



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
BOARD OF DIRECTORS AGENDA
REGULAR MEETING
MARCH 24, 2017 – 8:30 AM
SANTA CRUZ CITY COUNCIL CHAMBERS
809 CENTER STREET
SANTA CRUZ, CA 95060**

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

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BOARD ROSTER

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Director Cynthia Chase
Director Jimmy Dutra, Board Chair
Vacant Director
Director Norm Hagen
Director John Leopold
Director Donna Lind
Director Cynthia Mathews
Director Bruce McPherson, Board Vice Chair
Director Oscar Rios
Director Mike Rotkin
Ex-Officio Director Donna Blitzer
Ex-Officio Director Liber McKee

City of Capitola
City of Santa Cruz
City of Watsonville
County of Santa Cruz
County of Santa Cruz
County of Santa Cruz
City of Scotts Valley
City of Santa Cruz
County of Santa Cruz
City of Watsonville
County of Santa Cruz
UC Santa Cruz
Cabrillo College

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

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

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

AMERICANS WITH DISABILITIES ACT

The Board of Directors meets in an accessible facility. Any person who requires an accommodation or an auxiliary aid or service to participate in the meeting, or to access the

agenda and the agenda packet (including a Spanish language copy of the agenda packet), should contact the Executive Assistant, at 831-426-6080 as soon as possible in advance of the Board of Directors meeting. Hearing impaired individuals should call 711 for assistance in contacting Santa Cruz METRO regarding special requirements to participate in the Board meeting. For information regarding this agenda or interpretation services, please call Santa Cruz METRO at 831-426-6080.

SECTION I: OPEN SESSION

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

1 CALL TO ORDER

2 SWEAR IN DIRECTORS

3 ROLL CALL

4 ANNOUNCEMENTS

4-1 Spanish language interpretation will be available during "Oral Communications" and for any other agenda item for which these services are needed.

4-2 Today's meeting is being broadcast by Community Television of Santa Cruz County.

5 BOARD OF DIRECTORS COMMENTS

OPEN SESSION

6 COMMUNICATIONS TO THE BOARD OF DIRECTORS

This time is set aside for Directors and members of the general public to address any item not on the Agenda which is within the subject matter jurisdiction of the Board. No action or discussion shall be taken on any item presented except that any Director may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Santa Cruz METRO will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Director may place matters brought up under Communications to the Board of Directors on a future agenda. In accordance with District Resolution 610-2-1, speakers appearing at a Board meeting shall be limited to three minutes in his or her presentation. Any person addressing the Board may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

7 WRITTEN COMMUNICATIONS FROM MAC (if applicable)

8 LABOR ORGANIZATION COMMUNICATIONS

9 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

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

10-01 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS

[Alex Clifford, CEO/General Manager](#)

10-02 ACCEPT AND FILE: PRELIMINARY APPROVED CHECK JOURNAL DETAIL FOR THE MONTH OF FEBRUARY 2017

[Angela Aitken, Finance Manager](#)

10-03 ACCEPT AND FILE: YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF DECEMBER 31, 2016

[Angela Aitken, Finance Manager](#)

10-04 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF FEBRUARY 24, 2017

[Alex Clifford, CEO/General Manager](#)

10-05 CONSIDERATION OF AWARD OF CONTRACT TO CAL INC. FOR PAINT REMOVAL AND REPAINTING OF EXISTING STAIRS NOT TO EXCEED \$67,711

[Al Pierce, Maintenance Manager](#)

10-06 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES, INCREASING THE CONTRACT TOTAL BY \$42,750

[Angela Aitken, Finance Manager](#)

10-07 APPROVE: CONSIDERATION OF A RESOLUTION APPROVING THE FY17 REVISED CAPITAL BUDGET

[Angela Aitken, Finance Manager](#)

10-08 APPROVAL OF FY18 AND FY19 PRELIMINARY OPERATING BUDGETS & FY18 PRELIMINARY CAPITAL BUDGET FOR REVIEW AND TDA/STA CLAIMS PURPOSES

[Angela Aitken, Finance Manager](#)

10-09 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO CPS HR CONSULTING FOR A CLASSIFICATION AND COMPENSATION STUDY NOT TO EXCEED \$41,900

[Angela Aitken, Interim HR Manager and Finance Manager](#)

10-10 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO MANSFIELD OIL COMPANY FOR CARB ULTRA-LOW SULFUR DIESEL FUEL NOT TO EXCEED \$782,145

[Al Pierce, Maintenance Manager](#)

10-11 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH NORTH BAY FORD FOR VEHICLE REPAIR AND MAINTENANCE SERVICES, INCREASING THE CONTRACT TOTAL BY \$35,000

[Al Pierce, Maintenance Manager](#)

- 10-12 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 3RD AMENDMENT EXTENDING THE CONTRACT WITH ENVIRONMENTAL LOGISTICS INC. FOR INDUSTRIAL WASTE REMOVAL AND EMERGENCY RESPONSE SERVICES, INCREASING THE CONTRACT TOTAL BY \$10,000**
[Al Pierce, Maintenance Manager](#)

- 10-13 APPROVE: CONSIDERATION OF METROBASE MONTHLY CHANGE ORDER REPORT**
[Alex Clifford, CEO/General Manager](#)

REGULAR AGENDA

- 11 PRESENTATION OF EMPLOYEE LONGEVITY AWARDS TO CRISTOBAL NAREZ**
[Jimmy Dutra, Board Chair](#)
- 12 APPROVE: REQUEST TO REPAINT THE WATSONVILLE TRANSIT CENTER MURAL**
[Jimmy Dutra, Board Chair](#)
- 13 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 3RD AMENDMENT WITH HANSON BRIDGETT LLP TO INCREASE THE CONTRACT TOTAL BY \$385,000 FOR AS-NEEDED LEGAL SERVICES**
[Alex Clifford, CEO/General Manager](#)
- 14 APPROVE: REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET**
[Alex Clifford, CEO/General Manager](#)
- 15 APPROVE: AUTHORIZATION TO LEASE PARKING SPACES AT THE SOQUEL PARK & RIDE LOT TO DOMINICAN HOSPITAL OR ITS DESIGNATED LEGAL ENTITY**
[Alex Clifford, CEO/General Manager](#)
- 16 CEO ORAL REPORT**
[Alex Clifford, CEO/General Manager](#)
- 17 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**
[Julie Sherman, General Counsel](#)
- 18 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, APRIL 28, 2017 AT 8:30AM, METRO ADMIN OFFICES, 110 VERNON STREET, SANTA CRUZ, CA**
[Jimmy Dutra, Board Chair](#)
- 19 RECESS TO CLOSED SESSION**

SECTION VI: CLOSED SESSION

20 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Government Code Section 54956.9 (d) – Parties: Lewis C. Nelson and Sons, Inc. and RNL Design, Inc.

21 CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)

Agency Negotiators: Alex Clifford, CEO/General Manager
Julie Sherman, General Counsel

Employee Organization: SEIU, Local 521

SECTION VII: RECONVENE TO OPEN SESSION

22 REPORT OF CLOSED SESSION ITEMS

[Julie Sherman, General Counsel](#)

23 ADJOURNMENT

[Board Chair](#)

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

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DATE: March 24, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: RECOMMENDED ACTION ON TORT CLAIMS

I. RECOMMENDED ACTION

That the Board of Directors Approve Staff Recommendations for Claims for the Month of March 2017

II. SUMMARY

This staff report provides the Board of Directors with recommendations on claims submitted to the Santa Cruz Metropolitan Transit District (METRO).

III. DISCUSSION/BACKGROUND

METRO's Risk Department received two claims for the month of March, 2017 for money or damages. As a public entity, METRO must act "within 45 days after the claim has been presented" (Govt C §912.4(a)). See staff recommendations in paragraph VI.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

Within the 45-day period, the Board of Directors may take the following actions:

- Reject the claim entirely;
- Allow it in full;
- Allow it in part and reject the balance;
- Compromise it, if the liability or amount due is disputed (Govt C §912.4(a)); or
- Do nothing, and allow the claim to be denied by operation of law (Govt C §912.4 (c)).

VI. DESCRIPTION OF CLAIMS

Claimant	Claim #	Description	Recommended Action
GEICO, Diaz, Teresa	17-0005	METRO bus rear-ends car	Reject
Anderson, Steve	17-0006	Claimant's side-view mirror hit by passing ParaCruz van	Reject

Prepared by: Tom Szeszowicki, Safety Specialist

VII. APPROVAL:

Alex Clifford, CEO/General Manager



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DATE: March 24, 2017

TO: Board of Directors

FROM: Angela Aitken, Finance Manager

**SUBJECT: ACCEPT AND FILE PRELIMINARY APPROVED CHECK JOURNAL
DETAIL FOR THE MONTH OF FEBRUARY 2017**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the preliminary approved Check Journal Detail for the month of February 2017

II. SUMMARY

- This staff report provides the Board with a preliminary approved Check Journal Detail for the month of February 2017.
- The Finance Department is submitting the check journal for Board acceptance and filing.

III. DISCUSSION/BACKGROUND

This preliminary approved Check Journal Detail provides the Board with a listing of the vendors and amounts paid out on a monthly cash flow basis (Operating and Capital expenses).

All invoices submitted for the month of February 2017 have been processed, checks issued and signed by the Finance Manager.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None. The check journal is a presentation of invoices paid in February 2017 for purposes of Board review, agency disclosure, accountability and transparency.

V. ALTERNATIVES CONSIDERED

N/A

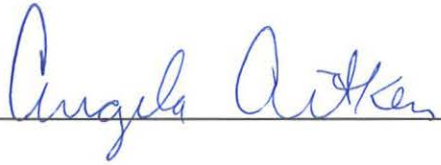
VI. ATTACHMENTS

Attachment A: Check Journal Detail for the Month of February 2017

Prepared By: Holly Riley, Senior Accounting Technician

VII. APPROVALS:

Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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

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DATE: 02/01/17 THRU 02/28/17

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58236	02/06/17	1,060.08	ABC BUS INC		76403	INVENTORY ORDER	1.41	
					76406	INVENTORY ORDER	403.55	
					76407	INVENTORY ORDER	655.12	
58237	02/06/17	3,507.61	AT&T		76369	12/19-1/18 CALNET3	3,507.61	
58238	02/06/17	334.47	B & B SMALL ENGINE CORP		76311	RPR TO WEEDWHIP VERN	334.47	
58239	02/06/17	53.92	BAUER, DONNA		76418	HR MGR INTERVIEWS	53.92	VOIDED
58240	02/06/17	-53.92	BAUER, DONNA		76418	HR MGR INTERVIEWS	-53.92	**VOID
58241	02/06/17	32.62	BRINKS AWARDS & SIGNS	7	76317	NAME PLATES	32.62	
58242	02/06/17	211.82	BRUBECK, DELEE		76351	OP PANEL LUNCH REIMB	211.82	
58243	02/06/17	814.53	CDW GOVERNMENT, INC.		76370	OFFICE SUPPLIES	814.53	
		181.31	CITY OF SANTA CRUZ-FINANCE		76363	NOV 16 LANDFILL	90.30	
					76364	DEC 16 LANDFILL	91.01	
58244	02/06/17	50.73	CITY OF WATSONVILLE UTILITIES		76308	12/12-1/9 WATER WTC	50.73	
58245	02/06/17	287.60	CLIFFORD, ALEX		76301	MEETING REIMBURSEMENT	248.10	
					76302	PARKING HB MEET 1/6	39.50	
58246	02/06/17	147.50	COMMUNITY TELEVISION OF		76312	BOD MEETING 12/9/16	147.50	
58247	02/06/17	10,956.45	CUMMINS PACIFIC LLP		76344	ENGINE REBUILD EN148	1,478.00	
					76345	RPR VEH #1003	767.79	
					76346	INVENTORY ORDER	1,578.90	
					76347	INVENTORY ORDER	499.03	
					76348	INVENTORY ORDER	1,829.30	
					76377	INVENTORY ORDER	1,544.64	
					76379	INVENTORY ORDER	3,258.79	
58248	02/06/17	1,267.69	DEANE INDUSTRIAL MACHINING		76402	MISC PARTS ORDER	1,267.69	
58249	02/06/17	360.33	DOC AUTO LLC		76331	RPR VEH #1106	360.33	
58250	02/06/17	5,037.81	EAST BAY TIRE CO.		76384	TIRES	193.69	
					76385	TIRES	728.65	
					76386	TIRES	482.82	
					76387	TIRES	986.58	
					76388	TIRES	606.20	
					76389	TIRES	173.03	
					76390	TIRES	803.69	
					76391	TIRES	87.04	
					76392	TIRES	482.82	
					76393	TIRES	493.29	
58251	02/06/17	350.00	EPICOR SOFTWARE CORP		76371	HCM UPGRADE	350.00	
58252	02/06/17	2,115.00	EXPRESS SERVICES INC.		76416	TEMP W/E 1/8/17	960.00	
					76417	TEMP W/E 1/15/17	1,155.00	
58253	02/06/17	45.00	FERRIN, BRIAN		76419	REFUND	45.00	
58254	02/06/17	40,621.98	FIRST ALARM		76404	DEC 16 SECURITY OPS	800.00	
					76405	DEC 16 SECURITY ALL	39,821.98	
58255	02/06/17	7,277.09	FLYERS ENERGY LLC		76326	PROPANE	28.25	
					76327	1/1-1/15 NONREV FUEL	1,710.56	
					76414	1/1-1/15 FUEL PC	5,538.28	
58256	02/06/17	273.04	GARDA CL WEST, INC.		76306	FEB 17 SERVICES	273.04	
58257	02/06/17	457.13	GRAINGER		76329	INVENTORY ORDER	75.03	

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

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DATE: 02/01/17 THRU 02/28/17

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58258	02/06/17	205.15	GRANITEROCK COMPANY		76362	WATER COOLER	382.10	
58259	02/06/17	72.70	HOSE SHOP, THE INC		76310	RPR POT HOLES	205.15	
58260	02/06/17	427.07	JOBBERS EQUIPMENT WAREHOUSE		76318	INVENTORY ORDER	72.70	
58261	02/06/17	835.45	KAADY CHEMICAL CORP		76354	GRACO METER	427.07	
58262	02/06/17	11.88	KELLEY'S SERVICE INC.		76319	BUS WASH SUPPLIES	835.45	
58263	02/06/17	2,035.00	KIMBALL MIDWEST		76399	INVENTORY ORDER	11.88	
58264	02/06/17	184.01	KINKO'S INC.		76401	INVENTORY ORDER	2,035.00	
58265	02/06/17	156.85	MAILFINANCE INC		76375	PREPRINTED FORMS	184.01	
58266	02/06/17	668.25	MANAGED HEALTH NETWORK		76349	1/28-2/27 LEASE ADMI	156.85	
58267	02/06/17	72.06	NORTH BAY FORD LINC-MERCURY		76374	FEB 17 EAP	668.25	
					76323	RPR VEH #103	39.49	
					76324	RPR VEH #101	54.68	
					76325	CREDIT	-22.11	
58268	02/06/17	4,806.04	OFFICE TEAM		76304	TEMP W/E 1/6/17	969.45	
					76305	TEMP W/E 1/13/17	1,079.04	
					76350	TEMP W/E 1/20/17	1,678.51	
					76352	TEMP W/E 1/20/17	1,079.04	
58269	02/06/17	15,718.01	PACIFIC GAS & ELECTRIC		76355	12/23-1/23 1200B RIV	33.98	
					76356	12/22-1/22 1200B RIV	2,140.79	
					76357	12/22-1/22 GOLF CLUB	8,133.96	
					76358	12/23-1/23 VERNON	5,409.28	
58270	02/06/17	150.61	PACIFIC TRUCK PARTS, INC.		76400	INVENTORY ORDER	150.61	
58271	02/06/17	1,999.12	PEOPLE READY INC		76309	TEMP W/E 1/8/17	881.92	
					76366	TEMP W/E 1/15/17	223.44	
					76367	TEMP W/E 1/15/17	893.76	
58272	02/06/17	75.50	PIED PIPER EXTERMINATORS, INC.		76368	JAN 17 PEST WTC	75.50	
58273	02/06/17	1,210.00	PREFERRED PLUMBING, INC.		76365	LEAK IN CUSTODIAL RM	1,210.00	
58274	02/06/17	2,787.37	PRINT SHOP SANTA CRUZ	7	76316	PREPRINTED FORMS OPS	2,787.37	
58275	02/06/17	425.14	PROBUILD COMPANY LLC		76307	STORAGE SHED WTC	26.13	
					76359	RPR SHELTER FREEDOM	33.19	
					76360	RPR SHELTER FREEDOM	160.92	
58276	02/06/17	240.00	RENNE SLOAN HOLTZMAN SAKAI LLP		76361	RPR SHELTER FREEDOM	204.90	
58277	02/06/17	246.48	SANTA CRUZ AUTO PARTS, INC.		76303	M# 3018/002	240.00	
					76328	RPR VEH #505	47.25	
					76395	INVENTORY ORDER	87.91	
					76396	INVENTORY ORDER	47.16	
					76397	INVENTORY ORDER	17.45	
					76398	INVENTORY ORDER	46.71	
58278	02/06/17	367.50	SANTA CRUZ COUNTY ENVIRONMENTAL		76353	PAC STAT SITE MITIGA	367.50	
58279	02/06/17	7,918.67	SANTA CRUZ MUNICIPAL UTILITIES		76334	12/7-1/5 1200A RIVER	88.76	
					76335	12/7-1/5 1200 RIVER	9.79	
					76336	12/7-1/5 OCEAN-WATER	952.95	
					76337	12/7-1/5 GOLF IRRIG	9.70	
					76338	12/7-1/5 PACIFIC	50.85	
					76339	12/7-1/5 PACIFIC	2,648.86	
					76340	12/7-1/5 1200B RIVER	2,480.37	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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58280	02/06/17	1,018.71	003292		76341	12/7-1/5 GOLF CLUB	1,244.99	
58281	02/06/17	1,362.25	003108		76342	12/7-1/5 VERNON	421.70	
					76343	12/7-1/5 VERNON IRR	10.70	
					76372	TEMP W/E 1/22/17	1,018.71	
					76410	INVENTORY ORDER	433.43	
					76411	INVENTORY ORDER	777.81	
					76412	INVENTORY ORDER	151.01	
58282	02/06/17	693.97	003314		76409	INVENTORY ORDER	693.97	
58283	02/06/17	504.10	001976		76408	INVENTORY ORDER	504.10	
58284	02/06/17	214.96	003285		76382	INVENTORY ORDER	87.11	
					76383	INVENTORY ORDER	66.86	
					76394	INVENTORY ORDER	60.99	
					76313	MATS TOWELS	6.99	
					76314	LAUNDRY SERVICES	24.36	
					76315	LAUNDRY SERVICE	15.36	
					76330	CUSTODIAL SUPPLIES	68.49	
					76332	LAUNDRY SERVICE	205.77	
58286	02/06/17	106.04	007		76413	FREIGHT	106.04	
58287	02/06/17	428.58	002829		76320	INVENTORY ORDER	135.30	
					76321	INVENTORY ORDER	281.56	
					76322	INVENTORY ORDER	11.72	
					76378	DMV EXAM	75.00	
58288	02/06/17	75.00	E442		76415	12/13-1/12 WIFI BUS	950.25	
58289	02/06/17	950.25	434		76373	DMV EXAM	75.00	
58290	02/06/17	75.00	001165		76380	CREDIT	-4,330.00	
58291	02/06/17	4,372.96	003223		76381	RPR VEH #2221	8,702.96	
					76333	INVENTORY ORDER	1,157.68	
					76376	HR MGR RECRUITMENT	5,500.00	
58292	02/06/17	1,157.68	001506		76459	INVENTORY ORDER	1,340.41	
58293	02/06/17	5,500.00	002807		76460	INVENTORY ORDER	55.94	
58294	02/13/17	1,396.35	003151		76448	TRAVEL REIMBURSEMENT	317.59	
					76443	FEB 17 PAGER RENTAL	32.20	
58295	02/13/17	317.59	E636		76444	12/19-1/18 OPS ELEVA	153.98	
58296	02/13/17	32.20	002861		76424	12/24-1/23 WIFI BUS	960.88	
58297	02/13/17	153.98	001D		76449	JAN 17 CODE 5100	22,941.83	
58298	02/13/17	960.88	003105		76450	DEC 16 CODE 5100	349.16	
58299	02/13/17	23,290.99	003040		76478	RPR VEH #803	708.41	
					76479	RPR VEH #803	151.16	
58300	02/13/17	859.57	002929	7	76457	LNG 1/24/17	11,711.01	
					76513	REBUILD PUMP ASSY	1,519.00	
58301	02/13/17	13,230.01	001124		76451	ARTICULATED BUS	6,439.00	
					76475	INVENTORY ORDER	834.02	
58302	02/13/17	6,439.00	508		76472	INVENTORY ORDER	318.11	
58303	02/13/17	834.02	002814		76473	INVENTORY ORDER	204.24	
58304	02/13/17	726.59	003116		76474	INVENTORY ORDER	204.24	
					76454	VEH CYLINDER PARTS	1,203.16	
58305	02/13/17	1,402.66	002949					

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 02/01/17 THRU 02/28/17

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58306	02/13/17	2,571.46	480 DIESEL MARINE ELECTRIC, INC.		76455	RPR VEH #1302	199.50	
58307	02/13/17				76480	INVENTORY ORDER	2,077.78	
58308	02/13/17	470.82	432 EXPRESS SERVICES INC.		76481	INVENTORY ORDER	493.68	
58309	02/13/17	1,575.97	002962 FIS		76442	TEMP W/E 1/22/17	470.82	
		2,104.79	002952 FLYERS ENERGY LLC		76433	DEC 16 MERCHANT FEES	1,575.97	
58310	02/13/17	742.05	647 GENFARE A DIV OF SPX CORP		76492	1/16-1/31 FUEL	2,079.34	
58311	02/13/17	80,125.00	002123 GIRO, INC.		76493	PROPANE	25.45	
58312	02/13/17	372.50	282 GRAINGER		76458	RPR BILL TECH PAC	742.05	
					76499	2017 HASTUS MAINTENA	80,125.00	
58313	02/13/17	174.08	546 GRANITEROCK COMPANY		76425	INVENTORY ORDER	8.81	
58314	02/13/17	13,121.95	001745 HARTFORD LIFE AND ACCIDENT INS		76426	INVENTORY ORDER	256.68	
58315	02/13/17	85.32	T302 HAWKINS, CAROLINE		76452	INVENTORY ORDER	107.01	
58316	02/13/17	261.54	166 HOSE SHOP, THE INC		76427	INVENTORY ORDER	174.08	
					76420	BUS STOP RPR HWY9	10,388.17	
58317	02/13/17	2,402.50	002979 HUNT & SONS, INC.		76421	FEB 17 LTD	2,733.78	
58318	02/13/17	1,000.50	003264 KAADY CHEMICAL CORP		76432	FEB 17 AD&D	85.32	
58319	02/13/17	61.45	E921 KEGLEY, RICKIE-ANN		76434	TRAVEL REIMBURSEMENT	88.00	
58320	02/13/17	84.47	1117 KELLEY'S SERVICE INC.		76445	COMPRESSOR WALL	50.56	
58321	02/13/17	77.47	001233 KIMBALL MIDWEST		76446	OPS WATER COOLER	73.73	
58322	02/13/17	2,659.23	852 LAW OFFICES OF MARIE F. SANG	7	76496	COMPRESSOR WALLS	49.25	
					76476	INVENTORY ORDER	604.50	
58323	02/13/17	15,234.09	003017 MANSFIELD OIL CO OF GAINSVILLE		76477	INVENTORY ORDER	1,798.00	
58324	02/13/17	109.98	002721 NEXTEL COMMUNICATIONS/SPRINT		76494	INVENTORY ORDER	1,000.50	
58325	02/13/17	719.66	004 NORTH BAY FORD LINC-MERCURY		76497	BUS WASHER CHEM	61.45	
					76484	TRAVEL REIMBURSEMENT	84.47	
58326	02/13/17	5,092.02	009 PACIFIC GAS & ELECTRIC		76465	BATTERY CABLE/TUBING	77.47	
58327	02/13/17	65.01	023 PACIFIC TRUCK PARTS, INC.		76439	INVENTORY ORDER	313.50	
58328	02/13/17	893.76	003307 PEOPLE READY INC		76440	CL 1103388 2103414	2,296.23	
58329	02/13/17	111.50	481 PIED PIPER EXTERMINATORS, INC.		76441	CL 17001199	49.50	
					76514	CL 11000452 11001281	15,234.09	
58330	02/13/17	372.68	E962 PIERCE, AL		76509	DIESEL 1/18/17	109.98	
58331	02/13/17	40,417.00	002939 PREFERRED BENEFIT		76490	12/26-1/25 TVM WIREL	61.61	
58332	02/13/17	5,478.17	882 PRINT SHOP SANTA CRUZ	7	76491	INVENTORY ORDER	658.05	
58333	02/13/17	4.87	107A PROBUILD COMPANY LLC		76515	RPR VEH #1401	65.01	
58334	02/13/17	628.22	003266 REFLECTIVE APPAREL FACTORY INC		76511	12/28-1/26 PACIFIC	2,608.25	
58335	02/13/17	250.00	003255 RIGO TORKOS DBA TORKOS MEDIA		76514	1/4-2/1 SVT BLDG	51.74	
					76501	1/4-2/1 WTC SVT PNR	2,432.03	
					76510	INVENTORY ORDER	65.01	
					76511	TEMP W/E 1/8/17	893.76	
					76447	FEB 17 PEST BETTYS	58.00	
					76423	FEB 17 PEST METROMKT	372.68	
					76508	TRAVEL REIMBURSEMENT	40,417.00	
					76453	FEB 17 DENTAL	5,478.17	
					76471	OPS FORMS	4.87	
					76435	CARTRIDGE GUN	628.22	
						RAINGEAR FLEET/FACIL	250.00	
						PSA ANNOUNCEMENTS		

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58336	02/13/17	424.25	536	RIVERSIDE LIGHTING & ELECTRIC	76502	COMPRESSOR WALL	176.13	
					76503	LIGHTS	57.20	
58337	02/13/17	2,588.93	001379	SAFETY-KLEEN INC	76504	SIGN LIGHT VERNON	190.92	
58338	02/13/17	119.42	135	SANTA CRUZ AUTO PARTS, INC.	76512	HAZARDOUS WASTE	2,588.93	
					76485	CREDIT	-20.14	
					76486	INVENTORY ORDER	80.55	
					76487	INVENTORY ORDER	6.73	
					76488	INVENTORY ORDER	12.99	
					76489	INVENTORY ORDER	39.29	
58339	02/13/17	1,465.00	002700	SANTA CRUZ COUNTY ENVIROMENTAL	76431	HEALTH PERMIT GOLF	1,465.00	
58340	02/13/17	13,960.21	002917	SANTA CRUZ METRO TRANSIT W/C	76437	1/16-1/31 W/C REPLN	13,960.21	
58341	02/13/17	213.51	079	SANTA CRUZ MUNICIPAL UTILITIES	76498	12/13-1/11 PARACRUZ	213.51	
58342	02/13/17	23.21	002459	SCOTT'S VALLEY WATER DISTRICT	76429	12/30-1/31 SVT IRRIG	23.21	
58343	02/13/17	67.23	115	SNAP-ON INDUSTRIAL	76466	TOOLS FOR SHOP TRUCK	67.23	
58344	02/13/17	128.73	001040	TERRYBERRY CO., LLC	76436	LONGEVITY AWARD	128.73	
58345	02/13/17	860.67	001800	THERMO KING OF SALINAS, INC	74209	CREDIT	-388.77	
					75113	INVENTORY ORDER	145.87	
58346	02/13/17	75.00	E400	TORRES, MARIO	76482	INVENTORY ORDER	145.39	
58347	02/13/17	2,486.67	003285	TRANSIT HOLDINGS INC	76483	INVENTORY ORDER	958.18	
					76500	DMV EXAM	75.00	
					76461	INVENTORY ORDER	54.59	
					76462	INVENTORY ORDER	367.70	
					76463	INVENTORY ORDER	1,608.62	
					76464	INVENTORY ORDER	455.76	
58348	02/13/17	76.84	007	UNITED PARCEL SERVICE	76470	FREIGHT	76.84	
58349	02/13/17	2,035.58	002829	VALLEY POWER SYSTEMS, INC.	76495	RPR VEH #2221	2,035.58	
58350	02/13/17	10,645.32	001043	VISION SERVICE PLAN	76422	FEB 17 VISION	10,645.32	
58351	02/13/17	275.00	003316	WATER TECH SPECIALTIES INC	76428	JAN 17 MAINT OPS	275.00	
58352	02/13/17	62,814.98	003074	WAVE CREST DEVELOPMENT INC.	76505	11/16 REMEDIATION	24,052.36	
					76506	12/29 REMEDIATION	12,003.25	
					76507	01/20/17 REMEDIATION	26,759.37	
58353	02/13/17	163.18	002291	WINCHESTER AUTO	76468	INVENTORY ORDER	227.81	
					76469	CREDIT	-64.63	
58354	02/13/17	40.00	003290	WORKFORCEQA LLC	76438	DMV EXAMS	40.00	
58355	02/14/17	5,580.00	003312	SOLORIO, RICHARD	76516	PARTITION MATERIALS	5,580.00	MANUAL
58356	02/20/17	23.00	002941	AA SAFE & SECURITY CO				
58357	02/20/17	937.73	003151	ABC BUS INC				
					76527	LOCKS BETTYS NOODLE	23.00	
					76550	INVENTORY ORDER	480.38	
					76551	INVENTORY ORDER	330.83	
					76587	INVENTORY ORDER	124.78	
					76598	INVENTORY ORDER	1.74	
58358	02/20/17	325.00	003089	ACTION AUTO GLASS DBA FOR	76597	RPR VEH #1124 PC	325.00	
58359	02/20/17	159.26	382	AIRTEC SERVICE INC.	76639	AIR FILTERS VERNON	159.26	
58360	02/20/17	444.20	001D	AT&T	76627	12/19-1/18 CEMENT	164.24	
					76628	12/19-1/18 SKY-OCEAN	279.96	
58361	02/20/17	4,646.33	001348	ATHENS INSURANCE SERVICE, INC.	76563	FEB 17 TPA FEES	4,646.33	

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58362	02/20/17	750.00	247		76644	RPR DOORS SMC	750.00	
58363	02/20/17	1,769.78	001356		76590	INVENTORY ORDER	1,769.78	
58364	02/20/17	6,854.06	001324		76626	FEB 17 LEGISLATE SVC	5,250.00	
					76641	2016 EXPENSES	1,604.06	
58365	02/20/17	81.84	667		76619	11/15-1/15 WATER SVT	81.84	
58366	02/20/17	1,096.73	130		76620	12/19-1/17 WATER WTC	36.59	
					76621	12/19-1/17 WATER WTC	257.42	
					76622	1/19 WASTE WTC	802.72	
58367	02/20/17	6,747.31	909		76679	RPR VEH #9805	4,833.50	
					76680	RPR VEH #9805	1,913.81	
58368	02/20/17	41,757.12	001124		76564	LNG 1/6/17	11,129.58	
					76565	LNG 1/3/17	9,382.94	
					76580	LNG 1/12/17	9,768.98	
					76581	LNG 1/10/17	11,475.62	
58369	02/20/17	1,313.93	075		76579	INVENTORY ORDER	1,313.93	
58370	02/20/17	271.86	002063		76616	SAFE C/S	271.86	
58371	02/20/17	2,126.25	002946		76605	JAN 17 MAINTENANCE	2,126.25	
58372	02/20/17	79.00	002567		76562	FINGERPRINTING	79.00	
58373	02/20/17	6,053.65	003274		76529	TIRES	241.03	
					76530	TIRES	477.17	
					76538	TIRES	363.03	
					76539	TIRES	368.79	
					76540	TIRES	1,387.95	
					76541	TIRES	984.43	
					76542	TIRES	181.81	
					76543	TIRES	368.79	
					76623	TIRES	364.99	
					76624	TIRES	482.82	
					76625	TIRES	832.24	
58374	02/20/17	4,257.95	003153		76668	BUS WASH WASTE LIQUI	1,302.62	
					76669	BUS WASHER LIQUID	2,955.33	
58375	02/20/17	2,865.75	432		76609	TEMP W/E 1/29/17	1,200.00	
					76610	TEMP W/E 2/5/17	1,200.00	
					76634	TEMP W/E 1/29/17	465.75	
58376	02/20/17	42.37	372		76637	FREIGHT	42.37	
58377	02/20/17	181.50	001172		76573	WATER COOLER OPS	42.82	
					76574	SINK INSTALL WTC	138.68	
58378	02/20/17	40,168.82	002295		76523	JAN 17 SECURITY OPS	800.00	
					76524	JAN 17 SECURITY ALL	39,368.82	
					76544	1/16-1/31 FUEL PC	7,338.92	
58379	02/20/17	7,338.92	002952		76537	RPR BIKE RACK	350.00	
58380	02/20/17	350.00	003286		76548	INVENTORY ORDER	1,363.12	
58381	02/20/17	3,304.26	647		76588	INVENTORY ORDER	441.14	
					76589	TVM TRAINING GN	1,500.00	
					76592	LIGHTS	116.14	
58382	02/20/17	292.67	282		76685	INVENTORY ORDER	120.49	

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58383	02/20/17	54.43 E021	HILTNER, THOMAS		76688	RECLOSABLE BAGS	56.04	
58384	02/20/17	140.26 002979	HUNT & SONS, INC.		76519	TRAVEL REIMBURSEMENT	54.43	
58385	02/20/17	96.53 003122	INDUSTRIAL SAFETY SUPPLY CO		76666	COMPRESSOR OIL	140.26	
					76557	RAIN BOOTS	27.61	
					76558	RAIN BOOTS	68.92	
58386	02/20/17	637.08 1117	KELLEY'S SERVICE INC.		76535	RPR VEH #803	169.79	
					76536	CREDIT	-54.25	
					76599	INVENTORY ORDER	44.83	
					76600	INVENTORY ORDER	90.99	
					76601	INVENTORY ORDER	84.43	
					76602	INVENTORY ORDER	89.02	
					76672	RPR VEH #2227	28.48	
					76673	INVENTORY ORDER	25.74	
					76674	RPR VEH #1123	34.63	
58387	02/20/17	226.66 001233	KIMBALL MIDWEST		76675	INVENTORY ORDER	123.42	
					76651	INVENTORY ORDER	143.22	
58388	02/20/17	1,486.76 001052	MID VALLEY SUPPLY INC.		76652	WASHERS FOR WTC	83.44	
					76650	INVENTORY ORDER	23.60	
58389	02/20/17	400.00 003061	NEOFUNDS BY NEOPOST DBA		76667	CUSTODIAL SUPPLIES	1,463.16	
58390	02/20/17	163.33 004	NORTH BAY FORD LINC-MERCURY		76520	****-****-****-1598	400.00	
					76545	RPR VEH #1122 PC	14.34	
					76606	RPR VEH #1119 PC	134.65	
					76607	RPR VEH #1119 PC	14.34	
58391	02/20/17	497.49 003218	NVB EQUIPMENT, INC.		76689	INVENTORY ORDER	497.49	
58392	02/20/17	3,340.55 003115	OFFICE TEAM		76583	TEMP W/E 1/27/17	2,261.51	
					76584	TEMP W/E 1/27/17	1,079.04	
58393	02/20/17	5,521.65 009	PACIFIC GAS & ELECTRIC		76518	1/7-2/6 PARACRUZ	963.33	
					76525	12/28-1/26 1200A RIV	4,558.32	
58394	02/20/17	530.51 023	PACIFIC TRUCK PARTS, INC.		76585	INVENTORY ORDER	447.89	
					76586	INVENTORY ORDER	82.02	
58395	02/20/17	1,904.11 043	PALACE ART & OFFICE SUPPLY		76611	OFFICE SUPPLIES	976.30	
					76612	OFFICE SUPPLIES	1,079.03	
					76615	CREDIT	-249.01	
					76631	CREDIT	-25.78	
					76632	OFFICE SUPPLIES	42.60	
					76690	OFFICE SUPPLIES	54.02	
					76691	OFFICE SUPPLIES	26.95	
58396	02/20/17	1,450.00 002947	PEDALERS EXPRESS	7	76521	JAN 17 COURIER SVC	1,450.00	
58397	02/20/17	255.50 481	PIED PIPER EXTERMINATORS, INC.		76661	FEB 17 PEST GOLF	65.00	
					76662	FEB 17 PEST VERNON	190.50	
58398	02/20/17	35.96 050	PITNEY BOWES INC. RENTAL PMT		76633	DOUBLE TAPE SHEETS	35.96	
58399	02/20/17	128.03 882	PRINT SHOP SANTA CRUZ	7	76618	PREPRINTED FORMS	128.03	
58400	02/20/17	815.13 107A	PROBUILD COMPANY LLC		76575	WATER COOLER OPS	7.27	
					76576	RPR WATER HEATER WTC	15.02	
					76577	PAINT FUELING STATIO	90.58	
					76578	COMPRESSOR WALLS VER	60.07	

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58401	02/20/17				76591	RPR MIC C/S BOOTH	14.92	
58402	02/20/17	510.38 215 446.40 135	RICOH USA, INC. TX SANTA CRUZ AUTO PARTS, INC.		76645	RPR DOOR SMC	4.87	
					76646	GATE LOCK BETTYS	10.73	
					76657	CONCRETE PATCH OPS	8.78	
					76658	SHELVING	54.45	
					76659	GRATES WTC	121.73	
					76660	SHELVES IN CAGE	224.14	
					76681	PIPE FITTINGS	41.16	
					76682	RPR SHELTER	114.58	
					76683	RPR SHELTER	39.03	
					76684	WALLS FOR COMPRESSOR	7.80	
58401	02/20/17	510.38			76613	1/26-2/25 LEASE C/S	510.38	
58402	02/20/17	446.40 135			76532	CREDIT	-1.94	
					76533	INVENTORY ORDER	312.95	
					76534	CREDIT	-17.36	
					76678	RPR VEH #1107 PC	152.75	
58403	02/20/17	206.87 149	SANTA CRUZ SENTINEL	0	76638	LEGAL ADVERTISING	206.87	
58404	02/20/17	2,500.00 002267	SHAW / YODER / ANTIWIH, INC.		76642	FEB 17 LEGISLATE SVC	2,500.00	
58405	02/20/17	3,686.76 003292	SLINGSHOT CONNECTIONS LLP		76560	TEMP W/E 2/5/17	1,164.24	
					76629	TEMP W/E 1/29/17	1,277.43	
					76630	TEMP W/E 2/12/17	1,245.09	
58406	02/20/17	2,844.00 003197	SMARTSHEET.COM INC		76561	2/17-2/16/18 RENEWAL	2,844.00	
58407	02/20/17	117.39 003314	SOUTHWEST COMMERCIAL PROD INC.	0	76528	INVENTORY ORDER	117.39	
58408	02/20/17	53.04 104	STATE STEEL COMPANY		76665	SHELTER REPAIR	53.04	
58409	02/20/17	3,352.00 001857	SWRCB FEES		76571	2017 ANNUAL PERMIT	1,676.00	
58410	02/20/17	358.91 001040	TERRYBERRY CO., LLC		76572	2017 PERMIT OPS SBF	1,676.00	
					76643	LONGEVITY AWARD	110.08	
					76654	LONGEVITY AWARD	123.85	
58411	02/20/17	441.70 002675	THOMSON REUTERS BARCLAYS WEST		76640	JAN 17 SERVICES	441.70	
58412	02/20/17	5,527.29 003285	TRANSIT HOLDINGS INC		76552	INVENTORY ORDER	1,301.25	
					76553	RPR VEH #1302	12.48	
					76554	RPR VEH #1302	174.00	
					76555	INVENTORY ORDER	2.06	
					76566	INVENTORY ORDER	2,106.74	
					76567	INVENTORY ORDER	552.70	
					76568	INVENTORY ORDER	361.21	
					76569	RPR VEH #1302	433.54	
					76570	RPR VEH #1208	156.24	
					76603	INVENTORY ORDER	245.32	
					76604	RPR VEH #1303	181.75	
58413	02/20/17	8,252.47 057	U.S. BANK		76663	*****-*****-5056	4,977.99	
					76664	*****-*****-1518	3,274.48	
58414	02/20/17	1,214.73 003152	UNIFIRST CORPORATION		76546	LAUNDRY SERVICES	213.47	
					76547	CUSTODIAL SUPPLIES	69.40	
					76593	MATS OPS	6.48	

