

**10. ORAL ANNOUNCEMENT: NOTIFICATION OF MEETING LOCATION FOR MAY 27, 2005 – CAPITOLA CITY COUNCIL CHAMBERS, 420 CAPITOLA AVE, CAPITOLA**

Vice Chair Rotkin announced that the May 27, 2005 Board meeting will be held at the Capitola City Council Chambers at 420 Capitola Avenue. Parking passes will be delivered with the May 27<sup>th</sup> Board Packets.

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

Margaret Gallagher reported that the Board would be discussing SEIU and UTU Labor Negotiations with their Labor Negotiator.

**12. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION**

None.

**SECTION II: CLOSED SESSION**

Vice Chair Rotkin adjourned to Closed Session at 10:04 a.m. and reconvened to Open Session at 10:22 a.m.

**SECTION III: RECONVENE TO OPEN SESSION**

**12. REPORT OF CLOSED SESSION**

Margaret Gallagher had nothing to report at this time.

**ADJOURN**

There being no further business, Vice Chair Rotkin adjourned the meeting at 10:23 a.m.

Respectfully submitted,

  
CINDI THOMAS  
Administrative Services Coordinator

5-1.6

SANTA CRUZ METROPOLITAN T1 ,IT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 05/01/05 THRU 05/31/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
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15103	05/13/05	58.32	001018	CABRILLO SAND & GRAVEL		4643	REPAIRS/MAINTENANCE	58.32	
15104	05/13/05	5,132.79	001029	GOLDEN GATE SYSTEMS		4689	12 WRKSTNS/6 MNTRS	5,132.79	
15105	05/13/05	8,505.00	001035	HARRIS & ASSOCIATES		4690	MB MAR05 PROF SVCS	8,505.00	
15106	05/13/05	2,409.52	001036	STANDARD INSURANCE COMPANY		4691	MAY LIFE/AD&D INS	2,409.52	
15107	05/13/05	11,481.16	001043	VISION SERVICE PLAN		4692	MAY VISION INSURANCE	11,481.16	
15108	05/13/05	5,338.14	001048	CRUZ CAR WASH		4693	REV VEH FUEL/PT	4,730.55	
						4694	VEH WASH SVCS/PT	607.59	
15109	05/13/05	2,785.64	001049	TRANS METRO EXPRESS		4695	MAR 05 PT SVCS	917.95	
						4696	APR 05 PT SVCS	1,867.69	
15110	05/13/05	76.64	001052	MID VALLEY SUPPLY		4644	CLEANING SUPPLIES	76.64	
15111	05/13/05	125.00	001062	ALLTERRA ENVIRONMENTAL INC.		4645	APR 05 PROF SVCS	125.00	
15112	05/13/05	189.59	001063	NEW FLYER INDUSTRIES LIMITED		4685	REV VEH PARTS	189.59	
15113	05/13/05	75.67	001066	WESCO PERFORMANCE INC.		4646	REV VEH PARTS	75.67	
15114	05/13/05	121.84	001075	SOQUEL III ASSOCIATES	7	4797	RESEARCH ADDTL RENT	121.84	
15115	05/13/05	7,288.40	001076	BROUGHTON LAND, LLC		4697	PLAN FEES/VERNON	7,288.40	
15116	05/13/05	750.00	001090	BLUE DOLPHIN CAFE	7	4698	APR CUSTODIAL SVCS	750.00	
15117	05/13/05	110.42	001112	BRINKS TROPHY SHOPPE	7	4699	LOCAL MEETING EXP	110.42	
15118	05/13/05	333.00	001315	WASTE MANAGEMENT		4700	APR MT HERMON/KINGS	43.82	
						4701	APR KINGS VILLAGE	146.81	
						4702	APR RESEARCH PARK	142.37	
15119	05/13/05	92,142.54	001316	DEVCO OIL		4647	APR 12-30TH FUEL	92,142.54	
15120	05/13/05	410.48	001704	SURTEC SYSTEM, INC.		4648	CLEANING SUPPLIES	410.48	
15121	05/13/05	93.75	001856	BAY COMMUNICATIONS	7	4649	OUT REPAIR PHONES	93.75	
15122	05/13/05	51.00	001944	SANTA CRUZ COUNTY LAW LIBRARY		4703	COPIES/CARDKEY-LGL	51.00	
15123	05/13/05	179.70	001962	LEAGUE OF CALIFORNIA CITIES		4704	CA MUNICIPAL HANDBK	179.70	
15124	05/13/05	330.65	002063	COSTCO		4705	OFFICE SUPPLY/ADM	71.32	
						4706	LOCAL MEETING EXP	14.19	
						4707	PHOTO PROCESS/OPS	31.40	
						4708	PHOTO PROCESS/OPS	40.96	
						4709	PHOTO PROCESS/OPS	36.84	
						4710	PHOTO PROCESS/OPS	24.02	
						4711	PHOTO/MAINT-FACIL	111.92	
15125	05/13/05	358.05	002069	A TOOL SHED, INC.		4712	EQUIPMENT RENTAL	61.05	
						4746	EQUIPMENT RENTAL	297.00	
15126	05/13/05	3,176.76	002106	AMERICAN SUPPLY COMPANY		4652	CLEANING SUPPLIES	3,176.76	
15127	05/13/05	12.49	002161	APPLIED INDUSTRIAL TECH		4713	REPAIRS/MAINTENANCE	12.49	
15128	05/13/05	2,000.00	002267	SHAW & YODER, INC.		4714	MAR LEGISLATIVE SVCS	2,000.00	
15129	05/13/05	2,550.00	002287	CALIFORNIA SERVICE EMPLOYEES		4715	MAY MEDICAL	2,550.00	
15130	05/13/05	960.00	002385	OPTIMUM BUSINESS SERVICES, INC 0		4653	MAINT COPIER/ENC	960.00	
15131	05/13/05	136.54	002459	SCOTTS VALLEY WATER DISTRICT		4716	2/2-4/11 KINGS VLG	28.50	
						4717	2/2-4/11 KINGS VLG	108.04	
15132	05/13/05	68,359.54	002569	COMERICA BANK		4718	WORK COMP FUND	68,359.54	
15133	05/13/05	402.66	002627	CDW GOVERNMENT, INC.		4719	LASERJET PRINTER/IT	402.66	
15134	05/13/05	922.50	002807	WILLIAM AVERY & ASSOCIATES		4720	MAR05 PROF SVCS	922.50	
15135	05/13/05	246.16	004	NORTH BAY FORD LINC-MERCURY		4687	REV VEH PARTS	246.16	
15137	05/13/05	22,366.24	009	PACIFIC GAS & ELECTRIC		4721	3/31-4/29 CNG/E RVR	1,585.01	
						4722	3/31-4/30 CNG/G RVR	10,791.30	

1.2-5

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

DATE: 05/01/05 THRU 05/31/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
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					4724	4/1-4/30 111 DUB	718.25	
					4725	4/1-4/30 VERNON	1,971.08	
					4726	4/1-4/30 370 ENC	274.14	
					4727	4/5-5/4 PACIFIC	932.48	
					4728	4/5-5/4 PACIFIC	506.08	
					4729	4/5-5/4 PACIFIC	250.07	
					4730	3/30-4/28 RODRIGUEZ	1,156.14	
					4731	3/31-4/29 GOLF CLUB	514.66	
					4732	3/31-4/29 GOLF CLUB	1,370.93	
					4733	3/31-4/29 1200 RVR	1,345.83	
					4734	3/31-4/29 1200 RVR	275.32	
					4735	3/30-4/28 RODRIGUEZ	38.84	
					4736	3/27-4/26 SAKATA	10.67	
					4737	3/22-4/26 SAKATA	12.77	
					4753	FINGERPRINTING	40.00	
15138	05/13/05	40.00	014	CABRILLO COLLEGE				
15139	05/13/05	2,366.97	018	SALINAS VALLEY FORD SALES	4654	REV VEH PARTS	1,330.93	
					4686	REV VEH PARTS	1,036.04	
15140	05/13/05	396.77	020	ADT SECURITY SERVICES INC.	4754	MAY ALARMS	396.77	
15141	05/13/05	395.42	023	PACIFIC TRUCK PARTS, INC.	4655	REV VEH PARTS	395.42	
15142	05/13/05	2,673.22	041	MISSION UNIFORM	4742	APR UNIFORMS/LAUN FL	2,205.54	
					4743	APR UNIFORMS/LAUNDRY	467.68	
15143	05/13/05	443.14	043	PALACE ART & OFFICE SUPPLY	4755	OFFICE SUPPLIES	443.14	
15144	05/13/05	75.96	061A	REGISTER PAJARONIAN	4650	CLASSIFIED AD FLEET	75.96	
15145	05/13/05	100.10	074	KENVILLE LOCKSMITHS	4745	APR LOCKS/KEYS	100.10	
15146	05/13/05	7,087.52	079	SANTA CRUZ MUNICIPAL UTILITIES	4756	3/29-4/28 PACIFIC	99.02	
					4757	3/29-4/28 PACIFIC	2,393.48	
					4758	3/26-4/26 GOLF CLUB	842.10	
					4759	3/26-4/26 370 ENC	80.72	
					4760	3/26-4/26 370 ENC	872.90	
					4761	3/26-4/26 1200 RVR	2,109.00	
					4762	3/26-4/26 111 DUB	690.30	
15147	05/13/05	13,739.83	085	DIXON & SON TIRE, INC.	4657	OUT RPR REV VEH FLT	163.30	
					4747	APR TIRES/TUBES FLT	13,247.82	
					4763	APR TIRES PT	328.71	
15148	05/13/05	756.43	107	SAN LORENZO LUMBER	4658	REPAIRS/MAINT/SUPPLY	756.43	
15149	05/13/05	543.68	115	SNAP-ON INDUSTRIAL	4651	SMALL TOOLS FLEET	543.68	
15150	05/13/05	341.51	117	GILLIG CORPORATION	4660	REV VEH PARTS	341.51	
15151	05/13/05	163.24	123	BAY PHOTO LAB	4764	PHOTO PROCESS/PT	163.24	
15152	05/13/05	1,474.15	135	SANTA CRUZ AUTO PARTS, INC.	4748	REV VEH PARTS/SUPPLY	1,474.15	
15153	05/13/05	1,007.75	148	ZEP MANUFACTURING COMPANY	4661	REV VEH PARTS	1,007.75	
15154	05/13/05	533.16	149	SANTA CRUZ SENTINEL	4749	MAR ADVERTISING	533.16	
15155	05/13/05	1,275.89	157	DELL MARKETING L.P.	4765	POWEREDGE SERVER	1,275.89	
15156	05/13/05	2,146.19	161	OCEAN CHEVROLET	4662	REV VEH PARTS FLT	27.06	
					4766	REV VEH PARTS/PT	2,119.13	
15157	05/13/05	1,096.70	166	HOSE SHOP, THE	4744	REPAIRS/MAINTENANCE	631.43	
					4750	PARTS & SUPPLIES	465.27	
15158	05/13/05	93.10	167	KEYSTON BROTHERS	4663	OTHER MOBILE SUPPLY	93.10	
15159	05/13/05	1,057.16	170	TOWNSEND'S AUTO PARTS	4751	REV VEH PARTS/SUPPLY	1,057.16	
15160	05/13/05	2,246.40	180	MANPOWER	4767	TEMP/ADM W/E 4/10	1,094.40	

5-2-2

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

DATE: 05/01/05 THRU 05/31/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NUMBER	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						4768	TEMP/ADM W/E 4/17	1,152.00	
15161	05/13/05	337.23	192	ALWAYS UNDER PRESSURE		4664	REPAIRS/MAINTENANCE	198.09	
						4769	REPAIRS/MAINTENANCE	139.14	
15162	05/13/05	224.54	210	HOLIDAY MUFFLER SERVICE		4665	OUT REPAIR/#8035/FLT	104.54	
						4770	OUT RPR REV VEH/PT	120.00	
15163	05/13/05	1,041.85	215	IKON OFFICE SOLUTIONS		4771	COPIER OVERAGE/PT	1,041.85	
15164	05/13/05	228.70	221	VEHICLE MAINTENANCE PROGRAM		4683	REV VEH PARTS	228.70	
15165	05/13/05	11.94	282	GRAINGER		4738	SAFETY SUPPLIES	11.94	
15166	05/13/05	73.39	288	MUNCIE TRANSIT SUPPLY		4666	REV VEH PARTS	58.78	
						4667	REV VEH PARTS	14.61	
15167	05/13/05	153.00	367	COMMUNITY TELEVISION OF		4772	TV COVERAGE 4/22 MTG	153.00	
15168	05/13/05	3,025.25	378	STEWART & STEVENSON		4684	REV VEH PARTS	3,025.25	
15169	05/13/05	613.52	395	APPLIED GRAPHICS, INC.		4668	ENVELOPES-FLEET	167.54	
						4669	BUSINESS CARDS/FLT	445.98	
15170	05/13/05	744.00	432	EXPRESS PERSONNEL SERVICES		4670	TEMP W/E 4/17 FLEET	744.00	
15171	05/13/05	166.94	434	VERIZON WIRELESS-PAGERS		4671	MAY PAGERS	166.94	
15172	05/13/05	3,925.36	448	UNISOURCE		4672	CLEANING SUPPLIES	3,925.36	
15173	05/13/05	4,389.54	480	DIESEL MARINE ELECTRIC, INC.		4673	REV VEH PARTS	2,760.38	
						4674	REV VEH PARTS	1,629.16	
15174	05/13/05	867.00	481	PIED PIPER EXTERMINATORS, INC.		4773	MAR PEST CONTROL/	546.00	
						4774	APR PEST CONTROL/	321.00	
15175	05/13/05	487.20	497B	APTA		4775	OPS MGR CLASS AD	487.20	
15176	05/13/05	175.30	511	LUMINATOR		4675	REV VEH PARTS 170	175.30	
15177	05/13/05	3,886.69	647	GFI GENFARE		4676	REV VEH PARTS	1,076.44	
						4677	REV VEH PARTS	2,445.35	
						4678	REV VEH PARTS	364.90	
15178	05/13/05	126.50	691	EAGLE AUTOMOTIVE		4679	OUT REPAIR OTHER VEH	126.50	
15179	05/13/05	124.22	760	SCMTD PETTY CASH - PARACRUZ		4776	PETTY CASH/PT	124.22	
15180	05/13/05	3,501.93	851	I.M.P.A.C. GOVERNMENT SERVICES		4777	4055019201230422	3,501.93	
15181	05/13/05	345.00	852	LAW OFFICES OF MARIE F. SANG	7	4778	WORKERS COMP CLAIM	210.00	
						4779	WORKERS COMP CLAIM	135.00	
15182	05/13/05	410.13	856	ANGI INTERNATIONAL LLC		4739	REPAIRS/MAINTENANCE	225.70	
						4780	CNG PARTS	184.43	
15183	05/13/05	3,212.82	876	ATCHISON, BARISONO, CONDOTTI &		4781	LEGAL SVCS/MB	1,925.82	
						4782	LEGAL SVCS/SAKATA	1,287.00	
15184	05/13/05	3,600.00	878	KELLY SERVICES, INC.		4783	TEMP/LGL W/E 4/3	960.00	
						4784	TEMP/LGL W/E 4/10	960.00	
						4785	TEMP/LGL W/E 4/17	912.00	
						4786	TEMP/LGL W/E 4/24	768.00	
15185	05/13/05	45,784.94	879	PACIFIC HONDA		4680	QTY 2 HONDA HYBRIDS	45,784.94	
15186	05/13/05	1.75	880	SEISINT, INC.		4787	PROF/TECH SVCS LGL	1.75	
15187	05/13/05	41.00	889	CARROLL, DOLORES		4788	REFUND PT COUPONS	41.00	
15188	05/13/05	3,077.13	909	CLASSIC GRAPHICS		4740	OUT REPAIR REV VEH	2,182.20	
						4741	OUT REPAIR REV VEH	894.93	
15189	05/13/05	455.00	916	DOCTORS ON DUTY		4789	MAR/APR DRUG TEST	455.00	
15190	05/13/05	36.35	932	A.L. LEASE COMPANY, INC.		4790	REPAIRS/MAINTENANCE	36.35	
15191	05/13/05	15,696.24	941	FORTIS BENEFITS INSURANCE CO.		4791	MAY LTD INSURANCE	15,696.24	
15192	05/13/05	1,032.70	950	PARADISE LANDSCAPE	7	4681	PEST CNTRL/SVTC	65.00	
						4682	MAY MAINTENANCE	875.20	
						4792	PEST CNTRL/SVTC	92.50	

5-2-3

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

DATE: 05/01/05 THRU 05/31/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
15193	05/13/05	9,247.78	SANTA CRUZ TRANSPORTATION, LLC		4793	APR 05 PT SVCS	9,247.78	
15194	05/13/05	66.00	LYNCH, GLENN		4794	DMV MEDICAL EXAM	66.00	
15195	05/13/05	10.00	CILIBERTO, ANTHONY		4795	VTT FEES	10.00	
15196	05/13/05	52.60	MARIZETTE, HENRY		4796	SETTLEMENT CLAIM	52.60	
15197M05/17/05		1,018.00	STATE BOARD OF EQUALIZATION		4892	APR USE TAX PREPAY	1,018.00	MANUAL
15200	05/27/05	476.95	SBC		4831	MAY PHONES/OPS	86.93	
					4832	MAY PHONES/OPS	390.02	
15201	05/27/05	401.42	ORACLE CORPORATION		4889	REPLACEMENT CHECK	401.42	
15202	05/27/05	62.27	CRUZ CAR WASH		4890	VEH WASH SVCS/PT	62.27	
15203	05/27/05	13,064.91	NEW FLYER INDUSTRIES LIMITED		4798	Rev Veh Parts 2922	2,922.04	
					4799	Rev Veh Parts 2705	2,704.75	
					4800	Rev Veh Parts 1422	1,422.37	
					4801	Rev Veh Parts 425	425.39	
					4802	Rev Veh Parts 48	47.83	
					4803	Rev Veh Parts 2907	2,906.91	
					4804	Rev Veh Parts 2636	2,635.62	
15204	05/27/05	10,930.72	SOQUEL III ASSOCIATES	7	9000336	RESEARCH PARK RENT	10,930.72	
15205	05/27/05	7,590.00	BROUGHTON LAND, LLC		9000337	110 VERNON ST RENT	7,590.00	
15206	05/27/05	68,100.00	NICA DMT, INC.		4833	DEMO 2 BLDGS/MB	68,100.00	
15207	05/27/05	29.76	BRINKS TROPHY SHOPPE	7	4834	UNIFORMS/OPS	29.76	
15208	05/27/05	1,407.05	MACERICH PARTNERSHIP LP	7	9000338	CAPITOLA MALL RENT	1,407.05	
15209	05/27/05	1,157.60	ABBOTT STREET RADIATOR, INC.		4805	Repair Radiator	1,157.60	
15210	05/27/05	373.14	LEXISNEXIS MATTHEW BENDER		4835	CA EMP LAW REL#31	373.14	
15211	05/27/05	66,227.19	DEVCO OIL		4806	May 1-15th Fuel	66,227.19	
15212	05/27/05	157.34	MONTEREY BAY OFFICE PRODUCTS		4836	6/1-8/31 COPIER/ADM	157.34	
15213	05/27/05	232.50	EVERGREEN OIL INC.		4807	Haz Waste Disposal	232.50	
15214	05/27/05	990.00	SANTA CRUZ MEDICAL CLINIC	7	4891	MEDICAL EXAMS	990.00	
15215	05/27/05	621.71	ADCOM/BHS		4837	QTY 8 HEADSETS/PT	621.71	
15216	05/27/05	82.16	OLIVE SPRINGS QUARRY, INC.		4829	INSTALL PCZ GEN	82.16	
15217	05/27/05	51.20	STOODLEY'S SMALL ENGINE SERVIC	7	4808	Repairs/Maintenance	51.20	
15218	05/27/05	84.16	MCI		4838	MAY LONG DIST/PT	70.50	
					4839	MAY LONG DIST/PT	13.66	
15219	05/27/05	3,455.46	SBC/MCI		4840	APR PHONES/IT	92.66	
					4841	APR PHONES/IT	176.67	
					4842	APR PHONES/IT	178.00	
					4843	APR PHONES	2,112.73	
					4844	APR PHONES/PT	256.52	
					4845	APR PHONES/PT	591.29	
					4846	APR PHONES/PT	47.59	
15220	05/27/05	465.88	COSTCO		4847	PHOTO PROCESS/OPS	26.89	
					4848	DESK - FINANCE	438.99	
15221	05/27/05	52,247.83	HINSHAW, EDWARD & BARBARA	7	4809	120 Dubois Ut, In, T	8,743.13	
					4810	120 Dubois Ut, In, T	17,605.11	
					9000339	370 ENCINAL RENT	25,899.59	
15222	05/27/05	13,888.00	IULIANO, NICK	7	9000340	111 DUBOIS RENT	10,888.00	
					9000341	115 DUBOIS RENT	3,000.00	
15223	05/27/05	10,728.37	STOKES SIGNS	7	4811	Reface Signs/Svte	10,728.37	
15224	05/27/05	273.00	FIRST ALARM		4849	OUT REPAIR VCR/OPS	168.00	
					4850	APR DISPATCH SVC/PT	105.00	

