

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA
APRIL 14, 2006 (Second Friday of Each Month)
SCMTD ENCINAL CONFERENCE ROOM
370 ENCINAL STREET, SUITE 100
SANTA CRUZ, CALIFORNIA
9:00 a.m. – 11:00 a.m.

THE BOARD AGENDA PACKET CAN BE FOUND ONLINE AT WWW.SCMTD.COM

NOTE: THE BOARD CHAIR MAY TAKE ITEMS OUT OF ORDER

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

1. ROLL CALL
2. ORAL AND WRITTEN COMMUNICATION
 - a. Zach Miller Re: Route 12A
3. LABOR ORGANIZATION COMMUNICATIONS
4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 23, 2005, FEBRUARY 10 AND FEBRUARY 24, 2006
Minutes: **FEBRUARY MINUTES WILL BE INCLUDED IN THE APRIL 28, 2006 BOARD PACKET**
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF MARCH 2006
Report: Attached
- 5-3. ACCEPT AND FILE MARCH 2006 RIDERSHIP REPORT
Report: Attached
PAGE 1 OF THE RIDERSHIP REPORT WILL BE INCLUDED IN THE APRIL 28, 2006 BOARD PACKET
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF WILLIAM CLINE, CLAIM #06-0005; AND DENY THE CLAIM OF THOMAS ROBINSON, CLAIM #06-0006

ACTION REQUESTED AT THE APRIL 14, 2006 BOARD MEETING ON CLAIM #06-0005

- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR APRIL 19, 2006 AND MINUTES OF FEBRUARY 15, 2006
Agenda/Minutes: Attached
- 5-6. ACCEPT AND FILE MONTHLY BUDGET STATUS REPORT FOR JANUARY 2006 AND APPROVAL OF BUDGET TRANSFERS
Staff Report: **WILL BE INCLUDED IN THE APRIL 28, 2006 BOARD PACKET**
- 5-7. ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR JANUARY 2006
Staff Report: **WILL BE INCLUDED IN THE APRIL 28, 2006 BOARD PACKET**
- 5-8. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JANUARY 2006
Staff Report: Attached
- 5-9. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR MONTH OF FEBRUARY 2006
Staff Report: **WILL BE INCLUDED IN THE APRIL 28, 2006 BOARD PACKET**
- 5-10. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE MARCH 2006 MEETINGS
Staff report: Attached
- 5-11. ACCEPT AND FILE METROBASE STATUS REPORT
Staff Report: Attached
- 5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO TRANSFER EXCESS ASSETS TO HARTNELL COLLEGE FOR THE PURPOSES OF SUPPORTING A HEAVY DUTY MECHANICS TRAINING PROGRAM
Staff Report: Attached
- 5-13. CONSIDERATION OF RECOMMENDATION TO APPROVE ASSESSMENTS FOR COOPERATIVE RETAIL MANAGEMENT DISTRICT
Staff Report: Attached
- 5-14. CONSIDERATION OF WHETHER TO CONTINUE TO UTILIZE THE AUDIT SYSTEMS THAT ARE CURRENTLY IN PLACE TO DETERMINE WHETHER THE CALL STOP ANNOUNCEMENT SYSTEM IS OPERATING IN ACCORDANCE WITH METRO POLICY AND THE AMERICANS WITH DISABILITIES ACT REGULATIONS
Staff Report: Attached

- 5-15. CONSIDERATION OF SCHEDULE FOR FORMAL RESPONSE TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCCRTC) PARATRANSIT COORDINATION TASK FORCE (PCTF) RECOMMENDATIONS
Staff Report: Attached

- 5-16. ACCEPT AND FILE PROGRESS REPORT ON THE FEDERAL TRANSIT ADMINISTRATION'S AUDIT OF METRO'S DRUG AND ALCOHOL TESTING PROGRAM
Staff Report: **WILL BE INCLUDED IN THE APRIL 28, 2006 BOARD PACKET**

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS
Presented by: Chair Rotkin
Staff Report: Attached
THIS PRESENTATION WILL TAKE PLACE AT THE APRIL 28, 2006 BOARD MEETING
7. CONSIDERATION OF APPROVAL OF **RESOLUTION** REVISING FY 05-06 BUDGET
Presented by: Elisabeth Ross, Finance Manager
Staff Report: Attached
8. CONSIDERATION OF A **RESOLUTION** OF APPRECIATION AND RECOGNITION FOR THE SERVICES OF PAT DELLIN AS THE EXECUTIVE DIRECTOR OF THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
Presented By: Les White, General Manager
Resolution: **WILL BE INCLUDED IN THE APRIL 28, 2006 BOARD PACKET**
9. CONSIDERATION OF AN AMENDMENT TO THE CONTRACT WITH HARRIS & ASSOCIATES IN THE AMOUNT OF NOT TO EXCEED \$70,000.00 FOR SPECIALTY INSPECTION SERVICES REQUIRED FOR THE SERVICE AND FUELING BUILDING CONSTRUCTION OF THE METROBASE PROJECT
Presented By: Frank Cheng, Project Manager
Staff Report: Attached
10. REVIEW OF ITEMS TO BE DISCUSSED IN CLOSED SESSION: District Counsel
11. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

SECTION II: CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Pursuant to Government Code Section 54957)

Title: General Manager

SECTION III: RECONVENE TO OPEN SESSION

12. REPORT OF CLOSED SESSION

ADJOURN

NOTICE TO PUBLIC

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

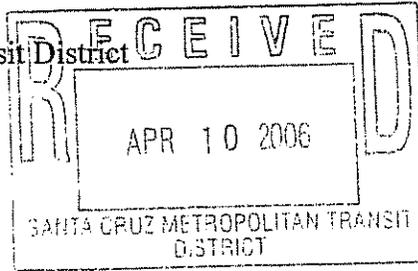
When addressing the Board, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.

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

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

April 7, 2006

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



Attention: Board of Directors

It is disappointing that you have not replied to our last letter of appeal (dated March 15), in which we requested that the Route 12A be put back into service. We sincerely urge you to engage in a dialogue with us, and not to remain silent. Currently, a petition is being circulated to express the public's need for the Route 12A. We hope that it will make you understand just how large this need is. Once again, we'd like to propose that the Board consider advertising potential not being taken advantage of in order to fund renewed service of Route 12A.

Yours truly,

Zach Miller

Santa Cruz Citizens for Effective Public Transportation
363 Ocean St. Apt. A
Santa Cruz, CA 95060

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- Board of Directors

September 23, 2005

A Regular Meeting of the Board of Directors of the Santa Cruz Metropolitan Transit District met on Friday, September 23, 2005 at the Santa Cruz City Council Chambers, 809 Center Street, Santa Cruz, CA.

Chair Keogh called the meeting to order at 9:02 a.m.

SECTION 1: OPEN SESSION

1. ROLL CALL:

DIRECTORS PRESENT

Jan Beautz
Dene Bustichi
Stephanie Harlan
Mike Keogh
Emily Reilly
Mike Rotkin (arrived after roll call)
Dale Skillicorn
Pat Spence
Mark Stone
Marcela Tavantzis
Ex-Officio Wes Scott

DIRECTORS ABSENT

Michelle Hinkle

STAFF PRESENT

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

Elisabeth Ross, Finance Manager
Robyn Slater, Human Resources Manager
Judy Souza, Acting Operations Manager
Tom Stickel, Maintenance Manager
Les White, General Manager

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

Ellen Aldridge, Avery & Associates
Glenn Bartz, SEIU
Frank Bauer, PSA
Genevieve Bookwalter, Sentinel Newspaper
Gary Klemz, SEIU Field Representative

Carol Koenig, Counsel to UTU
Brenda Malphrus
Dan Stevenson, UTU
Mike Tomasse, "King of Marijuana"
Amy Weiss, Spanish Interpreter

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VICE CHAIR ROTKIN ARRIVED

Chair Keogh announced that the following additional item needs to be added to today's Closed Session Agenda because information was received after the posting of the Agenda and it is necessary to consider the following item prior to the next Board meeting:

CONFERENCE WITH LABOR NEGOTIATOR
(Pursuant to Government Code Section 54957.6)

- a. **Agency Negotiator:** **Mark Dorfman, Assistant General Manager**
1. **Employee Organization:** **United Transportation Union (UTU),
Local 23**

ACTION: MOTION: DIRECTOR REILLY SECOND: DIRECTOR BEAUTZ

Make the necessary findings to add this item to today's Closed Session Agenda

Motion passed unanimously with Director Hinkle being absent.

2. **ORAL AND WRITTEN COMMUNICATION**

Written:

- a. The following individuals submitted letters Re: Labor Negotiations:
- CR Payne
 - Ceral Leigh
 - Sterling
 - Nina Taylor
 - Wallea Draper
 - Logan Quincy
 - Jamie Perkins
 - Michael & Dorothy Spaventa
 - Linda M. Reber
 - Judith Hilliard
 - Dan Stevenson
 - William Tatt
 - Stephanie Reber
 - Andrea Ames

Oral:

Dan Stevenson, UTU, commented on his written communication to the Board on page 2-a.7. Mr. Stevenson invited the Board to ride his bus and he spoke in favor of General Leave, explaining that he utilizes that time to rebooster his health, kick his caffeine addiction, get away from cigarette smoke and may use the time to look for a different job.

5-1.2

Mike Tomassee, "King of Marijuana", said that the flag should be a half-mast and the drivers should have General Leave so they can have a good time and take care of their bodies.

3. LABOR ORGANIZATION COMMUNICATIONS

None.

4. ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS

The following items were distributed at today's meeting and are attached to the file copy of these minutes: written communication to the Board regarding Labor Negotiations, this item is being added to today's Closed Session Agenda, and revised page 9.2. Items #5-6, #5-13 and #7 were pulled from the Agenda to be brought back at a later date.

CONSENT AGENDA

- 5-1. APPROVE REGULAR BOARD MEETING MINUTES OF AUGUST 12, AUGUST 17, AND AUGUST 26 AND SPECIAL MEETING MINUTES OF AUGUST 3, 2005
- 5-2. ACCEPT AND FILE PRELIMINARILY APPROVED CLAIMS FOR THE MONTH OF AUGUST 2005
- 5-3. ACCEPT AND FILE AUGUST 2005 RIDERSHIP REPORT
- 5-4. CONSIDERATION OF TORT CLAIMS: DENY THE CLAIM OF DELMY JACKSON, CLAIM # 05-0019
- 5-5. ACCEPT AND FILE THE METRO ADVISORY COMMITTEE (MAC) AGENDA FOR SEPTEMBER 21, 2005 AND DRAFT MINUTES OF JULY 20, 2005
- 5-6. DELETED: Will be provided at a later date
(ACCEPT AND FILE HIGHWAY 17 STATUS REPORT FOR MAY, JUNE AND JULY 2005)
- 5-7. ACCEPT AND FILE PARACRUZ OPERATIONS STATUS REPORT FOR THE MONTH OF JUNE 2005
- 5-8. ACCEPT AND FILE UNIVERSITY OF CALIFORNIA, SANTA CRUZ SERVICE UPDATE FOR THE MONTH OF JULY 2005
- 5-9. ACCEPT AND FILE MINUTES REFLECTING VOTING RESULTS FROM APPOINTEES TO THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION FOR THE AUGUST 2005 MEETINGS
- 5-10. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE OPTION TO PURCHASE PARATRANSIT BUS USING THE STATE OF CALIFORNIA CONTRACT
- 5-11. ACCEPT AND FILE INFORMATION ON AB2766 JOINT GRANT AWARD FOR BUS RAPID TRANSIT (BRT) FEASIBILITY STUDY
- 5-12. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A WATSONVILLE TRANSIT CENTER LEASE AGREEMENT WITH ALI GHARAHGOZLOO AND JESSICA HSU D/B/A JESSICA'S GROCERY STORE, INC., FOR SPACE IN THE BUILDING FOR CONVENIENCE STORE AND ON-SITE JANITORIAL, MAINTENANCE AND MANAGEMENT DUTIES

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5-13. DELETED: Will be provided at a later date
(CONSIDERATION OF APPROVAL OF RESOLUTION TO ALLOW CALPERS TO
ADJUST THE PREMIUM PAYMENT CAPS FOR MEDICAL INSURANCE FOR SEIU)

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Approve the Consent Agenda

Motion passed unanimously with Director Skillicorn abstaining from voting on the August 3rd minutes, Director Beautz abstaining from voting on the August 17th minutes, and Director Reilly abstaining from voting on the August 26th minutes due to their absence from those meetings, and with Director Hinkle being absent.

REGULAR AGENDA

6. PRESENTATION OF EMPLOYEE LONGEVITY AWARDS:

The following employees were awarded longevity certificates for their years of service:

TWENTY-FIVE YEARS

Glenn D. Bartz, Senior Facilities Maintenance Worker
Fred C. LoGiudice, FM Mechanic III

8. CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE A
CONTRACT FOR LICENSED BROKER SERVICES FOR REAL ESTATE MARKETING
AND SALES OF PROPERTY LOCATED AT 25 SAKATA LANE, WATSONVILLE, CA

Summary:

Tom Stickel reported that the District legally advertised and mailed out requests for proposals to 19 firms, but received only one proposal. Staff reviewed the proposal and did a costs analysis and recommends the contract be awarded to Hirsch and Associates.

ACTION: MOTION: DIRECTOR ROTKIN SECOND: DIRECTOR REILLY

Authorize the General Manager to execute a contract with Hirsch and Associates for licensed broker services for real estate marketing and sales of District property located at 25 Sakata Lane, Watsonville, CA.

Motion passed unanimously with Director Hinkle being absent.

9. ACCEPT AND FILE METROBASE STATUS REPORT

Summary:

Frank Cheng reported that on August 25, 2005, METRO received one bid for the construction of the MetroBase Project. The bid was from Hansel Phelps Construction at \$38,400,000, which is 27% over budget. Staff has been working diligently with RNL and Harris & Associates to find

5-1.4

other options to continue the project. METRO will reject the bid from Hansel Phelps on September 26th and Staff will present a recommendation to the Board in October regarding the next steps to be taken.

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

Margaret Gallagher reported that the Board would be discussing UTU Labor Negotiations with its Labor Negotiator, which was the item added at today's meeting, and would be discussing one case of anticipated litigation with its Legal Counsel.

11. ORAL AND WRITTEN COMMUNICATIONS REGARDING CLOSED SESSION

Carol Koenig, Counsel to UTU, said she figured the Board has already decided to accept or not accept the Revised LBF from UTU and asked that the decision be made today. Ms. Koenig denied that UTU missed a deadline in submitting the written communication distributed to the Board today.

Chair Keogh reported that he had met with the UTU Bargaining Team recently to discuss repairing the relationship between the bargaining units, management and the Board. While he had no solutions at that meeting, the answer is re-establishing trust based on telling the truth. Chair Keogh urged everyone to talk to each other honestly and never lose sight of the fact that we are not here for management, the Board or for labor, but rather for the passengers.

SECTION II: CLOSED SESSION

Chair Keogh adjourned to Closed Session at 9:25 a.m. and reconvened to Open Session at 11:14 a.m.

SECTION III: RECONVENE TO OPEN SESSION

12. REPORT OF CLOSED SESSION

Margaret Gallagher had nothing to report at this time.

Vice Chair Rotkin stated that an IWC waiver could still be entered into by the UTU and METRO. Vice Chair Rotkin clarified that the previously imposed arrangement regarding UTU is still in place and that the METRO is prepared to continue negotiating with the UTU. The majority of the Board rejected the UTU proposal because a number of agreements were entered into in the past to avoid labor conflict that were bad for the operators and bad for METRO. If the UTU proposal had been accepted, UTU's medical rates would have increased significantly in July 2006, with payment due in June 2006.

METRO has dramatically reduced the employee paid medical cost for families in the imposed last, best and final offer and in order to pay for this, a number of work rules had to be changed. Very few people are being affected by the elimination of these work rules, while the majority benefit from reduced medical premiums.

5-1.5

METRO has a generous vacation and holiday package and is willing to negotiate how vacations are arranged so drivers can take time off without General Leave. State law provides for medical leave and METRO has never denied leave request for any personal crisis. Vice Chair Rotkin personally feels it does not make any sense to keep a benefit being taken by 15 drivers at the expense of the healthcare needs of all the drivers.

Director Beautz commented some drivers took 3 – 5 months off within 2 years on top of vacation time, somewhat creating part-time jobs.

Director Harlan said that the Board looks forward to productive negotiations next year with both sides bringing offers and ideas to the table.

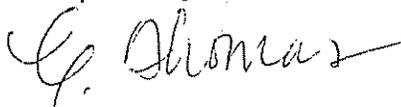
Vice Chair Rotkin reiterated that METRO is still interested in negotiating to find additional money within the contract and reaching an agreement, rather than the imposed solution.

Director Bustichi asked about the IWC agreement. Les White replied that an IWC waiver agreement would need to be approved by the Board by its October 28th meeting in order to be in place to meet the next scheduling deadline.

ADJOURN

There being no further business, Chair Keogh adjourned the meeting at 11:35 a.m.

Respectfully submitted,



CINDI THOMAS
Administrative Services Coordinator

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

DATE: 03/01/06 THRU 03/31/06

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
18185	03/03/06	482.54	001	SBC		7559	FEB REPEATERS/OPS	86.52	
						7560	FEB REPEATERS/OPS	396.02	
						7561	HAZ WASTE DISPOSAL	650.00	
18186	03/03/06	650.00	001016	ALLARD'S SEPTIC SERVICE, INC.		7562	SHELTER REMOVAL	47.90	
18187	03/03/06	47.90	001025	COUNTY OF SANTA CRUZ		7563	MICROSOFT SOL SERVER	19,171.72	
18188	03/03/06	19,171.72	001029	GOLDEN GATE SYSTEMS		7564	DISPENSING SEAT COV.	622.40	
18189	03/03/06	622.40	001031	AMSAN WEST		7565	VEH WASH SVC/ PT	819.52	
18190	03/03/06	819.52	001048	CRUZ CAR WASH		7566	CLEANING SUPPLIES/FA	260.75	
18191	03/03/06	260.75	001052	MID VALLEY SUPPLY		7567	REPAIRS & MAINT.SUPP	159.23	
18192	03/03/06	159.23	001057	AMERICAN CLEANWAY, INC.		7511	REV VEH PARTS 5512	5,512.26	
18193	03/03/06	10,650.18	001063	NEW FLYER INDUSTRIES LIMITED		7512	REV VEH PARTS 3362	3,361.62	
						7513	REV VEH PARTS 607	607.38	
						7514	REV VEH PARTS 197	196.60	
						7515	REV VEH PARTS 972	972.32	
						7555	CAM ADJ05/JAN/FEB06	420.81	
18194	03/03/06	420.81	001075	SOQUEL III ASSOCIATES	7	7556	OUT RPR-REV VEH	996.72	
18195	03/03/06	996.72	001263	ABBOTT STREET RADIATOR, INC.		7530	FEB 1-15 FUEL	76,234.78	
18196	03/03/06	76,234.78	001316	DEVCO OIL		7568	STRM FLD/ WATER	1,279.98	
18197	03/03/06	1,279.98	001346	CITY OF SANTA CRUZ		7516	COPIER OVERAGE/FLT	208.75	
18198	03/03/06	208.75	001454	MONTEREY BAY OFFICE PRODUCTS		7517	FEB OIL/FLT	923.82	
18199	03/03/06	923.82	001506	WESTERN STATES OIL CO., INC.		7518	MEDICAL EXAMS/FLT	426.00	
18200	03/03/06	4,448.00	001523	SANTA CRUZ MEDICAL CLINIC	7	7519	MEDICAL EXAMS/HRD	2,372.00	
						7569	MEDICAL EXAMS/ OPS	132.00	
						7570	MEDICAL EXAMS	1,254.00	
						7571	PHYSICAL EXAM RENEW	264.00	
						7572	1/2 MEDIUM ASPHALT	126.07	
18201	03/03/06	126.07	001585	OLIVE SPRINGS QUARRY, INC.		7573	JAN FUEL/ PT	9,292.79	
18202	03/03/06	9,292.79	001648	STEVE'S UNION SERVICE		7574	36' CONNECTION CABLE	413.83	
18203	03/03/06	413.83	001676	AUTOMOTIVE RESOURCES, INC.		7525	REV VEH PARTS/SUPPLY	169.48	
18204	03/03/06	169.48	001711	MOHAWK MFG. & SUPPLY CO.		7526	REV VEH PARTS/SM TLS	1,130.06	
18205	03/03/06	1,130.06	001800	THERMO KING OF SALINAS, INC		7575	OUT REPAIR PHONES	213.83	
18206	03/03/06	213.83	001856	BAY COMMUNICATIONS	7	7520	OFFICE SUPPLIES	24.00	
18207	03/03/06	358.28	002063	COSTCO		7576	OFFICE SUPPLIES/OPS	43.24	
						7577	PHOTO PROCESS/ OPS	30.52	
						7578	OFFICE SUPPLIES	253.36	
						7579	PHOTO PROCESS/ OPS	7.16	
18208	03/03/06	65,460.50	002123	GIRO, INC.		7580	HASTUS LIC/SVC AGREE	65,460.50	
18209	03/03/06	27,867.60	002295	FIRST ALARM		7581	JAN SECURITY	27,867.60	
18210	03/03/06	812.00	002388	DOGHERRA'S	7	7521	TOW #304/8029	558.00	
						7582	TOW #196 & 196	254.00	
18211	03/03/06	3,561.29	002504	TIFCO INDUSTRIES		7522	PARTS & SUPPLIES/FLT	3,561.29	
18212	03/03/06	1,920.86	002607	STAVELEY SERVICES FLUIDS		7523	OUT RPR REV VEH	1,920.86	
18213	03/03/06	33.01	002828	ALLIED ELECTRONICS		7524	PARTS & SUPPLIES/FLT	33.01	
18214	03/03/06	10,392.56	002829	VALLEY POWER SYSTEMS, INC.		7527	REV VEH PARTS	496.93	
						7528	OUT RPR-REV VEH	1,665.00	
						7529	OUT RPR-REV VEH	8,230.63	
						7583	LEGAL SVC	1,942.50	
18215	03/03/06	1,942.50	002842	LA BERGE, STEPHEN M.	7	7584	SETTLEMENT	734.96	
18216	03/03/06	734.96	002843	ANECITO, NANCY		7585	1/14-2/13 PARACRUZ	1,079.85	
18217	03/03/06	1,079.85	009	PACIFIC GAS & ELECTRIC		7531	REV VEH PARTS/SUPPLY	5,298.41	
18218	03/03/06	5,298.41	018	SALINAS VALLEY FORD SALES					