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58415	02/20/17	50.65 007	UNITED PARCEL SERVICE		76594	CUSTODIAL SUPPLIES	39.39	
					76595	LAUNDRY SERVICE	213.47	
58416	02/20/17	400.24 002829	VALLEY POWER SYSTEMS, INC.		76596	CUSTODIAL SUPPLIES	69.40	
					76617	MATS & TOWELS PC	6.99	
58417	02/20/17	857.15 434	VERIZON WIRELESS	0	76635	LAUNDRY SERVICE	131.02	
					76636	LAUNDRY SERVICE	15.36	
					76655	CUSTODIAL SUPPLIES	39.39	
					76656	MATS OPS	6.48	
					76670	CUSTODIAL SUPPLIES	69.40	
					76671	LAUNDRY SERVICE	288.61	
					76686	MATS OPS	6.48	
					76687	CUSTODIAL SUPPLIES	39.39	
					76531	FREIGHT	25.21	
					76608	FREIGHT	25.44	
					76676	RPR VEH #2227	272.71	
					76677	RPR VEH #2227	127.53	
					76517	1/2-2/1 PARACRUZ	308.96	
					76526	1/2-2/1 PUSH2TALK	548.19	
					76559	DMV EXAM	75.00	
					76614	C/S REDESIGN	1,125.00	
					76582	JOB PLACEMENT AD	319.00	
					76556	OUTREACH FOR COA	5,000.00	
					76647	FIRST AID REPL VERN0	25.84	
					76648	FIRST AID REPL GOLF	52.54	
					76649	FIRST AID REPL 1200A	30.21	
					76549	INVENTORY ORDER	91.75	
					76746	MAR 17 RENT	14,469.87	MANUAL
58423	02/20/17	91.75 148	ZEP SALES & SERVICE INC.					
58424	02/21/17	14,469.87 001075	SOQUEL III ASSOCIATES	7				
			MAR 17 RENT					
58425	02/21/17	1,943.59 003273	MGP XI REIT LLC		76747	MAR 17 RENT	1,943.59	MANUAL
			MAR 17 RENT					
58426	02/27/17	12.52 002941	AA SAFE & SECURITY CO		76763	KEYS FOR VEH #101	12.52	
58427	02/27/17	116.53 003151	ABC BUS INC		76783	INVENTORY ORDER	116.53	
58428	02/27/17	128.09 002828	ALLIED ELECTRONICS		76768	INVENTORY ORDER	128.09	
58429	02/27/17	937.05 E936	BIBRIESCA, EDUARDO		76694	TRAVEL REIMBURSEMENT	937.05	
58430	02/27/17	4,093.94 001356	BRENCO OPERATING-TEXAS, LP		76787	INVENTORY ORDER	4,093.94	
58431	02/27/17	7,727.99 001844	BRINKS INCORPORATED		76764	JAN 17 1200B SERVICE	4,296.38	
					76765	JAN 17 1200B SERVICE	3,431.61	
58432	02/27/17	953.85 E651	BUSHNELL, RONALD JR.		76692	TRAVEL REIMBURSEMENT	953.85	
58433	02/27/17	799,953.19 502	CA PUBLIC EMPLOYEES'		76752	MAR 17 MEDICAL	799,953.19	
58434	02/27/17	102.49 M022	CAPELLA, KATHLEEN	0	76780	MAR 17 RETIREE SUPP	102.49	
58435	02/27/17	67.73 001346	CITY OF SANTA CRUZ-FINANCE		76730	LANDFILL	67.73	
58436	02/27/17	4,557.77 909	CLASSIC GRAPHICS		76702	RPR VEH #502	1,084.50	
					76718	RPR VEH #1206	3,473.27	
58437	02/27/17	42,971.98 001124	CLEAN ENERGY		76732	JAN 17 MAINTENANCE	14,842.00	
					76737	LNG 1/16/17	11,377.93	
					76738	LNG 1/20/17	8,167.11	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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PAGE 10

DATE: 02/01/17 THRU 02/28/17

CHECK NUMBER	CHECK DATE	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58438	02/27/17	2,890.00	003034		76739	LNG 1/18/17	8,584.94	
58439	02/27/17	1,217.59	003116		76743	FEB 17 LANDSCAPING	2,890.00	
58440	02/27/17	250.00	002146		76789	INVENTORY ORDER	1,217.59	
58441	02/27/17	51.24	M039	7	76772	MAR 17 SUBSCRIPTION	250.00	
58442	02/27/17	2,584.99	002949	0	76774	MAR 17 RETIREE SUPP	51.24	
58443	02/27/17	8,236.75	003274		76720	RPR VEH #1304	497.00	
					76721	RPR VEH #9830	2,087.99	
					76703	FLAT TIRE REPAIR	18.00	
					76704	CREDIT	-986.58	
					76705	TIRES	986.58	
					76706	TIRES	2,953.29	
					76707	TIRES	964.11	
					76708	TIRES	984.43	
					76709	TIRES	984.43	
					76784	TIRES	363.03	
					76785	TIRES	1,968.86	
58444	02/27/17	1,080.00	432		76748	TEMP W/E 2/12/17	1,080.00	
58445	02/27/17	57.40	003279		76751	2/13-3/12 SKY-OCEAN	57.40	
58446	02/27/17	123.76	647		76788	INVENTORY ORDER	123.76	
58447	02/27/17	51.24	M041	0	76775	MAR 17 RETIREE SUPP	51.24	
58448	02/27/17	711.23	282		76740	INVENTORY ORDER	18.20	
					76741	INVENTORY ORDER	75.03	
					76781	INVENTORY ORDER	91.57	
					76786	BROOM	22.20	
					76804	INVENTORY ORDER	58.24	
					76810	INVENTORY ORDER	445.99	
58449	02/27/17	563.77	001097		76757	JAN 17 WASTE PC	283.56	
					76811	JAN 17 WASTE MTHRMO	20.27	
					76812	JAN 17 WASTE SVTC	259.94	
58450	02/27/17	67.41	166		76790	INVENTORY ORDER	67.41	
58451	02/27/17	564.97	1117		76791	RPR VEH #708	215.01	
					76797	A/C CARTRIDGE	343.40	
					76798	CREDIT	-162.42	
					76799	RPR VEH #2406	94.38	
					76800	INVENTORY ORDER	74.60	
58452	02/27/17	490.00	003278		76820	STAIRWAY INVESTIGATI	490.00	
58453	02/27/17	264.00	852		76773	CL#2009210149 218396	264.00	
58454	02/27/17	207.69	003059	7	76744	3/7-6/6 POSTAGE PC	207.69	
58455	02/27/17	230.00	003249		76742	WASTE OIL	230.00	
58456	02/27/17	13,429.00	406	0	76821	SERVICES THRU 1/25	13,429.00	
58457	02/27/17	95.48	003326		76750	ENGRAVED BUS BADGES	95.48	
58458	02/27/17	9,267.22	003115		76734	TEMP W/E 2/3/17	1,079.04	
					76735	TEMP W/E 2/3/17	2,328.82	
					76749	TEMP W/E 2/10/17	941.22	
					76754	TEMP W/E 2/10/17	2,326.44	
					76755	TEMP W/E 2/10/17	994.74	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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DATE: 02/01/17 THRU 02/28/17

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
58459	02/27/17	162.87 043	PALACE ART & OFFICE SUPPLY		76766	TEMP W/E 1/27/17	796.80	
					76767	TEMP W/E 2/3/17	800.16	
					76758	OFFICE SUPPLIES	80.14	
					76809	OFFICE SUPPLIES	82.73	
58460	02/27/17	1,016.95 E152	PENA, LEONARDO		76693	TRAVEL REIMBURSEMENT	1,016.95	
58461	02/27/17	220.48 003307	PEOPLE READY INC		76731	TEMP W/E 2/5/17	220.48	
58462	02/27/17	51.24 M109	PEREZ, CHERYL		76776	MAR 17 RETIREE SUPP	51.24	
58463	02/27/17	667.74 107A	PROBUILD COMPANY LLC		76729	SANDBAGS	39.05	
					76814	IRRIGATION SUPPLIES	5.64	
					76815	TILE ADHESIVE	9.07	
					76816	ROOF CEMENT	43.37	
					76817	SHELVING MATERIAL	261.10	
					76818	SHELVING MATERIAL	47.37	
					76819	SANDBAG SUPPLIES	262.14	
58464	02/27/17	444.94 001153	REPUBLIC ELEVATOR COMPANY INC		76813	FEB 17 ELEVATOR MAIN	444.94	
58465	02/27/17	102.49 M085	ROSSI, DENISE	0	76777	MAR 17 RETIREE SUPP	102.49	
58466	02/27/17	51.24 M030	ROWE, RUBY		76778	MAR 17 RETIREE SUPP	51.24	
58467	02/27/17	350.21 135	SANTA CRUZ AUTO PARTS, INC.		76792	INVENTORY ORDER	88.28	
					76793	INVENTORY ORDER	121.21	
					76794	INVENTORY ORDER	195.91	
					76795	CREDIT	-195.91	
					76796	INVENTORY ORDER	140.72	
58468	02/27/17	30.00 345	SANTA CRUZ COUNTY OFFICE OF		76753	FINGERPRINTING	30.00	
58469	02/27/17	9,316.18 002917	SANTA CRUZ METRO TRANSIT W/C		76771	2/1-2/15 W/C REPLEN	9,316.18	
58470	02/27/17	240.00 001292	SANTA CRUZ RECORDS MNGMT INC		76782	FEB 17 SHREDDING	240.00	
58471	02/27/17	4,000.67 977	SANTA CRUZ TRANSPORTATION, LLC		76745	JAN 17 SERVICES	4,000.67	
58472	02/27/17	307.87 115	SNAP-ON INDUSTRIAL		76719	TOOLS FOR SHOP TRUCK	307.87	
58473	02/27/17	970.67 002245	STAPLES CONTRACT & COMM INC		76759	OFFICE SUPPLIES	180.42	
					76760	OFFICE SUPPLIES	12.12	
					76761	OFFICE SUPPLIES	763.74	
					76762	OFFICE SUPPLIES	14.39	
58474	02/27/17	2,977.07 003285	TRANSIT HOLDINGS INC		76722	INVENTORY ORDER	954.44	
					76723	RPR VEH #2812	210.07	
					76724	INVENTORY ORDER	1,731.32	
					76769	INVENTORY ORDER	81.24	
58475	02/27/17	360.68 003152	UNIFIRST CORPORATION		76736	LAUNDRY SERVICE	15.36	
					76756	MATS AND TOWELS	6.99	
					76801	LAUNDRY SERVICE	216.07	
					76802	CUSTODIAL SUPPLIES	69.40	
					76806	MATS TOWELS	6.99	
					76807	CUSTODIAL SUPPLIES	39.39	
					76808	MATS	6.48	
58476	02/27/17	112.21 007	UNITED PARCEL SERVICE		76770	FREIGHT	112.21	
58477	02/27/17	3,216.72 002829	VALLEY POWER SYSTEMS, INC.		76696	INVENTORY ORDER	256.44	
					76697	INVENTORY ORDER	50.49	
					76698	INVENTORY ORDER	703.66	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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ALL CHECKS FOR ACCOUNTS PAYABLE

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DATE: 02/01/17 THRU 02/28/17							
CHECK NUMBER	CHECK DATE	CHECK VENDOR AMOUNT	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT COMMENT
58478	02/27/17	353.24	434		76700	INVENTORY ORDER	616.91
58479	02/27/17	542.16	001165		76701	ENGINE REBUILD	89.20
					76710	CREDIT	-135.63
					76711	CREDIT	-67.81
					76712	INVENTORY ORDER	145.79
					76713	INVENTORY ORDER	6.08
					76714	INVENTORY ORDER	115.60
					76715	INVENTORY ORDER	198.25
					76716	INVENTORY ORDER	852.15
					76717	INVENTORY ORDER	385.59
					76695	1/2-2/1 PUSH2TALK PC	353.24
			VERIZON WIRELESS	0	76699	DMV EXAM	75.00
			VU, THANH DR. MD	7	76725	DMV EXAM	75.00
					76726	DMV EXAM	75.00
					76727	DMV EXAM	75.00
					76728	DMV EXAM	75.00
					76733	NEW HIRE DMV EXAM	92.16
					76805	DMV EXAM	75.00
58480	02/27/17	939.61	001506		76803	INVENTORY ORDER	939.61
58481	02/27/17	51.24	M088			MAR 17 RETIREE SUPP	51.24
			WESTERN STATES OIL CO. YAGI, RANDY	0			
TOTAL		1,600,158.15	ACCOUNTS PAYABLE			TOTAL CHECKS	247 1,600,158.15



DATE: March 24, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: ACCEPT AND FILE THE YEAR TO DATE MONTHLY FINANCIAL
REPORT AS OF DECEMBER 31, 2016**

I. RECOMMENDED ACTION

**That the Board of Directors accept and file the Year to Date Monthly
Financial Report as of December 31, 2016**

II. SUMMARY OF ISSUES

- An analysis of Santa Cruz Metropolitan Transit District's (METRO) financial status is prepared monthly in order to inform the Board of Directors regarding METRO's actual revenues and expenses in relation to the adopted operating and capital budgets for the fiscal year.
- This staff report is the web-accessible companion document to the attached PowerPoint presentation titled "Year to Date Monthly Financial Report as of December 31, 2016."
- Staff recommends that the Board of Directors accept and file the attached report.

III. DISCUSSION/BACKGROUND

Below are the written explanations of the various charts and graphs in the attached Year to Date Monthly Financial Report as of December 31, 2016. The fiscal year has elapsed 50%.

Slide 1

(Cover) Year to Date Monthly Financial Report as of December 31, 2016

Slide 2

FY17 Operating Revenue and Expenses for the Month Ending December 31, 2016

- Operating Revenues for the month are unfavorable by \$244K
- Operating Expenses
 - Labor Regular - favorable by \$155K
 - Labor OT - unfavorable by \$136K
 - Fringe Benefits – favorable by \$89K

- Non-Personnel - favorable by \$53K
- Total Operating Expenses – favorable by \$161K
- Total Budget to Actual Variance - unfavorable by \$83K

Slide 3

FY17 Operating Revenue and Expenses Year to Date as of December 31, 2016

- Operating Revenues Year to Date are unfavorable by \$223K
- Operating Expenses
 - Labor Regular - favorable by \$306K
 - Labor OT - unfavorable by \$921K
 - Fringe Benefits - favorable by \$661K
 - Non-Personnel - favorable by \$343K

- Total Operating Expenses –favorable by \$389K

Total Budget to Actual Variance - favorable by \$166K

Slide 4

FY17 Operating Revenue by Major Funding Source - Year to Date as of December 31, 2016

- Passenger Fares- actual is \$4,642K while budget is \$5,310K
- Sales Tax Revenue- actual is \$10,374K while budget is \$10,110K
- TDA- actual is \$3,454K while the budget is \$3,351K
- Other Revenue- actual is \$266K while budget is \$297K
- Fuel Tax Credit- actual is \$150K while the budget is \$0
- STA Op Assistance- actual is \$173K while the budget is \$129K
- STIC Op Assistance- actual is \$2,084K while the budget is \$2,125K
- Federal Op Assistance- actual is \$4,203K while the budget is \$4,247K

Slide 5

Favorable/ (Unfavorable) Revenue Variance to Budget Year to Date as of December 31, 2016

- Passenger Fares variance to budget is unfavorable by \$668K primarily due to:
 - Passenger Fares – Bulk Purchase and the decrease in bulk purchases of discounted passes from Cabrillo College. Additionally system-wide ridership year to date as of December 31, 2016 decreased 6% year-over-year due to the service reduction implemented after September 8, 2016.

- Special Transit Fares and the anticipated budgeted increase from the contract with Cabrillo College. The FY17 Special Transit Fares Budget currently includes \$944K for Cabrillo oriented services (12-month commitment from Cabrillo College). The funding commitment, however, was subsequently aligned with the school year, hence will cover a 10-month period of the 2016 – 17 school year (Fall and Winter semester).
- Decreased Highway 17 Ridership as a result of increased fares (in the fall of 2015); lower fuel prices; reduced on-time performance due to increased congestion, as well as the service reduction implemented September 8, 2016.
- Sales Tax Revenue variance to budget is favorable by \$264K due to higher than anticipated sales.
- TDA variance to budget is favorable by \$104K due to actual revenue above estimates for FY18.
- Other Revenue variance to budget is unfavorable by \$31K primarily due to
 - Seasonal fluctuations in the Advertising Income, while the budget has been straight-lined.
 - Other Operating Assistance – AMBAG Funding and the Bus of Shoulder Study grant budgeted, but not awarded.
- Fuel Tax Credit variance to budget is favorable by \$150K as the total budget for Fuel Tax Credit is entered at the end of the fiscal year. Fuel Tax Credit is transferred to Reserves.
- STA Op Assistance variance to budget is favorable by \$44K as it includes an adjustment for STA payments for the prior fiscal year, FY16.
- STIC Op Assistance variance to budget is unfavorable by \$42K due to lower allocations. Updated budget projections were available after the FY17 Final budget was finalized and were not captured in the final budget document.
- Federal Op Assistance variance to budget is unfavorable by \$44K due to lower allocations.

Slide 6

FY17 Operating Expenses by Major Expense Category Year to Date as of December 31, 2016

- Labor - Regular- actual is \$7,803K while budget is \$8,109K
- Labor – OT - actual is \$1,736K while budget is \$815K
- Fringe Benefits - actual is \$9,676K while budget is \$10,337K
- Services - actual is \$1,351K while budget is \$1,558K
- Mobile Materials & Supplies - actual is \$1,400K while budget is \$1,405K
- Other Expenses - actual is \$987K while budget is \$1,119K

Slide 7

FY17 Operating Expenses by Major Expense Category Year to Date as of December 31, 2016

- Labor – Regular variance to budget is favorable by \$306K due to
 - 14 vacant funded positions, of which 5 are on hold
 - Extended unpaid leaves of absence
- Labor – OT variance to budget is unfavorable by \$921K due to vacant positions and extended leaves of absence in various departments.
- Fringe Benefits variance to budget is favorable by \$661K primarily due to the 14 vacant funded positions and extended unpaid leaves of absence.
- Services variance to budget is favorable \$207K due to Prof & Tech Fees and Repair – Rev Vehicle under budget.
- Mobile Materials & Supplies variance to budget is favorable by \$5K.
- Other Expenses are favorable by \$132K primarily due to lower Settlement Costs and Miscellaneous expenses.

Slide 8

FY17 Capital Budget Spending Year to Date as of December 31, 2016

- Total Capital Projects spending year to date is \$1,108K; FY17 budget is \$15.7M
 - Construction Related Projects account for 92.1% of the spending

Slide 9

FY17 Capital Budget – Excludes MetroBase Project – JKS Ops Bldg. - Spending Year to Date as of December 31, 2016

- Total Capital Projects spending year to date is \$136K; FY17 budget without JKS Ops Bldg. is \$12.8M. Spending percentages are as follows:
 - Construction Related Projects (excluding-JKS Ops Bldg) are 36.1%
 - Facilities Projects are 57.7%
 - Misc Projects are 5.7%
 - IT Projects are 0.5%

Slide 10

(Cover Sheet) – Metrobase Phase II Operations Building Life of Project – Budget Adopted January 27, 2017

Spending as of March 13, 2017

Slide 11

MetroBase Phase II - Life of Project - Spending as of March 13, 2017

- Total Project Budget is \$27.3M; spending is at \$26.4M; remaining is \$0.9M; project is 97% spent

Slide 12

(Cover Sheet) - Additional Information

Slide 13

Additional Information for the Month of December 2016

- Unemployment Rate % in Santa Cruz County is 7.5%
- \$ Gasoline per Gallon for the San Francisco-Oakland-San Jose area is \$2.74
- Monthly Ridership - Without UCSC (Highway 17 and Fixed Route) has decreased in December to approximately 180K riders.

Slide 14

FY17 Operating Expenses Year to Date as of February 28, 2017: Preliminary

- Operating Expenses
 - Labor Regular - favorable by \$609K
 - Labor OT - unfavorable by \$1,240K
 - Fringe Benefits - favorable by \$903K
 - Non-Personnel - favorable by \$645K
- Total Operating Expenses - favorable by \$916K

IV. FINANCIAL CONSIDERATIONS/IMPACT

Total Budget to Actual Variance for the month is unfavorable by \$83K, and favorable by \$166K, year to date.

V. ALTERNATIVES CONSIDERED

- There are no alternatives to consider, as this is an accept and file Year to Date Monthly Financial Report.

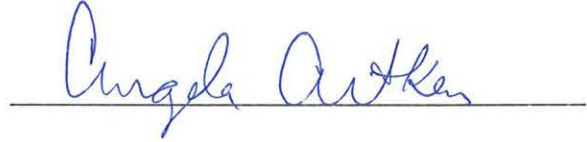
VI. ATTACHMENTS

Attachment A: Year to Date Monthly Financial Report as of December 31, 2016 Presentation

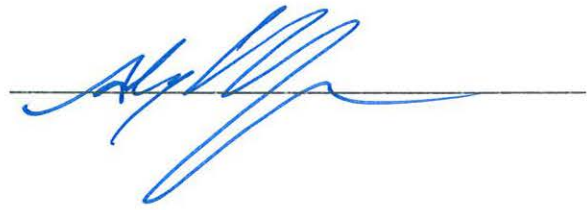
Prepared By: Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager





Year to Date Monthly Financial Report as of December 31, 2016

Santa Cruz METRO Board of Directors

March 24, 2017

Angela Aitken, Finance Manager

FY17 Operating Revenue and Expenses

For the Month Ending December 31, 2016

50% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$4,511	\$4,755	(\$244)
Operating Expenses:			
Labor - Regular	\$1,197	\$1,352	\$155
Labor - Overtime	\$272	\$136	(\$136)
Fringe Benefits	\$1,634	\$1,723	\$89
Non-Personnel Expenses	\$654	\$707	\$53
Total Operating Expenses:	\$3,757	\$3,918	\$161
Operating Budget Favorable / (Unfavorable):			(\$83)

10-03A.2



FY17 Operating Revenue and Expenses

Year to Date as of December 31, 2016

50% of Fiscal Year Elapsed

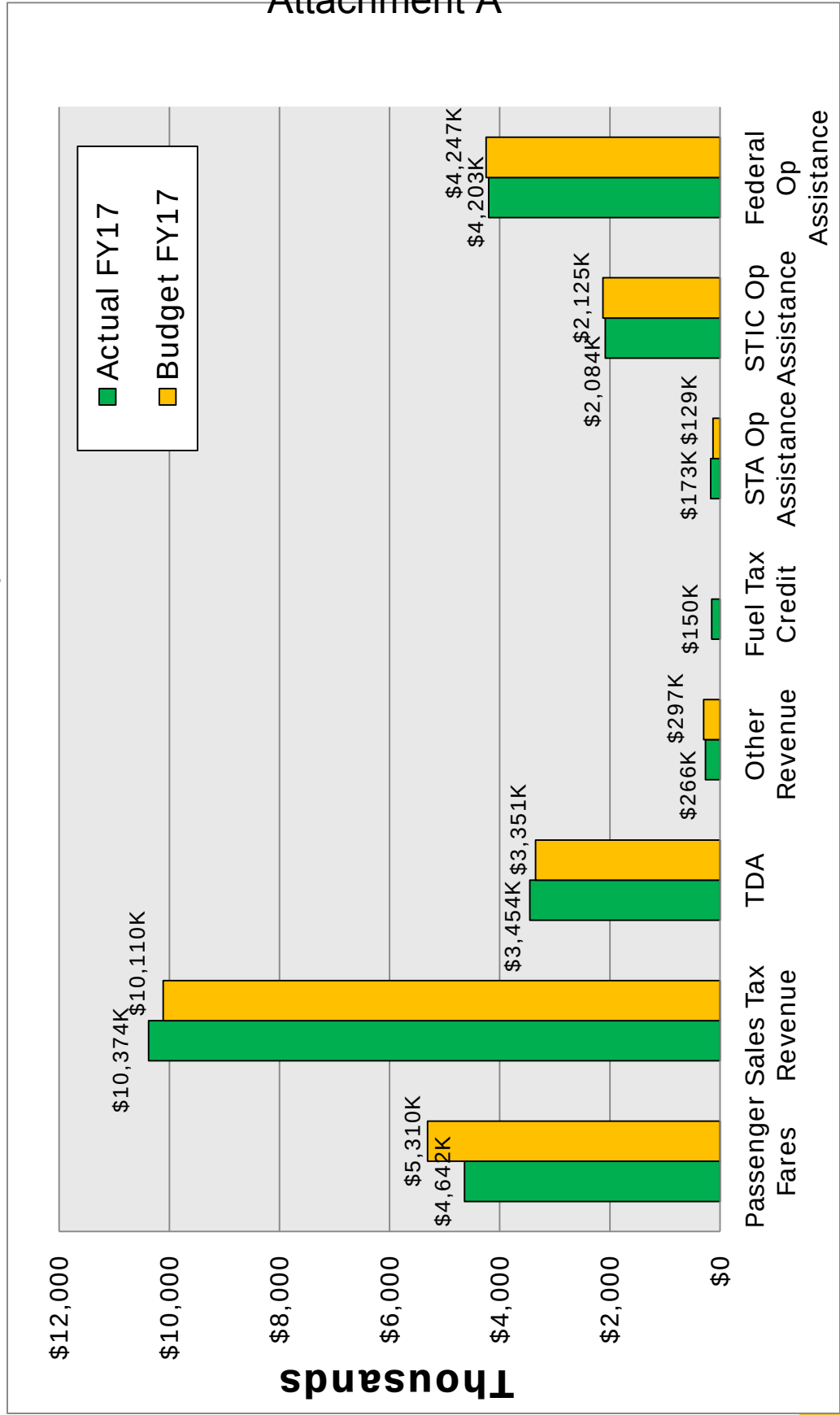
\$ In Thousands	Actual	Budget	Budget to Actual
Operating Revenue:	\$25,345	\$25,568	(\$223)
Operating Expenses:			
Labor - Regular	\$7,803	\$8,109	\$306
Labor - Overtime	\$1,736	\$815	(\$921)
Fringe Benefits	\$9,676	\$10,337	\$661
Non-Personnel Expenses	\$3,739	\$4,082	\$343
Total Operating Expenses:	\$22,954	\$23,343	\$389
Operating Budget Favorable / (Unfavorable):			\$166

10-03A.3



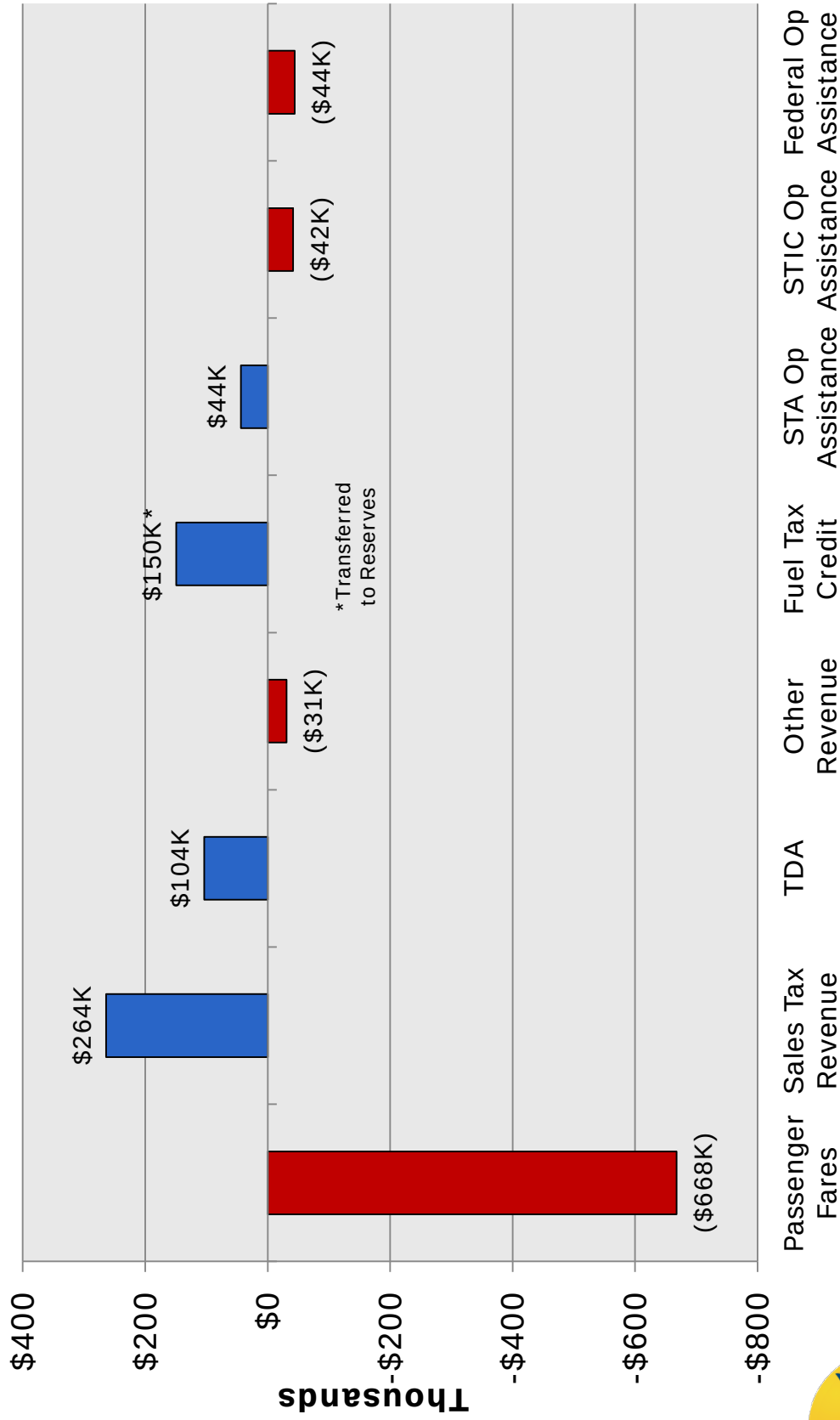
FY17 Operating Revenue by Major Funding Source Year to Date as of December 31, 2016

50% of Fiscal Year Elapsed



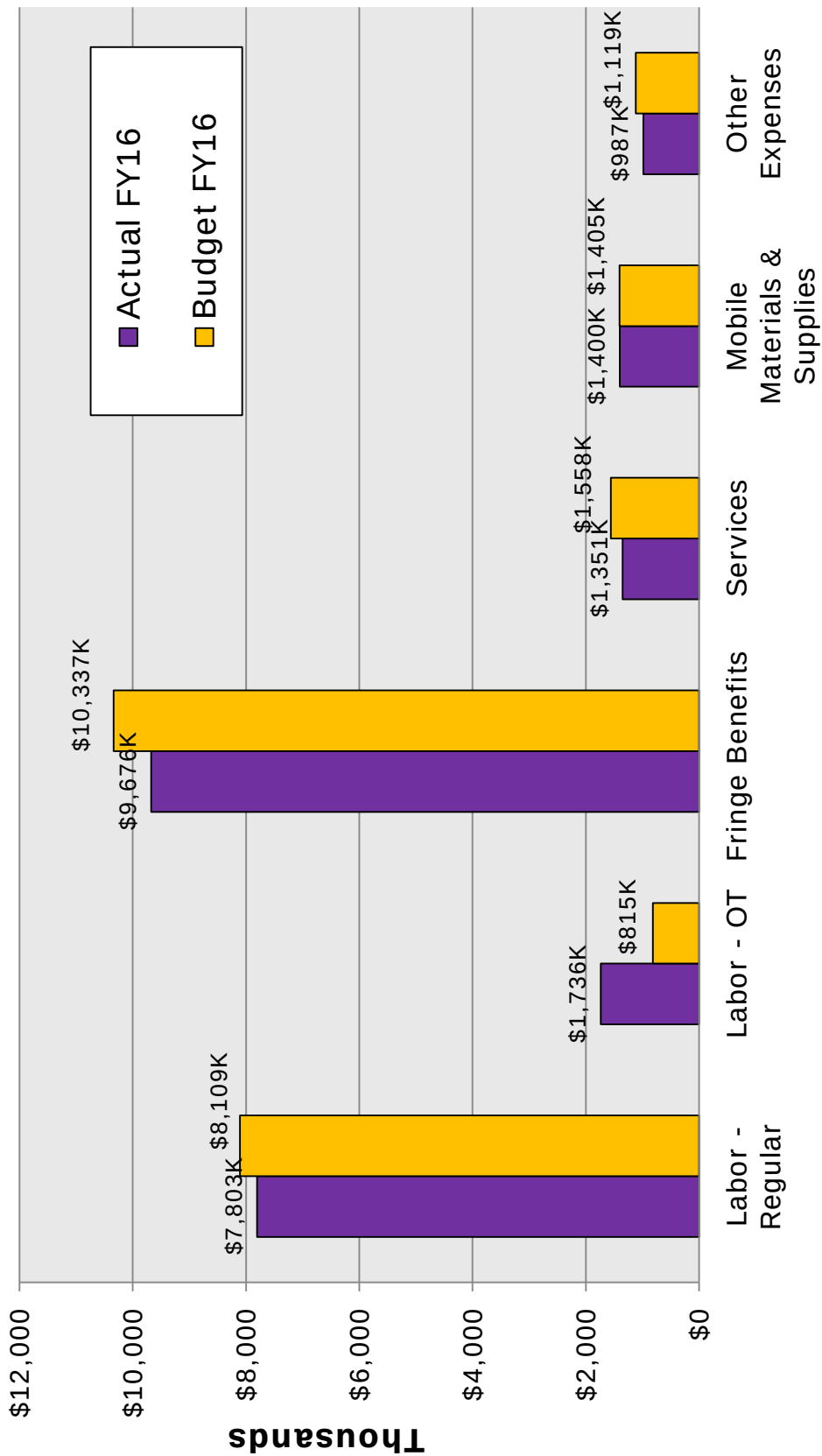
Favorable/(Unfavorable) Revenue Variance to Budget Year to Date as of December 31, 2016

50% of Fiscal Year Elapsed



10-03A.5

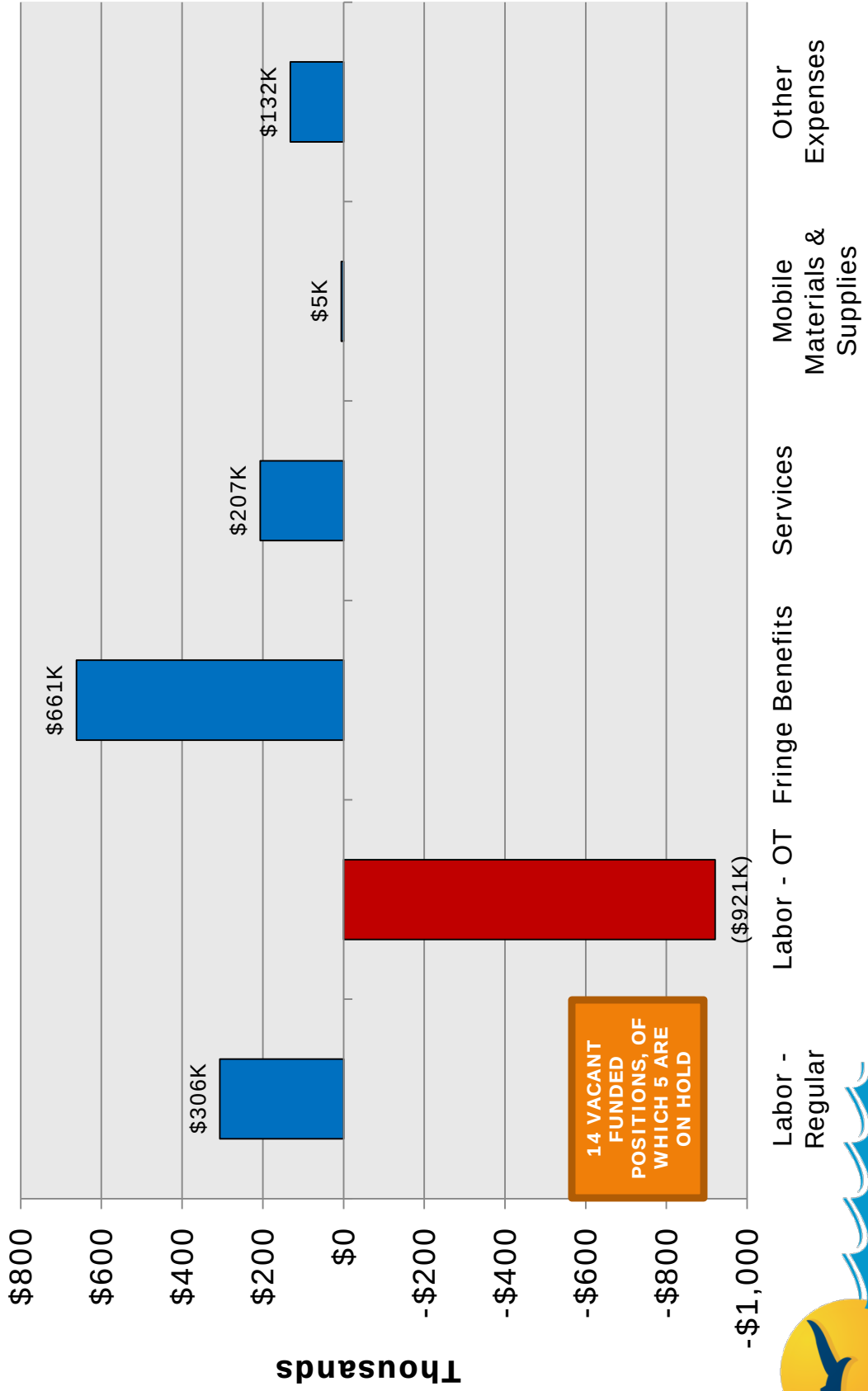
FY17 Operating Expenses by Major Expense Category Year to Date as of December 31, 2016 50% of Fiscal Year Elapsed



10-03A.6

Favorable/(Unfavorable) Expense Variance to Budget Year to Date as of December 31, 2016

50% of Fiscal Year Elapsed



10-03A.7



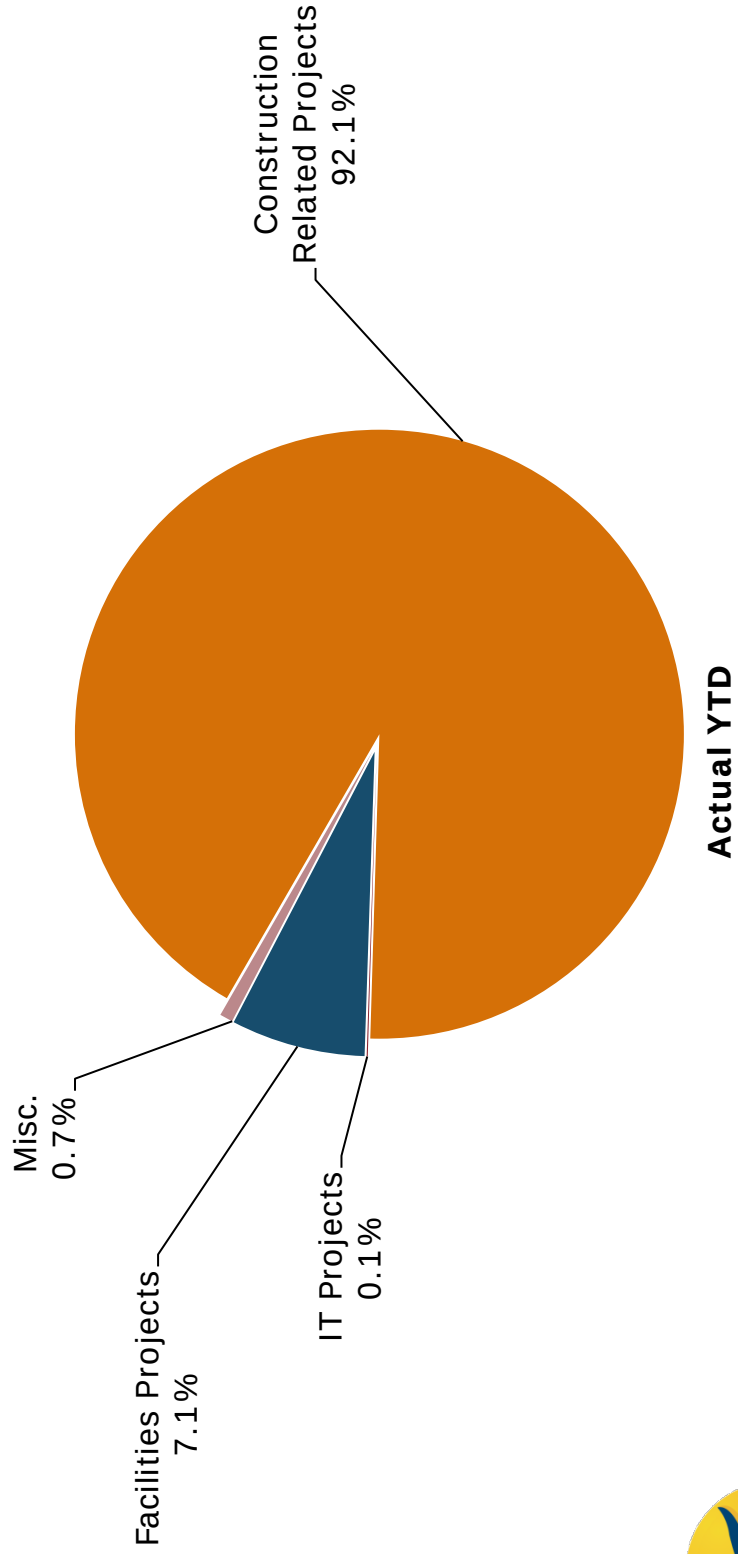
SANTA CRUZ METRO

FY17 Capital Budget

Spending Year to Date as of December 31, 2016

50% of Fiscal Year Elapsed

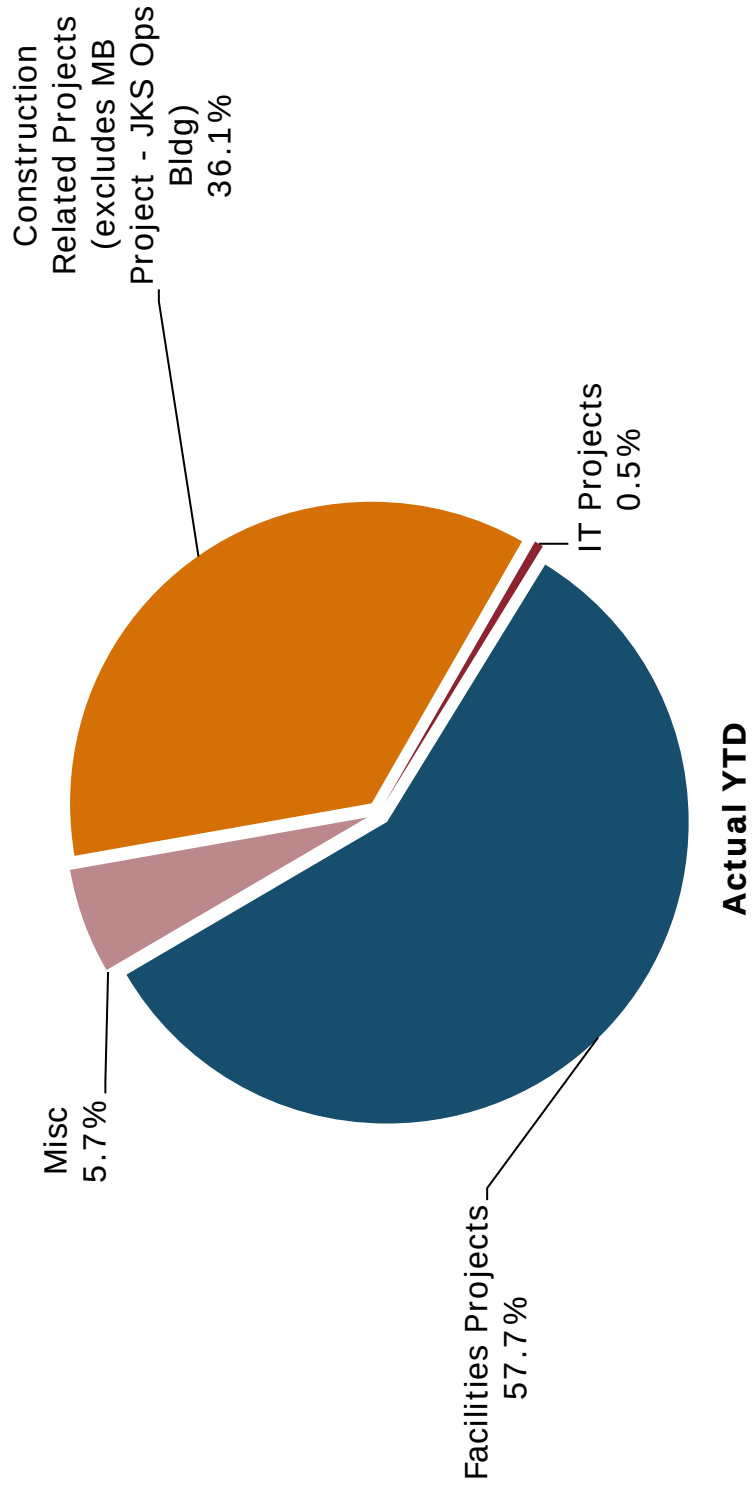
	Actual YTD	Total FY17 Budget	% Spent YTD
Total Capital Projects:	\$1,108,037	\$15,693,842	7 %