5-2.4

SANTA CRUZ METROPOLITAN T. SIT DISTRICT  
 CHECK JOURNAL DETAIL BY CHECK NUMBER  
 ALL CHECKS FOR COAST COMMERCIAL BANK

DATE: 05/01/05 THRU 05/31/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
15225	05/27/05	1,362.02	002504	TIFCO INDUSTRIES	4812	Parts & Supplies Flt	1,362.02	
15226	05/27/05	32.00	002567	DEPARTMENT OF JUSTICE	4851	APR FINGERPRINTS	32.00	
15227	05/27/05	600.00	002624	DIGITAL RECORDERS	4813	Rev Veh Parts	600.00	
15228	05/27/05	373.40	002804	LSH LIGHTS	4814	Rev Veh Parts 373	373.40	
15229	05/27/05	8,302.50	002807	WILLIAM AVERY & ASSOCIATES	4852	APR05 PROF SVCS	8,302.50	
15230	05/27/05	3,700.00	002808	IMAGE MOTOR TRANSPORT	4830	Rev Veh Parts	3,700.00	
15231	05/27/05	7.55	002813	APPLIANCE PARTS & EQUIP DIST.	4815	Repairs & Maint Supp	7.55	
15232	05/27/05	211.88	007	UNITED PARCEL SERVICE	4816	Apr/May Freight	211.88	
15233	05/27/05	1,498.42	009	PACIFIC GAS & ELECTRIC	4853	3/31-4/12 1122 RVR	3.33	
					4854	4/14-5/12 PAUL SWT	68.50	
					4855	4/9-5/10 KINGS VLG	510.97	
					4856	4/10-5/10 KINGS VLG	36.63	
					4857	4/14-5/16 RESEARCH	12.29	
					4858	4/14-5/16 RESEARCH	866.70	
15234	05/27/05	2,961.72	013	MCI SERVICE PARTS, INC.	4817	Rev Veh Parts	2,961.72	
15235	05/27/05	12.88	039	KINKO'S INC.	4859	APR PRINTING	12.88	
15236	05/27/05	56.10	041	MISSION UNIFORM	4860	APR UNIF/LAUNDRY PT	56.10	
15237	05/27/05	4.86	042	ORCHARD SUPPLY HARDWARE	4818	Repairs/Maintenance	4.86	
15238	05/27/05	289.95	067	ROTO-ROOTER	4819	Out Repair Bldgs/Imp	289.95	
15239	05/27/05	26.90	079	SANTA CRUZ MUNICIPAL UTILITIES	4861	APR LANDFILL	26.90	
15240	05/27/05	103.56	087	RECOGNITION SERVICES	4862	EMP INCENTIVE 85	103.56	
15241	05/27/05	2,446.19	110	JESSICA GROCERY STORE, INC.	4863	MAY CUSTODIAN SVCS	2,446.19	
15242	05/27/05	97.88	130	CITY OF WATSONVILLE UTILITIES	4864	4/1-5/2 SAKATA	13.45	
					4865	4/1-5/2 RODRIGUEZ	9.50	
					4866	3/31-5/2 SAKATA	74.93	
15243	05/27/05	542.07	135	SANTA CRUZ AUTO PARTS, INC.	4867	PARTS/SM TOOLS PT	542.07	
15244	05/27/05	126.69	149	SANTA CRUZ SENTINEL	4868	MAR ADVERTISING	126.69	
15245	05/27/05	690.63	163	COMMUNITY PRINTERS, INC.	4869	PRINT/PARACRUZ COUPN	690.63	
15246	05/27/05	32.62	172	CENTRAL WELDER'S SUPPLY, INC.	4820	Parts & Supply Flt	32.62	
15247	05/27/05	1,152.00	180	MANPOWER	4870	TEMP/ADM W/E 4/24	1,152.00	
15248	05/27/05	292.62	196	LIFT-U-INC.	4821	Rev Veh Parts	292.62	
15249	05/27/05	228.70	221	VEHICLE MAINTENANCE PROGRAM	4822	Rev Veh Parts 229	228.70	
15250	05/27/05	60.00	271	CARLSON, BRENT D., M.D., INC. 7	4871	MAY DRUG TESTING	60.00	
15251	05/27/05	496.24	294	ANDY'S AUTO SUPPLY	4823	Rev Veh Parts/Supply	496.24	
15252	05/27/05	232.75	422	IMAGE SALES INC.	4872	LAMINATOR/MET	232.75	
15253	05/27/05	2,206.04	432	EXPRESS PERSONNEL SERVICES	4824	Temp W/E 4/24,5/1 F1	607.60	
					4825	Temp W/E 4/24,5/1 F1	1,598.44	
15254	05/27/05	203.66	436	WEST PAYMENT CENTER	4873	CONSTR LITIG HDBK	99.59	
					4874	APR ACCESS CHGS	104.07	
15255	05/27/05	497.14	448	UNISOURCE	4875	COPY PAPER/MET	231.09	
					4876	COPY PAPER/PT	266.05	
15256	05/27/05	297,361.51	502	CA PUBLIC EMPLOYEES'	4879	JUN MEDICAL INS	297,361.51	
15257	05/27/05	191.92	510	ASCOM HASLER LEASING	4877	JUN EQUIP RENTAL	191.92	
15258	05/27/05	27.00	510A	HASLER, INC.	4878	6/1-6/30 RENTAL/PT	27.00	
15259	05/27/05	63.06	566	ARROWHEAD MTN SPRING WATER	4826	April Water	63.06	
15260	05/27/05	4,515.34	664	BAY COUNTIES PITCOCK PETROLEUM	4827	Engine oil/Lub	4,515.34	
15261	05/27/05	43,024.86	875	PACIFICARE DENTAL	4880	JUN DENTAL	43,024.86	
15262	05/27/05	1,152.00	878	KELLY SERVICES, INC.	4881	TEMP/ADM W/E 5/1	192.00	
					4882	TEMP/LGL W/E 5/1	960.00	
15263	05/27/05	16,412.65	881	CHARLES M. SALTER ASSOCIATES,	4883	3/16-4/15 TALK BUS	16,412.65	

5-2.5

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

DATE: 05/01/05 THRU 05/31/05

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TRANS. TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
15264	05/27/05	63.00	894	AMOLSCH, MARILYN		4894	REFUND PT COUPONS	63.00	
15265	05/27/05	35.00	E084	RODRIGUEZ, VAL		4828	DMV Fees	35.00	
15266	05/27/05	35.00	E205	CILIBERTO, ANTHONY		4884	DMV FEES	35.00	
15267	05/27/05	35.00	E215	URIZARRI, MIGUEL		4885	DMV FEES	35.00	
15268	05/27/05	45.00	E223	SANCHEZ, ASCENCION		4886	DMV/VTT FEES	45.00	
15269	05/27/05	45.00	E230	ZENKER, JEFFREY		4887	DMV/VTT FEES	45.00	
15270	05/27/05	10.00	E479	LEWIS, PETER		4888	VTT FEES	10.00	
15271	05/27/05	229.97	M003	WYANT, JUDI		9000342	MED INS PREM REIMB	229.97	
15272	05/27/05	254.52	M005	ROSS, EMERY		9000343	MED INS PREM REIMB	254.52	
15273	05/27/05	459.94	M006	VAN DER ZANDE, ED		9000344	MED INS PREM REIMB	459.94	
15274	05/27/05	750.34	M007	BLAIR-ALWARD, GREGORY		9000345	MED INS PREM REIMB	750.34	
15275	05/27/05	1,075.65	M009	FREEMAN, MARY		9000346	MED INS PREM REIMB	1,075.65	
15276	05/27/05	364.49	M010	SHORT, SLOAN		9000347	MED INS PREM REIMB	364.49	
15277	05/27/05	184.57	M016	HICKLIN, DONALD KENT		9000348	MED INS PREM REIMB	184.57	
15278	05/27/05	413.09	M022	CAPELLA, KATHLEEN		9000349	MED INS PREM REIMB	413.09	
15279	05/27/05	179.92	M024	DOBBS, GLENN		9000350	MED INS PREM REIMB	179.92	
15280	05/27/05	75.17	M056	CRUISE, RICHARD		9000351	MED INS PREM REIMB	75.17	
15281	05/27/05	19.93	M057	PARHAM, WALLACE		9000352	MED INS PREM REIMB	19.93	
15282	05/27/05	19.93	M058	POTEETE, BEVERLY		9000353	MED INS PREM REIMB	19.93	
TOTAL		1,037,055.89		COAST COMMERCIAL BANK			TOTAL CHECKS	179	1,037,055.89

5-2.6

**Page 1 of the May Ridership Report will  
be included in the June 24, 2005 Board  
Packet.**

5-3.1

BUS OPERATOR LIFT TEST \*PULL-OUT\*

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

5-3.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF MAY 2005

BUS #	DATE	DAY	REASON
2229CN	17-May	Tuesday	Ramp will not sit on ground
2301OR	23-May	Monday	Lift will not deploy
8081F	3-May	Tuesday	Kneel will not hold
8081F	9-May	Monday	Kneel will not hold
8095F	13-May	Friday	Lift sticks while stowing
9836G	20-May	Friday	Lift ramp not working
9838G	17-May	Tuesday	Bus does not kneel

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

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

5-3.3

Service Interruption Summary Report  
Lift Problems  
05/01/2005 to 05/31/2005

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

5-3.4

# GOVERNMENT TORT CLAIM

## RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Ibarra, Magdalena  
Date of Incident: May 5, 2005

Received: 06/03/05 Claim #: 05-0015  
Occurrence Report No.: MISC 05-07

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

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

By Margaret Gallagher  
Margaret Gallagher  
DISTRICT COUNSEL

Date: 6/03/05

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I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of June 24, 2005.

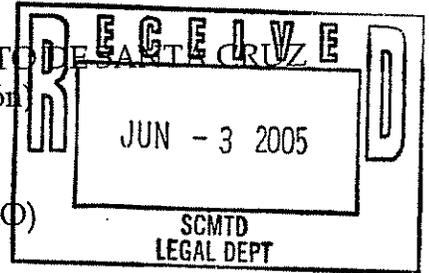
By \_\_\_\_\_  
Cindi Thomas  
RECORDING SECRETARY

Date: \_\_\_\_\_

MG/lg  
Attachment(s)

5-4.1

RECLAMO CONTRA EL DISTRITO METROPOLITANO DE TRÁNSITO DE SANTA CRUZ  
 (Según Sección 910 y Seguimiento de Código de Gobernación)  
 Reclamo # 05-0015



Para: Junta Directiva, Santa Cruz Metropolitan Transit District (METRO)

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

1. Nombre del Demandante Magdalena Ibarra  
 Dirección del Demandante 23 Crescente Dr.  
Watsonville Cal 95076  
 Teléfono del Demandante (831) 728-1579 cel 359-3209  
 Dirección/Caseta Postal a donde enviar notificaciones \_\_\_\_\_

2. Ocurrencia: Ruta 69A  
 Fecha 5-5-05 Hora 9:30 Am Sitio Ocean y Water

3. Circunstancias de la ocurrencia o transacción de donde proviene la demanda:  
Aproximadamente  
me baje del bus y una pareja se les entrego a Eduardo -  
Eran un/90 unos Sony Walkman + y 14 - Montinos  
14 C.D.S. un porta C.D.S. color rosa

4. Descripción de deudas, obligaciones, lesiones, daños o pérdida, si se sabe:  
Eran 14 C.D.S. y un Sony Walkman y  
un porta C.D.S. color Rosa

5. Nombre o nombres de empleados públicos que causaron lesiones, daños, o pérdidas, si se sabe: perdida de 14 C.D.S y unos Walkman y  
porta C.D.S.

6. Cantidad reclamada ahora ..... \$ 332 dls.  
 Presupuesto de futuras pérdidas, si se sabe ..... \$  
 TOTAL ..... \$ 332 dls  
 7. Base de las computaciones anteriores: 185 dolares mas 14 C.D.S.

Magdalena Ibarra  
 FIRMA DEL DEMANDANTE (o Representante  
 o Padre/Madre del Menor)

5-29-05  
 Fecha

Nota: Esta demanda debe ser presentada a la Secretaria de la Junta Directiva Santa Cruz  
 Metropolitan Transit District (METRO) unos walkman y uno CD

cuando me baje del bus y se me olvidaron  
en el auto bus y una pareja se las entrego  
a Eduardo montesinos y el los llevo a la  
oficina. ya no iban  
5-4-2

**English Translation of Claim #05-0015  
(Translation is italicized)**

**CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**  
(Pursuant to Section 910 et Seq., Government Code)  
Claim # 05-0015

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

Claimant's Name: Magdalena Ibarra

Claimant's Address/Post Office Box: 23 Crescent Drive, Watsonville, CA 95076

Claimant's Phone Number: (831) 728-1579 Cell (831) 359-3209

Occurrence: Route 69 A

Date: 05-05-05 (approximately) Time: 9:00 a.m. Place: Ocean and Water

Circumstances of occurrence or transaction giving rise to claim: I got off the bus and a couple gave them to Eduardo Montesinos. It was some Sony Walkman + and 14 CD's, a pink CD carrying case.

General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: It was 14 CD's and one Sony Walkman and a pink CD carrying case.

Name or names of public employees or employees causing injury, damage, or loss, if known: Loss of 14 CD's and some walkman and CD carrying case.

Amount claimed now ..... \$ 332.00

Estimated amount of future loss, if known ..... \$ \_\_\_\_\_

TOTAL ..... \$ 332.00

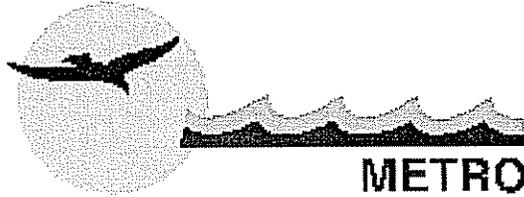
Basis of above computations: \$85.00 dollars plus 14 CD's

Magdalena Ibarra  
CLAIMANT'S SIGNATURE (or Company  
Representative or Parent of Minor Claimant)

05-29-05  
DATE

*When I got off the bus I forgot some Walkman and CD's on the bus and a couple turned them in to Eduardo Montesinos and he took them to the office and then they were no longer there.*

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## **Agenda**

### **Metro Advisory Committee**

6:00 pm  
June 15, 2005  
920 Pacific Avenue  
Santa Cruz, California

- I. Roll Call
- II. Agenda Additions/Deletions
- III. Oral/Written Communication
- IV. Consideration of Minutes of May 18, 2005 MAC Meeting
- V. Discussion of Holiday Service
- VI. Review Courtesy Rules for Bus Riders
- VII. Consideration of Selling Cards for Bike Lockers at METRO Center
- VIII. Consideration of Placing Signs for MAC in Buses
- IX. Discussion of MetroBase Project
- X. Communications to METRO General Manager
- XI. Communications to METRO Board of Directors
- XII. Items for Next Meeting Agenda
- XIII. Adjournment

Next Meeting: Wednesday July 20, 2005 @ 6:00 pm  
Santa Cruz Metro Conference Room

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REVISED

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- METRO Advisory Committee (MAC)

April 20, 2005

A Regular Meeting of the METRO Advisory Committee (MAC) met on Wednesday, April 20, 2005 at the METRO Center Conference Room, 920 Pacific Avenue, Santa Cruz, CA.

Chair Paul Marcelin-Sampson called the meeting to order at 6:04 p.m.

1. **ROLL CALL:**

**MEMBERS PRESENT**

Dan Alper  
Norm Hagen  
Jeff Le Blanc  
Paul Marcelin-Sampson, Chair  
Matthew Melzer  
Stuart Rosenstein (arrived after roll call)  
Dave Williams  
Lesley Wright  
Robert Yount, Vice-Chair

**MEMBERS ABSENT**

Dennis Papadopulo

**VISITORS PRESENT**

Piet Canin, Bike to Work Director  
Jim Danaher, Sierra Club

**STAFF PRESENT**

Steve Paulson, ParaCruz Administrator  
Leslie White, General Manager

2. **AGENDA ADDITIONS/DELETIONS**

None.

3. **ORAL/WRITTEN COMMUNICATIONS**

The following items were distributed at tonight's MAC meeting and are attached to the file copy of these Minutes:

1. Complete METRO Organization Charge for Item #5.
2. Supplemental Staff Report for Item #7.
3. Current and proposed route map for Item #12
4. Letter to Les White and Sentinel article for Item #17.

**Oral:** Lesley Wright advised that MAC member Dennis Papadopulo is absent from the meeting due to a health matter.

4. **CONSIDERATION OF MINUTES OF MARCH 16, 2005 MAC MEETING**

Stuart Rosenstein requested that the MAC Minutes from March 16 be revised to reflect his comments relative to Item 8. Chair Marcelin-Sampson recommended the following sentence be added at the end of Item 8: "There was some discussion of meeting times and outreach to working people."<sup>1</sup> Stuart Rosenstein said that would be fine with him.

<sup>1</sup> This correction was made at Page 3 of the March Minutes

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**ACTION: MOTION: ROBERT YOUNT SECOND: NORM HAGEN**

**ACCEPT AND FILE MINUTES OF THE MARCH 16, 2005 MAC MEETING WITH THE REQUESTED CHANGE**

Motion passed with Dan Alper, Norm Hagen, Jeff Le Blanc, Paul Marcelin-Sampson, Matthew Melzer, Stuart Rosenstein, Dave Williams, Lesley Wright and Robert Yount voting for; and with Dennis Papadopulo being absent.

**5. ACCEPT AND FILE METRO ORGANIZATIONAL CHART**

Les White distributed a copy of METRO's entire organizational chart.

**6. DISCUSSION OF FOLD-UP BIKES ON BUSES**

Les White advised that on May 13, 2005, the METRO Board of Directors would consider support of a grant application and a subsidy program for fold-up bikes. Robert Yount read from page 9 of Headways as it pertains to fold-up bikes and jogging bikes on buses: "Folding bikes and jogging bikes are also allowed on buses." Discussion ensued as to the meaning of the word "on" as opposed to "in" as they pertain to carrying bicycles inside the bus or on a bike rack. Piet Canin gave his opinion relative to METRO's carry-on length restrictions. Les White advised that MAC could recommend that the Fall edition of Headways be amended to reflect that the carry-on policy include two-wheel shopping carts, baby strollers, folding bikes, etc., and that they be kept at five feet in length, and that all METRO buses be equipped with front mounted bike racks; and folding bikes smaller than five feet are allowed in the bus.

**ACTION: MOTION: JEFF LE BLANC SECOND: DAN ALPER**

**1) MAC RECOMMENDS THAT HEADWAYS BE AMENDED TO REFLECT THE CARRY ON POLICY TO INCLUDE TWO-WHEEL SHOPPING CARTS, BABY STROLLERS, AND FOLDING BIKES, AND THAT THEY BE KEPT AT FIVE FEET IN LENGTH; AND ALL METRO BUSES BE EQUIPPED WITH FRONT-MOUNTED BIKE RACKS, AND FOLDING BIKES SMALLER THAN FIVE FEET BE ALLOWED IN THE BUS**

Motion passed with Dan Alper, Norm Hagen, Jeff Le Blanc, Paul Marcelin-Sampson, Matthew Melzer, Stuart Rosenstein, Dave Williams, Lesley Wright and Robert Yount voting for; and with Dennis Papadopulo being absent.

Discussion ensued as to ways METRO could publicize folding bikes on buses. Les White stated that he would make contact with Genevieve Bookwalter at the Sentinel. Piet Canin advised that his organization would receive notification in August as to their grant award through the Monterey Bay Unified Air Pollution Control District. He expects the program will be up and running by fall. He stated that publicity relative to the fold-up bikes would best serve his organization's needs were it to coincide with his grant award. Stuart Rosenstein suggested that the September MAC agenda include publicity. Piet stated that MAC could help secure the grant funding by contacting the Air District Board members from Santa Cruz. Jim Danaher provided details of a two-for-one bus pass coupon that will be available to fold-up bike purchasers.

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**ITEM 17 WAS TAKEN OUT OF ORDER AT THIS TIME**

**17. CONSIDERATION OF SPECIAL BUS SERVICE FOR RAIL AND TRAIL DAY**

Dan Alper stated his views on transportation corridors and transportation mobility. Discussion ensued relative to the planned Rail and Trail Day. Piet Canin advised that Rail and Trail Day could possibly materialize despite current reports that indicate otherwise. Jeff Le Blanc stated his desire that MAC urge the District's support of Rail and Trail Day. Les White provided budgetary details relative to special bus service for the rail and trail day event.

**ACTION: MOTION: JEFF LE BLANC SECOND: DAN ALPER**

**MAC RECOMMENDS THAT THE METRO BOARD SUPPORT THE RAIL TRAIL EVENT BY DIRECTING STAFF TO LOOK INTO THE FEASIBILITY OF PROVIDING BUS SERVICE TO SUPPORT THE EVENT WHENEVER IT MAY TAKE PLACE**

Motion passed with Dan Alper, Norm Hagen, Jeff Le Blanc, Paul Marcelin-Sampson, Matthew Melzer, Stuart Rosenstein, Dave Williams, Lesley Wright and Robert Yount voting for; and with Dennis Papadopulo being absent.

**7. DISCUSSION OF PARACRUZ NO SHOW POLICY**

MAC reviewed and discussed District Counsel Gallagher's proposed draft no show policy, as well as the current no show policy. Les White provided MAC with a historical view of no shows in general and how the current and proposed policies were developed. FTA policies became the topic of discussion. Trip costs and whether or not ParaCruz clients who participate in no show behavior can buy their way out of documented no shows was discussed in detail. Steve Paulson provided statistics as to the amount of rides that are up on the board but are not performed as a result of no shows. MAC discussed effective communication with clients to include mail and telephone contact. After in-depth discussion, MAC recommends to the Board of Directors that METRO's no show policy language be refined to provide a better definition of the rolling 90-day period, and MAC has mixed feelings on the buy-out of one no show per 12 months as to whether or not it will be effective; and MAC does not want METRO to expand to allow for an unlimited buy-out capability; and MAC recommends that prior to suspending service to any client, that a phone call be made to the client to follow-up, and that final no show notices be mailed by registered mail to make sure the client is aware of their status, and MAC recommends that ITAC consider whether a 15% threshold of percentage for no shows may be too high.

**ACTION: MOTION: NORM HAGEN SECOND: DAVE WILLIAMS**

**MAC RECOMMENDS THAT THE BOARD OF DIRECTORS CONSIDER MAC'S COMMENTS REGARDING METRO'S PROPOSED NO SHOW POLICY. MAC REQUESTS THAT AFTER THE BOARD REVIEWS MAC'S COMMENTS THAT THE BOARD OF DIRECTORS KEEP MAC INFORMED OF THE PROPOSED NO SHOW POLICY**

Motion passed with Dan Alper, Norm Hagen, Jeff Le Blanc, Paul Marcelin-Sampson, Matthew Melzer, Stuart Rosenstein, Dave Williams, Lesley Wright and Robert Yount voting for; and with Dennis Papadopulo being absent.

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Chair Marcelin-Sampson reviewed the remaining Agenda items.

**8. DISCUSSION OF HOLIDAY SERVICE**

Les White provided some comments relative to budgetary priorities as they relate to holiday service. He offered to bring to MAC a per holiday cost of providing holiday service. Chair Marcelin-Sampson suggested that MAC defer discussion of holiday service until next month's MAC meeting. There were no objections.

**9. DISCUSSION OF METRO'S SMOKING POLICY**

Les White provided a historical background relative to District Counsel Gallagher's proposed anti-smoking policy. Robert Yount suggested that METRO implement a policy of hiring non-smokers. Mr. Yount made some general comments relative to the proposed anti-smoking policy. He offered to provide Mr. White with his specific comments via e-mail. Matthew Melzer stated that he would agree with an anti-smoking policy that prohibited smoking on METRO property, but he would not agree to a policy to hire employees based on their lifestyle. The practice of offering employee incentives to quit smoking became the topic of discussion.