5-2.1

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

DATE: 03/01/06 THRU 03/31/06

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
18219	03/03/06	474.88	020	ADT SECURITY SERVICES INC.		7586	MARCH ALARMS	474.88	
18220	03/03/06	230.57	039	KINKO'S INC.		7587	SPRING BLOCK SHEETS	230.57	
18221	03/03/06	3,825.08	041	MISSION UNIFORM		7532	DEC/JAN UNIF/LAUN/FT	3,825.08	
18222	03/03/06	131.00	051	SANTA CRUZ FIRE EQUIPMENT		7588	ANN. MAINT.FIRE EXT.	131.00	
18223	03/03/06	76.69	074	KENVILLE LOCKSMITHS		7589	FEB LOCKS/KEYS	76.69	
18224	03/03/06	12.20	079	SANTA CRUZ MUNICIPAL UTILITIES		7590	1/1-1/31 LANDFILL	12.20	
18225	03/03/06	332.41	088	BRULIN CORPORATION		7591	BAC ZAP	332.41	
18226	03/03/06	561.01	104	STATE STEEL COMPANY		7533	PARTS & SUPPLY/FLT	420.28	
						7534	PARTS & SUPPLY/FLT	140.73	
18227	03/03/06	875.29	117	GILLIG CORPORATION		7535	REV VEH PARTS	853.26	
						7536	REV VEH PARTS	22.03	
						7592	PHOTO PROCESS/ PT	33.09	
18228	03/03/06	33.09	123	BAY PHOTO LAB		7593	CLEANING SUPPLIES/FA	205.96	
18229	03/03/06	205.96	148	ZEP MANUFACTURING COMPANY		7557	AUG/DEC ADVERT/FLT	422.31	
18230	03/03/06	422.31	149	SANTA CRUZ SENTINEL		7594	POWEREDGE 2850 RACK	6,052.61	
18231	03/03/06	8,550.69	157	DELL MARKETING L.P.		7595	3COM SUPERSTACK SWIT	1,831.94	
						7596	COMPUSWITCH/PWR SUPP	666.14	
						7537	ANNUAL LEASE	1,074.00	
18232	03/03/06	1,074.00	172	CENTRAL WELDER'S SUPPLY, INC.		7597	RPR/MAINT/OUT RPR EQ	878.19	
18233	03/03/06	878.19	186	WILSON, GEORGE H., INC.		7598	COPIER MAINT/ OPS	422.87	
18234	03/03/06	513.10	215	IKON OFFICE SOLUTIONS		7599	STAPLES TYPE K REFIL	90.23	
						7538	OFFICE EQUIPMENT	2,637.79	
18235	03/03/06	2,637.79	282	GRAINGER		7600	DOOR SVC/ PACIFIC	1,475.15	
18236	03/03/06	1,888.69	291	STANLEY ACCESS TECHNOLOGIES		7601	DOOR SVC/ PACIFIC	413.54	
						7539	REV VEH PARTS/SUPPLY	328.29	
18237	03/03/06	328.29	294	ANDY'S AUTO SUPPLY		7602	GIRO CONTRACT OVRNIT	27.20	
18238	03/03/06	27.20	372	FEDERAL EXPRESS		7540	NOV-JAN CNG	16.98	
18239	03/03/06	16.98	418	COUNTY OF SANTA CRUZ		7541	MAR PAGERS/FLEET	31.80	
18240	03/03/06	436.65	434	VERIZON WIRELESS-PAGERS		7603	MARCH PAGERS/ FAC	118.40	
						7604	MONTHLY RNTL	286.45	
						7542	COPY PAPER/FLT	158.22	
18241	03/03/06	819.41	448	UNISOURCE		7605	ECONOSOURCE CPY PAPR	316.44	
						7606	COPY PAPER/ OPS	344.75	
						7543	MAR MEDICAL INS	319,444.87	
18242	03/03/06	319,444.87	502	CA PUBLIC EMPLOYEES'		7607	3/1 3/31 RENTAL/PT	38.00	
18243	03/03/06	38.00	510A	HASLER, INC.		7544	REV VEH PARTS	549.33	
18244	03/03/06	549.33	542	CAIG LABORATORIES INC.		7545	JAN WATER	18.36	
18245	03/03/06	18.36	566	ARROWHEAD MTN SPRING WATER		7608	METAFRAME SERVER	5,250.00	
18246	03/03/06	5,250.00	571	MONTEREY INFORMATION TECH.		7609	FLT BTM CNV.COIN BAG	145.81	
18247	03/03/06	145.81	580	BLOCK AND COMPANY, INC.		7546	ENGINE OIL/DUBOIS	4,966.75	
18248	03/03/06	5,669.66	664	BAY COUNTIES PITCOCK PETROLEUM		7547	ENGINE OIL/DUBOIS	702.91	
						7548	TIMECLK RIBBONS/FLT	25.82	
18249	03/03/06	25.82	699	SALINAS CASH REGISTER CO INC		7549	OUT RPR-OTH VEH	585.75	
18250	03/03/06	585.75	711	GLASS DOCTOR		7550	MAR EAP PREMIUM	1,051.90	
18251	03/03/06	1,051.90	733	CLAREMONT BEHAVIORAL SERVICES		7551	PARTS & SUPPLIES 819	830.70	
18252	03/03/06	830.70	779	STAR MACHINE & TOOL CO.		7552	WORKER COMP CLAIMS	2,857.00	
18253	03/03/06	2,857.00	852	LAW OFFICES OF MARIE F. SANG		7610	TEMP/ADM WE 2/12	1,536.00	
18254	03/03/06	1,536.00	878	KELLY SERVICES, INC.		7553	OUT RPR-REV VEH	5,403.03	
18255	03/03/06	5,403.03	909	CLASSIC GRAPHICS		7558	MAR LTD INSURANCE	14,846.38	
18256	03/03/06	14,846.38	941	ASSURANT EMPLOYEE BENEFITS		7611	JAN JANITOR. SVC/PT	1,006.00	
18257	03/03/06	1,006.00	943	CLEAN BUILDING MAINTENANCE					

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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18258	03/03/06	10.83	946	ACME AND SONS		7612	FENCE RENTAL/DUBOIS	10.83	
18259	03/03/06	277,503.48	948	ARNTZ BUILDERS, INC.		7613	CONST.SVC METROBASE	277,503.48	VOIDED
18260	03/03/06	627.00	950	PARADISE LANDSCAPE	7				
	03/15/06	-627.00							
18261	03/03/06	2,516.35	977	SANTA CRUZ TRANSPORTATION, LLC		7614	FEB MAINTENANCE	0.00	
18262	03/03/06	100.00	B003	BEAUTZ, JAN	7	7615	JAN 06 PT SVC	2,516.35	
18263	03/03/06	50.00	B006	HINKLE, MICHELLE	7	7618	FEB BOARD MTG	100.00	
18264	03/03/06	100.00	B007	KEOGH, MICHAEL	7	7620	FEB BOARD MTG	50.00	
18265	03/03/06	100.00	B011	REILLY, EMILY	7	7621	FEB BOARD MTG	100.00	
18266	03/03/06	100.00	B012	SPENCE, PAT	7	7622	FEB BOARD MTG	100.00	
18267	03/03/06	100.00	B014	CITY OF WATSONVILLE	7	7623	FEB BOARD MTG	100.00	
18268	03/03/06	100.00	B015	ROTKIN, MIKE	7	7625	FEB BOARD MTG	100.00	
18269	03/03/06	100.00	B017	STONE, MARK	7	7627	FEB BOARD MTG	100.00	
18270	03/03/06	100.00	B018	BUSTICHI, DENE	7	7624	FEB BOARD MTG	100.00	
18271	03/03/06	100.00	B020	NICOL, KIRBY	7	7626	FEB BOARD MTG	100.00	
18272	03/03/06	10.00	E199	LEVESQUE, ARMAND	7	7616	DMV VTT FEES	10.00	
18273	03/03/06	521.73	E231	STRICKLAND, JAMES		7554	PERS	521.73	
18274	03/03/06	44.00	E248	SEDA, DELVIS		7617	DMV VITT FEES	44.00	
18275M03/07/06		65,015.68	001316	DEVCO OIL		7777	2/16-2/28 FUEL/FLT	65,015.68	MANUAL
18276M03/10/06		1,644.00	002847	STATE OF CA-EDD		7892	PARADISE FEB/MAR	1,644.00	MANUAL
18277	03/17/06	43,291.99	001035	PARADISE FEB/MAR		7630	MB DEC/JAN PROF.SVCS	43,291.99	
18278	03/17/06	3,636.33	001036	HARRIS & ASSOCIATES		7719	MAR LIFE/AD&D INS	3,636.33	
18279	03/17/06	360.77	001038	STANDARD INSURANCE COMPANY		7721	REV VEH PARTS	360.77	
18280	03/17/06	11,364.60	001043	TWINVISION NA INC.		7722	MAR VISION INS	11,364.60	
18281	03/17/06	949.20	001048	VISION SERVICE PLAN		7631	OUT REP.REV VEH	949.20	
18282	03/17/06	1,937.35	001052	CRUZ CAR WASH		7632	CLEANING SUPPLIES	1,937.35	
18283	03/17/06	125.00	001062	MID VALLEY SUPPLY		7633	FEB INSPECTION/GLFCL	125.00	
18284	03/17/06	15,430.28	001063	ALLTERRA ENVIRONMENTAL INC.		7723	REV VEH/OTH 3012	3,011.51	
				NEW FLYER INDUSTRIES LIMITED		7724	REV VEH PARTS 423	422.88	
						7725	REV VEH PARTS 1419	1,418.96	
						7726	REV VEH PARTS 7815	7,815.31	
						7727	REV VEH PARTS 2762	2,761.62	
18285	03/17/06	11,158.56	001075	SOQUEL III ASSOCIATES	7	9000525	RESEARCH PARK RENT	11,158.56	
18286	03/17/06	7,590.00	001076	BROUGHTON LAND, LLC		9000526	110 VERNON ST RENT	7,590.00	
18287	03/17/06	45,500.00	001080	OCTAGON RISK SERVICES, INC.		7728	WORK COMP FUND	45,500.00	
18288	03/17/06	1,407.05	001119	MACERICH PARTNERSHIP LP	7	9000527	CAPITOLA MALL RENT	1,407.05	
18289	03/17/06	389.96	001230	CAPITOL CLUTCH & BRAKE, INC.		7729	REV VEH PARTS	389.96	
18290	03/17/06	996.72	001263	ABBOTT STREET RADIATOR, INC.		7730	OUT RPR-REV VEH	996.72	
18291	03/17/06	341.03	001315	WASTE MANAGEMENT		7634	FEB RESEARCH PARK	142.37	
						7635	FEB KINGS VILLAGE	154.56	
						7636	FEB MT HERMON/KINGS	44.10	
18292	03/17/06	71,334.84	001316	DEVCO OIL		7731	3/1-3/14 FUEL/FLT	71,334.84	
18293	03/17/06	5,000.00	001365	BORTNICK, ROBERT S. & ASSOC.	7	7637	CALL STOP SURVEY	5,000.00	
18294	03/17/06	861.05	001379	SAFETY-KLEEN SYSTEMS, INC.		7638	HAZ WASTE DISPOSAL	861.05	
18295	03/17/06	9,671.29	001648	STEVE'S UNION SERVICE		7639	FEB FUEL/ PT	9,648.39	
						7732	FEB FUEL/FLT	22.90	
18296	03/17/06	983.55	001856	BAY COMMUNICATIONS	7	7640	OUT REPAIR PHONES	708.60	
						7641	METROBASE PHONE LINE	274.95	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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18297	03/17/06	87.00	001944	SANTA CRUZ COUNTY LAW LIBRARY		7642	QUARTERLY COPY CHR	87.00	
18298	03/17/06	5,939.56	001A	SBC/MCI		7643	FEB PHONES/ PT	44.22	
						7644	FEB PHONES/ PT	486.80	
						7645	FEB PHONES/ IT	2,018.19	
						7646	FEB PHONES/ IT	1,297.25	
						7647	FEB PHONES	2,093.10	
						7648	PHOTO PROCESS/ OPS	13.92	
18299	03/17/06	77.00	002063	COSTCO		7649	PHOTO PROCESS/ OPS	15.90	
						7650	BOD MTG SUPPLIES	11.65	
						7651	PHOTO PROCESS/ OPS	35.53	
						7652	EQUIP. RENTAL	71.50	
18300	03/17/06	71.50	002069	A TOOL SHED, INC.		9000528	370 ENCINAL RENT	25,899.59	
18301	03/17/06	25,899.59	002116	HINSHAW, EDWARD & BARBARA	7	9000529	111 DUBOIS RENT	10,888.00	
18302	03/17/06	13,888.00	002117	IULIANO	7	9000530	115 DUBOIS RENT	3,000.00	
						7653	REV VEH PARTS/PT	104.43	
18303	03/17/06	104.43	002189	BUS & EQUIPMENT	0	7654	CUSTOM MADE PATCHES	1,512.70	
18304	03/17/06	1,512.70	002207	T.Y. CUSTOM DESIGN	7	7655	OUT REPAIR/EQUIP	421.58	
18305	03/17/06	421.58	002240	KLEEN-RITE		7662	JAN.LEGISLATIVE SVC	2,500.00	
18306	03/17/06	2,500.00	002267	SHAW & YODER, INC.		7735	MAR MEDICAL	1,659.00	
18307	03/17/06	1,659.00	002287	CALIFORNIA SERVICE EMPLOYEES		7656	FEB SECURITY	24,984.90	
18308	03/17/06	25,999.90	002295	FIRST ALARM		7657	DISPATCHING SVCS	615.00	
						7658	MAR. LEGISLATIVE SVC	5,000.00	
18309	03/17/06	5,000.00	002346	CHANNEY, CAROLYN & ASSOC., INC.	7	7659	TOWING #196	85.00	
18310	03/17/06	85.00	002388	DOGHERRA'S		7660	246 KINGS VLG/FS	28.50	
18311	03/17/06	108.80	002459	SCOTTS VALLEY WATER DISTRICT		7661	246 KINGS VLG RD	80.30	
						7663	TRAINING SVCS	395.00	
18312	03/17/06	1,935.00	002495	CURIALE DELLAVERSON HIRSCHFELD	7	7664	LEGAL SVCS	1,540.00	
						7736	WORK COMP FUND	57,503.34	
18313	03/17/06	57,503.34	002569	COMERICA BANK		7665	REPAIRS/MAINTENANCE	90.43	
18314	03/17/06	90.43	002689	B & B SMALL ENGINE		7666	HEALTH PERMIT	565.00	
18315	03/17/06	565.00	002700	SANTA CRUZ COUNTY		7667	2/4-3/3 PHONES/PT	952.97	
18316	03/17/06	952.97	002721	NEXTEL COMMUNICATIONS		7737	FEB MAINT/REPAIRS	2,288.00	
18317	03/17/06	2,288.00	002805	TELEPATH CORPORATION		7668	FEB 05 PROF SVCS	205.00	
18318	03/17/06	205.00	002807	WILLIAM AVERY & ASSOCIATES		7669	REV.VEH PARTS	68.59	
18319	03/17/06	68.59	002814	CREATIVE BUS SALES, INC.		7670	PROF SVCS THRU 2/28	5,071.80	
18320	03/17/06	5,071.80	002823	PAT PIRAS CONSULTING	7	7738	REV VEH PARTS	708.30	
18321	03/17/06	2,642.52	002829	VALLEY POWER SYSTEMS, INC.		7739	REV VEH PARTS	1,934.22	
						7671	PROF.SVC FOR MB	1,300.00	
18322	03/17/06	1,300.00	002844	BASELINE LAND SURVEYORS, INC.		7672	REV VEH PARTS/PT	95.75	
18323	03/17/06	95.75	004	NORTH BAY FORD LINC-MERCURY		7740	JAN/FEB FREIGHT	162.20	
18324	03/17/06	162.20	007	UNITED PARCEL SERVICE		7673	01/26-03/02 FLEET	6,700.53	
18325	03/17/06	18,176.78	009	PACIFIC GAS & ELECTRIC		7674	1/31-3/02 1200 RIVER	2,143.63	
						7741	1/31/06-2/28/06 CNG	9,332.62	
						7742	REV VEH PARTS	1,307.19	
18326	03/17/06	3,721.88	018	SALINAS VALLEY FORD SALES		7743	REV VEH PARTS	2,199.81	
						7744	REV VEH PARTS	214.88	
						7675	REPAIRS/MAINT.SUPPLY	69.40	
18327	03/17/06	69.40	036	KELLY-MOORE PAINT CO., INC.		7676	FEB UNIF/LAUNDRY PT	78.60	
18328	03/17/06	2,378.74	041	MISSION UNIFORM		7677	FEB UNIF/LAUNDRY/FAC	73.28	
						7678	FEB UNIF/LAUNDRY/FAC	405.99	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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						7745	FEB UNIF/LAUN/FLT	1,820.87	VOIDED
18329	03/17/06	3,329.86	043	PALACE ART & OFFICE SUPPLY		7679	OFFICE SUPPLIES	0.00	
	03/29/06	-3,329.86				7746	OFFICE SUPPLIES/HRD	0.00	
						7747	OFFICE SUPPLIES/FLT	0.00	
						7680	POSTAGE	1,500.00	
18330	03/17/06	1,646.14	050	PITNEY BOWES INC.		7681	METER-QUARTERLY	146.14	
						7682	OUT REPAIR/FIRE EXT.	221.83	
18331	03/17/06	221.83	051	SANTA CRUZ FIRE EQUIPMENT	7	7683	CLEANING SUPPLIES	588.18	
18332	03/17/06	711.72	075	COAST PAPER & SUPPLY INC.		7748	CLEANING SUPPLIES	123.54	
						7684	1/31-3/1 PACIFIC	97.34	
18333	03/17/06	6,299.39	079	SANTA CRUZ MUNICIPAL UTILITIES		7685	1/31-3/1 PACIFIC	2,042.26	
						7686	1/26-2/28 1200 RIVER	1,884.40	
						7687	1/26-2/28 GOLF CLB	783.49	
						7688	1/26-2/28 ENCINAL	779.31	
						7689	01/26-02/28 370 ENC	96.25	
						7690	01/26-02/28 111 DUB	616.34	
						7691	FEB OUT RPR/TIRES/PT	1,016.51	
18334	03/17/06	15,808.05	085	DIXON & SON TIRE, INC.		7749	OUT RPR/TIRE/FLT	326.60	
						7750	FEB TIRE/TUBE/FLT	14,464.94	
						7692	REPAIR/MAINT.SUPPLIE	379.91	
18335	03/17/06	582.17	107	SAN LORENZO LUMBER		7751	CLEAN/SAFE SUPPLY	202.26	
						9000531	CUSTODIAL SERVICES	2,519.58	
18336	03/17/06	2,519.58	110	JESSICA GROCERY STORE, INC.		7752	REPL EMP TOOL	223.85	
18337	03/17/06	223.85	115	SNAP-ON INDUSTRIAL		7753	REV VEH PARTS	2,589.34	
18338	03/17/06	2,589.34	117	GILLIG CORPORATION		7693	PHOTO PROCESS/PT	144.81	
18339	03/17/06	144.81	123	BAY PHOTO LAB		7694	REV VEH PARTS/SUPPLY	1,517.47	
18340	03/17/06	3,540.45	135	SANTA CRUZ AUTO PARTS, INC.		7754	REV VEH PTS/SUPP/TLS	2,022.98	
						7695	DELL POWEREDGE SERV	2,338.60	
18341	03/17/06	2,338.60	157	DELL MARKETING L.P.		7696	REV VEH PARTS/PT	977.72	
18342	03/17/06	1,302.25	161	OCEAN CHEVROLET		7755	REV VEH PARTS	324.53	
						7697	REPAIRS & MAINT	13.51	
18343	03/17/06	1,918.21	166	HOSE SHOP, THE		7756	PARTS & SUPPLIES	66.38	
						7778	REV VEH PARTS/SUPPLY	1,838.32	
						7757	OTH MOB SUPP/FLT	604.78	
18344	03/17/06	1,062.35	167	KEYSTON BROTHERS		7758	OTH MOB SUPP/FLT	457.57	
						7698	PRINT BUS PASSES	978.64	
18345	03/17/06	978.64	225	MISSION PRINTERS	7	7759	TOWING/#2237	718.75	
18346	03/17/06	718.75	249	DOC'S TOW & STORAGE, INC.		7699	MAIL. SVC FOR MB	865.87	
18347	03/17/06	865.87	258	COMPLETE MAILING SERVICE		7760	PARTS & SUPPLIES/FLT	137.75	
18348	03/17/06	137.75	294	ANDY'S AUTO SUPPLY		7700	TV COVERAGE 2/24	184.00	
18349	03/17/06	184.00	367	COMMUNITY TELEVISION OF		7701	JAN MAILING/LGL	33.81	
18350	03/17/06	33.81	372	FEDERAL EXPRESS		7702	PRINTING/PT	1,277.79	
18351	03/17/06	1,277.79	395	APPLIED GRAPHICS, INC.		7761	MT. BIEWLASKI	54.72	
18352	03/17/06	54.72	434B	VERIZON CALIFORNIA		7703	JAN ACCESS CHGS	99.53	
18353	03/17/06	99.53	436	WEST PAYMENT CENTER		7704	CLEANING SUPPLIES	1,352.86	
18354	03/17/06	1,352.86	448	UNISOURCE		7762	REV VEH PARTS	275.62	
18355	03/17/06	275.62	461	VULTRON INC.		7705	SOFTWARE MAINT FEES	750.00	
18356	03/17/06	750.00	475	TRAPEZE SOFTWARE GROUP, INC.		7763	REV VEH PARTS	4,752.72	
18357	03/17/06	10,040.73	480	DIESEL MARINE ELECTRIC, INC.		7764	REV VEH PARTS	5,288.01	

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SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
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18396	03/31/06	92.93	002063	COSTCO		7785	PHOTO PROCESS/OPS	11.07	
						7786	PHOTO PROCESS/ LEGAL	28.34	
						7787	PHOTO PROCESS/ OPS	11.46	
						7788	3/17 BOD MTG	11.65	
						7789	PHOTO PROCESS/OPS	9.80	
						7790	PHOTO PROCESS/ OPS	20.61	
18397	03/31/06	2,903.16	002117	IULIANO	7	7859	05/06 PROP TAX #2	386.16	
						7860	05/06 PROP TAX #2	2,517.00	
						7861	NAMEPLATES/FLT 16	44.34	
18398	03/31/06	44.34	002447	SETON IDENTIFICATION PRODUCTS		7791	WTC WINDOW CLEANING	235.00	
18399	03/31/06	235.00	002448	CLEAR VIEW, LLC	0	7885	PARTS & SUPPLIES	1,687.70	
18400	03/31/06	1,687.70	002504	TIFCO INDUSTRIES		7792	OUT REP REV VEH / PT	4,767.17	
18401	03/31/06	4,767.17	002713	SANTA CRUZ AUTO TECH, INC.		7862	REV VEH PARTS	512.77	
18402	03/31/06	566.81	002829	VALLEY POWER SYSTEMS, INC.		7863	REV VEH PARTS	54.04	
						7793	KINGSLAND V CHAPMAN	63.85	
18403	03/31/06	63.85	002845	CHARLES GILBERT PROCESS SERVER		7794	SETTLEMENT	209.00	
18404	03/31/06	209.00	002846	THE HERTZ CORPORATION		7795	01/13-03/10	3,626.57	
18405	03/31/06	7,958.60	009	PACIFIC GAS & ELECTRIC		7796	2/14-3/16 RESEARCH	998.74	
						7797	02/01-03/02 ENCINAL	3,333.29	
						7864	FINGERPRINTING	260.00	
18406	03/31/06	260.00	014	CABRILLO COLLEGE		7888	REV VEH PARTS	3,891.12	
18407	03/31/06	3,891.12	018	SALINAS VALLEY FORD SALES		7798	APRIL ALARMS	415.59	
18408	03/31/06	415.59	020	ADT SECURITY SERVICES INC.		7865	FEB VIDEO CONF	468.56	
18409	03/31/06	468.56	039	KINKO'S INC.		7799	ARBITRATION UTU 23	1,029.39	
18410	03/31/06	1,029.39	055	BAEHR, BRYANT		7866	CLASSIFIED AD/HRD	188.40	
18411	03/31/06	573.03	061A	REGISTER PAJARONIAN		7867	CLASSIFIED AD/FLT	384.63	
						7800	OUT RPR-BLD GRDS	218.00	
18412	03/31/06	218.00	067	ROTO-ROOTER		7801	MAR LOCKS/KEYS	64.52	
18413	03/31/06	64.52	074	KENVILLE LOCKSMITHS	7	7802	2/1-2/28 LANDFILL	14.02	
18414	03/31/06	14.02	079	SANTA CRUZ MUNICIPAL UTILITIES		7803	LOT SWEEPING-SV	187.50	
18415	03/31/06	187.50	126	EUCALYPTUS LANDSCAPING, LLC		7804	2/1-3/1 SAKATA LN	13.73	
18416	03/31/06	98.55	130	CITY OF WATSONVILLE UTILITIES		7805	2/1-3/1 SAKATA LN	75.12	
						7850	2/1-3/1 RODRIGUEZ	9.70	
18417	03/31/06	4,051.91	131	CUMMINS-ALLISON CORP.		7806	TWO POCKET JETSCAN	4,051.91	
18418	03/31/06	933.34	147	ZEE MEDICAL SERVICE CO.		7807	SAFETY SUPPLIES	933.34	
18419	03/31/06	2,997.94	148	ZEP MANUFACTURING COMPANY		7868	REV VEH PARTS	1,633.34	
						7869	CLEANING SUPPLIES	1,364.60	
18420	03/31/06	5,910.45	156	PRINT GALLERY, THE		7808	ERINT ROUTE STICKERS	5,910.45	
18421	03/31/06	414.45	170	TOWNSEND'S AUTO PARTS		7870	REV VEH PARTS/SUPPLY	414.45	
18422	03/31/06	242.12	186	WILSON, GEORGE H., INC.		7809	REPAIRS/MAINT.SUPPL	242.12	
18423	03/31/06	7,437.08	221	VEHICLE MAINTENANCE PROGRAM		7871	REV VEH PARTS 3040	3,039.66	
						7872	REV VEH PARTS 4397	4,397.42	
						7873	SAFETY SUPPLIES	35.59	
18424	03/31/06	35.59	282	GRAINGER		7874	SCORING SERVICES	94.75	
18425	03/31/06	94.75	298	ERGOMETRICS		7875	JAN MAILING/HRD	76.37	
18426	03/31/06	76.37	372	FEDERAL EXPRESS		7810	WIRELESS PC CARD	60.43	
18427	03/31/06	60.43	434	VERIZON WIRELESS-PAGERS		7876	MT. BIEWLASKI	54.72	
18428	03/31/06	54.72	434B	VERIZON CALIFORNIA		7811	MARCH PEST CONTROL	321.00	
18429	03/31/06	321.00	481	PIED PIPER EXTERMINATORS, INC.		7877	APR MED INS	326,049.24	
18430	03/31/06	326,049.24	502	CA PUBLIC EMPLOYEES'		7812	POSTAGE METER RENTAL	48.71	
18431	03/31/06	89.75	510A	HASLER, INC.					