FY17 Capital Budget – Excludes MetroBase Project – JKS Ops Bldg. Spending Year to Date as of December 31, 2016

50% of Fiscal Year Elapsed

	Actual YTD	Total FY17 Budget	% Spent YTD
Total Capital Projects:	\$136,384	\$12,823,842	1.1 %



MetroBase Phase II Operations Building Life of Project Budget Adopted January 27, 2017 Spending as of March 13, 2017

10-03A.10



MetroBase Phase II - Life of Project

Spending as of March 13, 2017

\$ In Thousands	Budget	Actual	Remaining	% Spent
LCN – Prime Construction Contract	\$13,572	\$13,513	\$59	100%
Construction Contract Contingency	\$2,272	\$2,141	\$131	94%
In-House Project Management	\$653	\$650	\$3	100%
Consultant Costs (Hill Int'l., TRC and RNL)	\$6,902	\$6,757	\$145	98%
Non-Construction Contingencies	\$0	\$0	\$0	0%
Contracted Professional Services – prior to 9/26/14	\$150	\$150	\$0	100%
Additional Cost and Services (VSWs, Security, Dubois, etc.)	\$3,802	\$3,227	\$575	85%
Total:	\$27,350	\$26,437	\$913	97%

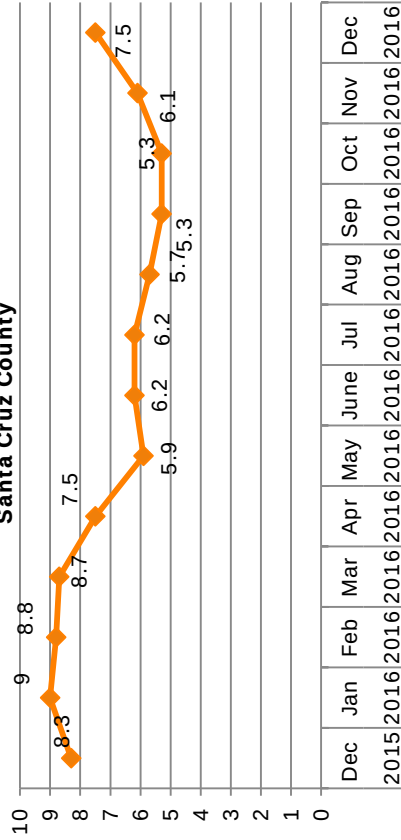
Additional Information

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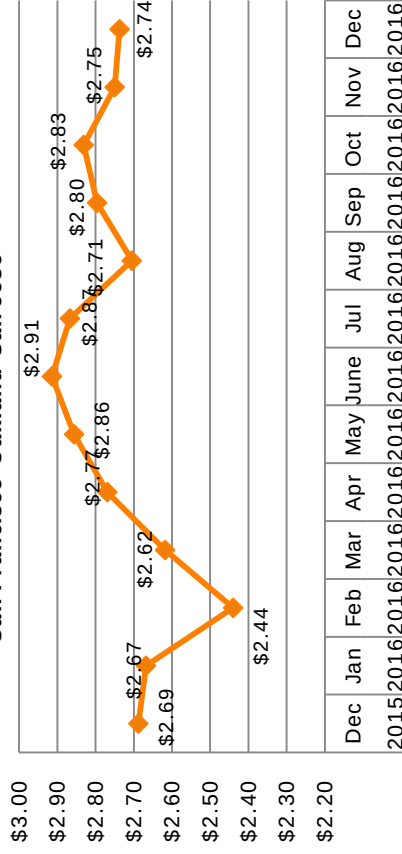


Additional Information

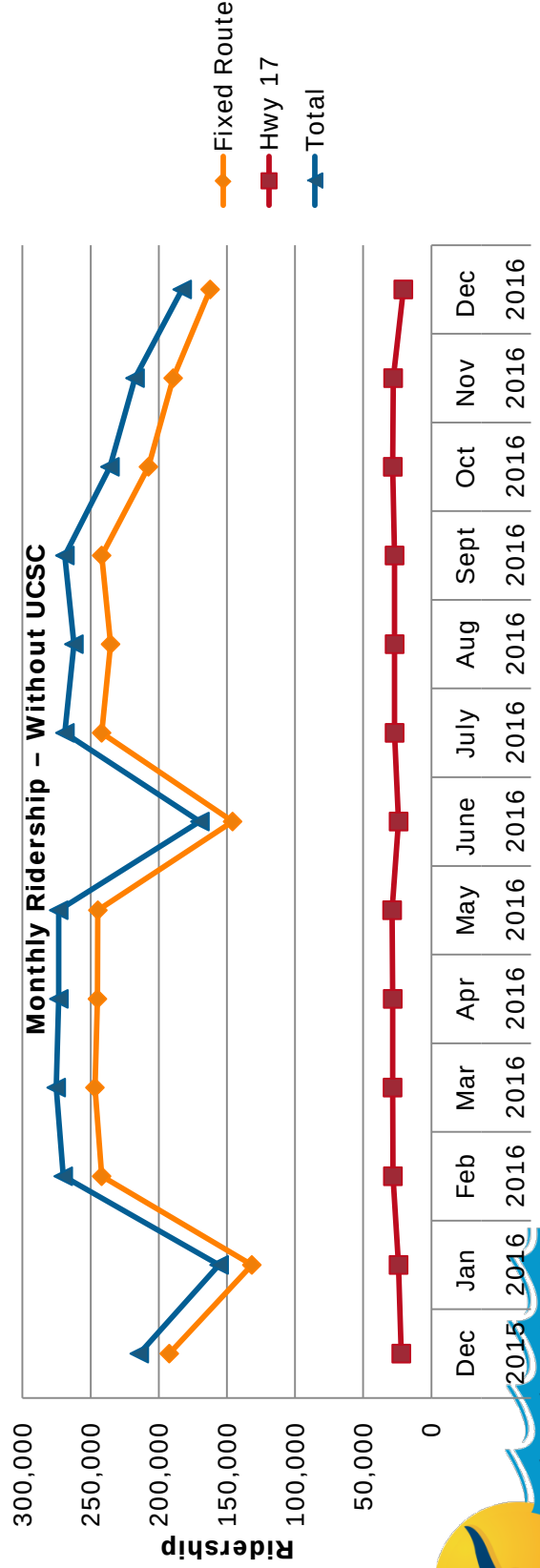
Unemployment Rate %
Santa Cruz County



\$ Gasoline per Gallon
San Francisco-Oakland-San Jose



Monthly Ridership - Without UCSC



FY17 Operating Expenses

Year to Date as of February 28, 2017: PRELIMINARY

67% of Fiscal Year Elapsed

\$ In Thousands	Actual	Budget	Budget to Actual Favorable / (Unfavorable)
Operating Expenses:			
Labor - Regular	\$10,203	\$10,812	\$609
Labor - Overtime	\$2,327	\$1,087	(\$1,240)
Fringe Benefits	\$12,880	\$13,783	\$903
Non-Personnel Expenses	\$4,737	\$5,381	\$645
Total Operating Expenses:	\$30,147	\$31,063	\$916

Questions

10-03A.15



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DATE: February 24, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: ACCEPT AND FILE MINUTES OF THE SANTA CRUZ METRO BOARD
OF DIRECTORS MEETING OF FEBRUARY 24, 2017**

I. RECOMMENDED ACTION

That the Board of Directors Accept and File the Minutes for the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of February 24, 2017

II. SUMMARY

- Staff is providing minutes from the Santa Cruz Metropolitan Transit District (METRO) Board of Directors Meeting of February 24, 2017.
- Each meeting, staff will provide minutes from the previous METRO Board of Directors meeting.

III. DISCUSSION/BACKGROUND

The Board requested that staff include, in the Board Packet, minutes for previous METRO Board of Directors meetings. Staff is enclosing the minutes from these meetings as a mechanism of complying with this request.

IV. FINANCIAL CONSIDERATIONS/IMPACT

None

V. ALTERNATIVES CONSIDERED

None

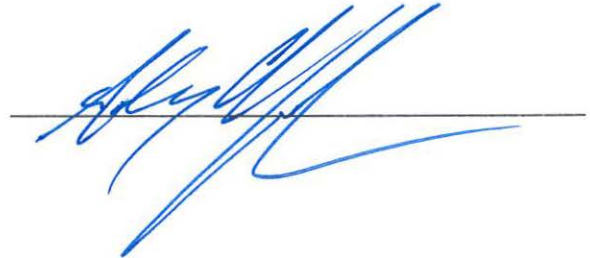
VI. ATTACHMENTS

Attachment A: Draft minutes for the Board of Directors Meeting of February 24, 2017

Prepared by: Gina Pye, Executive Assistant

VII. APPROVALS:

Alex Clifford, CEO/General Manager



Attachment A



SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO) BOARD OF DIRECTORS AGENDA MEETING MINUTES FEBRUARY 24, 2017 – 8:30 AM WATSONVILLE CITY COUNCIL CHAMBERS 275 MAIN STREET WATSONVILLE, CA 95076

A regular meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District (METRO) was convened on Friday, February 24, 2017 at the Watsonville City Council Chambers, 275 Main Street, Watsonville, CA

The Board Meeting Agenda Packet can be found online at www.SCMTD.com and is available for inspection at Santa Cruz METRO's Administrative offices at 110 Vernon Street, Santa Cruz, California.

This document has been created with accessibility in mind. With the exception of certain 3rd party and other attachments, it passes the Adobe Acrobat XI Accessibility Full Check. If you have any questions about the accessibility of this document, please email your inquiry to accessibility@scmttd.com

SECTION I: OPEN SESSION

1 CALL TO ORDER at 8:44 AM by Chair Rotkin.

2 ROLL CALL: The following Directors were present, representing a quorum:

Director Ed Bottorff	City of Capitola
Director Cynthia Chase	City of Santa Cruz
Director Jimmy Dutra	City of Watsonville
Director Norm Hagen	County of Santa Cruz
Director John Leopold	County of Santa Cruz
Director Donna Lind	City of Scotts Valley
Director Cynthia Mathews	City of Santa Cruz
Director Bruce McPherson	County of Santa Cruz
Director Mike Rotkin	County of Santa Cruz
Ex-Officio Director Liber McKee	Cabrillo College

Director Rios and Ex-Officio Director Blitzer were absent.

STAFF PRESENT:

Alex Clifford
Julie Sherman

METRO CEO/General Manager
METRO General Counsel

METRO EMPLOYEES AND MEMBERS OF THE PUBLIC WHO VOLUNTARILY INDICATED THEY WERE PRESENT (IN ALPHABETICAL ORDER) WERE:

Antonio Castillo, SEIU VMU
Michael Donahue, Clutch Courier
Lowell Hurst, City of Watsonville

Joan Jeffries, SEIU SEA
Debbie Kinslow, METRO
Barry Scott, CoastalRail.org

DRAFT

10-04A.1

Attachment A

3 ELECT NEW CHAIR AND VICE CHAIR OF THE BOARD OF DIRECTORS

4 ELECT DIRECTORS TO FILL VACANT POSITIONS ON VARIOUS BOARD STANDING COMMITTEES, ELECT DIRECTORS TO FILL VACANT POSITIONS ON THE SANTA CRUZ CIVIC IMPROVEMENT CORPORATION (SCCIC) AND ELECT REPRESENTATIVES AND ALTERNATES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCCRTC)

Referencing Agenda Item 11-04A, Chair Rotkin read the proposed slates. Director Leopold withdrew his proposed slate.

The slates below were nominated and elected by unanimous vote:

Board Chair

Jimmy Dutra

Board Vice Chair

Bruce McPherson

Capital Projects Standing Committee Members:

Ed Bottorff

Cynthia Chase

Bruce McPherson

Finance, Budget and Audit Standing Committee Members:

John Leopold

Donna Lind

Cynthia Mathews

Oscar Rios

Personnel/Human Resources Standing Committee Members:

Jimmy Dutra, Current Board Chair

Bruce McPherson, Current Vice Chair

Mike Rotkin, Immediate Past Chair

Norm Hagen

John Leopold

SCCIC Representatives:

Cynthia Chase

Norm Hagen

John Leopold

Bruce McPherson

Oscar Rios

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10-04A.2

Attachment A

SCCRTC Representatives:

Ed Bottorff
Cynthia Chase
Norm Hagen

SCCRTC Alternates (in order)

1. Mike Rotkin
2. Donna Lind
3. TBD at a later date

5 ANNOUNCEMENTS

Chair Dutra introduced Carlos Landaverry and his Spanish Language Interpretation services. He then announced that the meeting is being televised by Community Television of Santa Cruz County with technician, Mr. Alex Saidi, on channel 26; and, today's City of Watsonville technician is Suryel Vasquez.

6 BOARD OF DIRECTORS COMMENTS

Director Rotkin thanked the Board for the opportunity to serve as Board Chair and commended his fellow Board members for their commitment and handling of the challenging circumstances within the past year. He also thanked former Board Member Dene Bustichi for his service to the Board, his commitment to transit and his technical expertise while serving on the Capital Projects Standing Committee.

Vice Chair McPherson thanked Director Rotkin for his leadership over the past year, citing his cooperative work with employees and the Board. He also thanked everyone who had a part in administering the changes required to accommodate weather-related challenges and how well the drivers and system has held up. He has received good responses and understanding from the public.

Director Hagen thanked the past and present Board and administration.

Chair Dutra thanked Director Rotkin for his contributions through the past year, saying the Board defines teamwork. He is looking forward to the next year and working on additional grants to obtain new buses to replace our aging fleet, bringing in more electric buses to move further into an environmentally friendly and power efficient mode, and working closely with Cabrillo and UCSC.

Hearing no further comments, Chair Dutra moved to the next agenda item.

7 COMMUNICATIONS TO THE BOARD OF DIRECTORS

Hearing no comments, Chair Dutra moved to the next agenda item.

The Board recessed at 9:04AM to conduct the SCCIC Meeting.

The Board reconvened at 9:08AM to Open Session.

8 COMMUNICATIONS FROM MAC

Having none, Chair Dutra moved to the next item.

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10-04A.3

Attachment A

9 LABOR ORGANIZATION COMMUNICATIONS

Eduardo Montesino, representing the UTU, congratulated the incoming Board Chair and Vice Chair noting there is a lot of work to do this year.

Olivia Martinez, SEIU representative, spoke of a variety of issues she'd like to see addressed; some of which were clear communication, Customer Service Representative transitional meetings, training and support, and a new HR Manager.

Other comments to the board:

Mr. Lowell Hurst, City of Watsonville Mayor Pro Tempore, welcomed the new Board members to Watsonville and thanked the Board members for their service to the entire community.

9 ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

The following documentation was distributed to the Board and available at the back of the room for public viewing:

- Item 11-04A: Board Nominated Slate(s) – in addition to the information within the board packet (Item 11-04A), duplicate packets were distributed to Board Members and are available at the back of the room.
- SCCIC: Meeting Agenda Packet: in addition to the information within the board packet, duplicate packets were distributed to Board Members and are available at the back of the room.
- Item 14: Correspondence related to the item was distributed to Board Members and is available at the back of the room.
- News clips of interest.

CONSENT AGENDA

11-01 APPROVE: RECOMMENDED ACTION ON TORT CLAIMS

11-02 ACCEPT AND FILE: PRELIMINARY CHECK JOURNAL DETAIL FOR THE MONTH OF JANUARY 2017

11-03 ACCEPT AND FILE: YEAR TO DATE MONTHLY FINANCIAL REPORT AS OF NOVEMBER 30, 2016

11-04 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO BOARD OF DIRECTORS MEETING OF JANUARY 27, 2017

11-05 ACCEPT AND FILE: MINUTES OF THE SANTA CRUZ METRO ADVISORY COMMITTEE MEETING OF NOVEMBER 2016

11-06 ACCEPT AND FILE: METRO PARACRUZ OPERATIONS STATUS REPORT FOR OCTOBER, NOVEMBER AND DECEMBER 2016

11-07 ACCEPT AND FILE: SANTA CRUZ METRO SYSTEM RIDERSHIP REPORTS FOR THE SECOND QUARTER OF FY17

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10-04A.4

Attachment A

Board of Directors Meeting Minutes
February 24, 2017
Page 5 of 9

- 11-08 ACCEPT AND FILE: QUARTERLY STATUS REPORT OF ACTIVE GRANTS, GRANT APPLICATIONS AND OPPORTUNITIES FOR OCTOBER TO DECEMBER 2016
- 11-09 APPROVE: CONSIDER A RESOLUTION DESIGNATING THE CEO AS THE AUTHORIZED AGENT TO SUBMIT A GRANT APPLICATION FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM
- 11-10 APPROVE: CONSIDERATION OF RESOLUTION APPROVING THE FY17 REVISED CAPITAL BUDGET
- 11-11 APPROVE: CONSIDERATION OF DECLARING THREE (3) 2003 FORD E350 CNG VANS AS EXCESS FOR PURPOSES OF DISPOSAL OR AUCTION
- 11-12 ACCEPT: A SEMI-ANNUAL REPORT ON THE STATUS OF METRO'S DISADVANTAGED BUSINESS ENTERPRISE PROGRAM
- 11-13 APPROVE: CONSIDERATION OF AWARD OF CONTRACT TO EARTHWORKS PAVING CONTRACTORS, INC. FOR EARTHWORK AND GRADING AT 135 DUBOIS STREET, SANTA CRUZ, CA 95060 NOT TO EXCEED \$33,600
- 11-14 APPROVE: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE AN 8TH AMENDMENT EXTENDING THE CONTRACT FOR 10 MONTHS WITH HILL INTERNATIONAL INC. FOR PROJECT MANAGEMENT CONSULTANT SERVICES
- 11-15 APPROVE: CONSIDER A REVISED POSITION DESCRIPTION FOR THE SYSTEMS ADMINISTRATOR/SENIOR SYSTEMS ADMINISTRATOR POSITION, WITH NO PROPOSED SALARY SCHEDULE ADJUSTMENT
- 11-16 APPROVE: REAUTHORIZE THE PURCHASING AGENT POSITION

There was no public comment.

ACTION: MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Hagen, Leopold, Lind, Mathews, McPherson and Rotkin). Director Rios was absent.

REGULAR AGENDA

- 12 CONSIDER A RESOLUTION SUPPORTING STATE ASSEMBLY BILL 1 AND SENATE ASSEMBLY BILL 1 TO INCREASE PUBLIC TRANSIT FUNDING IN CALIFORNIA**

CEO Clifford reminded the Board that this agenda item had been requested at the January 27, 2017 Board meeting and provided an update on the two bills: SB1 has cleared the

DRAFT

10-04A.5

Attachment A

Environmental Committee. Given Governor Brown's support this year, we anticipate the two bills will be merged into one. At this time, the financial implications are undetermined. Local city councils have sent or are planning to submit letters of support to our legislators.

Director Leopold added that the County of Santa Cruz had approved supporting these two bills in January of this year. The Governor has set a deadline of April 6th to bring his and the legislative visions together.

Vice Chair McPherson echoed Director Leopold, noting an anticipated completion date before the April recess.

There was no public comment.

ACTION: MOTION TO ACCEPT THE RESOLUTION SUPPORTING STATE ASSEMBLY BILL 1 AND SENATE ASSEMBLY BILL 1 TO INCREASE PUBLIC TRANSIT FUNDING IN CALIFORNIA AS PRESENTED.

MOTION: DIRECTOR LEOPOLD

SECOND: DIRECTOR McPherson

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Hagen, Leopold, Lind, Mathews, McPherson and Rotkin). Director Rios was absent.

13 ACCEPT: RECOMMENDATION TO REFER PRELIMINARY BUDGET ASSUMPTIONS TO STANDING COMMITTEE

Angela Aitken, Finance Manager, elaborated on the recommendation noting that, if approved, the meeting would be scheduled as soon as possible with an anticipated report to the full board in April.

There was no public comment.

ACTION: MOTION TO ACCEPT THE RECOMMENDATION TO REFER PRELIMINARY BUDGET ASSUMPTIONS TO STANDING COMMITTEE AS PRESENTED.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR MATHEWS

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Hagen, Leopold, Lind, Mathews, McPherson and Rotkin). Director Rios was absent.

14 AUTHORIZE ACTIONS RELATIVE TO THE AWARD OF CONTRACT 17-03 FOR COURIER SERVICES

Julie Sherman, General Counsel, explained the two actions under consideration, the differences between a Request for Proposals (RFP) and an Invitation for Bids (IFB) process and the protest process. This project was procured pursuant to an RFP process, which is a subjective process and the recommendation for award is based on many factors, in addition to cost. As District Counsel, she has reviewed the procurement file and discussed the evaluation process with METRO staff. She has not seen anything that would lead her to believe this was not a fair decision and supports staff's recommendations. Both firms are qualified, but qualifications, experience and references (including Metro's own experience with both vendors) proved to be the determining factors in staff's recommendation of award to PedX.

DRAFT

10-04A.6

Attachment A

A. Consideration of proposal protest submitted by Clutch Courier relative to METRO's intent to award the contract 17-03.

B. Pending outcome of proposal protest, possible action relative to METRO's intent to award the contract 17-03. Resolution 11-14 REJECT PROTEST AND AWARD OF A CONTRACT TO PEDX FOR COURIER SERVICES NOT TO EXCEED \$81,950

Mr. Mike Donahue, Clutch Couriers owner and representative, provided background of their involvement in the RFP process and the previous informal procurement process, which was cancelled without a contract being awarded to Clutch. He asked the Board to consider their information and make an informed decision.

Director Rotkin emphasized that this was an RFP, not an IFB process and asked Ms. Sherman to clarify the reference check and scoring procedure.

General Counsel Sherman explained the evaluation and selection procedure.

Chair Dutra asked if past practice had been to alternate vendors and what the relationship with Clutch had been historically.

General Counsel Sherman said she wasn't able to provide institutional knowledge as her tenure with METRO didn't go back that far; however, her understanding was that METRO alternated between the firms on an informal basis.

Purchasing Manager, Erron Alvey, clarified that METRO had used Clutch Courier from 2008 to 2010 and PedX since 2010. Contracting for such services had been pursuant to an informal process; this was the first time an RFP had been formally undertaken. There had been a few minor issues with Clutch in the past; however, both firms scored well.

Mr. Rick Graves, Clutch Courier founder, expressed his desire as a fellow business owner to see things done in a fair manner and would like everyone to succeed; however, he sees a lot of inconsistencies with how the services were procured previously.

Mr. Zachary Wolinsky, PedX Co-owner, thanked the Board for the opportunity to work with METRO and expressed their desire to continue the relationship.

Director Rotkin offered an apology to Clutch Courier for the confusion and miscommunication during the procurement process, particularly with regard to the previous informal procurement, stating that it could have been handled better.

ACTION: MOTION TO CLOSE THE HEARING, AUTHORIZE ACTIONS RELATIVE TO THE AWARD OF CONTRACT 17-03 FOR COURIER SERVICES AS PRESENTED, INCLUDING REJECTING CLUTCH COURIER'S PROTEST AND AWARDED THE CONTRACT TO PEDX.

MOTION: DIRECTOR ROTKIN

SECOND: DIRECTOR LEOPOLD

MOTION PASSED WITH 9 AYES (Directors Bottorff, Chase, Dutra, Hagen, Leopold, Lind, Mathews, McPherson and Rotkin). Director Rios was absent.

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10-04A.7

Attachment A

15 ACCEPT: CEO ORAL REPORT

Alex Clifford, CEO/General Manager, thanked METRO staff, Operators, Supervisors and Managers for their extensive efforts to ensure transportation for the public and the safety of our drivers during the recent storm events.

Mr. Barrow Emerson, Planning and Development Manager, provided some narration to the articulated buses slideshow, citing the demonstration project as an example of METRO and our partners addressing and working together to solve a problem.

Director Leopold personally experienced the parade-like atmosphere and asked how METRO would collect fares from those who boarded from the back of an articulated bus?

Mr. Emerson responded that passengers were only allowed to enter the front door during the demonstration.

CEO Clifford added that during his years with the Los Angeles Transit District, the riders had been trained to board through the front and exit through the rear. Another approach is to implement an offboard-type of payment using smart card access.

Director Rotkin asked if the maintenance facility could service an articulated bus.

Al Pierce, Maintenance Manager, answered that it would be possible to maintain such buses, as the facility has two pits. The bus does extend into the shop walkway when pulled through the bay. We would get wheel lifts to lift all 3 axles at same time. We would be limited to working on two buses at once.

Director Hagen inquired as to the wheelchair access/space.

Ciro Aguirre, COO, responded that our current buses are fitted with two securement stations. There is configuration ability in the articulated buses, which would almost double the option.

Director Chase asked about the timeline and if any of the City stops would require modification.

COO Aguirre said the timeframe is dependent upon the results of the full analysis. There would be some adjustments required to some of the stops. Today, throughout the county, even the 45' buses interfere with traffic as not all stops are configured to accommodate the entire bus.

CEO Clifford added the next potential step would be a demonstration project. We still need to determine financing, etc. The operating expenses would remain similar to the current bus costs. He will provide updates to the Board as plans develop.

Director Bottorff asked what type of buses can be leased; i.e., how are they powered?

CEO Clifford responded the bus in this test was a diesel. However, we are not certain CARB would allow us to lease a diesel bus. Staff will investigate options, including the potential to lease an electric articulated bus. He cited Antelope Valley as an example of a transit district converting its fleet completely to electric over the next couple of years.

There were no public comments.

DRAFT

10-04A.8

Attachment A

Board of Directors Meeting Minutes
February 24, 2017
Page 9 of 9

16 REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

Julie Sherman, General Counsel, announced the items to be discussed in Closed Session:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code paragraph (4) of subdivision (d) of Section 54956.9 - one case.

CONFERENCE WITH LEGAL COUNSEL

Significant exposure to litigation pursuant to Government Code paragraph (2) of subdivision (d) of Section 54956.9 – one case

CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)

Agency Negotiators: Alex Clifford, CEO/General Manager

Julie Sherman, General Counsel

Employee Organization: SEIU, Local 521

17 ANNOUNCEMENT OF NEXT MEETING: FRIDAY, MARCH 24, 2017 AT 8:30AM, SANTA CRUZ CITY COUNCIL CHAMBERS, 809 CENTER STREET, SANTA CRUZ, CA

Chair Dutra announced the next meeting as above.

THE BOARD RECESSED TO CLOSED SESSION AT 10:14AM.

THE BOARD RECONVENED TO OPEN SESSION AT 10:52AM.

18 REPORT OF CLOSED SESSION ITEMS

Julie Sherman, General Counsel, announced that the Board had provided direction to legal counsel to initiate litigation.

23 ADJOURNMENT 10:52A

Chair Dutra adjourned the meeting at 10:52AM.

Respectfully submitted,

Gina Pye
Executive Assistant

DRAFT

10-04A.9

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DATE: March 24, 2017
TO: Board of Directors
FROM: Al Pierce, Maintenance Manager
SUBJECT: **CONSIDERATION OF AWARD OF CONTRACT TO CAL INC. FOR
PAINT REMOVAL AND REPAINTING OF EXISTING STAIRS NOT TO
EXCEED \$67,711**

I. RECOMMENDED ACTION

**That the Board of Directors authorize the CEO to execute a contract with
CAL INC for Paint Removal and Repainting of Existing Stairs in an amount
not to exceed \$67,711**

II. SUMMARY

- The three exterior staircases at the Judy K. Souza Operations Facility (OPS) were not properly prepared or painted when installed by the construction contractor, and have developed rust in several areas.
- The Santa Cruz Metropolitan Transit District (METRO) conducted a competitive procurement to solicit bids from qualified firms for Paint Removal and Repainting of Existing Stairs at OPS. Five firms submitted bids for METRO's review.
- Staff has reviewed all submitted bids and is recommending that the Board of Directors authorize a contract with CAL INC, the lowest responsive and responsible bidder.

III. DISCUSSION/BACKGROUND

Shortly after the three metal staircases were installed at the new Operations Facility, rusting was observed in several areas. An independent consultant determined that the metal on the individual sections of the stairs had been prepared properly; however, the welds used when erecting and installing the staircase on site had not. These welds in the seams are where the rust is coming from. In addition to this, testing revealed that there was not sufficient paint applied to the stair components to achieve the thickness required by the specifications, adding to the metal exposure and further allowing the rust to develop.

In November 2016, the Board authorized staff to issue an Invitation for Bids for Paint Removal and Repainting of Existing Stairs. On January 3, 2017, METRO legally advertised and distributed Invitation for Bids (IFB) No. 17-06 to 23 firms and nine builders' exchanges, posted notice on its website, and sent email

notices to all GovDelivery subscribers. On February 3, 2017, bids were received and opened from five firms. A list of firms and a summary of the bids received are provided in Attachment A. Staff, comprised of Erron Alvey, Purchasing Manager and Al Pierce, Maintenance Manager, has reviewed all submitted bids. CAL INC has been determined to be the lowest responsible bidder, whose bid is responsive to all the requirements of the IFB.

Staff recommends that the Board of Directors authorize the CEO to execute a contract on behalf of METRO with CAL INC for Paint Removal and Repainting of Existing Stairs in an amount not to exceed \$67,711. Contractor will provide all equipment and materials meeting all METRO's specifications and requirements of the contract. Al Pierce, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The total not-to-exceed value of the contract is \$67,711. Funds to support this contract are included in the MetroBase Phase II Project Budget.

V. ALTERNATIVES CONSIDERED

- Do not award the contract, and have in-house staff seal the seams and paint the staircases without performing rust remediation. This is not recommended, as the staircases would continue to degrade and would have to be replaced much sooner.

VI. ATTACHMENTS

Attachment A: Summary of Bids Received

Attachment B: Contract with CAL INC

Note: A full copy of the Contract is available on request.

Prepared By: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

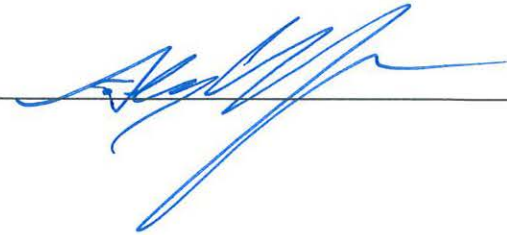
Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A



Bid Results for IFB No. 17-06

Paint Removal and Repainting of Existing Stairs

Opened February 3, 2017 at 2:00 PM

BIDDER	AMOUNT BID
CAL INC, Vacaville, CA	\$ 67,711
Lewis C. Nelson and Sons, Inc., Selma, CA	\$ 90,000
Blackhawk Painting, Inc., Vacaville, CA	\$106,000
Anemos Enterprises, Inc., San Diego, CA	\$139,700
Stella Painting Inc., San Mateo, CA	\$150,000

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**CONTRACT FOR PAINT REMOVAL AND REPAINTING OF EXISTING STAIRS
No. 17-06**

THIS CONTRACT is made effective on April 3, 2017 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and CAL INC (“Contractor”).

1. RECITALS

1.01 Santa Cruz METRO’s Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and which has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.02 Santa Cruz METRO’s Need for Paint Removal and Repainting of Existing Stairs

Santa Cruz METRO requires Paint Removal and Repainting of Existing Stairs. In order to obtain said Paint Removal and Repainting of Existing Stairs, Santa Cruz METRO issued an Invitation for Bids, dated January 3, 2017, setting forth specifications for Paint Removal and Repainting of Existing Stairs. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor’s Bid Form

Contractor is a licensed general contractor desired by Santa Cruz METRO and whose principal place of business is 2040 Peabody Road, Vacaville, California 95687. Pursuant to the Invitation for Bids issued by Santa Cruz METRO, Contractor submitted a bid for Provision of said Paint Removal and Repainting of Existing Stairs, which is attached hereto and incorporated herein by reference as Exhibit B.

1.04 Selection of Contractor and Intent of Contract

On February 10, 2017, Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide said Paint Removal and Repainting of Existing Stairs, located at 1200 River Street, Santa Cruz, California 95060. The purpose of this Contract is to set forth the provisions of this procurement.

1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms “Contractor” and “supplier” are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in This Contract

The documents below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties’ Contract,

Attachment B

and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Part III, Section 11.13 of the General Conditions of the Contract.

a) Exhibit A

Santa Cruz Metropolitan Transit District's "Invitation for Bids No. 17-06" dated January 3, 2017, including Addendum number 1.

b) Exhibit B (Bid Form)

Contractor's submitted bid to Santa Cruz METRO for Paint Removal and Repainting of Existing Stairs as signed by Contractor.

2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A and B. Where in conflict, the provisions of Exhibit A supersede Exhibit B.

2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. **TIME OF PERFORMANCE**

3.01 General

The work under this Contract shall be completed within the number of calendar days specified in the Notice to Proceed, unless modified by the parties under Part III, subsection 11.13 of the General Conditions to the Contract or terminated pursuant to Part III, Section 2.

3.02 Term

The term of this Contract shall commence upon the execution of the Contract by Santa Cruz METRO. Issuance of a Notice to Proceed shall remain in force until Final Acceptance as provided by Part IV, Section 21 of this Contract.

3.03 Acceptance of Terms

Execution of this document shall be deemed as acceptance of all of the terms and conditions as set forth herein and those contained in the Instructions to Bidders, the General Conditions, the Special Conditions, the FTA Requirements for Construction Contracts, the Specifications for Work and all attachments and addenda, which are incorporated herein by reference as integral parts of this Contract.

4. **SCOPE OF WORK**

4.01 Contractor shall furnish Santa Cruz METRO all supervision, labor, equipment, supplies, material, freight, transportation, tools and other work and services as specified in and in full accordance with the Invitation for Bids (IFB) No. 17-06 dated January 3, 2017 for Paint

Attachment B

Removal and Repainting of Existing Stairs. The Contractor shall provide a complete project in conformance with the intent shown on the drawings and specified herein and as provided for and set forth in the IFB.

- 4.02 Contractor and Santa Cruz METRO agree to comply with and fulfill all obligations, promises, covenants and conditions imposed upon each of them in the Contract Documents. All of said work done under this Contract shall be performed to the satisfaction of Santa Cruz METRO or its representative, who shall have the right to reject any and all materials and supplies furnished by Contractor which do not strictly comply with the requirements contained herein, together with the right to require Contractor to replace any and all work furnished by Contractor which shall not either in workmanship or material be in strict accordance with the Contract Documents.

5. COMPENSATION

5.01 Terms of Payment

For performing and completing the Work in accordance with the Contract Documents, Santa Cruz METRO agrees to pay Contractor an amount not to exceed Sixty-Seven Thousand Seven Hundred Eleven Dollars as identified in the Bid Form, Exhibit B, for satisfactory completion of all work, including all costs for labor, materials, tools, equipment, services, freight, insurance, overhead, profit and all other costs incidental to the performance of the services specified under this Contract, under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if they exceed the \$67,711 maximum amount payable under this Contract, they do so at their own risk.

5.02 Progress Payments

Santa Cruz METRO will make progress payments to the Contractor when requested as work progresses and is completed, but not more frequently than monthly as approved by the Construction Manager and/or the Santa Cruz METRO Project Manager.

The Payment Application form for the Construction Manager and/or the Project Manager to review for each billing period shall have attached the subcontractor billing amounts requested for the current billing period, and copies of payments made to subcontractors for the previous billing period within sixty (60) days.

Santa Cruz METRO will make progress payments within 30 days after receipt of an undisputed and properly submitted payment request from the Contractor.

5.03 Release of Claims

Payment by Santa Cruz METRO of undisputed contract amounts is contingent upon the Contractor furnishing Santa Cruz METRO with a Release of All Claims against Santa Cruz METRO arising by virtue of the part of the Contract related to those amounts.

5.04 Retention of progress payments

Santa Cruz METRO will retain five (5%) percent of the contract price from each progress payment made pursuant to the Contract through the completion of the Contract. The retention

Attachment B

shall be released, with the exception of 150 percent (150%) of any disputed amount, within 60 days after the date of completion of the work. Pursuant to Section 22300 of the Public Contract Code, Contractor may substitute a deposit of securities in lieu of Santa Cruz METRO withholding any monies to ensure Contractor's performance under the Contract, or alternatively, request that Santa Cruz METRO make payment of retentions earned directly to an escrow agent at the expense of Contractor. The provisions of Public Contract Code Section 22300 are incorporated herein by reference as though set forth in full, and shall govern the substitution of securities and/or escrow account. If a Stop Notice is filed, Santa Cruz METRO will retain 125% of the amount set forth in the Stop Notice from the next progress payment made to Contractor.

5.05 Change in Contract Price

5.04.01 General

- A. The Contract price constitutes the total compensation payable to Contractor for performing the work. All duties, responsibilities, and obligations assigned to or undertaken by Contractor to perform the work shall be at Contractor's expense without change in the Contract price.
- B. The Contract price may only be changed by a change order. Any request for an increase in the Contract price shall be based on written notice delivered by the Contractor to the Contract Administrator promptly, but in no event later than 10 days after the date of the occurrence of the event giving rise to the request, and shall state the general nature of the request. Notice of the amount of the request with supporting data shall be delivered within 45 days after the date of the occurrence, unless the Contract Administrator allows an additional period of time to ascertain more accurate data in support of the request, and shall be accompanied by the Contractor's written statement that the amount requested covers all amounts (direct, indirect, and consequential) to which the Contractor is entitled as a result of the occurrence of the event. No request for an adjustment in the Contract price will be valid if not submitted in accordance with this Article.
- C. The value of any work covered by a change order or of any request for an increase or decrease in the Contract price shall be determined in one of the following ways:
 - 1. Where the work involved is covered by unit prices contained in the Contract documents, by application of unit prices to the quantities of the items involved; or
 - 2. By mutual acceptance of a lump sum, which may include an allowance for overhead and profit not necessarily in accordance with Article 5.04.04; or
 - 3. On the basis of the cost of work (determined as provided in Articles 5.04.02 and 5.04.03) plus a Contractor's fee for overhead and profit (determined as provided in Article 5.04.04).

5.04.02 Cost of Work (Based on Time and Materials)

- A. General: The term "cost of work" means the sum of all costs necessarily incurred and paid by Contractor for labor, materials, and equipment in the proper

Attachment B

performance of work. Except as otherwise may be agreed to in writing by Santa Cruz METRO, such costs shall be in amounts no higher than those prevailing in the locality of the project.