**10. CONSIDERATION OF REQUESTING METRO BOARD CONCURRENCE TO SEND A LETTER FROM MAC TO BRYANT BAEHR**

**ACTION: MOTION: JEFF LE BLANC                      SECOND: MATTHEW MELZER**

**MAC APPROVES SENDING THE LETTER FROM MAC TO BRYANT BAEHR**

**Motion passed with Dan Alper, Norm Hagen, Jeff Le Blanc, Paul Marcelin-Sampson, Matthew Melzer, Stuart Rosenstein, Dave Williams, Lesley Wright and Robert Yount voting for; and with Dennis Papadopulo being absent.**

**11 DISCUSSION OF METRO'S WEBSITE**

Chair Marcelin-Sampson suggested that in the interest of time, this agenda item is deferred to next month. There were no objections.

**12. DISCUSSION OF SERVICE MEETINGS FOR WATSONVILLE ROUTES 74 AND 79**

Norm Hagen provided details of a recent meeting that he attended with METRO Board member, Marcela Tavantzis, relative to those routes. He stated some route changes are being researched. He expects the route changes to be effective in September. Les White provided specific details as to the proposed route changes as they relate to Independence Square.

**13. DISCUSSION OF SERVICE MEETINGS FOR SANTA CRUZ ROUTE 20**

Matthew Melzer provided details of a meeting he and **MAC Chair Paul Marcelin-Sampson** attended with Les White, Mark Dorfman and Larry Pageler. He provided comments relative to Route 3B and how to make connecting routes more efficient as well as to alleviate overcrowding.

**14. DISCUSSION OF FEASIBILITY OF REDUCED FARES FOR METRO SERVICE FOR RECENTLY RELEASED PRISONERS**

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Minutes– METRO Advisory Committee  
April 20, 2005  
Page 5

Dan Alper detailed a meeting he attended with Kristin Chambers, Executive Director of Friends Outside, and General Manager Les White. Mr. Alper stated that as a result of the meeting, he was of the opinion that agencies other than METRO are better suited to provide transportation for recently released prisoners. Mr. Alper said he would contact the Sheriff's Department to ask for their assistance with this matter. Mr. White provided insight into the problems faced by people who are released from custody and who lack a network of support. He stated an interest in keeping informed of developments relating to the work of Friends Outside. He also stated an interest in exploring the possibility at a future time when METRO could be in a position to partner with the Sheriff's Department or another agency to provide services to those in need.

15. **REVIEW OF COURTESY RULES FOR BUS RIDERS**

This item is deferred until next month.

16. **DISCUSSION OF UCSC AND CABRILLO COLLEGE STUDENT ORIENTATION**

This item is deferred until next month.

18. **COMMUNICATIONS TO THE GENERAL MANAGER**

None.

19. **COMMUNICATIONS TO THE METRO BOARD OF DIRECTORS**

None.

20. **ITEMS FOR NEXT MEETING AGENDA**

- Discussion of Holiday Service
- Discussion of METRO's Smoking Policy
- Discussion of METRO's Website
- Review of Courtesy Rules for Bus Riders
- Discussion of UCSC and Cabrillo College Student Orientation to METRO

**ADJOURN**

There being no further business, Chair Marcelin-Sampson thanked everyone for participating, and he adjourned the meeting at 8:02 p.m.

Respectfully submitted,

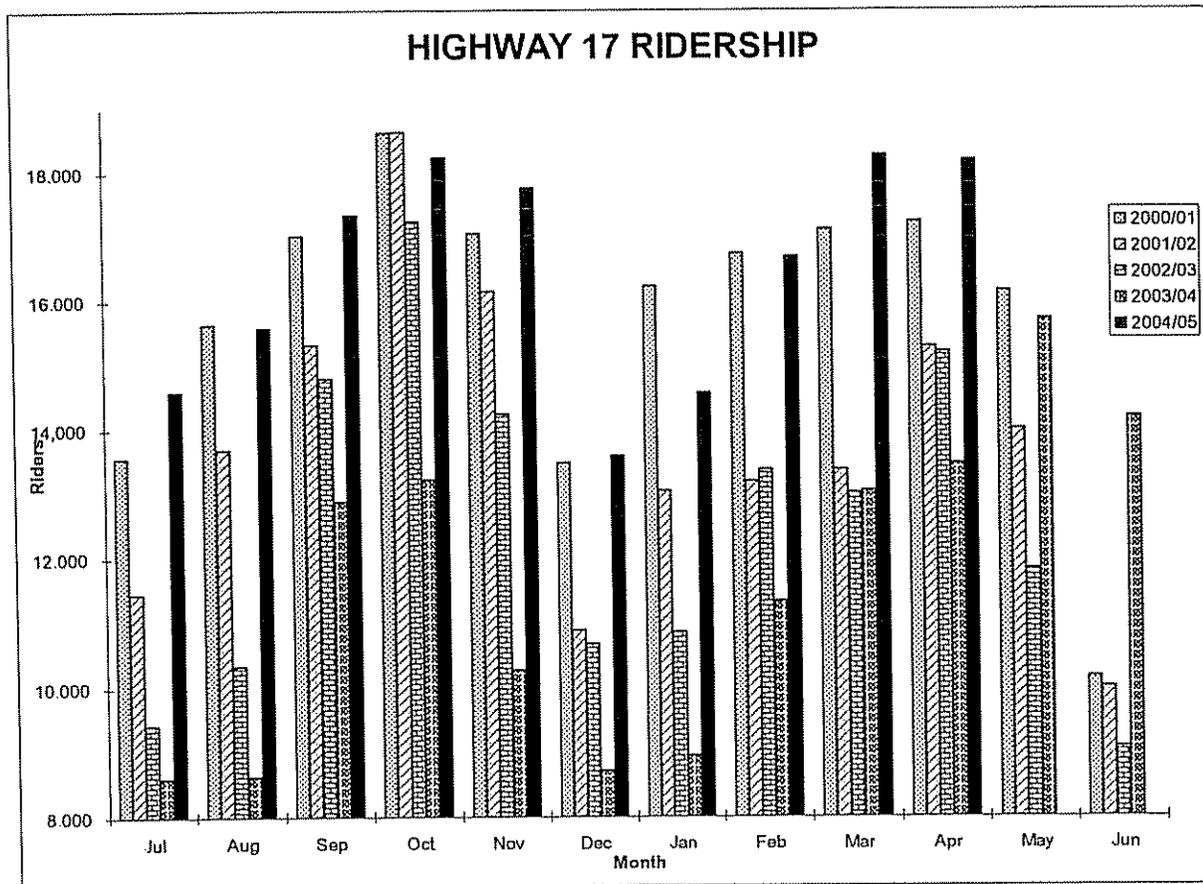


DEBI PRINCE  
ADMINISTRATIVE SECRETARY

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# HIGHWAY 17 - APRIL 2005

	April			YTD		
	This Year	Last Year	%	This Year	Last Year	%
<b>FINANCIAL</b>						
Cost	\$ 112,959	\$ 85,345	32.4%	\$ 1,144,050	\$ 826,293	38.5%
Farebox	\$ 60,370	\$ 33,979	77.7%	\$ 534,574	\$ 280,853	90.3%
Operating Deficit	\$ 47,481	\$ 48,165	(1.4%)	\$ 526,206	\$ 527,751	(0.3%)
Santa Clara Subsidy	\$ 23,741	\$ 24,082	(1.4%)	\$ 263,103	\$ 263,876	(0.3%)
METRO Subsidy	\$ 23,741	\$ 24,082	(1.4%)	\$ 263,103	\$ 263,876	(0.3%)
San Jose State Subsidy	\$ 2,774	\$ 3,201	(13.3%)	\$ 17,910	\$ 17,689	1.3%
AMTRAK Subsidy	\$ 2,334	\$ -		\$ 65,360	\$ -	
<b>STATISTICS</b>						
Passengers	18,183	13,469	35.0%	164,784	109,174	50.9%
Revenue Miles	40,666	30,042	35.4%	411,225	285,400	44.1%
Revenue Hours	1,525	1,017	50.0%	15,420	10,016	54.0%
Passengers/Day	606	612	(1.0%)	542	513	5.8%
Passengers/Weekday	737	-		673	-	
Passengers/Weekend	300	-		240	-	
<b>PRODUCTIVITY</b>						
Cost/Passenger	\$ 6.21	\$ 6.34	(2.0%)	\$ 6.94	\$ 7.57	(8.3%)
Revenue/Passenger	\$ 3.32	\$ 2.52	31.6%	\$ 3.24	\$ 2.57	26.1%
Subsidy/Passenger	\$ 2.76	\$ 3.81	(27.5%)	\$ 3.30	\$ 5.00	(33.9%)
Passengers/Mile	0.45	0.45	0.5%	0.40	0.38	4.8%
Passengers/Hour	11.92	10.92	9.2%	10.69	10.90	(2.0%)
Recovery Ratio	53.4%	39.8%	34.2%	46.7%	34.0%	37.5%



# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005  
**TO:** Board of Directors  
**FROM:** Steve Paulson, Paratransit Administrator  
**SUBJECT:** METRO PARACRUZ OPERATIONS STATUS REPORT

## I. RECOMMENDED ACTION

**This report is for information only- no action requested**

## II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- The Board receives monthly reports on the status of this service
- METRO assumed direct operation of paratransit services November 1, 2004.
- Operating Statistics reported are for the month of March 2005.
- The Board has requested information regarding the number of complaints and compliments

## III. DISCUSSION

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

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

Performance indicators show continued improvement in overall service effectiveness and efficiency during the reporting period.

During the month of March, twenty-four (24) complaints and three (3) compliments were received. Five (5) of the complaints (3 rides reported as late, 2 employee conduct) were found to be "not valid" when investigated. The most common complaints were late rides (13) and staff

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conduct (6). The other complaints were related to ride length and shared service. All three (3) compliments were related to employee conduct.

**Operating Statistics for March 2005**

	<i>Oct 04 (contractor)</i>	Nov 04	Dec 04	Jan 05	Feb 05	Mar 05
Rides Scheduled	9016	10009	7930	7782	7154	8989
Rides Performed	7521	7591	6713	6822	6804	7898
Miles Driven	<i>Not reported</i>	66,034	56,619	56,825	56,556	62,911
Average trip miles	6.83	6.83	6.51	6.54	6.20	6.09
Within ready window	93.8%	84.67%	89.21%	89.65%	89.67%	90.64%
Excessively late/missed trips	28	77	25	20	17	24
Monthly reservation call volume	<i>Not reported</i>	7948	6375	6606	6688	7361
Call center average time to answer	<i>Not reported</i>	43 seconds	38 seconds	23 seconds	52 seconds	33 seconds
Calls on hold < 2 minutes	<i>Not reported</i>	91%	94%	95%	87%**	93%**
Distinct count of riders	995	1149	867	842	845	884
Most frequent rider	71 rides	46 rides	44 rides	48 rides	50 rides	48 rides
Percentage of shared rides	<10%	49.0%	49.1%	51.1%	52.1%	61.6%
Passengers per revenue hour	2.02*	1.43	1.46	1.57	1.64	1.72
Percent by supplemental providers	71.9%	33.6%	22.34%	15%	5.7%	5.4%

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SCT cost per ride	<i>N/A</i>	\$24.34	\$23.97	\$21.83	\$24.34	\$24.35
TME cost per ride	<i>N/A</i>	\$21.55	\$20.44	\$23.22	\$26.49	\$21.73
ParaCruz cost per ride (excluding overhead)	<i>N/A</i>	\$23.81(est)	\$22.41(est)	\$21.81(est)	\$22.52 (est)	\$19.21 (est)
Rides < 10 miles	<i>N/A</i>	79.91%	80.78%	81.03%	80.41%	80.35%
Rides > 10 miles	<i>N/A</i>	20.09%	19.22%	18.97%	19.59%	19.65%

\* when rides performed by taxi, "revenue hours", contractor included only actual ride times.  
 \*\* telephone system hardware problem caused some calls to remain on hold, even though staff was available (last 5 days of Feb/first 2 days of Mar).

**IV. FINANCIAL CONSIDERATIONS**

NONE

**V. ATTACHMENTS**

NONE

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# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**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 trips for April 2005 decreased by (3.7%) versus April 2004. Year to date student billable trips have increased by 2.4%.
- Faculty / staff trips for April 2005 decreased by (9.9%) versus April 2004. Year to date faculty / staff billable trips have decreased by (5.2%).
- Revenue received from UCSC for April 2005 was \$211,599 versus \$211,944 for April 2004, a decrease of (0.2%).

	Total Student Ridership	Total Faculty/Staff Ridership	Average Ridership <i>Per School Term Day</i> - Student	Average Ridership <i>Per Weekday</i> - Faculty / Staff
2005	219,925	18,206	9,078.0	776.6
2004	228,261	20,208	9,264.9	831.3
Monthly Increase-(Decrease)	(3.7%)	(9.9%)	(2.0%)	(6.6%)

\*On April 14 there was a strike on campus, which had a negative effect on ridership.

## III. DISCUSSION

UCSC started Fall instruction on September 23, 2004. A summary of the results for April 2005 is:

- Student billable trips for April 2005 were 219,925 vs. 228,261 for April 2004, a decrease of (3.7%).
- Average student billable trips *per school-term day* for April 2005 were 9,078.0 vs. 9,264.9 for April 2004, a decrease of (2.0%).
- Faculty / Staff billable trips for April 2005 were 18,206 vs. 20,208 for April 2004, a decrease of (9.9%).

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- Average Faculty / Staff billable trips *per weekday* for April 2005 were 776.6 vs. 831.3 for April 2004, a decrease of (6.6%).
- Year to date Student billable trips have increased by 2.4% and faculty / staff billable trips have decreased by (5.2%).
- Revenue for April 2005 was \$211,599 vs. \$211,944 for April 2004, a decrease of (0.2%).
- On April 14 there was a strike at UCSC, which had a negative effect on ridership and revenue on that day.

#### IV. FINANCIAL CONSIDERATIONS

NONE

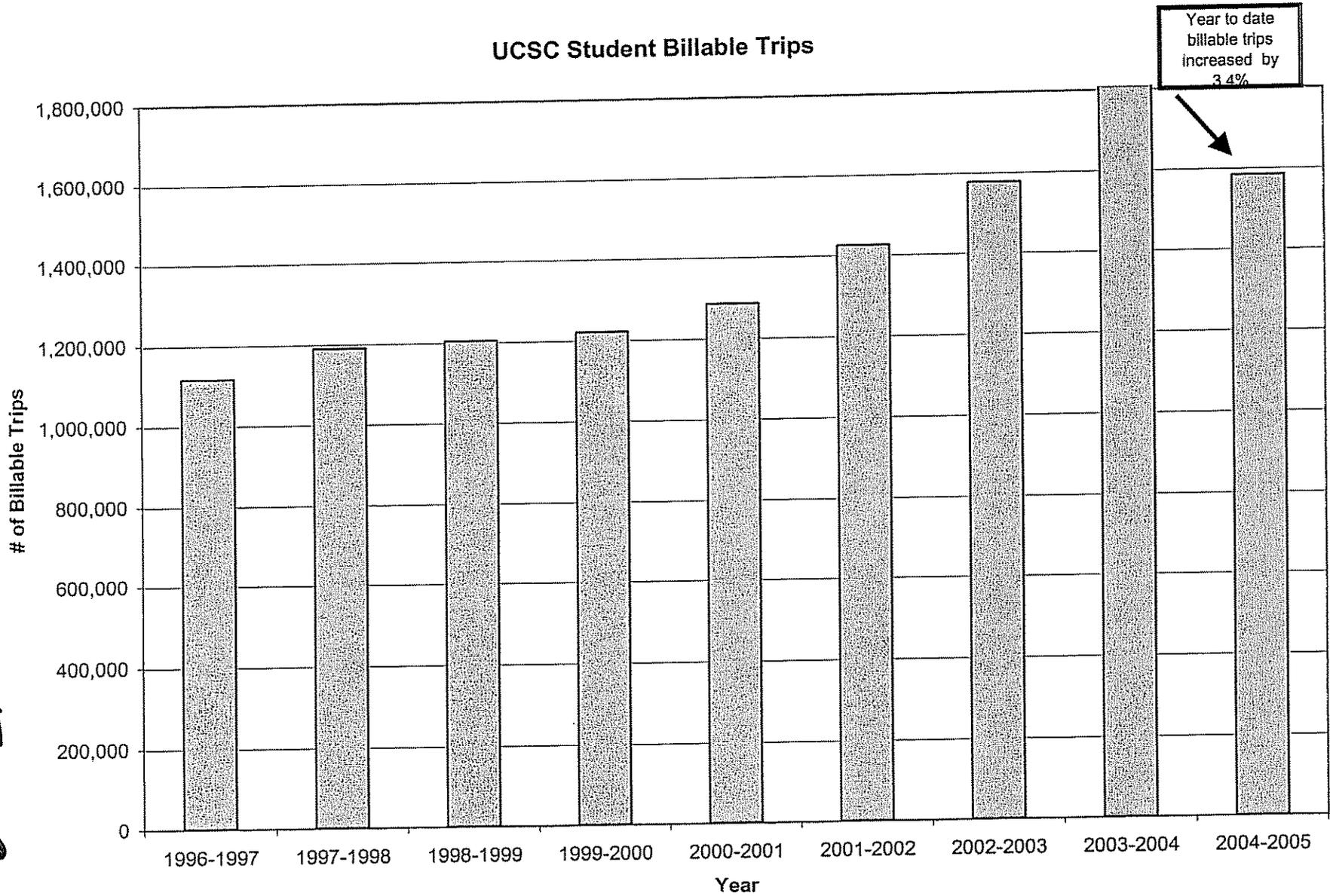
#### V. ATTACHMENTS

**Attachment A: UC Student Billable Trips**

**Attachment B: UCSC Faculty / Staff Billable Trips**

5-9.2

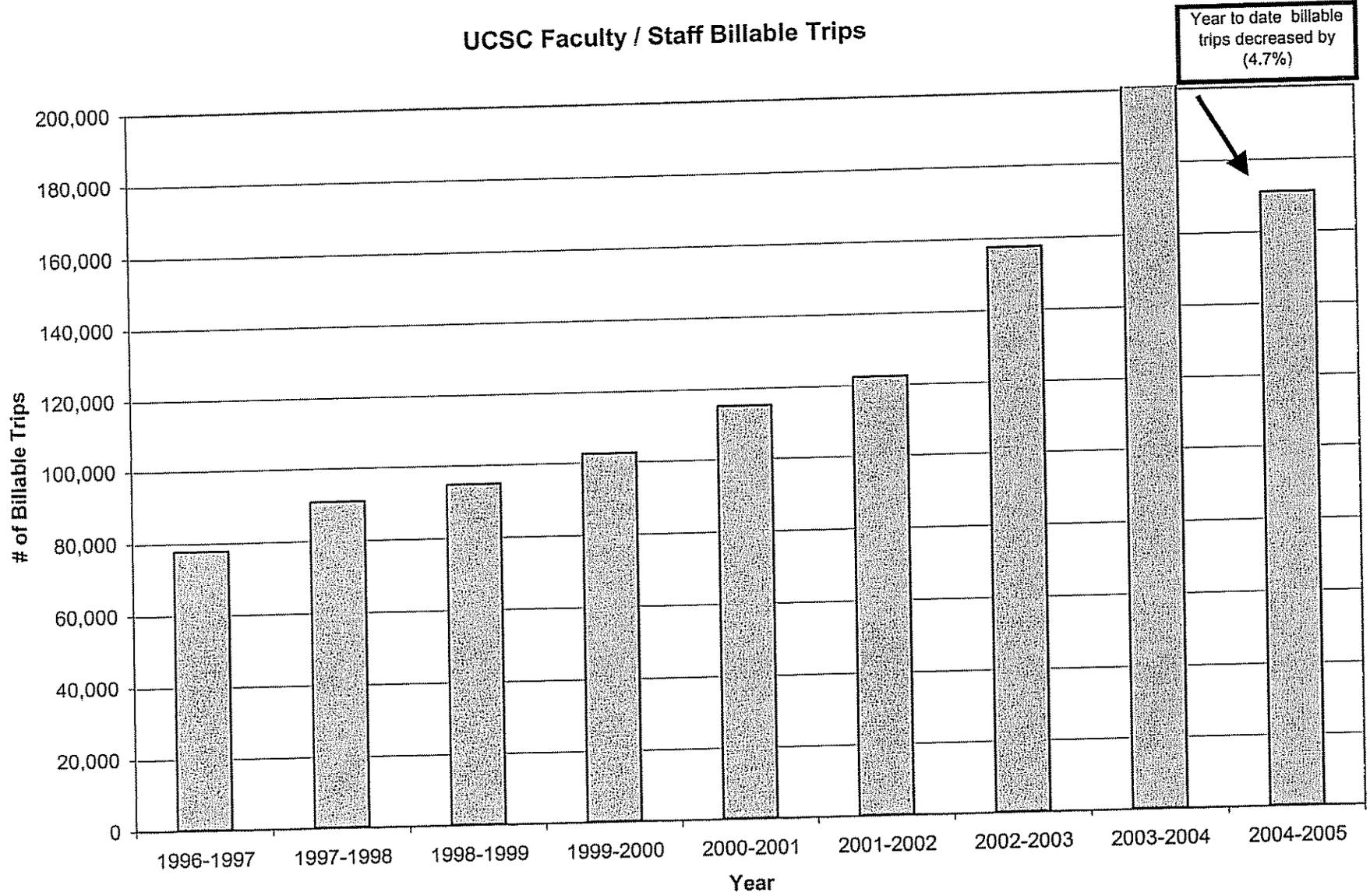
### UCSC Student Billable Trips



5-9-01

Attachment A

### UCSC Faculty / Staff Billable Trips



5-9.61

Attachment B

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005  
**TO:** Board of Directors  
**FROM:** Frank L. Cheng, Project Manager  
**SUBJECT:** STATUS OF THE METROBASE PROJECT

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

- The MetroBase Project is proceeding according to the revised schedule according to one project bid option.
- Issuance of Invitation For Bids (IFB) were sent on June 1, 2005. IFB available to bidders on June 15, 2005 with a Pre-Bid Conference on June 29, 2005 and sealed bids due July 28, 2005 at 2 p.m.
- Real estate acquisition phase of the project is in final stages.
- Bus parking site improvements at 115 Dubois Street commencing soon.
- AB3090 Reimbursement designation application sent to California Transportation Commission on March 21, 2005.