5-2.7

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

DATE: 03/01/06 THRU 03/31/06

CHECK NUMBER	CHECK DATE	CHECK AMOUNT	VENDOR	VENDOR NAME	VENDOR TYPE	TRANS. NUMBER	TRANSACTION DESCRIPTION	TRANSACTION AMOUNT	COMMENT
						7813	4/1-4/30 RENTAL/PT	41.04	
						7878	REV VEH PARTS 170	175.16	
18432	03/31/06	175.16	511	LUMINATOR		7839	GOV TORT UPDATE	113.12	
18433	03/31/06	113.12	534	REGENTS OF UNIVERSITY OF CALIF		7814	DOOR-GOLF CLUB	202.00	
18434	03/31/06	202.00	592	R & S ERECTION OF		7879	PROF SVCS	8,589.40	
18435	03/31/06	8,589.40	636	MARY L. SCHARRENBERG	7	7880	REV VEH PARTS/SUPPLY	1,813.68	
18436	03/31/06	1,813.68	647	GFI GENFARE		7881	APR EAP PREMIUM	1,072.00	
18437	03/31/06	1,072.00	733	CLAREMONT BEHAVIORAL SERVICES		7815	TEMP.ADM W/E 3/05	960.00	
18438	03/31/06	960.00	878	KELLY SERVICES, INC.		7816	PRINTING/OPS	1,627.00	
18439	03/31/06	1,713.60	882	PRINT SHOP SANTA CRUZ		7882	PRINTING/FLT	86.60	
						7887	FEB WATER	33.21	
18440	03/31/06	33.21	886	ALL PURE WATER		7817	PROF SVC THRU 1/29	18,324.72	
18441	03/31/06	18,324.72	904	RNL DESIGN		7883	JAN/FEB DRUG TESTING	380.00	
18442	03/31/06	380.00	916	DOCTORS ON DUTY		7818	FEB 06 PT SVCS	4,240.12	
18443	03/31/06	4,240.12	977	SANTA CRUZ TRANSPORTATION, LLC		7840	MARCH BOARD MTG	100.00	
18444	03/31/06	100.00	B003	BEAUTZ, JAN	7	7842	MARCH BOARD MTG	50.00	
18445	03/31/06	50.00	B006	HINKLE, MICHELLE	7	7843	MARCH BOARD MTG	100.00	
18446	03/31/06	100.00	B007	KEOGH, MICHAEL	7	7845	MARCH BOARD MTG	50.00	
18447	03/31/06	50.00	B011	REILLY, EMILY	7	7847	MARCH BOARD MTG	100.00	
18448	03/31/06	100.00	B012	SPENCE, PAT	7	7849	MARCH BOARD MTG	100.00	
18449	03/31/06	100.00	B014	CITY OF WATSONVILLE		7846	MARCH BOARD MTG	100.00	
18450	03/31/06	100.00	B015	ROTKIN, MIKE	7	7848	MARCH BOARD MTG	100.00	
18451	03/31/06	100.00	B017	STONE, MARK	7	7841	MARCH BOARD MTG	100.00	
18452	03/31/06	100.00	B018	BUSTICHI, DENE	7	7844	MARCH BOARD MTG	100.00	
18453	03/31/06	100.00	B020	NICOL, KIRBY		7819	IWC PENALTY	24.80	
18454	03/31/06	24.80	E120	RUIZ, SERAFIN		7820	DMV/VTT FEES	44.00	
18455	03/31/06	44.00	E191	KALE, RICKEY		7821	IWC PENALTY	42.58	
18456	03/31/06	42.58	E260	CARTER, RHONDA		7884	CDL RENEWAL	34.00	
18457	03/31/06	34.00	E294	OWENS, ROLAND		7822	DMV/VTT FEES	44.00	
18458	03/31/06	44.00	E295	MOREAU, DAVID		7823	TRAVEL EXPENSES	89.10	
18459	03/31/06	154.78	E312	CHENG, FRANK		7824	PERSONAL EXPENSES	65.68	
						7825	DMV/VTT FEES	64.00	
18460	03/31/06	64.00	E335	RAMIREZ-REYES, MAGALI		7826	DMV/VTT FEES	36.00	
18461	03/31/06	36.00	E391	NORTH, JEFFREY		7827	DMV/VTT FEES	64.00	
18462	03/31/06	64.00	E450	FIREBAUGH, ROBERT		7828	DMV/VTT FEES	64.00	
18463	03/31/06	64.00	E451	WU, PETER		7829	DMV/VTT FEES	64.00	
18464	03/31/06	64.00	E452	VANDINE, RODNEY		7830	DMV/VTT FEES	64.00	
18465	03/31/06	64.00	E453	HUNT, KAYA		7831	DMV/VTT FEES	64.00	
18466	03/31/06	64.00	E455	LERMA, AMBER		7832	DMV/VTT FEES	64.00	
18467	03/31/06	64.00	E456	HIGGINS, CHAYME		7833	DMV/VTT FEES	64.00	
18468	03/31/06	64.00	E457	COMBS, EVERETT		7834	DMV/VTT FEES	10.00	
18469	03/31/06	10.00	E481	REYNOLDS, MICHAEL		7835	TRAVEL EXPENSES	60.42	
18470	03/31/06	100.81	E495	WHITE, LES		7836	TRAVEL EXPENSES	24.17	
						7837	TRAVEL EXPENSES	16.22	
						7838	DMV/VTT FEES	64.00	
18471	03/31/06	64.00	E560	LANAGAN, DOROTHY LEA					
TOTAL		2,009,437.63		COAST COMMERCIAL BANK			TOTAL CHECKS	286	2,009,437.63

5-2.8

**Page 1 of the March Ridership Report
will be included in the
April 28, 2006 Board Packet.**

BUS OPERATOR LIFT TEST *PULL-OUT*

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

5-3.2

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

PASSENGER LIFT PROBLEMS

MONTH OF MARCH 2006

BUS #	DATE	DAY	REASON
2203CG	22-Mar	Wednesday	Does not go up from kneel when full load of passengers
2210CN	9-Mar	Thursday	Ramp will only deploy manually
2210CN	10-Mar	Friday	No power to lift
2210CN	16-Mar	Thursday	Ramp will only deploy manually
8075F	9-Mar	Thursday	Lift working intermittently
8075F	15-Mar	Wednesday	Lift had no power
8075F	21-Mar	Tuesday	W/C lift does not work
8079F	17-Mar	Friday	Lift had extreme difficulty lowering and stowing
8085F	28-Mar	Tuesday	Lift will not stow. Lift was hitting botttom fan.
8090F	24-Mar	Friday	Switch working intermittently
8090F	27-Mar	Monday	Kneel switch still wants to end up in raise position as opposed to hold position. Need to make sure switch cup is up, not down.
8092F	9-Mar	Thursday	When in Kneel, no buzzer when bringing it back up
8092F	31-Mar	Friday	Kneel function x head sign stopped working
8100F	8-Mar	Wednesday	Kneel is real slow coming back up
9811LF	29-Mar	Wednesday	After deployed ramp is not stowing, had to do manually
9813LF	12-Mar	Sunday	W/C ramp won't deploy
9821LF	14-Mar	Tuesday	The beeping for the ramp to lower bus isn't working
9834G	1-Mar	Wednesday	Takes too long to raise from kneel

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

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

5-3.3

Dropped Service for FY 2006

Month	FY 2006		FY 2005	
	Dropped Hours	Dropped Miles	Dropped Hours	Dropped Miles
July	0	0	1.35	42.89
August	213.92	3,575.86	0.00	0.00
September	140.97	2,336.50	0.76	18.87
October	STRIKE	STRIKE	0.00	0.00
November	113.77	1,780.56	0.00	0.00
December	95.61	1,659.66	0.00	0.00
January	16.49	286.31	6.07	127.13
February	39.18	579.38	23.31	276.75
March	21.30	380.68	8.66	99.08
April			37.96	641.12
May			1.50	37.03
June			4.15	69.30
TOTAL	641.24	10,598.95	83.76	1,312.17

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Cline, William
Date of Incident: 02/24/06

Received: 03/08/06 Claim #: 06-0005
Occurrence Report No.: SC 02-06-18

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

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

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 3/23/06

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of April 14, 2006.

By _____
Cindi Thomas
RECORDING SECRETARY

Date: _____

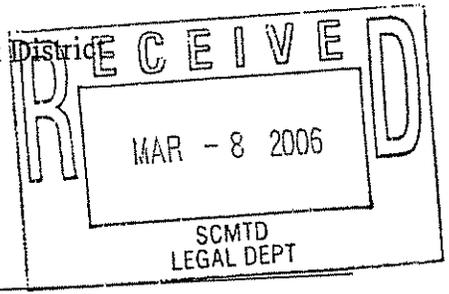
MG/lg
Attachment(s)

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

Claim # ~~SC02-06-14~~
06-0005

TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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



1. Claimant's Name: Cline Contracting, Inc.
William Cline
- Claimant's Address/Post Office Box: P.O. Box 117
Ben Lomond, CA 95005
- Claimant's Phone Number: 831-336-8984
2. Address to which notices are to be sent: P.O. Box 117
Ben Lomond, CA 95005
3. Occurrence: Bus mirror contacted mirror on my
truck - damaging mirror beyond use or repair
Date: 2/24/06 Time: 12:10pm Place: Entrance to Bridge (Northbound) on Hwy 9
Circumstances of occurrence or transaction giving rise to claim: As bus came
around corner of bridge enter traveling north on
Highway 9 the mirror of the bus contacted the mirror
of my truck - damaging said mirror - the buses
length and sharpness of the corner
4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: Driver's side mirror, estimate attached
\$16970

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

6. Amount claimed now	\$ <u>16970</u>
Estimated amount of future loss, if known	\$ <u>0</u>
TOTAL	\$ <u>16970</u>
7. Basis of above computations: <u>Estimate from Ladd's Auto Body</u>	

William C. Cline
CLAIMANT'S SIGNATURE (of Company
Representative or Parent of Minor Claimant)

3/2/06
DATE

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

5-4.2

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

ESTIMATE RECALL NUMBER: 2/27/2006 10:38:57 2260

Mitchell Data Version:
UltraMate Version:

FEB_06_A
5.0.214

UltraMate is a Trademark of Mitchell International
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All Rights Reserved

5-4.4



A Public Service Agency



REGISTRATION CARD VALID FROM: 10/31/2005 TO: 10/31/2006

MAKE	FORD	YR MODEL	1986	YR 1ST SOLD	0000	VLF CLASS	AN	*YR	2002	TYPE VEH	37P	TYPE LIC	31	LICENSE NUMBER	6W71058
BODY TYPE MODEL	PK	MP	D	MO	LX	AX	2	WC	F	UNLADEN/G/CGW	06480	CC/ALCO	44	DT FEE RECVD	10/31/05
TYPE VEHICLE USE	COMMERCIAL	DATE ISSUED	10/31/05											PIC	5
REGISTERED OWNER	CLINE WILLIAM ELLSWORTH JR OR CLINE HOLLY RENEE 8210 FREMONT AVE B														
	BEN LOMOND CA														
LIENHOLDER	95005														

AMOUNT DUE	\$ 264.00	AMOUNT RECVD	
		CASH :	
		CHCK :	264.00
		CRDT :	

PR EXP DATE: 10/31/2005
 AMOUNT PAID
 \$ 264.00

K00 550 09 0026400 0081 CS K00 103105 31
 ALL OTHERS: LEGAL MAIL 6W71058 403

5-4.5

GOVERNMENT TORT CLAIM

RECOMMENDED ACTION

TO: Board of Directors

FROM: District Counsel

RE: Claim of: Robinson, Thomas
Date of Incident: 02/07/06

Received: 03/20/06 Claim #: 06-0006
Occurrence Report No.: SC 02-06-06

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

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

By Margaret Gallagher
Margaret Gallagher
DISTRICT COUNSEL

Date: 3-21-06

I, Cindi Thomas, do hereby attest that the above Claim was duly presented to and the recommendations were approved by the Santa Cruz Metropolitan Transit District's Board of Directors at the meeting of April 28, 2006.

By _____
Cindi Thomas
RECORDING SECRETARY

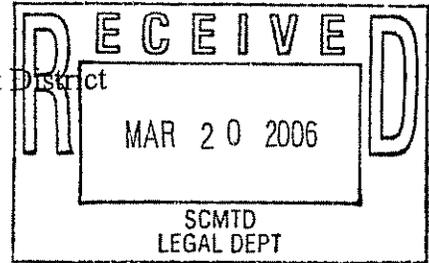
Date: _____

MG/lg
Attachment(s)

CLAIM AGAINST THE SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

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

Claim # 06-0006



TO: BOARD OF DIRECTORS, Santa Cruz Metropolitan Transit District

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

1. Claimant's Name: Thomas Robinson

Claimant's Address/Post Office Box: PO Box 1132 Ben Lomond CA 95005

2. Claimant's Phone Number: 336-1144

Address to which notices are to be sent: above

3. Occurrence: Bus Accident + whiplash

Date: _____ Time: ~ 12:20 pm Place: outside Walgreens on 71 route Wat -> SC

Circumstances of occurrence or transaction giving rise to claim: security guard pulls past bus to pass, hits bumper, jerks bus. I was sitting facing the side of bus in 3 or 4 row from back. My neck went side to side and could feel the affects within 2 minutes.

4. General description of indebtedness, obligation, injury, damage, or loss incurred so far as is known: whiplash, tightness in trapezius muscles, stiff neck no work time lost except 1/2 hour at Cabrillo Job and time spent calling after day of the accident

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

6. Amount claimed now	\$ <u>55</u>	(work hour + kyropractic bill)
Estimated amount of future loss, if known	\$ <u>maybe one more visit. 45</u>	
TOTAL	\$ <u>100</u>	+10 (thrat work)

7. Basis of above computations: cost of appointment for kyropractic and compensation for time away from work.

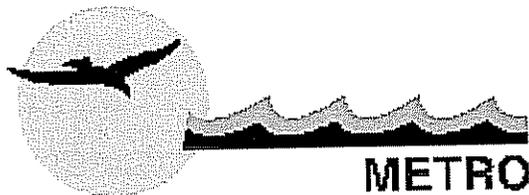
Thomas Robinson
CLAIMANT'S SIGNATURE (or Company Representative or Parent of Minor Claimant)

3/18/06
DATE

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

Due to school + work + bus, I need to take 1 hour off work to get to Hinde Kyro in Scotts Valley

5-4.7



Agenda

Metro Advisory Committee

6:00 pm
April 19, 2006
920 Pacific Avenue
Santa Cruz, California

- I. Roll Call
- II. Agenda Additions/Deletions
- III. Oral/Written Communication
- IV. Consideration of Minutes of March 15, 2006 Meeting
- V. Discussion of fixed route use in Watsonville
- VI. Updates of ADA/504 Review
- VII. Discussion of proposed FTA rules regarding Paratransit
- VIII. Communications to METRO General Manager
- IX. Communications to METRO Board of Directors
- X. Items for Next Meeting Agenda
- XI. Adjournment

Next Meeting: Wednesday May 17, 2006 @ 6:00 pm
Santa Cruz Metro Conference Room

5-5.1

****REVISED****

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

Minutes- METRO Advisory Committee (MAC)

February 15, 2006

A Regular Meeting of the METRO Advisory Committee (MAC) met on Wednesday, February 15, 2006 at the METRO Center Conference Room, 920 Pacific Avenue, Santa Cruz, CA.

Chair Norm Hagen called the meeting to order at 6:10 p.m.

1. ROLL CALL:

MEMBERS PRESENT

Dan Alper
Norm Hagen, Vice-Chair
Paul Marcelin-Sampson
Dennis Papadopulo
Lesley Wright

Robert Yount, Chair

MEMBERS ABSENT

Mara Murphy
Stuart Rosenstein
Dave Williams
Matthew Melzer
VISITORS PRESENT
Frank Bauer, Safety and Training Officer
Carolyn Derwing, UTU

STAFF PRESENT

Mark Dorfman, Assistant General Manager
Steve Paulson, ParaCruz Administrator

2. AGENDA ADDITIONS/DELETIONS

None.

3. ORAL/WRITTEN COMMUNICATIONS

Oral: Robert Yount reported that on January 26, 2006, the California Air Resources Board declared second hand smoke as a toxic substance. He also reported that he is a member of the Tobacco Education Coalition. He said the Coalition is working with the City of Santa Cruz to develop an ordinance to restrict smoking in downtown Santa Cruz.

4. CONSIDERATION OF MINUTES OF JANUARY 18, 2006 MAC MEETING

Paul Marcelin-Sampson requested that the Motion at Item 8 be amended to read "Approve Parts 1 and 2 of the Paratransit Coordination Task Force Recommendations with the changes as discussed."¹

ACTION: MOTION: NORM HAGEN SECOND: DENNIS PAPADOPULO

ACCEPT AND FILE MINUTES OF THE JANUARY MEETING WITH THE REQUESTED CHANGE

¹ The correction was made at Page 2 of the January Minutes

5-5.2

Motion passed unanimously with Mara Murphy, Stuart Rosenstein, and Dave Williams being absent

5. RECEIVE INFORMATION RELATIVE TO METROBASE STATUS

Mark Dorfman distributed Volume 1, Issue 1 of "MetroBase Newsletter." He detailed the pile-driving project. He reported that people could call the MetroBase hotline Monday through Friday from 8:00 a.m. until 5:00 p.m. to have their questions answered. He said the hotline phone number is (831) 621-9568.

6. DISCUSSION OF ADA/504 REVIEW

Mark Dorfman reported that the consultant is currently surveying METRO facilities. He said the consultant would contact MAC for input, as needed, in the future.

6(a). RECEIVE INFORMATION RELATIVE TO BUS OPERATOR TRAINING

Frank Bauer detailed the phases of operator training. He reported the last class included 27 hours that were dedicated to sensitivity and securement. He stated since both topics are a top priority for METRO, reinforcement of them is constant and ongoing. He stated that consistency is important. MAC discussed operator training relative to providing transfer information to passengers who need to access Monterey Salinas Transit routes as well as connections from the Highway 17 bus. Paul Marcelin-Sampson provided his website address: www.iridethebus.org as a possible resource.

7. DISCUSSION OF POSSIBLE GRANTS FOR HOLIDAY SERVICE

Mark Dorfman reported that a grant application has been submitted to fund a Rosa Parks Day fare buy-down. He reported that METRO will be applying to the Air District to fund holiday service.

8. DISCUSSION OF FUNDING TO HELP PLEASANT CARE ON WEEK-ENDS

Dennis Papadopulo reported on the financial constraints that residents of Pleasant Care face. Mark Dorfman suggested that a church group might be willing to purchase bus passes for Pleasant Care, as well as residents of other facilities. Paul-Marcelin Sampson suggested that Pleasant Care purchase a used paratransit vehicle at a greatly reduced price, and put it into service for their residents. Carolyn Derwing suggested that a fundraiser could be organized to provide Pleasant Care residents with free passes.

9. DISCUSSION OF PARATRANSIT COORDINATION TASK FORCE RECOMMENDATIONS

MAC reviewed and discussed the recommendations. They made several changes. Lesley mentioned that in the recent past she has had to wait for several hours to receive service from a Handy-Cab.

ACTION: MOTION: NORM HAGEN SECOND: DAN ALPER

ACCEPT THE PARATRANSIT COORDINATION TASK FORCE RECOMMENDATIONS WITH THE CHANGES AS DISCUSSED

5-5.3

Motion passed unanimously with Mara Murphy, Stuart Rosenstein, and Dave Williams being absent

Dan Alper thanked the Subcommittee for their hard work on this project. Paul Marcelin-Sampson thanked Bob for putting in the extra effort to prepare the agendas. Mark Dorfman suggested that MAC submit their draft report to the Board, rather than submit it through METRO staff.

ACTION: MOTION: NORM HAGEN SECOND: DAN ALPER

FAILING TO HAVE A COMMITTEE QUORUM AT THE MARCH MAC MEETING THAT THE TYPED-UP DRAFT BE SENT TO THE BOARD AND THAT THE DRAFT VERSION BE FINALIZED AT THE NEXT MAC MEETING

Paul Marcelin-Sampson volunteered to type up the Subcommittee's final draft.

Motion passed unanimously with Mara Murphy, Stuart Rosenstein, and Dave Williams being absent

10. REVIEW OF MAC BYLAWS

MAC expressed their views relative to staggering their membership terms as opposed to them running concurrently.

ACTION: MOTION: NORM HAGEN SECOND: LESLEY WRIGHT

MAC RECOMMENDS TO THE BOARD OF DIRECTORS THAT ARTICLE 3.2 OF THE MAC BYLAWS BE CHANGED SO THAT THE FIRST SENTENCE IS DELETED AND THAT THE SECOND SENTENCE BE CHANGED TO READ "THE TERM OF EACH MEMBER SHALL COMMENCE, OR BE CONSIDERED TO HAVE COMMENCED, IN THE SAME MONTH THE MEMBER IS, OR (WAS) APPOINTED BY THE BOARD, AND END IN THE TWENTY-FOURTH MONTH"; AND MAC CLARIFIES THEIR INTENTION THAT IT'S OKAY TO RE-APPOINT PEOPLE; AND THAT THE BOARD RE-VISIT THE APPOINTMENT OF MAC TO CHANGE THE START DATE OF EACH MAC MEMBER TO RUN FOR TWO YEARS FROM THEIR APPOINTMENT

Motion passed unanimously with Mara Murphy, Stuart Rosenstein, and Dave Williams being absent

12. COMMUNICATIONS TO GENERAL MANAGER

MAC is working on their final draft of their recommendations relative to the Paratransit Coordination Task Force recommendations.

13. COMMUNICATION TO THE METRO BOARD OF DIRECTORS

MAC is working on their final draft of their recommendations relative to the Paratransit Coordination Task Force recommendations.

14. ITEMS FOR NEXT MEETING AGENDA

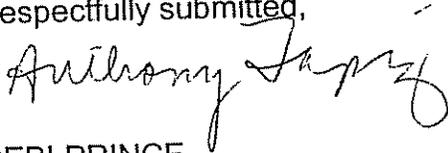
5-5.4

- Receive Information Relative to Bus Operator Training
- Discussion of Possible Grants for Holiday Service
- Discussion of ParaTransit Coordination Task Force Recommendations
- Receive Information Relative to MetroBase Status
- Discussion of ADA/504 Review
- Discussion of Funding to Help Pleasant Care on Week-Ends
- Discussion of Route 79 and Independence Square in Watsonville

ADJOURN

There being no further business, Chair Yount thanked everyone for participating, and he adjourned the meeting at 7:53 p.m.

Respectfully submitted,



for

DEBI PRINCE
ADMINISTRATIVE ASSISTANT

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Steve Paulson, Paratransit Administrator
SUBJECT: METRO PARACRUZ OPERATIONS STATUS REPORT

I. RECOMMENDED ACTION

This report is for information only- no action requested

II. SUMMARY OF ISSUES

- METRO ParaCruz is the federally mandated ADA complementary paratransit program of the Transit District, providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities that prevent them from independently using the fixed route bus.
- METRO assumed direct operation of paratransit services November 1, 2004.
- Operating Statistics reported are for the month of January 2006.
- New regulations regarding lunch and rest breaks became effective August 1, 2005.
- Customer feedback information is for the month of January 2006.

III. DISCUSSION

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

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

New regulations requiring meal periods became effective August 1, 2005. This presented new scheduling challenges resulting in decreased driver productivity and increased use of supplemental service providers.

5-8.1

During the month of January, five (5) service complaints and six (6) compliments were received regarding service issues. Two (2) of the complaints were found to be "not valid" when investigated. All three (3) of the valid complaints were related to late trips.