- B. Labor: The cost of labor used in performing work by Contractor, a subcontractor, or other forces, will be the sum of the following:
1. The actual wages paid plus any employer payments to or on behalf of workers for fringe benefits, including health and welfare, pension, vacation, and similar purposes. The cost of labor may include the wages paid to foremen when it is determined by the Contract Administrator that the services of foremen do not constitute a part of the overhead allowance.
 2. There will be added to the actual wages, as defined above, a percentage set forth in the latest "Labor Surcharge and Equipment Rental Rates" in use by the California State Department of Transportation which is in effect on the date upon which the work is accomplished. This percentage shall constitute full compensation for all payments imposed by State and Federal laws including, but not limited to, workers' compensation insurance and Social Security payments.
 3. The amount paid for subsistence and travel required by collective bargaining agreements.
 4. For equipment operators, payment for the actual cost of labor and subsistence or travel allowance will be made at the rates paid by Contractor to other workers operating similar equipment already on the work, or in the absence of such labor, established by collective bargaining agreements for the type of workers and location of the extra work, whether or not the operator is actually covered by such an agreement. A labor surcharge will be added to the cost of labor described herein in accordance with the provisions of subsection 2 of Article 5.04.02 B herein, which surcharge shall constitute full compensation for payments imposed by State and Federal laws, and all other payments made to on behalf of workers other than actual wages.
- C. Materials: The cost of materials used in performing work will be the cost to the purchaser, whether Contractor or subcontractor, from the supplier thereof, except as the following are applicable:
1. Trade discounts available to the purchaser shall be credited to Santa Cruz METRO notwithstanding the fact that such discounts may not have been taken by Contractor.
 2. For materials secured by other than a direct purchase and direct billing to the purchaser, the cost shall be deemed to be the price paid to the actual supplier as determined by the Contract Administrator. Markup, except for actual costs incurred in the handling of such materials, will not be allowed.
 3. Payment for materials from sources owned wholly or in part by the purchaser shall not exceed the price paid by the purchaser for similar materials from said

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sources on extra work items or the current wholesale price for such materials delivered to the work site, whichever price is lower.

4. If, in the opinion of the Contract Administrator, the cost of material is excessive, or the Contractor does not furnish satisfactory evidence of the cost of such material, then the cost shall be deemed to be the lowest current wholesale price for the quantity concerned delivered to the work site, less trade discount. Santa Cruz METRO reserves the right to furnish materials for the extra work and no claim shall be made by the Contractor for costs and profit on such materials.
- D. Equipment: The Contractor will be paid for the use of equipment at the rental rate listed for such equipment specified in the current edition of the Department of Transportation publication entitled "Labor Surcharge and Equipment Rental Rates" which is in effect on the date upon which the work is accomplished. Such rental rates will be used to compute payments for equipment whether the equipment is under the Contractor's control through direct ownership, leasing, renting, or another method of acquisition. The rental rate to be applied for use of each item of equipment shall be the rate resulting in the least total cost to Santa Cruz METRO for the total period of use. If it is deemed necessary by the Contractor to use equipment not listed in the foregoing publication, the Contract Administrator will establish an equitable rental rate for the equipment. The Contractor may furnish cost data that might assist the Contract Administrator in the establishment of the rental rate.
1. The rental rates paid, as above provided, shall include the cost of fuel, oil, lubrication supplies, small tools, necessary attachments, repairs and maintenance of all kinds, depreciation, storage, insurance, and all incidentals. Operators of equipment will be separately paid for as provided in subsection 4 of Article 5.04.02 B.
 2. All equipment shall be in good working condition and suitable for the purpose for which the equipment is to be used.
 3. Before construction equipment is used on the extra work, Contractor shall plainly stencil or stamp an identifying number thereon at a conspicuous location, and shall furnish to the Contract Administrator, in duplicate, a description of the equipment and its identifying number.
 4. Unless otherwise specified, manufacturer's ratings and manufacturer-approved modifications shall be used to classify equipment for the determination of applicable rental rates. Equipment which has no direct power unit shall be powered by a unit of at least the minimum rating recommended by the manufacturer.
 5. Individual pieces of equipment or tools having a replacement value of \$500 or less, whether or not consumed by use, shall be considered to be small tools and no payment will be made therefore.

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- E. Owner-Operated Equipment: When owner-operated equipment is used to perform work and is to be paid for as extra work, Contractor will be paid for the equipment and operator as follows:

Payment for the equipment will be made in accordance with the provisions in Article 5.04.02 D, "Equipment."

Payment for the cost of labor and subsistence or travel allowance will be made at the rates paid by Contractor to other workers operating similar equipment already on the project, or, in the absence of such other workers, at the rates for such labor established by collective bargaining agreement for type of worker and location of the work, whether or not the owner-operator is actually covered by such an agreement. A labor surcharge will be added to the cost of labor described herein, in accordance with the provisions in subsection 2 of Article 5.04.02 B, "Labor."

To the direct cost of equipment rental and labor, computed as provided herein, will be added the markup for equipment rental and labor as provided in Article 5.04.04, "Contractor's Fee."

- F. Equipment Time: The rental time to be paid for equipment on the work shall be the time the equipment is in productive operation on the work being performed and shall include the time required to move the equipment to the new location and return it to the original location or to another location requiring no more time than that required to return it to its original location; except that moving time will not be paid if the equipment is used on other than the extra work. Loading and transporting costs will be allowed, in lieu of moving time, when the equipment is moved by means other than its own power. No payment will be made for loading and transporting costs when the equipment is used at the site of the extra work on other than the extra work. The following shall be used in computing the rental time of equipment on the work:

1. When hourly rates are listed, any part of an hour less than 30 minutes of operation shall be considered to be ½-hour of operation, and any part of an hour in excess of 30 minutes will be considered 1-hour of operation.
2. When daily rates are listed, operation for any part of a day less than 4 hours shall be considered to be ½-day of operation.
3. Rental time will not be allowed while equipment is inoperative due to breakdowns or Contractor-caused delays.

- G. Cost of Work Documentation: The Contractor shall furnish the Contract Administrator Daily Extra Work Reports on a daily basis covering the direct costs of labor and materials and charges for equipment whether furnished by Contractor, subcontractor, or other forces. Santa Cruz METRO will provide the Daily Extra Work Report forms to Contractor. The Contractor or an authorized agent shall sign each Daily Extra Work Report. The Daily Extra Work Report shall provide names and classifications of workers and hours worked; size, type, and identification number of equipment; and the hours operated. Copies of certified payrolls and statement of fringe benefit shall substantiate labor charges. Valid copies of vendor's invoices shall substantiate material charges.

Attachment B

The Contract Administrator will make any necessary adjustments. When these reports are agreed upon and signed by both parties, they shall become the basis of payment for the work performed, but shall not preclude subsequent adjustment based on a later audit.

The Contractor shall inform the Contract Administrator when extra work will begin so that the Santa Cruz METRO inspector can concur with the Daily Extra Work Reports. Failure to conform to these requirements may impact the Contractor's ability to receive proper compensation.

5.04.03 Special Services

Special services are defined as that work characterized by extraordinary complexity, sophistication, or innovations, or a combination of the foregoing attributes that are unique to the construction industry. The following may be considered by the Contract Administrator in making estimates for payment for special services:

- A. When the Contract Administrator and the Contractor, by agreement, determine that a special service is required which cannot be performed by the forces of the Contractor or those of any of its subcontractors, the special service may be performed by an entity especially skilled in the work to be performed. After validation of invoices and determination of market values by the Contract Administrator, invoices for special services based upon the current fair market value thereof may be accepted without complete itemization of labor, material, and equipment rental costs.
- B. When Contractor is required to perform work necessitating special fabrication or machining process in a fabrication or a machine shop facility away from the jobsite, the charges for that portion of the work performed at the offsite facility may, by agreement, be accepted as a special service and accordingly, the invoices for the work may be accepted without detailed itemization.
- C. All invoices for special services will be adjusted by deducting all trade discounts offered or available, whether the discounts were taken or not. In lieu of the allowances for overhead and profit on labor, materials, and equipment specified in Article 5.04.04 herein, a single allowance of ten (10) percent will be added to invoices for special services.

5.04.04 Contractor's Fee

- A. Work ordered on the basis of time and materials will be paid for at the actual and necessary cost as determined by the Contract Administrator, plus allowances for overhead and profit, which allowances shall constitute the "Contractor's Fee," except as provided in subparagraph B of this Article. For extra work involving a combination of increases and decreases in the work, the actual necessary cost will be the arithmetic sum of the additive and deductive costs. The allowance for overhead and profit shall include compensation for superintendence, bond and insurance premiums, taxes, all field and home office expenses, and all other items of expense or cost not included in the cost of labor, materials, or equipment provided for under Articles 5.04.02 B, C, D, and E herein. The allowance for overhead and profit will be made in accordance with the following schedule:

Attachment B

Actual Necessary Cost

Overhead and Profit Allowance

Labor	33 percent
Materials.....	15 percent
Equipment	15 percent

- B. Labor, materials, and equipment may be furnished by the Contractor or by the subcontractor on behalf of the Contractor. When a subcontractor performs all or any part of the extra work, the allowance specified in subparagraph A of Article 5.04.04 shall only be applied to the labor, materials, and equipment costs of the subcontractors, to which the Contractor may add 5 percent of the subcontractor's total cost for the extra work. Regardless of the number of hierarchical tiers of subcontractors, the 5 percent increase above the subcontractor's total cost, which includes the allowances for overhead and profit specified herein, may be applied one time only for each separate work transaction.

5.04.05 Compensation for Time Extensions

Adjustments in compensation for time extension will be allowed only for causes in Article 5.05.01 B.1 through Article 5.05.01 B.3 computed in accordance with Article 5.04 and the following. No adjustments in compensation will be allowed when Santa Cruz METRO-caused delays to a controlling item of work and Contractor-caused delays to a controlling item of work occur concurrently or for causes in Article 5.05.01 B.4 through Article 5.05.01 B.5.

Compensation for idle time of equipment will be determined in accordance with the provisions in Article 5.04.02.F and Section 8-1.09 of the State Specifications.

5.05 Change of Contract Time

5.05.01 General

- A. The Contract time may only be changed by a change order. Any request for an extension of the Contract time shall be based on written notice delivered by the Contractor to the Contract Administrator promptly, but in no event later than 10 days after the date of the occurrence of the event giving rise to the request, and shall state the general nature of the request. Notice of the extent of the request with supporting data shall be delivered within 45 days after the date of such occurrence, unless the Contract Administrator allows an additional period of time to ascertain more accurate data in support of the request, and shall be accompanied by the Contractor's written statement that the adjustment requested is the entire adjustment to which the Contractor has reason to believe it is entitled as a result of the occurrence of said event. No request for an adjustment in the Contract time will be valid if not submitted in accordance with the requirements of this Article.

The Contract time will only be extended when a delay occurs which impacts a controlling item of work as shown on the work schedules required in the Special Provisions. Time extensions will be allowed only if the cause is beyond the control and without the fault or negligence of the Contractor. Time extensions will also be allowed when Santa Cruz METRO-caused delays to a controlling

Attachment B

item of work and Contractor-caused delays to a controlling item of work occur concurrently. The Contractor will be notified if the Contract Administrator determines that a time extension is not justified.

B. The Contract time will be extended in an amount equal to time lost due to delays beyond the control of the Contractor if a request is made therefore as provided in this Article. An extension of Contract time will only be granted for days on which the Contractor is prevented from proceeding with at least 75 percent of the normal labor and equipment force actually engaged on the said work, by said occurrences or conditions resulting immediately therefrom which impact a controlling item of work as determined by the Contract Administrator. Such delays shall include:

1. Changes.
2. Failure of Santa Cruz METRO to furnish access, right of way, completed facilities of related projects, drawings, materials, equipment, or services for which Santa Cruz METRO is responsible.
3. Survey error by Santa Cruz METRO.
4. Occurrences of a severe and unusual nature including, but not restricted to, acts of God, fires, other force majeure events, and excusable inclement weather. A force majeure event includes an earthquake, flood, cloudburst, cyclone or other cataclysmic phenomena of nature beyond the power of the Contractor to foresee or to make preparation in defense against, but does not include ordinary inclement weather. Excusable inclement weather is any weather condition, the duration of which varies in excess of the average conditions expected, which is unusual for the particular time and place where the work is to be performed, or which could not have been reasonably anticipated by the Contractor, as determined from U.S. Weather Bureau records for the preceding 3-year period or as provided for in the Special Provisions.
5. Act of the public enemy, act of another governmental entity, public utility, epidemic, quarantine restriction, freight embargo, strike, or labor dispute. A delay to a subcontractor or supplier due to the above circumstances will be taken into consideration for extensions to the time of completion.

5.05.02 Extensions of Time for Delay Due to Excusable Inclement Weather

- A. The Contract time will be extended for as many days in excess of the average number of days of excusable inclement weather, as defined in Article 5.05.01 B.5, as the Contractor is specifically required under the Special Provisions to suspend construction operations, or as many days as the Contractor is prevented by excusable inclement weather, or conditions resulting immediately therefrom, from proceeding with at least 75 percent of the normal labor and equipment force engaged on critical items of work as shown on the schedule.
- B. Should the Contractor prepare to begin work at the regular starting time at the beginning of any regular work shift on any day on which excusable inclement weather, or the conditions resulting from the weather, prevents work from

Attachment B

beginning at the usual starting time and the crew is dismissed as a result thereof, the Contractor will be entitled to a 1-day extension whether or not conditions change thereafter during said day and the major portion of the day could be considered to be suitable for such construction operations.

- C. The Contractor shall base the construction schedule upon the inclusion of the number of days of excusable inclement weather specified in the Article titled “Excusable Inclement Weather Delays,” of the Special Provisions. No extension of the Contract time due to excusable inclement weather will be considered until after the said aggregate total number of days of excusable inclement weather has been reached; however, no reduction in Contract time would be made if said number of days of excusable inclement weather is not reached.

5.06 Changed Site Conditions

If any work involves digging trenches or other excavations below the surface, Contractor shall promptly, and before the following conditions are disturbed, notify Santa Cruz METRO in writing of any:

- A. Material that Contractor believes may be a regulated material which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
- B. Subsurface or latent physical conditions at the site differing from those indicated in this Contract.
- C. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

Santa Cruz METRO will promptly investigate the condition and if it finds that the conditions do materially so differ, or do involve regulated material, and cause a decrease or increase in the Contractor’s cost of, or the time required for, performance of any part of the work, Santa Cruz METRO will issue a change order under the procedures described in this Contract. For regulated materials, Santa Cruz METRO reserves the right to use other forces for exploratory work to identify and determine the extent of such material and for removing regulated material from such areas.

In the event that a dispute arises between Santa Cruz METRO and the Contractor on whether the conditions materially differ or on the Contractor’s cost of, or time required for, performance of any part of the work, the Contractor shall not be excused from any scheduled completion date provided for by this Contract but shall proceed with all work to be performed under the Contract. The Contractor shall retain any and all rights provided either by this Contract or by law, which pertain to the resolution of disputes and protests between the contracting parties.

5.07 Waivers and Releases

Contractor is required to provide unconditional waivers and releases of stop notices in accordance with California Civil Code §3262(d)(2). Santa Cruz METRO agrees to pay Contractor within 30 days after receipt of an undisputed and properly submitted payment

Attachment B

request from Contractor. If Santa Cruz METRO fails to make such payments in a timely manner, Santa Cruz METRO shall pay interest to Contractor equivalent to the legal rate set forth in Subdivision (a) of Section 685.010 of the Code of Civil Procedure. For purposes of this section, "progress payment" includes all payments due Contractor, except that portion of the final payment designated by the Contract as retention earnings. Any payment request determined not to be a proper payment request suitable for payment shall be returned to Contractor as soon as practicable, but not later than seven days after receipt. A request returned pursuant to this paragraph shall be accompanied by a written explanation of why the payment request is not proper. The number of days available to Santa Cruz METRO to make a payment without incurring interest pursuant to this section shall be reduced by the number of days by which Santa Cruz METRO exceeds the seven-day return requirement set forth above. A payment request shall be considered properly executed if funds are available for payment of the payment request and payment is not delayed due to an audit inquiry by Santa Cruz METRO's financial officer.

6. NOTICES

All notices under this Contract shall be in writing and shall be effective when received, if delivered by hand, or three (3) days after posting, if sent by registered mail, return receipt requested, to a party hereto at the address hereinunder set forth or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

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

Attention: Alex Clifford, CEO/General Manager

CONTRACTOR

CAL INC
2040 Peabody Road
Vacaville, CA 95687

Attention: Rene Vargas

7. ENTIRE AGREEMENT

7.01 This Contract represents the entire agreement of the parties with respect to the subject matter hereof, and all such agreements entered into prior hereto are revoked and superseded by this Contract, and no representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements.

7.02 This Contract may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Contract shall be void and of no effect.

Attachment B

8. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

9. AUTHORITY

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

Signed on 3/17/17

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

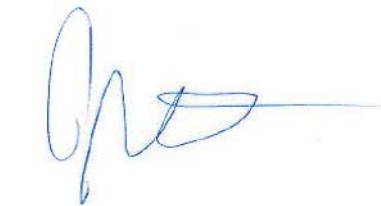
Contractor –
CAL INC



David Esparza, President

Approved as to Form:

Julie Sherman, General Counsel



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DATE: March 24, 2017

TO: Board of Directors

FROM: Angela Aitken, Finance Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR FINANCIAL AUDIT AND TAX SERVICES, INCREASING THE CONTRACT TOTAL BY \$42,750

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 2nd amendment extending the contract, exercising the 2nd option with Brown Armstrong Accountancy Corporation for Financial Audit and Tax Services, increasing the contract total by \$42,750 for the additional one-year period, thereby increasing the total contract authority from \$157,000 to \$199,750

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Brown Armstrong for Financial Audit and Tax Services that will expire on April 30, 2017.
- Brown Armstrong has requested no changes for the new contract period.
- Brown Armstrong has performed its duties very well under this contract, and therefore a one-year contract extension is recommended.

III. DISCUSSION/BACKGROUND

State law requires that METRO undergo an audit of their financial statements on an annual basis. The statements are to be prepared in accordance with generally accepted accounting principles and must be audited in accordance with generally accepted auditing standards by a firm of Certified Public Accountants licensed to practice in the State of California.

METRO has a contract with Brown Armstrong Accountancy Corporation for Financial Audit and Tax Services that was established on May 1, 2013 for a three-year period, with two optional one-year extensions. The current contract is due to expire on April 30, 2017. Per Debbie Kinslow, Assistant Finance Manager, over the past year the quality of service provided by Brown Armstrong has been excellent. Brown Armstrong has reviewed the contract and requested no changes.

Staff recommends that METRO exercise the 2nd option for a one-year contract extension with Brown Armstrong for an amount not to exceed \$42,750. Staff further recommends that the Board of Directors authorize the CEO to sign a one-year contract extension on behalf of METRO. Debbie Kinslow, Assistant Finance Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$157,000. Additional funds in an amount of \$42,750 are requested for approval at this time. The new contract total not to exceed would be \$199,750.

Funds to support this contract are included in the Finance FY17 & FY18 Accounting & Audit Fees (503011) Operating Budgets.

V. ALTERNATIVES CONSIDERED

- Issue an RFP – this alternative is not recommended at this time because the current contract allows for a one-year contract extension and Brown Armstrong has performed its duties very well under this contract.
- Do nothing is an alternative, but is not recommended; pursuant to Government Code §26909, special districts are required to have annual, independent audits conducted by the county auditor or a certified public accountant. This information is filed with the State Controller's Office.

VI. ATTACHMENTS

Attachment A: Renewal letter from Brown Armstrong

Attachment B: Second Amendment to the Contract with Brown Armstrong

Prepared By: Joan Jeffries, Administrative Specialist
Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

BROWN
ARMSTRONG

CERTIFIED
PUBLIC
ACCOUNTANTS

BROWN ARMSTRONG

Certified Public Accountants

January 23, 2017

Erron Alvey
Purchasing Manager
Santa Cruz Metropolitan Transit District
110 Vernon Street
Santa Cruz, CA 95060-2130

Re: RENEWAL – Contract No. 13-22 for Financial Audit and Tax Services

Dear Erron;

Brown Armstrong Accountancy Corporation is pleased to provide this letter of intent to extend our current contract with Santa Cruz Metropolitan Transit District (Santa Cruz METRO) to provide financial audit and tax services for the year ending June 30, 2017. As your current auditors, we feel we are uniquely qualified to continue to provide you with the level of service you expect from your auditors.

Our existing contract is \$40,750. We propose a not-to-exceed maximum price of \$42,750 for the year ending June 30, 2017.

I, the undersigned, certify that I am now the authorized representative for this contract. In addition, I certify that I am authorized to enter into a contract with Santa Cruz METRO on behalf of Brown Armstrong.

We have enjoyed our past relationship and look forward to continuing to serve you. If the Board of Directors approves an amendment, please forward us the necessary contract amendment documents for review and signature.

Please call me if I can clarify or expand on any item contained in this letter. We appreciate the opportunity to provide you with the outstanding service you expect.

Sincerely,

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION



By: Ryan L. Nielsen, CPA
Firm Principal

RLN:dmh

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SECOND AMENDMENT TO CONTRACT NO. 13-22 FOR FINANCIAL AUDIT AND TAX SERVICES

This Second Amendment to Contract No. 13-22 for Financial Audit and Tax Services is made effective May 1, 2017 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Brown Armstrong Accountancy Corporation ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Financial Audit and Tax Services ("Contract") on May 1, 2013.
- 1.2 The Contract allows for extension upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

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

II. TERM

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

The term of this Contract shall be from May 1, 2013 to April 30, 2018.

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

III. COMPENSATION

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

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the all-inclusive maximum price for fiscal year 2017 of \$42,750.

The new Contract total not-to-exceed amount is \$199,750. Contractor understands and agrees that if it exceeds the \$199,750 maximum amount payable under this Contract, it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

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

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V. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

- 5.1 The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

VI. AUTHORITY

- 6.1 Article 7 is amended to include the following language:

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

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

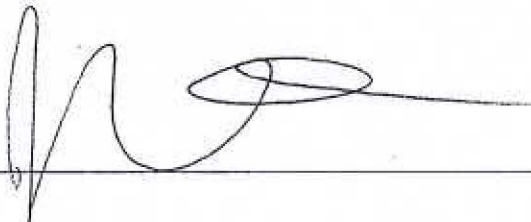
Contractor –
BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Ryan L. Nielsen, CPA, Principal



Approved as to Form:

Julie Sherman, General Counsel





DATE: March 24, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
**SUBJECT: CONSIDERATION OF A RESOLUTION APPROVING THE FY17
REVISED CAPITAL BUDGET**

I. RECOMMENDED ACTION

That the Board of Directors adopt a resolution approving the FY17 Revised Capital Budget, as presented in Attachment B

II. SUMMARY

- The Board of Directors adopted the FY17 Capital Budget on June 24, 2016.
- Periodic capital budget revisions may be required due to new grant awards, new projects, changes to the scope of existing projects, spending, and removal of projects that are no longer needed.
- Revisions to an adopted capital budget require Board approval and the adoption of a resolution.

III. DISCUSSION/BACKGROUND

The Board of Directors must adopt an Operating and Capital Budget by June 30th each year. The Board adopted the FY17 & FY18 Operating and FY17 Capital Budget on June 24, 2016.

This will be the third revision to the FY17 Capital Budget since it was adopted; the first revision was approved at the August 26, 2016 BOD meeting, while the second revision was approved at the February 24, 2017 BOD meeting.

Staff requests that the Board adopt a resolution (Attachment A) to approve the FY17 Revised Capital Budget (Attachment B)

A Reconciliation by Project as of March 24, 2017 (Attachment C) is provided; this reconciles the (current) FY17 Revised Capital Budget against the (original) Final FY17 Capital Budget adopted on June 24, 2016.

This revision only impacts one capital project.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The original FY17 Capital Budget adopted June 24, 2016 totals \$5,195,832.

- Revision 1 – August 26, 2016 – this revision added one (1) capital project; Ticket Vending Machine Cash Devices and Components funded with Cash Reserves (\$15,000). This revision resulted in a net increase of \$15,000, for an FY17 Revised Capital Budget balance of \$5,210,832.
- Revision 2 – February 24, 2017 – this revision added, reduced and adjusted several projects. See Attachment C for complete details. This revision resulted in a net increase of \$10,498,010, for an FY17 Revised Capital Budget balance of \$15,693,842.
- Revision 3 – March 24, 2017 – this revision adds funding to the ParaCruz Van Replacement project and reduces the number of vehicles. This revision is a net increase of \$11,585, for an FY17 Revised Capital Budget balance of \$15,705,427.

The Reconciliation by Project as of March 24, 2017 (Attachment C) lists the detail of all changes by project since adoption on June 24, 2016, and includes an explanation for the action. The year to date change is a net increase of \$10,509,595.

V. ALTERNATIVES CONSIDERED

- There are no recommended alternatives at this time. If the revised budget is not approved, important capital improvements and capital projects may be delayed or cancelled.

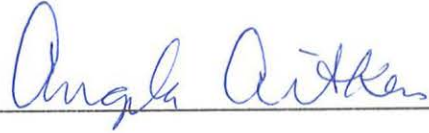
VI. ATTACHMENTS

Attachment A: FY17 Capital Budget Resolution
Attachment B: FY17 Revised Capital Budget as of March 24, 2017
Attachment C: FY17 Revised Capital Budget – Reconciliation by Project as of March 24, 2017

Prepared By: Debbie Kinslow, Assistant Finance Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A



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 AUTHORIZING A REVISION TO THE FY17 CAPITAL BUDGET

WHEREAS, the Board of Directors approved the FY17 Capital Budget on June 24, 2016 with a total budget of \$5,195,832; and

WHEREAS, the Board of Directors previously amended the FY17 Capital Budget by \$10,483,010 for a total budget of \$10,693,842; and

WHEREAS, it is necessary to revise the adopted FY17 Capital Budget by \$11,585 to provide for increased funding to the ParaCruz Van Replacement project and a reduction in the number of vehicles.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Santa Cruz Metropolitan Transit District hereby amends the FY17 Capital Budget per Attachment B to this resolution for a total FY17 Capital Budget of \$15,705,427.

PASSED AND ADOPTED this 24th day of March 2017, by the following vote:

AYES: Directors -

NOES: Directors -

ABSTAIN: Directors -

ABSENT: Directors -

Approved:
Jimmy Dutra, Chair

Attachment A

Resolution No. _____
Page 2

Attest:

Alex Clifford, CEO/General Manager

Approved as to form:

Julie A. Sherman, General Counsel

Attachment B

3/1/2017

Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT													
FY17 (REVISED) CAPITAL BUDGET													
AS OF MARCH 24, 2017													
PROJECT/ACTIVITY	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	RESTRICTED	UNRESTRICTED	
	FEDERAL FUNDS	SAKATA/LAW SUIT PROCEEDS	PTMISEA (1B)	PTMISEA (1B) + INT-PAC STATION PLACEHOLDER	CAL-OES PROP 1B - TRANSIT SECURITY	STIP	LCTOP	CAPITAL RESTRICTED STA	FY17 STA (XFR 1/5 FROM OPER BUDGET)	(ALT) FUEL TAX CREDIT (XFR FROM OPER BUDGET)	CASH RESERVES	TOTAL	
Federal Grants (FTA)	\$ 5,746,168											\$ 5,746,168	
Sakata / Lawsuit Proceeds		\$ 460,000										\$ 460,000	
State Sources of Funds:													
PTMISEA (1B)			\$ 553,753	\$ 5,921,793	\$ 1,075,000							\$ 6,475,546	
Cal-OES Prop 1B Transit Security Grant Funds (CTSGP)												\$ 1,075,000	
Satewide Transportation Improvement Program (STIP)						\$ 247,950						\$ 247,950	
Low Carbon Transit Operations Program (LCTOP)							\$ 709,292					\$ 709,292	
Capital Restricted - State Transit Assistance (STA)								\$ 44,760				\$ 44,760	
State Transit Assistance (STA) - (1/5 of FY17 Allocation-Xfr from Oper. Budget)									\$ 369,682			\$ 369,682	
Local Sources of Funds:													
(Alternative) Fuel Tax Credit (Xfr from Oper Budget)										\$ 549,167		\$ 549,167	
Operating and Capital Reserve Fund											\$ 27,862	\$ 27,862	
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 5,746,168	\$ 460,000	\$ 553,753	\$ 5,921,793	\$ 1,075,000	\$ 247,950	\$ 709,292	\$ 44,760	\$ 369,682	\$ 549,167	\$ 27,862	\$ 15,705,427	
Restricted Funds	\$ 5,746,168	\$ 460,000	\$ 553,753	\$ 5,921,793	\$ 1,075,000	\$ 247,950	\$ 709,292	\$ 44,760				\$ 14,758,716	
Unrestricted Funds									\$ 369,682	\$ 549,167	\$ 27,862	\$ 946,711	
TOTAL CAPITAL FUNDING	\$ 5,746,168	\$ 460,000	\$ 553,753	\$ 5,921,793	\$ 1,075,000	\$ 247,950	\$ 709,292	\$ 44,760	\$ 369,682	\$ 549,167	\$ 27,862	\$ 15,705,427	
* Using Toll Credits as the local match for the FTA 5339a (FY15/16) Formula Bus & Bus Facilities Grant = no cash contribution from METRO													

10-07B.2

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF MARCH 24, 2017-3RD REVISION**

Attachment C

FY17 FINAL CAPITAL BUDGET ADOPTED JUNE 24, 2016:			\$ 5,195,832
CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Add: Ticket Vending Machine - Cash Devices & Components	RESERVES	\$ 15,000	
Reason: Purchasing these components will allow Maintenance and Security to do a once a month maintenance on the TVM machines and pull the monetary components for Finance to do the financial balancing and deposits of monthly revenue from the TVM machines.			
Increase: Pacific Station/Metro Center Conceptual Design	PTMISEA	\$ 3,576,333	
Reason: Add PTMISEA funds authorized by the BOD for this project			
Reduce: Repaint Watsonville Transit Center	FTA 5339a FY13	\$ (22,592)	
	STA	\$ (5,648)	
Reason: Funds reallocated between the FTA 5339 (a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Add: Bus Stop & Facilities Improvements TBD	FTA 5339a FY15/16	\$ 73,380	
Reason: FTA 5339a FY15/16 project award (Local match for this project is provided by Toll Credits)			
Add: Electric Bus (3) + Infrastructure & Project Mgmt.	FTA 5339(c) LoNo	\$ 3,810,348	
	PTMISEA	\$ 576,997	
	ALT FUEL TAX	\$ 549,167	
Reason: FTA 5339(c) LoNo grant awarded for the purchase of 3 Electric buses + infrastructure and project management			
Add: Electric Bus (1) Watsonville ZEB Circulator	LCTOP	\$ 709,292	
	PTMISEA	\$ 357,216	
Reason: Add LCTOP project awarded 5/27/16			

**FY17 CAPITAL BUDGET
RECONCILIATION BY PROJECT
AS OF MARCH 24, 2017-3RD REVISION**

Attachment C

CAPITAL PROJECT	SOURCE	AMOUNT	TOTAL
Add: Paracruz Van Replacements (12) @ \$68K	FTA 5339a FY15/16	\$ 816,000	
Reason: FTA 5339a FY15/16 project award (Local match for this project is provided by Toll Credits)			
Increase: Mid-Life Bus Engine Overhauls (7)	FTA 5339a FY14	\$ 31,611	
	STA	\$ 7,903	
Reason: Funds reallocated between the FTA 5339 (a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Adjust: Bus Repaint Campaign (56)	FTA 5339a FY13/14	\$ 1,381	
	STA	\$ 345	
Reason: Funds reallocated between the FTA 5339 (a) 13/14 and 15/16 projects when the FY15/16 allocation was reassigned from Caltrans to FTA			
Add: High Weight Capacity Low Profile Axle Jack	RESERVES	\$ 1,277	
Reason: FTA 5339a FY15/16 project award (Local match for this project is provided by Toll Credits)			
Adjust: Paracruz Van Replacements (12)	RESERVES	\$ 11,585	
Reason: Reduce # of vehicles from 12 to 11 and add funds to FTA 5339a FY15/16 Paracruz Van Replacement project; cost of vans selected came in higher than estimated			
	ALT FUEL TAX	\$ 549,167	
	Cal-OES	\$ -	
	FTA	\$ 4,710,128	
	LCTOP	\$ 709,292	
	PTMISEA	\$ 4,510,546	
	RESERVES	\$ 27,862	
	SAKATA	\$ -	
	STA	\$ 2,600	
	STIP	\$ -	
TOTAL CAPITAL BUDGET REVISIONS THROUGH 3/24/17:			\$ 10,509,595
FY17 REVISED CAPITAL BUDGET AS OF MARCH 24, 2017:			\$ 15,705,427



DATE: March 24, 2017
TO: Board of Directors
FROM: Angela Aitken, Finance Manager
SUBJECT: **APPROVAL OF FY18 AND FY19 PRELIMINARY OPERATING BUDGETS AND FY18 PRELIMINARY CAPITAL BUDGET FOR REVIEW AND TDA/STA CLAIMS PURPOSES**

I. RECOMMENDED ACTION

That the Board of Directors adopt the attached FY18 and FY19 preliminary line item Operating Budgets and FY18 preliminary Capital Budget, for review and TDA/STA claims purposes.

II. SUMMARY

- The Board of Directors must adopt a preliminary line item budget in order to allow submittal of Santa Cruz Metropolitan Transit District's (METRO) Transportation Development Act (TDA) and State Transit Assistance (STA) claims to the Santa Cruz County Regional Transportation Commission (SCCRTC) by the April 1st deadline.
- The proposed two-year FY18 and FY19 preliminary line item Operating Budgets (Attachment A) total \$47,626,559 and \$48,729,559, respectively. This is a "first-cut" budget. An updated proposed two-year budget will be presented to the Board of Directors in May, which will reflect the latest data regarding revenues and expenses.
- The FY18 preliminary Capital Budget (Attachment B) totals \$15,790,089.
- The Board adopted the FY17 and FY18 Final Operating Budgets on June 24, 2016. This budget revises the adopted FY18 Final Operating Budget and is a new FY19 Preliminary Operating Budget.
- Over the next few months, staff will continue to refine revenue and expense projections, as updated information becomes available.
- A Budget Workshop with the Unions will be scheduled for early May to answer questions regarding staff's recommended budget and to obtain input from the employee organizations prior to the updated proposed two-year budget being presented to the Board of Directors in May.

III. DISCUSSION/BACKGROUND

The Board of Directors must adopt a preliminary line item budget in order to allow submittal of METRO's Transportation Development Act (TDA) and State Transit Assistance (STA) claims to the Santa Cruz County Regional Transportation

Commission (SCCRTC) by the April 1st deadline. This is a “first-cut” budget. An updated proposed two-year budget will be presented to the Board of Directors in May, which will reflect the latest data regarding projected revenues and expenses.

A. Operating Revenues

Operating Revenues total \$47,626,559 in FY18 and \$49,729,559 in FY19. Major Operating Revenue assumptions in the preliminary FY18 budget over the FY17 Final budget, adopted in June 2016, include:

- Passenger Fares – decrease of -24.2% or (\$890K) primarily due to decreased system-wide ridership, as a result of the service reduction implemented after September 8, 2016, as well as the decrease in bulk purchases of discount passes from Cabrillo College. The budget projection is based on actual passenger fares revenue collected in October, November, and December 2016 (revenue data collected prior to the service reduction was excluded from the forecast model). This revenue line item will be revised as relevant actual passenger fares data in 2017 becomes available.
- Special Transit Fares – decrease of -6.9% or (\$373K) due to actual contract payments from UCSC below budget estimates for FY17.
- Highway 17 Fares – decrease of -3.7% or (\$67K) due to decreased Highway 17 Ridership as a result of increased fares (in the fall of 2015); lower fuel prices; reduced on-time performance due to increased congestion, as well as the service reduction implemented September 8, 2016. The budget projection is based on actual passenger fares revenue collected in October, November, and December 2016 (revenue data collected prior to the service reduction was excluded from the forecast model). This revenue line item will be revised as relevant actual Highway 17 fares data in 2017 becomes available.
- 1979 Gross Sales Tax (1/2 cent) – increase of 2.5% or \$489K. Current economic data does not support much of an increase.
- 2016 Net Sales Tax (Measure D) – increase of 100% or \$3M (new revenue source in FY18). The budget projection is based on recent estimates from the Santa Cruz County Regional Transportation Commission (SCCRTC) and will be updated as the preliminary numbers are finalized.
- Transportation Development Act (TDA-LTF) - increase of 4.1% or \$274K in accordance with estimates from SCCRTC for the actual TDA-LTF funds for FY17 and the anticipated 2.5% growth in Sales Tax in FY18.

- FTA Sec 5307 – Operating Assistance - decrease of -2.7% or (\$115K), as per current budget projections from the Federal Transit Administration (FTA).
- AMBAG/Misc. Grant Funding – decrease of -86.3% or (\$63K). No additional grants are anticipated at this time.
- STIC – increase of 4% or \$85K due to meeting additional performance thresholds per the two UZAs (Urbanized Areas) – Watsonville and Santa Cruz. Approximately 40% (2/5) or \$885K of the STIC funds will be transferred to the Capital Budget as per the Structural Deficit Presentation to the Board on January 23, 2015 as per the Structural Deficit Presentation to the Board on January 23, 2015.
- TDA - STA – decrease of -1.1% or (\$22K) due to lower fuel prices. Approximately 40% (2/5) or \$789K of the TDA – STA funds will be transferred to the Capital Budget as per the Structural Deficit Presentation to the Board on January 23, 2015.
- Transfer (to)/from Operations Sustainability Reserve – decrease of -145.9% or (\$523K) due to achieving a balanced budget in FY18.

Moderate increases in most Operating Revenue Sources are budgeted in FY19, such as:

- 1979 Gross Sales Tax (1/2 cent) – increase of 2.5% or \$502K.
- 2016 Net Sales Tax (Measure D) – increase of 2.5% or \$74K.
- Transportation Development Act (TDA) - increase of 2.5% or \$174K.
- FTA Sec 5307 – Operating Assistance - increase of 2.2% or \$90K.
- Transfer (to)/from Operations Sustainability Reserve – decrease of -661.4% or \$1M as additional funds (STIC and TDA-STA) are transferred from the Operating to Capital Budget as per the Structural Deficit Presentation to the Board on January 23, 2015.

B. Operating Expenses

Operating Expenses total \$47,626,559 in FY18 and \$48,729,559 in FY19. Major Operating Expenses assumptions in the preliminary FY18 budget over the FY17 Final budget, adopted in June 2016, include:

- Personnel Expenses (Labor and Fringe Benefits) increased by 1.4% or \$538K.
- Non-Personnel Expenses increased by 5% or \$410K.

Personnel Expenses:

Personnel Expenses (Labor and Fringe Benefits) increase by 1.4% or \$538K primarily due to:

- Contractual items - cost of living adjustments (SEIU and Management), as well as step and longevity increases, when applicable (all bargaining units and Management).
- Increase in CalPERS retirement employer contribution from 22.17% to 23.80% in FY18, as per CalPERS actuarial information.
- Anticipated average increase of 5% in Medical Insurance Premiums (the increase is effective in January 2018).
- Increased numbers of FTEs (Full Time Equivalents) – 4 Bus Operators and 1 Maintenance Superintendent.
- Increased number of retirees.

Non – Personnel Expenses:

Non-Personnel Expenses increase by 5.0% or \$410K primarily due to:

- Services – increase of 8.7% or \$270K. The increase is due to Prof/Technical Fees and Legal Services and it's mitigated by a decrease in Repair Rev Vehicles (Mid-Life Bus Engine Overhauls and Campaigns paid by capital funds – FTA 5339a)
- Mobile Materials & Supplies – increase of 3.0% or \$83K due to an increase in Rev Vehicle Parts (based on usage).
- Casualty & Liability – increase of 28.9% or \$152K due to Insurance PL/PD (increased insurance premiums) and Insurance – Other (Employment Practices Liability Insurance – CalTIP is no longer offering this coverage).
- Purchased Transportation – decrease by -50.0% or (\$75K); (the decrease is offset by an increase in Labor – Van Operator Overtime).
- Miscellaneous Expenses – decrease by -14.1% or (\$44K) primarily due to Advertising – District Promotion (transferred to Services – Prof/Tech Fees).

Major Operating Expense assumptions in the preliminary FY19 budget over the FY18 budget include:

- **Personnel Expenses** (Labor and Fringe Benefits) increase by 3.4% or \$1.3M due to:
 - Contractual items allotted for in FY19.

- Projected increase in Retirement as per CalPERS Annual Valuation Reports.
- Anticipated increase in Medical insurance premiums based on historical trends.
- **Non-Personnel Expenses** decrease by -2.8% or (\$240K) primarily due to Services (Prof/Technical Fees).

C. Capital Budget

The preliminary FY18 Capital Budget as shown in Attachment B totals \$15,790,089.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The proposed two-year FY18 and FY19 preliminary line item Operating Budgets total \$47,626,559 and \$48,729,559, respectively. The preliminary FY18 Operating Budget is a balanced budget and \$164K will be transferred to the Operations Sustainability Reserve Fund. The preliminary FY19 Operating Budget will be balanced with the use of funds from the Operations Sustainability Reserve Fund, in the amount of \$923K.

V. ALTERNATIVES CONSIDERED

- There are no recommended alternatives at this time. The Board of Directors must adopt a preliminary line item budget in order to allow submittal of Santa Cruz METRO's Transportation Development Act (TDA) and State Transit Assistance (STA) claims to the Santa Cruz County Regional Transportation Commission (SCCRTC) by the April 1st deadline. This is a "first-cut" budget. A two-year budget proposal will be presented to the Board of Directors in May, which will reflect the latest data regarding projected revenues and expenses.