## III. DISCUSSION

The MetroBase Project is proceeding according to the revised schedule. RNL Design is currently completing the new Maintenance Building design.

The completed components of the project for the review period are as follows:

### A. Right Of Way (ROW)

- Ground-Breaking Ceremony was held on January 14, 2005.
- 120 Golf Club Drive property in final escrow.
- Surf City Produce and Odwalla vacated 120 Golf Club Drive premise.
- Received signed real estate and settlement signature agreement from Surf City Produce.
- Received signed settlement agreement from Odwalla.
- A Tool Shed was relocated to 280 Harvey West Blvd effective November 26, 2004.

5-10.1

- METRO signed 110 Vernon Street lease for the location of Fleet Maintenance Administration and Construction Management Personnel, and have relocated there.
- 120 Dubois Street Facility was completely vacated and keys turned over to the landlord on March 1, 2005.
- Board of Directors approved lease of property at 115 Dubois Street for bus parking and storage during construction on January 21, 2005. The lease has been signed with Iuliano 1977 Trust. The site work construction of bus parking improvements will commence in June 2005.

B. Finance

- 25 Sakata Lane, Watsonville property out to bid. Bids due June 25, 2005.
- FTA approved concurrence letter with appraisal for Watsonville property.
- AB3090 on CTC agenda for May 24 & 25, 2005 Meeting.

C. Architectural & Engineering (A&E)

- Issuance of Invitation For Bids released June 1, 2005.
- Issuance of IFB and expression on intent to use sales tax backed debt presented to the Board of Directors on May 27, 2005.
- RNL: Design Phase expected to be in 100% complete earlier part of the month.
- RNL Design presented to the Board of Directors options for bidding strategies in regards to cost, schedule, and benefits. Board of Directors approved one project bid option on February 25, 2005.

D. Construction Management (CM)

- MetroBase Site Plan Check preliminary reviews completed by LP2A, City Of Santa Cruz Public Works, and Harris & Associates.
- MetroBase Site Plan Check is in final review stage.

E. Construction Schedule

- Approved and executed L/CNG Fueling Station long lead item LNG tank on September 10<sup>th</sup>, 2004. Expected delivery mid May 2005.
- Approved and executed L/CNG Fueling Station long lead item CNG Vessels on September 24<sup>th</sup>, 2004. CNG Vessels delivered on March 7, 2005.
- Nica DMT, demolition contractor, completed demolition on 1122 River Street and 120 Golf Club Drive on April 29, 2005.

5-10.2

**IV. FINANCIAL CONSIDERATIONS**

Statement by State of California Finance Director Tom Campbell that proposition 42 will need to be suspended for 2006/2007 fiscal year places \$6,363,000 in STIP funds for the project in jeopardy. Lack of adopted Federal Reauthorization Bill places \$5,261,445 in High Intensity Transit Tier funds, and \$1,137,800 of Surface Transportation Program funds in jeopardy. AB3090 reimbursement designation request for FY 07/08 sent to Santa Cruz County Regional Transportation Commission (SCCRTC) on February 25, 2005. On March 21, 2005, SCCRTC sent AB3090 reimbursement designation application to California Transportation Commission. It was on the agenda at the CTC on May 24 & 25, 2005 meeting.

**V. ATTACHMENTS**

**NONE**

5-10.3

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005  
**TO:** Board of Directors  
**FROM:** Mark J. Dorfman, Assistant General Manager  
**SUBJECT:** ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR PREVIOUS MEETINGS

## I. RECOMMENDED ACTION

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

## II. SUMMARY OF ISSUES

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

## III. DISCUSSION

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

## IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

## V. ATTACHMENTS

- Attachment A:** Minutes of the May 5, 2005 Regular SCCRTC Meeting  
**Attachment B:** Minutes of the May 19, 2005 Transportation Policy Workshop

5-11.1

# Attachment **A**

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION  
AND  
SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

MINUTES

Thursday,  
May 5, 2005  
9:00 a.m.

Board of Supervisors Chambers  
701 Ocean Street  
Santa Cruz, CA

1. Roll Call

Members Present:      Jan Beautz                      Emily Reilly  
                                 Randy Johnson                  Antonio Rivas  
                                 Mike Keogh                      Andy Schiffrin (Alt.)  
                                 Dennis Norton                  Dene Bustichi (Alt.)  
                                 Ellen Pirie                      Pat Spence  
                                 Edenilson Quintanilla (Alt.)  
                                 Mark Stone  
                                 Gregg Albright (ex-officio)

Staff Present:            Pat Dellin                      Luis Mendez  
                                 Rachel Moriconi                Gini Pineda  
                                 Karena Pushnik                Cory Caletti  
                                 Kim Shultz

2. Oral Communications

Piet Canin, Bike to Work, announced the 18<sup>th</sup> annual Bike Week from May 15-22. A Rail/Trail day is scheduled for May 22<sup>nd</sup> which will include a train ride from Depot Park to Felton on Roaring Camp's historic rail cars.

Dave Eselius said that Union Pacific has started to install crossing signals but that the work is incomplete. He said he was concerned that the Commission could become responsible for installing the signals and asked that the Commission see how they can implement the installation.

3. Additions or Deletions to Consent and Regular Agendas

Acting Executive Director Pat Dellin noted add-on pages to items on the Agenda.

5-11.91

## CONSENT AGENDA (Schiffrin/Reilly) as amended

Commissioner Keogh asked to pull Item 17 and asked for a public hearing. Chair Pirie designated it as Item 37.1.

Commissioner Spence corrected page 4-7 of the minutes of the April 7, 2005 Regional Transportation Commission meeting, noting that she voted "no" on recommendation 5 of Item 31 but voted "yes" on recommendation 6.

Commissioner Pirie asked that the three month calendar be corrected to reflect that the date for the Transportation Policy Workshop and Interagency Technical Advisory Committee meetings is Thursday, June 16.

Commissioner Reilly complimented the iridethebus.org website developed by the Metro Riders Union.

## 4. Approved Minutes of April 7, 2005 Regular SCCRTC Meeting

## POLICY

No consent items

## PROJECTS and PLANNING

5. Accepted Update on 2006 State Transportation Improvement Program (STIP) Funding and Programming
6. Approved Elderly & Disabled Technical Advisory Committee (E&D TAC) Recommendations Regarding Local Section 5310 Funding Application Scores (Resolution 44-05)
7. Approved Staff Recommendations Regarding the Monterey Bay Sanctuary Scenic Trail Committee
8. Accepted Status Report on Highway 1 Projects

## COMMISSION BUDGET AND EXPENDITURES

9. Approved Budget and Administration/Personnel Committee and Staff Recommendations Regarding Amendment to the FY04-05 SCCRTC Budget (Resolution 45-05)
10. Approved Budget and Administration/Personnel Committee and Staff Recommendations Regarding Amendment to the FY05-06 SCCRTC Budget (Resolution 46-05)

5-11.92

11. Approved Staff Recommendations Regarding FY04-05 Regional Surface Transportation Program (RSTP) Exchange Program (Resolution 47-05)
12. Approved Staff Recommendations Regarding Release of Request for Proposals (RFP) for the Traffic Monitoring Program
13. Approved Staff Recommendations Regarding Amendment to Consultant Contract for the Recreational Rail Draft Environmental Impact Report (EIR) to Provide Funds for Final EIR (Resolution 48-05)
14. Approved Budget and Administration/Personnel Committee and Staff Recommendations Regarding Amendment to Contract with SCCRTC Technical Consultant (Resolution 49-05)
15. Approved Staff Recommendations Regarding Renewal of Open Purchase Orders (Resolution 50-05)
16. Approved Staff Recommendations Regarding Payment of Past Fiscal Year Invoices

## ADMINISTRATION

17. Approve Staff Recommendations Regarding Public Agency Sponsorship to Santa Cruz Area Transportation Management Association for AB2766 Grant Application to the Monterey Bay Unified Air Pollution Control District for a Folding Bikes in Buses Incentive Program (Resolution) Moved to Item 37.1.
18. Approved Elderly and Disabled Technical Advisory Committee (E&D TAC) and Staff Recommendations Regarding Appointments to the E&D TAC
19. Accepted Quarterly SCCRTC Work Program Report

## COMMITTEE MINUTES

20. Accepted Draft Minutes from the Budget and Administration/Personnel Committee Meeting of April 6, 2005
21. Accepted Draft Minutes of the Bicycle Committee Meeting of April 11, 2005

5-11.93

22. Accepted Draft Minutes of the Elderly and Disabled Technical Advisory Committee Meeting of March 8 and April 12, 2005

## INFORMATION/OTHER

23. Accepted Monthly Meeting Schedule
24. Accepted SCCRTC Staff Comment Letters on Draft Environmental Documents and Plans Prepared by Other Agencies
25. Accepted Correspondence Log (to be distributed at the meeting)
26. Accepted Letters from SCCRTC Committees and Staff to Other Agencies on Policy Issues
  - a. Letter from the Elderly and Disabled Transportation Advisory Committee to the California Traffic Control Devices Committee Regarding Pedestrian Crossing Time at Signalized Intersections
27. Accepted Miscellaneous Written Comments from the Public on SCCRTC Projects and Transportation Issues
28. Accepted Handouts from Staff and Commissioners at Previous Regional Transportation Commission Meetings
29. Accepted Information Items
  - a. Brochure for Spring Bike to Work/School Events (enclosed separately)
  - b. Request from Senator Torlakson for Transportation Infrastructure Needs and Response Letter from SCCRTC
  - c. City of Santa Cruz Status Report on Broadway/Brommer Bike/Pedestrian Path
  - d. Iridethebus.org web site information
  - e. US Census Bureau Average Travel Time to Work for California and Santa Cruz County
  - f. "511 Service Adds Online Bicycle Mapping"

## SERVING AS THE SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

30. Approved Staff Recommendations Regarding Revised Contract with the California Highway Patrol for SAFE Call Box Coordination (Resolution 51-05)

5-11.94

## REGULAR AGENDA

31. Commissioner Reports - None

32. Director's Report

Acting Executive Director Pat Dellin announced that Bike to Work Week was being held from May 15-22, 2005 and that one of the breakfast sites is near our office.

Ms. Dellin thanked Sentinel reporter Genevieve Bookwalter for finding an inconsistency in data in the Traffic Monitoring Report. She said that the accident data for 1997 and 1998 was obtained from the local California Highway Patrol (CHP) office but that later year data was from the CHP Statewide Integrated Traffic Records System (SWITRS) database, which includes all Santa Cruz County roadways. She said that the page would be corrected to use SWITRS data for all years.

Director Dellin said that staff is working with Caltrans to allow advance project approval for Surface Transportation Program (STP) exchange funds projects and thanked Caltrans.

Ms. Dellin said that a stakeholder meeting regarding bike and pedestrian crossings of Highway 1 will be held in May and that a list of invited participants was on page 8-5.

33. Caltrans Report

Gregg Albright, Caltrans District 5, said that the construction report was correct as written. He said that Caltrans wants to promote bicycling and walking as modes of transportation.

Commissioner Reilly asked about the possibility of "fog lines" to slow traffic along the rest of Mission Street and other streets.

Debbie Bulger asked that the landscaping along Mission Street be installed more quickly.

Dave Eselius said he has requested a corridor study that analyzes traffic patterns from Scotts Valley to Watsonville to determine the needs of the County and that it should be completed before the 1/17 Merge Lanes Project goes to bid.

5-11.95

34. FY05-06 Article 4 Transportation Development Act (TDA) and State Transportation Assistance (STA) Claims from Santa Cruz Metro Transit District (SCMTD) and Accept SCMTD Annual Report

Acting Executive Director Pat Dellin said the claims were consistent with the Commission approved budget and Transportation Development Act (TDA) allocation schedule.

SCMTD General Manager Les White gave a report on the status of the transit district, listing its accomplishments, goals and plans, and budgetary constraints.

Commission Alternate Schiffrin asked about the bus breakdown rate on the street and the volume of on-board stop announcements.

Mr. White replied that the particulate matter (pm) traps, a mechanism to reduce diesel emissions, had proven unreliable and that the problem was being addressed by the manufacturer. The buses include a shut off mechanism that is activated when the pm traps fail. He said he hoped the California Air Resources Board (CARB) would allow bypassing the shut off mechanism since the engines being used meet federal emission standards even without the filters. Commission Alternate Schiffrin asked if a letter from the Commission to the CARB would be helpful.

In response to a comment regarding on-board stop announcements, Mr. White said that there are also complaints from hearing impaired individuals that the announcements are not loud enough.

Commissioners discussed transit service and possible improvements including Braille signage, renovated shelters and expanded service in Live Oak, Capitola and Watsonville.

Mr. White acknowledged all the suggestions, reiterating that lowered revenues and the burden of housing and servicing the fleet without a MetroBase curtailed additional spending.

Commission Alternate Schiffrin moved and Commissioner Reilly seconded to approve the staff recommendations to:

1. Approve the Santa Cruz Metropolitan Transit District's

5-11.96

- FY 05/06 Transportation Development Act (TDA) Article 4 claim in the amount of \$5,677,686;
2. Approve the Santa Cruz Metropolitan Transit District's FY 05/06 State Transit Assistance Act (STA) claim in the amount of \$1,100,894; and,
  3. Accept Santa Cruz Metropolitan Transit District's 2004 Annual Report and oral presentation by the SCMTD General Manager

with the addition that the Commission write a letter to the California Air Resources Board supporting the SCMTD's request to bypass the shut off mechanism activated by the pm trap failures.

The motion (Resolutions 52-05, 53-05) passed unanimously.

Dave Eselius said the Metro should narrow its priorities and that more attention should be paid to automobile transportation.

Paul Marcellin-Sampson said the Metro provides a supreme rider experience.

35. 9:30 AM Public Hearing on Adoption of the Final 2005 *Regional Transportation Plan (RTP)* and Certification of the *Final Environmental Impact Report (EIR)*

Acting Executive Director Pat Dellin said that after reviewing the draft documents released in February and the comments received during the public comment period, staff recommended that the Commission make any changes necessary to the Regional Transportation Plan and adopt it, following the public hearing today. She noted the changes to the draft on page 35-53 and on the handout, which included a revised resolution.

Senior Planner Rachel Moriconi explained that the Commission also needed to adopt a "Statement of Overriding Considerations" for potentially significant environmental impacts identified in the Environmental Impact Report because there could be unavoidable impacts that are unknown at this time.

The Public Hearing was opened.

Paul Elerick, Campaign for Sensible Transportation, said he wanted to take out the possibility of adding HOV lanes in the Regional Transportation Plan, saying that the

5-11.97

assumption is that voters will approve a sales tax in the next few years, but since this is not assured, there should be no plan using that assumption. He also asked for reports to see where people got on and off the highway.

Micah Posner, People Power, referred to the Highway 1 auxiliary lanes project between the Morrissey Boulevard and Soquel Avenue interchanges as "sneak lanes" and said he had a petition to stop the project.

Debbie Bulger, Mission Pedestrians, said any plan for the next 25 years should take into account population trends and demographics, saying the public will need more sidewalks, transit and paratransit services. She asked bike and pedestrian trips to be monitored to ensure adequate funding.

Rusty Santee, Central Home Supply, said a Park and Ride lot near the junction of Highways 1 and 9 would exacerbate the traffic problem that already exists and serve only a small segment of the population.

Bob Yount wanted to add education of drivers as a goal to be included in the Regional Transportation Plan.

Paul Marcellin-Sampson said that there is no evidence that driving pattern changes occur in people between the ages of 49 to 50 and suggested revising the data to reflect changes occurring between the ages of 60-65. He pointed out that there was no census in 2004 and that the data being used is from the Community Survey prepared by the Census Bureau which is less accurate than data from a census. He asked that information on inter-city bus rides be included in ridership statistics.

Bill Comfort said he opposed revising Policy 2.4.6 to be consistent with Policy 2.4.5 as suggested in Item 49 of the itemized revisions, saying that the change would leave the necessity of an Environmental Impact Report for passenger rail service ambiguous.

The Public Hearing was closed.

Commissioners agreed that using age 50 as the benchmark to describe changes for an aging population was too low and suggested age 65 instead.

5-11.98

Commissioner Pirie asked if the data source included the projected growth of UCSC, noting that the infusion of a younger population would affect the statistics.

Commissioners discussed Itemized Amendment 49 noting that when passenger rail was first discussed by the Commission, the Commission made a commitment to do an Environmental Impact Report and that the revised language could be considered a policy change.

Commission Alternate Schiffirin moved to approve staff recommendations with additional changes that language regarding the aging population be amended per the Commission discussion and also recommending language changes to Itemized Amendment 49. Commissioner Beautz seconded.

Commissioner Norton asked that Itemized Amendment 49 be pulled from the revisions to the document and voted on separately.

Commissioner Spence asked if it was inconsistent to assume Congestion Mitigation and Air Quality (CMAQ) funding as a revenue source as stated on page 35-53 #3 when page 35-62 #75 says the Monterey Bay region will no longer receive CMAQ funding.

Senior Planner Moriconi replied that financial assumptions are made when developing the RTP and that according to Caltrans the assumptions can be used because there are so many unknowns, including the possibility of the region losing its air quality attainment status.

Commissioners agreed on the revisions, with minor wordsmithing, except for Itemized Amendment 49 to the 2005 Regional Transportation Plan.

Commission Alternate Schiffirin clarified the motion to approve the staff recommendations that the Regional Transportation Commission:

1. Consider oral and written comments received on the *Draft 2005 Regional Transportation Plan* and *Draft Environmental Impact Report*;
2. Hold a public hearing to provide an opportunity for final public testimony on the proposed *2005 Santa Cruz County*

5-11.99

Regional Transportation Plan and the Final Environmental Impact Report (FEIR); and

3. Adopt a resolution to:

- a. Certify the *Final Environmental Impact Report* for the *2005 Santa Cruz County Regional Transportation Plan* as compliant with the California Environmental Quality Act (CEQA);
- b. Accept the Findings of the *EIR* and adopt the "Statement of Overriding Considerations" for significant environmental impacts, identified in the *EIR*; and
- c. Adopt as the *Final 2005 Santa Cruz County Regional Transportation Plan* consisting of the draft document with the attached itemized revisions, and any additional amendments identified at this meeting,

with additional changes that language regarding the aging population be amended per the Commission discussion and removing Itemized Amendment 49 from the vote.

The motion (Resolution 54-05) passed unanimously.

A motion was made (Schiffrin/Beautz) to revise the wording for Regional Transportation Plan Policy 2.4.6 (Itemized Amendment 49) to "Retain the option of future in-County passenger rail service for when it is financially feasible, acceptable to the community, and only after completion of an Environmental Impact Report."

The motion passed with one "no" vote from Commissioner Norton.

#### CLOSED SESSION

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

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

#### OPEN SESSION

37. Acquisition of the Santa Cruz Branch Rail Line - Draft

5-11.210

Request for Proposals (RFP) for Freight Rail Operator

Acting Executive Director Pat Dellin introduced John Williams, Woodside Consulting, who worked on the draft Request for Proposals (RFP) and was available to answer questions.

Public comment was heard.

Micah Posner said that the cancellation of rail/trail day had nothing to do with the condition of the tracks. He handed out a flier promoting a rail/trail event for Sunday May 22, 2005.

Cliff Walters, Big Trees Railroad, said he wanted to make sure that when the RFP went out it covered all issues.

Alan Haley, a consultant for Cemex, said he had some concerns of a technical nature and asked the Commission to postpone to action of the RFP until June and that the references to the cement plant in Davenport in the RFP be changed to Cemex or Cemex Davenport.

Commissioners discussed the draft RFP. Topics included requiring bidders to identify the type of vehicles to be used, and to cooperate with the Commission regarding development of a rail/trail, the possibility of future passenger rail and responsibility for debris along the line.

Commissioner Beautz asked what being "sensitive to communities" meant and for a more specific description.

Mr. Williams said the phrase referred to the noise of horns and hours of operation and noted that the contract itself would be more specific than the RFP.

Commission Alternate Schiffrin moved and Commissioner Rivas seconded to approve the staff recommendations to:

1. Review and comment on the Draft Request for Proposals (RFP) for an Operator of Rail Freight Service on the Santa Cruz Branch Rail Line and direct staff to return to the June Regional Transportation Commission meeting with a final RFP; and
2. Accept status information on other elements of the Santa Cruz Branch Rail Line Acquisition Project.

S-11.911

The motion passed unanimously.

- 37.1 Approve Staff Recommendations Regarding Public Agency Sponsorship to Santa Cruz Area Transportation Management Association for AB2766 Grant Application to the Monterey Bay Unified Air Pollution Control District for a Folding Bikes in Buses Incentive Program (Resolution) Formerly Item 17

Commissioner Keogh said that folding bikes are specifically disallowed on buses, but that the Metro Board is thinking about approving a specific type of bike and that applicants need to understand that.

Commission Alternate Schiffirin moved to approve the Bicycle Committee and staff recommendations that the Regional Transportation Commission grant public agency sponsorship to the Santa Cruz Area Transportation Management Association in their funding solicitation efforts for the proposed Folding Bikes in Buses Program, with the addition that support for the application was contingent on approval of the Metro. Commissioner Reilly seconded and the motion (Resolution 55-05) passed unanimously.

38. Next Meetings/Adjournment

The meeting adjourned at 12:05 p.m.

The next Transportation Policy Workshop is scheduled for Thursday, May 19, 2005 at 9:00 a.m. at the SCCRTC Offices, 1523 Pacific Avenue, Santa Cruz, CA 95060.

The next regular SCCRTC meeting is scheduled for Thursday, June 2, 2005 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA 95060.

Respectfully submitted,

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Gini Pineda, Staff

5-11. a12

ATTENDEES

<u>Name</u>	<u>Representing</u>
Robert Yount	
Micah Posner	People Power
Ken Kannegaard	Cemex
David Eselius	
Les White	SCMTD
Keith Hinrichsen	Caltrans
Bill Comfort	
Genevieve Bookwalter	Santa Cruz Sentinel
Piet Canin	SC TMA
Bob Scott	SCCRTC Technical Advisor
Debbie Bulger	Mission Pedestrians
Rusty Santee	Central Home Supply
Paul Elerick	CFST
Cliff Walters	Big Trees Railroad
John Presleigh	County DPW
Allen Haley	STS/Cemex
John Courtney	Lamphier-Gregory

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5-11.913

REGIONAL TRANSPORTATION COMMISSION

Transportation Policy Workshop

MINUTES

Thursday, May 19, 2005  
9:00 am  
SCCRTC Conference Room  
Santa Cruz, CA 95060

Members Present:	Jan Beautz	Emily Reilly
	Mike Keogh	Andy Schiffrin (Alt.)
	Dennis Norton	Pat Spence
	Ellen Pirie	Mark Stone
	Edenilson Quintanilla (Alt.)	Marcela Tavantzis
Members Absent:	Randy Johnson	Antonio Rivas
Staff Present:	Pat Dellin	Luis Mendez
	Grace Blakeslee	Karena Pushnik
	Cory Caletti	Rachel Moriconi

1. Introductions

Commissioner Pirie chaired the meeting.