Operating Statistics for FY 05-06 through December 2005

	July 05	Aug 05	Sept 05	Oct 05	Nov 05	Dec 05	Jan 06
Scheduled	7570	7935	8413	9526	8516	7262	7361
Performed	6513	6799	7220	8384	7199	6202	6405
Total miles	50,755	56,599	55,890	64,163	55,208	49,325	50,259
Av trip miles	5.86	6.03	5.69	5.75	5.79	5.71	5.57
Within ready window	91.97%	91.99%	90.93%	87.88%	89.67%	92.26%	94.06%
Excessively late/missed trips	9	12	23	33	19	9	4
Monthly call volume	6163	6719	6465	7481	6325	5784	5690
Call average seconds to answer	36	29	29	30	26	29	23
Hold times less than 2 minutes	88%	90%	90%	90%	92%	91%	95%
Distinct riders	795	806	842	878	827	779	748
Most frequent rider	52 rides	49 rides	57 rides	53 rides	45 rides	43 rides	48 rides
Shared rides	58.5%	58.9%	63.6%	66.3%	66.1%	60.4%	58.9%
Passengers per rev hour	1.68	1.38	1.58	1.64	1.66	1.45	1.48
Rides by supplemental providers	5.47%	7.94%	8.23%	13.10%	15.19%	6.05%	1.92%
SCT cost per ride	\$22.23	\$22.79	\$22.95	\$25.17	\$22.73	\$24.40	\$22.46
ParaCruz driver cost per ride	\$23.58(est)	\$24.87(est)	\$23.31(est)	\$25.26 (est)	\$24.77 (est)	\$24.88 (est)	\$24.27 (est)
Rides < 10 miles	81.29%	82.85%	79.87%	78.01%	77.89%	79.83%	79.30%
Rides > 10	18.71%	17.15%	20.14%	21.99%	22.11%	20.17%	20.70%

5-8.2

Board of Directors
Board Meeting April 28, 2006
Page 3

IV. FINANCIAL CONSIDERATIONS

NONE

V. ATTACHMENTS

NONE

5-8.3

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
SUBJECT: ACCEPT AND FILE VOTING RESULTS FROM APPOINTEES TO THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION FOR PREVIOUS MEETINGS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

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

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

There is no cost impact from this action.

V. ATTACHMENTS

- Attachment A:** Minutes of the March 2, 2006 Regular SCCRTC Meeting
Attachment B: Minutes of the March 16, 2006 Transportation Policy Workshop

5-10.1

Attachment A

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

Minutes

Thursday,
March 2, 2006
9:00 a.m.

Board of Supervisors Chambers
701 Ocean Street
Santa Cruz CA 95060

1. Roll Call

Members Present: Jan Beautz
Gustavo Gonzalez (Alt.)
Randy Johnson
Mike Keogh
David Koch (Alt.)
Dennis Norton
Gregg Albright (ex-officio)

Ellen Pirie
Emily Reilly
Pat Spence
Mark Stone
Marcela Tavantzis
Mardi Wormhoudt

Staff Present: Pat Dellin
Karena Pushnik
Kim Shultz
Cory Caletti
David Brown

Rachel Moriconi
Gini Pineda
Grace Blakeslee
Luis Mendez

2. Oral Communications - None

3. Additions or Deletions to Consent and Regular Agendas

Acting Executive Director Pat Dellin announced there would be no Closed Session (Item 36). She asked to move Item 15 from the Consent Agenda to the Regular Agenda. Commission Chair Pirie assigned it Item 28.1.

Ms. Dellin referred to the Revised Agenda given to the Commissioners which added Item 10.1 and to other handouts which included a corrected meeting schedule (Item 20), the Directors Report (Item 29), letters distributed by Caltrans regarding Item 33 and a hard copy of the PowerPoint presentation provided by Nolte Associates for Item 34.

Commissioner Wormhoudt asked to pull Items 10 and 10.1 from the Consent Agenda. Chair Pirie designated them as Items 35.1 and 35.2 respectively.

5-10.a1

CONSENT AGENDA (Norton/Beautz)

4. Approved Minutes of the February 2, 2006 Regular SCCRTC Meeting (Commissioner Keogh and Commission Alternate Koch abstained.)
5. Approved Minutes of the February 16, 2006 Transportation Policy Workshop Meeting (Commissioners Keogh and Reilly and Commission Alternates Gonzalez and Koch abstained.)

POLICY

No consent items

PROJECTS and PLANNING

6. Approved Budget and Administration/Personnel Committee and Staff Recommendations Regarding the Revised Formula for Distribution of Federal Planning (PL) Funds by AMBAG
7. Accepted Status Report on Santa Cruz Branch Rail Line Acquisition Project
8. Approved Staff Recommendations Regarding Article 8 Transportation Development Act (TDA) Claim and Regional Transportation Improvement Program (RTIP) Amendment Transferring Funds between City of Santa Cruz Projects (Resolution 21-06)
9. Approved Staff Recommendations Regarding Transportation Funding Task Force Project Expenditures (Resolution 22-06)

COMMISSION BUDGET AND EXPENDITURES

10. Approve Recommendations by the Ad Hoc Committee on Compensation Regarding Employment Agreement for the Executive Director - Moved to Regular Agenda as Item 35.1
- 10.1 Approve Staff Recommendations Regarding Expenditures for Travel Expense Reimbursements for the Executive Director Recruitment - Moved to Regular Agenda as Item 35.2
11. Accepted FY04-05 Fiscal Audit for the SCCRTC
12. Approved Staff Recommendations Regarding Expenditure for the Purchase of a Replacement Printer (Resolution 23-06)

5-10.a2

ADMINISTRATION

13. Approved Budget and Administration/Personnel Committee and Staff Recommendations Regarding Regional Surface Transportation Program (RSTP) Exchange Policy Change (Resolution 24-06)
14. Approved Staff Recommendation Regarding Elderly and Disabled Transportation Advisory Committee Appointment
15. Approve Resolution of Appreciation for Gregg Albright, Caltrans District 5 Director - Moved to Regular Agenda as Item 28.1
16. Accepted Meeting Schedule for SCCRTC Committees and Invitation to Commissioners to Participate in SCCRTC Advisory Committee Meetings

COMMITTEE MINUTES

17. Accepted Draft Minutes of the February 9, 2006 and February 13, 2006 Budget and Administration/Personnel Committee Meetings
18. Accepted Draft Minutes of the February 14, 2006 Elderly and Disabled Transportation Advisory Committee Meeting
19. Accepted Draft Minutes of the February 16, 2006 Interagency Technical Advisory Committee Meeting

INFORMATION/OTHER

20. Accepted Three-Month Meeting Schedule
21. Accepted SCCRTC Staff Comment Letters on Draft Environmental Documents and Plans Prepared by Other Agencies
 - a. Letter to Caltrans Regarding the Glenwood Curves Safety Project Initial Study
22. Accepted Correspondence Log
23. Accepted Letters from SCCRTC Committees and Staff to Other Agencies
 - a. Letters to State Legislators Regarding State Budget and Proposed Infrastructure Bond

5-10.a3

24. Accepted Miscellaneous Written Comments from the Public on SCCRTC Projects and Transportation Issues
25. Accepted Handouts from Staff and Commissioners at Previous Regional Transportation Commission Meetings
26. Accepted Information Items - No items

SERVING AS THE SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

27. Accepted Staff Recommendations Regarding Safe on 17 Contract Amendment (Resolution 25-06)

REGULAR AGENDA

28. Commissioner Reports - None
- 28.1 Approved Resolution of Appreciation for Gregg Albright, Caltrans District 5 Director

Director Dellin thanked Mr. Albright for all the hard work he has done over the years for District 5. She expressed special thanks for his role in making the Highway 1/17 Merge Lanes Project a priority for Caltrans and for successfully securing gap funding from the California Transportation Commission.

Chair Pirie presented Mr. Albright with a resolution highlighting Mr. Albright's contributions to District 5 and thanking him for his enthusiastic support.

The departing District Director, who has been promoted to Deputy Director for Planning and Modal Programs with Caltrans headquarters in Sacramento, said that he would miss District 5. He added that he would continue to advocate for context sensitive solutions at the state level and to work for policies supporting collaboration between Caltrans and regional and local agencies.

Commissioner Johnson arrived.

Commissioner Stone thanked Director Albright for working with all areas of the community and moved to approve the staff recommendations that the Regional Transportation Commission adopt a resolution of appreciation for Gregg Albright, departing Caltrans District 5 Director.

5-10.a4

Commissioner Wormhoudt seconded and the motion (Resolution 26-06) passed unanimously.

29. Director's Report - Oral Report

Acting Executive Director Pat Dellin announced that Grace Blakeslee was promoted to Transportation Planner and that Cory Caletti was promoted to Senior Transportation Planner. Ms. Dellin also introduced David Brown who was recently hired as a Transportation Planning Technician. She added that staff has been interviewing to fill the one and one-half budgeted vacancies.

Commissioner Norton said he appreciates the staff and praised Ms. Blakeslee for her efforts mapping the rail corridor.

30. Caltrans Report

Gregg Albright, Caltrans District 5, said that the Interim District Director, Cheryl Willis, will be a capable replacement and is sensitive to the needs of communities like Santa Cruz. Mr. Albright also announced that March 10th is the application deadline for his current position.

31. SCCRTC Committee Appointments

Chair Pirie reported that all the existing members of the Budget and Administration/Personnel Committee, which includes Commissioners Pirie, Beautz, Wormhoudt, Campos and Keogh wish to remain on the Committee. In addition, Commissioner Rivas wishes to serve. Ms. Pirie recommended that these six Commissioners be appointed to the Committee.

Commissioner Wormhoudt moved and Commissioner Beautz seconded to approve Chair Pirie's recommendation. The motion passed unanimously.

32. FY 06-07 SCCRTC Budget and Work Program

Acting Executive Director Pat Dellin highlighted some aspects of the Budget and Work Program, including that the Transportation Funding Task Force will start work in the spring and a report on its progress and potential continuation to completion will be provided to the Commission in the summer. She said that the Budget Task Force is currently under-funded and the Commission will decide later whether to continue the Task Force work into

the next Fiscal Year. Potential funding sources are a Caltrans grant and other state funds.

Director Dellin said that in the past, the Commission had planned to wait until the rail line was purchased before initiating work on a master plan for the rail trail and Monterey Bay Sanctuary Scenic Trail, but given that the decision regarding the rail line acquisition will be made in the next six to nine months, the budget includes funding for a master plan in order to be ready to release a Request for Proposals (RFPs) for consultant assistance. She said that a more inclusive report will be brought to the Commission in the future.

Ms. Dellin reported that since the Commission decided to hire a consultant to conduct the traffic counts for the Traffic Monitoring Report, staff no longer needs the Commission van and is proposing to sell it and ask for matching funds from the air district through an AB2766 grant to buy a hybrid electric sedan to better serve the Commission's needs. She mentioned that Commission reserves are low but when the main budget amendment is adopted in October, there should be a more accurate financial picture.

Ms. Dellin also said that it might be wise to hire a state consultant and that not having a voice in Sacramento could be the reason why the SCCRTC didn't have a project in the Governor's proposed bond project list.

Commissioner Pirie asked for a report with specifics regarding how retaining a state legislative assistant can benefit the Commission.

Commissioner Keogh asked about the source of funds for liability insurance for the rail line. Senior Planner Luis Mendez said the liability insurance estimate came from the business plan and that there will not be bids until additional information is obtained including the structures assessment and the determination of the short line operator.

In response to comments from Commissioner Tavantzis, Chair Pirie asked for a report on the Rideshare program in the next month or two.

Commissioner Spence asked for a report showing how Community Bridges spends their money, especially how much

5-10.06

is spent on taxi scrip. Chair Pirie asked that the report be brought to the Commission at a future RTC meeting.

Commissioner Wormhoudt moved and Commissioner Reilly seconded to approve the Budget and Administration/Personnel Committee and staff recommendations that the Regional Transportation Commission:

1. Approve a resolution adopting the FY06-07 Budget and Work Program;
2. If additional funds for the RTC's operating budget are realized at a later date, consider assigning them in a future budget amendment to rebuild the Commission Reserves, to fund the under funded portions of the Transportation Funding Task Force project (if the RTC decides this summer to continue it to the second round of meetings), and/or to fund a full year of a Sacramento Assistant; and,
3. Direct staff to pursue an AB2766 grant for a hybrid sedan for use on RTC business and as a replacement to the RTC's van which is no longer needed for traffic counting purposes.

The motion (Resolution 27-06) passed unanimously.

33. Highway 1/17 Merge Lanes Project Funding Update - Oral Presentation by Caltrans

Acting Executive Director Pat Dellin said that the funding gap has been filled for the Highway 1/17 Merge Lanes Project thanks to Caltrans and the California Transportation Commission (CTC). She said a presentation on the project will be made at the April 6th RTC meeting and that an Open House and groundbreaking are scheduled for April 19, 2006.

Gregg Albright said Caltrans expects to award the construction contract on March 10th and that the project website www.hwyl-17.caltrans.ca.gov is up and running. He said that the facts that the winning bid was only 21% over the estimate and that the project is very solid influenced the CTC to fund it.

Commissioner Reilly said she expects that the report in April will focus on how impacts to the community, especially the schools, will be mitigated, rather than just why the project is being done. She said that members of the community should be asked for their ideas regarding

5-10.97

solutions in order to achieve true community involvement.

Mr. Albright agreed and said that he will continue to work to institutionalize collaborative decision making with the community at the state level when he assumes his new post.

34. Highway 1 Projects Update & Quarterly Progress Report on the Highway 1 HOV Lane A/ED - Oral Presentation by Chris Metzger, Nolte & Associates

Chris Metzger used a PowerPoint presentation to highlight the progress made on the Highway 1 projects. Regarding the Highway 1/HOV Widening Project, he said that the Initial Historic Properties Survey Report has been submitted to Caltrans, that the wetlands have been delineated for both the Army Corps of Engineers and for the Coastal Commission and that a Transit Market Study, to define real demand for transit facilities, was underway.

Commissioner Pirie asked to see some of the documents that Nolte Associates had prepared.

Commissioner Keogh asked if one of the southbound entrances to Highway 1 from Morrissey Boulevard would be eliminated. Mr. Metzger said that the full build plan alternative considered this removal, but that it was not being considered as part of the Auxiliary Lanes Project. He added that it could be considered in the Auxiliary Lanes project.

In response to comments from Commissioner Reilly, Mr. Metzger said that there will be an effort to reconfigure the problematic Morrissey Boulevard interchange in the HOV project and to improve the interchange to a lesser degree in the Auxiliary Lanes Project. He added that part of the HOV project would be to reconstruct the La Fonda bridge.

Director Dellin said that as part of the Highway 1/17 Project, Caltrans will make some small scale improvements, including a stop sign at the exit. Longer term improvements require realigning the off ramp and could be part of the Highway 1 HOV Lanes Project.

Commissioners continued to discuss improvements at the Morrissey Boulevard interchange, the footprints for the three build alternatives for the projects and drainage issues.

5-10.a8

Mr. Albright interjected that drainage along the Highway 1 corridor is less than desirable and that drainage issues being considered are site specific to the project. He added that all drainage issues will be fully disclosed in the environmental document.

Commissioner Pirie said that the HOV project could provide an opportunity for the county and cities with drainage projects to work in conjunction with the highway improvement projects.

Commissioner Spence commented that it would enhance the Highway 17 express if the northbound auxiliary lane was lengthened to go completely under Morrissey Boulevard to connect with the merge lane from the Highway 1/17 project.

35. Final 2006 State and Federal Legislative Agendas

Acting Executive Director Pat Dellin said that after consulting with the RTC's committees, Carolyn Chaney, the Commission's Washington consultant, and other committees including the California Association of Councils of Governments, Caltrans' Coordinating Committee and the Regional Transportation Planning Agencies Group, very few changes were made to the Draft 2006 Legislative Agenda approved by the RTC in January. She said it was still unclear what is happening at the state level regarding the potential bond measure.

Gregg Albright, Caltrans District 5, said that Santa Cruz is missing from the state's general operating project list and advised the Commission to be fully engaged in using the performance measurements listed in the Governor's bond measure. He said that the Governor wants to see every project walk through the performance measures and thinks that Santa Cruz can meet the performance measures, especially the Highway 1/HOV Widening Project.

Director Dellin agreed, noting that the Commission adopted a list of projects already that conformed to the performance measures.

Commissioner Stone moved and Commissioner Wormhoudt seconded to approve the staff recommendations that the Regional Transportation Commission:

5-10.99

1. Adopt the proposed 2006 State and Federal Legislative Agendas;
2. Forward the Legislative Agendas to our State and Federal representatives; and,
3. Direct staff to continue to provide periodic status reports as negotiations progress on the prospect for a State Transportation Bond Measure and other associated legislative matters.

The motion passed unanimously.

- 35.1 Approve Recommendations by the Ad Hoc Committee on Compensation Regarding Employment Agreement for the Executive Director - Formerly Item 10

Commissioner Wormhoudt raised concerns about the total cost to hire the Commission's new Executive Director. She said that the compensation package is quite a bit higher than originally discussed and will impact other County of Santa Cruz department heads who do not receive a similar package. She added that County workers are not getting the raises that they are asking for and that it would be best to stay within the original amount budgeted for the position.

Commissioners discussed the fact that the Executive Director will be more of an agency head than a County department head and will have more responsibilities than County department heads. It was pointed out that the SCCRTC will be an independent agency in about six months and the Executive Director position should be viewed in that light.

Commissioner Reilly said that she had less of a problem with the compensation than with the process and thought that the recruiters should have made the salary range clear. Commissioner Beautz said that compensation was not set in advance.

Commissioner Stone thought that the salary and progression was too rich and Commissioner Johnson said that if the package was compared to another independent agency, such as the transit district, it was probably in the ballpark.

It was noted that the Ad Hoc Committee approved the package with a 5-1 vote, with Commission Alternate Schiffirin voting "no".

5-10.210

Commissioner Beautz moved and Commissioner Spence seconded to approve the Ad Hoc Committee on Compensation for the Executive Director recommendations that the Regional Transportation Commission:

1. Approve the attached employment agreement to hire George Dondero II as the new SCCRTC Executive Director to start in April, 2006 and authorize the RTC Chair to sign the agreement on behalf of the RTC;
2. Request that the County Administrative Officer, as the hiring authority for this position, sign the employment agreement on behalf of the County;
3. Request that the County Board of Supervisors take the actions necessary to implement the agreement; and
4. Disband the Ad Hoc Committee.

The motion passed with Commissioners Wormhoudt, Stone, Reilly and Tavantzis voting "no".

35.2 Approve Staff Recommendations Regarding Expenditures for Travel Expense Reimbursements for the Executive Director Recruitment - Formerly Item 10.1

Director Dellin explained that travel expenses for the interviewees had exceeded the estimated amounts and that direct expenses for the recruiting company had exceeded the estimated amounts as well. She said that the expenditure increases requested were consistent with actual costs.

After discussion, Commissioner Beautz moved and Commissioner Spence seconded to approve the staff recommendations that the Regional Transportation Commission:

1. Approve a resolution to amend the contract with CPS Executive Search and increase the expenditure limit by up to \$2,500 for direct expenses incurred by CPS Executive Search in the Executive Director recruitment; and
2. Approve a resolution to increase the expenditure limit from \$5,000 to \$7,500 to reimburse finalists and semi-finalists for their actual travel costs for interviews for the Executive Director position.

The motion passed (Resolutions 28-06 and 29-06) with Commissioners Wormhoudt, Reilly and Tavantzis voting "no".

5-10.a11

CLOSED SESSION

- 36. CONFERENCE WITH REAL PROPERTY NEGOTIATOR - Removed from Agenda

Acquisition of the Santa Cruz Branch Rail Line Property:
 Santa Cruz Branch Rail Line from Watsonville Junction to
 Davenport

Agency Negotiator: Kirk Trost, Miller, Owen & Trost

Negotiation Parties: SCCRTC, Union Pacific

Under Negotiation: Price and Terms

OPEN SESSION

- 37. Next Meetings/Adjournment

The meeting adjourned at 10:55 a.m.

The next Transportation Policy Workshop is scheduled for
 Thursday, March 16, 2006 at 9:00 a.m. at the SCCRTC
 Offices, 1523 Pacific Avenue, Santa Cruz, CA 95060.

The next SCCRTC meeting is scheduled for Thursday, April 6,
 2006 at 9:00 a.m. at the Board of Supervisors Chambers, 701
 Ocean Street, 5th Floor, Santa Cruz, CA 95060.

Respectfully submitted,

 Gini Pineda, Staff

5-10.a/2

ATTENDEES

Bob Yount	E & D TAC/MAC
Theresia Rogerson	HAS - Health Education
Paul Elerick	CFST
Bill Comfort	
Piet Canin	SCTMA
Donna Ziel	Mark Stone's Alternate
Les White	SCMTD
Chris Schneiter	City of Santa Cruz Public Works
Genevieve Bookwalter	Santa Cruz Sentinel
Ken Kannegaard	Cemex

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5-10.a13

REGIONAL TRANSPORTATION COMMISSION
Transportation Policy Workshop

MINUTES

Thursday, March 16 2006
9:00 am
SCCRTC Conference Room
Santa Cruz, CA 95060

Members Present: Jan Beautz Ellen Pirie
 Cliff Barrett (Alt.) Emily Reilly
 Gustavo Gonzalez Pat Spence
 Mike Keogh Mark Stone
 David Koch Marcela Tavantzis
 Dennis Norton Mardi Wormhoudt

1. Introductions
2. Oral Communications
3. Additions/Deletions to the Agenda

Commissioner Keogh asked that Item 4 be removed from the Consent Agenda. Chair Pirie designated the Item as 12.1

Consent Agenda (Wormhoudt/Reilly) – as amended

4. Approve Budget and Administration/Personnel Committee and Staff Recommendations to Amend the FY 05-06 Budget to Include the Recent Amendment to the Rail Acquisition Financial Plan (Resolution) – Moved to Regular Agenda as Item 12.1
5. Accepted Announcement of Cheryl Willis as Interim District Director for Caltrans District 5
6. Accepted Update Regarding Efforts to Protect Proposition 42 Funding

Regular Agenda

7. Oral Report on Transportation Funding Task Force - Taken out of order after Item 8

5-10.61

Fred Keeley, Convener of the Transportation Funding Task Force, said that almost all of the 80 members of the Task Force have agreed to participate and that he has met with over 50 representatives to date.

Mr. Keeley described the Task Force process as having a "horizontal structure" with no chair and no subcommittees. He said that instead, Task Force members will mingle with the members of the public in attendance at the five meetings scheduled in the five Supervisorial Districts in roundtable discussions. Participants will be provided with a Participation Guide and a Workbook.

During these meetings, people will be asked to list and discuss transportation problems they want to solve in their neighborhoods, their communities and throughout the region. The workbooks will be used to note the issues. Then members and the public will be asked to regroup at tables with a different mix of people and approach a second round of questions concerning what transportation options would work or not work in their neighborhoods, communities and the region. Finally, a third set of discussion groups will be presented with a list of different types of transportation revenues and a description of what one year of each funding source could provide, in order to generate a sense of scale proportionate to the issues and possible solutions.

The information gathered at the workshops will be posted on the website in order to invite further community involvement. The Task Force will try to discern if there are patterns in neighborhoods and/or throughout the community.

An Orientation for Task Force members will be held March 23, 2006.

Senior Planner Karena Pushnik said that the Task Force website is up and running and that the website address is www.tftaskforce.org. She noted that the time for the Watsonville meeting had been changed to 1:30 to 4:30 pm.

Commissioner Reilly suggested that a map of the meeting locations be provided.

8. Oral Report on Status of State Infrastructure Bond Measure Development – Taken out of order prior to Item 7

Acting Executive Director Pat Dellin referred to an article from the *San Jose Mercury News* that said that because the Governor and legislators ultimately could not agree on what to include in the proposed multibillion dollar bond measure the night before this meeting, the measure will not be ready to be included on the June ballot. Ms. Dellin noted that there was therefore no long term fix to Proposition 42, and that this lack could impact future State Transportation Improvement Program funding.

Les White agreed that negotiations continued up to the last moment and an attempt to craft an education only bond also failed to garner sufficient support.

Commissioner Beautz arrived.