VI. ATTACHMENTS

Attachment A: FY18 and FY19 Preliminary Line Item Operating Budgets
Attachment B: FY18 Preliminary Capital Budget

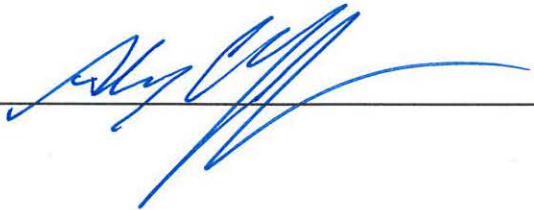
Prepared By: Kristina Mihaylova, Sr. Financial Analyst

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET
REVENUE SOURCES**

	REVENUE SOURCE	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
1	Passenger Fares	3,681,471	2,791,893	-24.2%	(889,578)	2,791,893	0.0%	-
2	Special Transit Fares	5,418,017	5,044,644	-6.9%	(373,373)	5,044,644	0.0%	-
3	Paratransit Fares	339,141	339,141	0.0%	-	339,141	0.0%	-
4	Highway 17 Fares	1,826,000	1,758,751	-3.7%	(67,249)	1,758,751	0.0%	-
5	Highway 17 Payments	525,000	525,000	0.0%	-	525,000	0.0%	-
6	<i>Estimated Reduction in Fares due to Service Cuts</i>	(500,000)	-	-100.0%	500,000	-	0.0%	-
7	Commissions	2,000	1,500	-25.0%	(500)	1,500	0.0%	-
8	Advertising Income	275,000	225,000	-18.2%	(50,000)	225,000	0.0%	-
9	Rent Income	150,000	154,301	2.9%	4,301	158,644	2.8%	4,343
10	Interest Income	80,000	90,000	12.5%	10,000	90,000	0.0%	-
11	Other Non-Transp Revenue	13,000	20,592	58.4%	7,592	20,592	0.0%	-
12	1979 Gross Sales Tax (1/2 cent)	19,572,494	20,061,806	2.5%	489,312	20,563,351	2.5%	501,545
13	2016 Net Sales Tax (Measure D)	6,701,163	6,974,959	4.1%	273,796	3,053,369	2.5%	74,472
14**	Transp Dev Act (TDA - LTF) Funds	4,246,793	4,131,857	-2.7%	(114,936)	7,149,333	2.5%	174,374
15	FTA Sec 5307 - Op Assistance	166,738	172,322	3.3%	5,584	4,222,345	2.2%	90,488
16	FTA Sec 5311 - Rural Op Asst	73,000	10,000	-86.3%	(63,000)	175,941	2.1%	3,619
17	AMBAG/Misc. Grant Funding	2,125,425	2,210,167	4.0%	84,742	10,000	0.0%	-
18	STIC	-	(884,067)	100.0%	(884,067)	2,220,000	0.4%	9,833
19	STIC (Transfer to Capital Budget)	-	-	0.0%	-	(1,332,000)	50.7%	(447,933)
20	STA - SLPP Backfill for Metro Base	1,995,540	1,973,568	-1.1%	(21,972)	-	0.0%	-
21	TDA - STA - Operating (Current Year)	(370,000)	(789,427)	113.4%	(419,427)	1,973,568	0.0%	-
22	TDA - STA - Operating (Current Year) (Transfer to Capital Budget)	-	-	0.0%	-	(1,184,141)	50.0%	(394,714)
23	Low Carbon Transit Operations Program (LCTOP)	638,208	657,354	3.0%	19,146	677,075	3.0%	19,721
24	Fuel Tax Credit	(638,208)	(657,354)	3.0%	(19,146)	(677,075)	3.0%	(19,721)
25	Fuel Tax Credit (Transfer to Reserves)	-	-	0.0%	-	-	0.0%	-
26	Medicare Subsidy	358,207	(164,346)	-145.9%	(522,553)	922,627	-661.4%	1,086,973
27	Transfer (to)/from Operations Sustainability Reserve							

TOTAL REVENUE		46,678,989	47,626,559	2.0%	947,570	48,729,559	2.3%	1,103,000
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** FTA funding is used solely to fund labor expense

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	8,501,290	8,535,556	0.4%	34,266	8,764,248	2.7%	228,692
501013 Bus Operator OT	1,187,022	1,225,000	3.2%	37,978	1,257,806	2.7%	32,806
501021 Other Salaries	7,716,615	7,694,455	-0.3%	(22,160)	7,825,592	1.7%	131,137
501023 Other OT	443,279	425,010	-4.1%	(18,269)	433,294	1.9%	8,284
Totals	17,848,206	17,880,021	0.2%	31,815	18,280,940	2.2%	400,919
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	309,888	313,521	1.2%	3,633	319,991	2.1%	6,470
502021 Retirement	4,461,531	4,737,369	6.2%	275,838	5,095,212	7.6%	357,843
502031 Medical Ins	10,165,186	10,445,543	2.8%	280,357	10,910,517	4.5%	464,975
502041 Dental Ins	491,596	501,057	1.9%	9,461	516,089	3.0%	15,032
502045 Vision Ins	120,401	129,454	7.5%	9,053	133,338	3.0%	3,884
502051 Life Ins/AD&D	49,374	44,808	-9.2%	(4,566)	46,082	2.8%	1,274
502060 State Disability Ins (SDI)	200,439	191,122	-4.6%	(9,317)	201,207	5.3%	10,085
502061 Long Term Disability Ins	142,485	148,953	4.5%	6,469	155,659	4.5%	6,706
502071 State Unemployment Ins (SUI)	73,786	55,125	-25.3%	(18,661)	58,389	5.9%	3,264
502081 Worker's Comp Ins	850,000	875,500	3.0%	25,500	901,766	3.0%	26,266
502101 Holiday Pay	602,251	610,721	1.4%	8,470	623,187	2.0%	12,466
502103 Floating Holiday	93,689	93,442	-0.3%	(247)	94,707	1.4%	1,265
502109 Sick Leave	924,456	936,909	1.3%	12,453	956,062	2.0%	19,153
502111 Annual Leave	1,934,900	1,840,795	-4.9%	(94,104)	1,886,394	2.5%	45,598
502121 Other Paid Absence	177,085	179,233	1.2%	2,148	146,059	-18.5%	(33,174)
502251 Phys. Exams	14,110	14,280	1.2%	170	14,280	0.0%	-
502253 Driver Lic Renewal	4,656	4,956	6.4%	300	4,956	0.0%	-
502999 Other Fringe Benefits	58,542	57,315	-2.1%	(1,227)	57,890	1.0%	576
Totals	20,674,374	21,180,103	2.4%	505,729	22,121,787	4.4%	941,683

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	95,250	95,250	0.0%	-	95,250	0.0%	-
503012 Admin/Bank Fees	372,880	380,500	2.0%	7,620	389,640	2.4%	9,140
503031 Prof/Technical Fees	447,560	803,179	79.5%	355,619	486,100	-39.5%	(317,079)
503032 Legislative Services	101,000	101,000	0.0%	-	101,000	0.0%	-
503033 Legal Services	106,396	350,000	229.0%	243,604	350,000	0.0%	-
503034 Pre-Employment Exams	5,800	6,600	13.8%	800	6,600	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	6,468	8,300	28.3%	1,832	8,300	0.0%	-
503162 Uniforms/Laundry	24,280	24,150	-0.5%	(130)	24,150	0.0%	-
503171 Security Services	505,323	515,600	2.0%	10,277	525,600	1.9%	10,000
503221 Classified/Legal Ads	12,200	13,200	8.2%	1,000	13,200	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	5,500	-	-100.0%	(5,500)	-	0.0%	-
503351 Repair - Bldg & Impr	48,590	50,000	2.9%	1,410	50,000	0.0%	-
503352 Repair - Equipment	651,768	622,800	-4.4%	(28,968)	633,100	1.7%	10,300
503353 Repair - Rev Vehicle	652,000	326,500	-49.9%	(325,500)	326,500	0.0%	-
503354 Repair - Non Rev Vehicle	30,000	30,000	0.0%	-	30,000	0.0%	-
503363 Haz Mat Disposal	40,452	48,400	19.6%	7,948	48,400	0.0%	-
Totals	3,105,467	3,375,479	8.7%	270,012	3,087,840	-8.5%	(287,639)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	90,000	60,000	-33.3%	(30,000)	60,000	0.0%	-
504012 Fuels & Lubricants - Rev Veh	1,798,656	1,800,000	0.1%	1,344	1,800,000	0.0%	-
504021 Tires & Tubes	300,000	300,000	0.0%	-	300,000	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	621,886	733,500	17.9%	111,614	733,500	0.0%	-
Totals	2,810,542	2,893,500	3.0%	82,958	2,893,500	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	136	2,500	1738.2%	2,364	2,500	0.0%	-
504211 Postage & Mailing	13,550	12,300	-9.2%	(1,250)	12,300	0.0%	-
504214 Promotional Items	1,400	7,200	414.3%	5,800	7,200	0.0%	-
504215 Printing	50,805	48,850	-3.8%	(1,955)	50,750	3.9%	1,900
504217 Photo Supp/Process	2,500	1,500	-40.0%	(1,000)	1,500	0.0%	-
504311 Office Supplies	71,062	71,800	1.0%	738	69,800	-2.8%	(2,000)
504315 Safety Supplies	16,860	11,320	-32.9%	(5,540)	11,320	0.0%	-
504317 Cleaning Supplies	53,830	48,600	-9.7%	(5,230)	48,600	0.0%	-
504409 Repair/Maint Supplies	114,983	110,500	-3.9%	(4,483)	110,500	0.0%	-
504417 Tenant Repairs	9,000	9,000	0.0%	-	9,000	0.0%	-
504421 Non-Inventory Parts	39,730	58,000	46.0%	18,270	58,000	0.0%	-
504511 Small Tools	7,736	9,500	22.8%	1,764	9,500	0.0%	-
504515 Employee Tool Replacement	2,180	3,000	37.6%	820	3,000	0.0%	-
Totals	383,772	394,070	2.7%	10,298	393,970	0.0%	(100)
UTILITIES							
505011 Gas & Electric	297,000	304,000	2.4%	7,000	304,000	0.0%	-
505021 Water & Garbage	147,240	147,400	0.1%	160	147,400	0.0%	-
505031 Telecommunications	160,434	157,600	-1.8%	(2,834)	157,600	0.0%	-
Totals	604,674	609,000	0.7%	4,326	609,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	61,904	61,737	-0.3%	(167)	62,971	2.0%	1,234
506015 Insurance - PL/PD	314,929	417,144	32.5%	102,215	458,859	10.0%	41,715
506021 Insurance - Other	-	50,000	100.0%	50,000	50,000	0.0%	-
506123 Settlement Costs	150,000	150,000	0.0%	-	150,000	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	526,833	678,881	28.9%	152,048	721,830	6.3%	42,949

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Consolidated Expenses

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	14,280	15,000	5.0%	720	15,000	0.0%	-
507201 Licenses & Permits	19,296	20,852	8.1%	1,556	21,140	1.4%	288
507999 Other Taxes	14,400	14,400	0.0%	-	14,400	0.0%	-
Totals	47,976	50,252	4.7%	2,276	50,540	0.6%	288
PURCHASED TRANS.							
503406 Contract/Paratransit	150,000	75,000	-50.0%	(75,000)	75,000	0.0%	-
Totals	150,000	75,000	-50.0%	(75,000)	75,000	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	93,985	80,080	-14.8%	(13,905)	80,080	0.0%	-
509081 Advertising - District Promo	30,500	-	-100.0%	(30,500)	-	0.0%	-
509101 Employee Incentive Program	15,200	19,100	25.7%	3,900	19,100	0.0%	-
509121 Employee Training	71,660	65,073	-9.2%	(6,587)	65,273	0.3%	200
509122 BOD Travel	3,000	8,000	166.7%	5,000	8,000	0.0%	-
509123 Travel	74,935	69,705	-7.0%	(5,230)	67,705	-2.9%	(2,000)
509125 Local Meeting Expense	6,520	10,300	58.0%	3,780	10,300	0.0%	-
509127 Board Director Fees	12,600	12,600	0.0%	-	12,600	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	308,400	264,858	-14.1%	(43,542)	263,058	-0.7%	(1,800)
LEASES & RENTALS							
512011 Facility Lease	201,350	208,100	3.4%	6,750	214,800	3.2%	6,700
512061 Equipment Rental	17,394	17,294	-0.6%	(100)	17,294	0.0%	-
Totals	218,744	225,394	3.0%	6,650	232,094	3.0%	6,700
PERSONNEL TOTAL							
	38,522,581	39,060,125	1.4%	537,543	40,402,727	3.4%	1,342,602
NON-PERSONNEL TOTAL							
	8,156,408	8,566,434	5.0%	410,026	8,326,832	-2.8%	(239,602)
TOTAL OPERATING EXPENSES	46,678,989	47,626,559	2.0%	947,569	48,729,559	2.3%	1,103,000

3/14/2017

Consolidated

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Departmental Expenses

DEPARTMENT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
1100 Administration	1,237,481	1,387,380	12.1%	149,899	1,303,319	-6.1%	(84,061)
1200 Finance	1,790,079	2,170,226	21.2%	380,147	2,195,074	1.1%	24,848
1300 Customer Service	900,222	1,189,225	32.1%	289,002	1,225,813	3.1%	36,588
1400 Human Resources	688,988	850,822	23.5%	161,834	870,216	2.3%	19,394
1500 Information Technology	1,106,484	1,146,885	3.7%	40,401	1,167,271	1.8%	20,386
Planning, Grants,							
1600 Governmental Affairs	831,061	957,330	15.2%	126,269	874,879	-8.6%	(82,451)
1700 District Counsel	619,225	568,280	-8.2%	(50,945)	575,742	1.3%	7,463
1800 Risk Management	973,366	405,842	-58.3%	(567,524)	420,981	3.7%	15,139
1900 Purchasing	894,698	925,219	3.4%	30,521	959,776	3.7%	34,557
2200 Facilities Maintenance	2,801,428	2,786,946	-0.5%	(14,482)	2,842,615	2.0%	55,669
3100 Paratransit Program	5,088,359	4,463,223	-12.3%	(625,136)	4,618,930	3.5%	155,707
3200 Operations	2,076,115	2,649,916	27.6%	573,801	2,740,869	3.4%	90,953
3300 Bus Operators	16,387,910	16,824,957	2.7%	437,047	17,402,524	3.4%	577,568
4100 Fleet Maintenance	8,052,047	7,981,550	-0.9%	(70,497)	8,070,390	1.1%	88,840
5100 Capital Funded Labor	-	-	0.0%	-	-	0.0%	-
9001 Cobra Benefits	-	-	0.0%	-	-	0.0%	-
9005 Retired Employee Benefits	3,231,276	3,318,508	2.7%	87,232	3,460,908	4.3%	142,400
700 SCCIC	250	250	0.0%	-	250	0.0%	-
TOTAL OPERATING EXPENSES	46,678,989	47,626,559	2.0%	947,569	48,729,559	2.3%	1,103,000

3/14/2017

DepartExpenses

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Administration - 1100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	388,034	402,408	3.7%	14,374	412,889	2.6%	10,481
501023 Other OT	9,805	6,500	-33.7%	(3,305)	6,669	2.6%	169
Totals	397,839	408,908	2.8%	11,069	419,558	2.6%	10,650
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	7,165	7,379	3.0%	214	7,570	2.6%	192
502021 Retirement	109,458	103,573	-5.4%	(5,885)	109,893	6.1%	6,320
502031 Medical Ins	94,839	96,493	1.7%	1,654	101,750	5.4%	5,257
502041 Dental Ins	5,245	5,222	-0.4%	(23)	5,378	3.0%	157
502045 Vision Ins	1,281	1,319	3.0%	38	1,359	3.0%	40
502051 Life Ins/AD&D	5,339	5,017	-6.0%	(322)	5,098	1.6%	81
502060 State Disability Ins (SDI)	3,415	3,223	-5.6%	(192)	3,407	5.7%	183
502061 Long Term Disability Ins	3,000	3,099	3.3%	99	3,215	3.7%	115
502071 State Unemployment Ins (SUI)	945	700	-26.0%	(245)	743	6.1%	43
502081 Worker's Comp Ins	12,537	11,260	-10.2%	(1,277)	11,598	3.0%	338
502101 Holiday Pay	14,902	15,458	3.7%	556	15,859	2.6%	401
502103 Floating Holiday	18,074	19,019	5.2%	945	19,459	2.3%	440
502109 Sick Leave	22,354	23,187	3.7%	833	23,789	2.6%	602
502111 Annual Leave	37,471	38,687	3.2%	1,216	39,710	2.6%	1,024
502121 Other Paid Absence	3,493	3,623	3.7%	130	3,717	2.6%	94
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	10,761	10,761	0.0%	(0)	10,765	0.0%	3
Totals	350,279	348,022	-0.6%	(2,258)	363,311	4.4%	15,289

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Administration - 1100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	226,580	359,900	58.8%	133,320	249,900	-30.6%	(110,000)
503032 Legislative Services	101,000	101,000	0.0%	-	101,000	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	5,000	5,000	0.0%	-	5,000	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	3,357	3,500	4.3%	143	3,500	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	335,937	469,400	39.7%	133,463	359,400	-23.4%	(110,000)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Administration - 1100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	4,200	4,500	7.1%	300	4,500	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	1,050	1,100	4.8%	50	1,100	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	15,500	18,000	16.1%	2,500	18,000	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	20,750	23,600	13.7%	2,850	23,600	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Administration - 1100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	71,475	67,850	-5.1%	(3,625)	67,850	0.0%	-
509081 Advertising - District Promo	500	-	-100.0%	(500)	-	0.0%	-
509101 Employee Incentive Program	15,000	15,000	0.0%	-	15,000	0.0%	-
509121 Employee Training	1,600	2,000	25.0%	400	2,000	0.0%	-
509122 BOD Travel	3,000	8,000	166.7%	5,000	8,000	0.0%	-
509123 Travel	20,000	20,000	0.0%	-	20,000	0.0%	-
509125 Local Meeting Expense	6,500	10,000	53.8%	3,500	10,000	0.0%	-
509127 Board Director Fees	12,600	12,600	0.0%	-	12,600	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	130,675	135,450	3.7%	4,775	135,450	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	2,000	2,000	0.0%	-	2,000	0.0%	-
Totals	2,000	2,000	0.0%	-	2,000	0.0%	-
PERSONNEL TOTAL							
	748,119	756,930	1.2%	8,811	782,869	3.4%	25,939
NON-PERSONNEL TOTAL							
	489,362	630,450	28.8%	141,088	520,450	-17.4%	(110,000)
DEPARTMENT TOTALS							
	1,237,481	1,387,380	12.1%	149,899	1,303,319	-6.1%	(84,061)

3/14/2017

Admin - 1100

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	501,838	607,589	21.1%	105,750	607,589	0.0%	-
501023 Other OT	5,000	2,400	-52.0%	(2,600)	2,400	0.0%	-
Totals	506,838	609,989	20.4%	103,150	609,989	0.0%	-
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	9,059	10,942	20.8%	1,883	10,942	0.0%	-
502021 Retirement	140,073	179,029	27.8%	38,956	188,808	5.5%	9,779
502031 Medical Ins	158,751	199,295	25.5%	40,545	209,260	5.0%	9,965
502041 Dental Ins	10,981	12,837	16.9%	1,855	13,222	3.0%	385
502045 Vision Ins	2,241	2,638	17.7%	397	2,717	3.0%	79
502051 Life Ins/AD&D	1,027	1,036	0.8%	8	1,067	3.0%	31
502060 State Disability Ins (SDI)	5,580	6,235	11.7%	655	6,483	4.0%	249
502061 Long Term Disability Ins	4,234	4,953	17.0%	719	5,101	3.0%	149
502071 State Unemployment Ins (SUI)	1,654	1,400	-15.4%	(254)	1,485	6.1%	85
502081 Worker's Comp Ins	17,552	19,706	12.3%	2,154	20,297	3.0%	591
502101 Holiday Pay	18,774	22,775	21.3%	4,001	22,775	0.0%	-
502103 Floating Holiday	10,585	11,521	8.8%	936	11,521	0.0%	-
502109 Sick Leave	28,162	34,163	21.3%	6,001	34,163	0.0%	-
502111 Annual Leave	56,031	70,837	26.4%	14,806	70,837	0.0%	-
502121 Other Paid Absence	4,400	5,338	21.3%	938	5,338	0.0%	-
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	4,095	4,122	0.7%	27	4,129	0.2%	7
Totals	473,200	586,826	24.0%	113,627	608,146	3.6%	21,319

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	95,000	95,000	0.0%	-	95,000	0.0%	-
503012 Admin/Bank Fees	372,880	380,500	2.0%	7,620	389,640	2.4%	9,140
503031 Prof/Technical Fees	17,500	42,500	142.9%	25,000	4,500	-89.4%	(38,000)
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	485,380	518,000	6.7%	32,620	489,140	-5.6%	(28,860)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	750	750	0.0%	-	750	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	750	750	0.0%	-	750	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	61,737	61,737	0.0%	-	62,971	2.0%	1,234
506015 Insurance - PL/PD	248,794	329,544	32.5%	80,750	362,499	10.0%	32,955
506021 Insurance - Other	-	50,000	100.0%	50,000	50,000	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	310,531	441,281	42.1%	130,750	475,470	7.7%	34,189

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Finance - 1200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	980	980	0.0%	-	980	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,900	2,900	0.0%	-	3,100	6.9%	200
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	9,500	9,500	0.0%	-	7,500	-21.1%	(2,000)
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	13,380	13,380	0.0%	-	11,580	-13.5%	(1,800)
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	980,038	1,196,815	22.1%	216,777	1,218,134	1.8%	21,319
NON-PERSONNEL TOTAL							
	810,041	973,411	20.2%	163,370	976,940	0.4%	3,529
DEPARTMENT TOTALS							
	1,790,079	2,170,226	21.2%	380,147	2,195,074	1.1%	24,848

3/14/2017

Finance - 1200

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY18 BUDG FY17	\$ CHANGE BUDG FY18 BUDG FY17	Mar-17 BUDGET FY19	% CHANGE BUDG FY19 BUDG FY18	\$ CHANGE BUDG FY19 BUDG FY18
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	367,729	507,609	38.0%	139,879	517,314	1.9%	9,705
501023 Other OT	9,729	14,288	46.9%	4,558	14,561	1.9%	273
Totals	377,459	521,897	38.3%	144,438	531,875	1.9%	9,978
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	6,324	9,122	44.2%	2,798	9,289	1.8%	168
502021 Retirement	96,362	146,319	51.8%	49,957	157,145	7.4%	10,826
502031 Medical Ins	190,801	283,283	48.5%	92,482	296,661	4.7%	13,378
502041 Dental Ins	13,045	14,997	15.0%	1,952	15,447	3.0%	450
502045 Vision Ins	2,561	3,957	54.5%	1,396	4,076	3.0%	119
502051 Life Ins/AD&D	937	1,243	32.6%	306	1,280	3.0%	37
502060 State Disability Ins (SDI)	4,164	5,662	36.0%	1,498	5,939	4.9%	277
502061 Long Term Disability Ins	3,354	4,987	48.7%	1,634	5,233	4.9%	246
502071 State Unemployment Ins (SUI)	1,891	2,100	11.1%	209	2,228	6.1%	128
502081 Worker's Comp Ins	17,552	36,596	108.5%	19,044	37,694	3.0%	1,098
502101 Holiday Pay	12,975	18,580	43.2%	5,605	18,928	1.9%	347
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	19,463	27,871	43.2%	8,408	28,392	1.9%	521
502111 Annual Leave	48,170	56,371	17.0%	8,201	57,006	1.1%	635
502121 Other Paid Absence	3,041	4,355	43.2%	1,314	4,436	1.9%	81
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	223	334	49.7%	111	344	3.0%	10
Totals	420,864	615,776	46.3%	194,913	644,098	4.6%	28,322

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY18 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	8,000	9,500	18.8%	1,500	9,500	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	200	100.0%	200	200	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	200	-	-100.0%	(200)	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	5,500	-	-100.0%	(5,500)	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	3,400	2,500	-26.5%	(900)	2,500	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	17,100	12,200	-28.7%	(4,900)	12,200	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	1,600	500	-68.8%	(1,100)	500	0.0%	-
Totals	1,600	500	-68.8%	(1,100)	500	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY18	\$ CHANGE BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY19	\$ CHANGE BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	3,500	4,700	34.3%	1,200	4,700	0.0%	-
504214 Promotional Items	1,200	7,000	483.3%	5,800	7,000	0.0%	-
504215 Printing	35,000	-	-100.0%	(35,000)	-	0.0%	-
504217 Photo Supp/Process	1,000	1,500	50.0%	500	1,500	0.0%	-
504311 Office Supplies	3,000	7,500	150.0%	4,500	5,500	-26.7%	(2,000)
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	43,700	20,700	-52.6%	(23,000)	18,700	-9.7%	(2,000)
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Customer Service - 1300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY18 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	2,500	4,752	90.1%	2,252	5,040	6.1%	288
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	2,500	4,752	90.1%	2,252	5,040	6.1%	288
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	30,000	-	-100.0%	(30,000)	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	1,000	3,500	250.0%	2,500	3,500	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	1,500	5,000	233.3%	3,500	5,000	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	32,500	8,500	-73.8%	(24,000)	8,500	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	4,500	4,900	8.9%	400	4,900	0.0%	-
Totals	4,500	4,900	8.9%	400	4,900	0.0%	-
PERSONNEL TOTAL							
	798,322	1,137,673	42.5%	339,350	1,175,973	3.4%	38,300
NON-PERSONNEL TOTAL							
	101,900	51,552	-49.4%	(50,348)	49,840	-3.3%	(1,712)
DEPARTMENT TOTALS	900,222	1,189,225	32.1%	289,002	1,225,813	3.1%	36,588

3/14/2017

Customer Service - 1300

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	336,041	354,359	5.5%	18,318	355,542	0.3%	1,183
501023 Other OT	4,000	4,500	12.5%	500	4,515	0.3%	15
Totals	340,041	358,859	5.5%	18,818	360,057	0.3%	1,198
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	6,127	6,417	4.7%	290	6,466	0.8%	49
502021 Retirement	94,594	104,255	10.2%	9,661	110,791	6.3%	6,535
502031 Medical Ins	67,530	108,249	60.3%	40,718	114,692	6.0%	6,444
502041 Dental Ins	4,883	6,148	25.9%	1,266	6,333	3.0%	184
502045 Vision Ins	1,601	1,649	3.0%	48	1,698	3.0%	49
502051 Life Ins/AD&D	796	518	-35.0%	(278)	533	3.0%	16
502060 State Disability Ins (SDI)	3,853	3,720	-3.4%	(133)	3,894	4.7%	174
502061 Long Term Disability Ins	3,206	3,329	3.8%	123	3,428	3.0%	100
502071 State Unemployment Ins (SUI)	1,182	875	-26.0%	(307)	928	6.1%	53
502081 Worker's Comp Ins	12,537	14,076	12.3%	1,539	14,498	3.0%	422
502101 Holiday Pay	12,831	13,418	4.6%	587	13,521	0.8%	103
502103 Floating Holiday	9,767	10,282	5.3%	515	10,282	0.0%	-
502109 Sick Leave	19,246	20,126	4.6%	880	20,281	0.8%	155
502111 Annual Leave	37,666	36,718	-2.5%	(948)	38,602	5.1%	1,884
502121 Other Paid Absence	3,007	3,145	4.6%	138	3,169	0.8%	24
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	5,240	4,039	-22.9%	(1,201)	4,043	0.1%	4
Totals	284,066	336,964	18.6%	52,897	353,159	4.8%	16,196

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	21,800	111,800	412.8%	90,000	111,800	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	5,000	6,600	32.0%	1,600	6,600	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	6,000	7,000	16.7%	1,000	7,000	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	32,800	125,400	282.3%	92,600	125,400	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	2,000	100.0%	2,000
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	2,000	100.0%	2,000
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Human Resources - 1400

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	1,800	2,800	55.6%	1,000	2,800	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	24,000	24,000	0.0%	-	24,000	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	6,260	2,500	-60.1%	(3,760)	2,500	0.0%	-
509125 Local Meeting Expense	20	300	1400.0%	280	300	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	32,080	29,600	-7.7%	(2,480)	29,600	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL	624,108	695,823	11.5%	71,715	713,217	2.5%	17,394
NON-PERSONNEL TOTAL	64,880	155,000	138.9%	90,120	157,000	1.3%	2,000
DEPARTMENT TOTALS	688,988	850,822	23.5%	161,834	870,216	2.3%	19,394

3/14/2017

HR - 1400

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Information Technology - 1500

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	402,369	410,649	2.1%	8,280	414,329	0.9%	3,680
501023 Other OT	1,512	1,627	7.6%	114	1,641	0.9%	15
Totals	403,881	412,276	2.1%	8,395	415,970	0.9%	3,694
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	6,967	7,429	6.6%	462	7,496	0.9%	67
502021 Retirement	108,245	121,547	12.3%	13,303	129,340	6.4%	7,793
502031 Medical Ins	125,907	121,429	-3.6%	(4,479)	127,500	5.0%	6,071
502041 Dental Ins	7,336	6,637	-9.5%	(699)	6,836	3.0%	199
502045 Vision Ins	1,601	1,649	3.0%	48	1,698	3.0%	49
502051 Life Ins/AD&D	982	828	-15.7%	(154)	853	3.0%	25
502060 State Disability Ins (SDI)	4,311	4,258	-1.2%	(53)	4,490	5.5%	232
502061 Long Term Disability Ins	3,117	3,739	20.0%	623	3,891	4.0%	151
502071 State Unemployment Ins (SUI)	1,182	875	-26.0%	(307)	835	-4.5%	(40)
502081 Worker's Comp Ins	12,537	14,076	12.3%	1,539	14,498	3.0%	422
502101 Holiday Pay	14,737	15,714	6.6%	977	15,855	0.9%	141
502103 Floating Holiday	14,190	14,896	5.0%	706	15,090	1.3%	194
502109 Sick Leave	22,106	23,571	6.6%	1,465	23,783	0.9%	212
502111 Annual Leave	53,102	42,190	-20.6%	(10,913)	42,525	0.8%	336
502121 Other Paid Absence	3,454	3,683	6.6%	229	3,716	0.9%	33
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	5,994	5,989	-0.1%	(5)	5,993	0.1%	4
Totals	385,768	388,509	0.7%	2,741	404,401	4.1%	15,892

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Information Technology - 1500

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	16,375	16,400	0.2%	25	6,400	-61.0%	(10,000)
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	266,660	295,800	10.9%	29,140	306,600	3.7%	10,800
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	283,035	312,200	10.3%	29,165	313,000	0.3%	800
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Information Technology - 1500

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	30,800	30,800	0.0%	-	30,800	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	30,800	30,800	0.0%	-	30,800	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Information Technology - 1500

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,000	1,100	-45.0%	(900)	1,100	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	1,000	2,000	100.0%	1,000	2,000	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	3,000	3,100	3.3%	100	3,100	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	789,649	800,785	1.4%	11,136	820,371	2.4%	19,586
NON-PERSONNEL TOTAL							
	316,835	346,100	9.2%	29,265	346,900	0.2%	800
DEPARTMENT TOTALS							
	1,106,484	1,146,885	3.7%	40,401	1,167,271	1.8%	20,386

3/14/2017

T - 1500

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	373,413	364,220	-2.5%	(9,193)	372,882	2.4%	8,662
501023 Other OT	10,006	10,000	-0.1%	(6)	10,238	2.4%	238
Totals	383,419	374,220	-2.4%	(9,199)	383,120	2.4%	8,900
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	6,761	6,689	-1.1%	(72)	6,846	2.4%	158
502021 Retirement	103,117	107,410	4.2%	4,293	115,944	7.9%	8,535
502031 Medical Ins	133,887	130,053	-2.9%	(3,834)	136,014	4.6%	5,961
502041 Dental Ins	8,974	7,435	-17.2%	(1,539)	7,658	3.0%	223
502045 Vision Ins	1,601	1,649	3.0%	48	1,698	3.0%	49
502051 Life Ins/AD&D	689	621	-9.9%	(68)	640	3.0%	19
502060 State Disability Ins (SDI)	4,246	3,874	-8.8%	(372)	4,122	6.4%	248
502061 Long Term Disability Ins	2,863	2,979	4.1%	116	3,068	3.0%	89
502071 State Unemployment Ins (SUI)	1,182	875	-26.0%	(307)	928	6.1%	53
502081 Worker's Comp Ins	16,298	14,076	-13.6%	(2,222)	14,498	3.0%	422
502101 Holiday Pay	13,018	13,680	5.1%	662	14,007	2.4%	327
502103 Floating Holiday	5,479	5,868	7.1%	389	5,867	0.0%	(1)
502109 Sick Leave	19,527	20,520	5.1%	993	21,011	2.4%	491
502111 Annual Leave	41,780	43,807	4.9%	2,027	44,881	2.5%	1,073
502121 Other Paid Absence	3,051	3,206	5.1%	155	3,283	2.4%	77
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	2,089	2,089	0.0%	(0)	2,093	0.2%	4
Totals	364,563	364,831	0.1%	268	382,559	4.9%	17,728

Attachment A

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	74,079	174,079	135.0%	100,000	65,000	-62.7%	(109,079)
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	74,079	174,079	135.0%	100,000	65,000	-62.7%	(109,079)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

3/14/2017

Planning_Grants - 1600

10-08A.28

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	35,000	100.0%	35,000	35,000	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	-	35,000	100.0%	35,000	35,000	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Planning, Grants, Governmental Affairs - 1600

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	3,000	-	-100.0%	(3,000)	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	1,000	4,000	300.0%	3,000	4,000	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	5,000	5,200	4.0%	200	5,200	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	9,000	9,200	2.2%	200	9,200	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	747,982	739,051	-1.2%	(8,931)	765,679	3.6%	26,628
NON-PERSONNEL TOTAL							
	83,079	218,279	162.7%	135,200	109,200	-50.0%	(109,079)
DEPARTMENT TOTALS							
	831,061	957,330	15.2%	126,269	874,879	-8.6%	(82,451)

3/14/2017

Planning_Grants - 1600

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	253,960	103,664	-59.2%	(150,297)	105,980	2.2%	2,317
501023 Other OT	-	250	100.0%	250	250	0.0%	-
Totals	253,960	103,914	-59.1%	(150,047)	106,230	2.2%	2,317
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	4,514	1,845	-59.1%	(2,668)	1,886	2.2%	40
502021 Retirement	70,352	30,232	-57.0%	(40,120)	32,583	7.8%	2,351
502031 Medical Ins	41,680	41,087	-1.4%	(593)	42,880	4.4%	1,793
502041 Dental Ins	2,351	2,521	7.3%	171	2,597	3.0%	76
502045 Vision Ins	960	660	-31.3%	(301)	679	3.0%	20
502051 Life Ins/AD&D	455	207	-54.5%	(248)	213	3.0%	6
502060 State Disability Ins (SDI)	2,222	1,145	-48.4%	(1,076)	1,206	5.3%	60
502061 Long Term Disability Ins	1,862	956	-48.7%	(907)	1,008	5.5%	52
502071 State Unemployment Ins (SUI)	709	350	-50.6%	(359)	371	6.1%	21
502081 Worker's Comp Ins	7,522	8,445	12.3%	923	8,699	3.0%	254
502101 Holiday Pay	9,578	3,908	-59.2%	(5,670)	3,994	2.2%	86
502103 Floating Holiday	8,011	-	-100.0%	(8,011)	-	0.0%	-
502109 Sick Leave	14,367	5,863	-59.2%	(8,505)	5,991	2.2%	129
502111 Annual Leave	23,131	12,675	-45.2%	(10,457)	12,911	1.9%	236
502121 Other Paid Absence	2,245	916	-59.2%	(1,329)	936	2.2%	20
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	2,034	56	-97.3%	(1,978)	57	3.0%	2
Totals	191,993	110,866	-42.3%	(81,127)	116,012	4.6%	5,146

Attachment A

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	50,000	-	-100.0%	(50,000)	-	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	100,000	350,000	250.0%	250,000	350,000	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	150,000	350,000	133.3%	200,000	350,000	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

3/14/2017

District Counsel - 1700

10-08A.32

Attachment A

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	1,262	-	-100.0%	(1,262)	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	1,262	-	-100.0%	(1,262)	-	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

3/14/2017

District Counsel - 1700

10-08A.33

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

District Counsel - 1700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	12,010	500	-95.8%	(11,510)	500	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	5,000	1,500	-70.0%	(3,500)	1,500	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	5,000	1,500	-70.0%	(3,500)	1,500	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	22,010	3,500	-84.1%	(18,510)	3,500	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	445,953	214,780	-51.8%	(231,173)	222,242	3.5%	7,463
NON-PERSONNEL TOTAL							
	173,272	353,500	104.0%	180,228	353,500	0.0%	-
DEPARTMENT TOTALS	619,225	568,280	-8.2%	(50,945)	575,742	1.3%	7,463

3/14/2017

District Counsel - 1700

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	139,585	128,361	-8.0%	(11,224)	134,791	5.0%	6,430
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	139,585	128,361	-8.0%	(11,224)	134,791	5.0%	6,430
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	2,521	2,312	-8.3%	(210)	2,428	5.0%	116
502021 Retirement	39,300	37,945	-3.4%	(1,355)	42,022	10.7%	4,077
502031 Medical Ins	12,682	31,975	152.1%	19,293	34,413	7.6%	2,438
502041 Dental Ins	2,532	3,807	50.4%	1,275	3,922	3.0%	114
502045 Vision Ins	640	660	3.0%	19	679	3.0%	20
502051 Life Ins/AD&D	338	207	-38.7%	(131)	213	3.0%	6
502060 State Disability Ins (SDI)	1,660	1,435	-13.6%	(225)	1,552	8.2%	117
502061 Long Term Disability Ins	1,280	1,186	-7.3%	(94)	1,257	6.0%	71
502071 State Unemployment Ins (SUI)	473	350	-26.0%	(123)	371	6.1%	21
502081 Worker's Comp Ins	5,012	5,627	12.3%	615	5,796	3.0%	169
502101 Holiday Pay	5,351	4,906	-8.3%	(445)	5,151	5.0%	246
502103 Floating Holiday	4,201	3,526	-16.1%	(675)	3,703	5.0%	177
502109 Sick Leave	8,026	7,358	-8.3%	(667)	7,727	5.0%	369
502111 Annual Leave	15,478	14,132	-8.7%	(1,346)	14,840	5.0%	708
502121 Other Paid Absence	1,254	1,150	-8.3%	(104)	1,207	5.0%	58
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	3,206	3,206	0.0%	(0)	3,207	0.1%	2
Totals	103,954	119,781	15.2%	15,827	128,490	7.3%	8,709

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	7,898	500	-93.7%	(7,398)	500	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	6,396	-	-100.0%	(6,396)	-	0.0%	-
503034 Pre-Employment Exams	600	-	-100.0%	(600)	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	495,833	-	-100.0%	(495,833)	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	60,000	-	-100.0%	(60,000)	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	570,727	500	-99.9%	(570,227)	500	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	500	500	0.0%	-	500	0.0%	-
504217 Photo Supp/Process	100	-	-100.0%	(100)	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	1,000	1,200	20.0%	200	1,200	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	1,600	1,700	6.3%	100	1,700	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	150,000	150,000	0.0%	-	150,000	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	150,000	150,000	0.0%	-	150,000	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Risk Management - 1800

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	500	500	0.0%	-	500	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	4,000	3,000	-25.0%	(1,000)	3,000	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	3,000	2,000	-33.3%	(1,000)	2,000	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	7,500	5,500	-26.7%	(2,000)	5,500	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	243,539	248,142	1.9%	4,603	263,281	6.1%	15,139
NON-PERSONNEL TOTAL							
	729,827	157,700	-78.4%	(572,127)	157,700	0.0%	-
DEPARTMENT TOTALS	973,366	405,842	-58.3%	(567,524)	420,981	3.7%	15,139

3/14/2017

Risk Mgmt - 1800

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Purchasing - 1900

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	419,396	447,977	6.8%	28,581	459,252	2.5%	11,275
501023 Other OT	1,765	1,100	-37.7%	(665)	1,128	2.5%	28
Totals	421,161	449,077	6.6%	27,916	460,380	2.5%	11,303
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	7,595	8,100	6.6%	505	8,304	2.5%	205
502021 Retirement	117,981	132,686	12.5%	14,705	143,468	8.1%	10,782
502031 Medical Ins	187,703	168,106	-10.4%	(19,598)	176,106	4.8%	8,000
502041 Dental Ins	11,111	8,978	-19.2%	(2,133)	9,247	3.0%	269
502045 Vision Ins	2,561	2,638	3.0%	77	2,717	3.0%	79
502051 Life Ins/AD&D	1,044	932	-10.8%	(112)	960	3.0%	28
502060 State Disability Ins (SDI)	4,941	4,899	-0.8%	(42)	5,150	5.1%	251
502061 Long Term Disability Ins	4,007	4,227	5.5%	220	4,393	3.9%	166
502071 State Unemployment Ins (SUI)	1,891	1,400	-26.0%	(491)	1,485	6.1%	85
502081 Worker's Comp Ins	20,059	22,521	12.3%	2,462	23,197	3.0%	676
502101 Holiday Pay	16,063	17,154	6.8%	1,091	17,587	2.5%	433
502103 Floating Holiday	4,935	5,284	7.1%	349	5,548	5.0%	264
502109 Sick Leave	24,094	25,731	6.8%	1,637	26,381	2.5%	650
502111 Annual Leave	53,786	57,336	6.6%	3,550	58,694	2.4%	1,358
502121 Other Paid Absence	3,765	4,020	6.8%	256	4,122	2.5%	102
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	2,174	2,172	-0.1%	(1)	2,179	0.3%	7
Totals	463,709	466,184	0.5%	2,475	489,538	5.0%	23,354