Self-introductions were made.

2. Oral Communications

Ken Kannegaard, Cemex, provided a letter enumerating comments from Cemex Davenport regarding the draft Request for Proposals for a short-line operator.

3. Additions/Deletions to the Agenda

Acting Executive Director Pat Dellin noted an additional page for item 7.

CONSENT AGENDA (Schiffrin /Quintanilla)

4. Accepted Updated Transportation Monitoring Report Pages

5. Accepted Updated Three Month Calendar

6. Accepted Information Item: Letter to SCCRTC on Rail and Trail Day

5-11.61

**REGULAR AGENDA**

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7. Update on State and Federal Transportation Funding Issues

Acting Executive Director Pat Dellin said that the Governor's revised FY05-06 budget includes funding of Proposition 42 funding, but that the commitment is only for one year. She said that federal transportation funding is still in limbo, while the House and the Senate bring their proposed transportation bills to the conference committee and try to come to an agreement before the current TEA-21 extension expires on May 31<sup>st</sup>.

Les White, SCMTD, added that Congress needs to name its conferees and that legislators are hoping for a week by week extension so that the bill is kept a high priority. He said that a big issue is the amount of gas tax returned to the states and that if the bill is kept at the \$284 billion limit demanded by President Bush, donor states, like California, won't realize their percentage share of revenue. If the Congress does not act before the end of the session, local transit would suffer tremendously. He said the SCMTD Board is writing letters to state and federal legislators urging them to encourage their colleagues to finalize the bill before the end of the Congressional session.

Commission Alternate Schiffrin moved and Commission Alternate Quintanilla seconded to direct staff to write letters to be signed by the Chair urging congressional representatives to encourage colleagues to approve the federal transportation legislation expeditiously.

The motion passed unanimously.

**Closed Session**

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

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

**Open Session**

9. Santa Cruz Branch Rail Line Acquisition Draft - Updated Project Timeline and Preliminary Title Report

Acting Executive Director Pat Dellin noted revisions to the timeline saying that since Union Pacific has not yet provided all the requested information, the final Request for Proposals (RFP) for a short-line operator will probably be brought to the Commission at

5-11.62

its second June meeting rather than the June 2<sup>nd</sup> meeting. She added that further revisions to the parts of the timeline related to the RFP may be necessary. She said that the new target date for closing the transaction was November.

Ms. Dellin reported that a visit from California Transportation Commission members and senior staff, during which they drove along the rail line and stopped at three locations, was very productive. Commissioners Pirie and Stone and Commission Alternate Schifffrin agreed that the CTC representatives seemed supportive of the Proposition 116 application on the grounds of preserving the rail corridor for future transportation use.

Commissioner Pirie asked staff to check with the CTC to see if it would be beneficial to invite other CTC commissioners to visit the rail corridor.

Kirk Trost, Miller, Owen & Trost, discussed aspects of the preliminary title report, beginning with an explanation of the valuation maps and how they differ from parcel maps. He illustrated examples of agreements between landowners and the railroads that had acquired the property and the types of conditions that were sometimes imposed. He explained the difference between titles held in fee and easements, powers of termination and the state and federal laws that ensure that property held as easement for railroad purposes can be preserved if a public agency assumes full ownership.

Mr. Trost noted that there were missing parcels and parcels with no recorded deed. He said that federal jurisdiction prevented any state-law title defects from causing the railroad to be ejected from the land and that the land could be bought and "rail banked" in the event it did not continue to be used for railroad purposes. He added that state prescriptive law might also protect acquisition of the rail corridor property and that the landowner would be able to use the easement parcels for anything consistent with easement purposes.

Mr. Trost said that title insurance will only cover identified parcels and that the RTC will have to rely on state and federal law to protect the continuity of the corridor over parcels not identified in the title report. He said that a site specific analysis to determine the continuing applicability of any covenants affecting various parcels would be difficult and expensive.

Commissioner Keogh asked if the appraisal values will reflect the type of title held. He also asked what the potential cost would be to perfect the title.

Mr. Trost replied that the appraised value will be adjusted to reflect the type of title. He also said his position is that there is no need to "perfect" the title, since there has been no question of the right to a continuous rail corridor for over a hundred years.

Mr. Trost discussed quitclaim deeds versus grant deeds, saying that Union Pacific will probably want to quitclaim the property to the Commission.

Commissioner Tavantzis asked a hypothetical question regarding fencing as part of an easement agreement and what the responsibility of the Commission would be to maintain

5-11. b3

or rebuild a fence. Mr. Trost said if the condition were still relevant under existing circumstances, Union Pacific could be required to satisfy the condition. If the Commission acquires the line, that condition would be assumed with the transfer.

Commissioner Keogh raised questions about parcels not contained in the report and gaps in the numbering. Mr. Trost said that valuation maps do not use a sequential numbering system.

Commissioners discussed the difficulty of ascertaining the extent of the rail corridor from the valuation maps and if they could be assured that the sum of all these parcels is the whole rail corridor and if they could make sure that there are not parcels owned by an entity other than Union Pacific along the corridor. Mr. Trost said he would check with the title company to see if they can make a comment on the continuity of the line, but that usually this is not done because the assurance of continuity is based on the fact that the corridor has been operating as a continuous rail line for a substantial amount of time.

Acting Executive Director Pat Dellin said that staff could have the valuation maps available in the office for closer inspection by Commissioners, and that Planners Luis Mendez and Grace Blakeslee could help guide the Commissioners in navigating the maps. Ms. Dellin also introduced options to provide more usable mapping, including scanning the maps or digitizing information from the valuation maps.

Commissioners discussed the objective of additional mapping and whether additional mapping was needed now or in the future for a specific project along the corridor.

Commission Alternate Schiffrin asked if it were possible to obtain the Mesiti-Miller maps for the whole corridor.

Commissioner Tavantzis moved to ask staff to ask the Mesiti-Miller firm to make maps of the corridor available to the Commission. Commissioner Beautz seconded.

Commission Alternate Schiffrin asked if the maker and second would be willing to include the staff recommendations in the motion. Commissioners Tavantzis and Beautz agreed.

Commissioner Spence noted that when the RFP for the short-line operator is released, the structures assessment will not be available and asked if a note could be included in the final RFP that the structures assessment is not yet available. Staff agreed.

The motion to approve the Rail Acquisition Task Force and staff recommendations that the Regional Transportation Commission:

1. Approve the draft updated project timeline for the Rail Line Acquisition project;
2. Review the attached preliminary title report and supplemental reports and memo from Kirk Trost, the RTC's rail acquisition negotiator;
3. Give the consultants and staff direction on any mapping or additional information

5-11.64

- related to the Preliminary Title Report that the Commission wants to have developed;  
and
4. Direct staff to return to the June Transportation Policy Workshop meeting with the additional information,  
with the addition that staff ask Mesiti-Miller to make maps of the corridor available to the Commission, passed unanimously.

Commissioner Reilly suggested having riders on the freight line to make a video of the corridor. Staff said they would look into the idea.

#### 10. Next Meetings / Adjournment

The meeting adjourned at 10:55 a.m.

The next regular RTC meeting will be held Thursday, June 2, 2005 at 9:00 a.m. at the Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz, CA.

The next Transportation Policy Workshop will be held Thursday, June 16, 2005 at 9:00 a.m. at the RTC Office, 1523 Pacific Avenue, Santa Cruz, CA.

There are no SCCRTC meetings scheduled for July.

Respectfully submitted,

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Gini Pineda, Staff

S-11.65

**ATTENDEES**

<u>Name</u>	<u>Representing</u>
Robert Yount	
Les White	SCMTD
Genevieve Bookwalter	Santa Cruz Sentinel
Bob Scott	SCCRTC Technical Advisor
Ken Kannegaard	Cemex
Bonnie Morr	UTU Local 23
Bill Comfort	
Leo Moll	Bicycle Committee

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5-11.66

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005  
**TO:** Board of Directors  
**FROM:** Tom Stickel, Manager of Fleet Maintenance  
**SUBJECT:** CONSIDER AMENDING FOLGER GRAPHICS CONTRACT FOR GRAPHIC DESIGN SERVICES FOR HEADWAYS

## I. RECOMMENDED ACTION

**District staff is recommending that the Board of Directors authorize the General Manager to execute an amendment to the contract with Folger Graphics for graphic design services for Headways, to extend the term of the contract for one (1) additional year.**

## II. SUMMARY OF ISSUES

- The District entered into a contract (#02-15) with Folger Graphics for graphic design and print coordination services for the production of Headways on July 1, 2003.
- At the option of the District, this contract may be renewed for four (4) additional one-year terms under the same terms and conditions.
- Folger Graphics has indicated that they are interested in extending the contract for an additional year with no change in the rate of compensation.

## III. DISCUSSION

The District's current contract (#02-15) with Folger Graphics for graphic design and print coordination services for the production of Headways is due to expire on June 30, 2005. Folger Graphics has provided excellent service under this contract. An extension of the contract would be advantageous to the District. Section 4.01 of the contract allows the District the option to renew the contract for four (4) additional one-year terms. Folger Graphics has also reviewed the contract and has indicated their desire to extend the contract one additional year with no change in the rate of compensation. It is recommended that the Board of Directors authorize the General Manager to execute a second amendment to the contract with Folger Graphics to extend the contract one (1) more additional year with no change in the rate of compensation.

## IV. FINANCIAL CONSIDERATIONS

Funds are available in the Customer Service budget for this amendment. Annual budget for these services is \$30,000.

5-14.1

**V. ATTACHMENTS**

**Attachment A:** Letter from Folger Graphics

**Attachment B:** Second Amendment to Contract 02-15 with Folger Graphics

5-14.2



PRE-PRESS • PRINTING • PUBLICATIONS • BINDERY • MAILING

May 10, 2005

Lloyd Longnecker  
Santa Cruz Metropolitan Transit District  
110 Vernon Street, Suite B  
Santa Cruz, California 95060

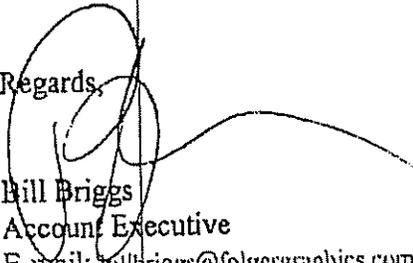
Re: Proposed Second Amendment to District Contract No. 02-15 for Graphic Design Services

I am responding to your letter dated May 2, 2005 referencing expiration of current contract on June 30, 2005.

I have reviewed the contract attached and issue this letter of intent to extend contract for the new term of an additional one-year period with no modification to the existing contract.

I would happy to answer any questions you may have

Regards,

  
Bill Briggs  
Account Executive  
E-mail: [billbriggs@folgergraphics.com](mailto:billbriggs@folgergraphics.com)  
Office: 510-887-5656x104/ cell: 510-329-0983

5-14.91

# Attachment **B**

## SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SECOND AMENDMENT TO CONTRACT NO. 02-15 FOR GRAPHIC DESIGN AND PRINT COORDINATION SERVICES

This Second Amendment to Contract No. 02-15 for graphic design and print coordination services is made effective July 1, 2005 between the Santa Cruz Metropolitan Transit District, a political subdivision of the State of California ("District") and Folger Graphics ("Contractor").

### I. RECITALS

- 1.1 District and Contractor entered into a Contract for graphic design and print coordination services ("Contract") on July 1, 2003.
- 1.2 The Contract allows for the extension upon mutual written consent.

Therefore, District and Contractor amend the Contract as follows:

### II. TERM

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

This Contract shall continue through June 30, 2006. This Contract may be mutually extended by agreement of both parties.

### III. REMAINING TERMS AND CONDITIONS

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

### IV. AUTHORITY

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

SIGNATURES ON NEXT PAGE

5-14.61<sup>1</sup>

Signed on \_\_\_\_\_

DISTRICT  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

\_\_\_\_\_  
Leslie R. White  
General Manager

CONTRACTOR  
FOLGER GRAPHICS

By \_\_\_\_\_  
Linda Torre  
Vice President of Administration

Approved as to Form:

\_\_\_\_\_  
Margaret R. Gallagher  
District Counsel

5-14.62

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005  
**TO:** Board of Directors  
**FROM:** Robyn Slater, Human Resources Manager  
**SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS**

## I. RECOMMENDED ACTION

**Staff recommends that the Board of Directors recognize the anniversaries of those District employees named on the attached list and that the 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, they will be invited to attend the Board meetings to receive their awards.

## IV. FINANCIAL CONSIDERATIONS

None.

## V. ATTACHMENTS

**Attachment A:** Employee Recognition List

6.1

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT**  
**EMPLOYEE RECOGNITION**

**TEN YEARS**

Mary Elizabeth Bytheway, Senior Accounting Technician

**FIFTEEN YEARS**

None

**TWENTY YEARS**

None

**TWENTY-FIVE YEARS**

John M. Fuentes, Bus Operator

**THIRTY YEARS**

None

6.a1

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005  
**TO:** Board of Directors  
**FROM:** Elisabeth Ross, Finance Manager  
**SUBJECT:** ADOPTION OF FY 05-06 FINAL BUDGET

## I. RECOMMENDED ACTION

**Staff recommends that the Board of Directors adopt a resolution approving the final budget for FY 05-06 as presented in Attachment B; authorize Board member travel in FY 05-06 as described in Attachment C; approve the Employee Incentive Program as presented in Attachment D; and authorize staffing levels as listed in Attachment E.**

## II. SUMMARY OF ISSUES

- The recommended final budget for FY 05-06 provides for continuation of the reduced level of transit service to the public as of September 2004, and is the updated version of the second year of the two-year budget adopted by the Board of Directors in June of 2004, covering FY 04-05 and FY 05-06.
- The recommended final operating budget totals \$34,083,000, an increase of \$8,000 from the draft final budget.
- Several changes have been made to the draft final budget in operating revenue and operating expense to balance the final budget.
- The recommended final capital improvement program totals \$31,436,829, and includes several carryover projects from FY 04-05.

## III. DISCUSSION

The final budget for FY 05-06 is presented this month for adoption by the Board of Directors, for implementation July 1, 2005, the first day of the new fiscal year. The authorizing resolution is included as Attachment A, with the recommended final budget as Attachment B (Exhibit A to the resolution). The budget represents the updated version of the second year of the two-year budget adopted by the Board of Directors in June 2004.

State law requires that all Board member travel be formally authorized by the Board of Directors. To satisfy this requirement, all anticipated Board member travel during the fiscal year is included as Exhibit B to the budget resolution (Attachment C). This is the same level of Board travel as in FY 04-05.

The proposed Employee Incentive Program, recognizing employee achievement, is included as Attachment D.

7.1

Operating expenses for FY 05-06 total \$34,083,000, with operating revenues totaling \$32,662,500 for a shortfall of \$1,420,500. The shortfall is met by one-time funding including use of reserves (Attachment F) and carryover funds (Attachment G). Sales tax is budgeted at 3.0% above FY 04-05 actual. Passenger revenue is projected based on trends through March 31<sup>st</sup>.

Changes in the draft final operating budget are as follows:

- Increase the long-term disability (LTD) insurance accounts for all departments by \$4,310 to reflect the correct formula for determining the LTD premiums.
- Increase other fringe benefits by \$910 to reflect the correct premiums for the Employee Assistance Program.
- Increase the employee incentive program by \$1,780 to include all employees due to receive longevity awards.
- Increase telecommunications for IT by \$1,000 to reflect SBC increases.
- Increase interest income by \$8,000 to fund the operating expense increases listed above.

A total of 330.25 full-time employee equivalents are funded in the FY 05-06 budget, as highlighted in Attachment E. This is a net increase of one SEIU-represented position from the FY 04-05 budget.

At the budget workshop with Union representatives and interested employees, a budget question was raised regarding long-term disability insurance expense. This has been addressed in the final budget as indicated above.

At the May public hearing on the draft final budget, there were several requests for information from the Board and the public. The information is included as attachments to this staff report.

The capital program has been updated to reflect the latest status of the District's capital projects, many of which are in progress.

#### **IV. FINANCIAL CONSIDERATIONS**

The recommended final budget for FY 05-06 is balanced with savings from major service reductions and staffing reductions implemented in FY 04-05, use of reserves, and projected carryover in the amount of \$935,500. The use of \$13,604,867 in reserves is required for the District's share of the capital improvement program.

7.2

**V. ATTACHMENTS**

- Attachment A:** Budget Resolution.
- Attachment B:** Recommended FY 05-06 Final Budget.
- Attachment C:** Board Member Travel for FY 05-06.
- Attachment D:** Employee Incentive Program for FY 05-06.
- Attachment E:** FY 05-06 Authorized Personnel.
- Attachment F:** Reserve Balances.
- Attachment G:** Estimated Detail of Carryover Funds.  
(To be distributed at June 10<sup>th</sup> meeting.)
- Attachment H:** ParaCruz Analysis. (To be distributed at June 10<sup>th</sup> meeting.)

**ATTACHMENT A**

**FY 05-06**

**BUDGET RESOLUTION**

7.a1

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

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

**A RESOLUTION OF THE  
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
ADOPTING A BUDGET FOR FISCAL YEAR 2005-2006**

**WHEREAS**, it is in the interest of the Santa Cruz Metropolitan Transit District to adopt a budget for each fiscal year;

**WHEREAS**, a budget for capital and operating expenses and revenues has been developed for fiscal year 2005-2006;

**NOW, THEREFORE, BE IT RESOLVED**, that the budget attached hereto as Exhibit A and presented to the Board of Directors is hereby adopted; and

**BE IT FURTHER RESOLVED**, that the Board member travel attached hereto as Exhibit B is hereby adopted this 24<sup>th</sup> day of June, 2005, by the following vote.

**AYES:** Directors -

**NOES:** Directors -

**ABSTAIN:** Directors -

**ABSENT:** Directors -

**APPROVED** \_\_\_\_\_  
MICHAEL W. KEOGH  
Board Chair

**ATTEST** \_\_\_\_\_  
LESLIE R. WHITE  
General Manager

**APPROVED AS TO FORM:**

\_\_\_\_\_  
MARGARET GALLAGHER  
District Counsel

7.92

**ATTACHMENT B**

**FY 05-06**

**RECOMMENDED FINAL BUDGET**

**(EXHIBIT A)**

7.61

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
FINAL BUDGET  
FY 05-06**

REVENUE SOURCE	EST	ORIGINAL	FINAL	CHANGE	VARIANCE
	ACTUAL FY 04-05	FY 05-06	FY 05-06	FROM FY 04-05 ACTUAL	FROM ORIG
1 Passenger Fares	\$ 3,504,764	\$ 4,014,157	\$ 3,574,868	2.0%	\$ (439,289)
2 Special Transit Fares	\$ 2,359,615	\$ 2,231,867	\$ 2,414,780	2.3%	\$ 182,913
3 Paratransit Fares	\$ 248,000	\$ 356,400	\$ 295,500	19.2%	\$ (60,900)
4 Highway 17 Fares	\$ 626,776	\$ 593,752	\$ 626,776	0.0%	\$ 33,024
5 Highway 17 Payments	\$ 409,195	\$ 470,959	\$ 409,195	0.0%	\$ (61,764)
6 Commissions	\$ 6,000	\$ 7,548	\$ 6,000	0.0%	\$ (1,548)
7 Advertising Income	\$ 50,000	\$ 90,000	\$ 50,000	0.0%	\$ (40,000)
8 Rent Income - SC Metro Center	\$ 95,745	\$ 98,617	\$ 93,903	-1.9%	\$ (4,714)
9 Rent Income - Watsonville TC	\$ 47,877	\$ 49,313	\$ 47,995	0.2%	\$ (1,318)
10 Rent Income - General	\$ 12,800	\$ -	\$ 4,800	-62.5%	\$ 4,800
11 Interest Income	\$ 420,000	\$ 297,000	\$ 428,000	1.9%	\$ 131,000
Other Non-Transp Revenue	\$ 4,500	\$ 6,120	\$ 4,500	0.0%	\$ (1,620)
13 Sales Tax	\$15,377,900	\$15,839,237	\$ 15,839,237	3.0%	\$ -
14 Transp Dev Act (TDA) Funds	\$ 5,413,251	\$ 5,662,791	\$ 5,677,686	4.9%	\$ 14,895
15 FTA Sec 5307 - Op Assistance	\$ 2,950,231	\$ 2,804,435	\$ 3,091,556	4.8%	\$ 287,121
16 Repay FTA Advance (#1 of 5)	\$ -	\$ -	\$ (70,000)	100.0%	\$ (70,000)
17 FTA Sec 5311 - Rural Op Asst	\$ 92,928	\$ 65,704	\$ 65,704	-29.3%	\$ -
18 Transfer from Capital/Proj Mgr	\$ 102,000	\$ 107,100	\$ 102,000	0.0%	\$ (5,100)
<b>SUBTOTAL REVENUE</b>	<b>\$31,721,582</b>	<b>\$32,695,000</b>	<b>\$ 32,662,500</b>	<b>3.0%</b>	<b>\$ (32,500)</b>
<b>ONE-TIME REVENUE</b>					
19 FTA Sec 5307 - One Time Advance	\$ 350,000	\$ -	\$ -		\$ -
20 Carryover from Previous Year	\$ 800,000	\$ 800,000	\$ 935,500		\$ 135,500
21 Transfer from Reserves	\$ -	\$ 335,000	\$ 335,000		\$ -
22 Transfer from Insurance Reserves	\$ 150,000	\$ 150,000	\$ 150,000		\$ -
<b>SUBTOTAL ONE-TIME REVENUE</b>	<b>\$ 1,300,000</b>	<b>\$ 1,285,000</b>	<b>\$ 1,420,500</b>		<b>\$ 135,500</b>
<b>TOTAL REVENUE</b>	<b>\$33,021,582</b>	<b>\$33,980,000</b>	<b>\$ 34,083,000</b>	<b>3.2%</b>	<b>\$ 103,000</b>