5-10.62

9. Oral Report on the 2006 State Transportation Improvement Program (STIP) Hearings held by the California Transportation Commission (CTC)

Director Dellin said that she and Chair Pirie attended the California Transportation Commission (CTC) State Transportation Improvement Program (STIP) hearings in Sacramento. Chair Pirie said that a contingent of Santa Cruz residents also attended and were allowed to testify in opposition to the Highway 1 Soquel/Morrissey Auxiliary Lanes Project. The CTC informed the attending Santa Cruz residents that these comments should be made at the regional level.

Ms. Pirie added that the reality of the situation is that there is not enough money for the projects that are requesting funding. She said that she asked that if the CTC must pick and choose, to pick projects already in line for State Transportation Improvement Program funding, which does not include the Soquel/Morrissey Auxiliary Lanes Project.

10. Update on the Highway 1 Soquel/Morrissey Auxiliary Lanes Project

Acting Executive Director Pat Dellin presented an update on the funding available for the Highway 1 Soquel/Morrissey Auxiliary Lanes Project. She said that the California Transportation Commission's recommendation for the 2006 State Transportation Improvement Program (STIP) funding will be available in April, and that there may not be sufficient funding available to accommodate the RTC's Regional Transportation Improvement Program (RTIP) proposal. The federal earmark obtained for the project cannot be used without the matching funds from the state.

Ms. Dellin said that staff will report back in April about the likelihood of STIP funds available for this and other projects.

Director Dellin added that a legal opinion from County Counsel regarding the question of segmentation was attached.

11. Target Date for Completion of the RTC Autonomy Project

Senior Planner Tegan Speiser reiterated that the reasons for the Commission to seek autonomy were due to the need for operational efficiency and direct control over Commission activities. In addition, concerns about liability, especially regarding the acquisition of the rail line, had been raised by some members of the Board of Supervisors.

Ms. Speiser said that the autonomy timeline has been reworked and that the new target date is October 2006.

Commissioner Beautz moved and Commission Alternate Barrett seconded to approve the Budget and Administration/Personnel Committee and staff recommendations that the Regional Transportation Commission:

5-10.63

1. Accept this status report on the RTC Autonomy Project, including an updated work plan and timeline; and
2. Approve the new target date for separation of October 1, 2006.

The motion passed unanimously.

12. Transition Plan for RTC Executive Director

Chair Pirie opened the discussion surrounding the terms of Acting Executive Director Pat Dellin's retirement. At issue was whether allowing Ms. Dellin to ride out her accumulated leave and formally retire in August was contrary to County policy. It was noted that this procedure had been approved for her predecessor.

Chair Pirie suggested a limited term additional Executive Director position to allow Ms. Dellin to use her accumulated leave.

County Administrative Officer Susan Mauriello said that other department heads were not given this special treatment and that Ms. Dellin would be accumulating vacation and leave while she was riding out her already accumulated leave, costing the Commission approximately \$11,000. She added that the approval for Ms. Dellin's predecessor was granted due to special circumstances surrounding a personal tragedy with the understanding that she was authorized for a medical leave.

Commissioners discussed the issue, noting that County policy was not entirely clear and that there was a precedent for other department heads in the past. It was also noted that Ms. Dellin had acted in good faith and had given a good deal of notice, staying on until a replacement had been found and guiding the Commission through tumultuous times.

Commissioner Beautz noted that County policies are not always a good fit for small agencies and that the SCCRTC was fiscally independent from the County and would soon be a separate government agency.

Commissioner Wormhoudt, while praising Ms. Dellin's work and dedication, said that policies needed to be consistent and opposed the plan. Commissioner Stone agreed saying he was concerned about setting a policy direction.

Director Dellin offered to donate her additional accrued time to the employee catastrophic time bank, if that would help the situation, adding that her goal was to retire at the appropriate age. She said that she would have planned her retirement differently if she had been aware that there could be an issue with her original plan.

Ms. Mauriello said there was no policy to accommodate this offer, but that perhaps the Memorandum of Understanding could be modified.

5-10.b4

Commissioner Keogh pointed out that Acting Executive Director Dellin has more than earned her right to retire under favorable circumstances. She acted in good faith and could have chosen to take her vacation and then announce her retirement, leaving the Commission without her assistance in seeking her replacement and in overseeing the many challenging projects of the last six months.

Commissioner Tavantzis, saying that Ms. Dellin's loyalty needs to be recognized, moved and Commissioner Spence seconded to approve the Budget and Administration/Personnel Committee recommendations that the Regional Transportation Commission request that the County establish a limited term additional Executive Director position effective March 25, 2006 to August 25, 2006 at the salary range previously established on March 7, 2006 for the Executive Director position and place Ms. Dellin in the limited term position.

The vote passed with Commissioners Wormhoudt, Reilly, Stone and Commission Alternate Barrett voting "no".

- 12.1 Approve Budget and Administration/Personnel Committee and Staff Recommendations to Amend the FY 05-06 Budget to Include the Recent Amendment to the Rail Acquisition Financial Plan (Resolution) – Formerly Item 4

Commissioner Keogh objected to the addition of \$70,000 for completion of the appraisals, saying that the costs should have been more accurately estimated initially and that the Phase II Site Assessment should have already been done.

Acting Executive Director Pat Dellin said that a full report regarding the rail line acquisition will be brought to the Commission at the next meeting. She said that the appraisal was delayed by illness of a key consultant and that staff was also frustrated.

Commissioners discussed the budget amendments. It was noted that the appraiser is under a direct contract with the SCCRTC and not sub-contracted through Miller, Owen & Trost.

Ms. Dellin said that the underlying financial plan for the rail line acquisition had already been approved but not the budget amendment.

Commissioner Wormhoudt moved and Commissioner Reilly seconded to approve the Budget and Administration/Personnel (B&A/P) Committee and staff recommendations that the Regional Transportation Commission approve a resolution amending the FY05-06 Budget to incorporate the Santa Cruz Branch Rail Line Acquisition Project Financial Plan approved by the Regional Transportation Commission at its January Transportation Policy Workshop meeting.

The motion (Resolution 30-06) passed with Commissioner Keogh voting "no".

5-10.b5

13. Next Meetings / Adjournment

The next regular RTC meeting will be held **Thursday, April 6, 2006 at 9:00 a.m.** at the Board of Supervisors Chambers, 701 Ocean Street, 5th Floor, Santa Cruz, CA.

The next Transportation Policy Workshop will be held **Thursday, April 20, 2006 at 9:00 a.m.** at the RTC Office, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

Gini Pineda, Staff

ATTENDEES

Paul Elerick	CFST
Don Hoernschemeyer	CFST
Bob Yount	MAC/ A&D TAC
Dania Torres-Wong	County of Santa Cruz
Susan Mauriello	County Administrative Officer
Les White	SCMTD
Bill Comfort	
Genevieve Bookwalter	<i>Santa Cruz Sentinel</i>
Rahn Garcia	County Counsel
Pat Dellin	SCCRTC Staff
Karena Pushnik	SCCRTC Staff
Luis Mendez	SCCRTC Staff
Tegan Speiser	SCCRTC Staff

5-10.66

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Frank L. Cheng, Project Manager
SUBJECT: STATUS OF THE METROBASE PROJECT

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- Concrete Indicator Pile Analysis complete.
- Concrete Driven Piles Phase 2 is commencing in April 2006. (Delayed due to weather)
- Recommendation to the Board of Directors for Harris & Associates to conduct specialty inspection services for the Service & Fueling Building Construction.

III. DISCUSSION

Concrete driven piles are needed for the foundation stability of the Service & Fueling Building. Concrete driven piles will consists of two phases. First phase consists of indicator piles that will be driven to determine the adequacy of the design specifications. This phase has been completed. Data was collected during the driving and will assist in the manufacturing process for the rest of the piles. Analysis for the indicator piles has completed and Concrete Driven Piles Phase 2 is commencing in April 2006, delayed due to weather.

City of Santa Cruz has been assisting METRO with inspection services. Numerous testing and inspection services are not available through the City of Santa Cruz. These services can be provided by Harris & Associates. A staff report is included in this Board Packet with more details.

New updates for the MetroBase Project can be viewed at <http://www.scmtd.com/metrobase>. Information on the project, contact information, and MetroBase Hotline number (831) 621-9568 can be viewed on the website.

New updates on the MetroBase Project:

- Concrete Indicator Pile Analysis complete.
- Concrete Driven Piles Phase 2 is commencing in early April 2006.
- Recommendation to the Board of Directors for Harris & Associates to conduct specialty inspection services for the Service & Fueling Building Construction.

5-11.1

Previous information regarding the MetroBase Project:

A. Service & Fueling Building (IFB 05-12)

- Arntz Builders trailer and containers installed adjacent to 1122 River Street
- Public Outreach Newsletter sent to areas possibly affected by construction.
- Notice to Proceed issue effective January 9, 2006 with 365 calendar day construction period.
- Concrete Driven Indicator Piles Phase #1 has completed.
- Weekly Construction Meetings

B. Maintenance Building

- Construction schedule set to 32 months
- RNL contract modification for added Maintenance Building scope will be brought to the Board of Directors in April.
- Harris & Associates contract modification for added Maintenance Building scope will be brought to the Board of Directors in April.

IV. FINANCIAL CONSIDERATIONS

Funds for the construction of the Service & Fueling Building Component of the MetroBase Project are available within the funds the METRO has secured for the Project.

V. ATTACHMENTS

Attachment A: Arntz Builders Contract Summary

Attachment B: Harris & Associates Contract Summary

5-11.2

**Santa Cruz Metropolitan
Transit District**



Contract Company: **Harris & Associates**
 Contract Number: **IFB 05-12**



Item	Revision Date	Description	Progress Payment	Contract Change	Balance	Work Done per Contract percent
1	2/24/2006	IFB 05-12 Harris & Associates Contract		\$ 1,049,999.00	\$ 1,049,999.00	10.42%
2	4/1/2006	Current Expensed	\$ 109,441.99		\$ 940,557.01	
3	2/27/2006	Change Order No. 001(PENDING) Specially Inspection Services not available through City of Santa Cruz (Not To Exceed \$70,000.00)		\$ 70,000.00	\$ 1,010,557.01	0.00%
4	4/1/2006	Current Expensed	\$ -		\$ 1,010,557.01	

Total Contract
 \$ 1,119,999.00

5-11.91

Attachment **A**

**Santa Cruz Metropolitan
Transit District**



Contract Company:
Contract Number:

Arntz Builders, Inc.
IFB 05-12



Item	Revision Date	Description	Progress Payment	Contract Change	Balance	Work Done per Contract percent
1	2/24/2006	IFB 05-12 Arntz Builders Contract		\$ 7,979,000.00	\$ 7,979,000.00	3.48%
2	4/1/2006	Current Expensed	\$ 277,503.48		\$ 7,701,496.52	
3	2/27/2006	Change Order No. 001 Catch basin type for storm drain outfall		\$ 821.69	\$ 7,702,318.21	0.00%
4	4/1/2006	Current Expensed	\$ -		\$ 7,702,318.21	

Total Contract
\$ 7,979,821.69

5-11.61

Attachment **B**

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Tom Stickel, Maintenance Manager
SUBJECT: CONSIDERATION OF TRANSFER OF ASSETS TO HARTNELL COLLEGE.

I. RECOMMENDED ACTION

Staff recommends that the Board authorize the General Manager to transfer excess assets to Hartnell College for the purposes of supporting a Heavy Duty Mechanics Training Program

II. SUMMARY OF ISSUES

- Recruitment of heavy duty mechanics has been difficult for both public agencies and private industry.
- In June, 2002, the Board approved an asset transfer of a retired Gillig bus, and some scrap engines and transmissions to the Hartnell College Heavy Duty Mechanic training program.
- A recent fixed asset inventory revealed another opportunity for the District to dispose of some excess assets, with the potential for increasing the available number of trained personal to work on the fleet in the future.

III. DISCUSSION

The District has had difficulty recruiting mechanics with any heavy duty training to work on the buses in the fleet. This shortage of trained personnel has also been a problem for private industry. Given that repair procedures on heavy duty equipment can be safety sensitive as well as relatively expensive, it is important to develop resources that could help respond to recruitment efforts.

The Community Colleges in the area, Cabrillo, Gavilan, Hartnell, and Monterey Peninsula, have formed an agreement to implement a regional Heavy Duty Diesel Mechanics Program. The goal is to provide classroom instruction at the four campuses, with hands-on practical exercises held at Hartnell. To supply this program with equipment and material, the Board approved an asset transfer of a retired bus, and some scrap engines and transmissions. Monterey-Salinas Transit (MST) has contributed to the program. Private industry has contributed as well.

A recent inventory of fixed assets revealed that the District has a selection of engine and transmission overhaul tooling that only fits engines that are no longer legal for the District to operate. These assets have been depreciated to a zero dollar book value. The regular service buses that would be repaired with this tooling have all been retired. The majority of this tooling

5-12.1

was purchased on a contributing basis with grant monies. The Federal Transit Administration encourages the transfer of assets of this nature to Community College programs, where applicable. Hartnell College has indicated that the tooling would be a benefit to their program. Therefore, staff recommends that the Board Authorize the General Manager to transfer these assets to Hartnell College.

IV. FINANCIAL CONSIDERATIONS

There is no budget impact for this item.

V. ATTACHMENTS

Attachment A: Tooling List

Attachment A

List of Vehicle, equipment, and material.

Quantity	Item	Residual Value
1	1981 Gillig Phantom 35 transit bus # 8056	Declared excess Feb. 2002, \$500
3	8V-71 Detroit Diesel engines	Scrap \$0.00
2	6V-92 Detroit Diesel engines	Scrap \$0.00
3	HT740 Allison transmissions	Scrap \$0.00
2	VS-1 Allison transmissions	Scrap \$0.00
1	GMC 6V71 engine and trans cradle package	Scrap \$0.00
2	Rockwell differential housings with gears Flexible	Scrap \$0.00
1	2 ton shop crane	\$100.00 Asset #01031
1	Parts washer Build-All SXL 48	\$15.00 Asset #01220
1	Parts washer Build-All SXL 48	\$15.00 Asset #01221
1	Parts washer Build-All SXL 48	\$15.00 Asset #01353
1	Differential repair stand	\$30.00 Asset #00697
1	Automotive engine overhaul stand	\$20.00 Asset #02673

5-12.a1

Disposition of Multiple Assets Form

Asset #	Engine Tools	Department Number	Reason for Disposal	Original Cost	Current Book Value	Year Received	A or I
00704	Piston ring compressor	4100	Obsolete	\$ 74.80	\$0.00	1982	I
00710	Piston ring compressor	4100	Obsolete	\$ 74.80	\$0.00	1982	I
00711	Piston ring compressor	4100	Obsolete	\$ 74.80	\$0.00	1982	I
00717	Cylinder head holding plates (set of 2)	4100	Obsolete	\$ 84.55	\$0.00	1982	I
00739	Cylinder liner remover	4100	Obsolete	\$ 256.00	\$0.00	1982	I
00749	Block assembly wrench set	4100	Obsolete	\$ 55.65	\$0.00	1982	I
01885	Multiple injector copper tools & reamers	4100	Obsolete	\$ 99.99	\$0.00	1985	I
01886	Oil pump drive gear slip torque adapter	4100	Obsolete	\$ 111.00	\$0.00	1985	I
01892	installer	4100	Obsolete	\$ 131.85	\$0.00	1985	I
01893	Piston pin furnace	4100	Obsolete	\$ 277.33	\$0.00	1985	I
01894	Piston pin extract kit	4100	Obsolete	\$ 160.99	\$0.00	1985	I
02414	Crankshaft pulley remover (2)	4100	Obsolete	\$ 170.30	\$0.00	1989	I
03127	Water pump seal remover	4100	Obsolete	\$ 113.42	\$0.00	1989	I
03128	remover (2)	4100	Obsolete	\$ 89.00	\$0.00	1983	I
03151	Bevel nut wrench adapter	4100	Obsolete	\$ 66.32	\$0.00	1983	I
03153	Water pump drive gear installer	4100	Obsolete	\$ 58.20	\$0.00	1983	I
03155	Valve seat insert remover set (2)	4100	Obsolete	\$ 45.74	\$0.00	1982	I
03156	Valve spring compressor set (3)	4100	Obsolete	\$ 52.40	\$0.00	1982	I
03161	Rear oil seal sleeve installer	4100	Obsolete	\$ 56.36	\$0.00	1983	I
03162	Rear oil seal installer	4100	Obsolete	\$ 67.16	\$0.00	1983	I
03163	Piston ring compressor	4100	Obsolete	\$ 79.02	\$0.00	1982	I
03164	Piston ring compressor	4100	Obsolete	\$ 79.02	\$0.00	1982	I
03165	Piston ring compressor	4100	Obsolete	\$ 79.02	\$0.00	1982	I
03166	Cylinder compression gauge set	4100	Obsolete	\$ 78.72	\$0.00	1982	I
03169	Water nozzle installer	4100	Obsolete	\$ 40.52	\$0.00	1982	I
04089	Diesel timing gauge	4100	Obsolete	\$ 248.67	\$0.00	1997	I
04918	Piston ring compressor	4100	Obsolete	\$ 79.02	\$0.00	1982	I
04937	Piston ring compressor	4100	Obsolete	\$ 79.02	\$0.00	1982	I
	Cylinder head pressure test fixture	4100	Obsolete		\$0.00		I
	Piston pin installation gauge	4100	Obsolete		\$0.00		I
	Blower service tool set	4100	Obsolete		\$0.00		I
	Camshaft gear puller (3)	4100	Obsolete		\$0.00		I
	TRS-SRS gauge (2)	4100	Obsolete		\$0.00		I
	Fuel pump holder	4100	Obsolete		\$0.00		I
	Cylinder head wrench	4100	Obsolete		\$0.00		I
	Piston crown identification gauge	4100	Obsolete		\$0.00		I
	Piston seal ring compressor	4100	Obsolete		\$0.00		I
	Piston seal ring compressor	4100	Obsolete		\$0.00		I
	Camshaft gear remover adapter plate	4100	Obsolete		\$0.00		I
	Injector tube swaging tool	4100	Obsolete		\$0.00		I
	Intake posrt liner puller	4100	Obsolete		\$0.00		I
	Cylinder liner hold-down clamp (4)	4100	Obsolete		\$0.00		I
	Cylinder liner hold-down clamp (6)	4100	Obsolete		\$0.00		I
	Injector protrusion gauge	4100	Obsolete		\$0.00		I
	Impeller slip test adapter (2)	4100	Obsolete		\$0.00		I
	Water pump seal installer (2)	4100	Obsolete		\$0.00		I
	Oil pump drive gear installer	4100	Obsolete		\$0.00		I
	Cup plug installer	4100	Obsolete		\$0.00		I
	Cylinder head guide stud set (2)	4100	Obsolete		\$0.00		I
	Valve seal installer & remover (2)	4100	Obsolete		\$0.00		I
	Valve keeper remover	4100	Obsolete		\$0.00		I
	Governor cover & bearing installer (3)	4100	Obsolete		\$0.00		I
	Bridge holding fixture	4100	Obsolete		\$0.00		I
	Camshaft follower stand	4100	Obsolete		\$0.00		I

5-12.a2

Disposition of Multiple Assets Form

Asset #	Transmission Tooling	Department Number	Reason for Disposal	Original Cost	Current Book Value	Date Received	A or I
00719	Torque converter pump bushing puller	4100	Obsolete	\$ 164.80	\$0.00	1982	I
00733	Clutch spring compressor set	4100	Obsolete	\$ 114.85	\$0.00	1982	I
00737	Collector ring installer and staking set	4100	Obsolete	\$ 118.95	\$0.00	1982	I
00738	Snap ring selective assembly fixture	4100	Obsolete	\$ 181.70	\$0.00	1982	I
00744	Bevel pinion lock nut remover & installer	4100	Obsolete	\$ 104.20	\$0.00	1982	I
00745	Valve ring adjusting tool	4100	Obsolete	\$ 95.30	\$0.00	1982	I
00746	Front support pump bearing remover	4100	Obsolete	\$ 53.95	\$0.00	1982	I
00748	Third clutch pack assembly installer	4100	Obsolete	\$ 116.85	\$0.00	1982	I
00751	Sun gear bushing staking tool	4100	Obsolete	\$ 93.50	\$0.00	1982	I
03105	Converter pump snap ring installer remover	4100	Obsolete	\$ 285.00	\$0.00	1985	I
03106	Converter pump snap ring installer remover	4100	Obsolete	\$ 285.00	\$0.00	1985	I
03107	Bevel gear assembly shim pack gauge set	4100	Obsolete	\$ 295.00	\$0.00	1986	I
03109	Charging pump-driven gear shaft kit	4100	Obsolete	\$ 476.52	\$0.00	1991	A
03110	Gear unit lifter	4100	Obsolete	\$ 90.00	\$0.00	1983	I
03111	Main shaft lifting bracket	4100	Obsolete	\$ 74.35	\$0.00	1982	I
03113	Fourth clutch alignment fixture	4100	Obsolete	\$ 97.45	\$0.00	1982	I
03114	Fourth clutch alignment fixture	4100	Obsolete	\$ 97.45	\$0.00	1982	I
03115	Third clutch pack assembly installer	4100	Obsolete	\$ 124.45	\$0.00	1982	I
03116	Input shaft nut remover & installer	4100	Obsolete	\$ 305.45	\$0.00	1988	A
03116	Inner shaft nut remover & installer set	4100	Obsolete	\$ 305.45	\$0.00	1988	A
03119	Retainer bearing remover & installer set	4100	Obsolete	\$ 154.00	\$0.00	1983	I
03119	Retainer bearing remover and installer	4100	Obsolete	\$ 154.00	\$0.00	1983	I
03120	Output shaft rear bearing installer	4100	Obsolete	\$ 89.00	\$0.00	1983	I
03121	Torque converter pump bushing puller	4100	Obsolete	\$ 175.51	\$0.00	1982	I
03122	Main pressure regulator valve spring compre	4100	Obsolete	\$ 121.00	\$0.00	1983	I
03136	Center support lifting bracket	4100	Obsolete	\$ 39.88	\$0.00	1982	I
03137	Low & first clutch piston inner seal protector	4100	Obsolete	\$ 36.32	\$0.00	1982	I
03138	Output shaft bushing installer	4100	Obsolete	\$ 25.35	\$0.00	1982	I
03139	Center support lifting fixture	4100	Obsolete	\$ 72.20	\$0.00	1983	I
03140	Front support assembly lifter	4100	Obsolete	\$ 62.80	\$0.00	1983	I
03141	Lockup valve & main pressure regulator spring	4100	Obsolete	\$ 46.85	\$0.00	1982	I
03143	Front support needle bearing installer	4100	Obsolete	\$ 39.99	\$0.00	1982	I
03145	Center support lifter	4100	Obsolete	\$ 71.68	\$0.00	1983	I
03146	Converter end play gauge	4100	Obsolete	\$ 69.60	\$0.00	1983	I
03147	Governor support pin installer	4100	Obsolete	\$ 62.36	\$0.00	1982	I
03148	Main regulator & lock up valve spring compre	4100	Obsolete	\$ 73.60	\$0.00	1983	I
03149	Center & front support seal ring gauge	4100	Obsolete	\$ 63.80	\$0.00	1983	I
03150	Neutral start switch wrench	4100	Obsolete	\$ 79.68	\$0.00	1983	I
03152	First & reverse spring compressor	4100	Obsolete	\$ 53.95	\$0.00	1982	I
A0728	Inclinometer adapter	4100	Obsolete		\$0.00		I
	Main pressure regulator valve remover/install	4100	Obsolete		\$0.00		I
	Front planetary bushing sleeve installer	4100	Obsolete		\$0.00		I
	Main shaft orifice installer	4100	Obsolete		\$0.00		I
	1-3/8" overhead crow foot wrench- 5"drive	4100	Obsolete		\$0.00		I
	1-3/8" overhead crow foot wrench- 5"drive	4100	Obsolete		\$0.00		I
	Main shaft orifice plug installer	4100	Obsolete		\$0.00		I
	Stator cam spring & roller retainer ring (2)	4100	Obsolete		\$0.00		I
	Spring compressor	4100	Obsolete		\$0.00		I
	Fourth clutch lifting fixture	4100	Obsolete		\$0.00		I

5-12.a4

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Mark J. Dorfman, Assistant General Manager
**SUBJECT: RECOMMENDATION TO APPROVE ASSESSMENT FOR
COOPERATIVE RETAIL MANAGEMENT DISTRICT**

I. RECOMMENDED ACTION

The purpose of this communication is to request approval for the assessment on property owners for the support of the Cooperative Retail Management District in Downtown.