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Purchasing - 1900

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	850	850	0.0%	-	850	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	1,000	1,200	20.0%	200	1,200	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	1,850	2,050	10.8%	200	2,050	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Purchasing - 1900

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	300	100	-66.7%	(200)	100	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	300	300	0.0%	-	200	-33.3%	(100)
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	1,500	1,500	0.0%	-	1,500	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	2,100	1,900	-9.5%	(200)	1,800	-5.3%	(100)
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Purchasing - 1900

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	320	450	40.6%	130	450	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,308	2,308	0.0%	-	2,308	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	3,250	3,250	0.0%	-	3,250	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	5,878	6,008	2.2%	130	6,008	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	884,870	915,261	3.4%	30,391	949,918	3.8%	34,657
NON-PERSONNEL TOTAL							
	9,828	9,958	1.3%	130	9,858	-1.0%	(100)
DEPARTMENT TOTALS	894,698	925,219	3.4%	30,521	959,776	3.7%	34,557

3/14/2017

Purchasing - 1900

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Facilities Maintenance - 2200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	739,949	719,432	-2.8%	(20,517)	736,731	2.4%	17,298
501023 Other OT	40,452	40,452	0.0%	0	41,425	2.4%	973
Totals	780,401	759,884	-2.6%	(20,516)	778,155	2.4%	18,271
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	13,478	13,443	-0.3%	(35)	13,764	2.4%	321
502021 Retirement	200,922	211,021	5.0%	10,099	227,862	8.0%	16,841
502031 Medical Ins	393,079	376,712	-4.2%	(16,368)	389,660	3.4%	12,948
502041 Dental Ins	26,012	25,004	-3.9%	(1,007)	25,754	3.0%	750
502045 Vision Ins	5,442	5,606	3.0%	164	5,774	3.0%	168
502051 Life Ins/AD&D	1,992	1,761	-11.6%	(231)	1,814	3.0%	53
502060 State Disability Ins (SDI)	8,875	8,344	-6.0%	(531)	8,799	5.5%	456
502061 Long Term Disability Ins	6,984	7,133	2.1%	149	7,486	5.0%	353
502071 State Unemployment Ins (SUI)	4,018	2,975	-26.0%	(1,043)	3,156	6.1%	181
502081 Worker's Comp Ins	42,625	47,857	12.3%	5,232	49,293	3.0%	1,436
502101 Holiday Pay	27,355	27,281	-0.3%	(74)	27,933	2.4%	652
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	41,032	40,922	-0.3%	(110)	41,899	2.4%	977
502111 Annual Leave	91,286	92,612	1.5%	1,326	94,707	2.3%	2,095
502121 Other Paid Absence	6,411	6,394	-0.3%	(17)	6,547	2.4%	153
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	474	473	-0.2%	(1)	487	3.0%	14
Totals	869,984	867,537	-0.3%	(2,447)	904,935	4.3%	37,398

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Facilities Maintenance - 2200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	21,354	25,000	17.1%	3,646	25,000	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	5,468	7,000	28.0%	1,532	7,000	0.0%	-
503162 Uniforms/Laundry	4,330	4,500	3.9%	170	4,500	0.0%	-
503171 Security Services	9,490	10,600	11.7%	1,110	10,600	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	48,590	50,000	2.9%	1,410	50,000	0.0%	-
503352 Repair - Equipment	278,846	280,000	0.4%	1,154	280,000	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	40,452	48,400	19.6%	7,948	48,400	0.0%	-
Totals	408,530	425,500	4.2%	16,970	425,500	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Facilities Maintenance - 2200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	6,005	-	-100.0%	(6,005)	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	2,000	2,000	0.0%	-	2,000	0.0%	-
504315 Safety Supplies	6,220	6,000	-3.5%	(220)	6,000	0.0%	-
504317 Cleaning Supplies	47,600	38,000	-20.2%	(9,600)	38,000	0.0%	-
504409 Repair/Maint Supplies	114,983	110,500	-3.9%	(4,483)	110,500	0.0%	-
504417 Tenant Repairs	9,000	9,000	0.0%	-	9,000	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	1,236	3,000	142.7%	1,764	3,000	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	187,044	168,500	-9.9%	(18,544)	168,500	0.0%	-
UTILITIES							
505011 Gas & Electric	285,000	292,000	2.5%	7,000	292,000	0.0%	-
505021 Water & Garbage	140,840	141,000	0.1%	160	141,000	0.0%	-
505031 Telecommunications	83,808	84,000	0.2%	192	84,000	0.0%	-
Totals	509,648	517,000	1.4%	7,352	517,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**
Facilities Maintenance - 2200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	16,796	16,100	-4.1%	(696)	16,100	0.0%	-
507999 Other Taxes	14,400	14,400	0.0%	-	14,400	0.0%	-
Totals	31,196	30,500	-2.2%	(696)	30,500	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	3,000	6,500	116.7%	3,500	6,500	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	500	400	-20.0%	(100)	400	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	3,500	6,900	97.1%	3,400	6,900	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	5,000	5,000	0.0%	-	5,000	0.0%	-
512061 Equipment Rental	6,125	6,125	0.0%	-	6,125	0.0%	-
Totals	11,125	11,125	0.0%	-	11,125	0.0%	-
PERSONNEL TOTAL							
	1,650,385	1,627,421	-1.4%	(22,964)	1,683,090	3.4%	55,669
NON-PERSONNEL TOTAL							
	1,151,043	1,159,525	0.7%	8,482	1,159,525	0.0%	-
DEPARTMENT TOTALS	2,801,428	2,786,946	-0.5%	(14,482)	2,842,615	2.0%	55,669

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	1,068,545	1,022,420	-4.3%	(46,125)	1,052,874	3.0%	30,455
501013 Bus Operator OT	152,819	225,000	47.2%	72,181	231,702	3.0%	6,702
501021 Other Salaries	914,765	666,118	-27.2%	(248,646)	669,714	0.5%	3,595
501023 Other OT	79,448	57,095	-28.1%	(22,353)	57,404	0.5%	308
Totals	2,215,576	1,970,634	-11.1%	(244,943)	2,011,694	2.1%	41,060
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	37,887	33,817	-10.7%	(4,070)	34,487	2.0%	670
502021 Retirement	538,020	487,921	-9.3%	(50,099)	524,419	7.5%	36,498
502031 Medical Ins	1,159,172	964,782	-16.8%	(194,390)	1,014,287	5.1%	49,505
502041 Dental Ins	60,925	50,714	-16.8%	(10,211)	52,236	3.0%	1,521
502045 Vision Ins	16,007	14,180	-11.4%	(1,827)	14,605	3.0%	425
502051 Life Ins/AD&D	6,014	4,661	-22.5%	(1,353)	4,801	3.0%	140
502060 State Disability Ins (SDI)	24,909	20,936	-16.0%	(3,973)	22,023	5.2%	1,088
502061 Long Term Disability Ins	16,417	14,823	-9.7%	(1,594)	15,559	5.0%	736
502071 State Unemployment Ins (SUI)	11,860	7,525	-36.6%	(4,335)	7,983	6.1%	458
502081 Worker's Comp Ins	121,607	121,050	-0.5%	(557)	124,681	3.0%	3,631
502101 Holiday Pay	72,289	62,552	-13.5%	(9,737)	63,759	1.9%	1,207
502103 Floating Holiday	8,161	8,509	4.3%	348	8,509	0.0%	-
502109 Sick Leave	112,276	97,074	-13.5%	(15,202)	98,960	1.9%	1,886
502111 Annual Leave	204,648	178,756	-12.7%	(25,892)	180,559	1.0%	1,803
502121 Other Paid Absence	16,938	14,661	-13.4%	(2,277)	14,943	1.9%	283
502251 Phys. Exams	3,183	3,183	0.0%	-	3,183	0.0%	-
502253 Driver Lic Renewal	1,061	1,061	0.0%	-	1,061	0.0%	-
502999 Other Fringe Benefits	5,293	5,096	-3.7%	(197)	5,132	0.7%	36
Totals	2,416,667	2,091,300	-13.5%	(325,367)	2,191,188	4.8%	99,888

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	3,474	3,500	0.7%	26	3,500	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	1,000	1,300	30.0%	300	1,300	0.0%	-
503162 Uniforms/Laundry	1,000	1,000	0.0%	-	1,000	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	4,000	4,000	0.0%	-	4,000	0.0%	-
503353 Repair - Rev Vehicle	1,500	1,500	0.0%	-	1,500	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	10,974	11,300	3.0%	326	11,300	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	5,000	2,700	-46.0%	(2,300)	2,700	0.0%	-
504214 Promotional Items	200	200	0.0%	-	200	0.0%	-
504215 Printing	3,200	3,200	0.0%	-	3,200	0.0%	-
504217 Photo Supp/Process	1,000	-	-100.0%	(1,000)	-	0.0%	-
504311 Office Supplies	5,500	2,500	-54.5%	(3,000)	2,500	0.0%	-
504315 Safety Supplies	120	120	0.0%	-	120	0.0%	-
504317 Cleaning Supplies	500	-	-100.0%	(500)	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	15,520	8,720	-43.8%	(6,800)	8,720	0.0%	-
UTILITIES							
505011 Gas & Electric	12,000	12,000	0.0%	-	12,000	0.0%	-
505021 Water & Garbage	6,400	6,400	0.0%	-	6,400	0.0%	-
505031 Telecommunications	9,600	9,600	0.0%	-	9,600	0.0%	-
Totals	28,000	28,000	0.0%	-	28,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	167	-	-100.0%	(167)	-	0.0%	-
506015 Insurance - PL/PD	66,135	87,600	32.5%	21,465	96,360	10.0%	8,760
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	66,302	87,600	32.1%	21,298	96,360	10.0%	8,760

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Paratransit - 3100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	150,000	75,000	-50.0%	(75,000)	75,000	0.0%	-
Totals	150,000	75,000	-50.0%	(75,000)	75,000	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	2,700	2,700	0.0%	-	2,700	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	4,925	4,925	0.0%	-	4,925	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	7,625	7,625	0.0%	-	7,625	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	173,650	179,000	3.1%	5,350	185,000	3.4%	6,000
512061 Equipment Rental	4,044	4,044	0.0%	-	4,044	0.0%	-
Totals	177,694	183,044	3.0%	5,350	189,044	3.3%	6,000
PERSONNEL TOTAL							
	4,632,244	4,061,934	-12.3%	(570,310)	4,202,881	3.5%	140,947
NON-PERSONNEL TOTAL							
	456,115	401,289	-12.0%	(54,826)	416,049	3.7%	14,760
DEPARTMENT TOTALS	5,088,359	4,463,223	-12.3%	(625,136)	4,618,930	3.5%	155,707
3/14/2017							Paratransit - 3100

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Operations - 3200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	897,054	933,388	4.1%	36,334	957,883	2.6%	24,495
501023 Other OT	166,721	168,000	0.8%	1,279	172,409	2.6%	4,409
Totals	1,063,775	1,101,388	3.5%	37,613	1,130,292	2.6%	28,904
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	18,769	19,467	3.7%	698	20,033	2.9%	566
502021 Retirement	254,863	279,549	9.7%	24,686	303,506	8.6%	23,957
502031 Medical Ins	343,315	325,182	-5.3%	(18,133)	339,048	4.3%	13,866
502041 Dental Ins	19,519	17,288	-11.4%	(2,231)	17,807	3.0%	519
502045 Vision Ins	4,802	5,276	9.9%	474	5,435	3.0%	158
502051 Life Ins/AD&D	1,861	1,761	-5.4%	(100)	1,814	3.0%	53
502060 State Disability Ins (SDI)	12,245	11,903	-2.8%	(342)	12,653	6.3%	750
502061 Long Term Disability Ins	7,529	8,262	9.7%	732	8,591	4.0%	330
502071 State Unemployment Ins (SUI)	3,545	2,800	-21.0%	(745)	2,971	6.1%	171
502081 Worker's Comp Ins	45,133	45,042	-0.2%	(91)	46,393	3.0%	1,351
502101 Holiday Pay	34,494	35,984	4.3%	1,490	37,049	3.0%	1,065
502103 Floating Holiday	4,534	4,856	7.1%	322	4,856	0.0%	-
502109 Sick Leave	51,741	53,976	4.3%	2,235	55,573	3.0%	1,597
502111 Annual Leave	131,806	137,938	4.7%	6,132	145,143	5.2%	7,204
502121 Other Paid Absence	8,085	8,434	4.3%	349	8,683	3.0%	250
502251 Phys. Exams	530	700	32.0%	170	700	0.0%	-
502253 Driver Lic Renewal	-	300	100.0%	300	300	0.0%	-
502999 Other Fringe Benefits	2,368	2,395	1.1%	27	2,408	0.6%	13
Totals	945,140	961,113	1.7%	15,973	1,012,962	5.4%	51,849

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Operations - 3200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	500	10,000	1900.0%	9,500	10,000	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	200	-	-100.0%	(200)	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	600	600	0.0%	-	600	0.0%	-
503171 Security Services	-	505,000	100.0%	505,000	515,000	2.0%	10,000
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	1,000	2,500	150.0%	1,500	2,000	-20.0%	(500)
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	2,300	518,100	22426.1%	515,800	527,600	1.8%	9,500
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Operations - 3200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	300	300	0.0%	-	300	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	3,500	8,000	128.6%	4,500	8,000	0.0%	-
504217 Photo Supp/Process	400	-	-100.0%	(400)	-	0.0%	-
504311 Office Supplies	10,000	8,000	-20.0%	(2,000)	8,000	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	14,200	16,300	14.8%	2,100	16,300	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	16,500	14,000	-15.2%	(2,500)	14,000	0.0%	-
Totals	16,500	14,000	-15.2%	(2,500)	14,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Operations - 3200

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	6,000	5,165	-13.9%	(835)	5,165	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	5,000	9,750	95.0%	4,750	9,750	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	11,000	14,915	35.6%	3,915	14,915	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	22,700	24,100	6.2%	1,400	24,800	2.9%	700
512061 Equipment Rental	500	-	-100.0%	(500)	-	0.0%	-
Totals	23,200	24,100	3.9%	900	24,800	2.9%	700
PERSONNEL TOTAL							
	2,008,915	2,062,501	2.7%	53,586	2,143,254	3.9%	80,753
NON-PERSONNEL TOTAL							
	67,200	587,415	774.1%	520,215	597,615	1.7%	10,200
DEPARTMENT TOTALS	2,076,115	2,649,916	27.6%	573,801	2,740,869	3.4%	90,953

3/14/2017

Operations - 3200

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	7,432,745	7,513,136	1.1%	80,391	7,711,374	2.6%	198,238
501013 Bus Operator OT	1,034,203	1,000,000	-3.3%	(34,203)	1,026,104	2.6%	26,104
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	8,466,948	8,513,136	0.5%	46,188	8,737,478	2.6%	224,342
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	146,135	148,069	1.3%	1,934	151,306	2.2%	3,237
502021 Retirement	2,043,962	2,192,369	7.3%	148,406	2,361,603	7.7%	169,234
502031 Medical Ins	3,200,934	3,462,980	8.2%	262,046	3,614,564	4.4%	151,583
502041 Dental Ins	194,300	203,047	4.5%	8,747	209,138	3.0%	6,091
502045 Vision Ins	46,767	49,465	5.8%	2,698	50,949	3.0%	1,484
502051 Life Ins/AD&D	17,038	15,381	-9.7%	(1,656)	15,843	3.0%	461
502060 State Disability Ins (SDI)	96,228	91,905	-4.5%	(4,324)	96,731	5.3%	4,827
502061 Long Term Disability Ins	67,411	70,710	4.9%	3,300	74,059	4.7%	3,349
502071 State Unemployment Ins (SUI)	34,508	26,250	-23.9%	(8,258)	27,849	6.1%	1,599
502081 Worker's Comp Ins	408,702	411,006	0.6%	2,304	423,337	3.0%	12,331
502101 Holiday Pay	275,781	281,288	2.0%	5,507	287,354	2.2%	6,066
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	430,908	439,512	2.0%	8,604	448,990	2.2%	9,478
502111 Annual Leave	838,074	794,676	-5.2%	(43,398)	812,710	2.3%	18,034
502121 Other Paid Absence	100,574	102,022	1.4%	1,448	67,349	-34.0%	(34,674)
502251 Phys. Exams	8,487	8,487	0.0%	-	8,487	0.0%	-
502253 Driver Lic Renewal	3,183	3,183	0.0%	-	3,183	0.0%	-
502999 Other Fringe Benefits	5,270	5,371	1.9%	101	5,497	2.3%	125
Totals	7,918,262	8,305,721	4.9%	387,459	8,658,947	4.3%	353,226

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	2,500	2,000	-20.0%	(500)	2,000	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	2,500	2,000	-20.0%	(500)	2,000	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

Attachment A

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

3/14/2017

Bus Operators - 3300

10-08A.57

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Bus Operators - 3300

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	200	4,100	1950.0%	3,900	4,100	0.0%	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	-	-	0.0%	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	200	4,100	1950.0%	3,900	4,100	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	16,385,210	16,818,857	2.6%	433,647	17,396,424	3.4%	577,568
NON-PERSONNEL TOTAL							
	2,700	6,100	125.9%	3,400	6,100	0.0%	-
DEPARTMENT TOTALS	16,387,910	16,824,957	2.7%	437,047	17,402,524	3.4%	577,568

3/14/2017

Bus Operators - 3300

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	1,982,481	2,048,682	3.3%	66,201	2,080,697	1.6%	32,015
501023 Other OT	114,841	118,798	3.4%	3,958	120,655	1.6%	1,856
Totals	2,097,322	2,167,480	3.3%	70,158	2,201,352	1.6%	33,871
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	36,586	38,491	5.2%	1,905	39,174	1.8%	683
502021 Retirement	544,282	603,513	10.9%	59,231	647,828	7.3%	44,315
502031 Medical Ins	925,987	933,940	0.9%	7,953	972,926	4.2%	38,986
502041 Dental Ins	55,380	58,421	5.5%	3,042	60,174	3.0%	1,753
502045 Vision Ins	11,845	12,531	5.8%	686	12,907	3.0%	376
502051 Life Ins/AD&D	4,335	3,936	-9.2%	(399)	4,054	3.0%	118
502060 State Disability Ins (SDI)	23,789	23,583	-0.9%	(206)	24,758	5.0%	1,175
502061 Long Term Disability Ins	17,223	18,571	7.8%	1,348	19,368	4.3%	797
502071 State Unemployment Ins (SUI)	8,745	6,650	-24.0%	(2,095)	7,055	6.1%	405
502081 Worker's Comp Ins	110,327	104,162	-5.6%	(6,165)	107,287	3.0%	3,125
502101 Holiday Pay	74,102	78,024	5.3%	3,921	79,415	1.8%	1,391
502103 Floating Holiday	5,753	9,681	68.3%	3,928	9,872	2.0%	191
502109 Sick Leave	111,154	117,036	5.3%	5,882	119,123	1.8%	2,087
502111 Annual Leave	302,470	264,061	-12.7%	(38,410)	273,269	3.5%	9,209
502121 Other Paid Absence	17,368	18,287	5.3%	919	18,613	1.8%	326
502251 Phys. Exams	1,910	1,910	0.0%	-	1,910	0.0%	-
502253 Driver Lic Renewal	412	412	0.0%	-	412	0.0%	-
502999 Other Fringe Benefits	2,981	4,957	66.3%	1,976	4,988	0.6%	32
Totals	2,254,649	2,298,165	1.9%	43,516	2,403,133	4.6%	104,969

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	-	50,000	100.0%	50,000	-	-100.0%	(50,000)
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	15,000	15,000	0.0%	-	15,000	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	34,505	34,500	0.0%	(5)	34,500	0.0%	-
503353 Repair - Rev Vehicle	650,500	325,000	-50.0%	(325,500)	325,000	0.0%	-
503354 Repair - Non Rev Vehicle	30,000	30,000	0.0%	-	30,000	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	730,005	454,500	-37.7%	(275,505)	404,500	-11.0%	(50,000)
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	90,000	60,000	-33.3%	(30,000)	60,000	0.0%	-
504012 Fuels & Lubricants - Rev Veh	1,798,656	1,800,000	0.1%	1,344	1,800,000	0.0%	-
504021 Tires & Tubes	300,000	300,000	0.0%	-	300,000	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	620,286	733,000	18.2%	112,714	733,000	0.0%	-
Totals	2,808,942	2,893,000	3.0%	84,058	2,893,000	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	136	2,500	1738.2%	2,364	2,500	0.0%	-
504211 Postage & Mailing	250	-	-100.0%	(250)	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	500	-	-100.0%	(500)	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	1,500	1,500	0.0%	-	1,500	0.0%	-
504315 Safety Supplies	9,520	4,000	-58.0%	(5,520)	4,000	0.0%	-
504317 Cleaning Supplies	5,730	10,600	85.0%	4,870	10,600	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	39,730	58,000	46.0%	18,270	58,000	0.0%	-
504511 Small Tools	6,500	6,500	0.0%	-	6,500	0.0%	-
504515 Employee Tool Replacement	2,180	3,000	37.6%	820	3,000	0.0%	-
Totals	66,046	86,100	30.4%	20,054	86,100	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	50,526	50,000	-1.0%	(526)	50,000	0.0%	-
Totals	50,526	50,000	-1.0%	(526)	50,000	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Fleet Maintenance - 4100

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	14,280	15,000	5.0%	720	15,000	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	14,280	15,000	5.0%	720	15,000	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	3,900	7,000	79.5%	3,100	7,000	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	16,152	6,400	-60.4%	(9,752)	6,400	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	10,000	3,680	-63.2%	(6,320)	3,680	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	30,052	17,080	-43.2%	(12,972)	17,080	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	225	225	0.0%	-	225	0.0%	-
Totals	225	225	0.0%	-	225	0.0%	-
PERSONNEL TOTAL							
	4,351,971	4,465,645	2.6%	113,674	4,604,485	3.1%	138,840
NON-PERSONNEL TOTAL							
	3,700,076	3,515,905	-5.0%	(184,171)	3,465,905	-1.4%	(50,000)
DEPARTMENT TOTALS	8,052,047	7,981,550	-0.9%	(70,497)	8,070,390	1.1%	88,840

3/14/2017

Fleet Maint- 4100

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

COBRA Benefits - 9001

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%	-
502021 Retirement	-	-	0.0%	-	-	0.0%	-
502031 Medical Ins	-	-	0.0%	-	-	0.0%	-
502041 Dental Ins	-	-	0.0%	-	-	0.0%	-
502045 Vision Ins	-	-	0.0%	-	-	0.0%	-
502051 Life Ins/AD&D	-	-	0.0%	-	-	0.0%	-
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%	-
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%	-
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%	-
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%	-
502101 Holiday Pay	-	-	0.0%	-	-	0.0%	-
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	-	-	0.0%	-	-	0.0%	-
502111 Annual Leave	-	-	0.0%	-	-	0.0%	-
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%	-
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

COBRA Benefits - 9001

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

Attachment A

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

COBRA Benefits - 9001

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

3/14/2017

COBRA- 9001

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**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

COBRA Benefits - 9001

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	-	-	0.0%	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	-	-	0.0%	-	-	0.0%	-
NON-PERSONNEL TOTAL							
	-	-	0.0%	-	-	0.0%	-
DEPARTMENT TOTALS							
	-	-	0.0%	-	-	0.0%	-

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DEPARTMENT TOTALS

0.0%

-

COBRA- 9001

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%	-
502021 Retirement	-	-	0.0%	-	-	0.0%	-
502031 Medical Ins	3,128,918	3,201,976	2.3%	73,058	3,340,755	4.3%	138,779
502041 Dental Ins	69,002	78,000	13.0%	8,998	80,340	3.0%	2,340
502045 Vision Ins	20,490	25,578	24.8%	5,088	26,345	3.0%	767
502051 Life Ins/AD&D	6,525	6,699	2.7%	174	6,900	3.0%	201
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%	-
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%	-
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%	-
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%	-
502101 Holiday Pay	-	-	0.0%	-	-	0.0%	-
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	-	-	0.0%	-	-	0.0%	-
502111 Annual Leave	-	-	0.0%	-	-	0.0%	-
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%	-
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	-	-	0.0%	-	-	0.0%	-
Totals	6,341	6,255	-1.4%	(86)	6,567	5.0%	313
Totals	3,231,276	3,318,508	2.7%	87,232	3,460,908	4.3%	142,400

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	Jun-16 BUDGET	Mar-17 BUDGET	% CHANGE	\$ CHANGE	Mar-17 BUDGET	% CHANGE	\$ CHANGE	BUDG FY18	BUDG FY19	% CHANGE	\$ CHANGE
	FY17	FY18	BUDG FY17	BUDG FY18	FY19	BUDG FY18	BUDG FY19	BUDG FY18	BUDG FY19	BUDG FY18	BUDG FY19
SERVICES											
503011 Acting/Audit Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
MOBILE MATERIALS & SUPPLIES											
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-
Totals	-	-	0.0%	-	-	0.0%	-	-	0.0%	-	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

Retired Employee Benefits - 9005

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	-	-	0.0%	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL	3,231,276	3,318,508	2.7%	87,232	3,460,908	4.3%	142,400
NON-PERSONNEL TOTAL	-	-	0.0%	-	-	0.0%	-
DEPARTMENT TOTALS	<u>3,231,276</u>	<u>3,318,508</u>	<u>2.7%</u>	<u>87,232</u>	<u>3,460,908</u>	<u>4.3%</u>	<u>142,400</u>

3/14/2017

Retirees- 9005

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

SCCIC - 700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
LABOR							
501011 Bus Operator Pay	-	-	0.0%	-	-	0.0%	-
501013 Bus Operator OT	-	-	0.0%	-	-	0.0%	-
501021 Other Salaries	-	-	0.0%	-	-	0.0%	-
501023 Other OT	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
FRINGE BENEFITS							
502011 Medicare/Soc. Sec.	-	-	0.0%	-	-	0.0%	-
502021 Retirement	-	-	0.0%	-	-	0.0%	-
502031 Medical Ins	-	-	0.0%	-	-	0.0%	-
502041 Dental Ins	-	-	0.0%	-	-	0.0%	-
502045 Vision Ins	-	-	0.0%	-	-	0.0%	-
502051 Life Ins/AD&D	-	-	0.0%	-	-	0.0%	-
502060 State Disability Ins (SDI)	-	-	0.0%	-	-	0.0%	-
502061 Long Term Disability Ins	-	-	0.0%	-	-	0.0%	-
502071 State Unemployment Ins (SUI)	-	-	0.0%	-	-	0.0%	-
502081 Worker's Comp Ins	-	-	0.0%	-	-	0.0%	-
502101 Holiday Pay	-	-	0.0%	-	-	0.0%	-
502103 Floating Holiday	-	-	0.0%	-	-	0.0%	-
502109 Sick Leave	-	-	0.0%	-	-	0.0%	-
502111 Annual Leave	-	-	0.0%	-	-	0.0%	-
502121 Other Paid Absence	-	-	0.0%	-	-	0.0%	-
502251 Phys. Exams	-	-	0.0%	-	-	0.0%	-
502253 Driver Lic Renewal	-	-	0.0%	-	-	0.0%	-
502999 Other Fringe Benefits	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

SCCIC - 700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
SERVICES							
503011 Acting/Audit Fees	250	250	0.0%	-	250	0.0%	-
503012 Admin/Bank Fees	-	-	0.0%	-	-	0.0%	-
503031 Prof/Technical Fees	-	-	0.0%	-	-	0.0%	-
503032 Legislative Services	-	-	0.0%	-	-	0.0%	-
503033 Legal Services	-	-	0.0%	-	-	0.0%	-
503034 Pre-Employment Exams	-	-	0.0%	-	-	0.0%	-
503041 Temp Help	-	-	0.0%	-	-	0.0%	-
503161 Custodial Services	-	-	0.0%	-	-	0.0%	-
503162 Uniforms/Laundry	-	-	0.0%	-	-	0.0%	-
503171 Security Services	-	-	0.0%	-	-	0.0%	-
503221 Classified/Legal Ads	-	-	0.0%	-	-	0.0%	-
503222 Legal Ads	-	-	0.0%	-	-	0.0%	-
503225 Graphic Services	-	-	0.0%	-	-	0.0%	-
503351 Repair - Bldg & Impr	-	-	0.0%	-	-	0.0%	-
503352 Repair - Equipment	-	-	0.0%	-	-	0.0%	-
503353 Repair - Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503354 Repair - Non Rev Vehicle	-	-	0.0%	-	-	0.0%	-
503363 Haz Mat Disposal	-	-	0.0%	-	-	0.0%	-
Totals	250	250	0.0%	-	250	0.0%	-
MOBILE MATERIALS & SUPPLIES							
504011 Fuels & Lubricants - Non Rev Veh	-	-	0.0%	-	-	0.0%	-
504012 Fuels & Lubricants - Rev Veh	-	-	0.0%	-	-	0.0%	-
504021 Tires & Tubes	-	-	0.0%	-	-	0.0%	-
504161 Other Mobile Supplies	-	-	0.0%	-	-	0.0%	-
504191 Rev Vehicle Parts	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

SCCIC - 700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
OTHER MATERIALS & SUPPLIES							
504205 Freight Out	-	-	0.0%	-	-	0.0%	-
504211 Postage & Mailing	-	-	0.0%	-	-	0.0%	-
504214 Promotional Items	-	-	0.0%	-	-	0.0%	-
504215 Printing	-	-	0.0%	-	-	0.0%	-
504217 Photo Supp/Process	-	-	0.0%	-	-	0.0%	-
504311 Office Supplies	-	-	0.0%	-	-	0.0%	-
504315 Safety Supplies	-	-	0.0%	-	-	0.0%	-
504317 Cleaning Supplies	-	-	0.0%	-	-	0.0%	-
504409 Repair/Maint Supplies	-	-	0.0%	-	-	0.0%	-
504417 Tenant Repairs	-	-	0.0%	-	-	0.0%	-
504421 Non-Inventory Parts	-	-	0.0%	-	-	0.0%	-
504511 Small Tools	-	-	0.0%	-	-	0.0%	-
504515 Employee Tool Replacement	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
UTILITIES							
505011 Gas & Electric	-	-	0.0%	-	-	0.0%	-
505021 Water & Garbage	-	-	0.0%	-	-	0.0%	-
505031 Telecommunications	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
CASUALTY & LIABILITY							
506011 Insurance - Property	-	-	0.0%	-	-	0.0%	-
506015 Insurance - PL/PD	-	-	0.0%	-	-	0.0%	-
506021 Insurance - Other	-	-	0.0%	-	-	0.0%	-
506123 Settlement Costs	-	-	0.0%	-	-	0.0%	-
506127 Repairs - District Prop	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 & FY19 PRELIMINARY OPERATING BUDGET**

SCCIC - 700

ACCOUNT	Jun-16 BUDGET FY17	Mar-17 BUDGET FY18	% CHANGE BUDG FY17 BUDG FY18	\$ CHANGE BUDG FY17 BUDG FY18	Mar-17 BUDGET FY19	% CHANGE BUDG FY18 BUDG FY19	\$ CHANGE BUDG FY18 BUDG FY19
TAXES							
507051 Fuel Tax	-	-	0.0%	-	-	0.0%	-
507201 Licenses & Permits	-	-	0.0%	-	-	0.0%	-
507999 Other Taxes	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PURCHASED TRANS.							
503406 Contract/Paratransit	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
MISC EXPENSE							
509011 Dues/Subscriptions	-	-	0.0%	-	-	0.0%	-
509081 Advertising - District Promo	-	-	0.0%	-	-	0.0%	-
509101 Employee Incentive Program	-	-	0.0%	-	-	0.0%	-
509121 Employee Training	-	-	0.0%	-	-	0.0%	-
509122 BOD Travel	-	-	0.0%	-	-	0.0%	-
509123 Travel	-	-	0.0%	-	-	0.0%	-
509125 Local Meeting Expense	-	-	0.0%	-	-	0.0%	-
509127 Board Director Fees	-	-	0.0%	-	-	0.0%	-
509150 Contributions	-	-	0.0%	-	-	0.0%	-
509198 Cash Over/Short	-	-	0.0%	-	-	0.0%	-
509999 Other Misc Expense	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
LEASES & RENTALS							
512011 Facility Lease	-	-	0.0%	-	-	0.0%	-
512061 Equipment Rental	-	-	0.0%	-	-	0.0%	-
Totals	-	-	0.0%	-	-	0.0%	-
PERSONNEL TOTAL							
	-	-	0.0%	-	-	0.0%	-
NON-PERSONNEL TOTAL							
	250	250	0.0%	-	250	0.0%	-
DEPARTMENT TOTALS	250	250	0.0%	-	250	0.0%	-

3/14/2017

DEPARTMENT TOTALS

250

0.0%

-

250

0.0%

-

SCCIC- 700

[illegible]

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 PRELIMINARY CAPITAL BUDGET
AS OF MARCH 24, 2017

[illegible]

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY18 PRELIMINARY CAPITAL BUDGET
AS OF MARCH 24, 2017**

PROJECT/ACTIVITY	RESTRICTED FEDERAL FUNDS	RESTRICTED SAKATA/LAW SUIT PROCEEDS	RESTRICTED PTMISEA (1B)	RESTRICTED PTMISEA (1B) + INT-PAC STATION PLACEHOLDER	RESTRICTED CAL-OES PROP 1B - TRANSIT SECURITY	RESTRICTED STIP	RESTRICTED LC TOP	RESTRICTED CAPITAL RESTRICTED STA	STA XFRs FROM OPER BUDGET	UNRESTRICTED (ALT) FUEL TAX CREDIT (XFR FROM OPER BUDGET)	CASH RESERVES	TOTAL
CAPITAL PROGRAM FUNDING												
Federal Sources of Funds:												
Federal Grants (FTA)	\$ 5,746,168											\$ 5,746,168
Surface Transportation Block Grant (STBG)	\$ 500,000											\$ 500,000
Sakata / Lawsuit Proceeds		\$ 120,000										\$ 120,000
State Sources of Funds:												
PTMISEA (1B)			\$ 390,000	\$ 5,991,793								\$ 6,381,793
Cal-OES Prop 1B Transit Security Grant Funds (CTSGP)					\$ 1,075,000							\$ 1,075,000
Statewide Transportation Improvement Program (STIP)						\$ 247,950						\$ 247,950
Low Carbon Transit Operations Program (LCTOP)							\$ 709,292					\$ 709,292
Capital Restricted - State Transit Assistance (STA)								\$ 44,760				\$ 44,760
State Transit Assistance (STA) - (1/5 of FY17 Allocation-Xfr from Oper. Budget)									\$ 399,682			\$ 399,682
Local Sources of Funds:												
(Alternative) Fuel Tax Credit (Xfr from Oper Budget)										\$ 549,167		\$ 549,167
Operating and Capital Reserve Fund											\$ 16,277	\$ 16,277
TOTAL CAPITAL FUNDING BY FUNDING SOURCE	\$ 6,246,168	\$ 120,000	\$ 390,000	\$ 5,991,793	\$ 1,075,000	\$ 247,950	\$ 709,292	\$ 44,760	\$ 399,682	\$ 549,167	\$ 16,277	\$ 15,790,089
Restricted Funds	\$ 6,246,168	\$ 120,000	\$ 390,000	\$ 5,991,793	\$ 1,075,000	\$ 247,950	\$ 709,292	\$ 44,760				\$ 14,824,963
Unrestricted Funds									\$ 399,682	\$ 549,167	\$ 16,277	\$ 965,126
TOTAL CAPITAL FUNDING	\$ 6,246,168	\$ 120,000	\$ 390,000	\$ 5,991,793	\$ 1,075,000	\$ 247,950	\$ 709,292	\$ 44,760	\$ 399,682	\$ 549,167	\$ 16,277	\$ 15,790,089
* Using Toll Credits as the local match for the FTA 5339a (FY15/16) Formula Bus & Bus Facilities Grant = no cash contribution from METRO												

10-08B.2



DATE: March 24, 2017
TO: Board of Directors
FROM: Angela Aitken, Interim HR Manager and Finance Manager
SUBJECT: **CONSIDERATION OF AWARD OF CONTRACT TO CPS HR
CONSULTING FOR A CLASSIFICATION AND COMPENSATION STUDY
NOT TO EXCEED \$41,900**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a contract with CPS HR Consulting for a Classification and Compensation Study for a 1-year period in an amount not to exceed \$41,900, with an open-ended renewal clause.

II. SUMMARY

- A Classification and Compensation Study has never been conducted at the Santa Cruz Metropolitan Transit District (METRO), and is needed due to outdated job classifications, compression issues, and a desire to attract and retain valuable personnel.
- A formal request for proposals was conducted to solicit proposals from qualified firms. Five firms submitted proposals for METRO's review.
- A three-member evaluation team comprised of METRO staff reviewed and evaluated the proposals, and is recommending an award to CPS HR Consulting.

III. DISCUSSION/BACKGROUND

In order to attract and retain talented professionals, both public and private sector organizations periodically perform a comprehensive classification and compensation review. Such a review helps the organization understand where its pay scales are relative to pay scales for similar positions as well as other employee benefits and compensation. METRO has never performed such a comprehensive study.

In July of 2008, the Board of Directors authorized the General Manager to proceed with a management Salary Study, but that study was placed in indefinite abeyance due to the economic downturn. In December of 2014, the Board authorized staff to issue a Request for Proposals (RFP) for a system-wide Classification and Compensation Study. The Study was to be a bifurcated process, with the CEO to return to the Board with recommended management actions and then perform the Study on SEIU and UTU-ParaCruz positions,

utilizing the outcomes in the next labor contract negotiations. As a result of the structural deficit, funding for the Study was removed from the budget in 2015. On September 21, 2016, the Personnel/Human Resources Standing Committee recommended to the Board that METRO move forward with issuing an RFP for a Management Classification and Compensation Study, with an added option of conducting a similar Classification and Compensation Study for SEIU staff, when the CEO is ready to exercise the option.

On November 16, 2016, METRO legally advertised and distributed Request for Proposals (RFP) No. 17-07 to 21 firms, posted notice on its website, and sent email notices to all GovDelivery subscribers. On December 23, 2016, proposals were received and opened from five firms. A list of these firms is provided in Attachment A. A three-member evaluation team comprised of METRO staff has reviewed and evaluated the proposals.

Staff is recommending that the Board of Directors authorize the CEO to execute a one-year contract on behalf of METRO with CPS HR Consulting for a management Classification and Compensation Study in an amount not to exceed \$41,900. Contractor will provide all services meeting all METRO's specifications and requirements of the contract. Angela Aitken, Interim Human Resources manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The base value of the contract is \$41,900.00 to complete the management Classification and Compensation Study. Should the option to conduct an SEIU Classification and Compensation Study be exercised, the additional cost proposed is \$60,687.50. Staff will return to the Board for authorization when the CEO is ready to exercise this option.

Funds to support this contract are included in the Administration Department FY17 & FY18 Prof/Technical Fees (503031) Operating budget.

V. ALTERNATIVES CONSIDERED

- Do not award the contract. This is not recommended, as METRO's outdated job specifications and compression issues impact the agency's ability to attract and retain valuable personnel.

VI. ATTACHMENTS

Attachment A: List of Responding Firms

Attachment B: Contract with CPS HR Consulting

Note: A full copy of the Contract is available on request.

Prepared By: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

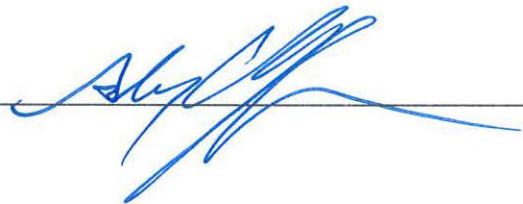
Angela Aitken, Interim HR Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A



Responding Firms for RFP No. 17-07

Classification and Compensation Study

Received by December 23, 2016 at 5:00 PM

CPS HR Consulting	Sacramento	CA
Koff & Associates	Berkeley	CA
Pontifex Consulting Group LLC	Blaine	MN
Public Sector Personnel Consultants, Inc.	Tempe	AZ
Springsted Incorporated	St. Paul	MN

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Attachment B

PROFESSIONAL SERVICES CONTRACT FOR A CLASSIFICATION AND COMPENSATION STUDY (17-07)

THIS CONTRACT is made effective on March 27, 2017, between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (“Santa Cruz METRO”), a political subdivision of the State of California, and COOPERATIVE PERSONNEL SERVICES d/b/a CPS HR CONSULTING (“Contractor”).

1. RECITALS

1.01 Santa Cruz METRO’s Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and which has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.02 Santa Cruz METRO’s Need for a Classification and Compensation Study

Santa Cruz METRO has the need for a Classification and Compensation Study. In order to obtain these services, Santa Cruz METRO issued a Request for Proposals, dated November 10, 2016, setting forth specifications for such services. The Request for Proposals is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor’s Proposal

Contractor is a firm/individual qualified to provide a Classification and Compensation Study and whose principal place of business is 241 Lathrop Way, Sacramento, California 95815. Pursuant to the Request for Proposals issued by Santa Cruz METRO, Contractor submitted a proposal for a Classification and Compensation Study, which is attached hereto and incorporated herein by reference as Exhibit B

1.04 Selection of Contractor and Intent of Contract

On March 3, 2017, Santa Cruz METRO selected Contractor as the offeror whose proposal was most advantageous to Santa Cruz METRO to provide the Classification and Compensation Study described herein. This Contract is intended to fix the provisions of these services.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in this Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties’ Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with Section 11.15 of the General Conditions to the Contract.