Updated 6/03/05

7.62

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
DEPARTMENTAL EXPENSES**

DEPARTMENT	FY 04-05 REVISED	FY 05-06 ORIGINAL	FY 05-06 FINAL	% CHANGE FROM FY 04-05	VAR FROM ORIG
1100 Administration	1,468,122	1,544,959	1,568,882	6.9%	23,923
1200 Finance	1,459,072	1,508,727	1,429,592	-2.0%	(79,135)
1300 Customer Service	586,308	576,919	565,047	-3.6%	(11,872)
1400 Human Resources	384,325	409,360	449,524	17.0%	40,164
1500 Information Technology	549,711	558,877	571,422	3.9%	12,545
1700 District Counsel	388,251	412,057	408,333	5.2%	(3,724)
1800 Risk Management	254,915	258,014	259,015	1.6%	1,001
2200 Facilities Maintenance	1,516,062	1,577,207	1,403,227	-7.4%	(173,980)
3100 Paratransit Program	3,372,341	3,105,440	3,578,538	6.1%	473,098
3200 Operations	2,487,177	2,584,768	2,522,794	1.4%	(61,974)
3300 Bus Operators	12,673,947	12,818,005	12,766,122	0.7%	(51,883)
4100 Fleet Maintenance	6,864,040	7,090,374	7,404,241	7.9%	313,867
9001 Cobra Benefits	-	-	-	0.0%	-
9005 Retired Employee Benefits	1,020,679	1,076,316	1,155,813	13.2%	79,497
Additional Operating Programs	300	300	450	50.0%	150
<b>SUBTOTAL OPERATING EXPENSE</b>	<b>33,025,250</b>	<b>33,521,323</b>	<b>34,083,000</b>	<b>3.2%</b>	<b>561,677</b>
One-Time Paratransit Expenses	37,428	70,000	-	-100.0%	(70,000)
Contingency Fund	-	300,000	-	-100.0%	(300,000)
<b>TOTAL OPERATING EXPENSES</b>	<b>33,062,678</b>	<b>33,891,323</b>	<b>34,083,000</b>	<b>3.1%</b>	<b>191,677</b>

7. b3

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
CONSOLIDATED EXPENSES**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501011 Bus Operator Pay	7,430,402	7,897,147	6.3%
501013 Bus Operator OT	1,110,350	1,154,109	3.9%
501021 Other Salaries	6,050,533	6,223,417	2.9%
501023 Other OT	192,616	166,200	-13.7%
Totals	14,783,901	15,440,873	4.4%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	176,478	226,164	28.2%
502021 Retirement	1,600,993	1,728,898	8.0%
502031 Medical Ins	3,288,358	3,724,628	13.3%
502041 Dental Ins	520,945	534,944	2.7%
502045 Vision Ins	140,610	144,360	2.7%
502051 Life Ins	68,330	48,768	-28.6%
502060 State Disability	260,616	333,050	27.8%
502061 Long Term Disability Ins	250,467	191,434	-23.6%
502071 State Unemployment	91,750	85,251	-7.1%
502081 Worker's Comp	1,489,828	1,396,680	-6.3%
502101 Holiday Pay	312,591	349,401	11.8%
502103 Floating Holiday	62,708	63,200	0.8%
502109 Sick Leave	741,940	764,588	3.1%
502111 Vacation	1,498,472	1,546,028	3.2%
502121 Other Paid Absence	164,807	184,803	12.1%
502251 Phys. Exam - Renewal	13,498	15,178	12.4%
502253 Driver Lic Renewal	4,531	3,941	-13.0%
502999 Other Fringe Benefits	17,327	19,335	11.6%
Totals	10,704,249	11,360,650	6.1%
<b>SERVICES</b>			
503011 Accting/Audit Fees	80,250	77,650	-3.2%
503012 Admin/Bank Fees	231,450	238,309	3.0%
503031 Prof/Technical & Fees	231,248	324,594	40.4%
503032 Legislative Services	73,180	87,375	19.4%
503033 Legal Services	54,320	55,950	3.0%
503034 Employment Exams	18,388	9,369	-49.0%
503041 Temp Help	94,640	-	-100.0%
503161 Custodial Services	95,800	107,800	12.5%
503162 Uniforms/Laundry	54,478	57,223	5.0%
503171 Security Services	392,555	424,699	8.2%
503221 Classified/Legal Ads	18,348	19,200	4.6%
503225 Graphics Services	13,007	15,450	18.8%
503351 Building Repair - Out	35,000	35,000	0.0%
503352 Equip Repair - Out	158,539	176,578	11.4%
503353 Rev Veh Repair - Out	259,542	289,769	11.6%
503354 Other Veh Repair - Out	56,341	58,031	3.0%
503363 Haz Waste Disposal	31,000	31,000	0.0%
Totals	1,898,086	2,007,997	5.8%

7.64

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
CONSOLIDATED EXPENSES**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>PURCHASED TRANSPORTATION</b>			
503405 Contract Transp	-	-	0.0%
503406 Contract/Paratransit	1,064,000	309,600	-70.9%
<b>Totals</b>	<b>1,064,000</b>	<b>309,600</b>	<b>-70.9%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>			
504011 Fuels & Lubricants	90,280	85,148	-5.7%
504012 Fuels & Lubricants - Rev Veh	1,565,474	2,009,299	28.4%
504021 Tires & Tubes	170,000	178,560	5.0%
504161 Other Mobile Supplies	13,500	7,740	-42.7%
504191 Rev Vehicle Parts	359,000	407,510	13.5%
<b>Totals</b>	<b>2,198,254</b>	<b>2,688,257</b>	<b>22.3%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	4,724	5,511	16.7%
504211 Postage & Mailing	26,650	18,847	-29.3%
504214 Promotional Items	25	26	4.0%
504215 Printing	83,293	65,088	-21.9%
504217 Photo Supp/Process	10,120	13,015	28.6%
504311 Office Supplies	89,518	70,948	-20.7%
504315 Safety Supplies	21,018	21,875	4.1%
504317 Cleaning Supplies	54,170	58,730	8.4%
504409 Repair/Maint Supply	67,881	55,000	-19.0%
504421 Non-Inventory Parts	43,000	40,500	-5.8%
504511 Small Tools	13,700	8,100	-40.9%
504515 Employee Tools	1,800	2,500	38.9%
<b>Totals</b>	<b>415,899</b>	<b>360,140</b>	<b>-13.4%</b>
<b>UTILITIES</b>			
505011 Gas & Electric	194,600	160,100	-17.7%
505021 Water & Garbage	95,207	96,100	0.9%
505031 Telecommunications	72,298	84,682	17.1%
<b>Totals</b>	<b>362,105</b>	<b>340,882</b>	<b>-5.9%</b>
<b>CASUALTY &amp; LIABILITY COSTS</b>			
506011 Insurance - Property	40,506	49,500	22.2%
506015 Insurance - PL/PD	541,000	440,000	-18.7%
506021 Insurance - Other	1,000	1,600	60.0%
506123 Settlement Costs	150,000	150,000	0.0%
506127 Repair - District Prop	-	-	0.0%
506999 Other Casualty Exp	-	-	0.0%
<b>Totals</b>	<b>732,506</b>	<b>641,100</b>	<b>-12.5%</b>

7.65

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
CONSOLIDATED EXPENSES**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>TAXES</b>			
507051 Fuel Tax	10,544	10,661	1.1%
507201 Licenses & Permits	12,795	12,082	-5.6%
507999 Other Taxes	25,200	25,000	-0.8%
<b>Totals</b>	<b>48,539</b>	<b>47,743</b>	<b>-1.6%</b>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	52,071	54,159	4.0%
509081 Advertising-Promo	-	-	0.0%
509101 Incentive Program	7,820	7,547	-3.5%
509121 Employee Training	5,585	8,800	57.6%
509123 Travel	20,015	21,870	9.3%
509125 Other Misc Expense	4,000	6,628	65.7%
509127 Board Fees	13,200	13,200	0.0%
509150 Contributions	500	500	0.0%
<b>Totals</b>	<b>103,191</b>	<b>127,704</b>	<b>23.8%</b>
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	692,141	736,122	6.4%
512061 Equipment Rental	22,380	21,932	-2.0%
<b>Totals</b>	<b>714,521</b>	<b>758,054</b>	<b>6.1%</b>
<b>PERSONNEL TOTAL</b>	<b>25,488,150</b>	<b>26,801,523</b>	<b>5.2%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>7,537,101</b>	<b>7,281,477</b>	<b>-3.4%</b>
<b>DEPARTMENT TOTALS</b>	<b>33,025,250</b>	<b>34,083,000</b>	<b>3.2%</b>
One-Time Paratransit Expenses	37,428	-	-100.0%
Contingency Fund	-	-	0.0%
<b>TOTAL OPERATING EXPENSE</b>	<b>33,062,678</b>	<b>34,083,000</b>	<b>3.1%</b>

7.66

**ADMINISTRATION**

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Administration - 1100**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	558,713	587,867	5.2%
501023 Other OT	500	500	0.0%
<b>Totals</b>	<b>559,213</b>	<b>588,367</b>	<b>5.2%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	9,697	9,452	-2.5%
502021 Retirement	71,744	71,609	-0.2%
502031 Medical Ins	66,548	71,567	7.5%
502041 Dental Ins	10,642	10,128	-4.8%
502045 Vision Ins	3,240	3,147	-2.9%
502051 Life Ins	1,976	1,332	-32.6%
502060 State Disability (SDI)	6,649	8,491	27.7%
502061 Long Term Disability Ins	8,972	5,756	-35.8%
502071 State Unemployment (SUI)	2,174	2,174	0.0%
502081 Worker's Comp	31,987	28,181	-11.9%
502101 Holiday Pay	7,570	7,564	-0.1%
502103 Floating Holiday	14,800	15,200	2.7%
502109 Sick Leave	30,279	30,257	-0.1%
502111 Vacation	54,981	54,757	-0.4%
502121 Other Paid Absence	4,000	4,000	0.0%
502999 Other Fringe Benefits	1,581	1,600	1.2%
<b>Totals</b>	<b>326,839</b>	<b>325,214</b>	<b>-0.5%</b>
<b>SERVICES</b>			
503012 Admin/Bank Fees	1,100	1,100	0.0%
503031 Prof/Technical & Fees	14,080	67,580	380.0%
503032 Legislative Services	73,180	87,375	19.4%
503041 Temp Help	14,000	-	-100.0%
503221 Classified/Legal Ads	7,478	7,700	3.0%
503352 Equip Repair - Out	7,500	7,015	-6.5%
<b>Totals</b>	<b>117,338</b>	<b>170,770</b>	<b>45.5%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	9,100	9,250	1.6%
504215 Printing	6,580	2,760	-58.1%
504217 Photo Supp/Process	100	100	0.0%
504311 Office Supplies	6,630	6,940	4.7%
<b>Totals</b>	<b>22,410</b>	<b>19,050</b>	<b>-15.0%</b>
<b>UTILITIES</b>			
505011 Gas & Electric	43,000	37,000	-14.0%
505021 Water & Garbage	4,645	5,600	20.6%
505031 Telecommunications	5,436	4,100	-24.6%
<b>Totals</b>	<b>53,081</b>	<b>46,700</b>	<b>-12.0%</b>

7.67

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Administration - 1100**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	43,480	44,790	3.0%
509085 Advertising - Rev Prod	-	15,000	100.0%
509101 Incentive Program	4,820	4,547	-5.7%
509123 Travel	18,295	20,000	9.3%
509125 Other Misc Expense	3,100	5,778	86.4%
509127 Board Fees	13,200	13,200	0.0%
Totals	82,895	103,315	24.6%
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	304,006	313,126	3.0%
512061 Equipment Rental	2,340	2,340	0.0%
Totals	306,346	315,466	3.0%
<b>PERSONNEL TOTAL</b>	886,052	913,581	3.1%
<b>NON-PERSONNEL TOTAL</b>	582,070	655,301	12.6%
<b>DEPARTMENT TOTALS</b>	<u>1,468,122</u>	<u>1,568,882</u>	<u>6.9%</u>

7.68

**FINANCE**

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**

Finance - 1200

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	356,683	386,143	8.3%
501023 Other OT	500	500	0.0%
Totals	357,183	386,643	8.2%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	2,567	3,724	45.1%
502021 Retirement	44,131	47,460	7.5%
502031 Medical Ins	50,060	67,662	35.2%
502041 Dental Ins	9,015	10,511	16.6%
502045 Vision Ins	2,160	2,448	13.3%
502051 Life Ins	1,317	1,005	-23.7%
502060 State Disability (SDI)	4,433	6,605	49.0%
502061 Long Term Disability Ins	5,519	4,335	-21.5%
502071 State Unemployment (SUI)	1,449	1,691	16.7%
502081 Worker's Comp	6,287	5,539	-11.9%
502101 Holiday Pay	4,522	4,857	7.4%
502103 Floating Holiday	7,900	8,100	2.5%
502109 Sick Leave	18,087	19,427	7.4%
502111 Vacation	37,990	39,175	3.1%
502121 Other Paid Absence	6,000	6,000	0.0%
502999 Other Fringe Benefits	533	893	67.5%
Totals	201,970	229,432	13.6%
<b>SERVICES</b>			
503011 Accting/Audit Fees	80,000	77,400	-3.3%
503012 Admin/Bank Fees	230,300	237,209	3.0%
503031 Prof/Technical & Fees	-	100	100.0%
503352 Equip Repair - Out	400	686	71.5%
Totals	310,700	315,395	1.5%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	100	103	3.0%
504215 Printing	750	773	3.1%
504311 Office Supplies	2,956	3,090	4.5%
Totals	3,806	3,966	4.2%
<b>UTILITIES</b>			
505031 Telecommunications	1,500	1,500	0.0%
Totals	1,500	1,500	0.0%

7.69

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Finance - 1200**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>CASUALTY &amp; LIABILITY COSTS</b>			
506011 Insurance - Property	40,506	49,500	22.2%
506015 Insurance - PL/PD	541,000	440,000	-18.7%
506021 Insurance - Other	1,000	1,600	60.0%
<b>Totals</b>	<b>582,506</b>	<b>491,100</b>	<b>-15.7%</b>
<b>TAXES</b>			
507201 Licenses & Permits	200	206	3.0%
<b>Totals</b>	<b>200</b>	<b>206</b>	<b>3.0%</b>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	1,157	1,300	12.4%
509123 Travel	50	50	0.0%
<b>Totals</b>	<b>1,207</b>	<b>1,350</b>	<b>11.8%</b>
<b>PERSONNEL TOTAL</b>	<b>559,153</b>	<b>616,075</b>	<b>10.2%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>899,919</b>	<b>813,517</b>	<b>-9.6%</b>
<b>DEPARTMENT TOTALS</b>	<b>1,459,072</b>	<b>1,429,592</b>	<b>-2.0%</b>

7.610

**CUSTOMER SERVICE**

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Customer Service - 1300**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	253,049	243,184	-3.9%
501023 Other OT	1,500	1,500	0.0%
<b>Totals</b>	<b>254,549</b>	<b>244,684</b>	<b>-3.9%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	1,253	1,700	35.7%
502021 Retirement	31,470	30,196	-4.0%
502031 Medical Ins	44,773	47,331	5.7%
502041 Dental Ins	9,670	9,344	-3.4%
502045 Vision Ins	2,340	2,098	-10.3%
502051 Life Ins	1,105	702	-36.5%
502060 State Disability (SDI)	4,433	5,661	27.7%
502061 Long Term Disability Ins	3,936	2,752	-30.1%
502071 State Unemployment (SUI)	1,449	1,449	0.0%
502081 Worker's Comp	80,620	71,026	-11.9%
502101 Holiday Pay	3,040	2,976	-2.1%
502109 Sick Leave	12,606	11,904	-5.6%
502111 Vacation	34,784	32,967	-5.2%
502121 Other Paid Absence	4,000	4,000	0.0%
502999 Other Fringe Benefits	221	250	13.1%
<b>Totals</b>	<b>235,699</b>	<b>224,357</b>	<b>-4.8%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	18,000	18,540	3.0%
503225 Graphics Services	13,007	15,450	18.8%
503352 Equip Repair - Out	2,500	2,575	3.0%
<b>Totals</b>	<b>33,507</b>	<b>36,565</b>	<b>9.1%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	3,500	5,150	47.1%
504215 Printing	42,493	30,900	-27.3%
504217 Photo Supp/Process	2,150	4,275	98.8%
504311 Office Supplies	2,500	4,635	85.4%
<b>Totals</b>	<b>50,643</b>	<b>44,960</b>	<b>-11.2%</b>
<b>UTILITIES</b>			
505031 Telecommunications	5,000	6,300	26.0%
<b>Totals</b>	<b>5,000</b>	<b>6,300</b>	<b>26.0%</b>
<b>TAXES</b>			
507201 Licenses & Permits	1,360	2,431	78.8%
<b>Totals</b>	<b>1,360</b>	<b>2,431</b>	<b>78.8%</b>

7.611

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Customer Service - 1300**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
MISC EXPENSE			
509123 Travel	50	50	0.0%
509150 Contributions	500	500	0.0%
Totals	<u>550</u>	<u>550</u>	0.0%
LEASES & RENTALS			
512061 Equipment Rental	5,000	5,200	4.0%
Totals	<u>5,000</u>	<u>5,200</u>	4.0%
PERSONNEL TOTAL	490,248	469,041	-4.3%
NON-PERSONNEL TOTAL	96,060	96,006	-0.1%
DEPARTMENT TOTALS	<u><u>586,308</u></u>	<u><u>565,047</u></u>	<u><u>-3.6%</u></u>

7.612

HRD

SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
Human Resources - 1400

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	199,357	244,179	22.5%
501023 Other OT	1,416	1,000	-29.4%
Totals	200,773	245,179	22.1%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	3,263	3,918	20.1%
502021 Retirement	23,769	28,997	22.0%
502031 Medical Ins	20,760	28,981	39.6%
502041 Dental Ins	5,324	6,330	18.9%
502045 Vision Ins	1,440	1,574	9.3%
502051 Life Ins	830	876	5.5%
502060 State Disability (SDI)	2,955	4,718	59.7%
502061 Long Term Disability Ins	2,833	2,810	-0.8%
502071 State Unemployment (SUI)	966	1,208	25.1%
502081 Worker's Comp	44,589	39,283	-11.9%
502101 Holiday Pay	2,596	2,754	6.1%
502103 Floating Holiday	3,900	5,700	46.2%
502109 Sick Leave	10,384	12,660	21.9%
502111 Vacation	14,787	17,015	15.1%
502121 Other Paid Absence	1,000	1,000	0.0%
502999 Other Fringe Benefits	675	816	20.9%
Totals	140,072	158,639	13.3%
<b>SERVICES</b>			
503031 Prof/Technical & Fees	9,400	12,600	34.0%
503034 Employment Exams	18,388	9,369	-49.0%
503221 Classified/Legal Ads	5,370	6,000	11.7%
503352 Equip Repair - Out	200	100	-50.0%
Totals	33,358	28,069	-15.9%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	150	225	50.0%
504215 Printing	250	5,350	2040.0%
504217 Photo Supp/Process	400	350	-12.5%
504311 Office Supplies	1,150	1,600	39.1%
Totals	1,950	7,525	285.9%
<b>UTILITIES</b>			
505031 Telecommunications	912	912	0.0%
Totals	912	912	0.0%

7.613

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Human Resources - 1400**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	2,210	3,250	47.1%
509121 Employee Training	4,400	5,000	13.6%
509123 Travel	50	100	100.0%
509125 Other Misc Expense	600	850	41.7%
Totals	7,260	9,200	26.7%
PERSONNEL TOTAL	340,845	403,818	18.5%
NON-PERSONNEL TOTAL	43,480	45,706	5.1%
DEPARTMENT TOTALS	384,325	449,524	17.0%

7.614

IT

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Information Technology - 1500**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	253,204	279,757	10.5%
501023 Other OT	1,500	1,500	0.0%
<b>Totals</b>	<b>254,704</b>	<b>281,257</b>	<b>10.4%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	4,746	4,507	-5.0%
502021 Retirement	34,863	33,979	-2.5%
502031 Medical Ins	39,308	45,270	15.2%
502041 Dental Ins	5,838	7,196	23.3%
502045 Vision Ins	1,440	1,399	-2.8%
502051 Life Ins	974	654	-32.9%
502060 State Disability (SDI)	2,955	3,774	27.7%
502061 Long Term Disability Ins	4,360	3,079	-29.4%
502071 State Unemployment (SUI)	966	966	0.0%
502081 Worker's Comp	3,739	3,294	-11.9%
502101 Holiday Pay	3,693	3,643	-1.4%
502103 Floating Holiday	7,800	8,400	7.7%
502109 Sick Leave	14,771	14,571	-1.4%
502111 Vacation	26,157	23,620	-9.7%
502121 Other Paid Absence	2,000	2,000	0.0%
502999 Other Fringe Benefits	459	778	69.5%
<b>Totals</b>	<b>154,069</b>	<b>157,130</b>	<b>2.0%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	2,500	5,000	100.0%
503041 Temp Help	33,000	-	-100.0%
503352 Equip Repair - Out	70,202	80,500	14.7%
<b>Totals</b>	<b>105,702</b>	<b>85,500</b>	<b>-19.1%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	200	200	0.0%
504215 Printing	200	200	0.0%
504311 Office Supplies	17,600	27,000	53.4%
<b>Totals</b>	<b>18,000</b>	<b>27,400</b>	<b>52.2%</b>
<b>UTILITIES</b>			
505031 Telecommunications	17,100	18,000	5.3%
<b>Totals</b>	<b>17,100</b>	<b>18,000</b>	<b>5.3%</b>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	85	85	0.0%
509121 Employee Training	-	2,000	100.0%
509123 Travel	50	50	0.0%
<b>Totals</b>	<b>135</b>	<b>2,135</b>	<b>1481.5%</b>
<b>PERSONNEL TOTAL</b>	<b>408,774</b>	<b>438,387</b>	<b>7.2%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>140,937</b>	<b>133,035</b>	<b>-5.6%</b>
<b>DEPARTMENT TOTALS</b>	<b>549,711</b>	<b>571,422</b>	<b>3.9%</b>