II. SUMMARY OF ISSUES

- The District owns property in the Downtown area that is subject to an assessment for the Downtown Host Program.
- The assessment needs to be renewed for the fiscal year.
- Total cost to the District for the assessment is \$2,547.76, no increase from last year.

III. DISCUSSION

The District recently received correspondence from the City of Santa Cruz regarding the Cooperative Retail Management Business Real Property Improvement District. Since the District owns property in the downtown area, there is an assessment that is being requested for the coming fiscal year. This assessment funds the Downtown Host Program.

It is recommended that the District support the continued assessment of the levy for this important Downtown project. Total funds for this assessment amount to \$2,547.76.

IV. FINANCIAL CONSIDERATIONS

There are two assessments for property owned by the District, one for \$1,797.76 and one for \$750.00, for a total of \$2,547.76.

V. ATTACHMENTS

Attachment A: Letters from City of Santa Cruz

5-13.1



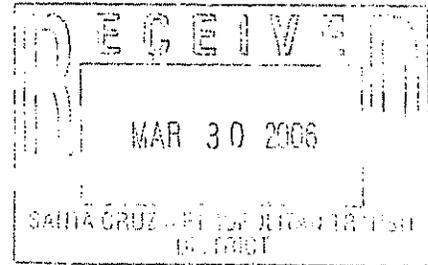
Attachment A

CITY CLERK'S DEPARTMENT
809 Center Street, Room 9, Santa Cruz, CA 95060 • 831 420-5030 • Fax: 831 420-5031 • www.ci.santa-cruz.ca.us

**CITY COUNCIL
CITY OF SANTA CRUZ
NOTICE OF PUBLIC MEETING AND HEARING**

March 29, 2006

Santa Cruz Metropolitan Transit District
370 Encinal Street, #100
Santa Cruz, CA 95060-2101



Dear Santa Cruz Property Owner:

**RE: Assessor Parcel Number ("APN"): 05-152-05
912 Pacific Avenue**

NOTICE IS HEREBY GIVEN that the City Council of the City of Santa Cruz will hold a public meeting to consider: 1) the annual report for FY 2007 prepared by the advisory board to the Cooperative Retail Management (CRM) Business Real Property Improvement District; and, 2) the adoption of a Resolution of Intention to levy an assessment for the period July 1, 2006 through June 30, 2007 for the District and a public hearing to consider the levy of an annual assessment for the District.

The amount of the proposed annual assessment on the entire district will be \$118,503.42. The rate of business promotion assessment shall be imposed on business property owners according to the formulas set forth below:

1. Properties located on Pacific Avenue between Laurel Street and Mission/Water Street shall be assessed \$15.00 per linear foot of property on Pacific Avenue.
2. Properties between Cedar and Front Streets and located on Soquel Avenue; Locust, Cooper, Church, Walnut, Lincoln, Cathcart, Elm and Maple Streets; Plaza, Locust, Commerce, Elm and Birch Lanes; Pearl Alley; Lincoln-Cathcart and Pacific-Front alleyways shall be assessed \$12.00 per linear foot of property on the above-mentioned side streets and alleyways.

The purpose of the assessment is to fund the Downtown Host Program created to enhance safety and security and improve public perceptions of the district. The assessment will also be used to review the need for, and establishment of, common hours for retail merchants and maintenance of private property within the district.

5-13.a1

Santa Cruz Metropolitan Transit District
Notice of Public Hearing-- Page 2

The amount of the proposed annual assessment for APN 05-152-05 is set forth below:

Pacific Avenue footage: 50.00 x \$15.00	\$750.00
Side street or alleyway footage: 0.00 feet x \$12.00/linear foot	\$0.00
TOTAL Assessment for Fiscal Year 2007:	\$750.00

Properties with frontage on both Pacific Avenue and a side street or alley will only be assessed an additional fee for the side street or alley frontage where a separate business uses the side street or alley as its main entrance.

A public meeting regarding the consideration of the Annual Report and adoption of a Resolution of Intention to levy an annual assessment will be held on **Tuesday, April 25, 2006**, after the hour of 3:00 p.m. If the Resolution of Intention is adopted, a public hearing will be held on **Tuesday, May 23, 2006**, after the hour of 3:00 p.m., at which time the Council will decide the amount of the assessments to be levied. Both public meetings will be held in the Council Chambers, City Hall, 809 Center Street, Santa Cruz, California. Copies of the Annual Report and Work Program are available in the City Clerk's office at 809 Center Street, Room 9, Santa Cruz, California or at the Redevelopment Agency's office at 337 Locust Street, Santa Cruz, California.

If the Resolution of Intention is adopted, property owners in the proposed assessment district may file written protests in the City Clerk's office between April 25, 2006 and May 23, 2006 before the close of the public hearing. If protests are submitted by property owners representing 50% or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50%, no further proceedings to create the district shall be taken for at least one year. If the Resolution of Intention is not adopted, the May 23, 2006 public hearing will be cancelled. All interested persons are invited to present their oral or written statements at these hearings.

Further information is available from the City Redevelopment Department, 337 Locust Street, Santa Cruz, California, (831) 420-5150.



LESLIE COOK, City Clerk
City of Santa Cruz



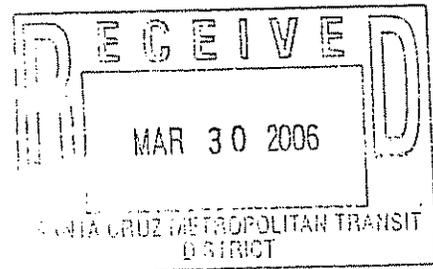
Attachment **B**

CITY CLERK'S DEPARTMENT
809 Center Street, Room 9, Santa Cruz, CA 95060 • 831 420-5030 • Fax: 831 420-5031 • www.ci.santa-cruz.ca.us

**CITY COUNCIL
CITY OF SANTA CRUZ
NOTICE OF PUBLIC MEETING AND HEARING**

March 29, 2006

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



Dear Santa Cruz Property Owner:

**RE: Assessor Parcel Number ("APN"): 05-152-31
920 Pacific Avenue**

NOTICE IS HEREBY GIVEN that the City Council of the City of Santa Cruz will hold a public meeting to consider: 1) the annual report for FY 2007 prepared by the advisory board to the Cooperative Retail Management (CRM) Business Real Property Improvement District; and, 2) the adoption of a Resolution of Intention to levy an assessment for the period July 1, 2006 through June 30, 2007 for the District and a public hearing to consider the levy of an annual assessment for the District.

The amount of the proposed annual assessment on the entire district will be \$118,503.42. The rate of business promotion assessment shall be imposed on business property owners according to the formulas set forth below:

1. Properties located on Pacific Avenue between Laurel Street and Mission/Water Street shall be assessed \$15.00 per linear foot of property on Pacific Avenue.
2. Properties between Cedar and Front Streets and located on Soquel Avenue; Locust, Cooper, Church, Walnut, Lincoln, Cathcart, Elm and Maple Streets; Plaza, Locust, Commerce, Elm and Birch Lanes; Pearl Alley; Lincoln-Cathcart and Pacific-Front alleyways shall be assessed \$12.00 per linear foot of property on the above-mentioned side streets and alleyways.

The purpose of the assessment is to fund the Downtown Host Program created to enhance safety and security and improve public perceptions of the district. The assessment will also be used to review the need for, and establishment of, common hours for retail merchants and maintenance of private property within the district.

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Santa Cruz Metropolitan Transit District
Notice of Public Hearing- Page 2

The amount of the proposed annual assessment for APN 05-152-31 is set forth below:

Pacific Avenue footage: 119.85 x \$15.00	\$1,797.76
Side street or alleyway footage: 0.00 feet x \$12.00/linear foot	\$0.00
TOTAL Assessment for Fiscal Year 2007:	\$1,797.76

Properties with frontage on both Pacific Avenue and a side street or alley will only be assessed an additional fee for the side street or alley frontage where a separate business uses the side street or alley as its main entrance.

A public meeting regarding the consideration of the Annual Report and adoption of a Resolution of Intention to levy an annual assessment will be held on **Tuesday, April 25, 2006**, after the hour of 3:00 p.m. If the Resolution of Intention is adopted, a public hearing will be held on **Tuesday, May 23, 2006**, after the hour of 3:00 p.m., at which time the Council will decide the amount of the assessments to be levied. Both public meetings will be held in the Council Chambers, City Hall, 809 Center Street, Santa Cruz, California. Copies of the Annual Report and Work Program are available in the City Clerk's office at 809 Center Street, Room 9, Santa Cruz, California or at the Redevelopment Agency's office at 337 Locust Street, Santa Cruz, California.

If the Resolution of Intention is adopted, property owners in the proposed assessment district may file written protests in the City Clerk's office between April 25, 2006 and May 23, 2006 before the close of the public hearing. If protests are submitted by property owners representing 50% or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50%, no further proceedings to create the district shall be taken for at least one year. If the Resolution of Intention is not adopted, the May 23, 2006 public hearing will be cancelled. All interested persons are invited to present their oral or written statements at these hearings.

Further information is available from the City Redevelopment Department, 337 Locust Street, Santa Cruz, California, (831) 420-5150.



LESLIE COOK, City Clerk
City of Santa Cruz

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

STAFF REPORT

DATE: April 28, 2006
TO: Board of Directors
FROM: Margaret Gallagher, District Counsel
SUBJECT: CONSIDERATION OF WHETHER TO CONTINUE UTILIZING THE AUDIT SYSTEMS THAT ARE CURRENTLY IN PLACE TO DETERMINE WHETHER THE CALL STOP ANNOUNCEMENT SYSTEM IS OPERATING IN ACCORDANCE WITH METRO POLICY AND THE AMERICANS WITH DISABILITIES ACT REGULATIONS

I. RECOMMENDED ACTION

CONTINUE QUARTERLY AUDITS AND SECURITY GUARD AUDITS TO INSURE COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) AND METRO POLICY

II. SUMMARY OF ISSUES

- The Americans with Disabilities Act of 1990 (ADA) and its implementing regulations require public entities who operate fixed routes to make call stop announcements in order to facilitate use of public transportation by persons with disabilities.
- Initially, METRO bus operators were directed, through use of a microphone system, to call out designated bus stops. Over the years, it was reported that some bus drivers were not making the announcements on a consistent basis. In the spring of 2001, METRO was threatened with litigation over the alleged failures of these bus drivers to make the call stop announcements.
- At the August 17, 2001 Board of Directors' meeting, the Board authorized METRO staff to obtain funding for and arrange for the purchase of the talking bus technology for all of METRO's buses as soon as possible. By March 15, 2002, the Board of Directors approved the purchase of two fewer transit buses in order to make funding available for the purchase of a talking bus technology system that would be incorporated into METRO's entire bus fleet and routing system.
- During the March, 2002 Board of Directors' meetings, the Board approved a Call Stop Policy (Attachment A) for bus operators, including a disciplinary policy and authorized secret random audits to take place to ensure compliance with METRO Policy and the ADA regulations.
- On July 22, 2003, as part of the settlement of a Federal lawsuit regarding call stop announcements, METRO agreed to program the Talking Bus technology to make call stop announcements of all bus stops except those that are less than 600 feet apart, to audit

compliance quarterly through a secret audit program and to discipline those bus operators who fail to ensure announcements are made in accordance with METRO Policy.

- Since July 2003, METRO has reported the results of random, secret audits conducted by Robert S. Bortnick & Associates, a private investigation firm. These audits demonstrate a compliance rate of over 98% with the most recent compliance rate at 98.8%.
- On February 23, 2004, all buses and routes, including the Highway 17 service were equipped with the Talking Bus Technology and the system was fully operational.
- In July 2004, an audit of external announcements on buses leaving Pacific Station was initiated by having the METRO contracted security guards monitor up to 25 buses daily to ensure each bus announced its route four times within a 2 minute period prior to departure.
- In March 2005, METRO retained Charles M. Salter Associates, Inc. (CSA) to prepare an Assessment and Recommendations report to correct noise issues related to the Talking Bus Technology.
- On February 24, 2006, jurisdiction by the federal court expired as METRO fulfilled all the requirements of the federal court Settlement Agreement.
- METRO staff recommends that in order to document compliance with METRO policy and the ADA regulations that audits as described above be continued. This will ensure METRO has an independent record of compliance.

III. DISCUSSION

The Americans with Disabilities Act of 1990 (ADA) and its implementing regulations require public entities who operate fixed route systems to make call stop announcements in order to facilitate use of public transportation by persons with disabilities. ADA federal regulations section 36.167 in pertinent part states:

On fixed route systems, the entity shall announce stops as follows:

The entity shall announce at least at transfer points with other fixed routes, other major intersections and destination points, and intervals along a route sufficient to permit individuals with visual impairments or other disabilities to be oriented to their location. The announcement can be made personally by the vehicle operator or can be made by a recording system. If the vehicle is small enough so that the operator can make himself or herself heard without a P.A. system, it is not necessary to use the system.

The entity shall announce any stop on request of an individual with a disability. Where vehicles or other conveyances for more than one route serve the same stop, the entity shall provide a means by which an individual with a visual impairment or other disability can identify the proper vehicle to enter or be identified to the vehicle operator as a person seeking a ride on a particular route.

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The entity shall ensure that vehicle operators and other personnel make use of accessibility-related equipment or features required by part 38 of this title related equipment or features required by Part 38 of this title.

Initially, METRO bus operators were directed, through use of a microphone system, to call out designated bus stops. Operators were reminded of this requirement through written memorandums. Over the years, it was reported that some bus drivers were allegedly not calling the stops on a consistent basis. Apparently, this was happening despite the best efforts of the UTU, Local 23 and METRO management to encourage the bus drivers to make the required announcements. In the spring of 2001, METRO was threatened with litigation over the alleged failures of these bus drivers to make the announcements.

During the spring of 2001, METRO launched an in-house demonstration project to evaluate talking bus technology on three buses to determine its feasibility on METRO routes. Additionally, bus operators were trained in the legal requirement of making call stop announcements. On August 17, 2001, the Board of Directors authorized METRO staff to obtain funding for and arrange for the purchase of the talking bus technology for all of METRO's buses as soon as possible. By March 15, 2002, the Board of Director approved the purchase of two fewer transit buses in order to make funding available for the purchase of a taking bus technology system that would be incorporated into METRO's entire bus fleet and routing system. METRO purchased Talking Bus equipment and programming capabilities in order to assure compliance with the call stop requirements. After the receipt and installation of the talking bus technology, the Board of Directors determined that the 2001 Call Stop List should remain in place for a period of time in order to allow METRO staff time to work out any operational problems with the equipment.

At the March 2002, Board of Directors meetings, the Board approved a Call Stop Policy (Attachment A) for bus operators. The policy includes instructions for calling stops and a discipline plan. The policy was written when bus operators were required to manually call stops. This policy is still in effect and is used when the technology fails and the bus operator is required to verbally call out the stops.

On July 22, 2003, as part of the settlement of a federal lawsuit regarding call stop announcements, METRO agreed to program the talking bus technology to make call stop announcements of all bus stops except those that are less than 600 feet apart, to audit compliance quarterly through a random, secret audit program and to discipline bus operators who fail to insure announcements are made when the equipment fails and the stop is required to be announced.

Since July 2003, METRO has reported the results of random, secret audits conducted by Robert S. Bortnick & Associates, a private investigation firm. These audits demonstrate a compliance rate of over 98% with the most recent compliance rate at 98.8%.

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On February 23, 2004, all buses and routes, including the Highway 17 service, were equipped with the talking bus technology and the system was fully operational. All call stop compliance issues related to the Talking Bus equipment are referred to the Operations Department for review and appropriate action. Equipment malfunctions are referred to the Maintenance Department and programming errors are referred to the IT Department. The Legal Department reviews the initial complaint and follow-up response of all call stop issues.

In July 2004, audits of external announcements on buses leaving Pacific Station was initiated by having the METRO contracted security guards monitor up to 25 buses daily to ensure each bus announced its route four times prior to departure. For the period December 2005 through February 2006, METRO bus operators reached a compliance rate of 99.6%. Bonnie Morr, UTU, Local 23 Chair, recently complained that the security guards were inaccurately reporting bus operator non-compliance. She indicated that if the security guard stands at the rear of the bus, the announcements cannot be heard even if they are being made. A Legal Department staff member checked the ability of security guards to hear the announcements. She stated that announcements are easily heard on lanes 2 and 3. The announcements are also easily heard from all reasonable locations on lanes 1 and 4 if there are only 1 or 2 buses on the lane. Hearing the announcements becomes problematic when 3 or 4 buses with motors running are on lanes 1 or 4. The announcements can be heard from the front and side of the bus but are less audible at the rear in this situation. The Operations Department has provided assurances that the security guards are trained to ensure that the proper numbers of announcements are made and are aware of where they need to stand in order to hear the actual announcements being made.

In March 2005, METRO retained Charles M. Salter Associates, Inc. (CSA) at a cost of \$18,632.65 to prepare an Assessment and Recommendations Report (Attachment B) to correct noise issues related to the talking bus technology. Necessary re-wiring of a portion of the bus fleet to implement the recommendations has been completed. The bus announcement system on each bus has been set, based on the recommendation from CSA's report and the noise complaints received by METRO. To date, there have been no reported complaints since the recommendations were implemented.

On February 24, 2006, jurisdiction by the federal court expired as METRO fulfilled all the requirements of the Settlement Agreement.

It is appropriate to review this issue regarding whether the audits should be continued at this time. The audits establish independent evidence that METRO is in compliance with the ADA and its regulations as well as METRO Policy. Because a charge of noncompliance is easily made and difficult to defend without independent evidence, it is recommended that the Board of Directors authorize the continuation of random quarterly audits by a private investigative firm and random daily audits by security guard monitors to ensure compliance with METRO Policy and the ADA regulations.

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IV. FINANCIAL CONSIDERATIONS

Continuing randomly conducted call stop compliance audits will cost approximately \$20,000 on an annual basis.

V. ATTACHMENTS

Attachment A: Call Stop Bus Operator Retraining/Progressive Discipline Policy
Attachment B: Santa Cruz METRO Talking Bus System Assessment & Recommendation

5-14.5

Santa Cruz METRO Talking Bus System

Assessment and Recommendations

BACKGROUND AND RESULTS

Charles M. Salter Associates, Inc. (CSA) was retained in March 2005 to evaluate and recommend improvements to the Santa Cruz Metropolitan Transit District (Santa Cruz METRO) Talking Bus system (the system) used for announcements at each of its more than 1100 bus stops throughout Santa Cruz county. The system automatically announces bus route and destination information to passengers within the bus and at outside bus pick-up locations. This system is particularly important for visually impaired persons unable to read the visual messages displayed, and is designed to comply with the announcement requirements of the Americans with Disabilities Act (ADA).

All buses are equipped with a Digital Recorders® model DR500C+ Talking Bus system comprised of 1) a route-mapping module which contains all of the stored voice announcements, 2) a GPS-based (global positioning system based) automatic message triggering system to activate the proper announcement at the proper location, 3) a central recording and playback system of amplifiers and loudspeakers, and 4) an operator control unit. The system makes the appropriate announcements inside and outside the bus when the triggering system senses that the bus is in the proper location. The system is also designed to 'listen' to the background noise environments, inside and outside the bus, and adjust the announcement levels to be heard comfortably above the background noise -- such as is typically done by a human speaker. The system is also used by the driver to make automated cautionary announcements, for example, regarding foul language.

Both the drivers and riders have at times reported several problems with the system:

- Interior announcement sound levels are too quiet to be understood
- Interior announcement sound levels are excessively loud and annoying
- Exterior announcement sound levels are too quiet to be understood
- Exterior announcement sound levels are excessively loud and disruptive to those living near some bus stops

CSA undertook a technical evaluation of the Talking Bus system and developed the following conclusions:

Interior Announcement Systems:

- The speaker configuration and audio quality of the interior playback systems (i.e., recording, amplification and speaker systems) for the eight buses evaluated is good. Objective measurements indicate that the playback system is capable of producing good-to-excellent speech intelligibility.
- The automatic gain (i.e., sound level) adjustment within the buses varied between buses and was often poor, causing excessively loud and excessively quiet announcements. The default threshold and volume adjustments settings do not work well.
- CSA developed preliminary new calibrated threshold and volume adjustment settings to significantly improve speech intelligibility and control excessive volume within the buses. We believe that application of new settings alone will significantly improve speech intelligibility on the buses.
- There is an unavoidable lag time between detection of increased background sound level and adjustment of the next announcement. Therefore, it is impossible to adjust the level of the first announcement in an abruptly changing background noise environment inside the bus; some excessively loud or quiet announcements will always occur.
- Some additional improvement in the quality of interior bus announcements would be possible from additional acoustical absorption within the bus. This would lower the background noise level and consequently allow the announcements to be played back at a lower, more comfortable level. We recommend consideration of more acoustical absorption when acquiring new buses.
- Some additional improvement in the quality of interior bus announcements is possible by professional recording and editing of announcements. The level varies between announcements of the stops, and the male speaker's level for cautionary warnings is not calibrated to the female speaker level

Exterior Announcement Systems:

- The audio quality and directivity of the exterior playback systems (i.e., recording, amplification and speaker systems) for the two buses that were evaluated is good.
- The automatic gain (i.e., sound level) adjustment outside the buses varied between buses and was often poor, causing excessively loud and excessively quiet announcements. The default threshold and volume adjustments settings do not work well.

5-14.a2

- CSA developed a new preliminary threshold and volume adjustment protocol to improve speech intelligibility and control excessive volume at exterior bus pick-up locations.
- There is an unavoidable lag time between detection of increased background sound level and adjustment of the next announcement. Therefore, it is impossible to adjust the level of the first announcement in an abruptly changing background noise environment outside the bus; some excessively loud or quiet announcements will always occur.

Santa Cruz METRO Pacific Station:

- It is not currently possible to adequately announce bus arrivals to all waiting locations at the Santa Cruz station using the exterior bus announcement systems. A fixed-base announcement system is recommended to be incorporated when METRO redesigns the station. A generic design is outlined in this report.

INTERIOR BUS ANNOUNCEMENT SYSTEMS

The Talking Bus system uses a remotely mounted microphone, generally located in the ceiling of the bus, to measure the background sound level and make appropriate adjustments to the announcement sound level. The objective is to raise or lower the announcement sound level so that it is heard comfortably above the background noise, such as is done by human speakers. The ratio of the announcement level to the background level is called 'signal-to-noise ratio' (abbreviated 'S/N'). The S/N should be fairly constant for effective and comfortable communication. Generally speaking, the S/N should be about 5-6 dB above the background noise level for excellent speech intelligibility.

The ability of the system to comfortably communicate to riders depends upon:

- The audio quality of the sound reproduction system
- The quality of the recorded program material (i.e., the voice announcements)
- The background noise environment
- The gain (or volume) adjustment

CSA's initial evaluation was to objectively assess the quality of the audio system, comprised of an amplifier and distributed loudspeakers, using a system called RASTI (i.e., RAPid Speech Transmission Index). RASTI is an international standard method (IEC 60268-16) for objectively quantifying the performance of speech reproduction systems in terms of Speech Transmission Index (STI).

RASTI is a method of measuring objectively, how good an acoustic communication channel is with respect to speech intelligibility. It is based on measurements of the reduction in signal modulation between the loudspeaker and listener position. The RASTI measurement device used yields a single number rating of speech intelligibility between

5-14.a3

0- 1.0. The single number rating corresponds to speech intelligibility in terms of the following classifications: excellent, 0.75-1.00; good, 0.60- 0.75; fair, 0.45-0.60; poor, 0.30- 0.45; and bad, 0.00- 0.30.

CSA made RASTI measurements at two seating locations in eight representative bus coaches. These data are summarized in Table I, below. Seating position 1 corresponded to an ear-level location towards the front of the bus, on the driver's side, in the standard seat just behind the wheelchair-accessible seat location. Seating position 2 corresponded to an ear-level location towards the rear of the bus, three rows forward of the rear, on the side opposite to the driver. The results indicate that the sound reproduction is excellent. Therefore, any perceived problem with intelligibility is a result of inadequate gain adjustment by the automatic gain control with reference to a given level of background noise.