Attachment B

A. Exhibit A

Santa Cruz METRO's "Request for Proposals" dated November 10, 2016, including Addendum No. 1 dated December 13, 2016.

B. Exhibit B (Contractor's Proposal)

Contractor's Proposal to Santa Cruz METRO for a Classification and Compensation Study, signed by Contractor and dated December 16, 2016.

2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A and B. Where in conflict, the provisions of Exhibit A supersede Exhibit B.

2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. DEFINITIONS

3.01 General

The terms below (or pronouns in place of them) have the following meaning in the Contract:

3.01.01 CONTRACT - The Contract consists of this document, the attachments incorporated herein in accordance with Article 2, and any written amendments made in accordance with Part IV, Section 11.15 of, the General Conditions to the Contract.

3.01.02 CONTRACTOR - The Contractor selected by Santa Cruz METRO for this project in accordance with the Request for Proposals issued November 10, 2016.

3.01.03 CONTRACTOR'S STAFF - Employees of Contractor.

3.01.04 DAYS - Calendar days.

3.01.05 OFFEROR - Contractor whose proposal was accepted under the terms and conditions of the Request for Proposals issued November 10, 2016.

3.01.06 PROVISION - Any term, agreement, covenant, condition, clause, qualification, restriction, reservation, or other stipulation in the Contract that defines or otherwise controls, establishes, or limits the performance required or permitted by either party.

3.01.07 SCOPE OF WORK (OR "WORK") - The entire obligation under the Contract, including, without limitation, all labor, equipment, materials, supplies, transportation, services, and other work products and expenses, express or implied, in the Contract.

Attachment B

4. TIME OF PERFORMANCE

4.01 Term

The term of this Contract will be for a period not to exceed **one (1)** year and shall commence upon the execution of the Contract by Santa Cruz METRO.

Upon satisfactory performance of services, Santa Cruz METRO may extend this agreement beyond the initial term when mutually agreed to in writing by the parties.

5. COMPENSATION

5.01 Terms of Payment

Santa Cruz METRO shall compensate Contractor in an amount not to exceed the amounts/rates agreed upon by Santa Cruz METRO. Santa Cruz METRO shall reasonably determine whether work has been successfully performed for purposes of payment. Compensation shall be made within thirty (30) days of Santa Cruz METRO's written approval of Contractor's written invoice for said work. Contractor understands and agrees that if they exceed the \$41,900.00 maximum amount payable under this Contract, they do so at their own risk.

5.02 Optional Service

At such time Santa Cruz METRO elects to exercise the optional service outlined in Part III section 3.4 and per Contractor's Optional Service Cost Proposal for conducting a second classification and compensation study for employees represented by the Services Employees International Union, a separate Notice to Proceed will be issued. Contractor has proposed a not to exceed amount of \$60,687.50 for this optional service.

5.03 Invoices

Contractor shall submit invoices on a monthly basis, with a purchase order number provided by Santa Cruz METRO, based on completion of the tasks detailed in 4.4/4.5 of Exhibit B. Contractor's invoices shall include detailed records showing actual time devoted, work accomplished, date work accomplished, personnel used, and amount billed per hour. Expenses shall only be billed if allowed under the Contract.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the project.

6. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand, or three (3) days after posting, if sent by registered mail, receipt requested, to a party hereto at the

Attachment B

address hereinunder set forth or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

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

Attention: Alex Clifford, CEO

CONTRACTOR

CPS HR Consulting
241 Lathrop Way
Sacramento, CA 95815

Attention: Dr. Bruce Davis
(916) 471-3382
bdavis@cpshr.us

7. **ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS**

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

8. **AUTHORITY**

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

SIGNATURES ON NEXT PAGE

Attachment B

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT
DISTRICT

Alex Clifford, CEO/General Manager

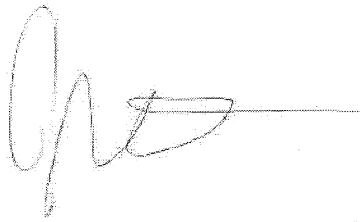
Contractor –
COOPERATIVE PERSONNEL SERVICES
d/b/a CPS HR CONSULTING

Vicki Quintero Brashear, Director of
Products and Services

Victoria Q. Brashear
Victoria Q. Brashear (Mar 17, 2017)

Approved as to Form:

Julie Sherman, General Counsel



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DATE: March 24, 2017

TO: Board of Directors

FROM: Al Pierce, Maintenance Manager

SUBJECT: CONSIDERATION OF AWARD OF CONTRACT TO MANSFIELD OIL COMPANY FOR CARB ULTRA-LOW SULFUR DIESEL FUEL NOT TO EXCEED \$782,145

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute:

- 1) A contract with Mansfield Oil Company for CARB Ultra-Low Sulfur Diesel Fuel in an amount not to exceed \$782,145.00 for a 3-year period, with options to extend the contract for a total of 5 years; and,**
- 2) Future amendments with Mansfield Oil Company for the options to extend, increasing the contract total for each option year as required, not to exceed a total value of \$1,304,025.00 for the full 5**

II. SUMMARY

- Santa Cruz Metropolitan Transit District (METRO) requires CARB Ultra-low Sulfur Diesel to power the remaining fleet of diesel engine buses.
- Central Contra Costa Transit Authority (CCCTA), the lead agency for the Regional Transit Coordinating Council (RTCC) Procurement Committee, released an Invitation for Bids (IFB) No. 16-MA-02-RTCC for purchase and delivery of diesel and gasoline fuel on behalf of nine Bay Area transit agencies and one municipality on November 7, 2016. METRO is a participating agency in this solicitation.
- Staff has reviewed all submitted bids and is recommending that the Board of Directors authorize a contract with Mansfield Oil Company, the lowest responsive and responsible bidder.

III. DISCUSSION/BACKGROUND

In order to obtain the best prices by combining annual quantities from several participating transit agencies, the RTCC Procurement Committee actively participates in joint procurements for commodities that are commonly used by RTCC member agencies.

RTCC IFB No. 16-MA-02-RTCC was prepared and mailed on November 07, 2016 to prospective bidders and legally advertised. On December 5, 2016, four bids were received. Bids were evaluated and Mansfield Oil Company was

determined to be the lowest responsive, responsible bidder for METRO's requirements. The recommended contract will be for a three-year base period, with two one-year options to renew.

In FY16, METRO spent \$282,563.00 (for 153,313 gallons) on CARB ultra-low sulfur diesel fuel. As our fleet of diesel buses shrinks in the coming years, METRO anticipates spending less year-over-year in coming years.

Staff recommends the following actions: 1) that the Board of Directors authorize the CEO to execute a three (3)-year contract on behalf of METRO with Mansfield Oil Company for delivery of CARB ultra-low sulfur diesel fuel in an amount not to exceed \$782,145.00; and, 2) that the Board of Directors authorize the CEO to execute two future contract extensions with Mansfield Oil Company (for two additional one-year options), for a total anticipated contract value not to exceed \$1,304,025.00 and a total term not to exceed five years.

Al Pierce, Maintenance Manager, will serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The base value of the contract is \$782,145.00 for the first three years. Should both two, one-year options be exercised, the total five-year value of the contract will not exceed \$1,304,025.00. Funds to support this contract are included in the Fleet Account #504012, Fuel and Lubes – Revenue Vehicles, within the Operating Budgets.

V. ALTERNATIVES CONSIDERED

Not recommended: if METRO procures the fuel on its own, rather than as part of the RTCC procurement, METRO will not benefit from the economies of scale realized from the RTCC procurement.

VI. ATTACHMENTS

Attachment A: Summary of Bids Received
Attachment B: Contract with Mansfield Oil Company

Note: A full copy of the Contract is available on request.

Prepared By: Alex Strudley, Purchasing Agent

VII. APPROVALS:

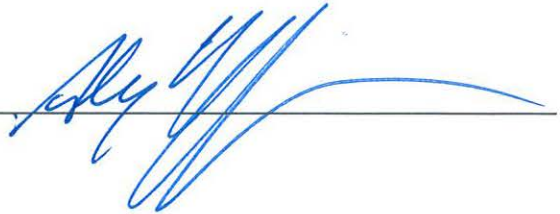
Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A



Bid Results for RTCC IFB 16-MA-02

Furnishing and Delivery Carb Ultra-Low Sulfur Diesel Fuel, Bio-Diesel and or Unleaded Gasolines

Opened December 5, 2016 at 2:00 PM

BIDDER	AMOUNT BID
Mansfield Oil Company	\$ 782,415.00
Pinnacle Petroleum	\$ 789,075.00
Golden Gate Petroleum	\$ 790,740.00
SC Fuels	\$ 791,730.00

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Attachment B

CONTRACT FOR FURNISHING AND DELIVERING CARB ULTRA-LOW SULFUR DIESEL FUEL, BIO-DIESEL AND OR UNLEADED GASOLINES (16-MA-02)

THIS CONTRACT is made effective on May 1, 2017 between the SANTA CRUZ METROPOLITAN TRANSIT DISTRICT ("Santa Cruz METRO"), a political subdivision of the State of California, and MANSFIELD OIL COMPANY ("Contractor").

1. RECITALS

1.01 Santa Cruz METRO's Primary Objective

Santa Cruz METRO is a public entity whose primary objective is providing public transportation and which has its principal office at 110 Vernon Street, Santa Cruz, California 95060.

1.02 Santa Cruz METRO's Need for Carb Ultra-Low Sulfur Diesel Fuel

Santa Cruz METRO requires Carb Ultra-Low Sulfur Diesel Fuel to power the remaining fleet of diesel engine buses. In order to obtain said Carb Ultra-Low Sulfur Diesel Fuel, Santa Cruz METRO participated in a joint procurement as a member of the Regional Transit Coordinating Council (RTCC). Central Contra Costa Transit Authority (CCCTA), the lead agency for the RTCC Procurement Committee, solicited an Invitation for Bids, dated November 7, 2016, setting forth specifications for such Furnishing and Delivering Carb Ultra-Low Sulfur Diesel Fuel, Bio-Diesel and or Unleaded Gasolines. The Invitation for Bids is attached hereto and incorporated herein by reference as Exhibit A.

1.03 Contractor's Bid Form

Contractor is a supplier of Carb Ultra-Low Sulfur Diesel Fuel, desired by Santa Cruz METRO and whose principal place of business is 1025 Airport Parkway, SW, Gainesville, GA 30501. Pursuant to the Invitation for Bids by the RTCC, Contractor submitted a bid for Provision of said Furnishing and Delivering Carb Ultra-Low Sulfur Diesel Fuel, Bio-Diesel and or Unleaded Gasolines, which is attached hereto and incorporated herein by reference as Exhibit B.

1.04 Selection of Contractor and Intent of Contract

On January 25, 2017, Santa Cruz METRO selected Contractor as the lowest responsive, responsible bidder to provide Carb Ultra-Low Sulfur Diesel Fuel. The purpose of this Contract is to set forth the provisions of this procurement.

1.05 Contractor and Supplier Synonymous

For the purposes of this Contract, the terms "contractor" and "supplier" are synonymous.

Santa Cruz METRO and Contractor agree as follows:

2. INCORPORATED DOCUMENTS AND APPLICABLE LAW

2.01 Documents Incorporated in This Contract

The documents listed below are attached to this Contract and by reference made a part hereof. This is an integrated Contract. This writing constitutes the final expression of the parties' Contract, and it is a complete and exclusive statement of the provisions of that Contract, except for written amendments, if any, made after the date of this Contract in accordance with the General Conditions to the Contract.

Attachment B

a) Exhibit A

Central Contra Costa Transit Authority's "Invitation for Bids" No. 16-MA-02 dated November 7, 2016.

b) Exhibit B (Bid Form)

Contractor's Bid Form to Santa Cruz METRO for Furnishing and Delivering Carb Ultra-Low Sulfur Diesel Fuel, Bio-Diesel and or Unleaded Gasolines, signed by Contractor and dated December 01, 2016.

2.02 Conflicts

Where in conflict, the provisions of this writing supersede those of the above-referenced documents, Exhibits A and B. Where in conflict, the provisions of Exhibit A supersede Exhibit B.

2.03 Recitals

The Recitals set forth in Article 1 are part of this Contract.

3. TIME OF PERFORMANCE

3.01 General

Contractor shall perform work under this Contract at such times to enable it to meet the time schedules specified in the Specifications Section of the IFB. The Contractor shall not be responsible for delays caused by force majeure events described in the General Conditions of the Contract.

3.02 Term

The term of this Contract commences on the execution of the Contract and shall remain in force for a three (3) year period thereafter. At the option of Santa Cruz METRO, this Contract may be renewed for two (2) additional one (1) year terms under the same conditions and prices.

4. COMPENSATION

4.01 Terms of Payment

Upon written acceptance, Santa Cruz METRO agrees to pay Contractor for Furnishing and Delivering Carb Ultra-Low Sulfur Diesel Fuel as identified in the Bid Form, Exhibit B, at a unit price calculated at the rates of the San Jose, California OPIS rack average weekly price per gallon, an add-on of \$0.0030 per gallon, and any applicable taxes, under the terms and provisions of this Contract within thirty (30) days thereof. Contractor understands and agrees that if they exceed the **\$782,415.00** maximum amount payable under this Contract, they do so at their own risk.

4.02 Invoices

Contractor shall submit invoices with a purchase order number provided by Santa Cruz METRO on a monthly basis. Contractor's invoices shall include detailed records showing: date of fuel delivery; number of gallons delivered; the San Jose, California OPIS rack average weekly price per gallon the add on of \$0.0030 per gallon and any applicable taxes. Expenses are not allowed under the Contract.

Said invoice records shall be kept up-to-date at all times and shall be available for inspection by Santa

Attachment B

Cruz METRO (or any grantor of Santa Cruz METRO, including, without limitation, any State or Federal agency providing project funding or reimbursement) at any time for any reason upon demand for not less than four (4) years after the date of expiration or termination of the Contract. Under penalty of law, Contractor represents that all amounts billed to Santa Cruz METRO are (1) actually incurred; (2) reasonable in amount; (3) related to this Contract; and (4) necessary for performance of the services. No expenses shall be paid by Santa Cruz METRO unless specifically allowed by this Contract.

5. NOTICES

All notices under this Contract shall be deemed duly given upon delivery, if delivered by hand, or three (3) days after posting, if sent by registered mail, receipt requested, to a party hereto at the address hereinunder set forth, or to such other address as a party may designate by notice pursuant hereto.

Santa Cruz METRO

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

Attention: General Manager

CONTRACTOR

Mansfield Oil Company
1025 Airport Parkway, SW
Gainesville, GA 30501

Attention: Desiree Watkins

6. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

7. AUTHORITY

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

Attachment B

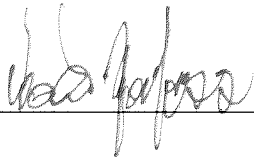
Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

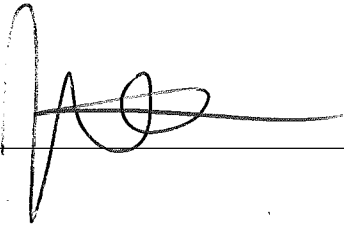
Contractor –
MANSFIELD OIL COMPANY

David Zarfoss, Director of Pricing



Approved as to Form:

Julie A. Sherman, General Counsel





DATE: March 24, 2017

TO: Board of Directors

FROM: Al Pierce, Maintenance Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 2ND AMENDMENT EXTENDING THE CONTRACT WITH NORTH BAY FORD FOR VEHICLE REPAIR AND MAINTENANCE SERVICES, INCREASING THE CONTRACT TOTAL BY \$35,000

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 2nd amendment extending the contract, exercising the 2nd option with North Bay Ford for Vehicle Repair and Maintenance Services, increasing the contract total by \$35,000 for the additional one-year period, thereby increasing the total contract authority from \$65,000 to \$100,000

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with North Bay Ford for Vehicle Repair and Maintenance Services that will expire on April 14, 2017.
- North Bay Ford has requested no changes for the new contract period.
- North Bay Ford has performed its duties very well under this contract, and therefore a one-year contract extension is recommended.

III. DISCUSSION/BACKGROUND

The Fleet Maintenance Department is responsible for all non-warranty maintenance and repairs for METRO's non-revenue/staff support and ParaCruz vehicles. METRO's maintenance shop is not large enough to accommodate the volume of these vehicles in addition to buses, which have a higher priority. In order to keep the maximum amount of METRO mechanics working on buses, METRO contracts with outside vendors to perform these additional services.

A contract with North Bay Ford, one such vendor, was established on April 15, 2015 for Vehicle Repair and Maintenance Services for a one-year period, with four optional one-year extensions. The current contract is due to expire on April 14, 2017. Per Al Pierce, Maintenance Manager, over the past year the quality of service provided by North Bay Ford has been very good. North Bay Ford has reviewed the contract and requested no changes.

Staff recommends that METRO exercise the second option for a one-year contract extension with North Bay Ford for an amount not to exceed \$35,000. Staff further recommends that the Board of Directors authorize the CEO to sign a one-year contract extension on behalf of METRO. Al Pierce, Maintenance Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$65,000. Additional funds in an amount of \$35,000 are requested for approval at this time. The new contract total not to exceed would be \$100,000.

Funds to support this contract are included in the Fleet Maintenance FY17 & FY18 Out Repair - Revenue Vehicles (503353) and Out Repair - Other Vehicles (503354) Operating Budgets.

V. ALTERNATIVES CONSIDERED

- Do not renew this contract. Staff does not recommend this option, as it is not feasible for METRO's in-house staff to perform this work.

VI. ATTACHMENTS

Attachment A: Renewal letter from North Bay Ford

Attachment B: Second Amendment to the Contract with North Bay Ford

Prepared By: Joan Jeffries, Administrative Specialist

VII. APPROVALS:

Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



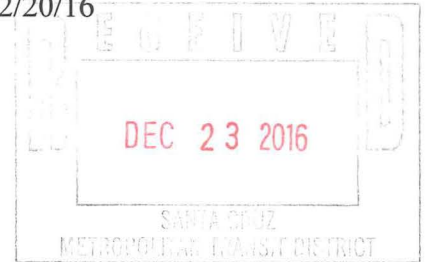
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Attachment A



Santa Cruz Metro
110 Vernon St.
Santa Cruz, CA 95060

12/20/16



RE: Extension of contract 15-02

To whom it may concern,

Please let this letter serve as notice that North Bay Ford wishes to extend the above referenced contract for an additional year.

If you have any questions, please contact the undersigned at (831) 457-5858.

Thank you,

Mark Elward
Sec., Treas.

NEW & USED

CARS, TRUCKS

SALES & LEASING
831-457-5858

SERVICE
831-458-6170

COLLISION CENTER
831-458-6151

QUICKLUBE
831-458-6139

PARTS
831-458-6160

TIRE SALES & SERVICE
831-458-6170

1-800-760-FORD
Fax: 831-425-0598
1999 Soquel Avenue
Santa Cruz
California
95062-1309

RECREATIONAL VEHICLES

831-425-1001
1911 Soquel Avenue
Santa Cruz
California
95062-1309

10-11A.1

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT SECOND AMENDMENT TO CONTRACT NO. 15-02 FOR VEHICLE REPAIR AND MAINTENANCE SERVICES

This Second Amendment to Contract No. 15-02 for Vehicle Repair and Maintenance Services is made effective April 15, 2017 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and North Bay Ford ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Vehicle Repair and Maintenance Services ("Contract") on April 15, 2015.
- 1.2 The Contract allows for extension upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

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

II. TERM

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

The term of this Contract shall be from April 15, 2015 to April 14, 2018.

At the option of Santa Cruz METRO, this Contract may be renewed for two (2) additional one (1) year terms upon mutual written consent.

III. COMPENSATION

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

Under the terms of the Second Amendment, the Contract total not-to-exceed amount is increased by \$35,000.

The new Contract total not-to-exceed amount is \$100,000. Contractor understands and agrees that if it exceeds the \$100,000 maximum amount payable under this Contract, it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

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

Attachment B

V. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

- 5.1 The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

VI. AUTHORITY

- 6.1 Article 7 is amended to include the following language:

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

Signed on 3/13/17

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager



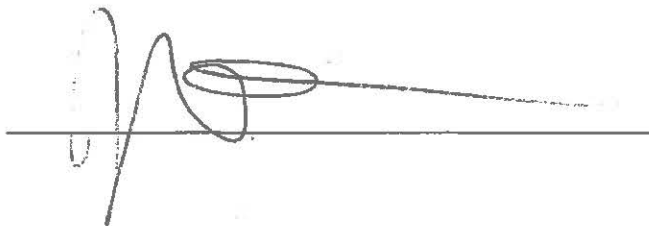
Contractor –
NORTH BAY FORD

Mark Elward, Secretary/Treasurer



Approved as to Form:

Julie Sherman, General Counsel





DATE: March 24, 2017

TO: Board of Directors

FROM: Al Pierce, Maintenance Manager

SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 3RD AMENDMENT EXTENDING THE CONTRACT WITH ENVIRONMENTAL LOGISTICS INC. FOR INDUSTRIAL WASTE REMOVAL AND EMERGENCY RESPONSE SERVICES, INCREASING THE CONTRACT TOTAL BY \$10,000

I. RECOMMENDED ACTIONS

- 1) That the Board of Directors authorize the CEO to execute a 3rd amendment extending the contract, exercising the 2nd option with Environmental Logistics Inc. for Industrial Waste Removal and Emergency Response Services, extending the contract for a one-year period for a contract total of 4 years. Increase year 4 amount total by \$10,000, thereby increasing the total contract authority for years 1-4 from \$112,000 to \$122,000.**
- 2) That the Board of Directors authorize the CEO to execute a future amendment for the 3rd and final option to extend the contract for the 5th year, increasing the contract by up to \$30,000 for the last option year as required, not to exceed to a total value of \$152,000 for the full five years.**

II. SUMMARY

- The Santa Cruz Metropolitan Transit District (METRO) has a contract with Environmental Logistics Inc. for Industrial Waste Removal and Emergency Response Services that will expire on April 30, 2017.
- Environmental Logistics Inc. has requested no changes for the new contract period.
- Environmental Logistics Inc. has performed its duties well under this contract, and therefore a one-year contract extension is recommended.

III. DISCUSSION/BACKGROUND

METRO requires the services of a fully licensed and insured contractor to provide industrial waste removal/recycle/disposal services and industrial waste emergency response services. METRO established a contract with Environmental Logistics Inc. for these services on May 1, 2014 for a two-year period, with three optional one-year extensions. The current contract is due to expire on April 30, 2017. Per Al Pierce, Maintenance Manager, over the past

year the quality of service provided by Environmental Logistics Inc. has been good. Environmental Logistics Inc. has reviewed the contract and requested no changes.

Contract cost amounts fluctuated over the contract years due to changes in waste category classification and addition of Judy K. Souza storm water outflow clarification system cleanout requirements.

Staff recommends the following actions:

1) That the Board of Directors authorize the CEO to execute a Third Amendment on behalf of METRO, exercising the second option for a second one year contract extension with Environmental Logistics Inc. for a contract total of 4 years. Increase year 4 amount total by \$10,000, increasing the contract total for years 1-4 from \$112,000 to \$122,000.

2) Authorize the CEO to execute a future amendment exercising the third and final option for a one-year contract extension in an amount not to exceed \$30,000, for a total anticipated contract value not to exceed \$152,000 for the full 5 years. Al Pierce, Maintenance Manager, will continue to serve as the Contract Administrator and will ensure contract compliance.

			Contract NTE
1st Action:		Balance	\$ 112,000.00
Year 1 spending:	\$ 38,092.00	\$ 73,908.00	
Year 2 spending:	\$ 28,656.00	\$ 45,252.00	
Year 3 projected:	\$ 19,544.00	\$ 25,708.00	
Year 4 projected:	\$ 28,500.00	\$ (2,792.00)	
Request additional authority of \$10,000			\$ 122,000.00

2nd Action:			
Year 5 projected:	\$ 30,000.00	\$ -	
Request additional authority of \$30,000			\$ 152,000.00

IV. FINANCIAL CONSIDERATIONS/IMPACT

This contract has a total not to exceed of \$112,000. Additional funds in an amount of \$10,000 are requested for approval at this time. The new contract total not to exceed would be \$122,000. Should the final renewal option be exercised, the total five-year value of the contract is anticipated to not exceed \$152,000.

Funds to support this contract are included in the Fleet Maintenance FY17 & FY18 Hazardous Waste Disposal (503363) Operating Budget.

V. ALTERNATIVES CONSIDERED

- Do not renew this contract. Staff does not recommend this option, as METRO does not have in-house staff licensed to perform this type of work.

VI. ATTACHMENTS

Attachment A: Renewal letter from Environmental Logistics Inc.

Attachment B: Third Amendment to the Contract with Environmental Logistics Inc.

Prepared By: Joan Jeffries, Administrative Specialist
Al Pierce, Maintenance Manager
Erron Alvey, Purchasing Manager

VII. APPROVALS:

Al Pierce, Maintenance Manager



Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



Attachment A



3200 Depot Road, Hayward, CA 94545
Voice: (510) 670-9901 Fax: (510) 670-9904

2/9/16

Erron Alvey

Purchasing Manager

Santa Cruz Metro

110 Vernon Street

Santa Cruz, CA 95060

SUBJECT: Renewal of Contract No. 14-06, for Industrial Waste Removal Services and Industrial Waste and Emergency Response Services

I checked my E-mails and did not receive your January 12, 2017 E-mail regarding extension of the contract. Environmental Logistics would like to thank Santa Cruz Metro for the opportunity to extend our contract for an additional one year term through April 30th, 2018, under the same terms and conditions. We look forward to continuing our hazardous waste and emergency response services support to Santa Cruz Metro.

Respectfully,



Mark Grayson

Environmental Logistics Inc.

3200 Depot Road

Hayward, CA 94545

510-670-9901

10-12A.1

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Attachment B

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT THIRD AMENDMENT TO CONTRACT NO. 14-06 FOR INDUSTRIAL WASTE REMOVAL SERVICES AND INDUSTRIAL WASTE EMERGENCY RESPONSE SERVICES

This Third Amendment to Contract No. 14-06 for Industrial Waste Removal Services and Industrial Waste Emergency Response Services is made effective May 1, 2017 between the Santa Cruz Metropolitan Transit District ("Santa Cruz METRO"), a political subdivision of the State of California, and Environmental Logistics Inc. ("Contractor").

I. RECITALS

- 1.1 Santa Cruz METRO and Contractor entered into a Contract for Industrial Waste Removal Services and Industrial Waste Emergency Response Services ("Contract") on May 1, 2014.
- 1.2 The Contract allows for extension upon mutual written consent.
- 1.3 Santa Cruz METRO and Contractor desire to amend the Contract to extend the Contract term and to increase the Contract total not-to-exceed amount.

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

II. TERM

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

The term of this Contract shall be from May 1, 2014 to April 30, 2018.

At the option of Santa Cruz METRO, this Contract may be renewed for one (1) additional one (1) year term upon mutual written consent.

III. COMPENSATION

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

Under the terms of the Third Amendment, the Contract total not-to-exceed amount is increased by \$10,000.

The new Contract total not-to-exceed amount is \$122,000. Contractor understands and agrees that if it exceeds the \$122,000 maximum amount payable under this Contract, it does so at its own risk.

IV. REMAINING TERMS AND CONDITIONS

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

Attachment B

V. ACCEPTANCE OF ELECTRONIC SIGNATURES AND COUNTERPARTS

- 5.1 The parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into this Contract will be considered executed when the signature of a party is delivered by scanned image as an attachment to electronic mail. Such scanned signature must be treated in all respects as having the same effect as an original signature. Each party further agrees that this Contract may be executed in two or more counterparts, all of which constitute one and the same instrument.

VI. AUTHORITY

- 6.1 Article 7 is amended to include the following language:

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

Signed on _____

Santa Cruz METRO –
SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT

Alex Clifford, CEO/General Manager

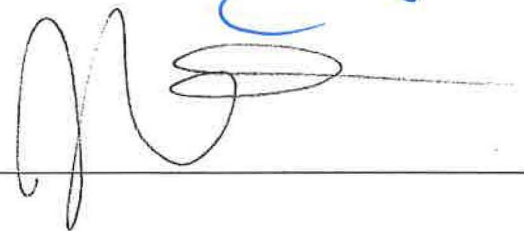
Contractor –
ENVIRONMENTAL LOGISTICS INC.

Marcial Barragan, General Manager

 3/10/2012

Approved as to Form:

Julie Sherman, General Counsel





DATE: March 24, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
**SUBJECT: CONSIDERATION OF METROBASE MONTHLY CHANGE ORDER
REPORT**

I. RECOMMENDED ACTION

That the Board of Directors accept and file the MetroBase Monthly Change Order Report

II. DISCUSSION/BACKGROUND

The Santa Cruz Metropolitan Transit District (METRO) has a contract with Lewis C. Nelson and Sons, Inc. for the construction of the Judy K. Souza Operations Building (Project).

Per the Board's request, the Project Manager is to provide a monthly summary of change orders. Since the last Monthly Change Order Report to the Board on November 18, 2016, METRO has issued two new unilateral change orders to Lewis C. Nelson and Sons, Inc. These are both administrative cleanup items to balance the contract value for actions taken during the Project.

III. FINANCIAL CONSIDERATIONS/IMPACT

Since the Board Meeting on November 18, 2016, two unilateral change orders have been issued to Lewis C. Nelson and Sons, Inc., for a total of negative \$8,919.64. This negative cost adjustment has resulted in a credit to the Project contingency fund.

CCO #	Description	Amount
015.S1	Unused Partnering Funds	(\$ 3,750.59)
173	Utility Bill Back Charge	(\$ 5,169.05)
Total		(\$ 8,919.64)

Total CEO CCO Authority NTE (Cap)	\$1,641,562.00
History:	
CEO CCOs Approved through 11/18/2016 Board Report	\$1,366,894.00
Additional COOs Approved through 3/24/2017 Board Report	(\$ 8,919.64)
New CEO CCO Cumulative Amount Approved	\$1,357,974.36
CEO CCO Authority Remaining	\$ 283,587.64

IV. ATTACHMENTS

Attachment A: Executed Change Orders Table

Prepared by: Joan Jeffries, Administrative Specialist

V. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

Executed Change Orders

Contract No. 12-23

Original Contract Amount:	\$13,572,000.00	Revised Contract Amount:	\$15,654,901.80
Original Contract Time (Days):	668	Revised Contract Time (Days):	1096
Total Construction Contingency:	\$2,324,773.20	Contingency Remaining:	\$241,871.40

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
001	5/16/13	Site improvements at 135 Dubois	\$ 200,586.00	-0-	Board/Les White
002	6/4/13	Extend completion date by 49 days	\$ -	49	Board/Les White
003	6/4/13	Additional site improvements at 135 Dubois	\$ 36,369.00	-0-	Les White
004	6/4/13	Demolish concrete sound wall; Provide Pile Driving Notification	\$ 17,297.00	-0-	Les White
005	6/4/13	Demolish CPU planter wall, trees, shrubs, and chain link fencing	\$ 8,905.00	-0-	Les White
006	7/25/13	Expose tops of overdriven piles	\$ 2,324.00	-0-	Les White
007	8/7/13	Cut off prestressed concrete piles 54 ft. long or less	\$ 50,000.00	-0-	Les White
007 S1	4/21/15	Cut off prestressed concrete piles 54 ft. long or less	\$ -	16	Board/Alex Clifford
007.S2	11/16/15	Pile Cutoff (Time Related Overhead)	\$ 24,208.00	-0-	Board/Alex Clifford
008	9/26/13	Cut off prestressed concrete piles longer than 54 ft. to achieve correct elevation	\$ 26,000.00	-0-	Les White
009	9/26/13	Provide labor, equipment, and materials to modify pile caps	\$ 18,994.00	-0-	Les White
010	9/15/14	Fire Service Backflow Preventor (FD #17)	\$ 10,621.00	-0-	Alex Clifford
011	2/25/14	Weather & Misc. Delay	\$ -	13	Board/Alex Clifford
012	11/20/14	Differing site condition encountered during parking lot demolition.	\$ 49,777.00	-0-	Alex Clifford
013	11/20/14	Modification of parking deck storm drain piping at grid lines E/1 on ground floor	\$ 1,920.00	-0-	Alex Clifford
014	3/17/15	Add battery backups/delete over head coils	\$ -	-0-	Alex Clifford
015	12/8/14	Partnering sessions (METRO's one half share of cost)	\$ 10,000.00	-0-	Alex Clifford
015.S1	2/16/17	Unused Partnering Funds	\$ (3,750.59)	-0-	Alex Clifford
016	1/6/15	Furnishing and installing of epoxy-coated rebar dowels	\$ 3,798.68	-0-	Alex Clifford
017	1/14/15	Additional vehicular PCC pavement	\$ 15,182.00	-0-	Alex Clifford
018	6/16/15	Aluminum Brake Metal	\$ 28,280.50	deferred	Alex Clifford

Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
018.S1	11/16/15	Aluminum Brake Metal	\$ -	-0-	Ad Hoc/Alex Clifford
019	6/26/15	CalTrans Encroachment Permit	\$ 23,523.00	deferred	Alex Clifford
019.S1	11/16/15	CalTrans Encroachment Permit	\$ -	-0-	Ad Hoc/Alex Clifford
020	6/16/15	Relocate Firewall - Door Louvers and FSDs	\$ (803.00)	deferred	Alex Clifford
020.S1	11/16/15	Relocate Firewall - Door Louvers and FSDs	\$ -	-0-	Ad Hoc/Alex Clifford
021	11/16/15	Room A303 and Room A404 Changes	\$ (858.00)	-0-	Ad Hoc/Alex Clifford
022	6/16/15	Elevator Penthouse	\$ 23,870.00	deferred	Alex Clifford
022.S1	11/16/15	Elevator Penthouse	\$ -	-0-	Ad Hoc/Alex Clifford
023	5/4/15	Stair Gate	\$ 4,446.00	-0-	Alex Clifford
024	11/16/15	Transformer Enclosure	\$ 17,034.00	-0-	Ad Hoc/Alex Clifford
025	6/16/15	Illuminated Handrail	\$ 21,668.00	deferred	Alex Clifford
025.S1	11/16/15	Illuminated Handrail	\$ -	-0-	Ad Hoc/Alex Clifford
026	6/16/15	Plumbing Changes	\$ 6,740.00	deferred	Alex Clifford
026.S1	11/16/15	Plumbing Changes	\$ -	-0-	Ad Hoc/Alex Clifford
027	6/8/15	Security Camera Conduits	\$ 55,616.00	deferred	Board/Alex Clifford
027.S1	11/16/15	Added Security Camera Infrastructure (Conduits)	\$ -	-0-	Ad Hoc/Alex Clifford
028	6/8/15	Future Car Charging Conduits	\$ 21,399.00	deferred	Alex Clifford
028.S1	11/16/15	Future Car Charging Conduits	\$ -	-0-	Ad Hoc/Alex Clifford
029	6/16/15	Contaminated Soil Abatement	\$ 32,011.00	deferred	Alex Clifford
029.S1	11/16/15	Contaminated Soil Abatement	\$ -	-0-	Ad Hoc/Alex Clifford
030	6/16/15	HVAC Revisions - Split System	\$ 14,385.00	deferred	Alex Clifford
030.S1	11/16/15	HVAC Revisions - Split System	\$ -	-0-	Ad Hoc/Alex Clifford
031	3/17/15	Pile Redesign	\$ 62,942.00	12	Board/Alex Clifford
031.S1	11/16/15	Pile Redesign (Time Related Overhead)	\$ 18,156.00	-0-	Board/Alex Clifford
032	3/17/15	Pile Cap Redesign	\$ 31,717.00	21	Board/Alex Clifford
032.S1	11/16/15	Pile Redesign (Time Related Overhead)	\$ 31,773.00	-0-	Board/Alex Clifford
033	3/17/15	Additional Sitework	\$ 12,799.00	-0-	Alex Clifford
035	6/16/15	Provide Cut Metal Letters	\$ 19,467.00	deferred	Alex Clifford
035.S1	11/16/15	Provide Cut Metal Letters	\$ -	-0-	Ad Hoc/Alex Clifford
036	4/8/15	Dwarf Wall & 6 Inch Sill Curb	\$ 6,712.00	-0-	Alex Clifford

Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
037	11/16/15	Added Site Lighting	\$ 30,573.00	-0-	Ad Hoc/Alex Clifford
038	11/16/15	Spec 02823 Powder Coating Delta 005 & Orsogril	\$ 16,045.00	-0-	Ad Hoc/Alex Clifford
039.S1	7/10/15	Buy America FRC Panels	\$ -	deferred	Alex Clifford
039.S2	11/16/15	Buy America FRC Panels (Cost Over Run)	\$ 299,929.00	179	Board/Alex Clifford
039.S3	3/24/16	FRC Panel Modifications [Final Costs]	\$ 36,143.00	-0-	Alex Clifford
039.S4	5/10/16	FRC Panel Modifications [Final Costs]	\$ 7,343.00	-0-	Alex Clifford
040	6/16/15	Added Motor Operated Solar Shades	\$ 20,199.00	deferred	Alex Clifford
040.S1	11/16/15	Added Motor Operated Solar Shades	\$ -	-0-	Ad Hoc/Alex Clifford
041	11/16/15	Shift Parking Lot and Add Steel Handrail	\$ 8,246.00	-0-	Ad Hoc/Alex Clifford
042	11/16/15	Add Beams on Top of Wall	\$ 10,724.00	-0-	Ad Hoc/Alex Clifford
043	6/16/15	PG&E Gas and Electric Substructures	\$ 2,499.00	deferred	Alex Clifford
043.S1	11/16/15	PG&E Gas and Electric Substructures	\$ -	-0-	Ad Hoc/Alex Clifford
044	11/16/15	P-3 Sump Pump	\$ 21,091.00	-0-	Ad Hoc/Alex Clifford
045	11/16/15	Type E Wall at First Floor Column E/6	\$ 4,041.00	-0-	Ad Hoc/Alex Clifford
046	11/16/15	Monitor, Rack and UPS Changes	\$ 9,181.00	-0-	Ad Hoc/Alex Clifford
046.S1	5/10/16	Descope CCO 46 Monitors, Rack and UPS	\$ (9,181.00)	-0-	Alex Clifford
047	7/7/15	Concrete Backfill at Waterline in River Street	\$ 28,444.00	deferred	Alex Clifford
047.S1	11/16/15	Concrete Backfill at Waterline in River Street	\$ -	-0-	Ad Hoc/Alex Clifford
048	6/25/15	Boulder Removal	\$ 632.00	deferred	Alex Clifford
048.S1	11/16/15	Boulder Removal	\$ -	-0-	Ad Hoc/Alex Clifford
049	11/16/15	Relocate Gas and Water Vaults	\$ 16,350.00	-0-	Ad Hoc/Alex Clifford
051	6/16/15	Delete Fixture Type DD at Transformer Enc.	\$ (905.00)	deferred	Alex Clifford
051.S1	11/16/15	Delete Fixture Type DD at Transformer Enc.	\$ -	-0-	Ad Hoc/Alex Clifford
052	6/16/15	Relocate Fixture Type WE	\$ 352.00	deferred	Alex Clifford
052.S1	11/16/15	Relocate Fixture Type WE	\$ -	-0-	Ad Hoc/Alex Clifford
053	7/6/15	Delete Grout Bed	\$ (2,382.00)	deferred	Alex Clifford
053.S1	11/16/15	Delete Grout Bed	\$ -	-0-	Ad Hoc/Alex Clifford

Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
053.S2	3/3/16	Correct Shower Slope to 2%	\$ 7,113.00	deferred	Alex Clifford
054	7/10/15	Edge of Slab Revision	\$ 1,297.00	deferred	Alex Clifford
054.S1	11/16/15	Edge of Slab Revision	\$ -	-0-	Ad Hoc/Alex Clifford
055	11/16/15	Underground Conduit	\$ (2,969.01)	-0-	Ad Hoc/Alex Clifford
056	11/16/15	Pre-Action Dry Pipe Fire Suppression System	\$ 24,460.00	-0-	Ad Hoc/Alex Clifford
057	11/16/15	Delta 5 Door and Borrowed Light Changes	\$ 5,470.00	-0-	Ad Hoc/Alex Clifford
058	11/16/15	Demolish Fencing and CMU Wall	\$ 3,035.00	-0-	Ad Hoc/Alex Clifford
059	11/16/15	Revise Wall from 8in to 12in on South Side of Building Entrance	\$ 5,000.00	-0-	Ad Hoc/Alex Clifford
060	11/16/15	Revised Striping Plan	\$ 5,774.00	-0-	Ad Hoc/Alex Clifford
061	1/12/16	Remove Logs and Debris	\$ 4,535.00	-0-	Alex Clifford
061.S1	4/1/16	Remove Rocks 50% Settlement	\$ 6,447.00	-0-	Alex Clifford
062	7/30/15	Chain Link Fence on Retaining Wall	\$ 2,234.00	deferred	Alex Clifford
062.S1	11/16/15	Chain Link Fence on Retaining Wall	\$ -	-0-	Ad Hoc/Alex Clifford
063	11/16/15	PG&E Gas Houseline	\$ 3,568.00	-0-	Ad Hoc/Alex Clifford
064	11/16/15	Roof Screen Detail and End Treatments	\$ 1,444.00	-0-	Ad Hoc/Alex Clifford
065	11/16/15	LED Substitution and Two 30 Foot Poles	\$ 30,585.00	-0-	Ad Hoc/Alex Clifford
066	11/16/15	Electrical Conduit across the Driveway Entrance	\$ 7,706.00	-0-	Ad Hoc/Alex Clifford
067	11/16/15	Install 6in Storm Drain to Connection	\$ 1,163.00	-0-	Ad Hoc/Alex Clifford
068	11/16/15	Install Parapet Gap Closure	\$ 2,195.00	-0-	Ad Hoc/Alex Clifford
069	11/16/15	Add Impervious Material Beneath Line 7 Sub-Drain	\$ 3,646.00	-0-	Ad Hoc/Alex Clifford
070	11/16/15	Revisions to architectural louvers	\$ 8,792.00	-0-	Ad Hoc/Alex Clifford
071	11/16/15	Caulk 2" gap at CMU wall in electrical room A104	\$ 4,389.00	-0-	Ad Hoc/Alex Clifford
072	11/16/15	Revise Installed CMU Clips in the Elevator Shaft	\$ 2,824.00	-0-	Ad Hoc/Alex Clifford
073	11/16/15	Parapet Detail Revisions	\$ 12,993.00	-0-	Ad Hoc/Alex Clifford
074	11/16/15	Added Security Fence	\$ 20,881.00	-0-	Ad Hoc/Alex Clifford
075	11/16/15	Added Ledger	\$ 5,252.00	-0-	Ad Hoc/Alex Clifford
076	11/16/15	Balcony Railing	\$ 9,699.00	-0-	Ad Hoc/Alex Clifford
077	11/16/15	Expansion anchors	\$ 4,015.00	-0-	Ad Hoc/Alex Clifford

Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
078	11/16/15	Generator Room Scupper	\$ 1,678.00	-0-	Ad Hoc/Alex Clifford
079	11/16/15	Door and Hardware Revisions	\$ 5,517.00	-0-	Ad Hoc/Alex Clifford
080	11/16/15	¼" x 4" Galvanized Flat-bar to Curtain Wall Support Brackets	\$ 2,186.00	-0-	Ad Hoc/Alex Clifford
081	11/16/15	Barbed Wire	\$ 8,555.00	-0-	Ad Hoc/Alex Clifford
082	11/16/15	Provide 2" gap at crash wall and moment frame intersection	\$ 10,184.00	-0-	Ad Hoc/Alex Clifford
083	11/16/15	Provide Specified Dowels at Housekeeping Pads	\$ 1,134.00	-0-	Ad Hoc/Alex Clifford
084	11/16/15	Weather days January - May 2015	\$ -	6	Ad Hoc/Alex Clifford
085	11/16/15	Additional steel - submittal review comments 05511	\$ 10,399.00	-0-	Ad Hoc/Alex Clifford
086	11/16/15	Dewatering	\$ 5,126.00	-0-	Ad Hoc/Alex Clifford
087	11/16/15	ADA Path Modification	\$ 19,552.00	-0-	Ad Hoc/Alex Clifford
088	11/16/15	Stair Tread Nosing	\$ 815.00	-0-	Ad Hoc/Alex Clifford
089	11/16/15	Demolish Existing Concrete Foundation/Slab per FD-47	\$ 1,368.00	-0-	Ad Hoc/Alex Clifford
090	11/30/15	Slope in Bathroom - Ardex Material	\$ 13,087.00	-0-	Alex Clifford
091	11/16/15	Excavate PG&E box per FD-64	\$ 672.00	-0-	Ad Hoc/Alex Clifford
092	11/16/15	Revisions to Room Names, Widen Ramp, Add Door and Sidelight per FD-50 & RFQ-27	\$ 4,388.00	-0-	Ad Hoc/Alex Clifford
096	11/16/15	Antenna Infrastructure	\$ 19,751.00	deferred	Ad Hoc/Alex Clifford
097	11/16/15	Provide Electrical Conduit at Bike Canopy	\$ 1,680.00	-0-	Ad Hoc/Alex Clifford
098	1/8/16	Outfall Construction	\$ 24,002.00	-0-	Alex Clifford
099	11/16/15	RFQ 36 Framing	\$ 28,535.00	deferred	Ad Hoc/Alex Clifford
100	11/16/15	RFQ 36 - Framing, Glazing, Fire Protection, Mechanical, Plumbing, Insulation, Floor Revisions	\$ 42,442.00	deferred	Ad Hoc/Alex Clifford
101	11/16/15	Relocation of HP-20 per RFI #349	\$ 1,473.00	-0-	Ad Hoc/Alex Clifford
102	11/16/15	Mechanical Platform Steel Posts per RFIs #256 and #356.R1	\$ 1,299.00	-0-	Ad Hoc/Alex Clifford
103	11/16/15	Provide and Install Conduit at Card Reader Pedestal per FD-16	\$ 540.00	deferred	Ad Hoc/Alex Clifford
104	11/16/15	Traffic Coating Above Electrical Room A104	\$ 6,347.00	-0-	Ad Hoc/Alex Clifford
106	11/16/15	Relocate Piping for Fixture "FF" at B-4	\$ 1,987.00	-0-	Ad Hoc/Alex Clifford

Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
107	11/16/15	Revise Walls & Add Telecom Outlets at 1st & 2nd Floors	\$ 11,450.00	-0-	Ad Hoc/Alex Clifford
108	11/16/15	Quiet Rock at Restrooms per FD-73 & ASI-60	\$ 8,056.00	-0-	Ad Hoc/Alex Clifford
109	11/16/15	Add Temporary Enclosure at W-6 Window	\$ 500.00	-0-	Ad Hoc/Alex Clifford
110	11/16/15	Add Water Heater Condensate Plenum Drains	\$ 1,919.00	-0-	Ad Hoc/Alex Clifford
111	11/16/15	Provide and Install Shaftliner at Elevator Fronts	\$ 2,013.00	-0-	Ad Hoc/Alex Clifford
112	11/16/15	Add Horizontal Window Mullions at Curtain Walls W5, W17, and W18	\$ 6,737.00	-0-	Ad Hoc/Alex Clifford
113	11/16/15	Repaint Bus Parking Blue and Yellow	\$ 8,545.00	-0-	Ad Hoc/Alex Clifford
114	11/16/15	Geo H. Wilson's Added Engineering, Labor, and Material Costs for Delta 5 Revisions	\$ 3,607.00	-0-	Ad Hoc/Alex Clifford
115	11/16/15	Add 6" Bed Gravel for Outfall	\$ 1,635.00	-0-	Ad Hoc/Alex Clifford
116	11/16/15	Bus Parking Lot - Revised Striping and Added Lighting	\$ 2,577.00	-0-	Ad Hoc/Alex Clifford
117	11/16/15	Revise Canopy Roof Parapet Plywood to Densdeck Prime	\$ 1,714.00	-0-	Ad Hoc/Alex Clifford
118	11/16/15	Extend Guardrail @ Bike Canopy	\$ 4,599.00	-0-	Ad Hoc/Alex Clifford
119	1/12/16	Delay Pricing Increase (Cookson)	\$ 8,443.00	-0-	Alex Clifford
120	11/16/15	Added 2 Each Polycarbonate Panels Work due to revision at Stairway #1 Column Spacing	\$ 5,000.00	-0-	Ad Hoc/Alex Clifford
121	11/16/15	Provide and install 25 LF of Curb per RFI 93.R1	\$ 3,969.00	-0-	Ad Hoc/Alex Clifford
122	11/16/15	Lower ACT to Avoid Condensate Pump	\$ 6,562.00	-0-	Ad Hoc/Alex Clifford
123	11/16/15	X-Ray Concrete Roof Beams at Antenna Tower	\$ 1,930.00	-0-	Ad Hoc/Alex Clifford
124	11/16/15	Additional Work at Pile Caps	\$ 5,657.00	-0-	Alex Clifford
125	11/16/15	Relocation of Stormwater Riser at Stair #1	\$ 1,472.00	-0-	Ad Hoc/Alex Clifford
125.S1	2/9/16	Relocation of Fire Riser at Stair #1	\$ 2,898.00	deferred	Alex Clifford
126	11/17/15	Neutral Wires for Six Heat Pumps	\$ 2,069.00	-0-	Alex Clifford
128	11/16/15	Window waterproofing & flashing revision	\$ 49,455.00	-0-	Alex Clifford
129	11/16/15	Parking Deck Level Hose Vault Locations	\$ 2,402.00	-0-	Ad Hoc/Alex Clifford
130	11/16/15	Sinks in Breakrooms A416 and A308	\$ 270.00	-0-	Ad Hoc/Alex Clifford

Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
131	11/16/15	Weather Days Dec 2014	\$ -	38	Ad Hoc/Alex Clifford
132	2/16/16	Revisions to North Sidewalk	\$ 11,462.00	-0-	Alex Clifford
133	12/4/15	Add Pony Wall in Dispatch Room A303	\$ 2,418.00	deferred	Alex Clifford
134	12/4/15	Shroud Above CRAC	\$ 2,608.00	deferred	Alex Clifford
135	12/4/15	Modify Deck Drainage	\$ 6,731.00	deferred	Alex Clifford
135.S1	2/9/16	Modify Deck Drainage	\$ (3,886.00)	deferred	Alex Clifford
136	12/4/15	Mechanical Platform Chemical Treatment Modifications	\$ 12,718.00	-0-	Alex Clifford
137	12/24/15	ADA Ramp, Door Infill, Cut Wall	\$ 42,216.00	deferred	Alex Clifford
137.S1	1/26/16	Additional ADA Curb Ramp	\$ 11,003.00	deferred	Alex Clifford
138	1/8/16	Cut Metal Letters	\$ 10,413.00	deferred	Alex Clifford
139	12/16/15	Light Switch Exchange in Elevator Machine Room	\$ 498.00	deferred	Alex Clifford
140	12/29/15	Contract Extension	\$ -	94	Board/Alex Clifford
141	12/24/15	Stair 1 Drains	\$ 12,582.00	deferred	Alex Clifford
142	1/8/16	Caulking at Bike Canopy / Crash Wall	\$ 973.00	deferred	Alex Clifford
143	12/18/15	Handicap Toilet Grab Bar Changes	\$ 835.00	deferred	Alex Clifford
144	2/3/16	Wheel Stop ADA Striping Relocate EV Conduits	\$ 9,869.00	deferred	Alex Clifford
145	5/13/16	Desclope Access Control and Interconnect	\$ (70,955.73)	deferred	Alex Clifford
146	1/6/16	Waterproof First Floor Balcony Break Out Area	\$ 7,659.00	deferred	Alex Clifford
147	3/24/16	Desclope Sheet Linoleum Flooring	\$ (7,749.00)	deferred	Alex Clifford
148	1/6/16	Water Intrusion Consultant Review	\$ 5,239.00	-0-	Alex Clifford
149	1/8/16	Interior Signage	\$ 2,486.00	deferred	Alex Clifford
150	1/8/16	Cover Exposed Conduit in A321	\$ 2,503.00	deferred	Alex Clifford
151	1/12/16	Delete Fire Shutters and Ceiling Changes	\$ (10,774.00)	deferred	Alex Clifford
152	1/8/16	Stair #1 Roof Drain/Scupper	\$ 6,454.00	deferred	Alex Clifford
153	1/8/16	Revise Heat Pump Wiring	\$ 9,077.00	deferred	Alex Clifford
154	1/19/16	Panic Hardware	\$ 14,133.00	deferred	Alex Clifford
155	1/19/16	Remove Red Concrete	\$ 1,092.00	-0-	Alex Clifford
156	1/19/16	Roof Curb Extensions	\$ 2,785.00	-0-	Alex Clifford
157	1/19/16	Wind Load Clips	\$ 3,580.00	-0-	Alex Clifford

Attachment A

No.	Effective Date	Description	Increase in Contract Amount	Increase in Contract Time (in Days)	Approved By
158	1/22/16	Concrete Pavement Joint Layout	\$ 1,110.00	-0-	Alex Clifford
159	1/26/16	Generator Steps	\$ 566.00	-0-	Alex Clifford
160	1/22/16	Elevator Company Remobilization	\$ 2,500.00	deferred	Alex Clifford
161	2/2/16	Door A501 Modifications	\$ 7,418.00	deferred	Alex Clifford
162	1/26/16	Revisions to Counter Tops	\$ 896.00	-0-	Alex Clifford
163	1/26/16	Revisions to Ardex at Breakout Room	\$ 3,737.00	deferred	Alex Clifford
164	2/16/16	Relocate Fire Extinguisher Cabinets	\$ 1,827.00	deferred	Alex Clifford
165	2/25/16	Exterior Mock Up 50% Share	\$ 5,491.00	-0-	Alex Clifford
167	2/25/16	3 Rows of Bathroom Tile	\$ 3,225.00	deferred	Alex Clifford
168	2/25/16	Handrail Modifications and Cane Detection (Steel)	\$ 4,047.00	deferred	Alex Clifford
168.S1	3/3/16	Handrail Modifications and Cane Detection (Aluminum)	\$ 9,097.00	deferred	Alex Clifford
169	2/25/16	Cane 2 Head Clearance and Cane Detection	\$ 13,164.00	deferred	Alex Clifford
170	5/10/16	Revised Temporary ADA Striping	\$ 2,367.00	-0-	Alex Clifford
171	11/1/16	Elevator Remob and FA Corrections	\$ 5,257.00	deferred	Alex Clifford
172	11/1/16	Light Pole Coordination	\$ 1,223.00	deferred	Alex Clifford
173	2/16/17	Utility Bill Back Charge	\$ (5,169.05)	-0-	Alex Clifford

Totals: \$ 2,082,901.80 428

BOLD entries indicate those added since the last report.



THE BOARD OF DIRECTORS PROUDLY PRESENTS THIS

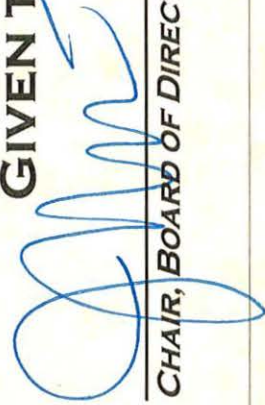
CERTIFICATE OF APPRECIATION

TO

CRISTOBAL NAREZ
DISPATCHER

FOR THE COMPLETION OF **10 YEARS OF SERVICE**
BETWEEN 2007 AND 2017

GIVEN THIS 24TH DAY OF MARCH 2017



CHAIR, BOARD OF DIRECTORS

CEO/GENERAL MANAGER

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DATE: March 24, 2017
TO: Board of Directors
FROM: Jimmy Dutra, METRO Board Member
SUBJECT: REQUEST TO REPAINT THE WATSONVILLE TRANSIT CENTER MURAL

I. RECOMMENDED ACTION

That the Board of Directors approve Director Dutra's request to be allowed to coordinate and lead a community project to repaint the Watsonville Transit Center mural

II. SUMMARY

- Director Dutra seeks to obtain the METRO Board's authority to coordinate and lead a community project to repaint the Watsonville Transit Center (WTC) mural.
- The project results in minor cost to the Agency.
- The project will be reviewed by METRO's Safety Department and the Chief Operations Officer (COO) prior to the initiation of the project.
- Director Dutra will ensure that all recommended risk-related precautions will be taken during the repainting project, including limiting repainting to certain times of the day and days of the week.
- Director Dutra will coordinate a public process in Watsonville that will result in public feedback about the repainting of the mural and the final product.

III. DISCUSSION/BACKGROUND

Director Dutra believes the current mural at the Watsonville Transit Center (WTC) is outdated and does not represent the community METRO serves. Director Dutra wishes to coordinate and lead an effort within the city of Watsonville that will result in a project to repaint the existing mural.

In advance of the project, Director Dutra will coordinate a community process, seeking feedback from the community on acceptable mural concepts, and to receive feedback from the community on one or more draft mural drawings.

Since the mural painting will occur at an active transit center, Director Dutra will coordinate with METRO's Safety Department and the COO to ensure that the repainting plan from start to finish is accomplished in a safe manner and in compliance with any measures set forth by the Safety Department and the COO,

to include, but not limited to, repainting during certain days of the week and times of day.

Director Dutra seeks Board authority to coordinate and lead the proposed effort to repaint the WTC mural. Repainting the mural will be beneficial to METRO because it will provide for a positive METRO presence in the community while supporting a neighborhood beautification effort.

IV. FINANCIAL CONSIDERATIONS/IMPACT

METRO will attempt to procure a grant to cover the paint and other miscellaneous costs of the project. In the event METRO is not successful, the anticipated cost to METRO will be no more than \$2,000, plus possible staff time associated with the review and oversight of the risk-related measures associated with repainting the mural at WTC. For additional safety reasons, METRO may choose to assign a Supervisor to oversee the mural project during times in which the repainting is to occur.

V. ALTERNATIVES CONSIDERED

- The Board could deny Director Dutra's request.
- The Board could approve Director Dutra's request and impose other conditions upon the project.

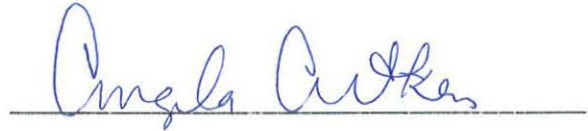
VI. ATTACHMENTS

None.

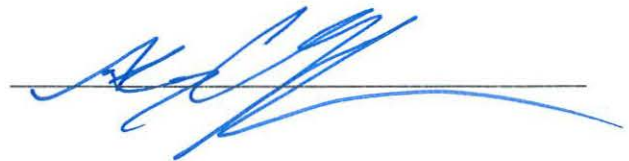
Prepared By: Director Dutra and Alex Clifford, CEO

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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DATE: March 24, 2017

TO: Board of Directors

FROM: Alex Clifford, CEO/General Manager

**SUBJECT: CONSIDERATION OF AUTHORIZING THE CEO TO EXECUTE A 3RD
AMENDMENT WITH HANSON BRIDGETT LLP TO INCREASE THE
CONTRACT TOTAL BY \$385,000 FOR AS-NEEDED LEGAL SERVICES**

I. RECOMMENDED ACTION

That the Board of Directors authorize the CEO to execute a 3rd contract amendment with Hanson Bridgett LLP to increase the contract total by \$358,000 for As-Needed Legal Services related to the Construction of the JKS Operations Building, thereby increasing the total contract authority from \$496,300 to \$854,300

II. SUMMARY

- The law firm of Hanson Bridgett LLP has been providing Legal Services to the Santa Cruz Metropolitan Transit District (METRO) for various legal matters over the past several years.
- This firm has been assisting District Counsel with legal issues related to the Judy K. Souza Operations Facility Project.
- The current contract authority is nearly exhausted.
- In order to provide sufficient funds to pay for Legal Services related to the Project, additional authority in the amount of \$358,000 is required.

III. DISCUSSION/BACKGROUND

In December of 2015, the Board of Directors authorized District Counsel to enter into a General Legal Services contract with the law firm of Hanson Bridgett LLP. At that time, one of the projects that the firm was assisting METRO with was the JKS Operation Facility and related issues concerning claims and potential claims related to the project. In addition, the contract helped pay for legal services related to general matters to which District Counsel requested assistance, and furthermore for General Counsel services when District Counsel announced her retirement.

Additional funds are necessary in the As-Needed Legal Services contract to bring the General Contractor's claims to a formal mediation to be held in the summer of 2017. For this reason, it is requested that the Board of Directors find it is in the best interests of METRO to move forward with a Contract Amendment with Hanson Bridgett LLP in an amount not to exceed \$385,000 to continue

representing the District in the assigned matter and authorize the CEO/General Manager to sign such an amendment.

Date	Action	Amount
12/11/2015	Metrobase & Other Legal Services	\$200,000
9/23/2016	Interim General Counsel Services	\$ 50,000
10/28/2016	Metrobase Legal Services	\$150,000
1/27/2017	Requested Action for Metrobase Legal Services	\$ 96,300
3/24/2017	Requested Action for Metrobase Legal Services	\$358,000
	Total Not to Exceed Authority*	\$854,300

*Excludes separate contract with Hanson Bridgett for General Counsel Services effective January 1, 2017.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The additional \$358,000 is being requested for approval in another item on this agenda, in the JKS Operations Facility "Life of Project Budget." This amendment will be funded from Cash Reserves as legal services are not an eligible expense within the other funding on the Project.

V. ALTERNATIVES CONSIDERED

Do not approve the execution of a Contract Amendment with Hanson Bridgett LLP. Staff does not recommend this option, as the continued legal representation by attorneys with this firm is crucial to the ongoing matter at hand.

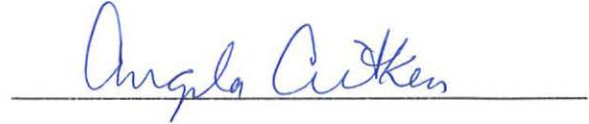
VI. ATTACHMENTS

Attachment A: Third Amendment to the Contract with Hanson Bridgett, LLP

Prepared By: Erron Alvey, Purchasing Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

THIRD AMENDMENT TO CONTRACT FOR AS-NEEDED LEGAL SERVICES

This Third Amendment to Contract is made and entered into at Santa Cruz, California, as of March 24, 2017, by and between **SANTA CRUZ METROPOLITAN TRANSIT DISTRICT** ("Santa Cruz METRO"), a public agency, and **HANSON BRIDGETT LLP** ("ATTORNEY"), who agree as follows:

1. RECITALS

On December 22, 2015 Santa Cruz METRO and ATTORNEY executed a "Contract for As-Needed Legal Services" in an amount not to exceed \$200,000.00 annually.

The Santa Cruz METRO Board of Directors approved a \$50,000 increase to this Contract on September 23, 2016, and a \$150,000 increase on October 28, 2016; both increases were incorporated into the First Amendment dated October 28, 2016; and

A Second Amendment, dated January 27, 2017 and approved by the Board of Directors on that same date, increased the contract authority by \$96,300; and

Both Parties wish to amend the Contract to increase the total amount of Consideration payable to ATTORNEY by an additional \$358,000.

2. AMENDMENTS

The following paragraph is amended, replaced and restated as follows:

2. **Total Consideration** is hereby amended to read as follows:

The total consideration payable to ATTORNEY may not exceed the sum of \$854,300, including any reimbursable expenses.

This amount is established for Santa Cruz METRO's budgetary purposes and does not constitute a contractual commitment by Santa Cruz METRO to retain ATTORNEY to such an extent, nor a commitment by ATTORNEY to provide all required services within the amount so established. However, ATTORNEY may not provide services that are billable to Santa Cruz METRO in an amount exceeding the amount of the total consideration provided above unless approved in advance by written amendment to this Contract.

3. EFFECTIVE DATE

This Amendment is effective as of the day and year first hereinabove appearing. This Contract will remain in effect until December 22, 2017.

4. REMAINING TERMS AND CONDITIONS

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

Attachment A

5. ENTIRE AGREEMENT

This Third Amendment, the Second Amendment dated January 27, 2017, the First Amendment dated October 28, 2016, and the Contract dated December 22, 2015, including all exhibits and attachments, embody the entire agreement of the parties in relation to the scope of services herein described, and no other understanding whether verbal, written or otherwise exists between the parties.

Executed as of the day first above stated.

HANSON BRIDGETT LLP

By: 
DAVID S. GEHRIG
Partner

**SANTA CRUZ METROPOLITAN
TRANSIT DISTRICT**

By: _____
ALEX CLIFFORD
CEO/General Manager



DATE: March 24, 2017
TO: Board of Directors
FROM: Alex Clifford, CEO/General Manager
SUBJECT: REVISED METROBASE PHASE II (OPERATIONS BUILDING) LIFE OF PROJECT BUDGET

I. RECOMMENDED ACTION

That the Board of Directors approve the addition of funds in the amount of \$358,000 to the MetroBase Project. The MetroBase Phase II Operations Life of Project budget would increase from \$27,350,425 to \$27,708,425

II. SUMMARY

- The Board of Directors established a Life of Project (LOP) for MetroBase Phase II on September 26, 2014 in the amount of \$24,732,549. Since then the following revisions were made:
 - o May 8, 2015 the Board revised the LOP to \$24,603,596
 - o August 14, 2015 the Board revised the LOP to \$24,853,596
 - o October 23, 2015 the Board revised the LOP to \$25,424,868
 - o December 11, 2015 the Board revised the LOP to \$25,866,524
 - o January 22, 2016 the Board revised the LOP to \$26,411,524
 - o June 24, 2016 the Board revised the LOP to \$27,082,425
 - o September 23, 2016 the Board revised the LOP to \$27,530,425
- Additional adjustments to the LOP are now recommended as follows:
 - o Add funds in the amount of \$358,000 to cover anticipated legal services to resolve claims.
- The result of the recommended changes would increase the LOP budget from \$27,350,425 to \$27,708,425.
- The CEO recommends approval of the revised LOP budget.

III. DISCUSSION/BACKGROUND

Santa Cruz Metropolitan Transit District (METRO) requires the professional legal services of Hanson Bridgett for representation during the claims/dispute resolution phase of the Project, anticipated to be in mediation this Summer. Hanson Bridgett has represented METRO on this Project since August of 2013.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The fiscal impact of these actions, as reflected in this Board report, is that Operations Building Project Life of Project (LOP) budget increases from \$27,350,425 to \$27,708,425. The source of funding is Cash Reserves as legal services are not an eligible expense within the other funding on the Project.

V. ALTERNATIVES CONSIDERED

The Board could decline to approve the proposed revision. This is not recommended as METRO requires the services of Hanson Bridgett to represent METRO at mediation and, generally, with the claims resolution process.

VI. ATTACHMENTS

Attachment A: Proposed Revised Life of Project Budget

Prepared By: Erron Alvey, Purchasing Manager

VII. APPROVALS:

Approved as to fiscal impact:
Angela Aitken, Finance Manager



Alex Clifford, CEO/General Manager



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Attachment A

Metrobase Phase II (Operations Building) Life of Project Budget

3/24/2017

Construction Contract	1/27/17 Rev Budget		Resulting Budget
Lewis C. Nelson and Sons Inc. Prime Construction Contract	\$13,572,000.00		\$13,572,000.00
Construction Contract Contingency	\$2,127,844.20		\$2,271,558.20
Security cameras conduit (Cal OES funding)	\$55,616.00		
Security fencing (Cal OES funding)	\$45,929.00		
Security gates (Cal OES funding)	\$7,418.00		
Building access control (Cal OES funding)	\$15,000.00		
Radio tower & equipment relocation (Cal OES funding)	\$19,751.00		

SC Metro Project Management	1/27/17 Rev Budget		Resulting Budget
Project Manager Budget FY13& FY14	\$194,234.00		\$194,234.00
Administrative Specialist Budget FY13& FY14	\$160,438.00		\$160,438.00
PM and Admin Specialist FY15 Applied to Other expenses 10/15	\$278,362.00		\$278,362.00
Administrative Assistant	\$9,747.00		\$9,747.00
Inside Document Control Services	\$10,000.00		\$10,000.00

Consultant Costs	1/27/17 Rev Budget		Resulting Budget
#15-04 Hill International, Inc:	\$3,683,382.00		\$3,683,382.00
#12-34 TRC Const Mgmt Applied to Other expenses 10/15	\$1,378,383.00		\$1,378,383.00
RNL Design Original contract 03-2012	\$1,839,977.00		\$1,839,977.00
Contingency 10% -A&E	\$0.00		\$0.00
Contracted professional services	\$150,000.00		\$150,000.00

Additional Costs and Services	1/27/17 Rev Budget	3/24/17 Revision	Resulting Budget
4VSW's hired 3/4/13 –through 2016	\$787,869.00		\$787,869.00
Dubois temporary facility and related ongoing costs	\$1,217,115.00		\$1,217,115.00
Dubois property remediation after move out	\$180,000.00		\$180,000.00
Harvey West Security	\$70,254.00		\$70,254.00
Furniture and cubicles for new facility	\$150,000.00		\$150,000.00
Inside and outside counsel expenses	\$375,000.00	\$358,000.00	\$733,000.00
Land mobile radio tower & equipment relocation	\$100,000.00		\$100,000.00
Security anti-climb panels for back fencing (CalOES)	\$95,864.00		\$95,864.00
Access Control System (CalOES)	\$150,000.00		\$150,000.00
Secure Mechanical Platform Enclosure (CalOES)	\$85,000.00		\$85,000.00
ADA Accessibility Corrections	\$252,000.00		\$252,000.00
Contingency 10% ADA Concrete Contract	\$25,000.00		\$25,000.00
Pipe Protection and Guard Rails	\$71,500.00		\$71,500.00
Procore software	\$30,000.00		\$30,000.00
Other project expenses	\$212,742.00		\$212,742.00

Life of Project Total

3/24/2017

\$27,708,425

1/27/2017

\$27,350,425

Difference

\$358,000

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DATE: March 24, 2017

TO: Board of Directors

FROM: Alex Clifford, CEO/General Manager

**SUBJECT: AUTHORIZATION TO LEASE PARKING SPACES AT THE SOQUEL
PARK & RIDE LOT TO DOMINICAN HOSPITAL OR ITS DESIGNATED
LEGAL ENTITY**

I. RECOMMENDED ACTION

That the Board of Directors:

- A) Authorize the CEO to negotiate and execute a lease with Dominican Hospital, or its designated legal entity, for parking spaces at the Soquel Park and Ride lot; and,**
- B) That all revenues received from the lease be programmed into a capital fund for the purpose of a future new ParaCruz operations facility.**

II. SUMMARY

- Dominican Hospital has an urgent need for employee parking.
- Dominican Hospital hopes to build additional employee parking in three to five years.
- Staff and representatives from Dominican Hospital have met several times to discuss a parking lease opportunity at the Soquel Park and Ride lot, and both are in concurrence with the concept.
- Caltrans has been communicated with and the District 5 Director has expressed no reservations about the lease concept.
- Such a lease could yield Santa Cruz Metropolitan Transit District (METRO) up to \$75,000 annually.
- The CEO requests that the lease revenues be programmed into a capital fund, with the understanding that such fund will be used to construct a new permanent home for METRO's ParaCruz operations.
- The CEO recommends that the METRO Board of Directors provide him the authority to negotiate and execute a lease on behalf of the Agency, in a form approved by legal counsel.

III. DISCUSSION/BACKGROUND

In early 2016, representatives from Dominican Hospital reached out to METRO to discuss the possibility of leasing excess (unused) parking spaces at the

Soquel Park and Ride lot. The lot is sometimes referred to as the Paul Sweet Park and Ride. The lot is generally located at the juncture of Paul Sweet Road, Soquel Drive and Highway 1.

Between early 2016 and early 2017, several meetings occurred between Metro and Dominican Hospital representatives to discuss possible lease deal points. Unfortunately, the conversation became protracted as a result of METRO's inability to locate important documentation showing the acquisition of the property and information about any potential restrictions related to its operation.

Throughout much of 2016, staff engaged in a deep dive of historical and archived files, and by late 2016 salient documents were located. The documents reflected that in 1988 Caltrans conveyed the Soquel Park and Ride property to METRO and that there were no covenants, conditions or restrictions included in the transfer. The CEO then reached out to Caltrans District 5 Director Timothy Gubbins and provided him the pertinent documents and a request for any concerns related to the leasing concept. On February 28, 2017 Mr. Gubbins responded that Caltrans does not have any concerns with METRO proceeding with the project as described by METRO.

Subject to Board approval of the actions requested pursuant to this report, the CEO will meet with representatives from Dominican Hospital and attempt to reach final agreement on the lease terms and lease rate. In approving this report, the Board will authorize the CEO to negotiate and execute the lease agreement, in a form approved by legal counsel.

It is expected that the negotiated lease rate will result in annual revenues of up to \$75,000. Additional points to negotiate include:

- Term of the agreement
- Payment terms
- METRO termination for convenience
- Maintenance
- Proper signage identifying Dominican Hospital employee parking and Park and Ride parking
- Indemnification and liability insurance

ParaCruz Facility Discussion

METRO is in need of locating a permanent home for the ParaCruz (paratransit) operations. The current location at Research Park has an unfavorable lease rate and is in poor condition. Staff has been reviewing potential alternate locations throughout the county for the past two years and has been unable to locate a suitable improved or unimproved property that will accommodate METRO's needs. Such a property must be able to accommodate 43 paratransit vehicles

and an office staff of approximately twelve. In FY18, METRO will pay \$179,000 to lease the space at Research Park.

METRO staff believes that the ParaCruz operation is best located at or near mid-county and along the Highway 1 corridor. Given the lack of relocation opportunities, METRO has been focusing on the Soquel Park and Ride lot as a potential ParaCruz operation location. It is believed that a small structure could be built on this site and that there would be sufficient space to accommodate the paratransit vehicles, staff parking, and possibly still accommodate some public park and ride activity.

Through this Board report, staff is proposing that all Soquel Park and Ride lease revenues be dedicated to a capital account that will fund the initial stages of development of the ParaCruz operation facility on the site, such as zoning review, analysis of adjacent land uses, property line and assessor's parcel corrections, if any, and the development of a preliminary plot plan. The plot plan would then be submitted to the FTA and Caltrans for comment. The preliminary stages of development would include an analysis of a prefabricated versus stick-built office structure. The actual construction of a new facility would be subject to identifying future funding sources and all actions related thereto would be brought to the Board for discussion and approval.

IV. FINANCIAL CONSIDERATIONS/IMPACT

The fiscal impact of this action will result in new revenues of up to \$75,000 annually. Those revenues would then be dedicated to a ParaCruz operations facility capital project.

V. ALTERNATIVES CONSIDERED

- Do nothing – Staff does not recommend this alternative since there is an abundance of excess parking and not leasing it will result in a missed opportunity to receive new revenues of up to \$75,000.
- Approve the proposed lease concept but do not make a decision at this time about programming the new revenues to a ParaCruz operations facility – METRO staff believe that this lease could help METRO finally plot a course of action that will result in a new ParaCruz Operations facility.
- The Board could provide staff alternate direction on the rate, terms and conditions of such a lease with Dominican Hospital.

VI. ATTACHMENTS

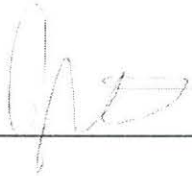
Attachment A: Picture of the Soquel Park and Ride lot

Attachment B: Grant Deed conveying the Soquel Park and Ride lots to Santa Cruz Metropolitan Transit District

Prepared By: Alex Clifford, CEO/General Manager

APPROVALS:

Approved as to form:
Julie Sherman, General Counsel



Approved as to fiscal impact:
Angela Aitken, Finance Manager

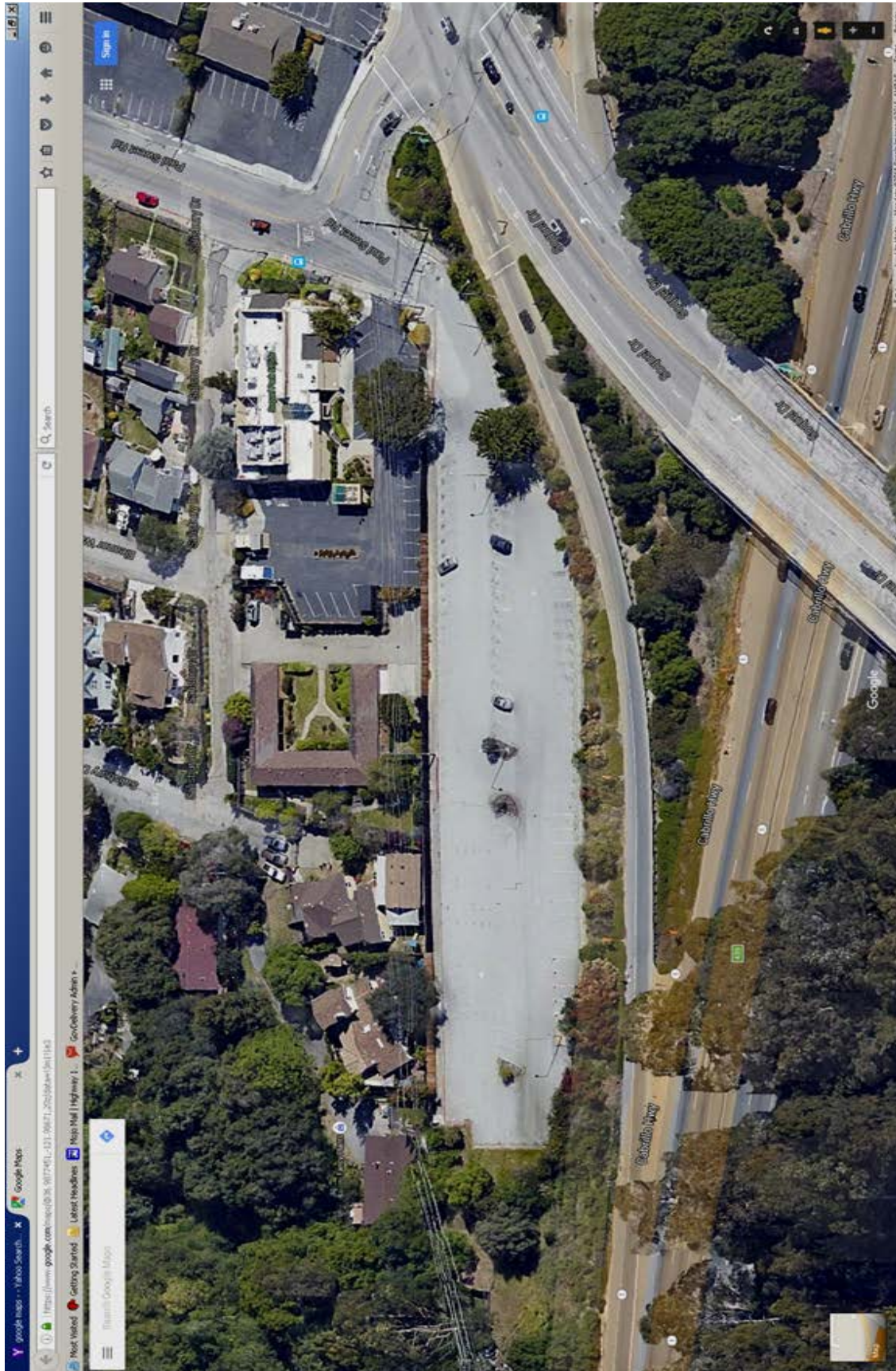


Alex Clifford, CEO/General Manager



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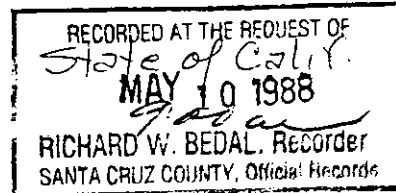
Attachment A



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RECORDING REQUESTED BY
State of California

epw.
WHEN RECORDED RETURN TO
Department of Transportation
P. O. Box 7791 - Rincon Annex
San Francisco, California 94120



DH

SPACE ABOVE THIS LINE FOR RECORDER'S USE

DOCUMENTARY STAMP TAX: \$0.00

DIRECTOR'S DEED
MAR 1988 16

DISTRICT	COUNTY	ROUTE	POST MILE	NUMBER
4	SCr	1	15.0	DD-47160-1

The STATE OF CALIFORNIA, acting by and through its Director of Transportation, does hereby grant to
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT, a political subdivision of the State
of California

all that real property in the _____,
County of Santa Cruz, State of California, described as:

PARCEL 1

COMMENCING at the northeasterly corner of PARCEL 1 as described in the deed to the State of California recorded May 18, 1982 in Book 3444, page 156, Official Records of Santa Cruz County; thence along the easterly line of said parcel, last said line being also the westerly line of Paul Sweet Road, S.18°01'21" W., 52.15 feet to the designated northerly right of way line; thence along said right of way line S. 62°55'10" W., 96.83 feet; along a tangent curve to the right with a radius of 180.62 feet, through an angle of 27°56'11", an arc length of 88.07 feet; N. 89°08'39" W., 214.01 feet; N. 76°09'13" W., 106.77 feet and N. 57°43'10" W., 104.16 feet to the westerly line of said PARCEL 1; thence along last said line N. 17°46'21" E., 39.65 feet to the northerly line of said PARCEL 1; thence along last said line S. 89°08'39" E., 580.94 feet to the point of commencement.

CONTAINING 1.312 acres, more or less.

MAIL TAX
STATEMENTS TO:
Santa Cruz Metropolitan Transit District
P. O. Box 1742
Santa Cruz, CA 95061
FORM RW 02-19 (REV. 8-82)

15B.1

DOCUMENTARY TRANSFER TAX \$ <u>0.00</u>	
☒ COMPUTED ON FULL VALUE OF PROPERTY CONVEYED, OR	
☐ COMPUTED ON FULL VALUE LESS LIENS & ENCUMBRANCES	
REMAINING THEREON AT TIME OF SALE.	
Signature of declarant or agent determining tax—firm name	
CITY OF Santa Cruz	☐ Unincorporated

Attachment B

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-2-

PARCEL 2

And also, the STATE OF CALIFORNIA, acting by and through its Director of Transportation, does hereby remise, release and quitclaim unto the hereinabove named grantee, all right, title and interest in and to all that parcel of land described as follows:

COMMENCING at the northeasterly corner of the above-described PARCEL 1; thence along the easterly prolongation of the course described in said PARCEL 1 described above with a distance of 580.94 feet S. 89°08'39" E., 49.21 feet; thence from a tangent that bears S. 19°39'17" W., along a curve to the right with a radius of 50.62 feet, through an angle of 43°15'53", an arc distance of 38.22 feet; thence S. 62°55'10" W., 45.72 feet to the easterly line of said PARCEL 1 described above; thence along last said line N. 18°01'21" E., 52.15 feet to the point of commencement.

CONTAINING 0.037 of an acre, more or less.

There shall be no abutter's rights of access appurtenant to the above-described real property in and to the adjacent State freeway.

The bearings and distances used in the above descriptions are on the California Coordinate System, Zone 3. Multiply the above distances by 1.0000143 to obtain ground level distances.

VERBAL PRESENTATION ONLY

CEO ORAL REPORT

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