6/3/2005

7.615

District Counsel

SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
District Counsel - 1700

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	205,911	244,626	18.8%
501023 Other OT	500	500	0.0%
Totals	206,411	245,126	18.8%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	3,845	3,925	2.1%
502021 Retirement	28,456	29,962	5.3%
502031 Medical Ins	44,247	48,965	10.7%
502041 Dental Ins	8,040	8,040	0.0%
502045 Vision Ins	1,440	1,399	-2.8%
502051 Life Ins	830	561	-32.4%
502060 State Disability (SDI)	2,955	3,774	27.7%
502061 Long Term Disability Ins	3,559	2,335	-34.4%
502071 State Unemployment (SUI)	966	966	0.0%
502081 Worker's Comp	3,629	3,197	-11.9%
502101 Holiday Pay	3,001	3,133	4.4%
502103 Floating Holiday	6,066	6,200	2.2%
502109 Sick Leave	12,005	12,533	4.4%
502111 Vacation	20,907	23,953	14.6%
502121 Other Paid Absence	2,300	2,300	0.0%
502999 Other Fringe Benefits	459	500	8.9%
Totals	142,705	151,744	6.3%
<b>SERVICES</b>			
503031 Prof/Technical & Fees	450	464	3.1%
503033 Legal Services	2,250	2,318	3.0%
503041 Temp Help	27,840	-	-100.0%
503352 Equip Repair - Out	50	52	4.0%
Totals	30,590	2,834	-90.7%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	50	52	4.0%
504215 Printing	90	93	3.3%
504217 Photo Supp/Process	50	52	4.0%
504311 Office Supplies	1,470	927	-36.9%
Totals	1,660	1,124	-32.3%
<b>UTILITIES</b>			
505031 Telecommunications	550	550	0.0%
Totals	550	550	0.0%

7.616

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**District Counsel - 1700**

<u>ACCOUNT</u>	<u>FY 04-05 REVISED</u>	<u>FY 05-06 FINAL</u>	<u>% CHANGE FROM FY 04-05</u>
<b>TAXES</b>			
507201 Licenses & Permits	150	155	3.3%
Totals	<u>150</u>	<u>155</u>	3.3%
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	3,800	3,800	0.0%
509101 Incentive Program	-	-	0.0%
509121 Employee Training	1,185	1,800	51.9%
509123 Travel	1,200	1,200	0.0%
Totals	<u>6,185</u>	<u>6,800</u>	9.9%
<b>PERSONNEL TOTAL</b>	349,116	396,870	13.7%
<b>NON-PERSONNEL TOTAL</b>	39,135	11,463	-70.7%
<b>DEPARTMENT TOTALS</b>	<u><u>388,251</u></u>	<u><u>408,333</u></u>	5.2%

7.617

Risk Management

SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
Risk Management - 1800

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>SERVICES</b>			
503031 Prof/Technical & Fees	52,000	54,560	4.9%
503033 Legal Services	52,070	53,632	3.0%
Totals	104,070	108,192	4.0%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	50	52	4.0%
504215 Printing	200	206	3.0%
504217 Photo Supp/Process	250	258	3.2%
504311 Office Supplies	275	237	-13.8%
Totals	775	753	-2.8%
<b>CASUALTY &amp; LIABILITY COSTS</b>			
506123 Settlement Costs	150,000	150,000	0.0%
506999 Other Casualty Expense	-	-	0.0%
Totals	150,000	150,000	0.0%
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	50	50	0.0%
509123 Travel	20	20	0.0%
Totals	70	70	0.0%
PERSONNEL TOTAL	-	-	0.0%
NON-PERSONNEL TOTAL	254,915	259,015	1.6%
DEPARTMENT TOTALS	254,915	259,015	1.6%

7.618

**FACILITIES MAINTENANCE**

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Facilities Maintenance - 2200**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	600,095	538,985	-10.2%
501023 Other OT	19,000	19,000	0.0%
Totals	619,095	557,985	-9.9%
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	6,163	6,106	-0.9%
502021 Retirement	73,828	66,304	-10.2%
502031 Medical Ins	134,021	134,152	0.1%
502041 Dental Ins	24,062	20,883	-13.2%
502045 Vision Ins	5,220	4,546	-12.9%
502051 Life Ins	2,620	1,521	-41.9%
502060 State Disability (SDI)	11,082	13,209	19.2%
502061 Long Term Disability Ins	9,233	6,047	-34.5%
502071 State Unemployment (SUI)	3,623	3,381	-6.7%
502081 Worker's Comp	40,200	35,416	-11.9%
502101 Holiday Pay	7,442	6,772	-9.0%
502103 Floating Holiday	3,647	-	-100.0%
502109 Sick Leave	30,226	27,089	-10.4%
502111 Vacation	71,922	66,966	-6.9%
502121 Other Paid Absence	8,000	8,000	0.0%
502999 Other Fringe Benefits	518	600	15.8%
Totals	431,806	400,992	-7.1%
<b>SERVICES</b>			
503031 Prof/Technical & Fees	16,000	16,000	0.0%
503161 Custodial Services	95,800	107,800	12.5%
503162 Uniforms/Laundry	7,000	9,000	28.6%
503171 Security Services	7,500	7,500	0.0%
503351 Building Repair - Out	35,000	35,000	0.0%
503352 Equip Repair - Out	17,136	20,000	16.7%
503363 Haz Waste Disposal	31,000	31,000	0.0%
Totals	209,436	226,300	8.1%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	-	-	0.0%
504215 Printing	1,530	1,000	-34.6%
504217 Photo Supp/Process	120	200	66.7%
504311 Office Supplies	1,500	1,500	0.0%
504315 Safety Supplies	8,184	8,000	-2.2%
504317 Cleaning Supplies	35,000	35,000	0.0%
504409 Repair/Maint Supply	67,781	55,000	-18.9%
504511 Small Tools	3,000	3,000	0.0%
Totals	117,115	103,700	-11.5%

7.619

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Facilities Maintenance - 2200**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>UTILITIES</b>			
505011 Gas & Electric	50,330	35,000	-30.5%
505021 Water & Garbage	45,900	38,000	-17.2%
505031 Telecommunications	1,000	1,000	0.0%
Totals	<u>97,230</u>	<u>74,000</u>	<u>-23.9%</u>
<b>TAXES</b>			
507201 Licenses & Permits	9,890	9,100	-8.0%
507999 Other Taxes	25,200	25,000	-0.8%
Totals	<u>35,090</u>	<u>34,100</u>	<u>-2.8%</u>
<b>MISC EXPENSE</b>			
509123 Travel	50	50	0.0%
Totals	<u>50</u>	<u>50</u>	<u>0.0%</u>
<b>LEASES &amp; RENTALS</b>			
512061 Equipment Rental	6,240	6,100	-2.2%
Totals	<u>6,240</u>	<u>6,100</u>	<u>-2.2%</u>
PERSONNEL TOTAL	1,050,901	958,977	-8.7%
NON-PERSONNEL TOTAL	465,161	444,250	-4.5%
DEPARTMENT TOTALS	<u><u>1,516,062</u></u>	<u><u>1,403,227</u></u>	<u><u>-7.4%</u></u>

7.620

ADA

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Paratransit Program - 3100**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501011 Bus Operator Pay	676,972	1,199,546	77.2%
501013 Bus Operator OT	90,000	58,000	-35.6%
501021 Other Salaries	216,688	221,600	2.3%
501023 Other OT	1,200	200	-83.3%
<b>Totals</b>	<b>984,860</b>	<b>1,479,346</b>	<b>50.2%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	17,802	23,283	30.8%
502021 Retirement	109,389	156,371	42.9%
502031 Medical Ins	353,833	516,057	45.8%
502041 Dental Ins	55,290	72,479	31.1%
502045 Vision Ins	14,070	18,883	34.2%
502051 Life Ins	6,531	6,504	-0.4%
502060 State Disability (SDI)	44,894	56,609	26.1%
502061 Long Term Disability Ins	15,635	16,704	6.8%
502071 State Unemployment (SUI)	21,231	14,490	-31.8%
502081 Worker's Comp	18,000	100,000	455.6%
502101 Holiday Pay	17,453	44,898	157.3%
502103 Floating Holiday	5,800	6,000	3.4%
502109 Sick Leave	71,079	77,581	9.1%
502111 Vacation	82,717	89,752	8.5%
502121 Other Paid Absence	5,000	25,000	400.0%
502251 Phys. Exam - Renewal	1,650	3,000	81.8%
502253 Driver Lic Renewal	1,100	720	-34.5%
502999 Other Fringe Benefits	2,573	3,100	20.5%
<b>Totals</b>	<b>844,046</b>	<b>1,231,431</b>	<b>45.9%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	89,818	120,000	33.6%
503162 Uniforms/Laundry	16,808	16,808	0.0%
503352 Equip Repair - Out	855	2,000	133.9%
503353 Rev Veh Repair - Out	41,320	65,000	57.3%
<b>Totals</b>	<b>148,801</b>	<b>203,808</b>	<b>37.0%</b>
<b>PURCHASED TRANS.</b>			
503406 Contract/Paratransit	1,064,000	309,600	-70.9%
<b>Totals</b>	<b>1,064,000</b>	<b>309,600</b>	<b>-70.9%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>			
504011 Fuels & Lubricants	2,500	2,000	-20.0%
504012 Fuels & Lubricants - Rev Veh	95,940	120,000	25.1%
504021 Tires & Tubes	6,000	8,000	33.3%
504161 Other Mobile Supplies	1,500	1,500	0.0%
504191 Rev Vehicle Parts	15,000	20,000	33.3%
<b>Totals</b>	<b>120,940</b>	<b>151,500</b>	<b>25.3%</b>

7.621

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Paratransit Program - 3100**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	150	800	433.3%
504211 Postage & Mailing	12,000	2,500	-79.2%
504215 Printing	11,000	3,000	-72.7%
504217 Photo Supp/Process	950	1,500	57.9%
504311 Office Supplies	35,769	6,528	-81.7%
504315 Safety Supplies	2,459	3,500	42.3%
504317 Cleaning Supplies	1,170	2,000	70.9%
504409 Repair/Maint Supply	100	-	-100.0%
504421 Non-Inventory Parts	1,000	500	-50.0%
504511 Small Tools	5,700	1,000	-82.5%
504515 Employee Tools	300	1,000	233.3%
<b>Totals</b>	<b>70,598</b>	<b>22,328</b>	<b>-68.4%</b>
<b>UTILITIES</b>			
505011 Gas & Electric	12,000	11,100	-7.5%
505021 Water & Garbage	4,000	3,500	-12.5%
505031 Telecommunications	21,800	33,000	51.4%
<b>Totals</b>	<b>37,800</b>	<b>47,600</b>	<b>25.9%</b>
<b>TAXES</b>			
507201 Licenses & Permits	625	-	-100.0%
<b>Totals</b>	<b>625</b>	<b>-</b>	<b>-100.0%</b>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	590	250	-57.6%
509123 Travel	150	50	-66.7%
509125 Other Misc Expense	200	-	-100.0%
<b>Totals</b>	<b>940</b>	<b>300</b>	<b>-68.1%</b>
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	98,931	132,625	34.1%
512061 Equipment Rental	800	-	-100.0%
<b>Totals</b>	<b>99,731</b>	<b>132,625</b>	<b>33.0%</b>
<b>PERSONNEL TOTAL</b>	<b>1,828,906</b>	<b>2,710,777</b>	<b>48.2%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>1,543,435</b>	<b>867,761</b>	<b>-43.8%</b>
<b>DEPARTMENT TOTALS</b>	<b>3,372,341</b>	<b>3,578,538</b>	<b>6.1%</b>

7.622

**OPERATIONS**

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**

**Operations - 3200**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	1,126,070	1,150,593	2.2%
501023 Other OT	74,500	49,500	-33.6%
<b>Totals</b>	<b>1,200,570</b>	<b>1,200,093</b>	<b>0.0%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	6,313	8,638	36.8%
502021 Retirement	144,227	142,804	-1.0%
502031 Medical Ins	174,294	184,301	5.7%
502041 Dental Ins	30,220	29,706	-1.7%
502045 Vision Ins	7,200	6,994	-2.9%
502051 Life Ins	3,716	2,526	-32.0%
502060 State Disability (SDI)	14,775	18,870	27.7%
502061 Long Term Disability Ins	18,037	12,536	-30.5%
502071 State Unemployment (SUI)	4,830	4,830	0.0%
502081 Worker's Comp	53,296	46,954	-11.9%
502101 Holiday Pay	14,819	14,698	-0.8%
502103 Floating Holiday	8,300	8,500	2.4%
502109 Sick Leave	59,276	58,794	-0.8%
502111 Vacation	154,244	150,667	-2.3%
502121 Other Paid Absence	12,000	12,000	0.0%
502251 Phys. Exam - Renewal	396	396	0.0%
502253 Driver Lic Renewal	216	216	0.0%
502999 Other Fringe Benefits	1,673	1,854	10.8%
<b>Totals</b>	<b>707,833</b>	<b>705,283</b>	<b>-0.4%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	25,000	25,750	3.0%
503162 Uniforms/Laundry	670	515	-23.1%
503171 Security Services	385,055	417,199	8.3%
503352 Equip Repair - Out	1,800	2,575	43.1%
<b>Totals</b>	<b>412,525</b>	<b>446,039</b>	<b>8.1%</b>
<b>PURCHASED TRANS.</b>			
503405 Contract Transp	-	-	0.0%
<b>Totals</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	700	515	-26.4%
504214 Promotional Items	25	26	4.0%
504215 Printing	15,000	15,450	3.0%
504217 Photo Supp/Process	6,000	6,180	3.0%
504311 Office Supplies	11,844	12,360	4.4%
504317 Cleaning Supplies	-	100	100.0%
504511 Small Tools	-	100	100.0%
<b>Totals</b>	<b>33,569</b>	<b>34,731</b>	<b>3.5%</b>

7.623

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Operations - 3200**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>UTILITIES</b>			
505011 Gas & Electric	28,350	27,000	-4.8%
505021 Water & Garbage	20,000	29,000	45.0%
505031 Telecommunications	11,000	11,000	0.0%
Totals	59,350	67,000	12.9%
<b>TAXES</b>			
507201 Licenses & Permits	30	-	-100.0%
Totals	30	-	-100.0%
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	70	70	0.0%
509123 Travel	50	50	0.0%
509125 Other Misc Expense	100	-	-100.0%
Totals	220	120	-45.5%
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	65,880	62,328	-5.4%
512061 Equipment Rental	7,200	7,200	0.0%
Totals	73,080	69,528	-4.9%
PERSONNEL TOTAL	1,908,403	1,905,376	-0.2%
NON-PERSONNEL TOTAL	578,774	617,418	6.7%
DEPARTMENT TOTALS	<u>2,487,177</u>	<u>2,522,794</u>	1.4%

7.624

**BUS OPERATORS**

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Bus Operators - 3300**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501011 Bus Operator Pay	6,753,430	6,697,601	-0.8%
501013 Bus Operator OT	1,020,350	1,096,109	7.4%
<b>Totals</b>	<b>7,773,780</b>	<b>7,793,710</b>	<b>0.3%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	92,964	133,946	44.1%
502021 Retirement	751,603	833,285	10.9%
502031 Medical Ins	1,037,182	1,062,733	2.5%
502041 Dental Ins	205,558	199,666	-2.9%
502045 Vision Ins	58,320	56,298	-3.5%
502051 Life Ins	27,913	18,720	-32.9%
502060 State Disability (SDI)	125,591	160,392	27.7%
502061 Long Term Disability Ins	142,426	109,532	-23.1%
502071 State Unemployment (SUI)	41,055	41,055	0.0%
502081 Worker's Comp	1,006,948	887,121	-11.9%
502101 Holiday Pay	219,249	228,280	4.1%
502109 Sick Leave	365,414	380,467	4.1%
502111 Vacation	722,040	754,671	4.5%
502121 Other Paid Absence	78,507	80,503	2.5%
502251 Phys. Exam - Renewal	10,000	10,000	0.0%
502253 Driver Lic Renewal	2,480	2,480	0.0%
502999 Other Fringe Benefits	5,917	6,144	3.8%
<b>Totals</b>	<b>4,893,167</b>	<b>4,965,292</b>	<b>1.5%</b>
<b>SERVICES</b>			
503162 Uniforms/Laundry	4,000	4,120	3.0%
<b>Totals</b>	<b>4,000</b>	<b>4,120</b>	<b>3.0%</b>
<b>MISC EXPENSE</b>			
509101 Incentive Program	3,000	3,000	0.0%
<b>Totals</b>	<b>3,000</b>	<b>3,000</b>	<b>0.0%</b>
<b>PERSONNEL TOTAL</b>	<b>12,666,947</b>	<b>12,759,002</b>	<b>0.7%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>7,000</b>	<b>7,120</b>	<b>1.7%</b>
<b>DEPARTMENT TOTALS</b>	<b>12,673,947</b>	<b>12,766,122</b>	<b>0.7%</b>

7.625

**FLEET MAINTENANCE**

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Fleet Maintenance - 4100**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>LABOR</b>			
501021 Other Salaries	2,280,763	2,326,483	2.0%
501023 Other OT	92,000	92,000	0.0%
<b>Totals</b>	<b>2,372,763</b>	<b>2,418,483</b>	<b>1.9%</b>
<b>FRINGE BENEFITS</b>			
502011 Medicare/SS	27,865	26,965	-3.2%
502021 Retirement	287,513	287,931	0.1%
502031 Medical Ins	422,061	485,496	15.0%
502041 Dental Ins	75,622	73,942	-2.2%
502045 Vision Ins	17,820	17,134	-3.8%
502051 Life Ins	8,694	5,826	-33.0%
502060 State Disability (SDI)	39,894	50,948	27.7%
502061 Long Term Disability Ins	35,957	25,548	-28.9%
502071 State Unemployment (SUI)	13,041	13,041	0.0%
502081 Worker's Comp	200,533	176,670	-11.9%
502101 Holiday Pay	29,206	29,826	2.1%
502103 Floating Holiday	4,495	5,100	13.5%
502109 Sick Leave	117,813	119,305	1.3%
502111 Vacation	277,943	292,485	5.2%
502121 Other Paid Absence	42,000	40,000	-4.8%
502251 Phys. Exam - Renewal	1,452	1,782	22.7%
502253 Driver Lic Renewal	735	525	-28.6%
502999 Other Fringe Benefits	2,718	2,800	3.0%
<b>Totals</b>	<b>1,605,362</b>	<b>1,655,323</b>	<b>3.1%</b>
<b>SERVICES</b>			
503031 Prof/Technical & Fees	4,000	4,000	0.0%
503041 Temp Help	19,800	-	-100.0%
503162 Uniforms/Laundry	26,000	26,780	3.0%
503221 Classified/Legal Ads	5,500	5,500	0.0%
503352 Equip Repair - Out	57,896	61,075	5.5%
503353 Rev Veh Repair - Out	218,222	224,769	3.0%
503354 Other Veh Repair - Out	56,341	58,031	3.0%
<b>Totals</b>	<b>387,759</b>	<b>380,155</b>	<b>-2.0%</b>
<b>MOBILE MATERIALS &amp; SUPPLIES</b>			
504011 Fuels & Lubricants	87,780	83,148	-5.3%
504012 Fuels & Lubricants - Rev Veh	1,469,534	1,889,299	28.6%
504021 Tires & Tubes	164,000	170,560	4.0%
504161 Other Mobile Supplies	12,000	6,240	-48.0%
504191 Rev Vehicle Parts	344,000	387,510	12.6%
<b>Totals</b>	<b>2,077,314</b>	<b>2,536,757</b>	<b>22.1%</b>

7.626

**SANTA CRUZ METRO FY 05-06 OPERATING BUDGET**  
**Fleet Maintenance - 4100**

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504205 Freight Out	4,574	4,711	3.0%
504211 Postage & Mailing	800	800	0.0%
504215 Printing	5,200	5,356	3.0%
504217 Photo Supp/Process	100	100	0.0%
504311 Office Supplies	7,824	6,131	-21.6%
504315 Safety Supplies	10,375	10,375	0.0%
504317 Cleaning Supplies	18,000	21,630	20.2%
504421 Non-Inventory Parts	42,000	40,000	-4.8%
504511 Small Tools	5,000	4,000	-20.0%
504515 Employee Tools	1,500	1,500	0.0%
<b>Totals</b>	<b>95,373</b>	<b>94,603</b>	<b>-0.8%</b>
<b>UTILITIES</b>			
505011 Gas & Electric	60,920	50,000	-17.9%
505021 Water & Garbage	20,662	20,000	-3.2%
505031 Telecommunications	8,000	8,320	4.0%
<b>Totals</b>	<b>89,582</b>	<b>78,320</b>	<b>-12.6%</b>
507051 Fuel Tax	10,544	10,661	1.1%
507201 Licenses & Permits	540	190	-64.8%
507999 Other Taxes	-	-	0.0%
<b>Totals</b>	<b>11,084</b>	<b>10,851</b>	<b>-2.1%</b>
<b>MISC EXPENSE</b>			
509011 Dues/Subscriptions	629	564	-10.3%
509123 Travel	50	50	0.0%
<b>Totals</b>	<b>679</b>	<b>614</b>	<b>-9.6%</b>
<b>LEASES &amp; RENTALS</b>			
512011 Facility Lease	223,324	228,043	2.1%
512061 Equipment Rental	800	1,092	36.5%
<b>Totals</b>	<b>224,124</b>	<b>229,135</b>	<b>2.2%</b>
<b>PERSONNEL TOTAL</b>	<b>3,978,125</b>	<b>4,073,806</b>	<b>2.4%</b>
<b>NON-PERSONNEL TOTAL</b>	<b>2,885,915</b>	<b>3,330,435</b>	<b>15.4%</b>
<b>DEPARTMENT TOTALS</b>	<b>6,864,040</b>	<b>7,404,241</b>	<b>7.9%</b>

7.627

COBRA

SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
COBRA Benefits - 9001

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
FRINGE BENEFITS			
502031 Medical Ins	-	-	0.0%
502041 Dental Ins	-	-	0.0%
502045 Vision Ins	-	-	0.0%
Totals	-	-	0.0%
PERSONNEL TOTAL	-	-	0.0%
NON-PERSONNEL TOTAL	-	-	0.0%
DEPARTMENT TOTALS	-	-	0.0%

7.628

Retirees

SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
Retired Employee Benefits - 9005

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
FRINGE BENEFITS			
502031 Medical Ins	901,271	1,032,113	14.5%
502041 Dental Ins	81,664	86,719	6.2%
502045 Vision Ins	25,920	28,440	9.7%
502051 Life Ins	11,824	8,541	-27.8%
Totals	1,020,679	1,155,813	13.2%
PERSONNEL TOTAL	1,020,679	1,155,813	13.2%
NON-PERSONNEL TOTAL	-	-	0.0%
DEPARTMENT TOTALS	1,020,679	1,155,813	13.2%