Fleet Number	Bus Description	length (ft.)	Speakers		Seat Position	Average STI	500 Hz			2k Hz		
			Quantity	dia (in.)			STI	SPL (dB)	s/n (dB)	STI	SPL (dB)	s/n (dB)
9813	New Flyer Diesel Low Floor	35	6	6	1	0.75	0.84	76.5	10.2	0.67	69.1	5.1
9813	New Flyer Diesel Low Floor	35	6	6	2	0.80	0.83	77.0	10.0	0.77	70.5	8.2
9828	New Flyer Diesel Low Floor	40	6	6	1	0.75	0.77	70.6	8.0	0.74	63.8	7.0
9828	New Flyer Diesel Low Floor	40	6	6	2	0.78	0.79	71.2	8.8	0.77	65.5	6.2
9840	Gillig High Floor	40	6	4	1	0.81	0.89	74.8	11.8	0.74	69.0	7.3
9840	Gillig High Floor	40	6	4	2	0.77	0.89	71.2	11.7	0.68	68.5	5.3
2201	New Flyer CNG Low Floor	40	6	6	1	0.82	0.83	78.8	9.9	0.81	71.5	9.3
2201	New Flyer CNG Low Floor	40	6	6	2	0.81	0.91	81.3	12.4	0.73	73.0	6.9
2218	New Flyer Convertible Low Floor	35	8	6	1	0.83	0.83	74.8	—	0.84	68.3	—
2218	New Flyer Convertible Low Floor	35	8	6	2	0.79	0.84	74.8	—	0.75	67.4	—
2233	New Flyer Convertible Low Floor	40	8	6	1	0.76	0.79	73.1	8.7	0.73	65.7	7.0
2233	New Flyer Convertible Low Floor	40	8	6	2	0.79	0.77	74.5	8.2	0.80	68.2	8.9
2308	Orion High Floor	40	8	6	1	0.82	0.83	77.1	9.9	0.81	72.4	9.3
2308	Orion High Floor	40	8	6	2	0.87	0.92	78.2	12.6	0.83	72.5	9.9
8080	High Flyer High Floor	35	4	6	1	0.78	0.81	69.8	9.4	0.75	65.7	7.4
8080	High Flyer High Floor	35	4	6	2	0.79	0.86	71.3	10.7	0.74	66.9	7.1

TABLE I. RASTI measurement data

The quality of the program material was judged to be satisfactory for good speech intelligibility with all elements of the system working optimally. However, there is some excessive change in speaker volume during announcement, some marginal speech compression, some noticeable background noise during recording, and some clipping of the final consonants. The recordings may be improved by recording all announcements using professional speakers, professional recording equipment and professional editing. We do not recommend making new recordings at this time, as many of the problems will be addressed with system adjustment. We do recommend that the existing material be reviewed and possibly edited to insure constant levels.

The background noise environment was recorded on analog tape and the noise levels digitally while traveling several bus routes. The background noise 1) is predominantly from the bus engine and transmission which vary with load along bus routes, 2) may be increased significantly near the rear of the bus when the air conditioning system is turned on, 3) may be dominated by noisy passengers, and 4) may occasionally be affected by

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exterior noise sources along the route under open-window conditions. Figure 1 shows a typical time history of an announcement made in the context of the interior noise environment on the UC Santa Cruz route. Additional data given in Appendix A shows that the voice announcements penetrate the background noise levels primarily in the 1-2 kHz octave bands, i.e., the upper frequency range of the voice announcements. In the lower frequencies of speech around 500 Hz, the voice announcements are less effective in penetrating the background noise. Sound absorptive treatment would make a broader frequency range of the announcements more audible.

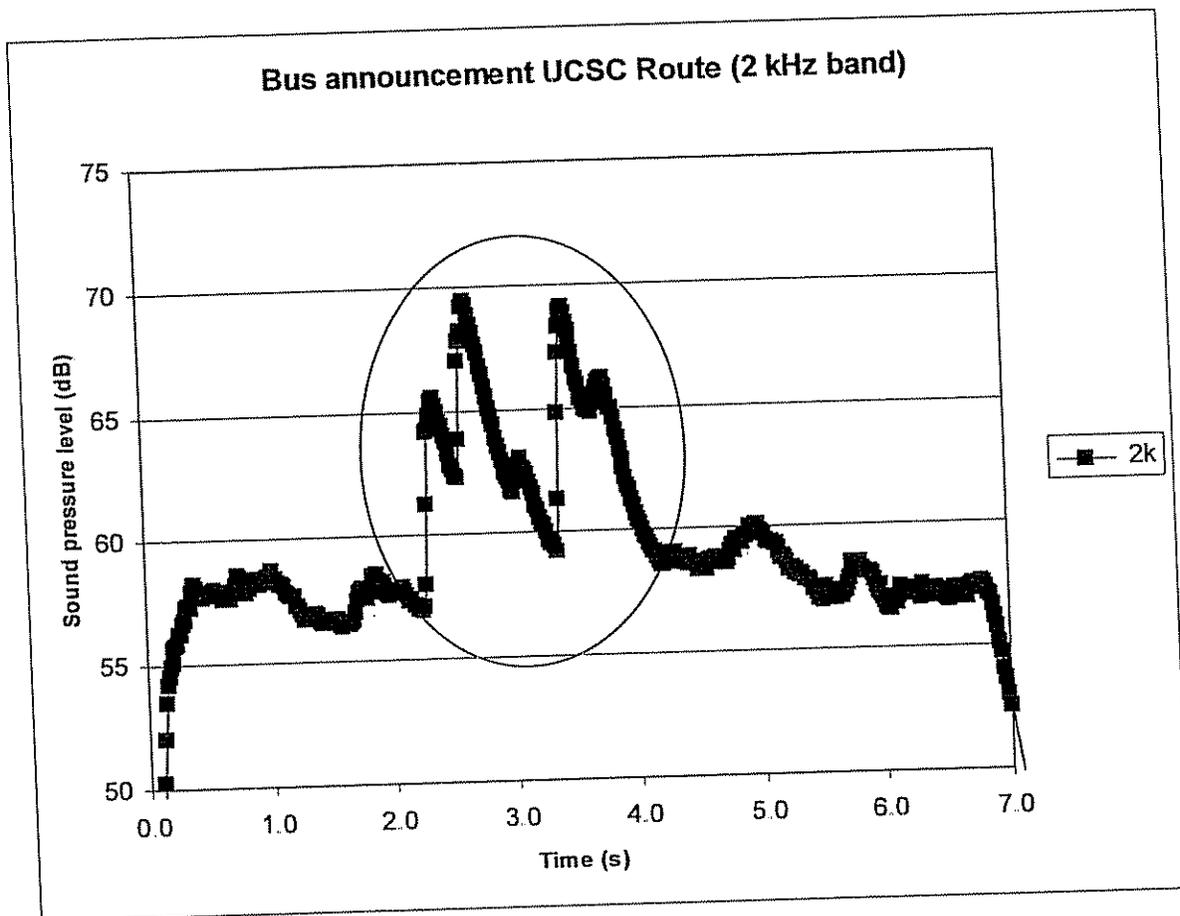


Figure 1 – Sound Level History Inside Occupied Bus. Circle indicates speech peaks against background noise in the 2 kHz band (announcement tested: “Soquel and Orchard”).

It is necessary for the Talking Bus system to adjust for background sound levels varying about 15 dB from 65 dB to 80 dB. A weighted. The gain adjustment of the announcements was found to be the most problematic aspect of the system operation. Sound levels were found to be excessively loud initially and then insufficiently loud when background noise increased. Thus the signal-to-noise ratio went from excessive to inadequate as background noise increased.

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The Talking Bus system has considerable flexibility to adjust the level of announcements with respect to background noise. Most of the buses examined were found to be adjusted to a manufacturer-recommended program designated 'Preset 8'. (Although this setting was determined in-house to be standard for all buses, it is unclear that all buses are routinely set to this preset). This program adjusts the interior microphone gain to a specified value, and sets 'THRESHOLD' and 'VOLUME' settings to specified values. The THRESHOLD sets the point at which the background noise causes the playback volume to move to the next VOLUME value. The Preset 8 accepted a large change in background noise before adjusting playback gain, resulting in only a single change in playback level over the normal range of background noise. The system is capable of five changes in level, although the higher levels would probably only be necessary infrequently at times of unusually high background noise.

CSA conducted a series of measurements of background noise and playback sound level under a variety of THRESHOLD and VOLUME settings. Our objective and subjective results lead us to recommend the following preliminary settings for all interior systems on all bus routes:

PRESET: 6

MIC SENSITIVITY: default value (14)

THRESHOLD: 5, 11, 17, 23, 60, 90

VOLUME: 49, 50, 51, 52, 58, 60

This setting maintains a nearly constant S/N ratio, but increases the S/N slightly at the highest values. This was done to ensure that the passengers are adequately alerted in the highest background noise environments. We believe that this adjustment is nearly optimum for the conditions tested. We recommend that these setting be applied to several buses on various routes and evaluated subjectively to intelligibility and auditory comfort. However (and as previously mentioned), the lag time in the feedback system means that the sound level is adjusted according to the previously measured interior sound level and not the current sound level. Therefore, when the background sound level abruptly rises the initial announcement will be too quiet; and after an abrupt downward shift in background sound the initial announcement will be louder than optimum.

EXTERIOR BUS ANNOUNCEMENT SYSTEMS

The exterior bus announcement system works in the same manner as the interior system. But there are significant differences that prohibit the system from regulating exterior announcement levels as effectively as those inside the bus:

- The exterior microphone is co-located at the loudspeaker location and is subject to local wind noise, acoustic and structure-borne noise from the bus, as well as the ambient sound environment near the listener.
- The noise environment outside the bus changes more rapidly than that inside the buses. The announcement gain is adjusted according to discrete events such as

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closely passing noisy vehicles. For instance, a motorcycle passing the exterior microphone just before a stop causes the announcement gain to ramp up considerably (and objectionably to the neighbors).

- For most buses the microphone is located above the door; for the Gillig 40 the loudspeaker is in the vicinity of the wheel well.

The existing Talking Bus system has no means to correct for a rapidly changing exterior noise environment and maintain the desired constant signal-to-noise ratio. The system must assume that the noise environment measured through the microphone outside the bus is the same as that that will exist at the upcoming bus stop. There is no way for the actual noise at the bus stop to be transmitted to the bus to enable it to adjust the announcement level. Perhaps such a telemetry feature may become available in the future, or fixed-based gain-staged announcement systems may be installed at bus stops. We observed announcement levels at several bus stops in Santa Cruz and in Capitola that seemed excessive.

The radiation pattern of both types of loudspeakers was measured Table II indicates that, during our tests, Bus 9833, with the external loudspeaker in the wheel well, has a higher initial level than Bus 2213, which has its loudspeaker over the doorway. However, the loudspeaker in the wheel well is less effective at farther distances and at off-axis positions. These data suggest that the wheel well loudspeaker is inferior for speech intelligibility and would require a different approach to calibration.

Time did not permit calibration of the exterior bus announcement system, as we did with the interior system. However, we have developed the following protocol for optimizing the PRESET, MIC SENSITIVITY, THRESHOLD and VOLUME settings of the exterior system. This calibration protocol requires use of a sound level meter, which we understand is available from the maintenance operators.

1. Locate a single bus in the quiet maintenance yard area where we conducted our stationary testing.
2. With the bus idling, locate a seated listener eight feet outside from the front door of the bus.
3. Iteratively go through PRESET settings 2 through 9 while listening to several announcements. Select the PRESET that is clearly audible without being excessively loud; e.g., at the level a human speaker would use to be audible. Measure the A-weighted sound level of the bus idling and of the announcement using the sound level meter time averaging set for 'RMS Slow'.
4. For that PRESET use the default MIC SENSITIVITY value and set: THRESHOLD: 5, 11, 17, 23, 60, 90 and VOLUME: 49, 50, 51, 52, 58, 60.

5-14.a7

5. Bring another bus into the measurement yard and park it parallel and approximately 20 feet from the first bus with the rear of the bus approximately aligned with the front door of the first bus. The listener seat, now between the buses stays in the same area (approximately 8 ft from the first bus and 12 ft from the second).
6. Rev the engine of the second bus slowly, while the announcement is playing from the first bus, until a change in announcement level is detected. Measure the sound level of the bus and of the announcement. Subjectively evaluate if the gain adjustment is too much, too little or about right.
7. Repeat step 6 until five changes in announcement level are observed, measured and subjectively evaluated.
8. If the change in announcement level is judged excessive, increase the value of the THRESHOLD by one for that point and/or lower the VOLUME setting by one or two points. If the change in announcement level is judged to low, decrease the value of the THRESHOLD by one for that point and/or raise the VOLUME setting by one or two points.
9. Repeat step 8 iteratively until optimum values are reached for the THRESHOLD and VOLUME settings.
10. Test the new settings at various bus stops throughout the routes and make adjustments as necessary.

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TABLE II.

Santa Cruz Metro: Bus coach external loudspeaker test

Bus 1: # 9833, loudspeaker in wheel well

Bus 2: #2213, loudspeaker above entrance doorway

Directivity data

Distance (ft.)	offset towards rear of bus (ft.)	Pink Noise: Bus 1	Pink Noise: Bus 2
5	0	0	0
10	0	-8	-3
20	0	-13	-7
40	0	-18	-10
60	0	-20	-12
5	5	-6	-2
15	10	-11	-7
15	15	-11	-9

Speech announcement level data

Distance (ft.)	offset towards rear of bus (ft.)	Speech: Bus 1	Speech: Bus 2
5	0	<i>80</i>	66
10	0	<i>72</i>	63
20	0	68	58
40	0	65	56
60	0	64	54

- Notes: (1)
 Speech level sometimes gained upwards by 6 dB due to background noise. These measurements made with stationary bus, not running.
 (2) Reported levels are A-weighted, Leq of the announcement "Route 71"
 (3) italicized values are estimates based on pink noise data

5-14.a9

SANTA CRUZ METRO PACIFIC STATION

The downtown Santa Cruz Metro station has four bus lanes serving several departure routes simultaneously. Each lane has its own waiting area. It is necessary to announce departures at all locations along each lane to passengers in any location within the particular lane waiting area. Currently routes are announced several times by the exterior loudspeaker systems of the buses. It is not always possible to hear these announcements at all locations in the waiting area for each lane because up to four buses may be idling in a single lane, thereby masking (i.e. drowning out) the exterior announcement. A single bus speaker may not cover the entire waiting area between Front Street and Pacific Street in the presence of idling buses. Sound levels adjacent idling buses vary between 75 dB and 80 dB. This requires announcement levels of 85 dB that cannot be generated by buses over 100 feet away (the sound levels would be painful to those nearby if the exterior bus speaker systems were able to produce the required sound levels).

The best solution for making bus announcements intelligible to all waiting areas in the Pacific Station is installation of a fixed-base distributed announcement system to cover all waiting areas. The system should be configured to announce the specific route number, destination, and location of the bus within the metro system- for example, "Route 72, to Watsonville, now in Lane 2, space C". Under the current approach, passengers must use their ability to auditorially localize the announcement for their specific bus. We recommend that such a distributed sound system be incorporated into the redesign of the downtown Santa Cruz station.

This system may be configured for four zones, or four discrete announcement areas: one for each lane. The speaker system may generally be located overhead on existing kiosk roofs, buildings or other existing structures. The speakers should be selected to have a wide throw, thereby minimizing the number of speakers required. The speakers may play the same-recorded announcements now extant, and may be actuated by either an operator viewing arrivals from the Metro building, or from an automated system. Alternatively, the Talking Bus vendor, Digital Recorders®, may be contacted regarding an automatic actuation system. CSA has considerable experience with the design of audio and telecommunication systems, and would like to assist with the system design.

5-14.a10

RECOMMENDATIONS

Following are specific recommendations for the Santa Cruz Metro Talking Bus system:

1. Review this report with the Talking Bus vendor, Digital Recorders®.
2. Change the interior level settings in six buses for various routes to:
PRESET: 6
MIC SENSITIVITY: default value (14)
THRESHOLD: 5, 11, 17, 23, 60, 90
VOLUME: 49, 50, 51, 52, 58, 60

Subjectively evaluate the performance of the interior announcement system.
Adopt procedures to check that all buses are set to this preset.

3. Apply the adjustment protocol for the exterior announcement systems described above and subjectively evaluate the performance of the interior announcement system along six routes.
4. Design and install a fixed-based public address system for bus announcements at the Santa Cruz Metro Pacific Station when the station is redesigned.
5. Consider including acoustical absorption in the purchase of future buses. Such absorption may be incorporated by the manufacturer in padded seats and/or in absorptive ceiling panels.
6. If intelligibility problem further persist, consider professional recording, compression and editing of the announcements.
7. Adjust levels of the pre-recorded voice announcements using digital compression techniques.

5-14.all

APPENDIX A. Measurements of voice announcements along UCSC Route.

These measurements show the A-weighted sound level and three spectral “bands” that correspond to the portion of the signal most relevant to speech intelligibility. The spectral bands are for frequencies in a single octave, centered on 500 Hz, 1 kHz, and 2 kHz. These band frequencies are analogous to different colors that result when a light is passed through a prism. The measurement position corresponded to three seats forward of the rear right of the bus.

These data indicate that the voice announcements are primarily audible in the 1 and 2 kHz band, corresponding to the upper frequencies of speech necessary for intelligibility. The announcements do not rise above the background noise in terms of the overall level (the “A weighted” level) and the 500 Hz octave bands.

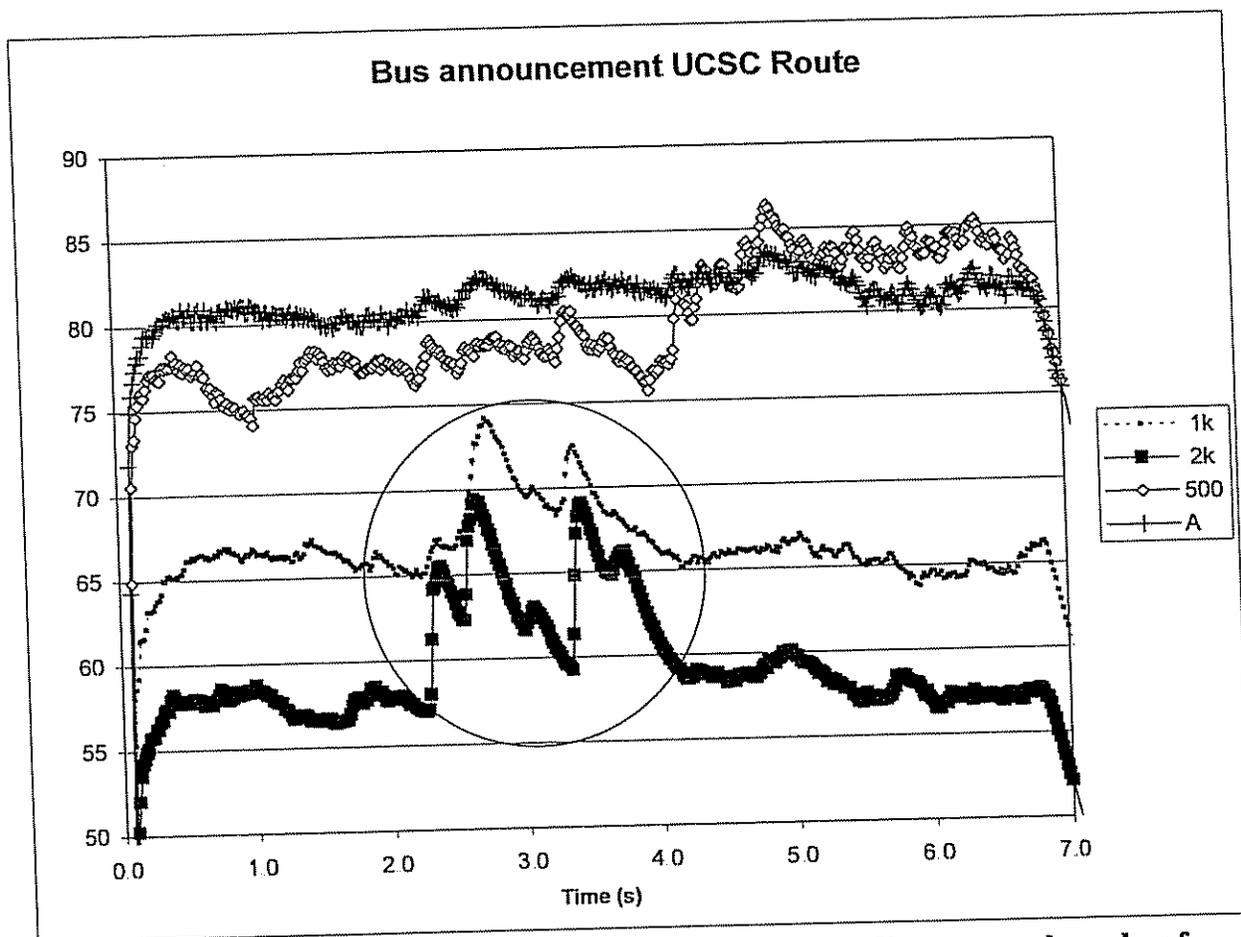


Figure A-1. Sound level history inside occupied bus. Circle indicates speech peaks of announcement “Soquel and Orchard”.

5-14.a12

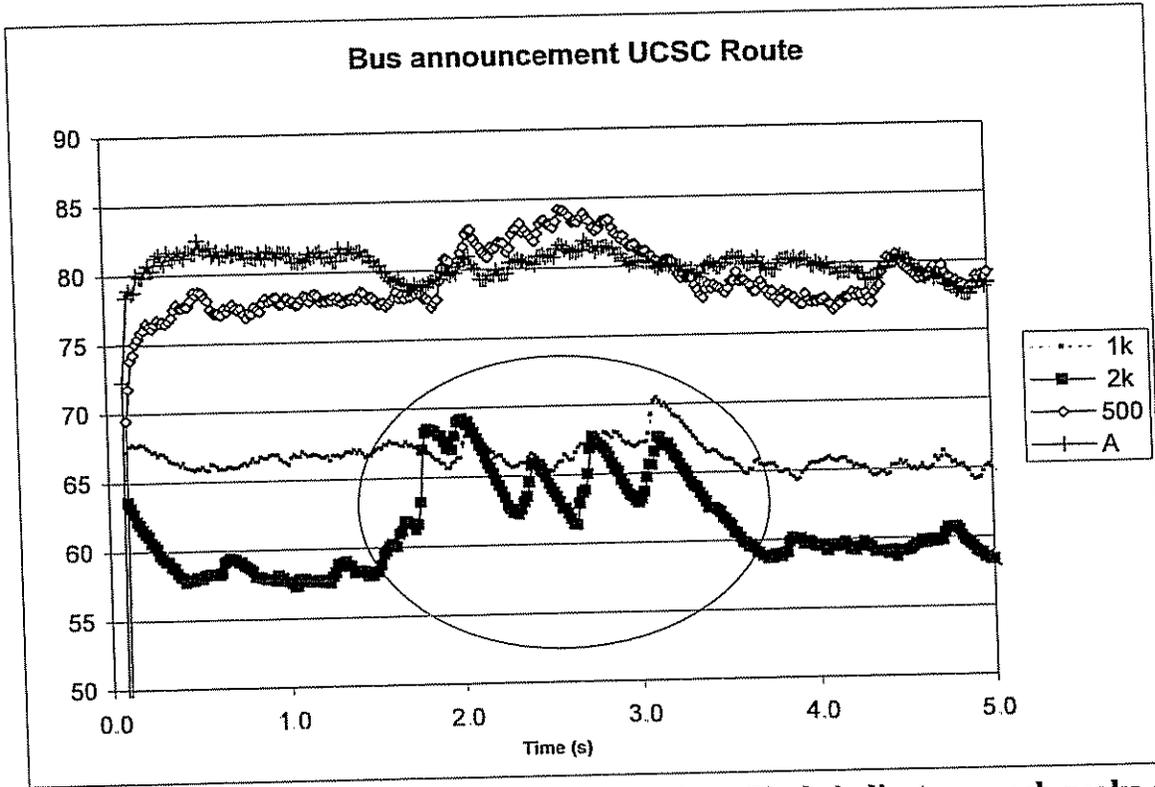


Figure A-2. Sound level history inside occupied bus. Circle indicates speech peaks of announcement "Freedom and Valencia".

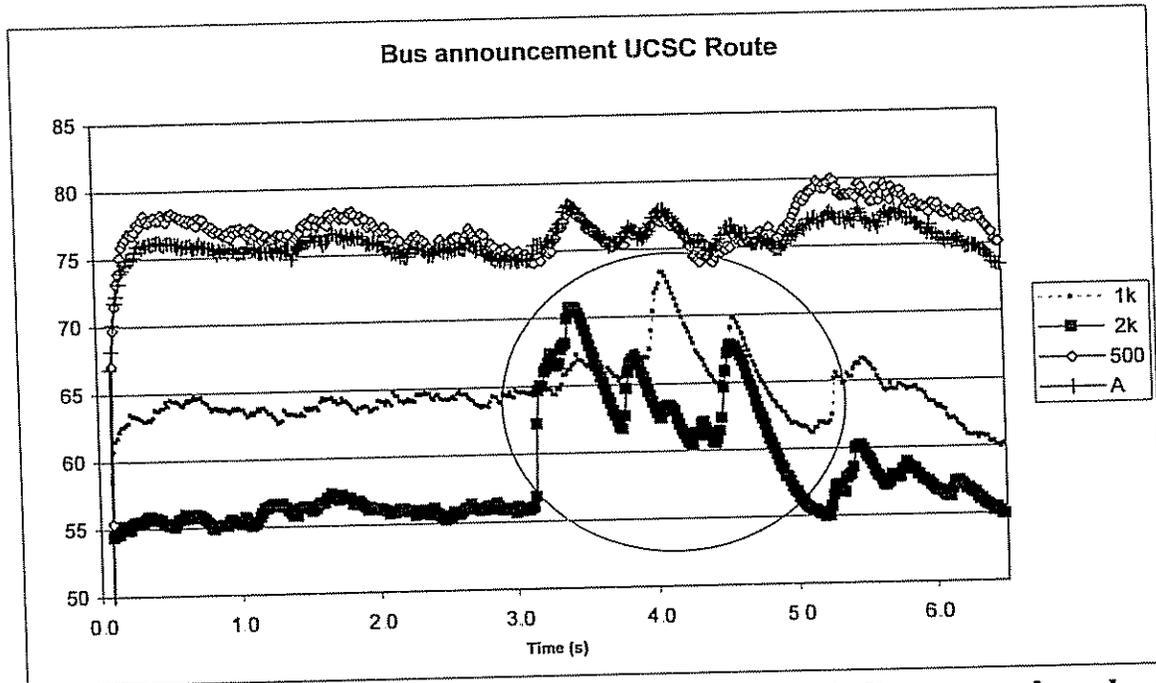


Figure A-3. Sound level history inside occupied bus. Circle indicates speech peaks of announcement "Freedom and La Vida".

5-14.a13

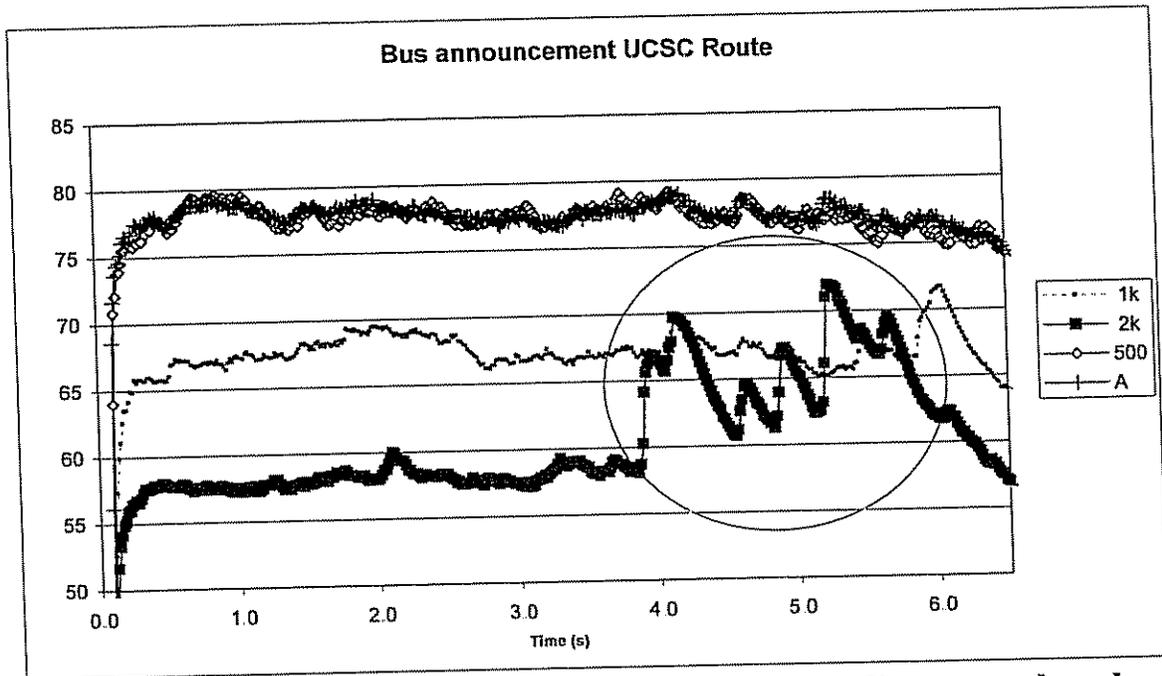


Figure A-4. Sound level history inside occupied bus. Circle indicates speech peaks of announcement "Freedom and 2300 block".

5-14. a14

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

M E M O R A N D U M

Date: April 08, 2002
To: All Bus Operators
From: Bryant J. Baahr 
Subject: Call Stop Policy

At the March 15, 2002 Board of Directors meeting, the Board of Directors approved the following policy as it relates to call stop announcements. Please review this policy and if you have any questions, please see your supervisor, UTU Committee of Adjustment members, Judy Souza or me.

Call Stop Policy

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

Disciplinary plan

- Step 1 – Verbal warning – One (1) hour of call stop training
- Step 2 – Formal Counseling - continued monitoring until compliance is achieved
- Step 3 – Letter of Reprimand
- Step 4 – One (1) day suspension
- Step 5 – Three (3) day suspension
- Step 6 – Five (5) day suspension
- Step 7 – Subject to Termination

5-14.61

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Leslie R. White, General Manager
SUBJECT: CONSIDERATION OF SCHEDULE FOR FORMAL RESPONSE TO THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION PARATRANSIT COORDINATION TASK FORCE
RECOMMENDATIONS

I. RECOMMENDED ACTION

That the Board of Directors Approve the Schedule for the Adoption of a Formal Response to the Recommendations of the Santa Cruz County Regional Transportation Commission's Paratransit Coordination Task Force and the Adoption of Necessary Modifications to the ParaCruz Customers Guide.

II. SUMMARY OF ISSUES

- In early 2005 the Santa Cruz County Regional Transportation Commission solicited comments on the recommendations that had been developed by the Paratransit Coordination Task Force (PCTF).
- The Board of Directors instructed METRO staff to delay developing a formal response to the recommendations of the Paratransit Coordination Task Force until sixty (60) days after the conclusion of Labor Negotiations.
- On November 2, 2005 the Board of Directors ratified a three-year Labor Agreement with the United Transportation Union Local 23 concluding labor negotiations for 2005.
- In December 2005 the Metro Advisory Committee (MAC) began evaluating the recommendations of the Paratransit Coordination Task Force.
- In March 2006 the MAC submitted their recommendations regarding the findings of the Paratransit Coordination Task Force to the Board of Directors.
- In 2002 the Board of Directors adopted the ParaCruz Customers Guide that describes the paratransit policies and services that are provided pursuant to the Americans with Disabilities Act (ADA).
- The ParaCruz Customers Guide serves as the METRO Paratransit Plan and is in need of updating based upon the experiences and information that METRO has acquired after eighteen (18) months of direct service operation.

5-15.1

- It is recommended that the responses to the Paratransit Coordination Task Force and the update to the ParaCruz Customer Guide be developed simultaneously.
- It is recommended that the Board of Directors approve a schedule to consider the adoption of a formal response to the Paratransit Coordination Task Force and the adoption of revisions to the ParaCruz Customer Guide on June 23, 2006.

III. DISCUSSION

In 2005 the Santa Cruz County Regional Transportation Commission solicited comments regarding recommendations that had been developed by its Paratransit Coordination Task Force (PCTF). Subsequent to receiving the solicitation for comments and a response METRO entered into labor negotiations with the Service Employees International Union Local 415 and the United Transportation Union Local 23. Based upon the focus that was needed for the labor negotiations the Board indicated that METRO staff should delay developing a formal response to the PCTF until sixty (60) days after the conclusion of the negotiations.

On November 2, 2005 the Board of Directors ratified a three-year Labor Agreement with the United Transportation Union Local 23. In December 2005 the Metro Advisory Committee (MAC) began evaluating the recommendations of the Paratransit Coordination Task Force. In March 2006 the MAC submitted their recommendations regarding the findings of the Paratransit Coordination Task Force to the Board of Directors.

In 2002 the Board of Directors adopted the ParaCruz Customers Guide that describes the paratransit policies and services that are provided pursuant to the Americans with Disabilities Act (ADA). In 2002 the Board of Directors adopted the ParaCruz Customers Guide that describes the paratransit policies and services that are provided pursuant to the Americans with Disabilities Act (ADA). The ParaCruz Customers Guide serves as the METRO Paratransit Plan and is in need of updating based upon the experiences and information that METRO has acquired after eighteen (18) months of direct service operation.

Staff recommends that the formal response to the PCTF and the update of the ParaCruz Customer Guide be developed simultaneously. Staff further recommends that the Board of Directors approve a schedule to consider the adoption of a formal response to the Paratransit Coordination Task Force and the adoption of revisions to the ParaCruz Customer Guide on June 23, 2006.

IV. FINANCIAL CONSIDERATIONS

The adoption of the recommended schedule for the PCTF and the update of the ParaCruz Customer Guide will not impact the METRO Operating Budget.

V. ATTACHMENTS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Robyn Slater, Human Resources Manager
SUBJECT: PRESENTATION OF EMPLOYEE LONGEVITY AWARDS

I. RECOMMENDED ACTION

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

II. SUMMARY OF ISSUES

- None.

III. DISCUSSION

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

IV. FINANCIAL CONSIDERATIONS

None.

V. ATTACHMENTS

Attachment A: Employee Recognition List

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
EMPLOYEE RECOGNITION

TEN YEARS

None

FIFTEEN YEARS

None

TWENTY YEARS

George T. Cawaling, Receiving Parts Clerk

TWENTY-FIVE YEARS

Mark Hansen, FM Mechanic II
(Carried over from March 2006)

THIRTY YEARS

None

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006
TO: Board of Directors
FROM: Elisabeth Ross, Finance Manager
SUBJECT: RESOLUTION REVISING FY 05-06 BUDGET

I. RECOMMENDED ACTION

Staff recommends that the Board of Directors adopt the attached resolution revising the FY 05-06 budget in accordance with Exhibit A (Attachment A), revise Board member travel in accordance with Attachment B and authorize revision of the staffing table in the Operations Department to reflect two (2) fewer Bus Operator positions .

II. SUMMARY OF ISSUES

- As a result of required adjustments to operating expenses, the operating budget is recommended to be increased by a net \$720,000 for a new total of \$34,803,000 in operating expenses.
- The three changes in operating revenues are an increase in non-transportation revenue to reflect payroll deductions by employees for their share of the CalPERS retirement program, an increase in interest income as a result of higher treasury interest rates, and a reduction in the use of reserves for the operating budget.
- A number of operating expense adjustments are required at this time, as delineated in Exhibit A of Attachment A.
- Updating the capital improvement program results in a net increase of \$176,936 for two carryover projects and five new projects. The revised capital improvement program totals \$31,613,765.
- Exhibit B of the budget document regarding Board member travel for FY 05-06 is being revised to add a reference to Board member meetings with the General Manager and staff (Attachment B).
- As a result of the new MOU with UTU Local 23, the number of authorized Bus Operators is reduced by two, as reflected in the revised staffing table (Attachment C).

III. DISCUSSION

A. Operating Budget

The detailed list of changes to the FY 05-06 operating revenues is shown on Exhibit A of Attachment A following the budget resolution. Non-transportation revenue is being increased by

\$440,000 to reflect the payroll deductions made by employees to provide their share towards the CalPERS retirement contribution. This increase in operating revenues is totally offset by an increase in retirement expense in the same amount. The original budget showed a net cost to the District for the retirement contribution, but we are now showing the full employer rate in the expenses and the reimbursement by employees in the revenues.

The second revenue change is an increase in interest income. Interest rates were budgeted at 2% but for the first nine months of the fiscal year, the rates have averaged 4%. This increase allows the District to reduce the use of reserves to balance the operating budget by \$120,000.

Under operating expense changes, detailed expense adjustments are listed in Attachment A, Exhibit A. The largest expense changes are as follows:

- The CalPERS retirement expense has been increased by \$440,000 to reflect the full employer rate as discussed above.
- Due to a new dental plan renewal as of 1/01/06, the dental insurance expense in all departments has been reduced, for a total savings for the fiscal year of \$28,889.
- The CalTIP liability insurance premiums for the year are higher than the original estimate by approximately \$60,000. However, this is still a reduction from the previous year.
- Due to the new IWC order regarding rest breaks effective 8/01/05, the District contracted for services from Giro to update the Bus Operator bid in the amount of \$33,000 and was required to rent vehicles to provide Operator relief in the amount of \$40,887. The District also incurred settlement costs in excess of \$140,000 for waiver payments to Bus Operators.

B. Capital Improvement Program

Two capital projects are being carried over from FY 04-05: purchase of three non-revenue vehicles and the bus shelter modification project approved by the Board last year. The talking bus cards are being moved from the capital budget to the operating budget since they do not qualify as a capital expense. Five capital projects are being added to the capital improvement program, the largest of which is the IT Operator Bid upgrade in the amount of \$165,000.

The District has been notified that the State Transit Assistance (STA) allocation is being increased by \$441,135 to \$1,542,851. This increase will allow a reduction in the use of District reserves in the amount of \$264,199 in FY 05-06.

IV. FINANCIAL CONSIDERATIONS

Adoption of the resolution will increase the total FY 05-06 operating expenses by \$720,000, and increase the capital improvement program by \$176,936.

V. ATTACHMENTS

- Attachment A:** Resolution Authorizing a Revision to the FY 05-06 Budget, followed by a list of specific changes (Exhibit A).
- Attachment B:** Revised Board Member Travel for FY 05-06.
- Attachment C:** Revised FY 05-06 Staffing Table for Operations Department.

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 FY 05-06 BUDGET**

WHEREAS, it is necessary to revise the adopted FY 05-06 budget of the Santa Cruz Metropolitan Transit District to provide for changes in operating revenue, operating expense, and the capital improvement program.

NOW, THEREFORE, BE IT RESOLVED, the budget is hereby amended per the attached Exhibit A.

PASSED AND ADOPTED this 28th day of April, 2006, by the following vote:

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

Approved _____
MIKE ROTKIN
Board Chair

ATTEST _____
LESLIE R. WHITE
General Manager

APPROVED AS TO FORM:

MARGARET GALLAGHER
District Counsel

**EXHIBIT A
RECOMMENDED BUDGET REVISIONS
FY 05-06
APRIL 2006**

	AMOUNT	TOTALS
<u>OPERATING REVENUE</u>		
Increase non-transportation revenue to reflect payroll deduction payments for CalPERS retirement	\$ 440,000	
Increase interest income to reflect higher rates	\$ 400,000	
Reduce transfer from reserves	<u>\$ (120,000)</u>	
TOTAL		\$ 720,000

	DEPT	ACCOUNT	AMOUNT	TOTALS
<u>OPERATING EXPENSE</u>				
Increase CalPERS retirement expense	1100	502021	\$ 15,038	
to reflect full employer rate and offset by	1200	502021	\$ 9,967	
increase in revenue from employee share	1300	502021	\$ 6,341	
	1400	502021	\$ 6,089	
	1500	502021	\$ 7,136	
	1700	502021	\$ 6,292	
	2200	502021	\$ 13,924	
	3100	502021	\$ 45,606	
	3200	502021	\$ 29,989	
	3300	502021	\$ 239,153	
	4100	502021	\$ 60,466	
Reduce dental insurance premiums	1100	502041	\$ (547)	
to reflect lower renewal effective 01/01/06	1200	502041	\$ (568)	
	1300	502041	\$ (505)	
	1400	502041	\$ (342)	
	1500	502041	\$ (389)	
	1700	502041	\$ (434)	
	2200	502041	\$ (1,128)	
	3100	502041	\$ (3,914)	
	3200	502041	\$ (1,604)	
	3300	502041	\$ (10,782)	
	4100	502041	\$ (3,993)	
	9005	502041	\$ (4,683)	

7.92

EXHIBIT A
RECOMMENDED BUDGET REVISIONS
FY 05-06
APRIL 2006

	DEPT	ACCOUNT	AMOUNT	TOTALS
Move ADA study to Admin and increase amount	1100	503031	\$ 43,000	
Add wireless PC card	1100	505031	\$ 550	
Increase CalTIP liability insurance to reflect higher premiums than projected	1200	506015	\$ 60,000	
Add cost of SEIU/UTU arbitrations	1400	503031	\$ 3,500	
Add IT voice over support for ParaCruz	1500	503352	\$ 3,000	
Add anti-virus software	1500	503352	\$ 4,500	
Additional services by Giro for Operator bid	1500	503352	\$ 33,000	
Increase IT office supplies for bid upgrade, T-1 line, and talking bus PC	1500	504311	\$ 7,000	
Move talking bus cards from capital to operating	1500	504311	\$ 7,200	
Increase IT telecommunications for T-1 line	1500	505031	\$ 1,500	
Increase legal services for personnel issues	1700	503033	\$ 10,000	
Increase settlement costs for IWC order violations	1800	506123	\$ 146,000	
Reduce uniforms and laundry for ParaCruz to reflect actual year-to-date expense	3100	503162	\$ (13,248)	
Move ADA study to Admin from ParaCruz	3100	503031	\$ (38,000)	
Add rental of driver relief vehicles	4100	512061	\$ 40,887	
TOTAL				\$ 720,000

7.93

**EXHIBIT A
RECOMMENDED BUDGET REVISIONS
FY 05-06
APRIL 2006**

	DEPT	AMOUNT	TOTALS
<u>CAPITAL FUNDING</u>			
Increase STA allocation per SCCRTC		\$ 441,135	
Reduce use of District reserves		\$ (264,199)	
TOTAL			\$ 176,936
 <u>CAPITAL PROJECTS</u>			
Add carryover projects from FY 04-05:			
- Purchase of non-revenue vehicles (3)		\$ 83,000	
- Bus shelter modification		\$ 30,000	
Move talking bus cards from capital to operating		\$ (7,200)	
Capitalization of bus engine		\$ 18,936	
Replacement laptop computer for Counsel		\$ 1,500	
Upgrade server for ParaCruz		\$ 1,700	
IT bid upgrade		\$ 165,000	
Dollar bill counter replacement for Operations		\$ 4,000	
Reduce transfer to operating budget		\$ (120,000)	
TOTAL			\$ 176,936

7.a4

EXHIBIT B

REVISED BOARD MEMBER TRAVEL

FY 05-06

American Public Transportation Association (APTA) Meetings

Legislative Conference
March 2006
Washington, DC
Two Board Members

California Transit Association (CTA) Meetings

No attendance.

Additional Travel

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

Expenses related to Board members meeting with General Manager and staff.

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

Position	Authorized FY 03-04	Funded FY 03-04	Authorized FY 04-05	Funded FY 04-05	Authorized FY 05-06	Funded FY 05-06
Operations Manager	1	1	1	1	1	1
Base Superintendent	1	1	1	1	1	1
Transit Supervisor	14	13	14	12	14	12
Schedule Analyst	1	1	1	1	1	1
Supervisor of Revenue Collection	1	1	1	1	1	1
Safety & Training Coordinator	1	1	1	1	1	1
Admin Secretary/Supervisor	1	1	1	1	1	1
Administrative Clerk I	1	1	1	1	1	1
Payroll Specialist	1	1	1	1	1	1
Revenue Specialist	1	0	1	0	1	0
Bus Operator (total on payroll)	184	169	184	160	182	158
Total Full-Time Equivalents	207.00	190.00	207.00	180.00	205.00	178.00

7.21

Attachment C

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT

DATE: April 28, 2006

TO: Board of Directors

FROM: Frank L. Cheng, Project Manager

SUBJECT: CONSIDERATION OF AN AMENDMENT TO THE CONTRACT WITH HARRIS & ASSOCIATES IN THE AMOUNT OF NOT TO EXCEED \$70,000.00 FOR SPECIALTY INSPECTION SERVICES REQUIRED FOR THE SERVICE AND FUELING BUILDING CONSTRUCTION OF THE METROBASE PROJECT.

I. RECOMMENDED ACTION

That the Board of Directors authorize the General Manager to execute an amendment to the contract with Harris & Associates in the amount of not to exceed \$70,000.00 to provide Specialty Inspection Services for the Service and Fueling Building Construction of the MetroBase Project.

II. SUMMARY OF ISSUES

- On January 9, 2006, METRO began construction on the Service & Fueling Building.
- METRO requested Harris & Associates a quote for special inspection services not included in the City of Santa Cruz capabilities.
- Harris & Associates received multiple quotes from different vendors and will process the inspections in the amount of not to exceed \$70,000.00 from HP Inspections, Inc. for specialty inspections/testing that are called in the Service Building Project Contract Documents.

III. DISCUSSION

On January 9, 2006, METRO began construction on the Service & Fueling Building for the MetroBase Project. METRO requested Harris & Associates to solicit quotes for specialty inspection services not included in the City of Santa Cruz capabilities. Harris & Associates received multiple quotes from different vendors and have chosen HP Inspections, Inc. for their services.

The scope of work includes:

- Verification inspections of reinforcing steel placement for the reinforced concrete and structural masonry
- Continuous inspections during the placement of all structural concrete
- Performing slump, temperature, and compressive strength tests of concrete and testing of non-shrink grout

9.1

- Continuous inspections of the placement of the concrete masonry block, mortar, and grout
- Sampling and testing of block, mortar and grout including sampling and testing of masonry prisms
- Installation inspections of all epoxy anchors/dowels
- Inspections of shop and field welding of structural steel connections.
- Verification of welder qualifications and welding procedures
- Preparation of daily inspection reports, weekly reports to the City of Santa Cruz
- Preparation of final project inspection report

The estimate of not to exceed \$70,000.00 is based the total specialty inspection services and for potential unknown inspection for all contractor scheduled tasks. Only the actual hours spent on the tasks above will be invoiced.

Currently City of Santa Cruz is providing some inspection services that are not included in this proposal.

Staff has analyzed the HP from Harris & Associates proposal and recommends that the Board of Directors approve the cost associated with specialty testing services.

IV. FINANCIAL CONSIDERATIONS

The approval of the contract amendment will require the obligation of up to \$70,000.00 in funds from the MetroBase Project budget which are available for this purpose.

V. ATTACHMENTS

Attachment A: **Harris & Associates Letter**



Harris & Associates

120 Mason Circle, Concord, CA 94520
925.827.4900

5 April 2006

Mr. Frank Cheng
Project Manager
Santa Cruz Metropolitan Transit District
Metrobase Project
370 Encinal Street
Santa Cruz, CA 95060
Re: Special Inspection Services
Dear Frank,

In response to your recent request for a letter to address a separate price for special inspection services on the Service & Fueling Building. The price has come in a little under \$60,000.00. We recommend that you reserve an amount no less than \$70,000.00 to assure that you have adequate funding for any and all contingencies.

The scope of work covered in the Special Inspection allowance is as follows:

Work to be performed by:

H P Inspections, Inc., 690 Sunol Street Building H, San Jose, CA 95126
with work as defined in the Service Building Project Contract Documents.

The specific scope of work includes:

- Verification inspections of reinforcing steel placement for the reinforced concrete and structural masonry
- Continuous inspections during the placement of all structural concrete
- Performing slump, temperature, and compressive strength tests of concrete and testing of non-shrink grout
- Continuous inspections of the placement of the concrete masonry block, mortar and grout.
- Sampling and testing of the block, mortar and grout including sampling and testing of masonry prisms
- Installation inspections of all epoxy anchors/dowels
- Inspections of shop and field welding of structural steel connections.
- Verification of welder qualifications and welding procedures
- Preparation of daily inspection reports, weekly reports to the City of Santa Cruz
- Preparation of final project inspection report

As previously suggested we should advise your board that, to the extent possible, we will try to minimize budget growth. As you know, Tom Dean, P.E. has been diligent about saving budget in all areas.

We are ready to discuss this at your request. Please call me if you have any questions about this correspondence. I can be reached at 925-827-4900, ext. 225, or on my cellular phone at 925.518.7269.

Respectfully,
Harris and Associates

Mario Maciel
Vice President
CM Manager

Cc: file
Mark Dorfman
Tom Dean