7.629

SCCIC

SANTA CRUZ METRO FY 05-06 OPERATING BUDGET  
SCCIC/COPS - 700

ACCOUNT	FY 04-05 REVISED	FY 05-06 FINAL	% CHANGE FROM FY 04-05
<b>SERVICES</b>			
503011 Accting/Audit Fees	250	250	0.0%
503012 Admin/Bank Fees	50	-	-100.0%
Totals	300	250	-16.7%
<b>OTHER MATERIALS &amp; SUPPLIES</b>			
504211 Postage & Mailing	-	-	0.0%
Totals	-	-	0.0%
<b>MISC EXPENSE</b>			
509123 Travel	-	200	100.0%
Totals	-	200	100.0%
PERSONNEL TOTAL	-	-	0.0%
NON-PERSONNEL TOTAL	300	450	50.0%
DEPARTMENT TOTALS	300	450	50.0%

7.630

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
FY 05-06 DRAFT FINAL BUDGET  
CAPITAL IMPROVEMENT PROGRAM**

PROJECT	FEDERAL	STATE/ LOCAL	DISTRICT	TOTAL
<b><u>Grant-Funded Projects</u></b>				
MetroBase	\$ 8,409,246	\$ 7,500,000	\$ 13,713,463	\$ 29,622,709
Revenue Vehicle Replacement	\$ 736,000	\$ -	\$ 184,000	\$ 920,000
Short Range Transit Plan	\$ 85,000	\$ -	\$ 15,000	<u>\$ 100,000</u>
Subtotal				\$ 30,642,709
<b><u>District-Funded Projects</u></b>				
China Grade Turnout (Carryover)			\$ 10,000	\$ 10,000
Revenue Vehicle Replacement (2 ParaCruz Vans)			\$ 90,000	\$ 90,000
IT Projects				
Gigabit Backbone for Server			\$ 2,000	\$ 2,000
File Server Replacement			\$ 5,500	\$ 5,500
Additional Multipurpose Application Server			\$ 3,500	\$ 3,500
Talking Bus Cards			\$ 7,200	\$ 7,200
Ethernet Time Clocks			\$ 12,000	\$ 12,000
Facilities Repair & Improvements				
Slurry Coat Parking Lots (Soquel P&R, Greyhound)			\$ 10,000	\$ 10,000
Replace Sunshade (Pacific Station)			\$ 2,500	\$ 2,500
Repair Sidewalks & Bus Lanes (Pacific Station)			\$ 10,000	\$ 10,000
Repair Lane Designation Signs at Pacific Station & WTC			\$ 7,000	\$ 7,000
Non-Revenue Vehicle Replacement (4)			\$ 175,000	\$ 175,000
Non-Revenue Vehicle Replacement (2)(Carryover)			\$ 54,000	\$ 54,000
Office Equipment - Shredder for Encinal			\$ 2,000	\$ 2,000
Office Equipment - Digital Postage Meter for Encinal			\$ 10,000	\$ 10,000
Office Equipment - Digital Copier for Fleet			\$ 10,100	\$ 10,100
PM Filters For Fleet Maint (4)			\$ 33,320	\$ 33,320
Replace Repeater for Mt. Biewlaski			\$ 15,000	\$ 15,000
Transfer to Operating Budget			\$ 335,000	\$ 335,000
Subtotal				<u>\$ 794,120</u>
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 9,230,246</b>	<b>\$ 7,500,000</b>	<b>\$ 14,706,583</b>	<b>\$ 31,436,829</b>

**CAPITAL PROGRAM FUNDING**

Federal Grants	\$ 9,230,246
State/Local Grants	\$ 7,500,000
State Transit Assistance (STA) Funding	\$ 1,101,716
Bus Stop Improvement Reserves	\$ 10,000
District Reserves	\$ 13,594,867
<b>TOTAL CAPITAL FUNDING</b>	<b>\$ 31,436,829</b>

7.631

**ATTACHMENT C**

**FY 05-06**

**BOARD MEMBER TRAVEL**

**(EXHIBIT B)**

7.01

**EXHIBIT B**  
**BOARD MEMBER TRAVEL**  
**FY 05-06**

American Public Transportation Association (APTA) Meetings

Legislative Conference  
March 2006  
Washington, DC  
Two Board Members

California Transit Association (CTA) Meetings

No attendance.

Additional Travel

Meetings with legislators and government officials in Washington, D.C., San Francisco and Sacramento, as approved by the Chair of the Board.

7.02

Attachment D

**ATTACHMENT D**

**FY 05-06**

**EMPLOYEE INCENTIVE PROGRAM**

*7.d1*

EMPLOYEE INCENTIVE PROGRAM  
FY 05-06

EVENT/ACTIVITY	# EMP	RATE	BUDGET ALLOCATION	DEPT/ACCOUNT
District Service Awards			\$3,897	1100-509101
Certificates of Commendation			\$50	1100-509101
Wall of Fame Frames	100	\$ 6.00	\$600	1100-509101
Safe Driver Pins and Certificates			\$3,000	3300-509101
Departmental Programs				
<u>Administrative Facility (370 Encinal)</u>				
Employee Recognition/Appreciation Events	29	\$ -	\$0	
<u>Customer Service (Metro Center)</u>				
Employee Recognition/Appreciation Events	6	\$ -	\$0	
<u>Facilities Maintenance</u>				
Employee Recognition/Appreciation Events	13	\$ -	\$0	
<u>ParaCruz</u>				
Employee Recognition/Appreciation Events	54			
<u>Operations</u>				
Employee Recognition/Appreciation Events and Shift Bid Refreshments	180	\$ -	\$0	
<u>Fleet Maintenance</u>				
Employee Recognition/Appreciation Events and Shift Bid Refreshments	49	\$ -	\$0	
<b>TOTALS</b>	<b>331</b>		<b>\$7,547</b>	

1100	\$4,547
3300	<u>\$3,000</u>
<b>TOTAL</b>	<b>\$7,547</b>

7.dz

**ATTACHMENT E**

**FY 05-06**

**AUTHORIZED PERSONNEL**

7.e1

FY 05-06 FINAL BUDGET  
Funded Personnel  
Summary

Department	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Administration	9.25	9.25	9.00	9.00	9.00	9.00
Finance	7.50	6.00	7.50	6.00	7.50	7.00
Customer Service	10.25	6.75	10.25	5.75	10.25	5.75
Human Resources	6.00	4.00	6.00	4.00	6.00	5.00
Information Technology	4.00	4.00	4.00	4.00	4.00	4.00
District Counsel	3.50	3.50	3.50	3.50	3.50	3.50
Facilities Maintenance	17.00	15.00	17.00	14.00	17.00	13.00
Paratransit	3.00	3.00	54.00	54.00	54.00	54.00
Operations	207.00	190.00	207.00	180.00	207.00	180.00
Fleet Maintenance	56.00	53.00	56.00	49.00	56.00	49.00
<b>Total Full-Time Equivalents</b>	<b>323.50</b>	<b>294.50</b>	<b>374.25</b>	<b>329.25</b>	<b>374.25</b>	<b>330.25</b>

202

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Administration - 1100

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
General Manager	1	1	1	1	1	1
Assistant General Manager	1	1	1	1	1	1
Project Manager*	1	1	1	1	1	1
Admin Services Coordinator	1	1	1	1	1	1
Administrative Secretary	2	2	2	2	2	2
Grants/Legislative Analyst	1	1	1	1	1	1
Transit Planner	1	1	1	1	1	1
Transit Surveyor	1.25	1.25	1	1	1	1
<b>Total Full-Time Equivalents</b>	<b>9.25</b>	<b>9.25</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

\* Funded by capital grant

7.03

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Finance - 1200

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Finance Manager	1	1	1	1	1	1
Assistant Finance Manager	1	1	1	1	1	1
Senior Accountant	0.5	0	0.5	0	0.5	0
Accounting Specialist	1	1	1	1	1	1
Accounting Tech/Sr Acctng Tech	3	2	3	2	3	3
Payroll & Benefits Coordinator	1	1	1	1	1	1
Administrative Secretary	0	0	0	0	0	0
<b>Total Full-Time Equivalents</b>	<b>7.50</b>	<b>6.00</b>	<b>7.50</b>	<b>6.00</b>	<b>7.50</b>	<b>7.00</b>

7.24

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Customer Service - 1300

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Planning & Marketing Manager	1	0	1	0	1	0
Service Planning Supervisor	1	0	1	0	1	0
Customer Service Coordinator	1	1	1	1	1	1
Senior CSR/CSR	5	4	5	3	5	3
Ticket & Pass Program Specialist	1	1	1	1	1	1
Administrative Secretary	1.25	0.75	1.25	0.75	1.25	0.75
<b>Total Full-Time Equivalents</b>	<b>10.25</b>	<b>6.75</b>	<b>10.25</b>	<b>5.75</b>	<b>10.25</b>	<b>5.75</b>

1.25

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Human Resources - 1400

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Human Resources Manager	1	1	1	1	1	1
Asst Human Resources Manager	1	0	1	0	1	1
Personnel Technician	1	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1	1
Human Resources Specialist	1	1	1	1	1	1
Admin Secretary	1	0	1	0	1	0
<b>Total Full-Time Equivalents</b>	<b>6.00</b>	<b>4.00</b>	<b>6.00</b>	<b>4.00</b>	<b>6.00</b>	<b>5.00</b>

7.26

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Information Technology - 1500

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Information Technology Manager	1	1	1	1	1	1
Database Administrator/Sr	1	1	1	1	1	1
Systems Administrator/Sr	1	1	1	1	1	1
IT Technician/Sr IT Tech	1	1	1	1	1	1
<b>Total Full-Time Equivalents</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

7.07

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 District Counsel - 1700

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
District Counsel	1	1	1	1	1	1
Claims Investigator I-II	1	1	1	1	1	1
Paralegal	0	0	1	1	1	1
Legal Secretary	1.5	1.5	0.5	0.5	0.5	0.5
<b>Total Full-Time Equivalents</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

7.e8

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Facilities Maintenance - 2200

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Facilities Maintenance Manager	1	1	1	1	1	0
Facilities Maintenance Supervisor	1	1	1	1	1	1
Senior Facilities Maint Worker	1	1	1	1	1	1
Facilities Maint Worker II	4	3	4	3	4	3
Facilities Maint Worker I	3	3	3	2	3	2
Lead Custodian	1	1	1	1	1	1
Custodial Service Worker I	5	5	5	5	5	5
Administrative Secretary	1	0	1	0	1	0
<b>Total Full-Time Equivalents</b>	<b>17.00</b>	<b>15.00</b>	<b>17.00</b>	<b>14.00</b>	<b>17.00</b>	<b>13.00</b>

7.29

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Paratransit - 3100

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Paratransit Administrator	1	1	1	1	1	1
Paratransit Eligibility Coordinator	1	1	1	1	1	1
Accessible Services Coordinator	1	1	1	1	1	1
Paratransit Superintendent			1	1	1	1
Reservation & Scheduling Coord			1	1	1	1
Safety & Training Coordinator			1	1	1	1
Dispatch/Scheduler			9	9	9	9
Clerk I-II-III			1	1	1	1
Van Operator			29	29	29	29
Reservationist			7	7	7	7
Mechanic I-II			2	2	2	2
<b>Total Full-Time Equivalent</b>	<b>3.00</b>	<b>3.00</b>	<b>54.00</b>	<b>54.00</b>	<b>54.00</b>	<b>54.00</b>

7.e10

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Operations - 3200/3300

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Operations Manager	1	1	1	1	1	1
Base Superintendent	1	1	1	1	1	1
Transit Supervisor	14	13	14	12	14	12
Schedule Analyst	1	1	1	1	1	1
Supervisor of Revenue Collection*	1	1	1	1	1	1
Safety & Training Coordinator	1	1	1	1	1	1
Admin Secretary/Supervisor	1	1	1	1	1	1
Administrative Clerk I	1	1	1	1	1	1
Payroll Specialist	1	1	1	1	1	1
Revenue Specialist	1	0	1	0	1	0
Bus Operator (total on payroll)	184	169	184	160	184	160
<b>Total Full-Time Equivalents</b>	<b>207.00</b>	<b>190.00</b>	<b>207.00</b>	<b>180.00</b>	<b>207.00</b>	<b>180.00</b>

\* Classification under review

7.2.11

FY 05-06 FINAL BUDGET  
 Funded Personnel  
 Fleet Maintenance - 4100

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Fleet Maintenance Manager	1	1	1	1	1	1
Fleet Maint Supervisor	2	2	2	2	2	2
Lead Mechanic	6	6	6	6	6	6
Mechanic III	4	4	4	4	4	4
Mechanic I - II	16	15	16	13	16	13
Body Repair Mechanic	1	1	1	1	1	1
Upholsterer I - II	1	1	1	1	1	1
Supervisor of Parts & Materials	1	1	1	1	1	1
Lead Parts Clerk	1	1	1	1	1	1
Parts Clerk	1	1	1	1	1	1
Receiving Parts Clerk	1	1	1	1	1	1
Buyer*	1	1	1	1	1	1
Admin Secretary/Supervisor	1	1	1	1	1	1
Accounting Tech/Sr Acctng Tech	2	2	2	2	2	2
Administrative Clerk I	1	0	1	0	1	0
Vehicle Service Technician	2	2	2	2	2	2
Detailer	2	2	2	2	2	2
Vehicle Service Worker I - II	12	11	12	9	12	9
<b>Total Full-Time Equivalents</b>	<b>56.00</b>	<b>53.00</b>	<b>56.00</b>	<b>49.00</b>	<b>56.00</b>	<b>49.00</b>

\* Classification under review

7.2.12

Attachment **F**

**ATTACHMENT F**

**RESERVE BALANCES**

7.F1

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
SCHEDULE OF RESERVE ACCOUNTS  
JUNE 30, 2004**

	Recommended Minimum Balance	Reason	Balance at 6/30/04	Outstanding Obligations	Available Balance
Liability Insurance Reserve	\$ 750,000	<i>\$250,000 SIR plus estimated liability on outstanding cases</i>	\$ 770,000	\$ -	\$ 770,000
Workers Compensation Reserve	\$ 4,409,775	<i>Long term portion of workers compensation liability per 6/30/04 audit</i>	\$ 1,320,000	\$ 4,409,775	\$ (3,089,775)
Bus Stop Improvement Reserve	\$ 400,000	<i>To provide a dedicated source of funding for ADA improvements at bus stops</i>	\$ 400,000	\$ 400,000	\$ -
Alternative Fuel Conversion Fund	\$ 3,222,600	<i>Board-approved program of allocating \$462,000 per year for six years plus interest to convert buses to alternative fuel</i>	\$ 462,000	\$ 3,222,600	\$ (2,760,600)
Cash Flow Reserve	\$ 2,600,000	<i>To cover one month's payroll and accounts payable</i>	\$ 2,600,000	\$ 2,600,000	\$ -
Capital Funding Reserve	\$ 17,266,476	<i>To cover District's share of capital project costs in the District's five year plan, plus MetroBase</i>	\$ 12,130,295	\$ 17,266,476	\$ (5,136,181)

7.72

**ATTACHMENT G**

**ESTIMATED DETAIL OF  
CARRYOVER FUNDS**

(to be distributed at June 10<sup>th</sup> Board meeting)

7.G1

Attachment H

**ATTACHMENT H**

**PARACRUZ ANALYSIS**

**(to be distributed at June 10<sup>th</sup> Board meeting)**

7.h.1

# SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

**DATE:** June 24, 2005

**TO:** Board of Directors

**FROM:** Margaret Gallagher, District Counsel

**SUBJECT: CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE A LEASE AMENDMENT WITH COLLEEN CROSBY AND BRONSON BAKER D/B/A BREW BAR FOR A KIOSK SPACE AT PACIFIC STATION**

## I. RECOMMENDED ACTION

Authorize the general manager to execute a lease amendment with Colleen Crosby and Bronson Baker d/b/a BREW BAR for a kiosk space at Pacific Station

## II. SUMMARY OF ISSUES

- Colleen Crosby and Bronson Baker d.b.a. BREW BAR have been long time tenants at Pacific Station, formerly the Santa Cruz Metro Center.
- Ms. Crosby and Mr. Bronson are interested in extending their lease that will terminate on July 31, 2005 for an additional five years.
- Ms. Crosby and Mr. Bronson have requested an exit clause in the new lease period, which would allow them to cancel the Lease for any reason with a six-month notice to METRO.

## III. DISCUSSION

Colleen Cosby and Bronson Baker d/b/a BREW BAR have leased a kiosk at the Santa Cruz Metro Center for many years. They have paid their rent in a timely fashion and have complied with all the lease terms. The rent has remained constant at \$900 per month since the beginning of the Lease in 2000. Ms. Crosby and Mr. Baker consider the \$900 rent amount to be a premium rent for the area and the space of the kiosk, which is 290 square feet. Ms. Cosby and Mr. Bronson are proposing that the rent remain constant at the \$900.00 level throughout the five-year Lease period.

Additionally, they have requested that the Lease Amendment to extend the term by five years also include language that allows them to terminate the lease for any reason with a six-month notice to METRO.

## IV. FINANCIAL CONSIDERATIONS

The proposed rent is \$900 per month.

8.1

**V. ATTACHMENTS**

Attachment A: Letter dated May 12, 2005 from Santa Cruz Coffee Roasting Company

Attachment B: Amendment to Lease Agreement



Attachment **A**

Santa Cruz Coffee Roasting Company

"Coffee Lovers Appreciate the Difference"<sup>sm</sup>

Santa Cruz Metropolitan Transit District  
370 Encinal St. Ste. 100  
Santa Cruz Ca.  
95060

Attention: Margaret Gallagher, District Counsel

May 12, 2005

Dear Ms. Gallagher,

This letter is a follow-up to our recent meeting and discussion. Santa Cruz Coffee Roasting Co. would like to exercise our lease option with the S.C.M.T.D.

We are requesting that an exit clause be added to the lease that allows us to terminate our lease with six months written notice to S.C.M.T.D.

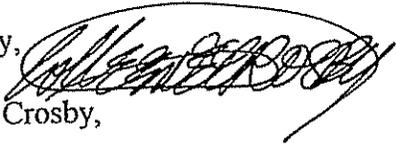
While we are happy with our tenancy at the Metro Center we are concerned about the fall off in bus routes, which, over the years, has always had a direct and proportional affect on our sales.

While we are still doing reasonable business at this location we feel it is only prudent to have an exit clause from a five year lease were we to start to "run in the red" at this location.

We do not feel that any such problem is imminent, but considering the history and the risk we would be more comfortable with such a clause.

Thank you for your consideration on this matter.

Sincerely,

  
Colleen Crosby,  
Partner  
Santa Cruz Coffee Roasting Co.

  
Bronson Baker,  
Partner  
Santa Cruz Coffee Roasting Co.

8.91

**FIRST AMENDMENT TO TRANSIT CENTER LEASE AGREEMENT DATED  
AUGUST 1, 2000 BETWEEN SANTA CRUZ METROPOLITAN TRANSIT DISTRICT  
AND COLLEEN CROSBY AND BRONSON BAKER, DBA THE BREW BAR**

This First Amendment to Lease Agreement is made this 1st day of August, 2005, to the lease between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, a political subdivision of the State of California ("Landlord"), and Colleen Crosby and Bronson Baker, DBA The Brew Bar ("Tenant"), who agree as follows:

I. RECITALS

- 1.1 This First Amendment to Lease Agreement dated August 1, 2000 is made with reference to the following facts and objectives:
- a. Landlord and Tenants entered into a Lease Agreement dated August 1, 2000, in which Landlord leased to Tenant and premises located in the City of Santa Cruz, County of Santa Cruz, California, at the Island Concession area at Metro Center (Center) located at 920 Pacific Avenue, Santa Cruz, CA 95060.
  - b. The parties wish to amend said lease to extend the term by five years, beginning August 1, 2005 and ending July 31, 2010.
  - c. The parties wish to amend said lease in order to change the percentage for the trash cost to Tenant from 11% to 2.6% for the Center, based on its square footage of leased space.
  - d. The parties wish to amend said lease by adding language allowing tenant to cancel lease for any reason, after providing a six-month written notice to Landlord.
  - e. This Lease Amendment constitutes the First Amendment under the Lease Agreement dated August 1, 2000.

II. TERM

2.1 Fixed Term

**The new term shall commence on August 1, 2005 and shall expire at 12:01 a.m. on July 31, 2010, unless sooner terminated in accordance with the provisions herein.**

III. RENT

3.1 Payment of Percentage Rent

**Paragraphs 3.2, 3.3, 3.4, 3.5, 3.6 and 3.7 are deleted from the Lease Agreement.**

IV. UTILITIES AND SERVICES

4.1 Paragraph d of Article 9 of the Lease Agreement, is amended to read as follows:

9d. Tenant shall reimburse Landlord on a monthly basis (or other period as may be established by Landlord) for Landlord's costs in furnishing trash collection services to the premises at the rate of **two and six-tenths (2.6%) percent** of Landlord's cost, which shall be billed to Tenant. Tenant shall pay for such services within ten (10) calendar days from the date Landlord bills Tenant. If Landlord determines that Tenant's trash collection costs should be increased due to Tenant's actual use of the service, Tenant shall be provided with 10 days notice of such increase.

V. CANCELLATION OF LEASE

5.1 ARTICLE 23: TENANT'S RIGHT TO CANCEL LEASE

**Tenant shall be permitted to cancel the Lease, for any reason, after providing written notice to Landlord, at least six months in advance of the cancellation date.**

VI. NOTICE

Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally by depositing the same in the United States Postal Service, registered or certified mail, return receipt requested with the postage prepaid, addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address by compliance with this section. Notice shall be deemed communicated within forty-eight (48) hours from the time of mailing if mailed as provided in this Article 17.

**Landlord:** Santa Cruz Metropolitan Transit District  
370 Encinal Street, Suite 100  
Santa Cruz, CA 95060  
ATTN: Secretary/General Manager

**Tenant:** Colleen Crosby and Bronson Baker  
d/b/a Brew Bar  
P.O. Box 2427  
Watsonville, CA 95077

VII. AUTHORITY

Each party has full power and authority to enter into and perform this Amendment and the person signing this Amendment on behalf of each has been properly authorized and

empowered to enter into this Amendment. Each party further acknowledges that it has read this Amendment, understands it, and agrees to be bound by it.

VIII. REMAINING TERMS AND CONDITIONS

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

IN WITNESS THEREOF, this First Amendment to the Lease Agreement is executed by Landlord, and Tenant has affixed his/her signature the day and year first hereinabove written.

LANDLORD-SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BY:

\_\_\_\_\_  
Leslie White, General Manager

TENANT- BREW BAR

BY:

\_\_\_\_\_  
Colleen Crosby, an individual

BY:

\_\_\_\_\_  
Bronson Baker, an individual

Approved as to Form:

\_\_\_\_\_  
MARGARET GALLAGHER  
District Counsel

8.63